

**VERMILLION TOWNSHIP
ASHLAND COUNTY**

REGULAR AUDIT

FOR THE YEARS ENDED DECEMBER 31, 2004 AND 2003

Long, Cook & Samsa, Inc.
CERTIFIED PUBLIC ACCOUNTANTS



**Auditor of State
Betty Montgomery**

Board of Trustees
Vermillion Township
891 CR 1904
Ashland, Ohio 44805

We have reviewed the *Independent Accountants' Report* of Vermillion Township, Ashland County, prepared by Long, Cook & Samsa, Inc. for the audit period January 1, 2003 through December 31, 2004. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

The financial statements in the attached report are presented in accordance with a regulatory basis of accounting prescribed or permitted by the Auditor of State's Office (AOS). Due to a February 2, 2005 interpretation from the American Institute of Certified Public Accountants (AICPA), modifications were required to the *Independent Accountants' Report* on your financial statements. While the 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. The attached report includes an opinion relating to GAAP presentation and measurement requirements, but does not imply the statements are misstated under the non-GAAP regulatory basis. The *Independent Accountants' Report* also includes an opinion on the financial statements using the regulatory format the AOS permits.

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. Vermillion Township is responsible for compliance with these laws and regulations.

A handwritten signature in black ink that reads "Betty Montgomery".

BETTY MONTGOMERY
Auditor of State

November 9, 2006

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VERMILLION TOWNSHIP
ASHLAND COUNTY

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Long, Cook & Samsa, Inc.

Certified Public Accountants/Consultants

INDEPENDENT ACCOUNTANTS' REPORT

Vermillion Township
Ashland County
891 CR 1904
Ashland, Ohio 44805

To the Board of Trustees:

We have audited the accompanying financial statements of Vermillion Township, Ashland County, Ohio, (the Township) as of and for the years ended December 31, 2004 and 2003. 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. We believe that 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 year ended December 31, 2004. Instead of the combined funds the accompanying financial statements present for 2004 (and 2003), the revisions require presenting entity-wide statements and also presenting its larger (i.e. major) funds separately for 2004. While the Township does not follow GAAP, generally accepted auditing standards require 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.

In our opinion, because of the effects of the matter discussed in the preceding two paragraphs, the financial statements referred to above for the year ended December 31, 2004, 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, 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 and reserves for encumbrances of Vermillion Township, Ashland County, as of December 31, 2004 and 2003, and its combined cash receipts and disbursements for the years then ended on the accounting basis Note 1 describes.

The aforementioned revision to generally accepted accounting principles also requires the Township to include Management's Discussion and Analysis for the year ended December 31, 2004. The Township has not presented Management's Discussion and Analysis, which accounting principles generally accepted in the United States of America has determined is necessary to supplement, although not required to be part of, the financial statements.

In accordance with *Government Auditing Standards*, we have also issued our report dated June 20, 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.



Long, Cook & Samsa, Inc.
June 20, 2006

VERMILLION TOWNSHIP
ASHLAND COUNTY

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

| | Governmental Fund Types | | | Totals (Memorandum Only) |
|--|-------------------------|--------------------|-----------------|--------------------------------|
| | General | Special Revenue | Debt Service | |
| Cash Receipts: | | | | |
| Local Taxes | \$ 29,010 | \$ 182,139 | \$ - | \$ 211,149 |
| Intergovernmental | 27,578 | 117,065 | - | 144,643 |
| Licenses, Permits and Fees | 3,225 | 7,600 | - | 10,825 |
| Earnings on Investments | 1,464 | 535 | - | 1,999 |
| Other | 791 | 24,853 | - | 25,644 |
| Total Cash Receipts | 62,068 | 332,192 | - | 394,260 |
| Cash Disbursements: | | | | |
| Current: | | | | |
| General Government | 67,364 | 780 | - | 68,144 |
| Public Safety | - | 23,371 | - | 23,371 |
| Public Works | 50 | 170,698 | - | 170,748 |
| Health | 2,167 | 32,499 | - | 34,666 |
| Conservation/Recreation | - | 11,250 | - | 11,250 |
| Capital Outlay | 5,358 | 15,296 | - | 20,654 |
| Total Cash Disbursements | 74,939 | 253,894 | - | 328,833 |
| Total Cash Receipts Over/(Under) Cash Disbursements | (12,871) | 78,298 | - | 65,427 |
| Fund Cash Balances, January 1 | 17,038 | 210,574 | 709 | 228,321 |
| Fund Cash Balances, December 31 | \$ 4,167 | \$ 288,872 | \$ 709 | \$ 293,748 |
| Reserve for Encumbrances, December 31 | \$ 3,786 | \$ 5,633 | \$ - | \$ 9,419 |

See accountants' report and accompanying notes to the financial statements.

