

# ***WAYNE TOWNSHIP***

***TUSCARAWAS COUNTY, OHIO***

***AUDIT REPORT***

***FOR THE YEAR ENDED DECEMBER 31, 2008***





Mary Taylor, CPA  
Auditor of State

Board of Trustees  
Wayne Township  
9599 Walnut Creek Bottom Road  
Dundee, Ohio 44624

We have reviewed the *Report of Independent Accountants* of Wayne Township, Tuscarawas County, prepared by Charles E. Harris & Associates, Inc., for the audit period January 1, 2008 through December 31, 2008. 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.

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. Wayne Township is responsible for compliance with these laws and regulations.

*Mary Taylor*

Mary Taylor, CPA  
Auditor of State

October 22, 2010

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**WAYNE TOWNSHIP  
TUSCARAWAS COUNTY  
AUDIT REPORT**  
For the year ended December 31, 2008

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Rockefeller Building  
614 W Superior Ave Ste 1242  
Cleveland OH 44113-1306  
Office phone - (216) 575-1630  
Fax - (216) 436-2411

***Charles E. Harris & Associates, Inc.***  
*Certified Public Accountants*

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**REPORT OF INDEPENDENT ACCOUNTANTS**

Wayne Township  
Tuscarawas County  
9599 Walnut Creek Bottom Rd. N.W.  
Dundee, Ohio 44624

To the Board of Trustees:

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Wayne Township, Tuscarawas County as of and for the year ended December 31, 2008, which collectively comprise the Township's basic financial statements as listed in the table of contents. 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 that our audit provides a reasonable basis for our opinion.

As discussed in Note 2, the accompanying financial statements and notes follow the cash accounting basis. This is a comprehensive accounting basis other than accounting principles generally accepted in the United States of America.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective cash basis financial position of the governmental activities, each major fund and the aggregate remaining fund information of the Township, as of December 31, 2008 and the respective changes in cash basis financial position and the respective budgetary comparison for the General Fund, Gasoline Tax, Road and Bridge, and Fire District funds, thereof for the year then ended in conformity with the basis of accounting Note 2 describes.

**Management's Discussion and Analysis is not a required part of the basic financial statements, but is supplementary information the Governmental Accounting Standards Board requires. We have applied certain limited procedures, which consisted principally on inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.**

**In accordance with *Government Auditing Standards*, we have also issued a report dated July 13, 2010 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 testing of internal control over financial reporting and compliance and the results of that testing. It does not opine 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*. You should read it in conjunction with this report in assessing the results of our audit.**

***Charles E. Harris & Associates, Inc.***

**July 13, 2010**

Wayne Township, Tuscarawas County  
Management's Discussion and Analysis  
For the Year Ended December 31, 2008  
Unaudited

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This discussion and analysis of the Wayne Township's financial performance provides an overall review of the Township's financial activities for the year ended December 31, 2008, within the limitations of the Township's cash basis accounting. Readers should also review the basic financial statements and notes to enhance their understanding of the Township's financial performance.

### **Highlights**

Key highlights for 2008 are as follows:

Net assets of governmental activities increased \$63,979, or 12.4 percent from the prior year.

The Township's general receipts are primarily property and other local taxes. These receipts represent 70.6 percent of the total cash received for governmental activities during the year. Property and other local tax receipts for 2008 decreased compared to 2007 by \$7,329.

### **Using the Basic Financial Statements**

This annual report is presented in a format consistent with the presentation requirements of Governmental Accounting Standards Board Statement No. 34, as applicable to the Township's cash basis of accounting.

#### **Report Components**

The statement of net assets and the statement of activities provide information about the cash activities of the Township as a whole.

Fund financial statements provide a greater level of detail. Funds are created and maintained on the financial records of the Township as a way to segregate money whose use is restricted to a particular specified purpose. These statements present financial information by fund, presenting funds with the largest balances or most activity in separate columns.

The notes to the financial statements are an integral part of the government-wide and fund financial statements and provide expanded explanation and detail regarding the information reported in the statements.

#### **Basis of Accounting**

The basis of accounting is a set of guidelines that determine when financial events are recorded. The Township has elected to present its financial statements on a cash basis of accounting. This basis of accounting is a basis of accounting other than generally accepted accounting principles. Under the Township's cash basis of accounting, receipts and disbursements are recorded when cash is received or paid.

As a result of using the cash basis of accounting, certain assets and their related revenues (such as accounts receivable) and certain liabilities and their related expenses (such as accounts payable) are not recorded in the financial statements. Therefore, when reviewing the financial information and discussion within this report, the reader must keep in mind the limitations resulting from the use of the cash basis of accounting.



Wayne Township, Tuscarawas County  
Management's Discussion and Analysis  
For the Year Ended December 31, 2008  
Unaudited

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**Reporting the Government as a Whole**

The statement of net assets and the statement of activities reflect how the Township did financially during 2008, within the limitations of cash basis accounting. The statement of net assets presents the cash balances and investments of the governmental activities of the Township at year end. The statement of activities compares cash disbursements with program receipts for each governmental program. Program receipts include charges paid by the recipient of the program's goods or services and grants and contributions restricted to meeting the operational or capital requirements of a particular program. General receipts are all receipts not classified as program receipts. The comparison of cash disbursements with program receipts identifies how each governmental function draws from the Township's general receipts.

These statements report the Township's cash position and the changes in cash position. Keeping in mind the limitations of the cash basis of accounting, you can think of these changes as one way to measure the Township's financial health. Over time, increases or decreases in the Township's cash position is one indicator of whether the Township's financial health is improving or deteriorating. When evaluating the Township's financial condition, you should also consider other nonfinancial factors as well such as the Township's property tax base, the extent of the Township's debt obligations, the reliance on non-local financial resources for operations and the need for continued growth in the major local revenue sources such as property taxes.

