

LIMITED PROCEDURES ENGAGEMENT

Hellam Township Police Pension Plan York County, Pennsylvania For the Period January 1, 2013 to December 31, 2016

August 2017



Commonwealth of Pennsylvania
Department of the Auditor General

Eugene A. DePasquale • Auditor General



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EUGENE A. DePASQUALE
AUDITOR GENERAL

Board of Township Supervisors
Hellam Township
York County
York, PA 17406

We conducted a Limited Procedures Engagement (LPE) of the Hellam Township Police Pension Plan for the period January 1, 2013 to December 31, 2016 to determine its compliance with applicable state laws, regulations, contracts, administrative procedures, and local ordinances and policies. We also evaluated compliance with some requirements subsequent to that period when possible. The LPE was conducted pursuant to authority derived from Section 402(j) of the Municipal Pension Plan Funding Standard and Recovery Act (P.L. 1005, No. 205, as amended, 53 P.S. § 895.101 et seq.) but was not conducted in accordance with *Government Auditing Standards* issued by the Comptroller General of the United States. The act established mandatory actuarial reporting and funding requirements and a uniform basis for the distribution of state aid to Pennsylvania's public pension plans. We believe that the evidence obtained provides a reasonable basis to support our LPE results.

Our LPE was limited to determining the following:

- Whether state aid was properly determined and deposited in accordance with Act 205 requirements by verifying the annual deposit date of state aid and determining whether deposits were made within 30 days of receipt for all years within the engagement period.
- Whether annual employer contributions were calculated and deposited in accordance with the plan's governing document and applicable laws and regulations by examining the municipality's calculation of the plan's annual financial requirements and minimum municipal obligation (MMO) and comparing these calculated amounts to amounts actually budgeted and deposited into the pension plan as evidenced by supporting documentation.
- Whether the January 1, 2011, January 1, 2013, and January 1, 2015 actuarial valuation reports were prepared and submitted to the former Public Employee Retirement Commission (PERC) by March 31, 2012, 2014, and 2016, respectively, in accordance with Act 205 and whether selected information provided on these reports is accurate, complete, and in accordance with plan provisions to ensure compliance for participation in the state aid program by comparing selected information to supporting source documentation.

- We determined whether provisions of the Deferred Retirement Option Plan (DROP) were in accordance with the provisions of Act 205 by examining provisions stated in the plan's governing documents.

Based on the results of our procedures performed during our LPE, nothing came to our attention indicating that the Hellam Township Police Pension Plan was not being administered in compliance with applicable state laws, regulations, contracts, administrative procedures, and local ordinances and policies.

Our determination to perform a LPE for this engagement period does not preclude the Department from conducting an audit in accordance with *Government Auditing Standards* of the pension plan in subsequent periods. The township should continue to maintain documentation related to this pension plan.

The accompanying supplementary information is presented for purposes of additional analysis. We did not audit the information or conclude on it and, accordingly, express no form of assurance on it.

The contents of this report were discussed with officials of Hellam Township and, where appropriate, their responses have been included in this report. We would like to thank township officials for the cooperation extended to us during the conduct of this LPE.

August 7, 2017



EUGENE A. DEPASQUALE
Auditor General

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HELLAM TOWNSHIP POLICE PENSION PLAN
SUPPLEMENTARY INFORMATION
(UNAUDITED)

The supplementary information contained on Pages 1 and 2 reflects the implementation of GASB Statement No. 67, *Financial Reporting for Pension Plans*. The objective of this statement is to improve financial reporting by state and local governmental pension plans.

SCHEDULE OF CHANGES IN THE NET PENSION
LIABILITY AND RELATED RATIOS
FOR THE YEARS ENDED DECEMBER 31, 2014 AND 2015

	<u>2014</u>	<u>2015</u>
Total Pension Liability		
Service cost	\$ 72,064	\$ 96,990
Interest	144,946	150,245
Difference between expected and actual experience	(28,442)	-
Changes of assumptions	-	(30,519)
Benefit payments, including refunds of member contributions	(118,047)	(116,247)
Net Change in Total Pension Liability	<u>70,521</u>	<u>100,469</u>
Total Pension Liability - Beginning	2,621,555	2,692,076
Total Pension Liability - Ending (a)	<u>\$ 2,692,076</u>	<u>\$ 2,792,545</u>
Plan Fiduciary Net Position		
Contributions – employer	\$ 66,147	\$ 83,817
Net investment income	56,376	10,313
Benefit payments, including refunds of member contributions	(118,047)	(116,247)
Administrative expense	(5,660)	(6,184)
Net Change in Plan Fiduciary Net Position	<u>(1,184)</u>	<u>(28,301)</u>
Plan Fiduciary Net Position - Beginning	2,553,768	2,552,584
Plan Fiduciary Net Position - Ending (b)	<u>\$ 2,552,584</u>	<u>\$ 2,524,283</u>
Net Pension Liability - Ending (a-b)	<u>\$ 139,492</u>	<u>\$ 268,262</u>
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	94.82%	90.39%
Estimated Covered Employee Payroll*	\$ 389,293	\$ 517,241
Net Pension Liability as a Percentage of Covered Employee Payroll	35.83%	51.86%

* Beginning in 2015, amount is actual payroll. In 2014, amount is expected payroll based on the most recent actuarial valuation.

