

**VILLAGE OF MIFFLIN
ASHLAND COUNTY**

REGULAR AUDIT

FOR THE YEARS ENDED DECEMBER 31, 2006 - 2005



Mary Taylor, CPA

Auditor of State

Village Council
Village of Mifflin
1739 CR 1095
Ashland, Ohio 44805

We have reviewed the *Independent Accountants' Report* of the Village of Mifflin, Ashland County, prepared by Knox & Knox, for the audit period January 1, 2005 through December 31, 2006. 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 Accountants' 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 Accountants' 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. The Village of Mifflin is responsible for compliance with these laws and regulations.

Mary Taylor

Mary Taylor, CPA
Auditor of State

November 16, 2007

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VILLAGE OF MIFFLIN
ASHLAND COUNTY

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KNOX & KNOX

Accountants and Consultants

INDEPENDENT ACCOUNTANTS' REPORT

Village of Mifflin
Ashland County
36 Maine Street, Route 4
Ashland, OH 44805

We have audited the accompanying financial statements of the Village of Mifflin, Ashland County, Ohio, (the Village) as of and for the years ended December 31, 2006 and 2005. These financial statements are the responsibility of the Village'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, if any, 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 Village has prepared its 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 accounting principles generally accepted in the United States of America, we presume they are material.

Revisions to GAAP would require the Village to reformat its financial statement presentation and make other changes effective for the years ended December 31, 2006 and 2005. In addition to the accompanying financial statements present for 2006 and 2005, the revisions require presenting entity wide statements. While the Village 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 Village has elected not to follow GAAP statement formatting requirements.. 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 paragraph, 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 Village's combined funds as of December 31, 2006 and 2005, 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 the Village of Mifflin, Ashland County, as of December 31, 2006 and 2005, and its combined cash receipts and disbursements for the years then ended on the basis of accounting described in Note 1.

The Village 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 August 6, 2007, on our consideration of the Village's internal control over financial reporting and our tests of its compliance with laws, regulations, contracts and grant agreements and other matters. 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 *Governmental Auditing Standards* and should be read in conjunction with this report in considering the results of our audits.

Knox & Knox

Orrville, Ohio
August 6, 2007

VILLAGE OF MIFFLIN
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, 2006

| | <u>Governmental Fund Types</u> | | Totals (Memorandum Only) |
|---|--------------------------------|----------------------------|--------------------------------|
| | <u>General</u> | <u>Special Revenue</u> | |
| CASH RECEIPTS: | | | |
| Property Tax and Other Local Taxes | \$1,831 | | \$1,831 |
| Intergovernmental | 41,471 | \$7,423 | 48,894 |
| Fines, Licenses, and Permits | 9,374 | | 9,374 |
| Earnings on Investments | 160 | 31 | 191 |
| Miscellaneous | 461 | | 461 |
| | <u>53,297</u> | <u>7,454</u> | <u>60,751</u> |
| CASH DISBURSEMENTS: | | | |
| Current: | | | |
| Security of Persons and Property | 16,751 | | 16,751 |
| Public Health Services | 600 | | 600 |
| Leisure Time Activities | 40 | | 40 |
| Community Environment | 3,536 | | 3,536 |
| Transportation | | 1,401 | 1,401 |
| General Government | 28,363 | | 28,363 |
| | <u>49,290</u> | <u>1,401</u> | <u>50,691</u> |
| Total Cash Receipts Over/(Under) Cash Disbursements | 4,007 | 6,053 | 10,060 |
| Cash Fund Balances, January 1 | <u>31,534</u> | <u>9,206</u> | <u>40,740</u> |
| CASH FUND BALANCES, DECEMBER 31 | <u>\$35,541</u> | <u>\$15,259</u> | <u>\$50,800</u> |
| Reserves for Encumbrances | <u>\$554</u> | | <u>\$554</u> |