VERMILLION TOWNSHIP
ASHLAND COUNTY

COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES - ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2003

| | Governmental Fund Types | | | Totals (Memorandum Only) |
|---|-------------------------|--------------------|-----------------|--------------------------------|
| | General | Special Revenue | Debt Service | |
| Cash Receipts: | | | | |
| Local Taxes | \$ 27,981 | \$ 175,570 | \$ - | \$ 203,551 |
| Intergovernmental | 76,941 | 98,509 | - | 175,450 |
| Licenses, Permits and Fees | 3,300 | 4,550 | - | 7,850 |
| Earnings on Investments | 1,737 | 615 | - | 2,352 |
| Other | 2,421 | 4,561 | - | 6,982 |
| Total Cash Receipts | 112,380 | 283,805 | - | 396,185 |
| Cash Disbursements: | | | | |
| Current: | | | | |
| General Government | 68,867 | 97 | - | 68,964 |
| Public Safety | - | 20,734 | - | 20,734 |
| Public Works | - | 138,105 | - | 138,105 |
| Health | 1,850 | 27,061 | - | 28,911 |
| Conservation/Recreation | - | 10,828 | - | 10,828 |
| Capital Outlay | 73,168 | 94,819 | - | 167,987 |
| Total Cash Disbursements | 143,885 | 291,644 | - | 435,529 |
| Total Cash Receipts Under Cash Disbursements | (31,505) | (7,839) | - | (39,344) |
| Fund Cash Balances, January 1 | 48,543 | 218,413 | 709 | 267,665 |
| Fund Cash Balances, December 31 | \$ 17,038 | \$ 210,574 | \$ 709 | \$ 228,321 |
| Reserve for Encumbrances, December 31 | \$ - | \$ 3,875 | \$ - | \$ 3,875 |

See accountants' report and accompanying notes to the financial statements.

VERMILLION TOWNSHIP
 ASHLAND COUNTY
 FUND CASH BALANCES - NONEXPENDABLE TRUST FUND
 FOR THE YEARS ENDED DECEMBER 31, 2004 AND 2003

| | Fiduciary Fund Type | |
|--|------------------------|------------------|
| | Nonexpendable Trust | |
| | 2004 | 2003 |
| Cash Receipts: | | |
| Earnings on Investments | \$ 33 | \$ 35 |
| Fund Cash Balances, January 1 | 12,331 | 12,296 |
| Fund Cash Balances, December 31 | \$ 12,364 | \$ 12,331 |

See accountants' report and accompanying notes to the financial statements.

VERMILLION TOWNSHIP
ASHLAND COUNTY

NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2004 AND 2003

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

Vermillion Township, Ashland County, Ohio, (the Township) is a body corporate and politic established to exercise the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The Township is directed by a publicly-elected three-member Board of Trustees. The Township provides general governmental services, which includes road maintenance, park operations, and fire protection through a volunteer fire department.

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 prescribed or permitted by the Auditor of State, which is similar to the cash receipts and disbursements basis of accounting. Receipts are recognized when received in cash rather than when earned, and disbursements are recognized 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 prescribed or permitted by the Auditor of State.

C. Cash and Investments

Certificates of deposit are valued at cost.

Investments are included in the cash fund balances. Accordingly, purchases of investments are not recorded as disbursements, and sales of investments are not recorded as receipts. Gains or losses at the time of sale are recorded as receipts or disbursements, respectively.

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* is the general operating fund. It is used to account for all financial resources except those required to be accounted for in another fund.

2. Special Revenue Funds

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

Special Fire Levy Fund - This fund receives property tax money for fire protection and emergency rescue services.

VERMILLION TOWNSHIP
ASHLAND COUNTY

NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2004 AND 2003

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Fund Accounting (Continued)

2. Special Revenue Funds (Continued)

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

Gasoline Tax Fund - This fund receives gasoline tax money to pay for maintaining and repairing Township roads.

