



Dave Yost • Auditor of State



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Northern Hardin County Fire District
Hardin County
12825 County Road 90
Kenton, OH 43326

We have completed certain procedures in accordance with Ohio Rev. Code Section 117.01(G) to the accounting records and related documents of the Northern Hardin County Fire District, Hardin County, (the District) for the years ended December 31, 2012 and 2011.

Our procedures were designed solely to satisfy the audit requirements of Ohio Rev. Code Section 117.11(A). Because our procedures were not designed to opine on the District's financial statements, we did not follow *generally accepted auditing standards*. We do not provide any assurance on the District's financial statements, transactions or balances for the years ended December 31, 2012 or 2011.

The District's management is responsible for preparing and maintaining its accounting records and related documents. Our responsibility under Ohio Rev. Code Section 117.11(A) is to examine, analyze and inspect these records and documents.

Current Year Observations

1. The District was unable to provide a copy of the organizational document(s) that created the District. To provide guidance on the organizational structure and purpose of the District, and to help prevent potential legal issues, the District should maintain a copy of its organizational document(s).

The District should consult with its legal counsel and/or the member entities to obtain a copy of the organizational document(s). This document(s) should be maintained by the District for future reference.

2. In October 2010, the District obtained a determination from the Ohio Public Employees Retirement System (OPERS) that the Fire Chief was not permitted to pay into the retirement system. Once notified of the ineligibility to participate in OPERS, the District stopped withholding retirement contributions. However, the District did not subsequently start withholding social security taxes from wages of the Fire Chief.

Internal Revenue Code Section 3121(B)(7)(F) requires that after July 1, 1991, employees who are not members of retirement systems of employers shall be required to pay into the social security system.

The District should withhold social security taxes from the wages of the Fire Chief, and any other individuals not eligible to contribute to OPERS. The employee contribution and the related employer contribution should be then remitted to the IRS. In addition, the District should consult with its legal representative and/or the IRS regarding the potential liability for un-paid past contributions.

Current Status of Matters we Reported in our Prior Engagement

1. Our prior agreed upon procedures report noted that for the years ended December 31, 2010 and 2009 that the District recorded property tax receipts at the amount net of fees charged by the county auditor and county treasurer. During 2012 and 2011, the District continued to record property tax receipts at the amount net of fees charged by the county auditor and county treasurer.

A handwritten signature in black ink that reads "Dave Yost". The signature is written in a cursive style with a large, looping initial "D".

Dave Yost
Auditor of State

June 24, 2013



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NORTHERN HARDIN COUNTY FIRE DISTRICT

HARDIN COUNTY

CLERK'S CERTIFICATION

This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.

Susan Babbitt

CLERK OF THE BUREAU

**CERTIFIED
JULY 9, 2013**