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

VILLAGE OF MIFFLIN
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, 2005

| | Governmental Fund Types | | Totals (Memorandum Only) |
|---|-------------------------|--------------------|--------------------------------|
| | General | Special Revenue | |
| CASH RECEIPTS: | | | |
| Property Tax and Other Local Taxes | \$1,546 | | \$1,546 |
| Intergovernmental | 41,509 | \$6,795 | 48,304 |
| Fines, Licenses, and Permits | 13,654 | | 13,654 |
| Earnings on Investments | 237 | 34 | 271 |
| Miscellaneous | 1,500 | | 1,500 |
| Total Cash Receipts | 58,446 | 6,829 | 65,275 |
| CASH DISBURSEMENTS: | | | |
| Current: | | | |
| Security of Persons and Property | 26,545 | | 26,545 |
| Public Health Services | 780 | | 780 |
| Leisure Time Activities | 191 | | 191 |
| Community Environment | 3,403 | | 3,403 |
| Transportation | | 15,203 | 15,203 |
| General Government | 30,571 | | 30,571 |
| Total Cash Disbursements | 61,490 | 15,203 | 76,693 |
| Total Cash Receipts Over/(Under) Cash Disbursements | (3,044) | (8,374) | (11,418) |
| Cash Fund Balances, January 1 | 34,578 | 17,580 | 52,158 |
| CASH FUND BALANCES, DECEMBER 31 | \$31,534 | \$9,206 | \$40,740 |
| Reserves for Encumbrances | \$1,528 | | \$1,528 |

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

VILLAGE OF MIFFLIN
ASHLAND COUNTY

COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES - AGENCY FUND TYPE
FOR THE YEARS ENDED DECEMBER 31, 2006 AND 2005

| | <u>Agency Fund</u> | |
|--|-----------------------------|-----------------------------|
| | <u>2006</u> | <u>2005</u> |
| NON-OPERATING CASH RECEIPTS | | |
| Other Non-Operating Cash Receipts | <u>\$9,374</u> | <u>\$13,654</u> |
| NON-OPERATING CASH DISBURSEMENTS | | |
| Other Non-Operating Cash Disbursements | <u>9,374</u> | <u>13,654</u> |
| Net Cash Receipts Over/(Under) Disbursements | <u> </u> | <u> </u> |
| Fund Cash Balance, January 1 | <u> </u> | <u> </u> |
| FUND CASH BALANCE, DECEMBER 31 | <u> </u> | <u> </u> |
| Reserves for Encumbrances | <u> </u> | <u> </u> |

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

VILLAGE OF MIFFLIN
ASHLAND COUNTY

NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2006 and 2005

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

A. **DESCRIPTION OF THE ENTITY**

Village of Mifflin , Ashland County, (the Village) 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 Village is directed by a publicly-elected six-member Council. The Village provides general governmental services, including police service and a Mayor's Court.

The Village's management believes these financial statements present all activities for which the Village 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**

The Village maintains an interest bearing checking account.

D. **FUND ACCOUNTING**

The Village uses fund accounting to segregate cash and investments that are restricted as to use. The Village 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 for capital projects) that are restricted to expenditure for specific purposes. The Village has the following significant Special Revenue Funds:

Street Construction, Maintenance, and Repair Fund - This fund receives motor vehicle tax money for constructing, maintenance and repairing Village streets.

VILLAGE OF MIFFLIN
ASHLAND COUNTY

NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2006 and 2005

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES** (Continued)

D. **FUND ACCOUNTING** (Continued)

3. **Fiduciary Fund (Agency Fund)**

Funds for which the Village is acting in an agency capacity are classified as agency funds. The Village has the following Agency Fund:

Mayor's Court Fund- This fund is used for the collection and distribution of fines and court costs resulting from the operation of the Mayor's Court.

E. **BUDGETARY PROCESS**

The Ohio Revised Code requires that each fund (except certain agency funds) be budgeted annually.

1. **Appropriations**

Budgetary expenditures (that is, disbursements and encumbrances) may not exceed appropriations at the level of control, and appropriations may not exceed estimated resources. The Council must annually approve appropriation measures 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 unencumbered cash as of January 1. The County Budget Commission must also approve estimated resources.

3. **Encumbrances**

The Ohio Revised Code requires the Village to reserve (encumber) appropriations when commitments are made. Encumbrances outstanding at year end are carried over, and need not be reappropriated.

A summary of 2006 and 2005 budgetary activity appears in Note 3.

F. **Property, Plant and Equipment**

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

VILLAGE OF MIFFLIN
ASHLAND COUNTY

NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2006 and 2005

2. EQUITY IN POOLED CASH AND INVESTMENTS

The Village maintains a cash 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>2006</u> | <u>2005</u> |
|-----------------|-----------------|-----------------|
| Demand deposits | <u>\$50,800</u> | <u>\$40,740</u> |

Deposits are either insured by the Federal Depository Insurance Corporation.