3. Debt Service Fund

This fund is used to accumulate resources for the payment of bonds and note indebtedness. The Township has a debt service fund that generated no financial activity during 2004 and 2003.

4. Fiduciary Funds (Trust Fund)

These funds are used to account for resources restricted by legally binding trust agreements. If the agreement requires the Township to maintain the corpus of the trust, the fund is classified as a nonexpendable trust fund. Other trust funds are classified as expendable. The Township has the following fiduciary fund.

Cemetery Bequests - This nonexpendable trust fund receives estate money for the purpose of maintaining Hayesville/Vermillion Cemetery.

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 the appropriation measure 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.

**VERMILLION TOWNSHIP
ASHLAND COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2004 AND 2003**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. Budgetary Process (Continued)

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 appropriated.

A summary of 2004 and 2003 budgetary activity appears in Note 3.

F. Property, Plant and Equipment

Acquisitions of property, plant and equipment are recorded as capital outlay disbursements when paid. These items are not reflected as assets on the accompanying financial statements.

G. Accumulated Leave

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused leave. Unpaid leave is not reflected as a liability under the Township's basis of accounting.

2. EQUITY IN POOLED CASH AND INVESTMENTS

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

| | 2004 | 2003 |
|--------------------------------|------------|------------|
| Demand deposits | \$ 289,601 | \$ 224,141 |
| Certificate of deposit | 16,511 | 16,511 |
| Total deposits and investments | \$ 306,112 | \$ 240,652 |

Deposits: Deposits are either insured by the Federal Depository Insurance Corporation or collateralized by securities specifically pledged by the financial institution to the Township.

**VERMILLION TOWNSHIP
ASHLAND COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2004 AND 2003**

3. BUDGETARY ACTIVITY

Budgetary activity for the years ended December 31, 2004 and 2003, follows:

| 2004 Budgeted vs. Actual Receipts | | | | |
|-----------------------------------|----------------------|--------------------|----------|--------|
| Fund Type | Budgeted Receipts | Actual Receipts | Variance | |
| General | \$ 54,028 | \$ 62,068 | \$ | 8,040 |
| Special Revenue | 272,453 | 332,192 | | 59,739 |
| Nonexpendable | 152 | 33 | | (119) |
| Total \$ | 326,633 | \$ 394,293 | \$ | 67,660 |

| 2004 Budgeted vs. Actual Budgetary Basis Expenditures | | | | |
|---|----------------------------|---------------------------|----------|---------|
| Fund Type | Appropriation Authority | Budgetary Expenditures | Variance | |
| General | \$ 125,063 | \$ 78,725 | \$ | 46,338 |
| Special Revenue | 416,641 | 259,527 | | 157,114 |
| Debt service | 709 | - | | 709 |
| Total \$ | 542,413 | \$ 338,252 | \$ | 204,161 |

| 2003 Budgeted vs. Actual Receipts | | | | |
|-----------------------------------|----------------------|--------------------|----------|--------|
| Fund Type | Budgeted Receipts | Actual Receipts | Variance | |
| General | \$ 52,004 | \$ 112,380 | \$ | 60,376 |
| Special Revenue | 259,410 | 283,805 | | 24,395 |
| Nonexpendable | 309 | 35 | | (274) |
| Total \$ | 311,723 | \$ 396,220 | \$ | 84,497 |

| 2003 Budgeted vs. Actual Budgetary Basis Expenditures | | | | |
|---|----------------------------|---------------------------|----------|---------|
| Fund Type | Appropriation Authority | Budgetary Expenditures | Variance | |
| General | \$ 168,818 | \$ 143,885 | \$ | 24,933 |
| Special Revenue | 386,752 | 295,519 | | 91,233 |
| Total \$ | 555,570 | \$ 439,404 | \$ | 116,166 |

**VERMILLION TOWNSHIP
ASHLAND COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2004 AND 2003**

4. PROPERTY TAX

Real property taxes become a lien on January 1 preceding the October 1 date for which rates are adopted by the Board of Trustees. The State Board of Tax Equalization adjusts these rates for inflation. Property taxes are also reduced for applicable homestead and rollback deductions. Homestead and rollback amounts are then paid by the State, and are reflected in the accompanying financial statements as Intergovernmental Receipts. Payments are due to the County by December 31. If the property owner elects to make semiannual payments, 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. RETIREMENT SYSTEM

All Township employees belong to the Ohio Public Employees Retirement System (OPERS) of Ohio. OPERS is a cost-sharing, multiple-employer plan. This plan provides retirement benefits, including post-retirement healthcare, and survivor and disability benefits to participants as prescribed by the Ohio Revised Code.

