



Dave Yost • Auditor of State



YORK TOWNSHIP  
TUSCARAWAS COUNTY

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# Dave Yost • Auditor of State

York Township  
Tuscarawas County  
3446 Seibert Hill Road  
New Philadelphia, Ohio 44663

To the Board of Trustees:

As you are aware, the Auditor of State's Office (AOS) must modify the *Independent Accountants' Report* we provide on your financial statements due to an interpretation from the American Institute of Certified Public Accountants (AICPA). While AOS does not legally require your Township 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. Our Report includes an adverse opinion relating to GAAP presentation and measurement requirements, but does not imply the amounts the statements present are misstated under the non-GAAP basis you follow. The AOS report also includes an opinion on the financial statements you prepared using the cash basis and financial statement format the AOS permits.

A handwritten signature in black ink that reads "Dave Yost".

**Dave Yost**  
Auditor of State

April 27, 2012

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# Dave Yost • Auditor of State

## INDEPENDENT ACCOUNTANTS' REPORT

York Township  
Tuscarawas County  
3446 Seibert Hill Road  
New Philadelphia, Ohio 44663

To the Board of Trustees:

We have audited the accompanying financial statements of York Township, Tuscarawas County, Ohio (the Township) as of and for the years ended December 31, 2011 and 2010. 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. The Township processes its financial transactions with the Auditor of State's Uniform Accounting Network (UAN). *Government Auditing Standards* considers this service to impair the independence of the Auditor of State to audit the Township because the Auditor of State designed, developed, implemented, and as requested, operates UAN. However, *Government Auditing Standards* permits the Auditor of State to audit and opine on this entity, because Ohio Revised Code § 117.101 requires the Auditor of State to provide UAN services, and Ohio Revised Code § 117.11(A) mandates the Auditor of State to audit Ohio governments. We believe 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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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, 2011 and 2010 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, 2011 and 2010, 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 as of December 31, 2011 and 2010 and the reserves for encumbrances as of December 31, 2010 of York Township, Tuscarawas County, Ohio, and its combined cash receipts and disbursements for the years then ended on the accounting basis Note 1 describes.

As described in Note 1, during 2011 York Township adopted Governmental Accounting Standards Board Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*.

In accordance with *Government Auditing Standards*, we have also issued our report dated April 27, 2012, 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.



**Dave Yost**  
Auditor of State

April 27, 2012



**YORK TOWNSHIP  
TUSCARAWAS COUNTY**

**COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS  
AND CHANGES IN FUND BALANCES (CASH BASIS)  
ALL GOVERNMENTAL FUND TYPES  
FOR THE YEAR ENDED DECEMBER 31, 2011**

|  | General         | Special<br>Revenue | Capital<br>Projects | Permanent      | Totals<br>(Memorandum<br>Only) |
|--|-----------------|--------------------|---------------------|----------------|--------------------------------|
| <b>Cash Receipts</b>                         |                 |                    |                     |                |                                |
| Property and Other Local Taxes               | \$39,995        | \$89,884           | \$0                 | \$0            | \$129,879                      |
| Intergovernmental                            | 64,690          | 112,630            | 8,030               | 0              | 185,350                        |
| Earnings on Investments                      | 78              | 60                 | 0                   | 0              | 138                            |
| <i>Total Cash Receipts</i>                   | <u>104,763</u>  | <u>202,574</u>     | <u>8,030</u>        | <u>0</u>       | <u>315,367</u>                 |
| <b>Cash Disbursements</b>                    |                 |                    |                     |                |                                |
| Current:                                     |                 |                    |                     |                |                                |
| General Government                           | 94,056          | 0                  | 0                   | 0              | 94,056                         |
| Public Safety                                | 6,232           | 82,167             | 0                   | 0              | 88,399                         |
| Public Works                                 | 0               | 97,773             | 8,030               | 0              | 105,803                        |
| Health                                       | 0               | 45                 | 0                   | 0              | 45                             |
| Capital Outlay                               | 396             | 0                  | 0                   | 0              | 396                            |
| <i>Total Cash Disbursements</i>              | <u>100,684</u>  | <u>179,985</u>     | <u>8,030</u>        | <u>0</u>       | <u>288,699</u>                 |
| <i>Excess of Receipts Over Disbursements</i> | <u>4,079</u>    | <u>22,589</u>      | <u>0</u>            | <u>0</u>       | <u>26,668</u>                  |
| <i>Net Change in Fund Cash Balances</i>      | 4,079           | 22,589             | 0                   | 0              | 26,668                         |
| <i>Fund Cash Balances, January 1</i>         | <u>60,924</u>   | <u>163,843</u>     | <u>0</u>            | <u>1,500</u>   | <u>226,267</u>                 |
| <b>Fund Cash Balances, December 31</b>       |                 |                    |                     |                |                                |
| Nonspendable                                 | 0               | 0                  | 0                   | 1,500          | 1,500                          |
| Restricted                                   | 0               | 186,432            | 0                   | 0              | 186,432                        |
| Unassigned (Deficit)                         | 65,003          | 0                  | 0                   | 0              | 65,003                         |
| <i>Fund Cash Balances, December 31</i>       | <u>\$65,003</u> | <u>\$186,432</u>   | <u>\$0</u>          | <u>\$1,500</u> | <u>\$252,935</u>               |