In the statement of net assets and the statement of activities, the Township's basic services are reported as governmental activities, including maintenance of Township road and bridges, and cemetery maintenance. Real estate and property taxes finance most of these activities. Benefits provided through governmental activities are not necessarily paid for by the people receiving them.

**Reporting the Government's Most Significant Funds**

Fund financial statements provide detailed information about the Township's major funds – not the Township as a whole. The Township establishes separate funds to better manage its many activities and to help demonstrate that money that is restricted as to how it may be used is being spent for the intended purpose. The funds of the Township are all governmental.

Governmental Funds - All of the Township's activities are reported in governmental funds. The governmental fund financial statements provide a detailed view of the Township's governmental operations and the basic services it provides. Governmental fund information helps determine whether there are more or less financial resources that can be spent to finance the Township's programs. The Township's significant governmental funds are presented on the financial statements in separate columns. The information for non-major funds (funds whose activity or balances are not large enough to warrant separate reporting) are combined and presented in total in a single column. The Township's major governmental funds are the General Fund, Gasoline Tax Fund, Road and Bridge Fund, and Fire District Fund. The programs reported in governmental funds are closely related to those reported in the governmental activities section of the entity-wide statements. There is no reconciliation between the two reports as the Township reports on the cash basis.

Wayne Township, Tuscarawas County  
Management's Discussion and Analysis  
For the Year Ended December 31, 2008  
Unaudited

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**The Township as a Whole**

Table 1 provides a summary of the Township's net assets (assets less liabilities) for 2008 compared to 2007 on a cash basis:

**Net Assets**

	Governmental Activities	
	2007	2008
<b>Assets</b>		
Cash and Cash Equivalents*	\$ 517,689	\$ 581,668
Total Assets	517,689	581,668
<b>Net Assets</b>		
Restricted for:		
Other Purposes	334,181	414,955
Unrestricted	183,508	166,713
Total Net Assets	\$ 517,689	\$ 581,668

\* Cash equivalents are investments which can be quickly converted to cash.

Wayne Township, Tuscarawas County  
Management's Discussion and Analysis  
For the Year Ended December 31, 2008  
Unaudited

Table 2 reflects the changes in net assets in 2008 compared with 2007:

(Table 2)  
**Changes in Net Assets**

	Governmental Activities	
	2007	2008
Receipts:		
Program Receipts:		
Charges for Services and Sales	\$ 1,600	\$ 1,850
Operating Grants and Contributions	100,658	-
Capital Grants and Contributions	50,000	121,188
Total Program Receipts	152,258	123,038
General Receipts:		
Property and Other Local Taxes	214,202	206,873
Grants and Entitlements Not Restricted to Specific Programs	82,796	79,927
Interest	16,106	6,375
Miscellaneous	4,467	2,297
Total General Receipts	317,571	295,472
Total Receipts	469,829	418,510
Disbursements:		
General Government	97,454	107,533
Public Safety	39,997	52,593
Public Works	236,787	154,553
Health	7,086	5,501
Capital Outlay	76,138	34,351
Total Disbursements	457,462	354,531
Increase (Decrease) in Net Assets	12,367	63,979
Net Assets, January 1,	505,322	517,689
Net Assets, December 31,	\$ 517,689	\$ 581,668

Program receipts represent 29.4 percent of total receipts and are primarily comprised of restricted intergovernmental receipts such as grants for road improvement projects.

General receipts represent 70.6 percent of the Township's total receipts, and of this amount, 69.8 percent are local taxes. Grants and entitlements make up the balance of the Township's general receipts. Other receipts are somewhat insignificant and somewhat unpredictable revenue sources.

Disbursements for General Government represent the overhead costs of running the Township and the support services provided for the other Township activities.

Public Safety represents the costs of police and fire/EMS protection; health is the health department and solid waste removal; conservation - recreation is the cost of maintaining the parks and playing fields; and public works is the cost of maintaining the roads.

Wayne Township, Tuscarawas County  
 Management's Discussion and Analysis  
 For the Year Ended December 31, 2008  
 Unaudited

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**Governmental Activities**

If you look at the Statement of Activities on page 10, you will see that the first column lists the major services provided by the Township. The next column identifies the costs of providing these services. The major program disbursement for governmental activities is for public works, which accounts for 43.6 percent of all governmental disbursements. General government also represents a significant cost, about 30.3 percent. The next three columns of the Statement entitled Program Receipts identify (1) amounts paid by people who are directly charged for the service, and (2&3) grants received by the Township that must be used to provide a specific service. The Township received grants for road improvements. The net Receipt (Disbursement) column compares the program receipts to the cost of the service. This "net cost" amount represents the cost of the service which is paid by local taxpayers. These net costs are paid from the general receipts which are presented at the bottom of the Statement. A comparison between the total cost of services and the net cost is presented in Table 3.

(Table 3)

	<b>Governmental Activities</b>			
	Total Cost Of Services	Net Cost of Services	Total Cost Of Services	Net Cost of Services
	<u>2007</u>	<u>2007</u>	<u>2008</u>	<u>2008</u>
General Government	\$ 97,454	\$ (97,454)	\$ 107,533	\$ (107,533)
Public Safety	39,997	(39,997)	52,593	(52,593)
Public Works	236,787	(136,129)	154,553	(33,365)
Health	7,086	(5,486)	5,501	(3,651)
Capital Outlay	<u>76,138</u>	<u>(26,138)</u>	<u>34,351</u>	<u>(34,351)</u>
Total Disbursements	<u>\$ 457,462</u>	<u>\$ (305,204)</u>	<u>\$ 354,531</u>	<u>\$ (231,493)</u>

The dependence upon property tax receipts is apparent as over 70.6 percent of governmental activities are supported through these general receipts.