Contribution rates are also prescribed by the Ohio Revised Code. OPERS member employees contributed 8.5% of their gross salaries for 2004 and 2003. The Township contributed an amount equal to 13.55% of participants' gross salaries for 2004 and 2003. The Township has paid all contributions required through December 31, 2004.

VERMILLION TOWNSHIP
ASHLAND COUNTY

NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2004 AND 2003

6. RISK MANAGEMENT

Risk Pool Membership

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. OTARMA is a member of the American Public Entity Excess Pool (APEEP). 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 Coverage

OTARMA retains casualty risks up to \$250,000 per claim, including loss adjustment expenses. OTARMA pays a percentage of its contributions to APEEP. APEEP reinsures claims exceeding \$250,000 are reinsured with APEEP up to \$1,750,000 per claim and \$5,000,000 in the aggregate per year. Governments can elect additional coverage, from \$2,000,000 to \$10,000,000 from the General Reinsurance Corporation.

If the losses exhaust OTARMA's retained earnings, APEEP covers OTARMA losses up to \$5,000,000 per year, subject to a per-claim limit of \$2,000,000.

Property Coverage

OTARMA retains property risks, including automobile physical damage, up to \$100,000 on any specific loss in any one occurrence. The Travelers Indemnity Company reinsures losses exceeding \$100,000 up to \$500,000,000 per occurrence. APEEP's Guarantee Fund pays losses and loss adjustment expenses exceeding operating contributions.

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

Financial Position

OTARMA's financial statements (audited by other accountants) conform with generally accepted accounting principles, and reported the following assets, liabilities and retained earnings at December 31, 2004 and 2003 (the latest information available):

| | <u>2004</u> | <u>2003</u> |
|------------------------------|----------------------|----------------------|
| <u>Casualty Coverage</u> | | |
| Assets | \$ 30,687,203 | \$ 27,792,223 |
| Liabilities | (13,640,962) | (11,791,300) |
| Retained earnings | <u>\$ 17,046,241</u> | <u>\$ 16,000,923</u> |
| <u>Property Coverage</u> | | |
| Assets | \$ 7,799,073 | \$ 6,791,060 |
| Liabilities | (753,906) | (750,956) |
| Retained earnings | <u>\$ 7,045,167</u> | <u>\$ 6,040,104</u> |

Long, Cook & Samsa, Inc.

Certified Public Accountants/Consultants

INDEPENDENT ACCOUNTANTS' REPORT ON COMPLIANCE AND ON INTERNAL CONTROL REQUIRED BY GOVERNMENT AUDITING STANDARDS

Vermillion Township
Ashland County
891 CR 1904
Ashland, Ohio 44805

To the Board of Trustees:

We have audited the accompanying financial statements of Vermillion Township, Ashland County, Ohio, (the Township) as of and for the years ended December 31, 2004 and 2003, and have issued our report thereon dated, June 20, 2006. 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 *Government Auditing Standards*, issued by the Comptroller General of the United States.

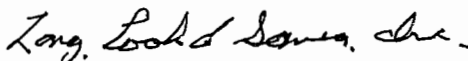
Compliance

As part of obtaining reasonable assurance about whether the Township's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on 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 such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*. However, we noted certain immaterial instances of noncompliance that we have reported to management of the Township in a separate letter dated June 20, 2006.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Township's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a 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 in amounts that would be material in relation to the financial statements being audited, may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted certain matters involving the internal control over financial reporting that do not require inclusion in this report that we have reported to management of the Township in a separate letter dated, June 20, 2006.

This report is intended solely for the information and use of management and the Board of Trustees, and is not intended to be and should not be used by anyone other than these specified parties.



Long, Cook & Samsa, Inc.
June 20, 2006



**Auditor of State
Betty Montgomery**

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P.O. Box 1140
Columbus, Ohio 43216-1140

Telephone 614-466-4514
800-282-0370

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VERMILLION TOWNSHIP

ASHLAND 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
NOVEMBER 28, 2006**