



OHIO AUDITOR OF STATE
KEITH FABER



MANTUA TOWNSHIP
PORTAGE COUNTY

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OHIO AUDITOR OF STATE KEITH FABER



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INDEPENDENT AUDITOR'S REPORT

Mantua Township
Portage County
PO Box 841
Mantua, OH 44255

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 Mantua Township, Portage County, Ohio (the Township) as of and for the years ended December 31, 2019 and 2018.

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 such 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 2 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, 2019 and 2018, and the respective changes in financial position thereof for the years then ended.

Opinion on Regulatory Basis of Accounting

In our opinion, the financial statements referred to above present fairly, in all material respects, the cash balances, receipts and disbursements by fund type, and related notes of the Township, as of December 31, 2019 and 2018, for the years 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 2.

Emphasis of Matter

As discussed in Note 11 to the financial statements, the financial impact of COVID-19 and the continuing emergency measures may impact subsequent periods of the Township. We did not modify our opinion regarding this matter.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated February 25, 2021, 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.



Keith Faber
Auditor of State
Columbus, Ohio

February 25, 2021

Mantua Township
Portage County
Combined Statement of Receipts, Disbursements
and Changes in Fund Balances (Regulatory Cash Basis)
All Governmental Fund Types
For the Year Ended December 31, 2019

	General	Special Revenue	Capital Projects	Totals (Memorandum Only)
Cash Receipts				
Property and Other Local Taxes	\$171,574	\$372,953	\$0	\$544,527
Licenses, Permits and Fees	37,332	19,401	0	56,733
Intergovernmental	54,781	146,709	0	201,490
Earnings on Investments	8,757	1,613	102	10,472
Miscellaneous	14,348	19,551	13,144	47,043
<i>Total Cash Receipts</i>	<u>286,792</u>	<u>560,227</u>	<u>13,246</u>	<u>860,265</u>
Cash Disbursements				
Current:				
General Government	211,431	10,338	0	221,769
Public Safety	0	0	0	0
Public Works	1,118	480,254	0	481,372
Health	0	23,230	0	23,230
Human Services	22,735	0	0	22,735
Conservation-Recreation	11,329	0	0	11,329
Other	0	0	0	0
Capital Outlay	5,914	313	10,278	16,505
Debt Service:				
Principal Retirement	0	55,006	0	55,006
Interest and Fiscal Charges	0	4,495	0	4,495
<i>Total Cash Disbursements</i>	<u>252,527</u>	<u>573,636</u>	<u>10,278</u>	<u>836,441</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	<u>34,265</u>	<u>(13,409)</u>	<u>2,968</u>	<u>23,824</u>
Other Financing Receipts (Disbursements)				
Transfers In	0	10,000	30,000	40,000
Transfers Out	(40,000)	0	0	(40,000)
Advances In	20,000	0	0	20,000
Advances Out	0	0	(20,000)	(20,000)
Other Financing Sources	148	0	0	148
Other Financing Uses	(50,004)	0	0	(50,004)
<i>Total Other Financing Receipts (Disbursements)</i>	<u>(69,856)</u>	<u>10,000</u>	<u>10,000</u>	<u>(49,856)</u>
<i>Net Change in Fund Cash Balances</i>	<u>(35,591)</u>	<u>(3,409)</u>	<u>12,968</u>	<u>(26,032)</u>
<i>Fund Cash Balances, January 1</i>	<u>353,427</u>	<u>536,207</u>	<u>11,481</u>	<u>901,115</u>
Fund Cash Balances, December 31				
Restricted	0	532,798	24,449	557,247
Assigned	31,928	0	0	31,928
Unassigned (Deficit)	285,908	0	0	285,908
<i>Fund Cash Balances, December 31</i>	<u>\$317,836</u>	<u>\$532,798</u>	<u>\$24,449</u>	<u>\$875,083</u>

See accompanying notes to the basic financial statements

Mantua Township
Portage County, Ohio
Combined Statement of Receipts, Disbursements
and Changes in Fund Balances (Regulatory Cash Basis)
All Fiduciary Fund Types
For the Year Ended December 31, 2019

	Fiduciary Fund Types		Totals (Memorandum Only)
	Private Purpose Trust	Agency	
Operating Cash Receipts			
Earnings on Investments (trust funds only)	\$30	\$0	\$30
<i>Total Operating Cash Receipts</i>	<u>30</u>	<u>0</u>	<u>30</u>
<i>Net Change in Fund Cash Balances</i>	30	0	30
<i>Fund Cash Balances, January 1</i>	<u>2,779</u>	<u>15</u>	<u>2,794</u>
<i>Fund Cash Balances, December 31</i>	<u><u>\$2,809</u></u>	<u><u>\$15</u></u>	<u><u>\$2,824</u></u>

See accompanying notes to the basic financial statements

Mantua Township
Portage County
Notes to the Financial Statements
For the Year Ended December 31, 2019

Note 1 – Reporting Entity

The constitution and laws of the State of Ohio establish the rights and privileges of the Mantua 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 general government services, maintenance of Township road and bridges, and cemetery maintenance. The Township contracts with the Mantua-Shalersville Fire District to provide for fire protection and emergency medical services. The Township also contracts with the Portage County Sheriff to provide police protection.