**The Township's Funds**

Total governmental funds had receipts of \$418,510 and disbursements of \$354,531. There were no significant changes from 2007.

**General Fund Budgeting Highlights**

The Township's budget is prepared according to Ohio law and is based upon accounting for certain transactions on a basis of cash receipts, disbursements, and encumbrances (money-ear-marked for disbursement). The most significant budgeted fund is the General Fund.

During 2008, the Township did not amended its General Fund budget. For 2008, actual receipts were not greater than budgeted receipts.

Final disbursements were budgeted at \$287,794 while actual disbursements were \$112,184. The Township kept spending well below budgeted amounts as demonstrated by the large reported variances

Wayne Township, Tuscarawas County  
Management's Discussion and Analysis  
For the Year Ended December 31, 2008  
Unaudited

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**Capital Assets and Debt Administration**

Capital Assets

The Township does not currently report its capital assets and infrastructure. "Capital assets" include long-lived, costly items such as buildings, cars, trucks and equipment. The Township schedules the useful life of capital assets such as cars, trucks and equipment and saves for replacements over their useful lives. Buildings are on regular maintenance schedules. "Infrastructure" represents immovable, common capital assets such as roads, bridges, tennis courts, and street lights. These assets are also covered by maintenance schedules designed to avoid decline or decay, and the subsequent need for early replacement.

Debt

As of December 31, 2008, the Township did not have any outstanding debt.

**Current Issues**

The challenge for all governments is to provide quality services to the public while staying within the restrictions imposed by limited, and in some cases shrinking, funding. We rely heavily on local taxes and have chosen to limit commercial activity to support the tax base.

**Contacting the Government's Financial Management**

This financial report is designed to provide our citizens, taxpayers, investors, and creditors with a general overview of the Township's finances and to reflect the Township's accountability for the monies it receives. Questions concerning any of the information in this report or requests for additional information should be directed to Susan M. Stein, Clerk-Treasurer, 9599 Walnut Creek Bottom Road, NW, Dundee, Ohio 44624.

**Wayne Township, Tuscarawas County**

*Statement of Net Assets - Cash Basis*

*December 31, 2008*

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	<u>Governmental Activities</u>
<b>Assets</b>	
Equity in Pooled Cash and Cash Equivalents	<u>\$ 581,668</u>
<i>Total Assets</i>	<u><u>\$ 581,668</u></u>
<b>Net Assets</b>	
Restricted for:	
Other Purposes	\$ 414,955
Unrestricted	<u>166,713</u>
<i>Total Net Assets</i>	<u><u>\$ 581,668</u></u>

See accompanying notes to the basic financial statements

**Wayne Township, Tuscarawas County**

*Statement of Activities - Cash Basis*

*For the Year Ended December 31, 2008*

	Program Cash Receipts			Net (Disbursements) Receipts and Changes in Net Assets
	Cash Disbursements	Charges for Services and Sales	Capital Grants and Contributions	Governmental Activities
<b>Governmental Activities</b>				
General Government	\$ 107,533	\$ -	\$ -	\$ (107,533)
Public Safety	52,593	-	-	(52,593)
Public Works	154,553	-	121,188	(33,365)
Health	5,501	1,850	-	(3,651)
Capital Outlay	34,351	-	-	(34,351)
<i>Total Governmental Activities</i>	<u>\$ 354,531</u>	<u>\$ 1,850</u>	<u>\$ 121,188</u>	<u>(231,493)</u>
<b>General Receipts</b>				
Property Taxes and Other Taxes				206,873
Grants and Entitlements not Restricted to Specific Programs				79,927
Earnings on Investments				6,375
Miscellaneous				2,297
<i>Total General Receipts</i>				<u>295,472</u>
Change in Net Assets				63,979
<i>Net Assets Beginning of Year</i>				<u>517,689</u>
<i>Net Assets End of Year</i>				<u>\$ 581,668</u>

See accompanying notes to the basic financial statements

**Wayne Township, Tuscarawas County**  
*Statement of Cash Basis Assets and Fund Balances*  
*Governmental Funds*  
*December 31, 2008*

	General	Gasoline Tax Fund	Road and Bridge Fund	Fire District Fund	Other Governmental Funds	Total Governmental Funds
<b>Assets</b>						
Equity in Pooled Cash and Cash Equivalents	\$ 166,713	\$ 91,743	\$ 138,984	\$ 139,033	\$ 45,195	\$ 581,668
<i>Total Assets</i>	<u>\$ 166,713</u>	<u>\$ 91,743</u>	<u>\$ 138,984</u>	<u>\$ 139,033</u>	<u>\$ 45,195</u>	<u>\$ 581,668</u>
<b>Fund Balances</b>						
Unreserved:						
Undesignated (Deficit), Reported in:						
General Fund	\$ 166,713	\$ -	\$ -	\$ -	\$ -	\$ 166,713
Special Revenue Funds	-	91,743	138,984	139,033	45,195	414,955
<i>Total Fund Balances</i>	<u>\$ 166,713</u>	<u>\$ 91,743</u>	<u>\$ 138,984</u>	<u>\$ 139,033</u>	<u>\$ 45,195</u>	<u>\$ 581,668</u>

See accompanying notes to the basic financial statements



**Wayne Township, Tuscarawas County**  
*Statement of Cash Receipts, Disbursements and Changes in Cash Basis Fund Balances*  
*Governmental Funds*  
*For the Year Ended December 31, 2008*

