

# COMPLIANCE AUDIT

---

## Marlborough Township Police Pension Plan Montgomery County, Pennsylvania For the Period January 1, 2014 to December 31, 2017

---

June 2018



Commonwealth of Pennsylvania  
Department of the Auditor General

Eugene A. DePasquale • Auditor General



**Commonwealth of Pennsylvania  
Department of the Auditor General  
Harrisburg, PA 17120-0018  
Facebook: Pennsylvania Auditor General  
Twitter: @PAAuditorGen  
www.PaAuditor.gov**

**EUGENE A. DePASQUALE  
AUDITOR GENERAL**

Board of Township Supervisors  
Marlborough Township  
Montgomery County  
Green Lane, PA 18054

We have conducted a compliance audit of the Marlborough Township Police Pension Plan for the period January 1, 2014 to December 31, 2017. We also evaluated compliance with some requirements subsequent to that period when possible. The audit was conducted pursuant to authority derived from Section 402(j) of Act 205 and in accordance with the standards applicable to performance audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform our audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our finding and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our finding and conclusions based on our audit objectives.

The objectives of the audit were:

1. To determine if municipal officials took appropriate corrective action to address the finding contained in our prior audit report; and
2. To determine if the pension plan was administered in compliance with applicable state laws, regulations, contracts, administrative procedures, and local ordinances and policies.

Our audit was limited to the areas related to the objectives identified above. To determine if municipal officials took appropriate corrective action to address the finding contained in our prior audit report, we inquired of plan officials and evaluated supporting documentation provided by officials evidencing that the suggested corrective action has been appropriately taken. To determine whether the pension plan was administered in compliance with applicable state laws, regulations, contracts, administrative procedures, and local ordinances and policies, our methodology included the following:

- We determined 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 period under audit.

- We determined 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.
- We determined whether annual employee contributions were calculated, deducted, and deposited into the pension plan in accordance with the plan's governing document and applicable laws and regulations by testing total members' contributions on an annual basis using the rates obtained from the plan's governing document in effect for all years within the period under audit and examining documents evidencing the deposit of these employee contributions into the pension plan.
- We determined that there were no benefit calculations prepared for the years covered by our audit period.
- We determined whether the January 1, 2013, January 1, 2015, and January 1, 2017 actuarial valuation reports were prepared and submitted to the former Public Employee Retirement Commission (PERC) by March 31, 2014, 2016, and 2018, 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.

Township officials are responsible for establishing and maintaining effective internal controls to provide reasonable assurance that the Marlborough Township Police Pension Plan is administered in compliance with applicable state laws, regulations, contracts, administrative procedures, and local ordinances and policies. In conducting our audit, we obtained an understanding of the township's internal controls as they relate to the township's compliance with those requirements and that we considered to be significant within the context of our audit objectives, and assessed whether those significant controls were properly designed and implemented. Additionally and as previously described, we tested transactions, assessed official actions, performed analytical procedures, and interviewed selected officials to provide reasonable assurance of detecting instances of noncompliance with legal and regulatory requirements or noncompliance with provisions of contracts, administrative procedures, and local ordinances and policies that are significant within the context of the audit objectives.

The results of our procedures indicated that, in all significant respects, the Marlborough Township Police Pension Plan was administered in compliance with applicable state laws, regulations, contracts, administrative procedures, and local ordinances and policies.

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 Marlborough Township and, where appropriate, their responses have been included in the report. We would like to thank township officials for the cooperation extended to us during the conduct of the audit.

May 31, 2018

A handwritten signature in black ink, appearing to read "Eugene A. DePasquale", with a long horizontal flourish extending to the right.

EUGENE A. DEPASQUALE  
Auditor General

## CONTENTS

	<u>Page</u>
Background .....	1
Status of Prior Findings .....	3
Supplementary Information .....	4
Report Distribution List .....	11

## **BACKGROUND**

On December 18, 1984, the Pennsylvania Legislature adopted the Municipal Pension Plan Funding Standard and Recovery Act (P.L. 1005, No. 205, as amended, 53 P.S. § 895.101 et seq.). 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. Section 402(j) of Act 205 specifically requires the Auditor General, as deemed necessary, to make an audit of every municipality which receives general municipal pension system state aid and of every municipal pension plan and fund in which general municipal pension system state aid is deposited.

