



Dave Yost • Auditor of State

**SUPERIOR TOWNSHIP
WILLIAMS COUNTY**

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Dave Yost • Auditor of State

INDEPENDENT AUDITOR'S REPORT

Superior Township
Williams County
10668 State Route 107, P.O. Box 228
Montpelier, Ohio 43543-0228

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 Superior Township, Williams County, Ohio (the Township) as of and for the years ended December 31, 2015 and 2014.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

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

As described in Note 1 of the financial statements, the Township prepared these financial statements using the accounting basis permitted by the financial reporting provisions of Ohio Revised Code Section

117.38 and Ohio Administrative Code Section 117-2-03(D), which is an accounting basis other than accounting principles generally accepted in the United States of America (GAAP), to satisfy these requirements.

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

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

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the *Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles* paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Township as of December 31, 2015 and 2014, or changes in financial position 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 combined cash balances of Superior Township, Williams County, Ohio as of December 31, 2015 and 2014, and its combined cash receipts and disbursements 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 1.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 11, 2016, on our consideration of the Township's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. That report describes the scope of our internal control testing over financial reporting and compliance, and the results of that testing, and does not opine on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Township's internal control over financial reporting and compliance.



Dave Yost
Auditor of State

Columbus, Ohio

October 11, 2016

**SUPERIOR TOWNSHIP
WILLIAMS COUNTY
COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS
AND CHANGES IN FUND BALANCES (CASH BASIS)
ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2015**

| | General | Special Revenue | Totals (Memorandum Only) |
|--|-----------------|--------------------|--------------------------------|
| Cash Receipts | | | |
| Property and Other Local Taxes | \$13,876 | \$88,941 | \$102,817 |
| Licenses, Permits and Fees | 21,886 | 21,896 | 43,782 |
| Intergovernmental | 26,183 | 129,458 | 155,641 |
| Earnings on Investments | 860 | 868 | 1,728 |
| Miscellaneous | 950 | 14,760 | 15,710 |
| <i>Total Cash Receipts</i> | <u>63,755</u> | <u>255,923</u> | <u>319,678</u> |
| Cash Disbursements | | | |
| Current: | | | |
| General Government | 115,949 | 464 | 116,413 |
| Public Safety | 763 | 34,467 | 35,230 |
| Public Works | 563 | 211,133 | 211,696 |
| Health | 36 | 29,229 | 29,265 |
| Capital Outlay | 950 | | 950 |
| <i>Total Cash Disbursements</i> | <u>118,261</u> | <u>275,293</u> | <u>393,554</u> |
| <i>Excess of Disbursements Over Receipts</i> | <u>(54,506)</u> | <u>(19,370)</u> | <u>(73,876)</u> |
| Other Financing Receipts | | | |
| Other Financing Sources | 1,250 | | 1,250 |
| <i>Net Change in Fund Cash Balances</i> | <u>(53,256)</u> | <u>(19,370)</u> | <u>(72,626)</u> |
| <i>Fund Cash Balances, January 1</i> | <u>78,669</u> | <u>292,954</u> | <u>371,623</u> |
| Fund Cash Balances, December 31 | | | |
| Restricted | | 234,013 | 234,013 |
| Committed | | 39,571 | 39,571 |
| Assigned | 21,523 | | 21,523 |
| Unassigned | 3,890 | | 3,890 |
| <i>Fund Cash Balances, December 31</i> | <u>\$25,413</u> | <u>\$273,584</u> | <u>\$298,997</u> |

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

**SUPERIOR TOWNSHIP
WILLIAMS COUNTY
COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS
AND CHANGES IN FUND BALANCES (CASH BASIS)
FIDUCIARY FUND TYPE
FOR THE YEAR ENDED DECEMBER 31, 2015**

| | Private Purpose Trust |
|--|--------------------------|
| Operating Cash Receipts | |
| Earnings on Investments | \$13 |
| <i>Fund Cash Balances, January 1</i> | 3,347 |
| <i>Fund Cash Balances, December 31</i> | \$3,360 |

