



Auditor of State Betty Montgomery



Mary Taylor, CPA Auditor of State

April 10, 2007

The attached audit report was completed and prepared for release prior to the commencement of my term of office on January 8, 2007. Thus, I am certifying this audit report for release under the signature of my predecessor.

Mary Jaylor

MARY TAYLOR, CPA Auditor of State

88 E. Broad St. / Fifth Floor / Columbus, OH 43215-3506 Telephone: (614) 466-4514 (800) 282-0370 Fax: (614) 466-4490 www.auditor.state.oh.us This Page is Intentionally Left Blank.

#### UNITY TOWNSHIP COLUMBIANA COUNTY

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# Auditor of State Betty Montgomery

### INDEPENDENT ACCOUNTANTS' REPORT

Unity Township Columbiana County 51977 State Route 14 East Palestine, Ohio 44413

To the Board of Trustees:

We have audited the accompanying basic financial statements of the governmental activities and each major fund and the aggregate remaining fund information of Unity Township, Columbiana County, Ohio (the Township), as of and for the year ended December 31, 2005, 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 opinions 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(B) and 115.56 mandate the Auditor of State to audit Ohio governments. We believe our audit provides a reasonable basis for our opinions.

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 financial position of the governmental activities and each major fund and the aggregate remaining fund information of Unity Township, Columbiana County as of December 31, 2005, and the respective changes in cash financial position and the respective budgetary comparisons for the General, Gasoline Tax, Road and Bridge, Fire District and Road District Funds, thereof for the year then ended in conformity with the basis of accounting Note 2 describes.

Voinovich Government Center / 242 Federal Plaza W. / Suite 302 / Youngstown, OH 44503 Telephone: (330) 797-9900 (800) 443-9271 Fax: (330) 797-9949 www.auditor.state.oh.us Unity Township Columbiana County Independent Accountants' Report Page 2

In accordance with *Government Auditing Standards*, we have also issued our report dated August 16, 2006 on our consideration of the Government'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.

Management's discussion and analysis is not a required part of the basic financial statements but are supplementary information the Governmental Accounting Standards Board requires. We have applied certain limited procedures, consisting principally of inquiries of management regarding the methods of measuring and presenting the required supplementary information. However, we did not audit the information and express no opinion on it.

The accompanying Statement of Cash Basis Assets and Fund Balances – Governmental Funds replaces the Statement in Unity Township's two year period ended December 31, 2005 report package. The Statement was reversed to correct errors reflected in the original statement.

Betty Montgomery

Betty Montgomery Auditor of State

August 16, 2006, except for paragraphs four and seven, which are dated March 30, 2007.

#### Unity Township Management's Discussion and Analysis For the Year Ended December 31, 2005 Unaudited

This discussion and analysis of Unity Township's financial performance provides an overall review of the Township's financial activities for the year ended December 31, 2005, 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.

#### <u>Highlights</u>

Key highlights for 2005 are as follows:

Net assets of governmental activities increased \$35,637, or 16 percent, a moderate change from the prior year.

The Township's general receipts are primarily property taxes. These receipts represent respectively \$297,961 and 62 percent of the total cash received for governmental activities during the year. Property tax receipts for 2005 changed very little compared to 2004 as development within the Township has slowed.

Unity Township has had major changes in health care costs and the increase in material road costs and gasoline costs have affected the Township's expenditures.

#### **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 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.

#### Unity Township Management's Discussion and Analysis For the Year Ended December 31, 2005 Unaudited

#### Reporting the Township as a Whole

The statement of net assets and the statement of activities reflect how the Township did financially during 2005, within the limitations of cash basis accounting. The statement of net assets presents the cash balances and investments of the governmental activities of the Government 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 activity 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 condition of the Township's capital assets and infrastructure, 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 and income taxes.

In the statement of net assets and the statement of activities, the Township has only governmental activites.

Governmental activities. All of the Township's basic services are reported here, including streets and fire. State and federal grants 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 Township'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 governmental only.

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 Government's programs. The Township's significant governmental funds are presented on the financial statements in separate columns. The information for nonmajor funds (funds whose activity or balances are not large enough to warrant separate reporting) is 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, Fire District Fund and Road District Fund.

