



Dave Yost • Auditor of State

**BRIMFIELD TOWNSHIP
PORTAGE COUNTY**

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Dave Yost • Auditor of State

INDEPENDENT AUDITOR'S REPORT

Brimfield Township
Portage County
1333 Tallmadge Road
Kent, Ohio 44240

To the Board of Trustees:

Report on the Financial Statements

We have audited the accompanying financial statements of the cash balances, receipts and disbursements by fund type, and related notes of Brimfield Township, Portage County, (the Township) as of and for the year ended December 31, 2014.

Management's Responsibility for the Financial Statements

Management is responsible for preparing and fairly presenting these financial statements in accordance with the financial reporting provisions Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(D) permit; this responsibility includes designing, implementing and maintaining internal control relevant to preparing and fairly presenting financial statements free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to opine on these financial statements based on our audit. We audited in accordance with auditing standards generally accepted in the United States of America and the financial audit standards in the Comptroller General of the United States' *Government Auditing Standards*. Those standards require us to plan and perform the audit to reasonably assure the financial statements are free from material misstatement.

An audit requires obtaining evidence about financial statement amounts and disclosures. The procedures selected depend on our judgment, including assessing the risks of material financial statement misstatement, whether due to fraud or error. In assessing those risks, we consider internal control relevant to the Township's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not to the extent needed to opine on the effectiveness of the Township's internal control. Accordingly, we express no opinion. An audit also includes evaluating the appropriateness of management's accounting policies and the reasonableness of their significant accounting estimates, as well as our evaluation of the overall financial statement presentation.

We believe the audit evidence we obtained is sufficient and appropriate to support our audit opinions.

Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 1 of the financial statements, the Township prepared these financial statements using the accounting basis permitted by the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(D), which is an accounting basis other than accounting principles generally accepted in the United States of America (GAAP), to satisfy these requirements.

Although the effects on the financial statements of the variances between the regulatory accounting basis and GAAP are not reasonably determinable, we presume they are material.

Though the Township does not intend these statements to conform to GAAP, auditing standards generally accepted in the United States of America require us to include an adverse opinion on GAAP. However, the adverse opinion does not imply the amounts reported are materially misstated under the accounting basis Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(D) permit. Our opinion on this accounting basis is in the *Opinion on Regulatory Basis of Accounting* paragraph below.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the *Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles* paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Township as of December 31, 2014, or changes in financial position thereof for the year then ended.

Opinion on Regulatory Basis of Accounting

In our opinion, the financial statements referred to above present fairly, in all material respects, the combined cash balances of Brimfield Township, Portage County as of December 31, 2014, and its combined cash receipts and disbursements for the year then ended in accordance with the financial reporting provisions Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(D) permit, described in Note 1.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated August 23, 2016, on our consideration of the Township's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. That report describes the scope of our internal control testing over financial reporting and compliance, and the results of that testing, and does not opine on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Township's internal control over financial reporting and compliance.



Dave Yost
Auditor of State
Columbus, Ohio

August 23, 2016

**BRIMFIELD TOWNSHIP
PORTAGE COUNTY**

**COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES
IN FUND CASH BALANCES - ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2014**

	Governmental Fund Types				Totals (Memorandum Only)
	General	Special Revenue	Debt Service	Capital Projects	
Cash Receipts:					
Property and Other Local Taxes	\$ 509,057	\$ 2,445,179	\$182,884	\$0	\$3,137,120
Charges for Services	-	252,911	-	-	252,911
Licenses, Permits, and Fees	147,808	26,069	-	-	173,877
Fines and Forfeitures	-	73,099	-	-	73,099
Intergovernmental	137,940	881,575	-	-	1,019,515
Special Assessments	-	6,400	-	-	6,400
Miscellaneous	90,110	95,009	-	-	185,119
Total Cash Receipts	884,915	3,780,242	182,884	-	4,848,041
Cash Disbursements:					
Current:					
General Government	893,930	95,621	-	-	989,551
Public Safety	243	2,976,947	-	-	2,977,190
Public Works	218	729,045	-	-	729,263
Health	-	26,694	-	-	26,694
Conservation-Recreation	9,961	-	-	-	9,961
Other	-	29,885	-	-	29,885
Capital Outlay	-	118,909	-	-	118,909
Debt Service:					
Redemption of Principal	-	24,394	121,223	-	145,617
Interest and Other Fiscal Charges	-	81,392	6,737	-	88,129
Total Cash Disbursements	904,352	4,082,887	127,960	-	5,115,199
Total Receipts Over/(Under) Disbursements	(19,437)	(302,645)	54,924	-	(267,158)
Other Financing Receipts/(Disbursements):					
Advances-In	541,600	647,380	-	-	1,188,980
Advances-Out	(647,380)	(541,600)	-	-	(1,188,980)
Other Financing Uses	(23,728)	(35,294)	-	-	(59,022)
Total Other Financing Receipts/(Disbursements)	(129,508)	70,486	-	-	(59,022)
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements And Other Financing Disbursements	(148,945)	(232,159)	54,924	-	(326,180)
Fund Cash Balance, January 1	274,199	506,744	(13,990)	12,070	779,023
Fund Cash Balance, December 31					
Restricted	-	274,585	40,934	-	315,519
Assigned	15,704	-	-	12,070	27,774
Unassigned/(Deficit)	109,550	-	-	-	109,550
Fund Cash Balance, December 31	\$125,254	\$274,585	\$40,934	\$12,070	\$452,843

See the accompanying notes

**BRIMFIELD TOWNSHIP
PORTAGE COUNTY**

**COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES - ALL FIDUCIARY FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2014**