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

**SUPERIOR TOWNSHIP
WILLIAMS COUNTY
COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS
AND CHANGES IN FUND BALANCES (CASH BASIS)
ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2014**

| | General | Special Revenue | Totals (Memorandum Only) |
|--|-----------------|--------------------|--------------------------------|
| Cash Receipts | | | |
| Property and Other Local Taxes | \$13,742 | \$88,089 | \$101,831 |
| Licenses, Permits and Fees | 20,109 | 23,186 | 43,295 |
| Intergovernmental | 14,380 | 127,645 | 142,025 |
| Earnings on Investments | 1,065 | 650 | 1,715 |
| Miscellaneous | 6,694 | 9,750 | 16,444 |
| <i>Total Cash Receipts</i> | <u>55,990</u> | <u>249,320</u> | <u>305,310</u> |
| Cash Disbursements | | | |
| Current: | | | |
| General Government | 116,603 | | 116,603 |
| Public Safety | 659 | 35,582 | 36,241 |
| Public Works | 5,737 | 85,734 | 91,471 |
| Health | 454 | 36,504 | 36,958 |
| <i>Total Cash Disbursements</i> | <u>123,453</u> | <u>157,820</u> | <u>281,273</u> |
| <i>Excess of Receipts Over (Under) Disbursements</i> | <u>(67,463)</u> | <u>91,500</u> | <u>24,037</u> |
| Other Financing Receipts | | | |
| Other Financing Sources | <u>14,256</u> | | <u>14,256</u> |
| <i>Net Change in Fund Cash Balances</i> | (53,207) | 91,500 | 38,293 |
| <i>Fund Cash Balances, January 1</i> | <u>131,876</u> | <u>201,454</u> | <u>333,330</u> |
| Fund Cash Balances, December 31 | | | |
| Restricted | | 220,119 | 220,119 |
| Committed | | 72,835 | 72,835 |
| Assigned | 59,181 | | 59,181 |
| Unassigned | 19,488 | | 19,488 |
| <i>Fund Cash Balances, December 31</i> | <u>\$78,669</u> | <u>\$292,954</u> | <u>\$371,623</u> |

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

SUPERIOR TOWNSHIP
WILLIAMS COUNTY
COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS
AND CHANGES IN FUND BALANCES (CASH BASIS)
FIDUCIARY FUND TYPE
FOR THE YEAR ENDED DECEMBER 31, 2014

| | Private Purpose Trust |
|--|--------------------------|
| Operating Cash Receipts | |
| Earnings on Investments | \$11 |
| <i>Fund Cash Balances, January 1</i> | 3,336 |
| <i>Fund Cash Balances, December 31</i> | \$3,347 |

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

**SUPERIOR TOWNSHIP
WILLIAMS COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2015 AND 2014**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

The constitution and laws of the State of Ohio establish the rights and privileges of Superior Township, Williams County, (the Township) as a body corporate and politic. A publicly-elected three-member Board of Trustees directs the Township. The Township provides road and bridge maintenance, cemetery maintenance, and fire protection. The Township contracts with the Village of Montpelier and Florence Township to provide fire services.

The Township participates in the Ohio Plan Risk Management, Inc. (OPRM), public entity risk pool. Note 7 to the financial statements provide additional information for this entity.

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

B. Accounting Basis

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.

C. Deposits and Investments

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

The Township values its repurchase agreements 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 accounts for and reports all financial resources not accounted for and reported in another fund.

2. 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:

**SUPERIOR TOWNSHIP
WILLIAMS COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2015 AND 2014
(Continued)**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)

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

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

3. 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 and the cemetery programs.

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, 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.

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 approve estimated resources.

3. Encumbrances

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

A summary of 2015 and 2014 budgetary activity appears in Note 3.

F. Fund Balance

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

1. Nonspendable

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

**SUPERIOR TOWNSHIP
WILLIAMS COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2015 AND 2014
(Continued)**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – (Continued)

2. Restricted

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

3. Committed

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

4. Assigned

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

5. Unassigned

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

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

G. Property, Plant, and Equipment

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

H. Accumulated Leave

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

2. EQUITY IN POOLED DEPOSITS AND INVESTMENTS

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

**SUPERIOR TOWNSHIP
WILLIAMS COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2015 AND 2014
(Continued)**

2. EQUITY IN POOLED DEPOSITS AND INVESTMENTS – (Continued)

| | 2015 | 2014 |
|--------------------------------|-----------|-----------|
| Demand deposits | \$33,275 | \$33,065 |
| Repurchase agreement | 269,082 | 341,905 |
| Total deposits and investments | \$302,357 | \$374,970 |

Deposits: Deposits are insured by the Federal Depository Insurance Corporation.

Investments: The Township's financial institution transfers securities to the Township's agent to collateralize repurchase agreements. The securities are not in the Township's name.