Annual state aid allocations are provided from a 2 percent foreign (out-of-state) casualty insurance premium tax, a portion of the foreign (out-of-state) fire insurance tax designated for paid firefighters and any investment income earned on the collection of these taxes. Generally, municipal pension plans established prior to December 18, 1984, are eligible for state aid. For municipal pension plans established after that date, the sponsoring municipality must fund the plan for three plan years before it becomes eligible for state aid. In accordance with Act 205, a municipality's annual state aid allocation cannot exceed its actual pension costs.

In addition to Act 205, the Marlborough Township Police Pension Plan is also governed by implementing regulations adopted by the former Public Employee Retirement Commission published at Title 16, Part IV of the Pennsylvania Code and applicable provisions of various other state statutes including, but not limited to, the following:

Act 600 - Police Pension Fund Act, Act of May 29, 1956 (P.L. 1804, No. 600), as amended, 53 P.S. § 761 et seq.

The Marlborough Township Police Pension Plan is a single-employer defined benefit pension plan locally controlled by the provisions of Ordinance No. 77-3, as amended, adopted pursuant to Act 600. The plan is also affected by the provisions of collective bargaining agreements between the township and its police officers. The plan was established on June 3, 1977. Active members are required to contribute 5 percent of compensation to the plan; however, member contributions were reduced to 2.5 percent during the audit period. As of December 31, 2017, the plan had 3 active members, no terminated members eligible for vested benefits in the future, and 2 retirees receiving pension benefits from the plan.

## **BACKGROUND – (Continued)**

As of December 31, 2017, selected plan benefit provisions are as follows:

### Eligibility Requirements:

Normal Retirement	Age 52 and 25 years of service.
Early Retirement	None
Vesting	A member is 100% vested after 12 years of service.

### Retirement Benefit:

Benefit equals 50% of final 36 months average salary, plus a service increment of \$100 per month for each year of service in excess of 25 years, up to a maximum of \$500 per month.

### Survivor Benefit:

Before Retirement Eligibility	Refund of member contributions plus interest.
After Retirement Eligibility	If member is eligible for retirement, the benefit is 50% of pension.

### Service Related Disability Benefit:

Benefit equals 50% of the member's salary at the time of disability.

MARLBOROUGH TOWNSHIP POLICE PENSION PLAN  
STATUS OF PRIOR FINDING

Compliance With Prior Audit Recommendations

Marlborough Township has complied with the prior audit recommendations concerning the following:

- Unauthorized Provision For A Killed In Service Benefit

Municipal officials enacted Ordinance No. 2015-01 eliminating the killed in service benefit provision.



MARLBOROUGH TOWNSHIP POLICE PENSION PLAN  
SUPPLEMENTARY INFORMATION  
(UNAUDITED)

The supplementary information contained on Pages 4 through 6 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	\$ 22,668	\$ 31,674
Interest	86,560	88,739
Difference between expected and actual experience	-	(30,065)
Changes of Assumptions	-	32,250
Benefit payments, including refunds of member contributions	(89,289)	(89,289)
Net Change in Total Pension Liability	19,939	33,309
Total Pension Liability – Beginning	1,258,547	1,278,486
Total Pension Liability - Ending (a)	<u>\$ 1,278,486</u>	<u>\$ 1,311,795</u>
Plan Fiduciary Net Position		
Contributions – Employer	\$ 34,314	\$ 35,333
Contributions – State Aid	23,236	23,525
Contributions – Member	5,640	5,822
Net investment income	39,711	(15,901)
Benefit payments, including refunds of member contributions	(89,289)	(89,289)
Administrative expense	(4,220)	(6,900)
Net Change in Plan Fiduciary Net Position	9,392	(47,410)
Plan Fiduciary Net Position – Beginning	1,062,853	1,072,245
Plan Fiduciary Net Position - Ending (b)	<u>\$ 1,072,245</u>	<u>\$ 1,024,835</u>
Net Pension Liability - Ending (a-b)	<u>\$ 206,241</u>	<u>\$ 286,960</u>
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	83.9%	78.1%
Estimated Covered Employee Payroll	\$ 209,544	\$ 220,890
Net Pension Liability as a Percentage of Covered Employee Payroll	98.4%	129.9%

MARLBOROUGH TOWNSHIP POLICE PENSION PLAN  
SUPPLEMENTARY INFORMATION  
(UNAUDITED)