	<u>Fiduciary Fund Types</u>		<u>Totals</u>
	<u>Agency</u>	<u>Private Purpose Trust</u>	<u>(Memorandum Only)</u>
Operating Cash Receipts:			
Miscellaneous	\$0	\$100	\$100
Total Operating Cash Receipts	<u>0</u>	<u>100</u>	<u>100</u>
Operating Cash Disbursements:			
Current:			
Other	<u>0</u>	<u>0</u>	<u>0</u>
Total Operating Cash Disbursements	<u>0</u>	<u>0</u>	<u>0</u>
Operating Income/(Loss)	<u>0</u>	<u>100</u>	<u>100</u>
Non-Operating Receipts/Disbursements			
Other Financing Sources	114,021	-	114,021
Other Financing Uses	<u>(84,075)</u>	<u>-</u>	<u>(\$84,075)</u>
Total Non-Operating Receipts/Disbursements	<u>29,946</u>	<u>0</u>	<u>29,946</u>
Income/(Loss)	29,946	100	30,046
Fund Cash Balance, January 1	<u>797</u>	<u>2,598</u>	<u>3,395</u>
Fund Cash Balance, December 31	<u>\$30,743</u>	<u>\$2,698</u>	<u>\$33,441</u>

See the accompanying notes

**BRIMFIELD TOWNSHIP
PORTAGE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2014**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

The constitution and laws of the State of Ohio establish the rights and privileges of Brimfield Township, Portage County, (the Township) as a body corporate and politic. A publicly-elected three-member Board of Trustees directs the Township. The Township provides road and bridge maintenance, cemetery maintenance, police protection, fire protection and emergency medical services.

Joint Ventures and Public Entity Risk Pool

A joint venture is a legal entity or other organization that results from a contractual agreement and that is owned, operated, or governed by two or more participants as a separate and specific activity subject to joint control, in which the participants retain (a) an ongoing financial interest or (b) an ongoing financial responsibility. Under the cash basis of accounting, the Township does not report assets for equity interests in joint ventures.

The Township participates in two joint ventures and one public entity risk pool. Notes 8 & 9 to the financial statements provide additional information for these entities, which are;

Joint Venture – The Brimfield-Kent Joint Economic Development District (JEDD) – In April 2005, the Brimfield Township Board of Trustees approved the formation of this JEDD with the City of Kent. The parties have entered into a contract to create and provide for the operation of the JEDD in accordance with Sections 715.72 through 715.83 of the Ohio Revised Code. The purpose of this JEDD is to facilitate economic development, to create or preserve jobs and employment opportunities and to improve the economic welfare of the people in the State of Ohio, Portage County, Brimfield Township and the City of Kent. The Township received \$57,446 in 2014, of which a portion is applied to the Capital Maintenance fund for the JEDD.

Joint Venture – The Brimfield-Tallmadge Joint Economic Development District (JEDD) – In March 2003, the Brimfield Township Board of Trustees approved the formation of this JEDD with the City of Tallmadge. The parties have entered into a contract to create and provide for the operation of the JEDD in accordance with Sections 715.72 through 715.77 of the Ohio Revised Code. The purpose of this JEDD is to facilitate economic development, to create or preserve jobs and employment opportunities and to improve the economic welfare of the people in the State of Ohio, Portage County, Brimfield Township and the City of Tallmadge. The Township received \$445,249 in 2014, of which a portion is applied to the Capital Maintenance fund for the JEDD.

Public Entity Risk Pool – Ohio Township Association Risk Management Authority (OTARMA) – The risk sharing pool, available to Ohio Townships provides property and casualty insurance for its members. Member governments pay annual contributions to fund OTARMA. OTARMA pays judgments, settlements, and other expenses resulting from covered claims that exceed the members' deductibles.

The Township's management believes these financial statements present all activities for which the Township is financially accountable.

**BRIMFIELD TOWNSHIP
PORTAGE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2014**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

B. Basis of Accounting

These financial statements follow the accounting basis permitted by the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(D). This basis is similar to the cash receipts and disbursements accounting basis. The Township recognizes receipts when received in cash rather than when earned, and recognizes disbursements when paid rather than when a liability is incurred. Budgetary presentations report budgetary expenditures when a commitment is made (i.e., when an encumbrance is approved).

These statements include adequate disclosure of material matters, as the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administration Code Section 117-2-03(D) permit.

C. Deposits and Investments

The Township's accounting basis includes investments as assets. This basis does not record disbursements for investment purchases or receipts for investment sales. This basis records gains or losses at the time of sale as receipts or disbursements, respectively.

The Township maintains one business checking demand deposit account for all their banking.

D. Fund Accounting

The Township uses fund accounting to segregate cash and investments that are restricted as to use. The Township classifies its funds into the following types:

1. General Fund

The General Fund reports all financial resources except those required to be accounted for in another fund.

2. Special Revenue Funds

These funds account for and report proceeds from specific sources that are restricted or committed to expenditure for specific purposes other than debt service or capital projects. The Township had the following significant Special Revenue Funds:

Special Levy Fire Fund – This fund receives property tax money for the support of the Fire Department for the Township.

Ambulance and Emergency Medical Fund – This fund receives property tax money as well as charges for services to support services provided to the residents of the Township.

Special Levy Road Fund - This fund receives property tax money for constructing, maintaining, and repairing Township roads and bridges

**BRIMFIELD TOWNSHIP
PORTAGE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2014**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Road and Bridge Fund - This fund receives property tax money for constructing, maintaining, and repairing Township roads and bridges.

Special Levy Police Fund – This fund receives property tax money to provide police protection to the residents of the Township.

3. Debt Service Fund

This fund accounts for and reports financial resources that are restricted, committed, or assigned to expenditure for principal and interest. The Township had the following significant Debt Service Fund:

General Note Retirement Fund – This fund receives property tax money for the retirement of the Township’s general obligation debt.

4. Capital Projects Fund

This fund accounts for and reports financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets. The Township had the following significant Capital Projects Fund:

Permanent Improvement Fund – The Township received a loan for renovations to the Police Station.

5. Fiduciary Funds

Fiduciary funds include private purpose trust funds and agency funds. Trust funds account for assets held under a trust agreement for individuals, private organizations, or other governments which are not available to support the Township’s own programs.

