



**Auditor of State
Betty Montgomery**

**KNOX TOWNSHIP
COLUMBIANA COUNTY**

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**Auditor of State
Betty Montgomery**

Knox Township
Columbiana County
23876 Center Road
Homeworth, Ohio 44634

To the Board of Trustees:

As you are aware, the Auditor of State's Office (AOS) must modify the *Independent Accountants' Report* we provide on your financial statements due to a February 2, 2005 interpretation from the American Institute of Certified Public Accountants (AICPA). While AOS does not legally require your government to prepare financial statements pursuant to Generally Accepted Accounting Principles (GAAP), the AICPA interpretation requires auditors to formally acknowledge that you did not prepare your financial statements in accordance with GAAP. Our Report includes an opinion relating to GAAP presentation and measurement requirements, but does not imply the amounts the statements present are misstated under the non-GAAP basis you follow. The AOS report also includes an opinion on the financial statements you prepared using the cash basis and financial statement format the AOS permits.

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Betty Montgomery
Auditor of State

June 21, 2006

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Auditor of State Betty Montgomery

INDEPENDENT ACCOUNTANTS' REPORT

Knox Township
Columbiana County
23876 Center Road
Homeworth, Ohio 44634

To the Board of Trustees:

We have audited the accompanying financial statements of Knox Township, Columbiana County, (the Township) as of and for the years ended December 31, 2005 and 2004. These financial statements are the responsibility of the Township's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the Comptroller General of the United States' *Government Auditing Standards*. Those standards require that we plan and perform the audit to reasonably assure whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. The Township processes its financial transactions with the Auditor of State's Uniform Accounting Network (UAN). *Government Auditing Standards* considers this service to impair the independence of the Auditor of State to audit the Township because the Auditor of State designed, developed, implemented, and as requested, operates UAN. However, *Government Auditing Standards* permits the Auditor of State to audit and opine on this entity, because Ohio Revised Code § 117.101 requires the Auditor of State to provide UAN services, and Ohio Revised Code §§ 117.11(B) and 115.56 mandate the Auditor of State to audit Ohio governments. We believe our audit provides a reasonable basis for our opinion.

As described more fully in Note 1, the Township has prepared these financial statements using accounting practices the Auditor of State prescribes or permits. These practices differ from accounting principles generally accepted in the United States of America (GAAP). Although we cannot reasonably determine the effects on the financial statements of the variances between these regulatory accounting practices and GAAP, we presume they are material.

Revisions to GAAP would require the Township to reformat its financial statement presentation and make other changes effective for the years ended December 31, 2005 and 2004. Instead of the combined funds the accompanying financial statements present for 2005 and 2004, the revisions require presenting entity wide statements and also to present its larger (i.e. major) funds separately for 2005 and 2004. While the Township does not follow GAAP, generally accepted auditing standards requires us to include the following paragraph if the statements do not substantially conform to the new GAAP presentation requirements. The Auditor of State permits, but does not require governments to reformat their statements. The Township has elected not to reformat its statements. Since this Township does not use GAAP to measure financial statement amounts, the following paragraph does not imply the amounts reported are materially misstated under the accounting basis the Auditor of State permits. Our opinion on the fair presentation of the amounts reported pursuant to its non-GAAP basis is in the second following paragraph.

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In our opinion, because of the effects of the matter discussed in the preceding two paragraphs, the financial statements referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Township as of December 31, 2005 and 2004, or its changes in financial position for the years then ended.

Also, in our opinion, the financial statements referred to above present fairly, in all material respects, the combined fund cash balances of Knox Township, Columbiana County, as of December 31, 2005 and December 31, 2004 and its combined cash receipts and disbursements for the years then ended on the accounting basis Note 1 describes.

In accordance with *Government Auditing Standards*, we have also issued our report dated June 21, 2006, 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. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance, and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

A handwritten signature in black ink that reads "Betty Montgomery". The signature is written in a cursive, flowing style.