Jointly Governed Organizations and Public Entity Risk Pools

The Township participates in a jointly governed organization and a public entity risk pool. Notes 6 and 10 to the financial statements provides additional information for these entities. The Township's management believes these financial statements present all activities for which the Township is financially accountable.

Note 2 – Summary of Significant Accounting Policies

Basis of Presentation

The Township's financial statements consist of a combined statement of receipts, disbursements and changes in fund balances (regulatory cash basis) for all governmental fund types, and a combined statement of receipts, disbursements and changes in fund balances (regulatory cash basis) for all fiduciary fund types which are organized on a fund type basis.

Fund Accounting

The Township uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The funds of the Township are presented below:

General Fund The general fund accounts for and reports all financial resources not accounted for and reported in another fund. The general fund balance is available to the Township for any purpose provided it is expended or transferred according to the general laws of Ohio.

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

Gas Tax Fund The gas tax fund accounts for and reports that portion of the State gasoline tax restricted for maintenance and repair of roads within the Township.

Motor Vehicle License Tax Fund The motor vehicle license tax fund accounts for and reports that portion of motor vehicle license registration fees restricted for maintenance and repair of roads within the Township.

Road & Bridge/Road Levy The Road and Bridge Fund and the Road Levy Fund revenues are derived from property taxes collected. These funds account for the major operations of the Road Department, and represent over 63% of the funds expended for Township operations.

Capital Project Funds These funds account for and report 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 Project Fund:

Mantua Township
Portage County
Notes to the Financial Statements
For the Year Ended December 31, 2019

Note 2 – Summary of Significant Accounting Policies *(continued)*

Mantua Center School Fund – The Township received a grant from the state for an elevator project at the Mantua Center School building. The proceeds are restricted for this project.

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.

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 unclaimed monies.

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 Board 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 Administrative Code Section 117-2-03 (D) permit.

Budgetary Process

The Ohio Revised Code requires that each fund be budgeted annually.

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. Unencumbered appropriations lapse at year-end.

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

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.

A summary of 2019 budgetary activity appears in Note 3.

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 pools all available funds of the Township in an interest-bearing checking account.

Mantua Township
Portage County
Notes to the Financial Statements
For the Year Ended December 31, 2019

Note 2 – Summary of Significant Accounting Policies *(continued)*

Capital Assets

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

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.

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:

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

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.

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.

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.

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.

Mantua Township
Portage County
Notes to the Financial Statements
For the Year Ended December 31, 2019

Note 3 – Budgetary Activity

Budgetary activity for the year ending December 31, 2019 follows:

2019 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$ 272,802	\$ 306,940	\$ 34,138
Special Revenue	545,580	570,227	24,467
Capital Projects	122,500	43,246	(79,254)
Total	\$ 940,882	\$ 920,413	\$ (20,469)

2019 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$ 532,174	\$ 375,070	\$ 157,104
Special Revenue	934,000	649,616	284,384
Capital Projects	95,524	21,278	74,246
Total	\$ 1,561,698	\$ 1,045,964	\$ 515,734

Note 4 – Deposits

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

	<u>2019</u>
Demand deposits	\$ 877,907

Deposits

Deposits are insured by the Federal depository Insurance Corporation or collateralized by the financial institution's public entity deposit pool.

Note 5 – Property Taxes

Real property taxes become a lien on January 1 preceding the October 1 date for which the Trustees adopted tax rates. The State Board of Tax Equalization adjusts these rates for inflation. Property taxes are also reduced for applicable non-business, owner occupancy, and homestead exemption credits and/or homestead and rollback deductions. The financial statements include these credits and/or deduction 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.

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

Mantua Township
Portage County
Notes to the Financial Statements
For the Year Ended December 31, 2019

Note 6 – Risk Management

The Township belongs to the Ohio Plan Risk Management, Inc. (OPRM) (the "Plan"), a non-assessable, unincorporated non-profit association providing a formalized, jointly administered self-insurance risk management program and other administrative services to Ohio governments ("Members"). The Plan is legally separate from its member governments.