The Township’s private purpose trust funds are for the benefit of certain individuals as they are cemetery bequest funds.

Agency funds are purely custodial in nature and are used to hold resources for individuals, organizations or other governments. The Township disburses these funds as directed by the individual, organization or other government. The Township’s agency fund accounts for a tax on the gross income of the hotels and motels in the area, of which the Township remits twenty-five percent to the Central Portage County Visitors and Convention Bureau.

E. Budgetary Process

The Ohio Revised Code requires that each fund (except certain agency funds) be budgeted annually.

**BRIMFIELD TOWNSHIP
PORTAGE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2014**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

1. Appropriations

Budgetary expenditures (that is, disbursements and encumbrances) may not exceed appropriations at the fund, function or object level of control, and appropriations may not exceed estimated resources.

The Board of Trustees must annually approve appropriation measures and subsequent amendments. The County Budget Commission must also approve the annual appropriation measure. Unencumbered appropriations lapse at year end.

2. Estimated Resources

Estimated resources include estimates of cash to be received (budgeted receipts) plus unencumbered cash as of January 1. The County Budget Commission must also approve estimated resources.

3. Encumbrances

The Ohio Revised Code requires the Township to reserve (encumber) appropriations when individual commitments are made. Encumbrances outstanding at year end are carried over, and need not be re-appropriated. The Township did not encumber all commitments required by Ohio law.

A summary of 2014 budgetary activity appears in Note 3.

F. Fund Balance

Fund balance is divided into five classifications based primarily on the extent to which the Township must observe constraints imposed upon the use of its governmental-fund resources. The classifications are as follows:

1. Nonspendable

The Township classifies assets as *nonspendable* when legally or contractually required to maintain the amounts intact.

2. Restricted

Fund balance is *restricted* when constraints placed on the use of resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or is imposed by law through constitutional provisions.

**BRIMFIELD TOWNSHIP
PORTAGE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2014**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

3. Committed

Trustees can *commit* amounts via formal action (resolution). The Township must adhere to these commitments unless the Trustees amend the resolution. Committed fund balance also incorporates contractual obligations to the extent that existing resources in the fund have been specifically committed to satisfy contractual requirements.

4. Assigned

Assigned fund balances are intended for specific purposes but do not meet the criteria to be classified as *restricted* or *committed*. Governmental funds other than the general fund report all fund balances as *assigned* unless they are restricted or committed. In the general fund, *assigned* amounts represent intended uses established by Township Trustees or a Township official delegated that authority by resolution, or by State Statute.

5. Unassigned

Unassigned fund balance is the residual classification for the general fund and includes amounts not included in the other classifications. In other governmental funds, the unassigned classification is used only to report a deficit balance.

The Township applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

G. Property, Plant, and Equipment

The Township records disbursements for acquisitions of property, plant, and equipment when paid. The accompanying financial statements do not report these items as assets.

H. Accumulated Leave

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused leave. The financial statements do not include a liability for unpaid leave.

2. EQUITY IN POOLED CASH AND INVESTMENTS

The Township maintains a cash and investments pool all funds use. The Ohio Revised Code prescribes allowable deposits and investments. The carrying amount of cash and investments at December 31 was as follows:

	2014
Demand deposits	<u>\$486,284</u>

Deposits: Deposits are either insured by the Federal Depository Insurance Corporation; or collateralized by the financial institutions public entity deposit pool.

**BRIMFIELD TOWNSHIP
PORTAGE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2014**

3. BUDGETARY ACTIVITY

Budgetary activity for the year ending December 31, 2014 follows:

2014 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$882,565	\$884,915	\$2,350
Special Revenue	3,892,473	3,779,151	(113,322)
Debt Service	182,884	182,884	0
Private Purpose Trust	0	100	100
Total	\$4,957,922	\$4,847,050	(\$110,872)

2014 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$1,030,595	\$931,254	\$99,341
Special Revenue	4,288,550	4,127,487	161,063
Debt Service	187,488	144,504	42,984
Private Purpose Trust	2,597	0	2,597
Total	\$5,509,230	\$5,203,245	\$305,985

*The budgetary basis expenditures presented in the tables above include encumbrances outstanding at year-end.

Appropriation authority amounts are as approved by the Board of Trustees.

4. PROPERTY TAX

Real property taxes become a lien on January 1 preceding the October 1 date for which the Trustees adopt rates. The State Board of Tax Equalization adjusts these rates for inflation. Property taxes are also reduced for applicable homestead and rollback deductions. The financial statements include homestead and rollback amounts the State pays as Intergovernmental Receipts. Payments are due to the County by December 31. If the property owner elects to pay semiannually, the first half is due December 31. The second half payment is due the following June 20.

Public utilities are also taxed on personal and real property located within the Township.

The County is responsible for assessing property, and for billing, collecting, and distributing all property taxes on behalf of the Township.

**BRIMFIELD TOWNSHIP
PORTAGE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2014**

5. DEBT

Debt outstanding at December 31, 2014 was as follows:

	<u>Principal</u>	<u>Interest Rate</u>
G.O. Bonds- Land Acquisition	\$109,366	2.50%
USDA Loan - Police Building	1,429,600	3.375%
USDA Loan - Fire Truck	330,600	3.50%
Total	<u>\$1,869,566</u>	

During 2007, the Township consolidated all of its outstanding loans at that time with one bank in order to save money on principal and interest payments. After advertising and reviewing all bids, the Township selected Chase bank to pay off all outstanding loans, which included principal and current interest due, in the amount of \$610,563.

During 2008, the Township issued a \$340,000 land acquisition bond through Chase Bank for the purchase of land located within the Township. The bond will mature on June 1, 2018 and bears an original interest rate of 3.80 percent, with a provision for an Interest Rate Adjustment Date each June 1 until the principal amount is fully paid. The Interest Rate Adjustment is based on the Applicable Rate, meaning the rate of interest per annum equal to sixty-six percent of the sum of the most recent weekly average One Year Treasury Constant Maturity Yield in the Fiscal Reserve Statistical Release H.15 plus 3.59 percent. In 2012 this rate change amounted to a \$9,634 decrease balance adjustment.