#### The Township as a Whole

Table 1 provides a summary of the Township's net assets for 2005 compared to 2004 on a cash basis:

### (Table 1) Net Assets

	Governmental Activities				
	2005 2004				
Assets					
Cash and Cash Equivalents	\$221,365	\$185,728			
Total Assets	\$221,365	\$185,728			
Net Assets					
Restricted for:					
Debt Service	8,236	1,133			
Capital Outlay	962	958			
Other Purposes	178,910	169,443			
Unrestricted	33,257	14,194			
Total Net Assets	\$221,365	\$185,728			

As mentioned previously, net assets of governmental activities increased \$35,637 or 16 percent during 2005. The primary reasons contributing to the decreases in cash balances are as follows:

- Unanticipated slow growth in local tax receipts.
- Increases in salaries of 3 percent.
- The Township participated in the Surface Treatment Program which affected 13 miles of Township roads at a cost of \$47,200 for asphalt and \$47,517 for slag.
- The Township had several roads that were in very poor condition that needed extensive hot mix repairs costing in excess of \$29,531.
- Health benefit costs increased from \$40,752 in 2004 to \$45,318 in 2005.

Table 2 reflects the changes in net assets in 2005 and a comparison of the changes from 2004.

Receipts: Program Receipts:	Governmental Activities 2005	Governmental Activities 2004
Operating Grants and Contributions	135,912	127,021
Total Program Receipts	135,912	127,021
General Receipts:		
Property and Other Local Taxes	297,961	298,719
Grants and Entitlements Not Restricted to Specific Programs	145,087	228,967
Interest	276	209
Miscellaneous	32,621	16,509
Total General Receipts	475,946	544,404
Total Receipts	611,858	671,425
Disbursements:	17.045	55.000
General Government	47,915	55,938
Public Safety	57,746	55,936
Public Health Services	15,613	42,079
Public Works Capital Outlay	439,049 8,000	419,136 18,887
Principal Retirement	6,989	21,417
Interest and Fiscal Charges	909	1,793
Total Disbursements	576,220	615,186
Total Disbursements	570,220	010,100
Increase (Decrease) in Net Assets	35,637	56,239
Net Assets, January 1, 2004	185,727	129,488
Net Assets, December 31, 2004	\$221,364	\$185,727

## (Table 2) Changes in Net Assets

Program receipts represent only 22 percent of total receipts and are primarily comprised of restricted intergovernmental receipts such as motor vehicle license and gas tax money.

General receipts represent 78 percent of the Township's total receipts, and of this amount, over 63 percent are local taxes. State and federal grants and entitlements make up the balance of the Township's general receipts (30 percent). Other receipts are very 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 Government activities. These include the costs of the Board of Trustees as well as internal services such as payroll and purchasing. Since these costs do not represent direct services to residents, we try to limit these costs to 10 percent of General Fund unrestricted receipts.

Public Safety is the cost of police and fire protection; Public Health Services is the health department; and Public Works is the cost of maintaining the roads.

#### Unity Township Management's Discussion and Analysis For the Year Ended December 31, 2005 Unaudited

#### **Governmental Activities**

If you look at the Statement of Activities, 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 disbursements for governmental activities are for public works and public safety, which account for 68 and 9 percent of all governmental disbursements, respectively. General government also represents a significant cost, about 9 percent. The next three columns of the Statement entitled Program Receipts identify amounts paid by people who are directly charged for the service and grants received by the Township that must be used to provide a specific service. 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 ends up being paid from money provided 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) Governmental Activities

	Total Cost Of Services	Net Cost of Services
	2004	2004
General Government	\$47,915	\$47,915
Public Safety	57,746	57,746
Public Health Services	15,613	15,613
Public Works	439,049	303,144
Capital Outlay	8,000	8,000
Principal Retirement	6,989	6,989
Interest and Fiscal Charges	909	909
Total Expenses	\$576,221	\$440,316

The dependence upon property and income tax receipts is apparent as over 79 percent of governmental activities are supported through these general receipts.

#### The Township's Funds

Total governmental funds had receipts of \$597,076 and disbursements of \$576,220.

#### **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. The most significant budgeted fund is the General Fund.

During 2005, the Township did not amend its General Fund budget. The difference between final budgeted receipts and actual receipts was approximately 13%.

Final disbursements were budgeted at \$155,571 while actual disbursements were \$126,744. Although receipts failed to live up to expectations, appropriations were not reduced.

### **Capital Assets and Debt Administration**

Capital Assets

The Township does not currently keep track of its capital assets and infrastructure.

Debt

At December 31, 2005, the Township's outstanding debt included \$14,943 for equipment purchases. For further information regarding the Township's debt, refer to Note 9 of the basic financial statements.