SCHEDULE OF CHANGES IN THE NET PENSION  
LIABILITY AND RELATED RATIOS  
FOR THE YEARS ENDED DECEMBER 31, 2016, AND 2017

	<u>2016</u>	<u>2017</u>
Total Pension Liability		
Service cost	\$ 32,941	\$ 37,161
Interest	91,006	96,309
Difference between expected and actual experience	-	32,348
Changes of assumptions	-	4,521
Benefit payments, including refunds of member contributions	(89,289)	(89,289)
Net Change in Total Pension Liability	34,658	81,050
Total Pension Liability – Beginning	1,311,795	1,346,453
Total Pension Liability - Ending (a)	<u>\$ 1,346,453</u>	<u>\$ 1,427,503</u>
Plan Fiduciary Net Position		
Contributions – Employer	\$ 37,148	\$ 40,346
Contributions – State Aid	26,248	27,530
Contributions – Member	6,565	6,807
Net investment income	71,024	159,676
Benefit payments, including refunds of member contributions	(89,289)	(89,289)
Administrative expense	(4,500)	(7,500)
Net Change in Plan Fiduciary Net Position	47,196	137,570
Plan Fiduciary Net Position – Beginning	1,024,835	1,072,031
Plan Fiduciary Net Position - Ending (b)	<u>\$ 1,072,031</u>	<u>\$ 1,209,601</u>
Net Pension Liability - Ending (a-b)	<u>\$ 274,422</u>	<u>\$ 217,902</u>
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	79.6%	84.7%
Estimated Covered Employee Payroll	\$ 226,844	\$ 264,710
Net Pension Liability as a Percentage of Covered Employee Payroll	121.0%	82.3%

MARLBOROUGH 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, 2015, 2016, and 2017, calculated using the discount rate of 7.00%, 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:

	1% Decrease (6.00%)	Current Discount Rate (7.00%)	1% Increase (8.00%)
Net Pension Liability - 12/31/14	\$ 346,161	\$ 206,241	\$ 87,777
Net Pension Liability - 12/31/15	\$ 440,216	\$ 286,960	\$ 157,801
Net Pension Liability - 12/31/16	\$ 433,432	\$ 274,422	\$ 140,385
Net Pension Liability - 12/31/17	\$ 390,196	\$ 217,902	\$ 72,832

SCHEDULE OF INVESTMENT RETURNS

Annual Money-Weighted Rate of Return, Net of Investment Expense:

2017	14.89%
2016	6.93%
2015	(1.53%)
2014	3.73%

**MARLBOROUGH 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, 2013, 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)
01-01-13	\$ 1,066,306	\$ 1,243,044	\$ 176,738	85.8%
01-01-15	1,110,991	1,280,671	169,680	86.8%
01-01-17	1,189,365	1,383,322	193,957	86.0%

Note: The market values of the plan's assets at 01-01-13, 01-01-15 and 01-01-17 have been adjusted to reflect the smoothing of gains and/or losses subject to a ceiling of 120 percent of the market value of assets. This method will lower contributions in years of less than expected returns and increase contributions in years of greater than expected returns. The net effect over long periods of time is to have less variance in contribution levels from year to year.

MARLBOROUGH 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.

MARLBOROUGH TOWNSHIP POLICE PENSION PLAN  
SUPPLEMENTARY INFORMATION  
(UNAUDITED)

SCHEDULE OF CONTRIBUTIONS FROM EMPLOYER  
AND OTHER CONTRIBUTING ENTITIES

Year Ended December 31	Annual Required Contribution	Percentage Contributed
2012	\$ 42,663	100.0%
2013	42,130	100.0%
2014	57,550	100.0%
2015	58,858	100.0%
2016	63,396	100.0%
2017	67,876	100.0%

MARLBOROUGH 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, 2017
Actuarial cost method	Entry age normal
Amortization method	Level dollar
Remaining amortization period	12 years
Asset valuation method	Plan assets are valued using the method described in Section 210 of Act 205, as amended, subject to a ceiling of 120% of the market value of assets.
Actuarial assumptions:	
Investment rate of return	7.0%
Projected salary increases	4.0%
Cost-of-living adjustments	None assumed

MARLBOROUGH 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. Brian Doremus**  
Chairman, Board of Township Supervisors

**Mr. William Hurst**  
Vice-Chairman, Board of Township Supervisors

**Mr. Bill Jacobs**  
Township Supervisor

**Ms. Marybeth Cody**  
Secretary/Treasurer

This report is a matter of public record and is available online at [www.PaAuditor.gov](http://www.PaAuditor.gov). Media questions about the report can be directed to the Pennsylvania Department of the Auditor General, Office of Communications, 229 Finance Building, Harrisburg, PA 17120; via email to: [news@PaAuditor.gov](mailto:news@PaAuditor.gov).