The Township in 2012 was the recipient of two USDA loans, one for the construction of a new Police Station in the amount \$1,460,000 and the second for the purchase of a Fire Truck in the amount of \$400,000. The USDA issues bonds that the township is obligated to repay. The Police Station loan is a 30 year debt with the first year payment in 2013 of interest only. The Fire Truck issue is a 10 year issue based on the useful life estimate of the Fire Truck, with the first payment due in 2013.

The Township's taxing authority collateralized all the outstanding debt.

Principal and interest requirements to retire the debt outstanding at December 31, 2014, are as follows:

**BRIMFIELD TOWNSHIP
PORTAGE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2014**

5. DEBT (Continued)

Year Ended December 31,	USDA - Police Station		
	Principal	Interest	Total
2015	\$31,500	\$48,249	\$79,749
2016	32,600	47,186	79,786
2017	33,600	46,086	79,686
2018	34,800	44,952	79,752
2019	34,000	42,985	76,985
2020-42	<u>1,263,100</u>	<u>583,147</u>	<u>1,846,247</u>
Total	<u>\$1,429,600</u>	<u>\$812,605</u>	<u>\$2,242,205</u>

Year Ended December 31,	Land Acquisition Bond			USDA - Fire Truck		
	Principal	Interest	Total	Principal	Interest	Total
2015	\$34,000	\$3,298	\$37,298	\$36,500	\$11,571	\$48,071
2016	34,000	2,463	36,463	37,800	10,294	48,094
2017	34,000	1,633	35,633	39,100	8,971	48,071
2018	7,366	90	7,456	40,500	7,602	48,102
2019			0	41,500	6,850	48,350
2020-22			0	<u>135,200</u>	<u>8,877</u>	<u>144,077</u>
Total	<u>\$109,366</u>	<u>\$7,484</u>	<u>\$116,850</u>	<u>\$330,600</u>	<u>\$54,165</u>	<u>\$384,765</u>

6. CAPITAL LEASES

During 2010, the Township entered into a lease/purchase with Chase Equipment Finance for the lease/purchase of a Dump Truck, in the amount of \$120,457 at 3.5% interest for 5 years.

During 2013, the Township entered into a lease/purchase for a mini excavator, in the amount of \$19,559 for 3 years at 2.3%.

During 2014, the Township entered into a lease/purchase for Police Crusiers and a Road Machine, in the amount of \$102,556 and \$57,897 for 2 and 5 years, respectively.

The following is a schedule of the future minimum lease payments required under the capital lease.

**BRIMFIELD TOWNSHIP
PORTAGE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2014**

6. CAPITAL LEASES (continued)

Year Ended December 31	Dump Truck Lease/Purchase	Mini Excavator Lease	Police Vehicles	Road Machine
2015	\$26,131	\$6,825	\$51,278	\$11,579
2016	-	6,825	51,278	11,579
2017	-	-	-	11,579
2018	-	-	-	11,580
2019	-	-	-	11,580
Total	26,131	13,650	102,556	57,897
Less: Amount Representing Interest	884	461	429	6,897
Present Value of Minimum Lease	\$25,247	\$13,189	\$98,262	\$51,000

7. RETIREMENT SYSTEMS

The Township's certified Fire Fighters and full-time Police Officers belong to the Police and Fire Pension Fund (OP&F). Other employees belong to the Ohio Public Employees Retirement System (OPERS). OP&F and OPERS are cost-sharing, multiple-employer plans. The Ohio Revised Code prescribes these plans' benefits, which include postretirement healthcare and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. For January through June and July through December, 2014, OP&F participants contributed 10.75% and 11.50% of their wages, respectively. For 2014, the Township contributed to OP&F an amount equal to 24% of full-time fire fighters' wages. For 2014, OPERS law enforcement and other members contributed 13.0% and 10% of their gross salaries, respectively. The Township contributed an amount equaling 18.10% and 14% of participants' gross salaries for 2014, respectively. The Township has paid all contributions required through December 31, 2014.

8. JOINT VENTURES

The Brimfield-Kent Joint Economic Development District (JEDD) – The Brimfield-Kent Joint Economic Development District was a contract entered into by Brimfield Township and the City of Kent in April 2005, in accordance with Ohio Revised Code Sections 715.72 through 715.83 for their mutual benefit and for the benefit of their residents.

The JEDD was created to facilitate economic development, to create or preserve jobs and employment opportunities and to improve the economic welfare of the people in the State of Ohio, Portage County, Brimfield Township and the City of Kent. The Township and the City each agreed to contribute to the development and operation of the District. The land of the JEDD is situated within the Township limits, and utility services are provided by the City. A mutual aid agreement between the Township and City for police and fire protection will be maintained for the District. A five member appointed Board of Directors as provided by Ohio Revised Code Section 715.78(A)(1)(a) through (e) is appointed to govern the District. The Township and City adopt by-laws for the regulation of the affairs of the Board and the conduct of business.

**BRIMFIELD TOWNSHIP
PORTAGE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2014**

8. JOINT VENTURES (Continued)

The JEDD Board adopted a resolution at its first meeting to levy an income tax in the District at the following rates:

<u>Years</u>	<u>Income Tax Rate</u>
2006 - 2008	0.50%
2009 - 2013	0.75%
2014 - 2018	1.00%
2019 - 2023	1.50%
2024 - 2028	2.00%
2029 and thereafter	Same rate as the City

The City of Kent administers, collects and enforces the income tax on behalf of the District.