3. BUDGETARY ACTIVITY

Budgetary activity for the years ending 2015 and 2014 follows:

2015 Budgeted vs. Actual Receipts

| Fund Type | Budgeted Receipts | Actual Receipts | Variance |
|-----------------|----------------------|--------------------|-----------|
| General | \$70,219 | \$65,005 | (\$5,214) |
| Special Revenue | 244,937 | 255,923 | 10,986 |
| Fiduciary | 8 | 13 | 5 |
| Total | \$315,164 | \$320,941 | \$5,777 |

2015 Budgeted vs. Actual Budgetary Basis Expenditures

| Fund Type | Appropriation Authority | Budgetary Expenditures | Variance |
|-----------------|----------------------------|---------------------------|-----------|
| General | \$143,118 | \$118,261 | \$24,857 |
| Special Revenue | 517,994 | 275,293 | 242,701 |
| Fiduciary | 3,347 | | 3,347 |
| Total | \$664,459 | \$393,554 | \$270,905 |

2014 Budgeted vs. Actual Receipts

| Fund Type | Budgeted Receipts | Actual Receipts | Variance |
|-----------------|----------------------|--------------------|------------|
| General | \$73,514 | \$70,246 | (\$3,268) |
| Special Revenue | 263,513 | 249,320 | (14,193) |
| Fiduciary | 11 | 11 | 0 |
| Total | \$337,038 | \$319,577 | (\$17,461) |

2014 Budgeted vs. Actual Budgetary Basis Expenditures

| Fund Type | Appropriation Authority | Budgetary Expenditures | Variance |
|-----------------|----------------------------|---------------------------|-----------|
| General | \$203,480 | \$123,453 | \$80,027 |
| Special Revenue | 463,646 | 157,820 | 305,826 |
| Fiduciary | 3,348 | | 3,348 |
| Total | \$670,474 | \$281,273 | \$389,201 |

**SUPERIOR TOWNSHIP
WILLIAMS COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2015 AND 2014
(Continued)**

4. PROPERTY TAX

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 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.

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

5. RETIREMENT SYSTEM

The Township's 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. For 2015 and 2014, OPERS members contributed 10%, respectively, of their gross salaries and the Township contributed an amount equaling 14%, respectively, of participants' gross salaries. The Township has paid all contributions required through December 31, 2015

6. RISK MANAGEMENT

The Township belongs to the Ohio Plan Risk Management, Inc. (OPRM) - formerly known as the Ohio Government Risk Management Plan, (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, except OPRM retains 41.5% (effective November 1, 2011) of the premium and losses on the first \$250,000 casualty treaty and 10% of the first \$1,000,000 property treaty. Effective November 1, 2012 (and through October 2014) the plan increased its retention to 50% of the first \$250,000 casualty treaty. Effective November 1, 2014, the OPRM retained 47% of the premium and losses on the first \$250,000 casualty treaty and 10% of the first \$1,000,000 property treaty. Members are only responsible for their self-retention (deductible) amounts, which vary from member to member. OPRM had 772 and 783 members as of December 31, 2015 and 2014 respectively.

**SUPERIOR TOWNSHIP
WILLIAMS COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2015 AND 2014
(Continued)**

6. RISK MANAGEMENT – (Continued)

Plan members are responsible to notify the Plan of their intent to renew coverage by their renewal date. If a member chooses not to renew with the Plan, they have no other financial obligation to the Plan, but still need to promptly notify the Plan of any potential claims occurring during their membership period. The former member's covered claims, which occurred during their membership period, remain the responsibility of the Plan.

Settlement amounts did not exceed insurance coverage for the past three fiscal years.

The Pool's audited financial statements conform with generally accepted accounting principles, and reported the following assets, liabilities and equity at December 31, 2015 and 2014.

| | <u>2015</u> | <u>2014</u> |
|-----------------|--------------------|--------------------|
| Assets | \$14,643,667 | \$14,830,185 |
| Liabilities | <u>(9,112,030)</u> | <u>(8,942,504)</u> |
| Members' Equity | <u>\$5,531,637</u> | <u>\$5,887,681</u> |

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

7. COMPLIANCE

Contrary to the requirements of the Revised Code special tax levy revenues were improperly credited to the General Fund in 2015.



Dave Yost • Auditor of State

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

Superior Township
Williams County
10668 State Route 107, P.O. Box 228
Montpelier, Ohio 43543-0228

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 Superior Township, Williams County, Ohio, (the Township) as of and for the years ended December 31, 2015 and 2014, and the related notes to the financial statements, and have issued our report thereon dated October 11, 2016 wherein we noted the Township followed financial reporting provisions Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(D) permit.

Internal Control Over Financial Reporting

As part of our financial statement audit, we considered the Township's internal control over financial reporting (internal control) to determine the audit procedures appropriate in the circumstances to the extent necessary to support our opinion 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 2015-001 through 2015-003 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 determination of financial statement amounts. However, opining on compliance with those provisions was not an objective of our audit and accordingly, we do not express an opinion. The results of our tests disclosed an instance of noncompliance or other matters we must report under *Government Auditing Standards*, which is described in the accompanying schedule of findings as item 2015-003.