#### Current Issues

The challenge for all Townships 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 very little industry to support the tax base.

#### **Contacting the Township'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 Nancy Herr, Fiscal Officer, Unity Township, 51977 State Route 14, East Palestine, Ohio 44413.

Statement of Net Assets - Cash Basis December 31, 2005

	Governmental Activities
Assets	
Equity in Pooled Cash and Cash Equivalents	\$221,365
Total Assets	\$221,365
Net Assets	
Restricted for:	
Debt Service	8,236
Permanent Fund: Cemetery Bequest	
Expendable	600
Nonexpendable	362
Other Purposes	178,910
Unrestricted	33,257
Total Net Assets	\$221,365

Unity Township, Columbiana County Statement of Activities - Cash Basis For the Year Ended December 31, 2005

		F	Program Cash Receipts			
	Cash Disbursements	Charges for Services and Sales	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Net (Disbursements) Receipts and Changes in Net Assets
Governmental Activities						
General Government	\$47,915				(\$47,915)	(\$47,915)
Public Safety	57,746				(57,746)	(57,746)
Public Works	439,049		135,905		(303,144)	(303,144)
Health	15,613				(15,613)	(15,613)
Economic Development					0	0
Human Services					0	0
Conservation-Recreation					0	0
Other			7		7	7
Capital Outlay	8,000				(8,000)	(8,000)
Debt Service	7,897				(7,897)	(7,897)
Total Governmental Activities	576,220	0	135,912	0	(440,308)	(440,308)
Total	\$576,220	\$0	\$135,912	\$0	(440,308)	(440,308)
		General Receipts Property Taxes Levied for General Purposes Grants and Entitlements		ie Programs		297,961 145,087
		Interest	not Restricted to specifi	ie i logranis		276
		Miscellaneous				32,621
		Total General Receipts				475,945
		Change in Net Assets				35,637
		Net Assets Beginning of	Year			185,727
		Net Assets End of Year				\$221,364

# Unity Township, Columbiana County Statement of Cash Basis Assets and Fund Balances

Governmental Funds

December 31, 2005

	General	Gasoline Tax	Road and Bridge	Fire District	Road District	Other Governmental Funds	Total Governmental Funds
Assets							
Equity in Pooled Cash and Cash Equivalents	\$33,257	\$12,617	\$16,318	\$123,839	\$17,693	\$17,641	\$221,364
Total Assets	\$33,257	\$12,617	\$16,318	\$123,839	\$17,693	\$17,641	\$221,364
Fund Balances Reserved: Reserved for Encumbrances Unreserved: Undesignated (Deficit), Reported in:	\$2,615		\$7,270	\$146	\$3,166	\$632	\$13,830
General Fund Special Revenue Funds Debt Service Fund Permanent Fund	30,642	12,617	9,048	123,692	14,527	7,811 8,236 962	30,642 167,695 8,236 962
Total Fund Balances	\$33,257	\$12,617	\$16,318	\$123,839	\$17,693	\$17,641	\$221,364

Statement of Cash Receipts, Disbursements and Changes in Cash Basis Fund Balances

Governmental Funds

For the Year Ended December 31, 2005

	General	Gasoline Tax	Road and Bridge	Fire District	Road District	Other Governmental Funds	Total Governmental Funds
Receipts							
Property and Other Local Taxes	\$21,597		\$129,263	\$64,702	\$67,398	\$15,000	\$297,961
Intergovernmental	108,926	80,236	18,101	8,463	9,597	55,669	280,992
Interest	216	7				60	283
Other	286	5	17,487	53	4	6	17,840
Total Receipts	131,025	80,248	164,851	73,218	77,000	70,734	597,076
Disbursements							
Current:							
General Government	47,915						47,915
Public Safety				57,746			57,746
Public Works	55,216	79,122	166,040		82,808	55,862	439,049
Health	15,613						15,613
Capital Outlay	8,000						8,000
Debt Service:							0
Principal Retirement						6,989	6,989
Interest and Fiscal Charges						909	909
Total Disbursements	126,744	79,122	166,040	57,746	82,808	63,759	576,220
Excess of Receipts Over (Under) Disbursements	4,281	1,125	(1,190)	15,472	(5,809)	6,975	20,855
Other Financing Sources (Uses)							
Transfers In							0
Transfers Out							0
Advances In	7,000	1,000				6,000	14,000
Advances Out	(7,000)	(1,000)				(6,000)	(14,000)
Other Financing Sources	14,782						14,782
Other Financing Uses							0
Total Other Financing Sources (Uses)	14,782	0	0	0	0	0	14,782
Net Change in Fund Balances	19,063	1,125	(1,190)	15,472	(5,809)	6,975	35,637
Fund Balances Beginning of Year	14,194	11,491	17,508	108,367	23,502	10,666	185,727
Fund Balances End of Year	\$33,257	\$12,617	\$16,318	\$123,839	\$17,693	\$17,641	\$221,364