Under the terms of the agreement, the Township establishes the Brimfield-Kent Maintenance and Improvement Fund (#2194) for the purpose of paying costs of maintenance and permanent improvements within the District. The District is required to set aside 0.5 percent of the income tax collected each year into this Maintenance and Improvement Fund. Once the amount of revenue to be held in this fund is determined, and all obligations of the District are met, the remaining income tax revenues shall be distributed to the Township and the City at 45 percent and 55 percent, respectively. The JEDD's financial statements can be obtained by contacting the City of Kent's Finance Department.

The Brimfield-Tallmadge Joint Economic Development District (JEDD) – The Brimfield-Tallmadge Joint Economic Development District was a contract entered into by Brimfield Township and the City of Tallmadge in March 2003, in accordance with Ohio Revised Code Sections 715.72 through 715.77 for their mutual benefit and the for the benefit of their residents.

The JEDD was created to facilitate economic development, to create or preserve jobs and employment opportunities and to improve the economic welfare of the people in the State of Ohio, Portage County, Brimfield Township and the City of Tallmadge. The Township and the City each agreed to contribute to the development and operation of the District. The land of the JEDD is situated within the Township limits, and utility services are provided by the City. A mutual aid agreement between the Township and City for police and fire protection will be maintained for the District. A five member appointed Board of Directors as provided by Ohio Revised Code Section 715.78(A)(1)(a) through (e) is appointed to govern the District. One member representing the City and appointed by the Mayor, one member representing the Township and appointed by the Township Trustees, one member who is a business owner in the JEDD representing the business owners in the JEDD and appointed by the Township Trustees, one member who is a person employed within the JEDD and appointed by the Mayor with confirmation of City Council and one member selected by unanimous vote of all members appointed at the time. The Township and City adopt by-laws for the regulation of the affairs of the Board and the conduct of business.

The JEDD Board adopted a resolution at its first meeting to levy an income tax in the District at the rate not to exceed the highest rate levied by the City of Tallmadge, currently two percent. The income tax will be collected and shared as follows:

**BRIMFIELD TOWNSHIP
PORTAGE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2014**

8. JOINT VENTURES (Continued)

1. In areas where the City of Tallmadge is not contractually required to share JEDD revenues with the City of Akron, the split shall be 60 percent for Tallmadge and 40 percent for Brimfield Township.
2. In areas where the City of Tallmadge is required, as a result of the Tallmadge/Akron water contract to share revenues with Akron, collected income shall be distributed as 25 percent Brimfield, 25 percent Akron and 50 percent Tallmadge.

The City of Tallmadge administers, collects and enforces the income tax on behalf of the District.

9. RISK MANAGEMENT

The Township is exposed to various risks of property and casualty losses, and injuries to employees.

The Township insures against injuries to employees through the Ohio Bureau of Worker's Compensation.

The Township belongs to the Ohio Township Association Risk Management Authority (OTARMA), a risk-sharing pool available to Ohio townships. OTARMA provides property and casualty coverage for its members. York Pooling Consultants, Inc. (formally known as American Risk Pooling Consultants, Inc.) (York or Management), functions as the administrator of the pool and provides underwriting, claims, loss control, risk management, and reinsurance services for the Pool.

Member governments pay annual contributions to fund OTARMA. OTARMA pays judgments, settlements and other expenses resulting from covered claims that exceed the members' deductibles.

Casualty and Property Coverage

The Pool is a member of the American Public Entity Excess Pool (APEEP), which is also administered by York. APEEP provides the Pool with an excess risk-sharing program. Under this arrangement, OTARMA retains insured risks up to an amount specified in the contracts. At December 31, 2014, OTARMA retained \$350,000 for casualty claims and \$250,000 for property claims.

The aforementioned casualty and property reinsurance agreement does not discharge OTARMA's primary liability for claims payments on covered losses. Claims exceeding coverage limits are the obligation of the respective government.

Financial Position

OTARMA's financial statements (audited by other accountants) conform with generally accepted accounting principles, and reported the following assets, liabilities and net position at December 31, 2013, and 2014, for comparison purposes:

**BRIMFIELD TOWNSHIP
PORTAGE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2014**

9. RISK MANAGEMENT (Continued)

	2013	2014
Assets	\$34,954,286	\$35,970,263
Liabilities	(8,486,363)	(8,912,432)
Net Position	\$26,467,923	\$27,057,831

At December 31, 2013 and 2014, respectively, liabilities noted above include approximately \$7.9 million and \$8.2 million of estimated incurred claims payable. The assets above also include approximately \$7.4 million and \$7.2 million of unpaid claims to be billed to approximately 957 member governments in the future, as of December 31, 2013 and 2014, respectively. These amounts will be included in future contributions from members when the related claims are due for payment. As of December 31, 2014, the Township's share of these unpaid claims collectible in future years is approximately \$26,000.

Based on discussions with OTARMA the expected rates charged by OTARMA to compute member contributions, which are used to pay claims as they become due, are not expected to change significantly from those used to determine the historical contributions detailed below. By contract, the annual liability of each member is limited to the amount of financial contributions required to be made to OTARMA for each year of membership.

Contributions to OTARMA	
2014	\$49,270
2013	53,109

After completing one year of membership, members may withdraw on each anniversary of the date they joined OTARMA provided they provide written notice to OTARMA 60 days in advance of the anniversary date. Upon withdrawal, members are eligible for a full or partial refund of their capital contributions, minus the subsequent year's contribution. Withdrawing members have no other future obligations to the pool. Also upon withdrawal, payments for all casualty claims and claim expenses become the sole responsibility of the withdrawing member, regardless of whether a claim occurred or was reported prior to withdrawal.

10 - CONTINGENCIES

A. Litigation

The Township is party to legal proceedings seeking damages due to breach of contract regarding a purchase agreement for approximately 1.7 acres of land. The approximate exposure cannot be determined at this time but should the Township be compelled to proceed with the contract, the purchase price would be \$377,500. The matter is currently in the Court of Appeals.