	General	Gasoline Tax Fund	Road and Bridge Fund	Fire District Fund	Other Governmental Funds	Total Governmental Funds
<b>Receipts</b>						
Property and Other Local Taxes	\$ 35,354	\$ -	\$ 110,028	\$ 61,491	\$ -	\$ 206,873
Licenses, Permits and Fees	-	-	-	-	1,850	1,850
Intergovernmental	54,052	89,722	15,839	10,897	30,605	201,115
Earnings on Investments	5,173	795	-	-	407	6,375
Miscellaneous	810	-	1,445	42	-	2,297
<i>Total Receipts</i>	<u>95,389</u>	<u>90,517</u>	<u>127,312</u>	<u>72,430</u>	<u>32,862</u>	<u>418,510</u>
<b>Disbursements</b>						
Current:						
General Government	107,533	-	-	-	-	107,533
Public Safety	-	-	-	52,593	-	52,593
Public Works	3,450	51,713	87,002	-	12,388	154,553
Health	1,201	-	-	-	4,300	5,501
Capital Outlay	-	-	946	14,194	19,211	34,351
<i>Total Disbursements</i>	<u>112,184</u>	<u>51,713</u>	<u>87,948</u>	<u>66,787</u>	<u>35,899</u>	<u>354,531</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	(16,795)	38,804	39,364	5,643	(3,037)	63,979
<i>Fund Balances Beginning of Year</i>	<u>183,508</u>	<u>52,939</u>	<u>99,620</u>	<u>133,390</u>	<u>48,232</u>	<u>517,689</u>
<i>Fund Balances End of Year</i>	<u>\$ 166,713</u>	<u>\$ 91,743</u>	<u>\$ 138,984</u>	<u>\$ 139,033</u>	<u>\$ 45,195</u>	<u>\$ 581,668</u>

See accompanying notes to the basic financial statements

**Wayne Township, Tuscarawas County**  
*Statement of Receipts, Disbursements and Changes*  
*In Fund Balance - Budget and Actual -Budget Basis*  
*General Fund*  
*For the Year Ended December 31, 2008*

	<u>Budgeted Amounts</u>			Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	
<b>Receipts</b>				
Property and Other Local Taxes	\$ 32,300	\$ 32,300	\$ 35,354	\$ 3,054
Intergovernmental	54,161	54,161	54,052	(109)
Earnings on Investments	16,825	16,825	5,173	(11,652)
Miscellaneous	1,000	1,000	810	(190)
<i>Total receipts</i>	<u>104,286</u>	<u>104,286</u>	<u>95,389</u>	<u>(8,897)</u>
<b>Disbursements</b>				
Current:				
General Government	171,910	171,860	107,533	64,327
Public Works	3,400	3,450	3,450	-
Health	29,884	29,884	1,201	28,683
Capital Outlay	82,600	82,600	-	82,600
<i>Total Disbursements</i>	<u>287,794</u>	<u>287,794</u>	<u>112,184</u>	<u>175,610</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	(183,508)	(183,508)	(16,795)	166,713
<i>Fund Balance Beginning of Year</i>	<u>183,508</u>	<u>183,508</u>	<u>183,508</u>	<u>-</u>
<i>Fund Balance End of Year</i>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 166,713</u>	<u>\$ 166,713</u>

See accompanying notes to the basic financial statements

**Wayne Township, Tuscarawas County**  
*Statement of Receipts, Disbursements and Changes*  
*In Fund Balance - Budget and Actual -Budget Basis*  
*Gasoline Tax Fund*  
*For the Year Ended December 31, 2008*

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance with Final Budget Positive (Negative)
	<u>Original</u>	<u>Final</u>		
<b>Receipts</b>				
Intergovernmental	\$ 65,820	\$ 65,820	\$ 89,722	23,902
Earnings on Investments	2,100	2,100	795	(1,305)
<i>Total receipts</i>	<u>67,920</u>	<u>67,920</u>	<u>90,517</u>	<u>22,597</u>
<b>Disbursements</b>				
Current:				
Public Works	115,859	115,859	51,713	64,146
Capital Outlay	5,000	5,000	-	5,000
<i>Total Disbursements</i>	<u>120,859</u>	<u>120,859</u>	<u>51,713</u>	<u>69,146</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	(52,939)	(52,939)	38,804	91,743
<i>Fund Balance Beginning of Year</i>	<u>52,939</u>	<u>52,939</u>	<u>52,939</u>	<u>-</u>
<i>Fund Balance End of Year</i>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 91,743</u>	<u>\$ 91,743</u>

See accompanying notes to the basic financial statements

**Wayne Township, Tuscarawas County**  
*Statement of Receipts, Disbursements and Changes*  
*In Fund Balance - Budget and Actual -Budget Basis*  
*Road and Bridge Fund*  
*For the Year Ended December 31, 2008*

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original	Final	Actual	
<b>Receipts</b>				
Property and Other Local Taxes	\$ 105,100	\$ 105,100	\$ 110,028	4,928
Intergovernmental	7,700	7,700	15,839	8,139
Miscellaneous	6,500	6,500	1,445	(5,055)
<i>Total receipts</i>	<u>119,300</u>	<u>119,300</u>	<u>127,312</u>	<u>8,012</u>
<b>Disbursements</b>				
Current:				
Public Works	212,920	212,920	87,002	125,918
Capital Outlay	6,000	6,000	946	5,054
<i>Total Disbursements</i>	<u>218,920</u>	<u>218,920</u>	<u>87,948</u>	<u>130,972</u>
<i>Net Change in Fund Balance</i>	(99,620)	(99,620)	39,364	138,984
<i>Fund Balance Beginning of Year</i>	<u>99,620</u>	<u>99,620</u>	<u>99,620</u>	<u>-</u>
<i>Fund Balance End of Year</i>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 138,984</u>	<u>\$ 138,984</u>