Pursuant to Section 2744.081 of the Ohio Revised Code, the plan provides property, liability, errors and omissions, law enforcement, automobile, excess liability, crime, surety and bond, inland marine and other coverages to its members sold through fourteen appointed independent agents in the State of Ohio.

OPRM coverage programs are developed specific to each member's risk management needs and the related premiums for coverage are determined through the application of uniform underwriting criteria addressing the member's exposure to loss. Effective November 1, 2017, the OPRM retained 47% of the premium and losses on the first \$250,000 casualty treaty and 30% of the first \$1,000,000 property treaty. The OPRM is also participated in a property primary excess of loss treaty. This treaty reimbursed the OPRM 30% for losses between \$200,000 and \$1,000,000. The reimbursement is based on the amount of loss between \$200,000 and \$1,000,000. Effective November 1, 2018, the OPRM the property retention remained unchanged, however, the Plan assumed 100% of the first \$250,000 casualty treaty. Members are only responsible for their self-retention (deductible) amounts, which vary from member to member. Effective November 1, 2019, the OPRM's property retention increased from 30% to 33%, while the casualty treaty remains unchanged and still assumes 100% of the first \$250,000 casualty treaty. OPRM had 776 members as of December 31, 2019.

The Pool's audited financial statements conform with generally accepted accounting principles, and reported the following assets, liabilities and equity at December 31, 2019.

Assets	\$ 15,920,504
Liabilities	<u>(11,329,011)</u>
Members' Equity	<u>\$ 4,591,493</u>

You can read the complete audited financial statements for OPRM at the Plan's website, www.ohioplan.org.

Note 7 – Defined Benefit Pension Plans

Ohio Public Employees Retirement System

The Township's elected officials and employees belong to the Ohio Public Employees Retirement System (OPERS). OPERS is a cost-sharing, multiple-employer plan. The Ohio Revised Code prescribes this plan's benefits, which include postretirement healthcare and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. OPERS members contributed 10 percent of their gross salaries and the Township contributed an amount equaling 14 percent of participants' gross salaries. The Township has paid all contributions required through December 31, 2019.

Mantua Township
Portage County
Notes to the Financial Statements
For the Year Ended December 31, 2019

Note 8 – Postemployment Benefits

Both OPERS and OP&F offer cost-sharing, multiple-employer defined benefit postemployment plans, which include multiple health care plans including medical coverage, prescription drug coverage, deposits to a Health Reimbursement Arrangement, and Medicare Part B premium reimbursements, to qualifying benefit recipients. The portion of employer contributions allocated to health care for OPERS members in the traditional pension plan and combined plan was 0 percent during calendar year 2019. The portion of employer contributions allocated to health care for OPERS members in the member-directed plan was 4.0 percent during calendar year 2019. OP&F contributes 0.5 percent to fund these benefits.

Beginning January 1, 2019, OP&F is changing its retiree health care model and the current self-insured health care plan will no longer be offered. In its place is a stipend-based health care model. A stipend funded by OP&F will be placed in individual Health Reimbursement Accounts that retirees will use to be reimbursed for health care expenses.

Note 9 – Debt

Leases

The Township leases buildings, vehicles and other equipment under noncancelable leases. The Township disbursed \$59,501 to pay lease costs for the year ended December 31, 2019. Two lease payments were made from the Road & Bridge Levy Fund. A payment of \$11,121 was made for the 1-ton truck and a payment of \$32,598 for the Mack-truck. A lease payment was made from the Permissive Motor Vehicle License Tax Fund for a back hoe in the amount \$15,782.

The Township entered into a lease-purchase for a Back-Hoe on July 25, 2018 in the amount of \$71,758. The amortization schedule is reflected below.

Amortization

Amortization of the above leases, including interest, are scheduled as follows:

December 31,	Back-Hoe
2020	\$15,782
2021	15,782
2022	15,782
	<u>\$47,346</u>

Note 10 - Jointly Governed Organizations

The Township participates in one jointly governed organization. This organization is the Mantua- Shalersville Fire District. This Fire District consists of Mantua Township, Mantua Village and Shalersville Township. The Fire District is supported by its own property tax levies and is governed by a three-member Board of Trustees. Each member community appoints one Trustee. The Fire District also employs its own Fiscal Officer to oversee its finances

Note 11 - Subsequent Events

The United States and the State of Ohio declared a state of emergency in March 2020 due to the COVID-19 pandemic. The financial impact of COVID-19 and the ensuing emergency measures will impact subsequent periods of the Township. The impact on the Township's future operating costs, revenues, any recovery from emergency funding, either federal or state, cannot be estimated.