Betty Montgomery
Auditor of State

June 21, 2006

**KNOX TOWNSHIP
COLUMBIANA COUNTY**

**COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2005**

	<u>Governmental Fund Types</u>			Totals (Memorandum Only)
	<u>General</u>	<u>Special Revenue</u>	<u>Debt Service</u>	
Cash Receipts:				
Local Taxes	\$52,461	\$227,270	\$20,000	\$299,731
Intergovernmental	108,690	158,662		267,352
Special Assessments		5,840		5,840
Fines and Forfeitures	134			134
Licenses, Permits, and Fees	9,955	3,550		13,505
Other Revenue	19,723	2,708		22,431
Earnings on Investments	2,668	602		3,270
	<u>193,631</u>	<u>398,632</u>	<u>20,000</u>	<u>612,263</u>
Total Cash Receipts				
Cash Disbursements:				
Current:				
General Government	100,901			100,901
Public Safety		105,284		105,284
Public Works	68,083	229,321		297,404
Health	23,853	6,025		29,878
Debt Service:				
Redemption of Principal			26,000	26,000
Interest and Fiscal Charges			2,092	2,092
Capital Outlay	640			640
	<u>193,477</u>	<u>340,630</u>	<u>28,092</u>	<u>562,199</u>
Total Cash Disbursements				
Total Receipts Over Disbursements	<u>154</u>	<u>58,002</u>	<u>(8,092)</u>	<u>50,064</u>
Other Financing Receipts and (Disbursements):				
Transfers-Out	(2,092)			(2,092)
Transfers-In			2,092	2,092
Other Sources		673		673
Other Uses		(673)		(673)
	<u>(2,092)</u>		<u>2,092</u>	
Total Other Financing Receipts/(Disbursements)				
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements	(1,938)	58,002	(6,000)	50,064
Fund Cash Balances, January 1	<u>73,587</u>	<u>192,420</u>	<u>6,000</u>	<u>272,007</u>
Fund Cash Balances, December 31	<u>\$71,649</u>	<u>\$250,422</u>	<u>\$0</u>	<u>\$322,071</u>
Reserve for Encumbrances, December 31	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></u>	<u><u>\$0</u></u>

The notes to the financial statements are an integral part of this statement.

**KNOX TOWNSHIP
COLUMBIANA COUNTY**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
NON-EXPENDABLE TRUST FUND
FOR THE YEAR ENDED DECEMBER 31, 2005**

	<u>Non expendable Trust</u>
Cash Receipts:	
Earnings on Investments	<u>32</u>
Total Cash Receipts	<u>32</u>
Cash Disbursements:	
Current:	
Supplies & Materials	<u> </u>
Total Cash Disbursements	<u> </u>
Total Receipts Over Disbursements	<u>32</u>
Fund Cash Balances, January 1	<u>2,578</u>
Fund Cash Balances, December 31	<u><u>\$2,610</u></u>

The notes to the financial statements are an integral part of this statement.

**KNOX TOWNSHIP
COLUMBIANA COUNTY**

**COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2004**

	<u>Governmental Fund Types</u>			Totals (Memorandum Only)
	<u>General</u>	<u>Special Revenue</u>	<u>Debt Service</u>	
Cash Receipts:				
Local Taxes	\$49,613	\$227,516	\$12,000	\$289,129
Intergovernmental	154,148	152,021		306,169
Special Assessments		5,654		5,654
Charges for Services	292			292
Licenses, Permits, and Fees	9,338	1,405		10,743
Earnings on Investments	760	139		899
Other Revenue	1,850	1,784		3,634
	<u>216,001</u>	<u>388,519</u>	<u>12,000</u>	<u>616,520</u>
Total Cash Receipts				
Cash Disbursements:				
Current:				
General Government	100,067			100,067
Public Safety		109,897		109,897
Public Works	27,036	278,259		305,295
Health	21,553	2,075		23,628
Debt Service:				
Redemption of Principal			24,000	24,000
Interest and Fiscal Charges			1,770	1,770
Capital Outlay	90,060			90,060
	<u>238,716</u>	<u>390,231</u>	<u>25,770</u>	<u>654,717</u>
Total Cash Disbursements				
	<u>238,716</u>	<u>390,231</u>	<u>25,770</u>	<u>654,717</u>
Total Receipts (Under) Disbursements	(22,715)	(1,712)	(13,770)	(38,197)
Other Financing Receipts and (Disbursements):				
Proceeds from Sale of Public Debt:				
Sale of Notes	42,000			42,000
Transfers-Out	(1,770)			(1,770)
Transfers-In			1,770	1,770
Other Sources	193	4,957		5,150
Other Uses		(5,150)		(5,150)
	<u>40,423</u>	<u>(193)</u>	<u>1,770</u>	<u>42,000</u>
Total Other Financing Receipts/(Disbursements)				
	<u>40,423</u>	<u>(193)</u>	<u>1,770</u>	<u>42,000</u>
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements	17,708	(1,905)	(12,000)	3,803
Fund Cash Balances, January 1	55,879	194,324	18,000	268,203
Fund Cash Balances, December 31	<u><u>\$73,587</u></u>	<u><u>\$192,419</u></u>	<u><u>\$6,000</u></u>	<u><u>\$272,006</u></u>

The notes to the financial statements are an integral part of this statement.