HELLAM TOWNSHIP POLICE PENSION PLAN
 SUPPLEMENTARY INFORMATION
 (UNAUDITED)

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the township as of December 31, 2014 and 2015, calculated using the discount rate of 5.5%, as well as what the township's net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower or 1 percentage-point higher than the current rate:

	<u>1% Decrease (4.50%)</u>	<u>Current Discount Rate (5.50%)</u>	<u>1% Increase (6.50%)</u>
Net Pension Liability – 12/31/14	\$ 531,386	\$ 139,492	\$ (181,374)
Net Pension Liability – 12/31/15	\$ 678,377	\$ 268,262	\$ (66,595)

SCHEDULE OF CONTRIBUTIONS

<u>Year Ended December 31</u>	<u>Actuarially Determined Contribution</u>	<u>Actual Contributions</u>	<u>Contribution Deficiency (Excess)</u>	<u>Covered- Employee Payroll</u>	<u>Contributions as a Percentage of Covered- Employee Payroll</u>
2007	\$ 50,785	\$ 52,515	\$ (1,730)	\$ 354,548	14.81%
2008	40,227	42,626	(2,399)	396,643	10.75%
2009	53,436	53,436	-	403,181	13.25%
2010	50,725	52,537	(1,812)	440,713	11.92%
2011	50,928	54,359	(3,431)	467,025	11.64%
2012	62,941	62,941	-	417,034	15.09%
2013	48,162	48,162	-	480,122	10.03%
2014	56,034	66,147	(10,113)	501,754	13.18%
2015	83,817	83,817	-	537,145	15.60%
2016	86,328	86,328	-	590,005	14.63%

* The Schedule of Contributions was prepared by the auditor contracted by the township. The Schedule of Changes in the Net Pension Liability and Related Ratios on the preceding page was prepared by the plan's actuary.

HELLAM TOWNSHIP POLICE PENSION PLAN
 SUPPLEMENTARY INFORMATION
 (UNAUDITED)

SCHEDULE OF FUNDING PROGRESS

Historical trend information about the plan is presented herewith as supplementary information. It is intended to help users assess the plan's funding status on a going-concern basis, assess progress made in accumulating assets to pay benefits when due, and make comparisons with other state and local government retirement systems.

The actuarial information is required by Act 205 biennially. The historical information, beginning as of January 1, 2011, is as follows:

	(1)	(2)	(3)	(4)
Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) - Entry Age (b)	Unfunded (Assets in Excess of) Actuarial Accrued Liability (b) - (a)	Funded Ratio (a)/(b)
01-01-11	\$ 2,311,396	\$ 2,180,077	\$ (131,319)	106.0%
01-01-13	2,517,879	2,528,904	11,025	99.6%
01-01-15	2,622,368	2,692,076	69,708	97.4%

HELLAM TOWNSHIP POLICE PENSION PLAN
SUPPLEMENTARY INFORMATION
(UNAUDITED)

The comparability of trend information is affected by changes in actuarial assumptions, benefit provisions, actuarial funding methods, accounting policies, and other changes. Those changes usually affect trends in contribution requirements and in ratios that use the actuarial accrued liability as a factor.

Analysis of the dollar amount of the actuarial value of assets, actuarial accrued liability, and unfunded (assets in excess of) actuarial accrued liability in isolation can be misleading. Expressing the actuarial value of assets as a percentage of the actuarial accrued liability (Column 4) provides one indication of the plan's funding status on a going-concern basis. Analysis of this percentage, over time, indicates whether the system is becoming financially stronger or weaker. Generally, the greater this percentage, the stronger the plan.

HELLAM TOWNSHIP POLICE PENSION PLAN
 SUPPLEMENTARY INFORMATION
 NOTES TO SUPPLEMENTARY SCHEDULES
 (UNAUDITED)

The information presented in the supplementary schedules was determined as part of the actuarial valuation at the date indicated. Additional information as of the latest actuarial valuation date follows:

Actuarial valuation date	January 1, 2015
Actuarial cost method	Entry age normal
Amortization method	Level dollar
Remaining amortization period	14 years
Asset valuation method	Fair value
Actuarial assumptions:	
Investment rate of return	5.5%, net of expenses
Projected salary increases *	Age-related scale for merit/ seniority (e.g. age 30 - 6.4%; age 40 - 5.0%; age 50 - 4.1%; age 60 - 3.7%)
Cost-of-living adjustments	3.0%, where applicable

* Includes inflation at 3.0%

HELLAM TOWNSHIP POLICE PENSION PLAN
REPORT DISTRIBUTION LIST

This report was initially distributed to the following:

The Honorable Tom W. Wolf
Governor
Commonwealth of Pennsylvania

Mr. Galen Weibley
Chairman, Board of Township Supervisors

Mr. Phil Smith
Vice-Chairman, Board of Township Supervisors

Ms. Amy Nevin
Township Supervisor

Mr. Dave Miller
Township Supervisor

Ms. Riki Potosky
Township Supervisor

Ms. Corina Mann
Chief Administrative Officer

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