

**PRAIRIE TOWNSHIP  
HOLMES COUNTY**

**REGULAR AUDIT**

**FOR THE YEARS ENDED DECEMBER 31, 2004 AND 2003**

**Long, Cook & Samsa, Inc.**  
CERTIFIED PUBLIC ACCOUNTANTS





# Mary Taylor, CPA

Auditor of State

Board of Trustees  
Prairie Township  
8186 CR 189  
Holmesville, Ohio 44633

We have reviewed the *Independent Auditors' Report* of Prairie Township, Holmes 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. Due to a February 2, 2005 interpretation from the American Institute of Certified Public Accountants (AICPA), modifications were required to the *Independent Auditors' Report* on your financial statements. While the Auditor of State 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 Auditors' Report* also includes an opinion on the financial statements using the regulatory format the Auditor of State 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. Prairie Township is responsible for compliance with these laws and regulations.

A handwritten signature in cursive script that reads "Mary Taylor".

Mary Taylor, CPA  
Auditor of State

January 18, 2007

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PRAIRIE TOWNSHIP  
HOLMES COUNTY

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**INDEPENDENT AUDITORS' REPORT**

Prairie Township  
Holmes County  
8186 CR 189  
Holmesville, Ohio 44633

To the Board of Trustees:

We have audited the accompanying financial statements of Prairie Township, Holmes 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 *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about 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 our audit provides a reasonable basis for our opinion.

As discussed 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.

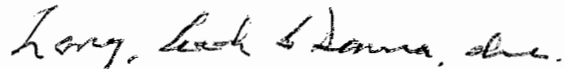
Revisions to GAAP would require the Township to reformat its financial statement presentation and make other changes effective for the years ended December 31, 2004 and 2003. Instead of the combined funds the accompanying financial statements present for 2004 and 2003, the revisions require presenting entity wide statements and also to present its larger (i.e. major) funds separately beginning in 2004. While the Township does not follow GAAP, generally accepted auditing standard 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 the 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 years ended December 31, 2004 and 2003 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 and 2003, or their 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 Prairie Township, Holmes 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 years ended December 31, 2004 and 2003. 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 November 11, 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 grants. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.



Long, Cook & Samsa, Inc.  
November 11, 2006



PRAIRIE TOWNSHIP  
HOLMES COUNTY

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

	Governmental Fund Types		Fiduciary Fund	Totals
	General	Special Revenue	Expendable Trust	(Memorandum Only)
<b>Cash Receipts:</b>				
Local Taxes	\$ 21,760	\$ 163,324	\$	\$ 185,084
Intergovernmental	95,728	174,104		269,832
Charges for Services		18,556		18,556
Earnings on Investments	1,662	935		2,597
Other	8,168	159,042		167,210
 Total Cash Receipts	 127,318	 515,961	 	 643,279
<b>Cash Disbursements:</b>				
Current:				
General Government	51,325			51,325
Public Safety		82,055		82,055
Public Works	7,263	251,514		258,777
Health	22,469	9,934		32,403
Debt Service				
Redemption of Principal		20,348		20,348
Interest and Fiscal Charges		3,538		3,538
Capital Outlay		200,143		200,143
 Total Cash Disbursements	 81,057	 567,532	 	 648,589
 Total Cash Receipts Over/(Under) Cash Disbursements	 46,261	 (51,571)	 	 (5,310)
<b>Other Financing Receipts:</b>				
Proceeds from Sale of Public Debt:				
Note Proceeds		54,807		54,807
Total Other Financing Receipts	0	54,807	0	54,807
 Excess of Cash Receipts and Other Financing Receipts Over Cash Disbursements	 46,261	 3,236	 0	 49,497
 Fund Cash Balances, January 1	 50,509	 345,427	 4,131	 400,067
 <b>Fund Cash Balances, December 31</b>	 <b>\$ 96,770</b>	 <b>\$ 348,663</b>	 <b>\$ 4,131</b>	 <b>\$ 449,564</b>
 Reserve for Encumbrances, December 31	 \$	 \$	 \$	 \$