**KNOX TOWNSHIP
COLUMBIANA COUNTY**

**STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
NON-EXPENDABLE TRUST FUND
FOR THE YEAR ENDED DECEMBER 31, 2004**

	<u>Non expendable Trust</u>
Cash Receipts:	
Earnings on Investments	<u>16</u>
Total Cash Receipts	<u>16</u>
Cash Disbursements:	
Current:	
Supplies & Materials	<u> </u>
Total Cash Disbursements	<u> </u>
Total Receipts Over Disbursements	<u>16</u>
Fund Cash Balances, January 1	<u>2,562</u>
Fund Cash Balances, December 31	<u><u>\$2,578</u></u>

The notes to the financial statements are an integral part of this statement.

**KNOX TOWNSHIP
COLUMBIANA COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2005 AND 2004**

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 the Knox Township, Columbiana County, (the Township) as a body corporate and politic. A publicly-elected three-member Board of Trustees directs the Township. The Township provides general governmental services including road and bridge and cemetery maintenance. The Township contracts with the Homeworth Volunteer Fire Department and the North Georgetown Volunteer Fire Department to provide fire protection services.

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

B. Basis of Accounting

These financial statements follow the basis of accounting the Auditor of State prescribes or permits. 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 Auditor of State prescribes or permits.

C. Cash 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 an interest bearing checking account used by all funds. No other investments are held by the Township. Certificates of deposit are valued at cost.

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.

**KNOX TOWNSHIP
COLUMBIANA COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2005 AND 2004
(Continued)**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

2. Special Revenue Funds

These funds account for proceeds from specific sources (other than from trusts or for capital projects) that are restricted to expenditure for specific purposes. The Township had the following significant Special Revenue Funds:

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

3. Debt Service Fund

These funds account for resources the Township accumulates to pay note debt. The Township had the following significant Debt Service Fund:

Note Retirement Fund- This fund accounts for the retirement of the notes payable.

4. Fiduciary Funds (Nonexpendable Trust Fund)

These funds are used to account for resources restricted by legally binding trust agreements. The Township had the following fiduciary fund:

Cemetery Trust Fund – This fund is classified as a nonexpendable trust fund. Interest from the trust is used for the maintenance of the cemetery. The Township has Two separate trusts set up for the same purpose.

E. Budgetary Process

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

1. Appropriations

Budgetary expenditures (that is, disbursements and encumbrances) may not exceed appropriations at the fund 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. Appropriations lapse at year end.

2. Estimated Resources

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

**KNOX TOWNSHIP
COLUMBIANA COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2005 AND 2004
(Continued)**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

3. Encumbrances

The Ohio Revised Code requires the Township to reserve (encumber) appropriations when individual commitments are made. Encumbrances at year end are cancelled, and reappropriated in the subsequent year.

A summary of 2005 and 2004 budgetary activity appears in Note 3.

F. 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.

G. 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:

	2005	2004
Certificates of deposit	2,953	2,917
Demand Deposits	321,728	271,667
Total deposits and investments	<u>\$324,681</u>	<u>\$274,584</u>

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

3. BUDGETARY ACTIVITY

Budgetary activity for the years ending December 31, 2005 and 2004 follows:

**KNOX TOWNSHIP
COLUMBIANA COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2005 AND 2004
(Continued)**

3. BUDGETARY ACTIVITY (Continued)

2005 Budgeted vs. Actual Receipts

Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$187,025	\$193,631	\$6,606
Special Revenue	391,938	399,305	7,367
Debt Service	33,500	22,092	(11,408)
Trust & Agency	140	32	(108)
Total	<u>\$612,603</u>	<u>\$615,060</u>	<u>\$2,457</u>

2005 Budgeted vs. Actual Budgetary Basis Expenditures

Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$249,071	\$195,569	\$53,502
Special Revenue	441,907	341,303	100,604
Debt Service	31,000	28,092	2,908
Trust & Agency	0	0	0
Total	<u>\$721,978</u>	<u>\$564,964</u>	<u>\$157,014</u>