See accompanying notes to the basic financial statements

**Wayne Township, Tuscarawas County**  
*Statement of Receipts, Disbursements and Changes*  
*In Fund Balance - Budget and Actual -Budget Basis*  
*Fire District Fund*  
*For the Year Ended December 31, 2008*

	<u>Budgeted Amounts</u>		<u>Actual</u>	Variance with
	<u>Original</u>	<u>Final</u>		Final Budget Positive (Negative)
<b>Receipts</b>				
Property and Other Local Taxes	\$ 56,000	\$ 56,000	\$ 61,491	\$ 5,491
Intergovernmental	11,100	12,700	10,897	(1,803)
Miscellaneous	1,100	1,100	42	(1,058)
<i>Total receipts</i>	<u>68,200</u>	<u>69,800</u>	<u>72,430</u>	<u>2,630</u>
<b>Disbursements</b>				
Current:				
Public Safety	71,590	91,590	52,593	38,997
Capital Outlay	130,000	111,600	14,194	97,406
<i>Total Disbursements</i>	<u>201,590</u>	<u>203,190</u>	<u>66,787</u>	<u>136,403</u>
<i>Excess of Receipts Over (Under) Disbursements</i>	(133,390)	(133,390)	5,643	139,033
<i>Fund Balance Beginning of Year</i>	<u>133,390</u>	<u>133,390</u>	<u>133,390</u>	<u>-</u>
<i>Fund Balance End of Year</i>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 139,033</u>	<u>\$ 139,033</u>

See accompanying notes to the basic financial statements

Wayne Township, Tuscarawas County  
Notes to the Financial Statements  
For the Year Ended December 31, 2008

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**Note 1 – Reporting Entity**

The Township of Wayne, Tuscarawas County, Ohio (the Township), is a body politic and corporate 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 also has an elected Township Clerk.

The reporting entity is comprised of the primary government, component units and other organizations that were included to ensure that the financial statements are not misleading. The primary government consists of all funds, departments, boards and agencies that are not legally separate from the Township. The Township provides general government services, maintenance of Township roads and bridges, and cemetery maintenance. The Township collects 2.7 mill levy for the Wayne Township Volunteer Fire Department to provide fire protection to the residents of the Township. Police protection is provided by the Tuscarawas county sheriff's department.

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

**Note 2 – Summary of Significant Accounting Policies**

As discussed further in Note 2.C, these financial statements are presented on a cash basis of accounting. This cash basis of accounting differs from accounting principles generally accepted in the United States of America (GAAP). Generally accepted accounting principles include all relevant Governmental Accounting Standards Board (GASB) pronouncements, which have been applied to the extent they are applicable to the cash basis of accounting. In the government-wide financial statements, Financial Accounting Standards Board (FASB) pronouncements and Accounting Principles Board (APB) opinions issued on or before November 30, 1989, have been applied, to the extent they are applicable to the cash basis of accounting, unless those pronouncements conflict with or contradict GASB pronouncements, in which case GASB prevails. The Township does not apply FASB statements issued after November 30, 1989, to its governmental activities. Following are the more significant of the Township's accounting policies.

**A. Basis of Presentation**

The Township's basic financial statements consist of government-wide financial statements, including a statement of net assets and a statement of activities, and fund financial statements which provide a more detailed level of financial information.

**Government-Wide Financial Statements**

The statement of net assets and the statement of activities display information about the Township as a whole. These statements include the financial activities of the primary government, except for fiduciary funds. The statements distinguish between those activities of the Township that are governmental and those that are considered business-type. Governmental activities generally are financed through taxes, intergovernmental receipts or other nonexchange transactions. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services. The Township has no business-type activities.

**Note 2 – Summary of Significant Accounting Policies** (continued)

The statement of net assets presents the cash balance of the governmental activities of the Township at year end. The statement of activities compares disbursements with program receipts for each of the Township's governmental activities. Disbursements are reported by function. A function is a group of related activities designed to accomplish a major service or regulatory program for which the Township is responsible. Program receipts include charges paid by the recipient of the program's goods or services, grants and contributions restricted to meeting the operational or capital requirements of a particular program and receipts of interest earned on grants that is required to be used to support a particular program. General receipts are all receipts not classified as program receipts, with certain limited exceptions. The comparison of direct disbursements with program receipts identifies the extent to which each governmental function is self-financing on a cash basis or draws from the Township's general receipts.

**Fund Financial Statements**

During the year, the Township segregates transactions related to certain Township functions or activities in separate funds to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the Township at this more detailed level. The focus of governmental fund financial statements is on major funds. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column.

**B. Fund Accounting**

The Township uses fund accounting to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. Funds are used to segregate resources that are restricted as to use. The funds of the Township are all governmental.

**Governmental Funds**

The Township classifies funds financed primarily from taxes, intergovernmental receipts (e.g. grants), and other nonexchange transactions as governmental funds. The Township's major governmental funds are the General Fund, Gasoline Tax Fund, Road and Bridge Fund, and Fire District Fund. The General Fund is used to account for all financial resources, except those required to be accounted for in another fund. The General Fund balance is available to the Township for any purpose provided it is expended or transferred according to the general laws of Ohio. The Gasoline Tax Fund receives gasoline taxes for maintaining and repairing Township roads. The Road and Bridge Fund receives property tax money for constructing, maintaining and repairing Township roads and bridges. The Fire District Fund receives special levy tax money for providing fire services to Township residents.

The other governmental funds of the Township account for grants and other resources whose use is restricted to a particular purpose.