PRAIRIE TOWNSHIP  
HOLMES COUNTY

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

	Governmental Fund Types		Fiduciary Fund	Totals (Memorandum Only)
	General	Special Revenue	Expendable Trust	
	<b>Cash Receipts:</b>			
Local Taxes	\$ 21,215	\$ 159,601	\$	\$ 180,816
Intergovernmental	31,127	89,036		120,163
Charges for Services		19,341		19,341
Earnings on Investments	1,486	1,802		3,288
Other	827	17,219		18,046
Total Cash Receipts	54,655	286,999		341,654
<b>Cash Disbursements:</b>				
Current:				
General Government	46,540			46,540
Public Safety		68,890		68,890
Public Works		178,660		178,660
Health	17,993	3,822		21,815
Debt Service				
Redemption of Principal		10,517		10,517
Interest and Fiscal Charges		2,196		2,196
Capital Outlay	150	7,247		7,397
Total Cash Disbursements	64,683	271,332		336,015
Total Cash Receipts (Under)/Over Cash Disbursements	(10,028)	15,667		5,639
Fund Cash Balances, January 1	60,537	329,760	4,131	394,428
Fund Cash Balances, December 31	\$ 50,509	\$ 345,427	\$ 4,131	\$ 400,067
Reserve for Encumbrances, December 31	\$	\$	\$	\$

PRAIRIE TOWNSHIP  
HOLMES COUNTY

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2004 AND 2003

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

Prairie Township, Holmes 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 road and bridge maintenance, cemetery maintenance, fire protection and emergency medical 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 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

The Township maintains monies in a sweep account, checking account and certificates of deposit. Accordingly, purchases of investments are not recorded as disbursements, and sales of investments are not recorded as receipts. Gains and 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:

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

PRAIRIE TOWNSHIP  
HOLMES 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)

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

*Road District Levy Fund* - This fund is used to account for road levy tax money to pay for constructing, maintaining and repairing Township roads.

*Fire District Fund* - This fund is used to account for tax revenues levied to provide fire protection services to the Township, in addition to revenues generated from charges for services to provide emergency medical services for Township residents.

3. Fiduciary Fund (Trust Fund)

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

*Cemetery Bequest Fund* - These funds were donated and are used to maintain the 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, function or object 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. Unencumbered 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.

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 reappropriated. Contrary to Ohio law, the Township did not encumber funds prior to obligation.

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

PRAIRIE TOWNSHIP  
HOLMES COUNTY

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2004 AND 2003

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

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:

	<u>2004</u>	<u>2003</u>
Demand deposits	\$ 348,564	\$ 299,067
Certificates of deposit	<u>101,000</u>	<u>101,000</u>
Total deposits and investments	<u>\$ 449,564</u>	<u>\$ 400,067</u>

**Deposits:** Deposits are either (1) insured by the Federal Depository Insurance Corporation, or (2) collateralized by securities specifically pledged by the financial institution to the Township.

Contrary to Ohio law, the Township's Clerk/Treasurer invested Township funds in repurchase agreements without completing required continuing education.

PRAIRIE TOWNSHIP  
HOLMES 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	\$ 57,527	\$ 127,318	\$ 69,791
Special Revenue	<u>464,613</u>	<u>570,768</u>	<u>106,155</u>
Total	\$ <u>522,140</u>	\$ <u>698,086</u>	\$ <u>175,946</u>

2004 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$ 108,250	\$ 81,057	\$ 27,193
Special Revenue	<u>660,222</u>	<u>567,532</u>	<u>92,690</u>
Total	\$ <u>768,472</u>	\$ <u>648,589</u>	\$ <u>119,883</u>

2003 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$ 62,279	\$ 54,655	\$ (7,624)
Special Revenue	<u>293,224</u>	<u>286,999</u>	<u>(6,225)</u>
Total	\$ <u>355,503</u>	\$ <u>341,654</u>	\$ <u>(13,849)</u>

2003 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$ 118,850	\$ 64,683	\$ 54,167
Special Revenue	<u>505,550</u>	<u>271,332</u>	<u>234,218</u>
Total	\$ <u>624,400</u>	\$ <u>336,015</u>	\$ <u>288,385</u>

Contrary to Ohio Law, appropriations plus encumbrances exceeded estimated resources in the General Fund for 2004.