Mantua Township
Portage County
Combined Statement of Receipts, Disbursements
and Changes in Fund Balances (Regulatory Cash Basis)
All Governmental Fund Types
For the Year Ended December 31, 2018

	General	Special Revenue	Capital Projects	Totals (Memorandum Only)
Cash Receipts				
Property and Other Local Taxes	\$144,466	\$307,505	\$0	\$451,971
Charges for Services	478	0	0	478
Licenses, Permits and Fees	36,778	22,069	0	58,847
Intergovernmental	76,717	182,064	57,000	315,781
Earnings on Investments	2,864	618	34	3,516
Miscellaneous	57,781	10,555	0	68,336
<i>Total Cash Receipts</i>	<u>319,084</u>	<u>522,811</u>	<u>57,034</u>	<u>898,929</u>
Cash Disbursements				
Current:				
General Government	214,211	13,450	0	227,661
Public Works	633	477,270	0	477,903
Health	0	24,381	0	24,381
Human Services	2,036	0	0	2,036
Conservation-Recreation	12,073	0	0	12,073
Capital Outlay	34,929	15,536	119,042	169,507
Debt Service:				
Principal Retirement	0	56,165	0	56,165
Interest and Fiscal Charges	0	3,336	0	3,336
<i>Total Cash Disbursements</i>	<u>263,882</u>	<u>590,138</u>	<u>119,042</u>	<u>973,062</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	<u>55,202</u>	<u>(67,327)</u>	<u>(62,008)</u>	<u>(74,133)</u>
Other Financing Receipts (Disbursements)				
Sale of Capital Assets	0	6,600	0	6,600
Transfers In	0	8,000	0	8,000
Transfers Out	(8,000)	0	0	(8,000)
Other Financing Uses	(165)	0	0	(165)
<i>Total Other Financing Receipts (Disbursements)</i>	<u>(8,165)</u>	<u>14,600</u>	<u>0</u>	<u>6,435</u>
<i>Net Change in Fund Cash Balances</i>	47,037	(52,727)	(62,008)	(67,698)
<i>Fund Cash Balances, January 1</i>	<u>306,390</u>	<u>588,934</u>	<u>73,489</u>	<u>968,813</u>
Fund Cash Balances, December 31				
Restricted	0	536,207	11,481	547,688
Assigned	125,599	0	0	125,599
Unassigned (Deficit)	227,828	0	0	227,828
<i>Fund Cash Balances, December 31</i>	<u>\$353,427</u>	<u>\$536,207</u>	<u>\$11,481</u>	<u>\$901,115</u>

See accompanying notes to the basic financial statements

Mantua Township
Portage County, Ohio
Combined Statement of Receipts, Disbursements
and Changes in Fund Balances (Regulatory Cash Basis)
All Fiduciary Fund Types
For the Year Ended December 31, 2018

	Fiduciary Fund Types		Totals (Memorandum Only)
	Agency	Private Purpose Trust	
Operating Cash Receipts			
Earnings on Investments (trust funds only)	\$0	\$9	\$9
<i>Total Operating Cash Receipts</i>	<u>0</u>	<u>9</u>	<u>9</u>
<i>Net Change in Fund Cash Balances</i>	0	9	9
<i>Fund Cash Balances, January 1</i>	<u>15</u>	<u>2,770</u>	<u>2,785</u>
<i>Fund Cash Balances, December 31</i>	<u>\$15</u>	<u>\$2,779</u>	<u>\$2,794</u>

See accompanying notes to the basic financial statements

Mantua Township
Portage County
Notes to the Financial Statements
For the Year Ended December 31, 2018

Note 1 – Reporting Entity

The constitution and laws of the State of Ohio establish the rights and privileges of the Mantua 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 general government services, maintenance of Township road and bridges, and cemetery maintenance. The Township contracts with the Mantua-Shalersville Fire District to provide for fire protection and emergency medical services. The Township also contracts with the Portage County Sheriff to provide police protection.

Jointly Governed Organizations and Public Entity Risk Pools

The Township participates in a jointly governed organization and a public entity risk pool. Notes 6 and 10 to the financial statements provides additional information for these entities. The Township's management believes these financial statements present all activities for which the Township is financially accountable.

Note 2 – Summary of Significant Accounting Policies

Basis of Presentation

The Township's financial statements consist of a combined statement of receipts, disbursements and changes in fund balances (regulatory cash basis) for all governmental fund types, and a combined statement of receipts, disbursements and changes in fund balances (regulatory cash basis) for all fiduciary fund types which are organized on a fund type basis.

Fund Accounting

The Township uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The funds of the Township are presented below:

General Fund The general fund accounts for and reports all financial resources not accounted for and reported in another fund. The general fund balance is available to the Township for any purpose provided it is expended or transferred according to the general laws of Ohio.