Statement of Receipts, Disbursements and Changes In Fund Balance - Budget and Actual -Budget Basis General Fund For the Year Ended December 31, 2005

	Budgeted A	mounts		(Optional) Variance with Final Budget	
	Original	Final	Actual	Positive (Negative)	
Receipts			Tietuur	(riegurive)	
Property and Other Local Taxes	23,420	23,420	21,597	(1,823)	
Intergovernmental	124,772	124,772	108,926	(15,846)	
Interest	200	200	216	16	
Other	1,500	1,500	286	(1,214)	
Total receipts	149,892	149,892	131,025	(18,867)	
Disbursements					
Current:				6 0 0 <b>7</b>	
General Government	55,571	55,571	48,576	6,995	
Public Works Health	56,500 18,000	56,500 18,000	54,555 15,613	1,945 2,388	
Capital Outlay	25,500	25,500	8,000	2,388 17,500	
Capital Outray	25,500	23,300	8,000	17,500	
Total Disbursements	155,571	155,571	126,744	28,827	
Excess of Receipts Over (Under) Disbursements	(5,679)	(5,679)	4,281	9,960	
Other Financing Sources (Uses)					
Advances In			7,000	7,000	
Advances Out			(7,000)	(7,000)	
Other Financing Sources	5,900	5,900	14,782	8,882	
Total Other Financing Sources	5,900	5,900	14,782	8,882	
Net Change in Fund Balance	221	221	19,063	18,842	
Fund Balance Beginning of Year	14,150	14,150	14,150	0	
Prior Year Encumbrances Appropriated	44	44	44	0	
Fund Balance End of Year	\$14,414	\$14,415	\$33,257	\$18,842	

Statement of Receipts, Disbursements and Changes In Fund Balance - Budget and Actual -Budget Basis Road District Fund For the Year Ended December 31, 2005

				(Optional) Variance with
	Budgeted A	mounts		Final Budget
	Original	Final	Actual	Positive (Negative)
Receipts				
Property and Other Local Taxes	62,000	66,750	67,398	648
Intergovernmental	4,200	9,640	9,597	(43)
Other	200	10	4	(6)
Total receipts	66,400	76,400	77,000	600
Disbursements				
Current:				
General Government	200	200		200
Public Works	86,220	92,220	82,808	9,412
Capital Outlay	3,500	1,500		1,500
Total Disbursements	89,920	93,920	82,808	11,112
Excess of Receipts (Under) Disbursements	(23,520)	(17,520)	(5,809)	7,375
Other Financing Sources (Uses)				
Other Financing Sources	23,757	23,757		(23,757)
Total Other Financing Sources	23,757	23,757	0	(23,757)
Net Change in Fund Balance	237	6,237	(5,809)	(16,382)
Fund Balance Beginning of Year	22,616	22,616	22,616	0
Prior Year Encumbrances Appropriated	886	886	886	0
Fund Balance End of Year	\$23,739	\$29,739	\$17,693	(\$16,382)

Statement of Receipts, Disbursements and Changes In Fund Balance - Budget and Actual -Budget Basis Road and Bridge Fund For the Year Ended December 31, 2005

	Budgeted	Amounts		(Optional) Variance with Final Budget
	<u> </u>			Positive
Desciente	Original	Final	Actual	(Negative)
Receipts	120,000	129 100	120.262	1 162
Property and Other Local Taxes	120,000 32,419	128,100	129,263 18,101	1,163
Intergovernmental	,	36,705	· · ·	(18,604)
Other	2,000	16,914	17,487	573
Total receipts	154,419	181,719	164,851	(16,869)
Disbursements				
Current:				
General Government	300	300		300
Public Works	153,921	161,221	166,040	(4,819)
Total Disbursements	154,221	161,521	166,040	(4,519)
Excess of Receipts Over (Under) Disbursements	198	20,198	(1,190)	7,375
Net Change in Fund Balance	198	20,198	(1,190)	7,375
Fund Balance Beginning of Year	13,811	13,811	13,811	0
Prior Year Encumbrances Appropriated	3,697	3,697	3,697	0
Fund Balance End of Year	\$17,706	\$37,706	\$16,318	\$7,375

