PERRY TOWNSHIP

DAYTON REGION, MONTGOMERY COUNTY

REGULAR AUDIT

FOR THE YEARS ENDED DECEMBER 31, 2010 AND 2009



Dave Yost · Auditor of State

Board of Trustees Perry Township 3025 Johnsville-Brookville Road Brookville, Ohio 45309

We have reviewed the *Independent Auditors' Report* of Perry Township, Montgomery County, prepared by Manning & Associates CPAs, LLC, for the audit period January 1, 2009 through December 31, 2010. 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. Perry Township is responsible for compliance with these laws and regulations.

Dave Yost Auditor of State

August 1, 2011

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TABLE OF CONTENTS

TITLE	PAGE
Independent Auditors' Report	1 - 2
Combined Statement of Cash Receipts, Cash Disbursements and Changes in Fund Cash Balances – All Government Fund Types - For the Year Ended December 31, 2010	4
Combined Statement of Cash Receipts, Cash Disbursements and Changes in Fund Cash Balances – All Government Fund Types - For the Year Ended December 31, 2009	5
Notes to the Financial Statements	6 – 12
Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required By <i>Government Auditing Standards</i>	14 – 15
Schedule of Prior Audit Findings	16

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INDEPENDENT AUDITORS' REPORT

Perry Township Montgomery County 3025 Johnsville-Brookville Road Brookville, Ohio 45309

To the Board of Trustees:

We have audited the accompanying financial statements of Perry Township, Montgomery County, (the Township), as of and for the years ended December 31, 2010 and 2009. These financial statements are the responsibility of the Township's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the Comptroller General of the United States' *Government Auditing Standards*. Those standards require that we plan and perform the audit to reasonably assure whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described more fully in Note 1, the Township has prepared these financial statements using accounting practices the Auditor of State prescribes or permits. These practices differ from accounting principles generally accepted in the United States of America (GAAP). Although we cannot reasonably determine the effects on the financial statements of the variances between these regulatory accounting practices and GAAP, we presume they are material.

Instead of the combined funds the accompanying financial statements present, GAAP require presenting entity wide statements and also presenting the Township's larger (i.e. major) funds separately. While the Township does not follow GAAP, generally accepted auditing standards requires us to include the following paragraph if the statements do not substantially conform to GAAP presentation requirements. The Auditor of State permits, but does not require townships to reformat their statements. The Township 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.

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Sidney | 500 Folkerth Avenue | Sidney, Ohio 45365 (937) 492-0386 | Fax (937) 492-3262 | Email: sidney@manningcpallc.com America Counts On CPAs® www.manningcpallc.com Perry Township Montgomery County Independent Auditors' Report Page 2

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, 2010 and 2009 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, 2010 and 2009, 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 of Perry Township, Montgomery County, Ohio, as of December 31, 2010 and 2009, and its combined cash receipts and disbursements for the years then ended on the accounting basis Note 1 describes.

The Township has not presented Management's Discussion and Analysis, which accounting principles generally accepted in the United States of America has determined is necessary to supplement, although not required to be part of, the financial statements.

In accordance with *Government Auditing Standards*, we have also issued our report dated June 27, 2011, on our consideration of the Township's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance, and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

Manning & Associates CPAs, LLC Dayton, Ohio

June 27, 2011

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COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2010

	General	 Special Revenue		Capital Projects	Total (Memorandum Only)
Cash Receipts:			_		
Property and Other Local Taxes \$	36,631	\$ 686,942	\$	0	\$ 723,573
Changes for Services	0	222,966		0	222,966
Licenses, Permits and Fees	7,210	16,184		0	23,394
Fines and Forfeitures	3,007	402		0	3,409
Intergovernmental Receipts	80,840	275,507		248,872	605,219
Special Assessments	0	16,466		0	16,466
Earnings on Investments	2,060	512		0	2,572
Miscellaneous	3,890	 21,326		0	 25,216
Total Cash Receipts	133,638	 1,240,305		248,872	 1,622,815
Cash Disbursements:					
Current:					
General Government	135,410	0		0	135,410
Public Safety	0	705,188		0	705,188
Public Works	0	431,943		0	431,943
Health	0	23,878		0	23,878
Capital Outlay	0	 46,570		248,872	 295,442
Total Cash Disbursements	135,410	 1,207,579		248,872	 1,591,861
Total Receipts Over/(Under) Disbursements	(1,772)	 32,726		0	 30,954
Other Financing Receipts/Disbursements					
Sale of Fixed Assets	0	 9,067		0	 9,067
Excess of Cash Receipts and Other Financing					
Receipts Over/(Under) Cash Disbursements and					
Other Financing Disbursements	(1,772)	 41,793		0	 40,021
Fund Cash Balances, January 1	11,157	 369,753		0	 380,910
Fund Cash Balances, December 31 \$	9,385	\$ 411,546	\$	0	\$ 420,931

GOVERNMENTAL FUND TYPES

The Notes to the Financial Statements are an integral part of this statement.

COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2009

		General	Special Revenue		Total (Memorandum Only)
Cash Receipts:			 	-	01113)
Property and Other Local Taxes	\$	38,856	\$ 660,845	\$	699,701
Changes for Services		0	228,167		228,167
Licenses, Permits and Fees		7,633	21,901		29,534
Fines and Forfeitures		3,200	455		3,655
Intergovernmental Receipts		82,068	244,177		326,245
Special Assessments		0	3,214		3,214
Earnings on Investments		2,094	549		2,643
Miscellaneous		4,402	 92,929		97,331
Total Cash Receipts		138,253	 1,252,237	_	1,390,490
Cash Disbursements:					
Current:					
General Government		141,673	0		141,673
Public Safety		0	610,000		610,000
Public Works		0	466,448		466,448
Health		0	26,774		26,774
Capital Outlay		0	 42,527	_	42,527
Total Cash Disbursements	_	141,673	 1,145,749	_	1,287,422
Total Receipts Over/(Under) Disbursements		(3,420)	 106,488		103,068
Other Financing Receipts/Disbursements					
Sale of Fixed Assets		0	19,312		19,312
Transfers-In		0	4,031		4,031
Transfers-Out		0	 (4,031)	_	(4,031)
Total Other Financing Receipts/(Disbursements)		0	 19,312		19,312
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and					
Other Financing Disbursements		(3,420)	 125,800		122,380
Fund Cash Balances, January 1		14,577	 243,953	_	258,530
Fund Cash Balances, December 31	\$	11,157	\$ 369,753	\$_	380,910

GOVERNMENTAL FUND TYPES

The Notes to the Financial Statements are an integral part of this statement.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2010 AND 2009

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

The constitution and laws of the State of Ohio establish the rights and privileges of Perry Township of Montgomery County, (the Township) as a body corporate and politic. A publicly elected three-member Board of Trustees directs the Township. The Township provides road and bridge maintenance, zoning, cemetery maintenance, refuse collection, emergency medical services, fire protection, and police services. The Township contracts with the Township of New Lebanon and the City of Brookville to provide fire protection and ambulance 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 the Auditor of State prescribes or permits. This basis is similar to the cash receipts and disbursements. The Township recognizes receipts when received in cash rather than when earned, and recognizes disbursements when paid rather than when a liability is incurred. Budgetary presentations report budgetary expenditures when a commitment is made (i.e., when an encumbrance is approved).

These statements include adequate disclosure of material matters, as prescribed or permitted by the Auditor of State.

C. Cash and Investments

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

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:

General Fund:

The General Fund reports all financial resources except those required to be accounted for in another fund.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2010 AND 2009

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Fund Accounting, (continued)

Special Revenue Funds:

These funds account for proceeds from specific sources (other than from trusts or for capital projects) that are restricted to expenditure for specific purposes. The Township had 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.

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

Garbage and Waste Fund – This fund assesses and collects fees for waste collection in the Township.

Police District Fund – This fund receives property tax money to provide police service to the Township.

Fire District Fund – This fund receives property tax money to provide fire and ambulance services to the Township.

Capital Projects Funds:

These funds account for receipts restricted to acquiring or constructing major capital projects (except those financed through trust funds). The Township had the following significant capital project funds:

OPWC – This fund receives loan and grant proceeds from the Ohio Public Works Commission for major construction or improvements to Township roads.

E. Budgetary Process

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

Appropriations

Budgetary expenditures (disbursements and encumbrances) may not exceed appropriations at the fund, function and object level of control, and appropriations may not exceed estimated resources. Trustees 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.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2010 AND 2009

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. Budgetary Process (continued)

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.

Encumbrances

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

A summary of 2010 and 2009 budgetary activity appears in Note 3.