PRAIRIE TOWNSHIP  
HOLMES 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.

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, 2004 was as follows:

	<u>Principal</u>	<u>Interest Rate</u>
Dump Truck Loan	\$ 23,077	5.51%
Tractor and Loader Loan	\$ 45,613	4.20%

A \$55,449 loan was issued in 2001 to finance the purchase of a dump truck to be used for Township road maintenance. The Township will pay this loan in 60 payments of \$1,059 each month.

A \$54,807 loan was issued in 2004 to finance the purchase of a John Deere tractor and loader to be used for Township road maintenance. The Township will pay this loan in 60 payments of \$1,016 each month.

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

Year ending December 31:	
2005	\$ 24,902
2006	24,902
2007	12,189
2008	12,189
2009	2,031
	<u>\$ 76,213</u>

PRAIRIE TOWNSHIP  
HOLMES COUNTY

NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2004 AND 2003

**6. RETIREMENT SYSTEM**

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 postretirement 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. The Township has paid all contributions required through December 31, 2004.

**7. RISK POOL MEMEBRSHIP**

The Township belongs to the Ohio Government Risk Management Plan (the "Plan"), an unincorporated non-profit association with over 600 governmental entity members providing a formalized, jointly administered self-insurance risk management program and other administrative services. Pursuant to Section 2744.081 of the Ohio Revised Code, The Plan is deemed a separate legal entity. The Plan provides property, liability, errors and omissions, law enforcement, automobile, excess liability, crime, surety and bond, inland marine and other coverages, modified for each member's needs. The Plan pays judgments, settlements and other expenses resulting from covered claims that exceed the member's deductible.

The Plan uses conventional insurance coverages and reinsures these coverages 100%. rather than using a risk pool of member funds to pay individual and collective losses. Therefore, the individual members are only responsible for their self-retention (deductible) amounts, which vary from member to member.



# Long, Cook & Samsa, Inc.

Certified Public Accountants/Consultants

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

Prairie Township  
Holmes County  
8186 CR 189  
Holmesville, Ohio 44633

To the Board of Trustees:

We have audited the accompanying financial statements of Prairie Township, Holmes County, Ohio, (the Township) as of and for the years ended December 31, 2004 and 2003, and have issued our report thereon dated November 11, 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 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.

### 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 provide assurance 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. However, in a separate letter to the Township's management dated November 11, 2006, we reported other matters involving internal control over financial reporting we did not deem reportable conditions.

### 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 instances of noncompliance that are required to be reported under *Government Auditing Standards* which are described in the accompanying Schedule of Findings as items 2004-01 and 2004-02. We also noted certain immaterial instances of noncompliance that we have reported to management of the Township in a separate letter dated November 11, 2006.

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



Long, Cook & Samsa, Inc.  
November 11, 2006

PRAIRIE TOWNSHIP  
HOLMES COUNTY

SCHEDULE OF FINDINGS  
DECEMBER 31, 2004 AND 2003

FINDING NUMBER 2004-01

**Noncompliance citations**

Ohio Rev. Code Section 5705.41(D)(1) prohibits a subdivision or taxing authority from making any contract or ordering any expenditure of money unless a certificate signed by the fiscal officer is attached thereto. The fiscal officer must certify that the amount required to meet any such contract or expenditure has been lawfully appropriated and is in the treasury or in the process of collection to the credit of an appropriate fund free from any previous encumbrance.