Dave Yost • Auditor of State

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS REQUIRED BY *GOVERNMENT AUDITING STANDARDS*

Brimfield Township
Portage County
1333 Tallmadge Road
Kent, Ohio 44240

To the Board of Trustees:

We have audited, in accordance with auditing standards generally accepted in the United States and the Comptroller General of the United States' *Government Auditing Standards*, the financial statements of the cash balances, receipts, and disbursements by fund type of Brimfield Township, Portage County, (the Township) as of and for the year ended December 31, 2014, and the related notes to the financial statements, and have issued our report thereon dated August 23, 2016, wherein we noted the Township followed financial reporting provisions Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(D) permit.

Internal Control Over Financial Reporting

As part of our financial statement audit, we considered the Township's internal control over financial reporting (internal control) to determine the audit procedures appropriate in the circumstances to the extent necessary to support our opinions on the financial statements, but not to the extent necessary to opine on the effectiveness of the Township's internal control. Accordingly, we have not opined on it.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Therefore, unidentified material weaknesses or significant deficiencies may exist. However, as described in the accompanying schedule of findings we identified certain deficiencies in internal control over financial reporting, that we consider material weaknesses and significant deficiencies.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent, or detect and timely correct misstatements. A *material weakness* is a deficiency, or a combination of internal control deficiencies resulting in a reasonable possibility that internal control will not prevent or detect and timely correct a material misstatement of the Township's financial statements. We consider findings 2014-001 and 2014-002 described in the accompanying schedule of findings to be material weaknesses.

A *significant deficiency* is a deficiency, or a combination of internal control deficiencies less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider findings 2014-003 through 2014-005 described in the accompanying schedule of findings to be significant deficiencies.

Compliance and Other Matters

As part of reasonably assuring whether the Township's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect the determination of financial statement amounts. However, opining on compliance with those provisions was not an objective of our audit and accordingly, we do not express an opinion. The results of our tests disclosed instances of noncompliance or other matters we must report under *Government Auditing Standards*, which are described in the accompanying schedule of findings as items 2014-001, 2014-004 and 2014-005.

Purpose of this Report

This report only describes the scope of our internal control and compliance testing and our testing results, and does not opine on the effectiveness of the Township's internal control or on compliance. This report is an integral part of an audit performed under *Government Auditing Standards* in considering the Township's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

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

Dave Yost
Auditor of State
Columbus, Ohio

August 23, 2016

**BRIMFIELD TOWNSHIP
PORTAGE COUNTY**

**SCHEDULE OF FINDINGS
DECEMBER 31, 2014**

FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS
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1. Debt

<i>Finding Number</i>	2014-001
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NONCOMPLIANCE AND MATERIAL WEAKNESS

Ohio Rev. Code § 5705.05 provides "the purpose and intent of the general levy for current expenses is to provide one general operating fund derived from taxation from which any expenditures for current expenses of any kind may be made. The taxing authority of a political subdivision may include in such levy the amounts required for carrying into effect any of the general or special powers granted by law to such subdivision, including the acquisition or construction of permanent improvements and the payment of judgments, but excluding the payment of debt charges and, in the case of counties, the construction, reconstruction, resurfacing, or repair of roads and bridges."

The following exceptions were noted during the audit:

- The Township paid \$9,847 in principal from the General Fund due to a lack of funds in the Bond Retirement Fund from which the payments should have been made.
- The Township has several debt issuances including bonds for Various Purposes issued in 2007 and Land Acquisition in 2008 which require the establishment of separate and distinct funds to be established for repayment of the debt, however, the Township currently has only one Bond Retirement Fund used to repay principal and interest for these and other debt issuances.
- Automatic interest payments to the United States Department of Agriculture (USDA) were immaterially different than the amounts noted on the preliminary amortization schedules for those debt issuances.
- A capital lease payment for the Township's Dump Truck (\$26,131), which is used by the Road Department, was charged to the Bond Retirement Fund instead of the Road Levy Fund as stated in the lease agreement.
- The debt note disclosure excluded 2014 capital leases for a new police cruiser totaling \$105,556 and new road equipment totaling \$57,897.

In addition, the following debt service classification posting errors were noted:

- A police station debt service payment was improperly classified in the accounting system resulting in an overstatement of interest and other fiscal charges and an understatement of redemption of principal in the Special Police Levy Fund (2192) totaling \$30,400.
- A police cruiser debt service payment was improperly classified in the accounting system resulting in overstatements of capital outlay and public safety expense totaling \$50,000 and \$1,278, respectively, and an understatement of redemption of principal totaling \$51,278 in the Law Enforcement Trust Fund (2261).

**Finding Number 2014-001
(Continued)**

- A mini excavator debt service payment was improperly classified in the accounting system resulting in an overstatement of capital outlay totaling \$6,825 and understatements of redemption of principal and interest and other fiscal charges totaling \$6,371 and \$454, respectively, in the Permissive Motor Vehicle License Fund (2231).
- A fire truck debt service payment was improperly classified in the accounting system resulting in an overstatement of capital outlay totaling \$48,107 and understatements of redemption of principal and interest and other fiscal charges totaling \$35,300 and \$12,807, respectively, in the Special Fire Levy Fund (2191).
- A durapatcher debt service payment was improperly classified in the accounting system resulting in an overstatement of public safety expense and an understatement of redemption of principal totaling \$5,673 in the Road and Bridge Fund (2031).

The Township had no management oversight procedures or policies in place to ensure debt is accurately reflected on the Township's ledgers or disclosed within the notes to the financial statements.

In order to help ensure proper monitoring, accurate recording and reporting of all debt activity, the Township should implement the following procedures:

- The Township should make payments only from the approved fund from which payments are to be made and debt service payments should be classified as redemption of principal or interest and other fiscal charges.
- All debt activity should be captured and accurately reflected in the notes to the financial statements.
- Establish a new fund or account to properly monitor the debt issuances as required by the related debt agreements.
- Request a final amortization schedule for the USDA debt issuances.
- Make capital lease payments from the correct fund as required by the lease agreement.