# Statement of Receipts, Disbursements and Changes In Fund Balance - Budget and Actual -Budget Basis Fire District Fund For the Year Ended December 31, 2005

		• · ·		(Optional) Variance with
	Budgeted	Amounts		Final Budget Positive
	Original	Final	Actual	(Negative)
Receipts				(1 (ogud (o)
Property and Other Local Taxes	69,500	89,500	64,702	(24,798)
Intergovernmental	69,831	91,569	8,463	(83,106)
Other	255	55	53	(2)
Total receipts	139,586	181,124	73,218	(107,905)
Disbursements				
Current:				
General Government	200	200		200
Public Safety	84,050	121,350	57,746	63,604
Capital Outlay	55,000	91,000		91,000
Total Disbursements	139,250	212,550	57,746	154,804
Excess of Receipts Over (Under) Disbursements	336	(31,426)	15,472	7,375
Net Change in Fund Balance	336	(31,426)	15,472	7,375
Fund Balance Beginning of Year	108,217	108,217	108,217	0
Prior Year Encumbrances Appropriated	150	150	150	0
Fund Balance End of Year	\$108,703	\$76,940	\$123,839	\$7,375

Statement of Receipts, Disbursements and Changes In Fund Balance - Budget and Actual -Budget Basis Gasoline Tax Fund For the Year Ended December 31, 2005

	Budgeted Amounts			(Optional) Variance with Final Budget Positive
	Original	Final	Actual	(Negative)
Receipts				
Intergovernmental	66,506	90,006	80,236	(9,770)
Interest	100	100	7	(93)
Other	50	50	5	(45)
Total receipts	66,656	90,156	80,248	(9,908)
Disbursements				
Current:				
General Government	300	300		300
Public Works	66,356	81,356	79,122	2,234
Total Disbursements	66,656	81,656	79,122	2,534
Excess of Receipts Over Disbursements	0	8,500	1,125	7,375
Other Financing Sources (Uses)				
Advances In			1,000	1,000
Advances Out	·		(1,000)	(1,000)
Total Other Financing Sources (Uses)	0	0	0	0
Net Change in Fund Balance	0	8,500	1,125	7,375
Fund Balance Beginning of Year	11,491	11,491	11,491	0
Prior Year Encumbrances Appropriated				0
Fund Balance End of Year	\$11,491	\$19,991	\$12,617	\$7,375

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#### Note 1 – Reporting Entity

Unity Township, Columbiana, Ohio (the Township), is a body politic and corporate established in the 1800's 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 Fiscal Officer.

The reporting entity is comprised of the primary government to ensure that the financial statements are not misleading.

#### A. Primary Government

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 contracts with the Village of New Waterford and the City of East Palestine for fire protection. Police protection is provided by the Columbiana County Sheriff's Office.

#### B. Component Units

Component units are legally separate organizations for which the Township is financially accountable. The Township is financially accountable for an organization if the Township appoints a voting majority of the organization's governing board and (1) the Township is able to significantly influence the programs or services performed or provided by the organization; or (2) the Township is legally entitled to or can otherwise access the organization's resources; the Township is legally obligated or has otherwise assumed the responsibility to finance the deficits of, or provide support to, the organization; or the Township is obligated for the debt of the organization. The Township is also financially accountable for any organizations that are fiscally dependent on the Township in that the Township approves their budget, the issuance of their debt or the levying of their taxes. Component units also include legally separate, tax-exempt entities whose resources are for the direct benefit of the Township, are accessible to the Township and are significant in amount to the Township. Unity Township has no component units.

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 and the fund financial statements for the proprietary funds, 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. The applicable to the cash basis of 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. The applicable to the cash basis of 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 business-type activities and to its enterprise funds. 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.

#### Note 2 – Summary of Significant Accounting Policies - (Continued)

#### **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. The statements distinguish between those activities of the Township that are governmental. 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.

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 governmental only.