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

YORK TOWNSHIP  
TUSCARAWAS COUNTY

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

|  | Governmental Fund Types |                    |                     |                | Totals<br>(Memorandum<br>Only) |
|--|-------------------------|--------------------|---------------------|----------------|--------------------------------|
|  | General                 | Special<br>Revenue | Capital<br>Projects | Permanent      |                                |
| <b>Cash Receipts:</b>  |                         |                    |                     |                |                                |
| Property and Other Local Taxes   | \$40,862                | \$89,584           | \$0                 | \$0            | \$130,446                      |
| Intergovernmental  | 38,176                  | 117,394            | 8,856               | 0              | 164,426                        |
| Earnings on Investments  | 233                     | 151                | 0                   | 0              | 384                            |
| <b>Total Cash Receipts</b>   | <b>79,271</b>           | <b>207,129</b>     | <b>8,856</b>        | <b>0</b>       | <b>295,256</b>                 |
| <b>Cash Disbursements:</b>   |                         |                    |                     |                |                                |
| Current:   |                         |                    |                     |                |                                |
| General Government   | 108,058                 | 0                  | 0                   | 0              | 108,058                        |
| Public Safety  | 6,142                   | 81,344             | 0                   | 0              | 87,486                         |
| Public Works   | 0                       | 94,555             | 8,856               | 0              | 103,411                        |
| Health   | 0                       | 75                 | 0                   | 0              | 75                             |
| Capital Outlay   | 1,650                   | 0                  | 0                   | 0              | 1,650                          |
| <b>Total Cash Disbursements</b>  | <b>115,850</b>          | <b>175,974</b>     | <b>8,856</b>        | <b>0</b>       | <b>300,680</b>                 |
| Total Receipts Over/(Under) Disbursements  | (36,579)                | 31,155             | 0                   | 0              | (5,424)                        |
| Excess of Cash Receipts and Other Financing<br>Receipts Over / (Under) Cash Disbursements<br>and Other Financing Disbursements | (36,579)                | 31,155             | 0                   | 0              | (5,424)                        |
| Fund Cash Balances, January 1  | 97,503                  | 132,688            | 0                   | 1,500          | 231,691                        |
| <b>Fund Cash Balances, December 31</b>   | <b>\$60,924</b>         | <b>\$163,843</b>   | <b>\$0</b>          | <b>\$1,500</b> | <b>\$226,267</b>               |
| Reserve for Encumbrances, December 31  | \$0                     | \$0                | \$0                 | \$0            | \$0                            |

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

**YORK TOWNSHIP  
TUSCARAWAS COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2011 AND 2010**

**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 the York Township, Tuscarawas County, Ohio (the Township) as a body corporate and politic. A publicly-elected three-member Board of Trustees directs the Township. The Township provides road and bridge maintenance, cemetery maintenance, fire protection and emergency medical services. The Township contracts with York Township Volunteer Fire Department to provide fire services and Smith Ambulance Services, Inc., to provide ambulance services.

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

**B. Accounting Basis**

These financial statements follow the accounting basis the Auditor of State prescribes or permits. This basis is similar to the cash receipts and disbursements accounting basis. 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 the Auditor of State prescribes or permits.