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

Gas Tax Fund The gas tax fund accounts for and reports that portion of the State gasoline tax restricted for maintenance and repair of roads within the Township.

Motor Vehicle License Tax Fund The motor vehicle license tax fund accounts for and reports that portion of motor vehicle license registration fees restricted for maintenance and repair of roads within the Township.

Road & Bridge/Road Levy The Road and Bridge Fund and the Road Levy Fund revenues are derived from property taxes collected. These funds account for the major operations of the Road Department, and represent over 63% of the funds expended for Township operations.

Capital Project Funds These funds account for and report 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 Project Fund:

Mantua Township
Portage County
Notes to the Financial Statements
For the Year Ended December 31, 2018

Note 2 – Summary of Significant Accounting Policies *(continued)*

Mantua Center School Fund – The Township received a grant from the state for an elevator project at the Mantua Center School building. The proceeds are restricted for this project.

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.

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 unclaimed monies.

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 Board 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 Administrative Code Section 117-2-03 (D) permit.

Budgetary Process

The Ohio Revised Code requires that each fund be budgeted annually.

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. Unencumbered appropriations lapse at year-end.

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

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.

A summary of 2018 budgetary activity appears in Note 3.

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 pools all available funds of the Township in an interest-bearing checking account.

Mantua Township
Portage County
Notes to the Financial Statements
For the Year Ended December 31, 2018

Note 2 – Summary of Significant Accounting Policies *(continued)*

Capital Assets

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

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.

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:

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

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.

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.

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.

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.

Mantua Township
Portage County
Notes to the Financial Statements
For the Year Ended December 31, 2018

Note 3 – Budgetary Activity

Budgetary activity for the year ending December 31, 2018 follows:

2018 Budgeted vs. Actual Receipts

Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$ 265,770	\$ 319,084	\$ 53,314
Special Revenue	525,532	537,411	11,879
Capital Projects	57,047	57,034	13
Total	<u>\$ 848,349</u>	<u>\$ 913,529</u>	<u>\$ 65,206</u>

2018 Budgeted vs. Actual Budgetary Basis Expenditures

Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$ 260,298	\$ 297,111	\$ (36,813)
Special Revenue	671,716	602,415	69,301
Capital Projects	67,000	119,042	(52,042)
Total	<u>\$ 999,014</u>	<u>\$ 1,018,568</u>	<u>\$ (19,554)</u>

Note 4 – Deposits

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

	<u>2018</u>
Demand deposits	\$ 903,909

Deposits

Deposits are insured by the Federal depository Insurance Corporation or collateralized by the financial institution's public entity deposit pool.

Note 5 – Property Taxes

Real property taxes become a lien on January 1 preceding the October 1 date for which the Trustees adopted tax rates. The State Board of Tax Equalization adjusts these rates for inflation. Property taxes are also reduced for applicable non-business, owner occupancy, and homestead exemption credits and/or homestead and rollback deductions. The financial statements include these credits and/or deduction 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.

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

Mantua Township
Portage County
Notes to the Financial Statements
For the Year Ended December 31, 2018

Note 6 – Risk Management

The Government belongs to the Ohio Plan Risk Management, Inc. (OPRM) (the "Plan"), a non-assessable, unincorporated non-profit association providing a formalized, jointly administered self-insurance risk management program and other administrative services to Ohio governments ("Members"). The Plan is legally separate from its member governments.

Pursuant to Section 2744.081 of the Ohio Revised Code, the plan provides property, liability, errors and omissions, law enforcement, automobile, excess liability, crime, surety and bond, inland marine and other coverages to its members sold through fourteen appointed independent agents in the State of Ohio.

OPRM coverage programs are developed specific to each member's risk management needs and the related premiums for coverage are determined through the application of uniform underwriting criteria addressing the member's exposure to loss. Effective November 1, 2016, the OPRM retained 50% of the premium and losses on the first \$250,000 casualty treaty and 30% of the first \$1,000,000 property treaty. Effective November 1, 2017, the OPRM retained 47% of the premium and losses on the first \$250,000 casualty treaty and 30% of the first \$1,000,000 property treaty. Effective November 1, 2018, the OPRM the property retention remained unchanged, however, the Plan assumed 100% of the first \$250,000 casualty treaty. Members are only responsible for their self-retention (deductible) amounts, which vary from member to member. OPRM had 774 members as of December 31, 2018.

The Pool's audited financial statements conform with generally accepted accounting principles, and reported the following assets, liabilities and equity at December 31, 2018.

Assets	\$15,065,412
Liabilities	<u>(10,734,623)</u>
Members' Equity	<u>\$ 4,330,789</u>

You can read the complete audited financial statements for OPRM at the Plan's website, www.ohioplan.org.