The Township classifies funds financed primarily from taxes, intergovernmental receipts (e.g. grants), and other nonexchange transactions as governmental funds. The Township has five major governmental funds which are the General Fund, Gasoline Tax Fund, Road and Bridge Fund, Fire District Fund and Road 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 it is expended or transferred according to the general laws of Ohio. The Gasoline Tax Fund accounts for all gasoline tax reciepts from the state and may be used for repair, reconstruction, and construction of roads, labor, road equipment purchase, etc.

#### Governmental Funds

The Road and Bridge Funds is a portion of the inside millage real property taxes and may be used for the construction, reconstruction, resurfacing and repair of roads and bridges. The Fire District Fund consists of two 1 mill voted levies for the purpose of providing fire protection to township residents. The Road District Fund is a vote 2 mill levy used for the construction, reconstruction, resurfacing and repair of township roads and bridges. The other governmental funds of the Township account for grants and other resources whose use is restricted to a particular purpose.

#### Note 2 – Summary of Significant Accounting Policies - (Continued)

#### 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.

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 appropriations ordinance, 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 appropriations ordinance 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 fund, department, and 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 appropriations ordinance 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 ordinance for that fund that covered the entire year, including amounts automatically carried forward from prior years. The amounts reported as the final 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".

Interest earnings are allocated to Township funds according to State statutes, grant requirements, or debt related restrictions. Interest receipts credited to the General Fund during 2005 was \$216.

#### 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. Restricted assets represent \$8,235 in the Debt Retirement Fund.

#### Note 2 – Summary of Significant Accounting Policies - (Continued)

#### 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 modified 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 Note 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.

Since recording a capital asset when entering into a capital lease is not the result of a cash transaction, neither an other financing source nor a capital outlay expenditure are reported at inception. Lease payments are reported when paid.

#### 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.

The Township's policy is to first apply restricted resources when an obligation is incurred for purposes for which both restricted and unrestricted net assets are available.

#### N. Fund Balance Reserves

The Township reserves any portion of fund balances which is not available for appropriation or which is legally segregated for a specific future use. Unreserved fund balance indicates that portion of fund balance which is available for appropriation in future periods. Fund balance reserves have been established for encumbrances.

### Unity Township Notes to the Financial Statements For the Year Ended December 31, 2005 (Continued)

#### Note 2 – Summary of Significant Accounting Policies - (Continued)

#### O. 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 and after nonoperating receipts/disbursements in proprietary 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 – Accountability and Compliance

#### A. Accountability

The Township has no deficit fund balances/net/assets.

#### **B.** Compliance

The Township has no violations of finance related legal or contractual provisions.

#### Note 4 – Budgetary Basis of Accounting

The budgetary basis as provided by law is based upon accounting for certain transactions on the basis of cash receipts, disbursements, and encumbrances.

The Statements of Receipts, Disbursements and Changes in Fund Balance – Budget and Actual – Budgetary Basis presented for the General Fund, Gasoline Tax Fund, Road and Bridge Fund, Fire District Fund and Road District Fund are prepared on the budgetary basis to provide a meaningful comparison of actual results with the budget.

The differences between the budgetary basis and the cash basis is outstanding year end encumbrances are treated as disbursements (budgetary basis) rather than as a reservation of fund balance (cash basis) and outstanding year end advances are treated as an other financing source or use (budgetary basis) rather than as an interfund receivable or payable (cash basis). The encumbrances outstanding at year end (budgetary basis) amounted to \$2,615 for the General Fund \$7,270 for the Road and Bridge Fund, \$146 for the Fire District Fund, \$3,166 and \$3,166 for the Road District Fund.

#### Note 5 - Deposits and Investments

Monies held by the Township are classified by State statute into three categories.

Active monies are public monies determined to be necessary to meet current demands upon the Township treasury. Active 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 Trustees have identified as not required for use within the current five year period of designation of depositories. Inactive deposits must either be evidenced by certificates of deposit maturing not later than the end of the current period of designation of depositories, or by savings or deposit accounts including, but not limited to, passbook accounts.

#### Note 5 - Deposits and Investments – (Continued)

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 held by the Township can 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;
- 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;
- 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;
- 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.

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, if the securities are not represented by certificate, upon receipt of confirmation of transfer from the qualified trustee or, custodian.

At year end, the Township had no undeposited cash on hand.

#### **Deposits**

Custodial credit risk 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.

#### Note 5 - Deposits and Investments – (Continued)

At year end, \$135,587 of the Township's bank balance of \$235,587 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.