**C. Basis of Accounting**

The Township's financial statements are prepared using the cash basis of accounting. Except for modifications having substantial support, receipts are recorded in the Township's financial records and reported in the financial statements when cash is received rather than when earned and disbursements are recorded when cash is paid rather than when a liability is incurred. Any such modifications made by the Township are described in the appropriate section in this note.

**Note 2 – Summary of Significant Accounting Policies** (continued)

**C. Basis of Accounting** (continued)

As a result of the use of this cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected) and certain liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid, and accrued expenses and liabilities) are not recorded in these financial statements.

**D. Budgetary Process**

All funds, except agency funds, are legally required to be budgeted and appropriated. The major documents prepared are the tax budget, the certificate of estimated resources, and the appropriation resolution, all of which are prepared on the budgetary basis of accounting. The tax budget demonstrates a need for existing or increased tax rates. The certificate of estimated resources establishes a limit on the amount the Township may appropriate.

The appropriation resolution is the Township's authorization to spend resources and sets limits on disbursements plus encumbrances at the level of control selected by the Township. The legal level of control has been established at the object level for all funds.

The certificate of estimated resources may be amended during the year if projected increases or decreases in receipts are identified by the Township Clerk. The amounts reported as the original budgeted amounts on the budgetary statements reflect the amounts on the certificate of estimated resources when the original appropriations were adopted. The amounts reported as the final budgeted amounts on the budgetary statements reflect the amounts on the amended certificated of estimated resources in effect at the time final appropriations were passed by the Township.

The appropriation resolution is subject to amendment throughout the year with the restriction that appropriations cannot exceed estimated resources. The amounts reported as the original budgeted amounts reflect the first appropriation resolution for that fund that covered the entire year, including amounts automatically carried forward from prior years. The amounts reported as the final budgeted amounts represent the final appropriation amounts passed by the Township during the year.

**E. Cash and Investments**

To improve cash management, cash received by the Township is pooled and invested. Individual fund integrity is maintained through Township records. Interest in the pool is presented as "Equity in Pooled Cash and Cash Equivalents."

Investments of the cash management pool and investments with an original maturity of three months or less at the time of purchase are presented on the financial statements as cash equivalents. Investments with an initial maturity of more than three months that were not purchased from the pool are reported as investments. Investments are reported as assets. 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 negative receipts (contra revenue), respectively.

Interest earnings are allocated to Township funds according to State statutes, grant requirements, or debt related restrictions. Interest receipts credited to the General Fund, Gasoline Tax Fund, and Other Governmental Funds during 2008 were \$5,173, \$795, and \$407, respectively.



**Note 2 – Summary of Significant Accounting Policies** (continued)

**F. Restricted Assets**

Cash, cash equivalents and investments are reported as restricted when limitations on their use change the nature or normal understanding of their use. Such constraints are either imposed by creditors, contributors, grantors, or laws of other governments, or imposed by law through constitutional provisions or enabling legislation. The Township has no restricted assets.

**G. Inventory and Prepaid Items**

The Township reports disbursements for inventories and prepaid items when paid. These items are not reflected as assets in the accompanying financial statements.

**H. Capital Assets**

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

**I. Interfund Receivables/Payables**

The Township reports advances-in and advances-out for interfund loans. These items are not reflected as assets and liabilities in the accompanying financial statements.

**J. Accumulated Leave**

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

**K. Employer Contributions to Cost-Sharing Pension Plans**

The Township recognizes the disbursement for employer contributions to cost-sharing pension plans when they are paid. As described in Notes 7 and 8, the employer contributions include portions for pension benefits and for postretirement health care benefits.

**L. Long-Term Obligations**

The Township's cash basis financial statements do not report liabilities for bonds or other long-term obligations. Proceeds of debt are reported when the cash is received and principal and interest payments are reported when paid. The Township had no debt in 2008.

**M. Net Assets**

Net assets are reported as restricted when there are limitations imposed on their use either through enabling legislation or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments.

**Note 2 – Summary of Significant Accounting Policies** (continued)

**N. Interfund Transactions**

Exchange transactions between funds are reported as receipts in the seller funds and as disbursements in the purchaser funds. Subsidies from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds. Repayments from funds responsible for particular disbursements to the funds that initially paid for them are not presented in the financial statements.

**Note 3 – Deposits and Investments**

State statutes classify monies held by the Township into three categories.

Active deposits are public deposits necessary to meet current demands on the Township treasury. Such monies must be maintained either as cash in the Township treasury, in commercial accounts payable or withdrawable on demand, including negotiable order of withdrawal (NOW) accounts, or in money market deposit accounts.

Inactive deposits are public deposits that the Township has identified as not required for use within the current five-year period of designation of depositories. Inactive deposits must either be evidenced by depositories, or by savings or deposit accounts including, but not limited to, passbook accounts.

Interim deposits are deposits of interim monies. Interim monies are those monies which are not needed for immediate use but which will be needed before the end of the current period of designation of depositories. Interim deposits must be evidenced by time certificates of deposit maturing not more than one year from the date of deposit or by savings or deposit accounts including passbook accounts.