The accompanying financial statements and the Township's ledgers have been adjusted to properly reflect the capital lease payment of \$26,131 within the Road Levy Fund. No adjustments were made for any of the debt service classification posting errors.

Official's Response: We did not receive a response from Officials to this finding.

2. Receipt Classification Errors

<i>Finding Number</i>	2014-002
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MATERIAL WEAKNESS

Sound financial reporting is the responsibility of the Fiscal Officer and the Board of Trustees and is essential to ensure the information provided to the readers of the financial statements and accompanying notes is complete and accurate. The Township classified various receipts in accounts other than those determined by the Ohio Township Handbook, available online at <https://ohioauditor.gov/publications.html>, as follows:

- Two receipts totaling \$31,171 for Homestead and Rollback (H&R) receipts were properly recorded in the General Fund (1000) but were improperly included in the Property Taxes (101) account rather than the Property Tax Allocation (535) account. Similar misclassification of Homestead and Rollback amounts were noted in the following funds: Road and Bridge (2031) Fund of \$5,667, Fire Levy (2191) Fund of \$96,078, Police Levy (2192) Fund of \$188,295, Road Levy (2195) Fund of \$26,070, and EMS Levy (2281) Fund of \$23,360. This resulted in the "property and other local taxes" cash receipt line items being overstated and the "intergovernmental" cash receipt line items being understated on the financial statements.
- Cable Franchise Fees of \$87,613 were properly allocated to the General Fund (1000) but were improperly included as Other Miscellaneous Operating receipts (891) rather than Cable Franchise Fees (303). This resulted in the "miscellaneous" cash receipt line item being overstated and the "licenses, permits, and fees" cash receipts line item being understated.
- School Resource Officer (SRO) reimbursements of \$45,000 (\$35,000 from Field Local School District and \$10,000 from Suffield Township) were properly allocated to the Police Levy Fund (2902) but were improperly classified as Other Miscellaneous Operating receipts (891) rather than Intergovernmental Receipts (Non-State Non-Federal) (591). This resulted in the "miscellaneous" cash receipts line items being overstated and the "intergovernmental" cash receipts line items being understated.
- A Public Safety Grant for \$2,500 was properly allocated to the EMS Fund (2281) but was improperly recorded as Other Miscellaneous Non-Operating Receipts (892) rather than Other State receipts (539). This resulted in the "miscellaneous" cash receipts line items being overstated and the "intergovernmental" cash receipts line items being understated.
- The Township's training grant of \$520 was properly allocated to the Training Fund (2191) but was improperly recorded as Other Miscellaneous Non-Operating receipts (892) rather than Other State receipts (539). This resulted in the "miscellaneous" cash receipts line items being overstated and the "intergovernmental" cash receipts line items being understated.
- Storage fees of \$275 was properly allocated to the Law Enforcement Trust Fund (2261) but was improperly recorded as Gifts & Donations (801) rather than Fees (302). This resulted in the "miscellaneous" cash receipts line items being overstated and the "licenses, fees & permits" cash receipts line items being understated.

**Finding Number 2014-002
(Continued)**

- Off duty police cruisers fees of \$403 were properly recorded to the Law Enforcement Trust Fund (2261) but were improperly classified as Other - Miscellaneous Non-Operating (892) rather than Other - Charges for Services (299). This resulted in the "miscellaneous" cash receipts line item being overstated and the "charges for services" cash receipts line item being understated.
- Tax payments of \$64 and \$215 were improperly classified as Other - Miscellaneous Non-Operating (892) and a tax payment of \$240 was improperly classified as Other - Miscellaneous Operating (891) rather than Property Tax Allocation (535). This resulted in the "miscellaneous" cash receipts line item being overstated and the "intergovernmental" cash receipts line item being understated.
- Joint Economic Development District (JEDD) monies were improperly classified as Other Miscellaneous Non-Operating receipts (892) & Other Miscellaneous Operating (891) rather than Intergovernmental Receipts (Non-State Non-Federal) (591) in the following funds: General (1000) Fund of \$44,932, Road and Bridge (2031) Fund of \$134,795, Fire Levy (2191) Fund of \$134,795, and Police Levy (2192) Fund of \$134,795. This resulted in the "miscellaneous" cash receipt line items being overstated and the "intergovernmental" cash receipt line items being understated on the financial statements. In addition, JEDD monies were improperly classified as Other Local Taxes (199) rather than Intergovernmental Receipts (Non-State Non-Federal) (591) in the following funds: Brimfield-Tallmadge JEDD Maintenance & Improvement (2193) Fund of \$44,525 and the Brimfield-Kent JEDD Maintenance & Improvement Fund (2194) Fund of \$8,872.
- Zoning permit fees were improperly classified in the General Fund resulting in an overstatement of Property and Other Local Taxes and an understatement of Licenses, Permits and Fees totaling \$3,950.
- EMS receipts were improperly classified as Other Miscellaneous Receipts in the General Fund rather than Charges for Services in the Special Revenue Fund resulting in an overstatement of General Fund Miscellaneous receipts and an understatement of Special Revenue Fund Charges for Services receipts totaling \$955.

The Township had no management oversight procedures or policies in place to ensure receipts are properly classified.

The financial statements have not been adjusted to reflect reclassification of these errors.

In order to help ensure proper classification and presentation on the Township's accounting records and financial statements, the Township should utilize the Ohio Township Handbook to determine the accounts in which all receipts should be recorded.

Official's Response: We did not receive a response from Officials to this finding.

3. Fund Balance Adjustments

<i>Finding Number</i>	2014-003
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SIGNIFICANT DEFICIENCY

Sound financial reporting is the responsibility of the Fiscal Officer and the Board of Trustees and is essential to ensure the information provided to the readers of the financial statements and accompanying notes is complete and accurate.