3. BUDGETARY ACTIVITY

Budgetary activity for the years ended December 31, 2006 and 2005 follows:

| <u>Fund Type</u> | <u>2006 Budgeted vs. Actual Receipts</u> | | |
|------------------|--|----------------------------|------------------|
| | <u>Budgeted Receipts</u> | <u>Actual Receipts</u> | <u>Variance</u> |
| General | \$55,296 | \$53,297 | (\$1,999) |
| Special Revenue | 8,075 | 7,454 | (621) |
| Total | <u>\$63,371</u> | <u>\$60,751</u> | <u>(\$2,620)</u> |

| <u>Fund Type</u> | <u>2006 Budgeted vs Actual Budgetary Basis Expenditures</u> | | |
|------------------|---|-----------------------------------|-----------------|
| | <u>Appropriation Authority</u> | <u>Budgetary Expenditures</u> | <u>Variance</u> |
| General | \$81,528 | \$49,844 | \$31,684 |
| Special Revenue | 14,000 | 1,401 | 12,599 |
| Total | <u>\$95,528</u> | <u>\$51,245</u> | <u>\$44,283</u> |

| <u>Fund Type</u> | <u>2005 Budgeted vs. Actual Receipts</u> | | |
|------------------|--|----------------------------|-----------------|
| | <u>Budgeted Receipts</u> | <u>Actual Receipts</u> | <u>Variance</u> |
| General | \$53,879 | \$58,446 | \$4,567 |
| Special Revenue | 8,125 | 6,829 | (1,296) |
| Total | <u>\$62,004</u> | <u>\$65,275</u> | <u>\$3,271</u> |

| <u>Fund Type</u> | <u>2005 Budgeted vs Actual Budgetary Basis Expenditures</u> | | |
|------------------|---|-----------------------------------|-----------------|
| | <u>Appropriation Authority</u> | <u>Budgetary Expenditures</u> | <u>Variance</u> |
| General | \$88,262 | \$63,018 | \$25,244 |
| Special Revenue | 21,600 | 15,203 | 6,397 |
| Total | <u>\$109,862</u> | <u>\$78,221</u> | <u>\$31,641</u> |

VILLAGE OF MIFFLIN
ASHLAND COUNTY

NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2006 and 2005

4. **PROPERTY TAX**

Real property taxes become a lien on January 1 preceding the October 1 date for which rates are adopted by Village Council. 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 for 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 Village.

Tangible personal property tax is assessed by the property owner, 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 Village.

5. **DEBT**

There was no debt outstanding at December 31, 2006 and 2005.

6. **RETIREMENT SYSTEMS**

The Village's employees belong to the Public Employees Retirement System (OPERS). OPERS is a cost-sharing, multiple-employer plan. The 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. For 2006 and 2005, members contributed 9.0% and 8.5% of their gross salaries, respectively. The Village contributed an amount equal to 13.7% (2006) and 13.55% (2005) of participants' gross salaries. The Village has paid all contributions required through December 31, 2006.

7. **RISK MANAGEMENT**

The Village has obtained commercial insurance for the following risks:

- Comprehensive property and general liability
- Vehicles

KNOX & KNOX

Accountants and Consultants

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

Village of Mifflin
Ashland County
36 Maine Street, Route 4
Ashland, OH 44805

To the Village Council

We have audited the accompanying financial statements of the Village of Mifflin, Ashland County, Ohio, (the Village) as of and for the years ended December 31, 2006 and 2005, and have issued our report thereon dated August 6, 2007, wherein we noted the Village 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 Village's internal control over financial reporting as basis for designing our audit procedures in order to express our opinions on the financial statements, but not to opine on the effectiveness of the Village's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the Village's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Village's ability to initiate, authorize, record, process, or report financial data reliably in accordance with its applicable accounting basis, such that there is more than a remote likelihood that the Village's internal control will not prevent or detect a more-than-inconsequential financial statement misstatement.

A material weakness is a significant deficiency, or combination of significant deficiencies resulting in more than a remote likelihood that the Village's internal control will not prevent or detect a material financial statement misstatement.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all internal control deficiencies that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider material weaknesses, as defined above. We did note another matter that was reported to the Village in a separate letter dated August 6, 2007.

COMPLIANCE AND OTHER MATTERS

As part of reasonably assuring whether the Village's basic 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*.

Village of Mifflin
Ashland County
Independent Accountants' Report on Internal Control Over
Financial Reporting and on Compliance and Other Matters
Required by *Government Auditing Standards*
Page 2

We intend this report solely for the information and use of the audit committee, management, and the Village Council. We intend it for no one other than these specified parties.

KNOX & KNOX

Orrville, Ohio
August 6, 2007



Mary Taylor, CPA
Auditor of State

VILLAGE OF MIFFLIN

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
DECEMBER 4, 2007**