Interim monies may be deposited or invested in the following securities:

1. United States Treasury bills, bonds, notes, or any other obligation or security issued by the United States Treasury, or any other obligation guaranteed as to principal and interest by the United States;
2. Bonds, notes, debentures, or any other obligation or security issued by any federal government agency or instrumentality including, but not limited to, the Federal National Mortgage Association, Federal Home Loan Bank, Federal Farm Credit Bank, Federal Home Loan Mortgage Corporation, Government National Mortgage Association, and Student Loan Marketing Association. All federal agency securities shall be direct issuances of federal government agencies or instrumentalities;
3. Written repurchase agreements in the securities listed above provided the market value of the securities subject to the repurchase agreement must exceed the principal value of the agreement by at least 2 percent and be marked to market daily, and the term of the agreement must not exceed thirty days;
4. Bonds and other obligations of the State of Ohio or Ohio local governments;
5. Time certificates of deposit or savings or deposit accounts including, but not limited to, passbook accounts;

Wayne Township, Tuscarawas County  
Notes to the Financial Statements  
For the Year Ended December 31, 2008

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**Note 3 – Deposits and Investments** (continued)

6. No-load money market mutual funds consisting exclusively of obligations described in division (1) or (2) and repurchase agreements secured by such obligations, provided that investments in securities described in this division are made only through eligible institutions;
7. The State Treasurer's investment pool (STAR Ohio).

Investments in stripped principal or interest obligations, reverse repurchase agreements and derivatives are prohibited. The issuance of taxable notes for the purpose of arbitrage, the use of leverage and short selling are also prohibited. An investment must mature within five years from the date of purchase unless matched to a specific obligation or debt of the Township, and must be purchased with the expectation that it will be held to maturity.

Investments may only be made through specified dealers and institutions. Payment for investments may be made only upon delivery of the securities representing the investments to the treasurer or qualified trustee or, if the securities are not represented by a certificate, upon receipt of confirmation of transfer from the custodian.

Custodial credit risk for deposits is the risk that in the event of bank failure, the Township will not be able to recover deposits or collateral securities that are in the possession of an outside party. At December 31, 2008, \$345,859 of the Township's bank balance of \$595,859 was exposed to custodial credit risk because those deposits were uninsured and collateralized with securities held by the pledging financial institution's trust department or agent, but not in the Township's name.

The Township has no deposit policy for custodial risk beyond the requirements of State statute. Ohio law requires that deposits be either insured or be protected by eligible securities pledged to and deposited either with the Township or a qualified trustee by the financial institution as security for repayment, or by a collateral pool of eligible securities deposited with a qualified trustee and pledged to secure the repayment of all public monies deposited in the financial institution whose market value at all times shall be at least one hundred five percent of the deposits being secured.

Interest rate risk arises because potential purchasers of debt securities will not agree to pay face value for those securities if interest rates subsequently increase. The Township's investment policy addresses interest rate risk by requiring that the Township's investment portfolio be structured so that securities mature to meet cash requirements for ongoing operations and/or long-term debt payments, thereby avoiding that need to sell securities on the open market prior to maturity, and by investing operating funds primarily in short-term investments.

Wayne Township, Tuscarawas County  
Notes to the Financial Statements  
For the Year Ended December 31, 2008

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**Note 4 – Property Taxes**

Property taxes include amounts levied against all real property, public utility property, and tangible personal property located in the Township. Real property tax receipts received in 2008 represent the collection of 2007 taxes. Real property taxes received in 2008 were levied after October 1, 2007, on the assessed values as of January 1, 2007, the lien date. Assessed values for real property taxes are established by State statute at 35 percent of appraised market value. Real property taxes are payable annually or semiannually. If paid annually, payment is due December 31; if paid semiannually, the first payment is due December 31, with the remainder payable by June 20. Under certain circumstances, State statute permits alternate payment dates to be established.

Public utility property tax receipts received in 2008 represent the collection of 2007 taxes. Public utility real and tangible personal property taxes received in 2008 became a lien on December 31, 2008, were levied after October 1, 2008, and are collected with real property taxes. Public utility real property is assessed at 35 percent of true value; public utility tangible personal property is currently assessed at varying percentages of true value.

Tangible personal property tax receipts received in 2008 (other than public utility property) represent the collection of 2007 taxes. Tangible personal property taxes received in 2008 were levied after October 1, 2007 on the true value as of December 31, 2007. The tangible personal property tax is being phased out. The assessment percentage for all property, including inventory, 6.25 percent for 2008, and zero for 2009. Amounts paid by multi-county taxpayers are due September 20. Single county taxpayers may pay annually or semiannually. If paid annually, the first payment is due April 30; if paid semiannually, the first payment is due April 30, with the remainder payable by September 20.

The full tax rate for all Township operations for the year ended December 31, 2008, was \$10.80 per \$1,000 of assessed value. The assessed values of real property, public utility property, and tangible personal property upon which 2008 property tax receipts were based are as follows:

Real Property	
Residential and Agricultural	\$ 28,264,630
Public Utility	10,620
Mineral/Other	2,071,540
Tangible Personal	
General	878,710
Public Utility	1,679,040
Total Assessed Value	<u>\$ 32,904,540</u>

Wayne Township, Tuscarawas County  
Notes to the Financial Statements  
For the Year Ended December 31, 2008

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**Note 5 – Risk Management**

The Township is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During 2008, the Township contracted with Ohio Government Risk Management Plan for various types of insurance coverage as follows:

<u>Company</u>	<u>Type of Coverage</u>	<u>Amount of Coverage</u>
Ohio Government Risk Management Plan	Blanket Building and Personal Property	\$ 647,640
	Boiler and Machinery	647,640
	Special Property Coverage	149,880
	Electronic Equipment/ Media Coverage	24,600
	General Liability	2,000,000
	Employer’s Liability	2,000,000
	Employee Benefits Liability	1,000,000
	Public Officials	2,000,000
	Crime Coverage	1,000

Settled claims have not exceeded coverage in any of the last three years and there was no significant reduction in coverage from the prior year.

There were no significant reductions in coverage from prior years and claims have not exceeded insurance coverage in any of the past three years. The Township pays the State Workers’ Compensation System a premium based on a rate per \$100 of salaries. This rate is based on accident history and administrative costs.