F. Property, Plant and Equipment

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

G. Accumulated Leave

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

2. EQUITY IN POOLED CASH AND DEPOSITS

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

	<u>2010</u>	<u>2009</u>
Demand Deposits	\$ 363,359	\$323,338
Certificates of Deposit	57,572	57,572
Total	\$420,931	<u>\$380,910</u>

Deposits: Deposits are insured by the Federal Depository Insurance Corporation, or collateralized by the financial institution's public entity deposit pool.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2010 AND 2009

3. BUDGETARY ACTIVITY

Budgetary activity for the year ending December 31, 2010 was as follows:

2010 Budgeted vs. Actual Receipts						
Fund Type	-	Budgeted Receipts		Actual Receipts		Variance
General	\$	129,240	\$	133,638	\$	4,398
Special Revenue		1,229,344		1,498,244		268,900
Capital Projects		248,872		248,872		0
Total	\$	1,607,456	\$	1,880,754	\$	273,298

2010 Budgeted vs. Actual Budgetary Basis Expenditures

Fund Type	5	Appropriation Authority	-	Budgetary Expenditures	 Variance
General	\$	138,200	\$	135,410	\$ 2,790
Special Revenue		1,458,446		1,456,451	1,995
Capital Projects		248,872		248,872	0
Total	\$	1,845,518	\$	1,840,733	\$ 4,785

Budgetary activity for the year ending December 31, 2009 was as follows:

2009 Budgeted vs. Actual Receipts						
Fund Type	BudgetedActualTypeReceiptsReceipts			Variance		
General Special Revenue	\$	132,867 1,420,238	\$	138,253 1,275,580	\$	5,386 (144,658)
Total	\$	1,553,105	\$	1,413,833	\$	(139,272)

2009 Budgeted vs. Actual Budgetary Basis Expenditures

Fund Type	Appropriation Authority	Budgetary Expenditures	 Variance
General	\$ 143,810 \$	141,673	\$ 2,137
Special Revenue	1,305,421	1,149,780	155,641
Total	\$ 1,449,231 \$	1,291,453	\$ 157,778

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2010 AND 2009

4. PROPERTY TAX

Real property taxes become a lien on January 1 preceding the October 1 date for which the Trustees adopt rates. The State Board of Tax Equalization adjusts these rates for inflation. Property taxes are also reduced for applicable homestead and rollback deductions. The financial statements include homestead and rollback amounts the State pays as Intergovernmental Receipts. Payments are due to the County by December 31. If the property owner elects to make semiannual payment, 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 be each April 30.

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

5. RETIREMENT SYSTEMS

The Township's employees belong to the Ohio Public Employees Retirement System (OPERS). OPERS is a cost-sharing, multiple-employer plan. The Ohio Revised Code prescribes this plan's benefits, which include postretirement healthcare and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. For 2010 and 2009, OPERS members contributed 10 percent of their gross salaries and the Township contributed an amount equal to 14 percent of participants' gross salaries. The Township has paid all contributions required through December 31, 2010.

6. LEASE

The Township leases two 2010 Ford Expeditions under a noncancelable lease that is classified as a capital lease that expires in 2011.

Future lease payments for the above leases are as follows:

Year Ending	
December 31:	Amount
2011	\$27,237
Total Minimum Lease Payments	\$27,237
Less amount representing interest	1,698
Present value of minimum lease payments	\$25,538

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2010 AND 2009

7. RISK MANAGEMENT

The Township is exposed to various risks of property and casualty losses and injuries to employees. The Township insures against injuries through the Ohio Bureau of Worker's Compensation.

The Township belongs to the Ohio Township Association Risk Management Authority (OTARMA), a risk-sharing pool available to Ohio townships. OTARMA provides property and casualty coverage for its members. American Risk Pooling Consultants, Inc. (ARPCO), a division of York Insurance Services Group, Inc. (York), functions as the administrator of OTARMA and provides underwriting, claims, loss control, risk management, and reinsurance services for OTARMA. OTARMA is a member of the American Public Entity Excess Pool (APEEP), which is also administered by ARPCO. Member governments pay annual contributions to fund OTARMA. OTARMA pays judgments, settlements and other expenses resulting from covered claims that exceed the members' deductibles.

Casualty and Property Coverage

APEEP provides OTARMA with an excess risk-sharing program. Under this arrangement, OTARMA retains insured risks up to an amount specified in the contracts. At December 31, 2009, OTARMA retained \$350,000 for casualty claims and \$150,000 for property claims.