Purpose of this Report

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



Dave Yost
Auditor of State

Columbus, Ohio

October 11, 2016

**SUPERIOR TOWNSHIP
WILLIAMS COUNTY**

**SCHEDULE OF FINDINGS
DECEMBER 31, 2015 AND 2014**

| |
|--|
| FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS |
|--|

FINDING NUMBER 2015-001

Material Weakness – Financial Reporting

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

Homesteads and rollback payments and tangible personal property reimbursements were classified as property taxes instead of intergovernmental receipts within the General fund for \$2,321, the Road and Bridge for \$10,677, and the Fire Levy for \$4,151 in 2014 and the General Fund for \$2,262, the Road and Bridge Fund for \$5,344 and the Fire Levy Fund for \$2,053 in 2015.

These amounts are reimbursed to the Township from the State of Ohio and are considered state shared taxes, thereby classified as intergovernmental revenues.

Township officials were unaware these amounts should be recorded as intergovernmental revenues. Adjustments were made to the financials and accounting records to correct these errors.

We recommend all amounts received from the State of Ohio be recorded to intergovernmental account codes within the appropriate funds.

FINDING NUMBER 2015-002

Material Weakness – Fund Balance Classification

Governmental Accounting Standards Board (GASB) Statement No. 54 established criteria for reporting governmental fund balances based on constraints placed upon the use of resources reported in the governmental funds. The five classifications are nonspendable, restricted, committed, assigned, and unassigned.

Assigned fund balance classification includes amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed. When an appropriation measure is adopted for the subsequent year and a portion of existing fund balance is included as a budgetary resource, then that portion of fund balance should be classified as assigned. Open encumbrances at year end should also be classified as assigned. Both instances would be applicable to the General fund as it is the only fund with a positive unassigned fund balance.

The 2015 appropriation measure for the General Fund was adopted in the amount of \$143,118. Estimated receipts were \$83,937. The difference between appropriations and estimated receipts of \$59,181 should've been recognized as assigned.

The 2016 appropriation measure for the General Fund was adopted in the amount of \$100,693. Estimated receipts were \$79,170. The difference between appropriations and estimated receipts of \$21,523 should've been recognized as assigned.

Adjustments for 2014 and 2015 were recorded in the accompanying financial statements to correct these errors.

**FINDING NUMBER 2015-002
(Continued)**

These errors were not identified due to the deficiencies in the Township's internal controls over financial statement monitoring. Sound financial reporting is the responsibility of the Fiscal Officer and Board of Trustees and is essential to ensure the information provided to the readers of the financial statements and accompanying notes is complete and accurate.

In order to ensure the Township's governmental fund balances are reported in accordance with GASB 54, we recommend the Fiscal Officer review Auditor of State Bulletin 2011-004.

FINDING NUMBER 2015-003

Material Weakness and Noncompliance

Ohio Rev. Code §5705.10(C) requires that all revenues derived from a special levy be credited to a special fund for the purpose for which the levy was made.

The Township receives separate levy proceeds for fire and road purposes. In 2015, a portion of these levy proceeds from the second half property tax settlement were credited entirely to the General fund (\$7,387) instead of the Fire Levy (\$2,067) and the Road and Bridge (\$5,320) Funds.

Adjustments were made to the financials and accounting records to correct these differences.

A review of financial records may have detected these errors.

We recommend the Fiscal Officer record these monies according to documentation received from the County Auditor's Office. A monthly review should be performed to help ensure amounts are recorded in the proper funds.

Officials' Response:

We did not receive a response from Officials to the findings reported above.

**SUPERIOR TOWNSHIP
WILLIAMS COUNTY**

**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
DECEMBER 31, 2015 AND 2014**

| Finding Number | Finding Summary | Status | Additional Information |
|-----------------------|---|---|-------------------------------|
| 2013 – 001 | Finding for Recovery Repaid under audit. | Corrective Action Taken and Finding is Fully Corrected. | |
| 2013 – 002 | Cite against §135.22 for lack of meeting continuing education requirement. | Corrective Action Taken and Finding is Fully Corrected. | |
| 2013 – 003 | Material weakness due to fund balance misclassifications related to inside millage. | Corrective Action Taken and Finding is Fully Corrected. | |
| 2013 – 004 | Material weakness due to errors in financial reporting of expenditures. | Corrective Action Taken and Finding is Fully Corrected. | |

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Dave Yost • Auditor of State

SUPERIOR TOWNSHIP

WILLIAMS 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 10, 2016**