**Note 6 – Defined Benefit Pension Plan**

**A. Ohio Public Employees Retirement System**

The Township participates in the Ohio Public Employees Retirement System (OPERS). OPERS administers three separate pension plans. The traditional plan is a cost-sharing, multiple-employer defined benefit pension plan. The member-directed plan is a defined contribution plan in which the member invests both member and employer contributions (employer contributions vest over five years at 20 percent per year). Under the member directed plan, members accumulate retirement assets equal to the value of the member and vested employer contributions plus any investment earnings. Wayne Township participates only in the traditional plan.

OPERS provides retirement, disability, survivor and death benefits and annual cost of living adjustments to members of the traditional plan. Authority to establish and amend benefits is provided by Chapter 145 of the Ohio Revised Code. OPERS issues a stand-alone financial report that may be obtained by writing to OPERS, 277 East Town Street, Columbus, OH 43215-4642 or by calling (614) 222-6705 or (800) 222-7377.

For the year ended December 31, 2008, members were required to contribute 7 percent of their annual covered salaries and the Township’s contribution rate for 2008 was 14 percent. The Ohio Revised Code provides statutory authority for member and employer contributions.

The Township’s required contributions for pension obligations to the traditional plan for the years ended December 31, 2008, 2007, and 2006 were \$6,698, \$6,446, and \$6,270 respectively. The full amount has been contributed for 2008, 2007 and 2006.

**Note 8 - Postemployment Benefits**

**A. Ohio Public Employees Retirement System**

The Ohio Public Employees Retirement System (OPERS) provides post-retirement health care coverage to age and service retirees with ten or more years of qualifying Ohio service credit with the traditional plan. Health care coverage for disability recipients and primary survivor recipients is available. The health care coverage provided by the retirement system is considered an Other Postemployment Benefit as described in *GASB Statement No. 12*. A portion of each employer's contribution to the traditional plan is set aside for the funding of postretirement health care based on authority granted by State statute. The 2008 local government employer contribution rate was 14 percent of covered payroll; 7 percent of covered payroll was the portion that was used to fund health care.

Benefits are advance-funded using the entry age normal actuarial cost method. Significant actuarial assumptions, based on OPERS's latest actuarial review performed as of December 31, 2008, include a rate of return on investments of 6.50 percent, an annual increase in active employee total payroll of 4.00 percent compounded annually (assuming no change in the number of active employees) and an additional increase in total payroll of between .50 percent and 6.3 percent based on additional annual pay increases. Health care premiums were assumed to increase between 1.00 and 6.00 percent annually for the next eight years and 4.00 percent annually after eight years.

All investments are carried at market. For actuarial valuation purposes, a smoothed market approach is used. Assets are adjusted to reflect 25 percent of unrealized market appreciation or depreciation on investment assets annually.

The number of active contributing participants in the traditional and combined plans was 363,503. Actual employer contributions for 2008 which were used to fund postemployment benefits were \$3,347. The actual contribution and the actuarially required contribution amounts are the same. OPERS's net assets available for payment of benefits at December 31, 2008, (the latest information available) were \$12.8 billion. The actuarially accrued liability and the unfunded actuarial accrued liability were \$29.8 billion and \$17 billion, respectively.

On September 9, 2004, the OPERS Retirement Board adopted a Health Care Preservation Plan (HCPP) with an effective date of January 1, 2008. The HCPP restructures OPERS' health care coverage to improve the financial solvency of the fund in response to increasing health care costs.

**Note 9 – Contingent Liabilities/ Subsequent Events**

Amounts grantor agencies pay to the Township are subject to audit and adjustment by the grantor. Grantors may require refunding any disallowed costs. Management cannot presently determine amounts grantors may disallow. However, based on prior experience, management believes any refunds would be immaterial.

Management believes there are no pending claims or lawsuits.

Rockefeller Building  
614 W Superior Ave Ste 1242  
Cleveland OH 44113-1306  
Office phone - (216) 575-1630  
Fax - (216) 436-2411

***Charles E. Harris & Associates, Inc.***  
*Certified Public Accountants*

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

Wayne Township  
Tuscarawas County  
9599 Walnut Creek Bottom Rd. N.W.  
Dundee, Ohio 44624

To the Board of Trustees:

We have audited the financial statements of the governmental activities, each major fund and the aggregate remaining fund information of Wayne Township, Tuscarawas County (the Township) as and for the year ended December 31, 2008, and have issued our report thereon dated July 13, 2010, wherein we noted the Township uses a comprehensive basis of accounting other than generally accepted accounting principles. 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 Controls Over Financial Reporting**

In planning and performing our audit, we considered the Township's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of opining on the effectiveness of the Township's internal control over financial reporting. Accordingly, we have not opined on the effectiveness of the Township's internal control over financial reporting.

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 more than a reasonable possibility that a material misstatement of the Township's financial statements will not be prevented or detected and timely corrected.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, 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.

### 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 grants 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 such an opinion. The results of our tests disclosed no instances of noncompliance or other matters we must report under *Government Auditing Standards*.

We noted certain matters that we have reported to management of the Township in a separate letter dated July 13, 2010.

We intend this report solely for the information and use of management, the audit committee, the Board of Trustees and others within the Township. We intend it for no one other than these specified parties.

***Charles E. Harris and Associates, Inc.***  
July 13, 2010



**WAYNE TOWNSHIP  
TUSCARAWAS COUNTY**

**SCHEDULE OF PRIOR AUDIT FINDINGS  
DECEMBER 31, 2008**

**The prior audit report, as of December 31, 2007, reported no material citations or recommendations.**

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**Mary Taylor, CPA**  
Auditor of State

**WAYNE TOWNSHIP**

**TUSCARAWAS 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 4, 2010**