#### Note 6 – 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 2005 represent the collection of 2004 taxes. Real property taxes received in 2005 were levied after October 1, 2004, on the assessed values as of January 1, 2004, 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 2005 represent the collection of 2004 taxes. Public utility real and tangible personal property taxes received in 2004 became a lien on December 31, 2003, were levied after October 1, 2004, 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 2005 (other than public utility property) represent the collection of 2005 taxes. Tangible personal property taxes received in 2005 were levied after October 1, 2004, on the true value as of December 31, 2004. Tangible personal property is currently assessed at 25 percent of true value for capital assets and 23 percent for inventory. 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, 2005, was \$6.5 per \$1,000 of assessed value. The assessed values of real property, public utility property, and tangible personal property upon which 2005 property tax receipts were based are as follows:

Real Property	
Residential & Agriculture	\$102,941,210
Commercial/Industrial/Mineral	11,736,190
Public Utility Property	
Personal	7,266,800
Tangible Personal Property	7,221,850
Total Assessed Value	\$129,166,0501

#### Note 7 – 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 2005 the Township contracted with the Westfield Company and General Star National Insurance to provide insurance protection against those various risks.

Legal Liability	\$1,000,000	Per Occurrence
Automobile Liability	1,000,000	Per Occurrence
Wrongful Acts	1,000,000	Per Occurrence
Property	310,030	Total Coverage

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 8 – Defined Benefit Pension Plan

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. OPERS members contributed 8.5 percent of their gross salaries. The Township contributed an amount equaling 13.55 percent of participants' gross salaries. The Township has paid all contributions required through December 31, 2005.

#### Note 9 – Debt

A summary of the note transactions for the year ended December 31, 2005, was as follows:

	Interest Rate	Balance December 31, 2004	Additions	Reduction s	Balance December 31, 2005
Governmental Activities					
International Dump Truck	4.51	\$21,932		\$6,989	\$14,943

The Township signed a promissory note to finance the purchase of an International Dump Truck for Township road maintenance. The Township will fund the debt with tax revenues. Amortization of the above debt, including interest, is scheduled as follows:

The following is a summary of the Township's future annual debt service requirements:

	Notes Payable		
Year	Principal Interest		
2006	\$7,305	\$592	
2007	7,638	259	
Totals	\$14,943	\$851	

#### Note 10 – Report Re Issuance

The accompanying Statement of Cash Basis Assets and Fund Balances – Governmental Funds replaces the Statement in Unity Township's two year period ended December 31, 2005 report package. The Statement was revised to correct errors reflected in the original statement.



Auditor of State Betty Montgomery

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

Unity Township Columbiana County 51977 State Route 14 East Palestine, Ohio 44413

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 Unity Township, Columbiana County (the Township) as of and for the year ended December 31, 2005, which collectively comprise the Government's basic financial statements and have issued our report thereon dated August 16, 2006, except for a correction of an error in the Statement of Cash Assets and Fund Balances which is dated March 31, 2007. 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*. We also noted that the Township uses the Auditor of State's Uniform Accounting Network (UAN) to process its financial transactions. *Government Auditing Standards* considers this service to impair the Auditor of State's independence to audit the Township because the Auditor of State designed, developed, implemented, and, as requested, operates UAN.

#### Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Township's internal control over financial reporting to determine our auditing procedures in order to express our opinion on the financial statements and not to opine on the internal control over financial reporting. Our consideration of the internal control would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a reportable condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts material to the financial statements we audited may occur and not be timely detected by employees when performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider material weaknesses. In a separate letter to the Township's management dated August 16, 2006, we reported other matter involving internal control over financial reporting we did not deem reportable conditions.

#### **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*. In a separate letter to the Township's management dated August 16, 2006, we reported other matters related to noncompliance we deemed immaterial.

Voinovich Government Center / 242 Federal Plaza W. / Suite 302 / Youngstown, OH 44503 Telephone: (330) 797-9900 (800) 443-9271 Fax: (330) 797-9949 www.auditor.state.oh.us Unity Township Columbiana County Independent Accountants' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required by *Government Auditing Standards* Page 2

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

Betty Montgomery

Betty Montgomery Auditor of State

August 16, 2006





UNITY TOWNSHIP

**COLUMBIANA 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 APRIL 17, 2007

> 88 E. Broad St. / Fourth Floor / Columbus, OH 43215-3506 Telephone: (614) 466-4514 (800) 282-0370 Fax: (614) 466-4490 www.auditor.state.oh.us