**C. Deposits and Investments**

The Township invests all available funds in two interest-bearing accounts and a certificate of deposit.

**D. Fund Accounting**

The Township uses fund accounting to segregate cash and investments that are restricted as to use. The Township classifies its funds into the following types:

**1. General Fund**

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

**2. Special Revenue Funds**

These funds account for proceeds from specific sources (other than from private-purpose trusts or for capital projects) that are restricted to expenditure for specific purposes. The Township had the following significant Special Revenue Funds:

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

Fire Protection Fund - This fund receives property tax money to provide fire protection to the residents of the Township through a contract with the York Volunteer Fire Department.

**YORK TOWNSHIP  
TUSCARAWAS COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2011 AND 2010  
(Continued)**

**3. Capital Project Funds**

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

Public Works Commission Fund - The Township receives a State grant from the County to construct, maintain and repair Township roads.

**4. Permanent Funds**

These funds account for assets held under a trust agreement that are legally restricted to the extent that only earnings, not principal, are available to support the Township's programs. The Township had the following significant permanent fund:

Cemetery Endowment Fund - This fund receives interest earned on the nonexpendable corpus from a trust agreement. These earnings are used for the general maintenance and upkeep of the Township's cemetery.

**E. Budgetary Process**

The Ohio Revised Code requires that each fund be budgeted annually.

**1. Appropriations**

Budgetary expenditures (that is, disbursements and encumbrances) may not exceed appropriations at the fund, function or object level of control, and appropriations may not exceed estimated resources. The Board of Trustees must annually approve appropriation measures and subsequent amendments. The County Budget Commission must also approve the annual appropriation measure. Appropriations lapse at year end.

**2. Estimated Resources**

Estimated resources include estimates of cash to be received (budgeted receipts) plus cash as of January 1. The County Budget Commission must also approve estimated resources.

**3. Encumbrances**

The Ohio Revised Code requires the Township to reserve (encumber) appropriations when individual commitments are made. Encumbrances outstanding at year end are canceled, and reappropriated in the subsequent year. The Township did not encumber all commitments required by Ohio law.

A summary of 2011 and 2010 budgetary activity appears in Note 3.

**YORK TOWNSHIP  
TUSCARAWAS COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2011 AND 2010  
(Continued)**

**F. Fund Balance**

For December 31, 2011, fund balance is divided into five classifications based primarily on the extent to which the Township must observe constraints imposed upon the use of its governmental-fund resources. The classifications are as follows:

**1. Nonspendable**

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

**2. Restricted**

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

**3. Committed**

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

**4. Assigned**

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

**5. Unassigned**

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

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

**YORK TOWNSHIP  
TUSCARAWAS COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2011 AND 2010  
(Continued)**

**G. Property, Plant, and Equipment**

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

**2. Equity in Pooled Deposits and Investments**

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

|                         | 2011      | 2010      |
|-------------------------|-----------|-----------|
| Demand deposits         | \$251,435 | \$224,767 |
| Certificates of deposit | 1,500     | 1,500     |
| Total deposits          | \$252,935 | \$226,267 |

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

**3. Budgetary Activity**

Budgetary activity for the years ending December 31, 2011 and 2010 follows:

| 2011 Budgeted vs. Actual Receipts |                      |                    |          |
|-----------------------------------|----------------------|--------------------|----------|
| Fund Type                         | Budgeted<br>Receipts | Actual<br>Receipts | Variance |
| General                           | \$99,300             | \$104,763          | \$5,463  |
| Special Revenue                   | 204,556              | 202,574            | (1,982)  |
| Capital Projects                  | 8,856                | 8,030              | (826)    |
| Total                             | \$312,712            | \$315,367          | \$2,655  |

| 2011 Budgeted vs. Actual Budgetary Basis Expenditures |                            |                           |           |
|---|----------------------------|---------------------------|-----------|
| Fund Type   | Appropriation<br>Authority | Budgetary<br>Expenditures | Variance  |
| General   | \$145,291                  | \$100,684                 | \$44,607  |
| Special Revenue                                       | 251,517                    | 179,985                   | 71,532    |
| Capital Projects                                      | 8,856                      | 8,030                     | 826       |
| Total   | \$405,664                  | \$288,699                 | \$116,965 |