Note 7 – Defined Benefit Pension Plans

Ohio Public Employees Retirement System

The Township's elected officials and employees belong to the Ohio Public Employees Retirement System (OPERS). OPERS is a cost-sharing, multiple-employer plan. The Ohio Revised Code prescribes this plan's benefits, which include postretirement healthcare and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. OPERS members contributed 10 percent of their gross salaries and the Township contributed an amount equaling 14 percent of participants' gross salaries. The Township has paid all contributions required through December 31, 2018.

Note 8 – Postemployment Benefits

Both OPERS and OP&F offer cost-sharing, multiple-employer defined benefit postemployment plans, which include multiple health care plans including medical coverage, prescription drug coverage, deposits to a Health Reimbursement Arrangement, and Medicare Part B premium reimbursements, to qualifying benefit recipients. The portion of employer contributions allocated to health care for OPERS members in the traditional pension plan and combined plan was 0 percent during calendar year 2018. The portion of employer contributions allocated to health care for OPERS members in the member-directed plan was 4.0 percent during calendar year 2018. OP&F contributes 0.5 percent to fund these benefits.

Mantua Township
Portage County
Notes to the Financial Statements
For the Year Ended December 31, 2018

Note 8 – Postemployment Benefits *(continued)*

Beginning January 1, 2019, OP&F is changing its retiree health care model and the current self-insured health care plan will no longer be offered. In its place is a stipend-based health care model. A stipend funded by OP&F will be placed in individual Health Reimbursement Accounts that retirees will use to be reimbursed for health care expenses.

Note 9 – Debt

Leases

The Township leases buildings, vehicles and other equipment under noncancelable leases. The Township disbursed \$59,501 to pay lease costs for the year ended December 31, 2018. Two lease payments were made from the Road & Bridge Levy Fund. A payment of \$11,121 was made for the 1-ton truck and a payment of \$32,598 for the Mack-truck. A lease payment was made from the Permissive Motor Vehicle License Tax Fund for a back hoe in the amount \$15,782.

The prior audit report’s amortization schedule reflected a payment was due as of December 31, 2020 in error for the Mack-truck. This payment was not required. In addition, in the prior audit report, the amortization schedule for the 1-ton truck was not reflected in the schedule. This schedule is reflected below.

The Township entered into a new lease-purchase for a Back-Hoe on July 25, 2018 in the amount of \$71,758. The amortization schedule is reflected below.

Amortization

Amortization of the above leases, including interest, are scheduled as follows:

<u>December 31,</u>	<u>1-Ton Truck</u>	<u>Mack- Trucks</u>	<u>Back-Hoe</u>
2019	\$11,121	\$32,598	\$15,782
2020			15,782
2021			15,782
2022			15,782
	<u>\$11,121</u>	<u>\$32,598</u>	<u>\$63,128</u>

Note 10 - Jointly Governed Organizations

The Township participates in one jointly governed organization. This organization is the Mantua-Shalersville Fire District. This Fire District consists of Mantua Township, Mantua Village and Shalersville Township. The Fire District is supported by its own property tax levies and is governed by a three-member Board of Trustees. Each member community appoints one Trustee. The Fire District also employs its own Fiscal Officer to oversee its finances

Note 11 - Subsequent Events

The United States and the State of Ohio declared a state of emergency in March 2020 due to the COVID-19 pandemic. The financial impact of COVID-19 and the ensuing emergency measures will impact subsequent periods of the Township. The impact on the Township’s future operating costs, revenues, any recovery from e-m1e1r-gency funding, either federal or state, cannot be estimated.

OHIO AUDITOR OF STATE KEITH FABER



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

Mantua Township
Portage County
PO Box 841
Mantua, Ohio 44255

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 Mantua Township, Portage County, (the Township) as of and for the years ended December 31, 2019 and 2018, and the related notes to the financial statements, and have issued our report thereon dated February 25, 2021, wherein we noted the Township followed financial reporting provisions Ohio Revised Code § 117.38 and Ohio Administrative Code § 117-2-03(D) permit. We also noted the financial impact of COVID-19 and the continuing emergency measures may impact subsequent periods of the Township.

Internal Control Over Financial Reporting

As part of our financial statement audit, we considered the Township's internal control over financial reporting (internal control) as a basis for designing 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.

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 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. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all internal control deficiencies that might be material weaknesses or significant deficiencies. Therefore, unidentified material weaknesses or significant deficiencies may exist. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings that we consider material weaknesses. We consider findings 2019-001 and 2019-002 to be material weaknesses.

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 financial statements. 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 no instances of noncompliance or other matters we must report under *Government Auditing Standards*.

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 report is not suitable for any other purpose.