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

Financial Position

OTARMA's financial statements (audited by other accountants) conform with generally accepted accounting principles, and reported the following assets, liabilities and retained earnings at December 31, 2009 and 2008 (the latest information available):

	<u>2009</u>	<u>2008</u>
Assets	\$ 38,982,088	\$ 40,737,740
Liabilities	<u>(12,880,766)</u>	<u>(12,981,818)</u>
Retained Earnings	\$ 26,101,322	<u>\$ 27,755,922</u>

At December 31, 2009 and 2008, respectively, the liabilities above include approximately \$12.0 and \$12.1 million of estimated incurred claims payable. The assets above also include approximately \$11.5 and \$10.9 million of unpaid claims to be billed to approximately 950 member governments in the future, as of December 31, 2009 and 2008, respectively. These amounts will be included in future contributions from members when the related claims are due for payment.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2010 AND 2009

7. RISK MANAGEMENT (Continued)

Based on discussions with OTARMA, the expected rates OTARMA charges to compute member contributions, which are used to pay claims as they become due, are not expected to change significantly from those used to determine the historical contributions detailed below. By contract, the annual liability of each member is limited to the amount of financial contributions required to be made to OTARMA for each year of membership.

Contribution	s to OTARMA
2010	\$21,498
2009	\$17,650
2008	\$19,143

After completing one year of membership, member may withdraw on each anniversary of the date they joined OTARMA provided the give written notice to OTARMA 60 days in advance of the anniversary date. Upon withdrawal, members are eligible for a full or partial refund of their capital contributions, minus the subsequent year's budgetary contribution. Withdrawing members have no other future obligation to the pool. Also upon withdrawal, payments for all casualty claims and claim expenses become the sole responsibility of the withdrawing member, regardless of whether a claim occurred or was reported prior to the withdrawal. This page intentionally left blank.



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

Perry Township Montgomery County 3025 Johnsville-Brookville Road Brookville, Ohio 45309

To the Board of Trustees:

We have audited the financial statements of Perry Township, Montgomery County, (the Township) as of and for the years ended December 31, 2010 and 2009, and have issued our report thereon dated June 27, 2011, wherein we noted the Township prepared its financial statements using accounting practices the Auditor of State prescribes or permits 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 the Comptroller General of the United States' *Government Auditing Standards*.

Internal Control 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 audit procedures for the purpose of expressing our opinion 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.

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Perry Township, Montgomery County Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required by *Government Auditing Standards* Page 2

Compliance and Other Matters

As part of reasonably assuring whether the Township's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect the determination of financial statement amounts. However, 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 that we must report under *Government Auditing Standards*.

We noted certain matters not requiring inclusion in this report that we reported to the Township's management in a separate letter dated June 27, 2011.

The Township's responses to the findings identified in our audit are described in the accompanying schedule of findings. We did not audit the Township's responses and, accordingly, we express no opinion on them.

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

Manning & Associates CPAs, LLC Dayton, Ohio

June 27, 2011

SCHEDULE OF PRIOR AUDIT FINDINGS DECEMBER 31, 2010 AND 2010

			Not Corrected, Partially Corrected; Significantly Different Correction Action
Finding	Finding	Fully	Taken; or Finding No Longer Valid;
Number	Summary	Corrected?	Explain
2008-001	ORC Sec. 5705.41(D) Purchase Orders not approved	Yes	
	prior to the incurrence of all expenses		
2008-002	ORC 5705.39 - Appropriations exceeded estimated	Partially	Issued as Management Letter Comment
	resources in various funds		
2008-003	ORC 5705.41 (B) - Expenses exceeded appropriations	Yes	
	in various funds		
2008-004	ORC 5705.36 - Estimates resourced exceeded actual	Yes	
2008-005	Ohio Admin Code Sec 117-2 - Books and records not	Yes	
	accurately maintained by Township		
2008-006	ORC 9.38 - Deposits were not made in a timely manner	Yes	
	as required		
2008-007	Garbage/Trash Income - improper cutoff	Yes	
2008-008	Non recording of On Behalf Payments	Partially	Issued as Management Letter Comment



Dave Yost • Auditor of State

PERRY TOWNSHIP

MONTGOMERY 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 Babbett

CLERK OF THE BUREAU

CERTIFIED AUGUST 11, 2011

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