Adjustments were recorded in the Township's accounting system which resulted in a reduction of fund balance. Documentation was not maintained to support the authorization or purpose of these adjustments. Three of these adjustments were made to the General Fund and totaled \$11,594 and one was made to the Ambulance and EMS Fund totaling \$1,404.

The Township should make adjustments to fund balance only when absolutely necessary. Additionally, detailed documentation to support authorization and purpose of all fund balance adjustments should be compiled and maintained.

Official's Response: We did not receive a response from Officials to this finding.

4. Finding for Recovery - Public Funds Illegally Expended

<i>Finding Number</i>	2014-004
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NONCOMPLIANCE AND SIGNIFICANT DEFICIENCY

Due to data input errors eight Township employees received additional "non-retirement" pay to which they were not entitled. Overpayments occurred over multiple pay periods throughout 2014 and aggregate to totals ranging from \$20 to \$722.

Overpayments were as follows:

Employee Name	Position	Amount of Overpayment	Fund Charged
Justin Lashly	Road Dept Operator	\$ 125	Road and Bridge Fund - Repaid under audit
Wendi O'Neal	Zoning Secretary	\$179	General Fund - Repaid under audit
Lee Allen	Police Officer	\$722	Special Levy Police Fund
William Atha	Police Officer	\$ 83	Special Levy Police Fund - Repaid under audit
Cody Kunkle	Road Dept Operator	\$ 53	Road and Bridge Fund - Repaid under audit
David Smithberger	Road Dept Operator	\$ 23	Road and Bridge Fund - Repaid under audit
Brett Dinkelman	Police Officer	\$ 26	Special Levy Police Fund - Repaid under audit
Ian Campbell	Firefighter/EMT	\$ 20	Special Levy Fire Fund - Repaid under audit

The Township should review employee payroll records to ensure proper amounts are paid.

**Finding Number 2014-004
 (Continued)**

In accordance with the foregoing facts and pursuant to Ohio Rev. Code Section 117.28, a Finding for Recovery for public monies illegally expended is hereby issued against Justin Lashly, Wendi O'Neal, Lee Allen, William Atha, Cody Kunkle, David Smithberger, Brett Dinkelman and Ian Campbell and in favor of the Brimfield Township General, Road and Bridge, Special Levy - Police and Special Levy - Fire funds.

Under Ohio law, any public official who either authorizes an illegal expenditure of public funds or supervises the accounts of a public office from which such illegal expenditure is made is strictly liable for the amount of the expenditure. *Seward v. National Surety Corp.* (1929), 120 Ohio St. 47; 1980 Op. Att'y Gen. No. 80-074; Ohio Rev. Code Section 9.39; *State, ex. Rel. Village of Linndale v. Masten* (1985), 18 Ohio St. 3d 228. Public officials controlling public funds or property are liable for the loss incurred should such funds or property be fraudulently obtained by another, converted, misappropriated, lost or stolen to the extent that recovery or restitution is not obtained from the persons who unlawfully obtained such funds or property, 1980 Op. Att'y Gen. No. 80-074.

The Fiscal Officer of the Township signed the warrants resulting in improper payments to the employees listed above. Fiscal Officer John Dalziel and his bonding company, Travelers Casualty and Surety Company of America; will be jointly and severally, liable in the amount of \$1,231, and in favor of the Brimfield Township General, Road and Bridge, Special Levy - Police and Special Levy - Fire funds to the extent that recovery is not obtained from the above listed employees.

Official's Response: We did not receive a response from Officials to this finding.

5. Finding for Adjustment

<i>Finding Number</i>	2014-005
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NONCOMPLIANCE AND SIGNIFICANT DEFICIENCY

Ohio Rev. Code § 5705.10 states money that is paid into a fund must be used only for the purposes for which such fund has been established.

During 2014 the following payroll fund posting errors were noted:

- Police department salary expenditures totaling \$41,373 were expended from the Brimfield Tallmadge JEDD M&I Fund (2193) rather than the Special Levy - Police Fund (2192).
- Township Executive salary expenditures totaling \$9,692 were expended from the Road and Bridge Fund (2031) rather than the General Fund (1000).
- Road department employee salary expenditures totaling \$12,448 were expended from the Cemetery Fund (2041) rather than the Road and Bridge Fund (2031).
- Police department salary expenditures totaling \$675 were expended from the Special Levy - Fire Fund (2191) rather than the Special Levy - Police Fund (2192).

**Finding Number 2014-005
(Continued)**

In accordance with the forgoing facts, we hereby issue a finding for adjustment against:

- The Special Levy - Police Fund in the amount of \$41,373 and in favor of the Brimfield Tallmadge JEDD M&I Fund.
- The General Fund in the amount of \$9,692 and in favor of the Road and Bridge Fund.
- The Road and Bridge Fund in the amount of \$12,448 and in favor of the Cemetery Fund.
- The Special Levy - Police Fund in the amount of \$675 and in favor of the Special Levy - Fire Fund.

Official's Response: We did not receive a response from Officials to this finding.

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**BRIMFIELD TOWNSHIP
PORTAGE COUNTY**

**SCHEDULE OF PRIOR AUDIT FINDINGS
DECEMBER 31, 2014**

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <i>Explain</i>
2013-001	Ohio Rev. Code Section 5705.05 Debt activity paid from the general fund instead of the bond retirement fund.	No	Not Corrected – Repeated as Finding 2014-001.
2013-002	Ohio Rev. Code Section 5705.10 (I) – Negative Fund Balance.	Yes	Finding no longer valid.
2013-003	Ohio Rev. Code Section 5705.41 (D) – Improper certification procedures.	No	Partially corrected – Repeated with modification as Management Letter citation.
2013-004	Bank account reconciliations not performed timely.	Yes	Finding no longer valid.
2013-005	Receipt Classification Records – numerous posting errors.	No	Not Corrected – Repeated as Finding 2014-002.

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Dave Yost • Auditor of State

BRIMFIELD TOWNSHIP

PORTAGE 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
OCTOBER 13, 2016**