Keith Faber
Auditor of State
Columbus, Ohio

February 25, 2021

**MANTUA TOWNSHIP
PORTAGE COUNTY**

**SCHEDULE OF FINDINGS
DECEMBER 31, 2019 AND 2018**

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

1. Financial Reporting

FINDING NUMBER 2019-001

MATERIAL WEAKNESS

In our audit engagement letter, as required by AU-C Section 210, Terms of Engagement, paragraph .06, management acknowledged its responsibility for the preparation and fair presentation of their financial statements; 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 as discussed in AU-C Section 210 paragraphs .A14 & .A16.

The Township had the following errors requiring financial statements adjustments:

2018

- Misclassification of homestead and rollback receipts resulted in an overstatement of General Fund Property and Other Local Taxes Receipts and an understatement of Intergovernmental Receipts in the amount of \$10,073.
- Misclassification of homestead and rollback receipts resulted in an overstatement of Special Revenue Fund Property and Other Local Taxes Receipts and an understatement of Intergovernmental Receipts in the amount of \$22,719.
- Misclassification of \$1,061 of license taxes as permissive sales tax and \$1,626 of permissive sales tax as license taxes in the Special Revenue Fund
- Encumbrances outstanding at year-end were included in the unassigned fund balance, resulting in an overstatement of unassigned fund balance and an understatement of assigned fund balance of \$16,227 in the General Fund

2019

- Misclassification of homestead and rollback receipts resulted in an overstatement of General Fund Property and Other Local Taxes Receipts and an understatement of Intergovernmental Receipts in the amount of \$10,841
- Misclassification of homestead and rollback receipts resulted in an overstatement of Special Revenue Fund Property and Other Local Taxes Receipts and an understatement of Intergovernmental Receipts in the amount of \$23,508.
- Misclassification of \$3,081 of license taxes as permissive sales tax and \$1,288 of permissive sales tax as license taxes in the Special Revenue Fund
- Capital Project Fund Capital Outlay Expenditures and Miscellaneous Receipts were both under reported in the amount of \$12,077 due to the Township improperly removing grant reimbursements and expenditures from the accounting system.

- Special Revenue Debt Service Principal and Interest Payments were improperly posted as Public Works Disbursements in the amount of \$55,006 in Principal and \$4,495 in Interest
- Encumbrances outstanding at year-end were included in the unassigned fund balance, resulting in an overstatement of unassigned fund balance and an understatement of assigned fund balance of \$31,928 in the General Fund
- Ohio Rev. Code section 517.07 establishes the Township's ability to sell cemetery lots and Ohio Rev. Code section 517.08 places restrictions on these dollars. The Township has five bequest funds made for the maintenance, improvement, and beautification of any burial lot designated and named by the person making the bequest classified as a restricted fund balance within the Permanent Fund. However, these dollars should be presented in a Private Purpose Trust Fund and are not subject to GASB 54 fund balance classifications. As a result, an adjustment was made in 2019 to reclassify Permanent Funds as Private Purpose Trust Funds in the amount of \$2,809.

These errors were caused by a lack of internal controls related to the posting of receipts.

The Township's Financial Statements have been corrected for the above errors.

To help ensure complete and accurate financial reporting, the Fiscal Officer should closely monitor all receipts to ensure amounts are posted to the proper accounts. In addition, the Fiscal Officer should refer to the Ohio Township Handbook to help ensure proper accounts are being used.

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

2. Posting of Budgetary Amounts

FINDING NUMBER 2019-002

MATERIAL WEAKNESS

In our audit engagement letter, as required by AU-C Section 210, *Terms of Engagement*, paragraph .06, management acknowledged its responsibility for the preparation and fair presentation of their financial statements; 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 as discussed in AU-C Section 210 paragraphs .A14 & .A16.

Additionally, sound accounting practices require accurately posting estimated receipts and appropriations to the ledgers to provide information for budget versus actual comparison and to allow the Board to make informed decisions regarding budgetary matters.

The Appropriation resolution and subsequent amendments establish the legal spending authority of the Township and the appropriation ledger provides the process by which the Township controls spending, it is therefore necessary the amounts appropriated by the Board are precisely stated and accurately posted to the appropriation ledger.

The original certificate and amendments establish the amounts available for expenditures for the Township and the receipts ledger provides the process by which the Township controls what is available, it is therefore necessary the amounts estimated by the County Budget Commission are posted accurately to the receipts ledger.

The Township did not post the amended appropriations and estimated resources to the accounting system. Failure to accurately post the amended appropriations and estimated resources resulted in inaccurate reporting of the budgetary information in the financial statements. The following errors were noted in the Notes to the financial statements regarding "Budgetary Activity."