There are several exceptions to the standard requirement above that a fiscal officer's certificate must be obtained prior to a subdivision or taxing authority entering into a contract or order involving the expenditure of money. The main exceptions are: "then and now" certificates, blanket certificates, and super blanket certificates, which are provided for in sections 5705.41(D)(1) and 5705.41(D)(3), respectively, of the Ohio Revised Code.

A. "Then and Now" Certificate – If the fiscal officer can certify that both at the time that the contract or order was made ("then"), and at the time that she is completing the certification ("now"), that sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appropriated and free from any previous encumbrance, the taxing authority can authorize the drawing of a warrant for the payment of the amount due. The taxing authority has thirty days from the receipt of the "then and now" certificate to approve payment by ordinance or resolution.

Amounts of less than \$3,000 (\$1,000 prior to April 7, 2003) may be paid by the fiscal officer without a resolution or ordinance upon completion of the "then and now" certificate, provided that the expenditure is otherwise lawful. This does not eliminate any otherwise applicable requirement for approval of expenditures by the taxing authority.

B. Blanket Certificate – Fiscal officers may prepare "blanket" certificates not exceeding \$5,000 (an amount established by resolution or ordinance adopted by the legislative authority after September 26, 2003) against any specific line item account over a period not exceeding three months or running beyond the current fiscal year. The blanket certificates may, but need not, be limited to a specific vendor. Only one blanket certificate may be outstanding at one particular time for any particular line item appropriation.

C. Super Blanket Certificate – The taxing authority may also make expenditures and contracts for any amount from a specific line-item appropriation account in a specified fund upon certification of the fiscal officer for most professional services, fuel, oil, food items, and any other specific recurring and reasonably predictable operating expense. This certification is not to extend beyond the current year (or quarterly spending plan for counties). More than one super blanket certificate may be outstanding at a particular time for any line item appropriation.

For 2004 and 2003, 93% and 94% of expenditures tested, respectively, were not certified by the Clerk prior to incurring the obligation. In addition the Clerk did not utilize the above exceptions. To avoid overspending, the Township should certify the availability of funds prior to incurring the obligation for expenditures.

PRAIRIE TOWNSHIP  
HOLMES COUNTY

SCHEDULE OF FINDINGS  
DECEMBER 31, 2004 AND 2003

FINDING NUMBER 2004-02

**Ohio Rev. Code Section 135.22** requires the Clerk/Treasurer to complete annual continuing education provided by the Treasurer of State. The continuing education requirement does not apply to any treasurer who annually provides notice of exemption to the Auditor of State. The notice shall be certified by the Treasurer of State and shall certify that the treasurer is not subject to the continuing education requirements because the treasurer only invests in interim deposits, STAROhio, and no-load money market mutual funds.

The Clerk/Treasurer did not attend and/or complete the relevant continuing education programs provided by the Treasurer of State and in both 2004 and 2003 invested in an overnight repurchase agreement sweep account. The Clerk/Treasurer should either attend continuing education programs or limit the Township's investments to those that do not require training under Ohio Rev. Code Section 135.22. The Board of Trustees should monitor the Clerk/Treasurer to ensure she completes the annual continuing education programs or annually provides notice of exemption.

PRAIRIE TOWNSHIP  
HOLMES 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>
2002-001	Revised Code 5705.41(D), expenditures were not certified prior to incurring the obligation.	No	Not corrected. Reported as Finding Number 2004-001.
2002-002	Revised Code 135.22, the Clerk did not attend or complete required continuing education training to invest fund in repurchase agreements.	No	Not corrected. Reported as Finding Number 2004-002.
2002-003	Lack of proper billing procedures for EMS services.	Yes	
2002-004	Preparation of duplicate receipts for a deposit.	Yes	



Mary Taylor, CPA  
Auditor of State

PRAIRIE TOWNSHIP

HOLMES 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  
JANUARY 30, 2007