2004 Budgeted vs. Actual Receipts

Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$272,549	\$258,194	(\$14,355)
Special Revenue	383,916	393,476	9,560
Debt Service	15,500	13,770	(1,730)
Trust & Agency	140	16	(124)
Total	<u>\$672,105</u>	<u>\$665,456</u>	<u>(\$6,649)</u>

2004 Budgeted vs. Actual Budgetary Basis Expenditures

Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$245,857	\$240,486	\$5,371
Special Revenue	458,261	395,381	62,880
Debt Service	29,000	25,770	3,230
Trust & Agency	0	0	0
Total	<u>\$733,118</u>	<u>\$661,637</u>	<u>\$71,481</u>

**KNOX TOWNSHIP
COLUMBIANA COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2005 AND 2004
(Continued)**

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.

Tangible personal property tax is assessed by the property owners, who must file a list of such property to the County by each April 30.

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

5. DEBT

Debt outstanding at December 31, 2005 was as follows:

	Principal	Interest Rate
2005 GMC Truck	\$42,000	3.65%

The 2005 GMC Truck was issued for \$42,000 at an interest rate of 3.65% for the period of three years and the yearly principal payment will be \$14,000.00 starting in 2005.

Amortization of the above debt, excluding interest, is scheduled as follows:

	2005 GMC Truck
Year ending December 31:	
2006	\$14,000
2007	14,000
2008	14,000
2009	
Total	\$42,000

6. RETIREMENT SYSTEMS

The Township's employees belong to the Ohio Public Employees Retirement System (OPERS). OPERS is a cost-sharing, multiple-employer plan. This plans provides benefits, which include postretirement healthcare and survivor and disability benefits.

**KNOX TOWNSHIP
COLUMBIANA COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2005 AND 2004
(Continued)**

6. RETIREMENT SYSTEMS (Continued)

The Ohio Revised Code also prescribes contribution rates. For 2005 and 2004, OPERS members contributed 8.5 percent of their gross salaries. The Township contributed an amount equaling 13.55 percent of participants' gross salaries. The Township has paid all contributions required through December 31, 2005.

7. RISK MANAGEMENT

Commercial Insurance

The Township has obtained commercial insurance for the following risks:

- Comprehensive property and general liability;
- Vehicles; and
- Errors and omissions.



Auditor of State Betty Montgomery

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

Knox Township
Columbiana County
23876 Center Road
Homeworth, Ohio 44634

To the Board of Trustees:

We have audited the financial statements of Knox Township, Columbiana County (the Township) as of and for the years ended December 31, 2005 and 2004, and have issued our report thereon dated June 21, 2006, wherein we noted the Township followed accounting practices the Auditor of State prescribes rather than accounting principles generally accepted in the United States of America. We also noted the Township uses the Auditor of State's Uniform Accounting Network (UAN) to process its financial transactions. *Government Auditing Standards* considers this service to impair the Auditor of State's independence to audit the Township because the Auditor of State designed, developed, implemented, and, as requested, operates UAN. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the Comptroller General of the United States' *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Township's internal control over financial reporting to determine our auditing procedures to express our opinion on the financial statements and not to opine on the internal control over financial reporting. Our consideration of the internal control would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a reportable condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts material to the financial statements we audited may occur and not be timely detected by employees when performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider material weaknesses. In a separate letter to the Township's management dated June 21, 2006, we reported other matters involving internal control over financial reporting we did not deem reportable conditions.

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, providing an opinion 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*.

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In a separate letter to the Township's management dated June 21, 2006, we reported other matters related to noncompliance we deemed immaterial.

We intend this report solely for the information and use of the management and Board of Trustees. It is not intended for anyone other than these specified parties.

A handwritten signature in black ink that reads "Betty Montgomery". The signature is written in a cursive, flowing style.

Betty Montgomery
Auditor of State

June 21, 2006

**KNOX TOWNSHIP
COLUMBIANA COUNTY**

**SCHEDULE OF PRIOR AUDIT FINDINGS
DECEMBER 31, 2004 AND 2003**

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <i>Explain</i>
2002-41215-001	ORC 5705.41(D), failure to properly encumber funds	Yes	



**Auditor of State
Betty Montgomery**

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**KNOX TOWNSHIP
COLUMBIANA 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
AUGUST 15, 2006**