**YORK TOWNSHIP  
TUSCARAWAS COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2011 AND 2010  
(Continued)**

2010 Budgeted vs. Actual Receipts

| Fund Type        | Budgeted<br>Receipts | Actual<br>Receipts | Variance       |
|------------------|----------------------|--------------------|----------------|
| General          | \$77,491             | \$79,271           | \$1,780        |
| Special Revenue  | 203,735              | 207,129            | 3,394          |
| Capital Projects | 10,000               | 8,856              | (1,144)        |
| Total            | <u>\$291,226</u>     | <u>\$295,256</u>   | <u>\$4,030</u> |

2010 Budgeted vs. Actual Budgetary Basis Expenditures

| Fund Type        | Appropriation<br>Authority | Budgetary<br>Expenditures | Variance         |
|------------------|----------------------------|---------------------------|------------------|
| General          | \$144,951                  | \$115,850                 | \$29,101         |
| Special Revenue  | 250,244                    | 175,974                   | 74,270           |
| Capital Projects | 10,000                     | 8,856                     | 1,144            |
| Total            | <u>\$405,195</u>           | <u>\$300,680</u>          | <u>\$104,515</u> |

**4. Property Tax**

Real property taxes become a lien on January 1 preceding the October 1 date for which the Trustees adopted tax rates. The State Board of Tax Equalization adjusts these rates for inflation. Property taxes are also reduced for applicable homestead and rollback deductions. The financial statements include homestead and rollback amounts the State pays as Intergovernmental Receipts. Payments are due to the County by December 31. If the property owner elects to pay semiannually, the first half is due December 31. The second half payment is due the following June 20.

Tangible personal property tax is assessed by the property owners, who must file a list of such property to the County by each April 30.

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

**5. 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 the plans' benefits, which include postretirement healthcare and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. For 2011 and 2010, OPERS members contributed 10%, respectively, of their gross salaries and the Township contributed an amount equaling 14%, respectively, of participants' gross salaries. The Township has paid all contributions required through December 31, 2011.

**YORK TOWNSHIP  
TUSCARAWAS COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS  
DECEMBER 31, 2011 AND 2010  
(Continued)**

**6. Risk Management**

**Commercial Insurance**

The Township has obtained commercial insurance for the following risks:

- Comprehensive property and general liability;
- Vehicles; and
- Errors and omissions.





# Dave Yost • Auditor of State

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

York Township  
Tuscarawas County  
3446 Seibert Hill Road  
New Philadelphia, Ohio 44663

To the Board of Trustees:

We have audited the financial statements of York Township, Tuscarawas County, Ohio (the Township) as of and for the years ended December 31, 2011 and 2010, and have issued our report thereon dated April 27, 2012 wherein we noted the Township followed accounting practices the Auditor of State prescribes or permits and adopted Governmental Accounting Standards Board Statement 54. We also noted the Township processes its financial transactions with the Auditor of State's Uniform Accounting Network (UAN). *Government Auditing Standards* considers this service to impair the independence of the Auditor of State to audit the Township because the Auditor of State designed, developed, implemented, and as requested, operates UAN. However, *Government Auditing Standards* permits the Auditor of State to audit and opine on this entity, because Ohio Revised Code § 117.101 requires the Auditor of State to provide UAN services, and Ohio Revised Code § 117.11(A) mandates the Auditor of State to audit Ohio governments. 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.

### **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 we must report under *Government Auditing Standards*.

We did note certain matters not requiring inclusion in this report that we reported to the Township's management in a separate letter dated April 27, 2012.

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

A handwritten signature in black ink that reads "Dave Yost". The signature is written in a cursive style with a large, looping "D" and "Y".

**Dave Yost**  
Auditor of State

April 27, 2012

**YORK TOWNSHIP  
TUSCARAWAS COUNTY**

**SCHEDULE OF PRIOR AUDIT FINDINGS  
DECEMBER 31, 2011 AND 2010**

| Finding Number | Finding Summary   | Fully Corrected? | Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <b><i>Explain</i></b> |
|----------------|---|------------------|--|
| 2009-001       | Fund Classification – The Cemetery Endowment Fund was classified as an Agency Fund. | Yes              | Finding No Longer Valid  |

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# Dave Yost • Auditor of State

YORK 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  
MAY 24, 2012