During 2018:

- The General Fund and Capital Projects Fund budgeted receipts were reported at \$327,085 and \$110,000, rather than \$265,770 and \$57,047, respectively, which were the total amounts approved by the Township Board of Trustees on the Amended Official Certificate of Estimated Resources.
- The General Fund, Special Revenue Fund and Capital Projects Fund budgeted expenditures were reported at \$347,435, \$691,039, and \$130,271, rather than \$260,298, \$671,716, and \$67,000 respectively, which agrees to the Final Appropriations approved by the Township Board of Trustees.
- The General Fund and Special Revenue Fund actual budgetary expenditures were reported at \$306,860 and \$648,660, rather than \$297,111 and \$602,415, respectively.

During 2019:

- The General Fund, Special Revenue Fund and Capital Projects Fund budgeted receipts were reported at \$259,648, \$538,336 and \$120,524, rather than \$272,802, \$545,580 and \$122,500 respectively, which were the total amounts approved by the Board of Trustees on the Amended Official Certificate of Estimated Resources.
- The General Fund and Capital Projects Fund actual receipts were reported at \$286,940 and \$31,169 rather than \$306,940 and \$43,246, respectively.
- The General Fund, Special Revenue Fund, and Capital Projects Fund budgeted expenditures were reported at \$554,724, \$954,529, and \$88,547, rather than \$532,174, \$934,000, and \$95,524 respectively, which agrees to the Final Appropriations approved by the Township Board of Trustees.
- The Capital Projects Fund actual budgetary expenditures were reported at \$20,000 rather than \$21,278.

Budgetary information disclosed in the notes to the financial statements should reflect the Township's actual budgetary activity through the fiscal year. The errors were caused by a lack of management procedures or policies in place to help ensure the accurate presentation of note disclosure information and management's failure to post the amended budgetary activity to the accounting system.

The Township's budgetary information within the Notes to the financial statements have been corrected for the above errors.

To effectively control the budgetary cycle and to maintain accountability over receipts and expenditures, the Township should post to the ledgers, on a timely basis, estimated resources as certified by the budget commission and appropriations approved by the Board. The Township should then monitor budget versus actual reports to help ensure amended certificates of resources and appropriations have been properly posted to the ledgers.

Additionally, management should implement procedures or policies to help ensure complete and accurate reporting of the financial statements and accompanying notes. The procedures should include the Fiscal Officer's, or an appointed representative's, review of the Township's year-end financial statements and notes to the financial statements for accuracy, reasonableness and consistency between years.

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

2. OTHER – FINDING FOR RECOVERY

In addition, we identified the following other issue related to Findings for Recovery. This issue did not impact our GAGAS Compliance and Controls report.

Payroll Withholding Remittances, Late Penalties and Interest

FINDING NUMBER 2019-003

The Township's former Fiscal Officer withheld, as required, federal income tax, Medicare, state income tax, local income tax, and Ohio Public Employees Retirement System (OPERS) contributions from the earnings of each Township employee. However, the former Fiscal Officer failed to transmit required funds to the appropriate entity, agency, or system in a timely manner. As a result of failing to perform her duties the township incurred the following:

- For tax year 2018, the Township paid \$836 in Penalties and Interest on the State Income Tax Withholding remittances.
- For tax periods between September 30, 2016 to December 31, 2018, the Township paid \$13,249 for failure to pay penalties, failure to file penalties, failure to make tax deposit penalties, and interest.

The penalties and interest incurred by the Township served no proper public purpose and could have been avoided had the funds been remitted timely as required by law.

In accordance with the forgoing facts, and pursuant to Ohio Rev. Code § 117.28, a Finding for Recovery for public money illegally expended is hereby issued against former Fiscal Officer Jodie Thompson and the Travelers Casualty and Surety Company of America, her bonding company, jointly and severally, for \$14,085 and in favor of Mantua Township's General Fund.

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



Mantua Township Trustees

Portage County, Ohio

P.O. Box 841
Mantua, Ohio 44255

Phone (330) 357-8013

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

DECEMBER 31, 2019 and 2018

Finding Number	Finding Summary	Status	Additional Information
2017-001	Budgetary Activity Note/Misclassification of Receipts	Not Corrected	Repeated as Finding 2019-001
2017-002	Budgetary Activity Note/Misclassification of Receipts	Not Corrected	Repeated as Finding 2019-002

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OHIO AUDITOR OF STATE KEITH FABER



MANTUA TOWNSHIP

PORTAGE COUNTY

AUDITOR OF STATE OF OHIO CERTIFICATION

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



Certified for Release 6/8/2021

88 East Broad Street, Columbus, Ohio 43215
Phone: 614-466-4514 or 800-282-0370

This report is a matter of public record and is available online at
www.ohioauditor.gov