

# ATTESTATION ENGAGEMENT

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## Township of Cherry Grove

Warren County, Pennsylvania

61-202

Liquid Fuels Tax Fund

For the Period

January 1, 2014 to December 31, 2015

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December 2016



Commonwealth of Pennsylvania  
Department of the Auditor General

Eugene A. DePasquale • Auditor General

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EUGENE A. DePASQUALE  
AUDITOR GENERAL

### Independent Auditor's Report

The Honorable Leslie Richards  
Secretary  
Department of Transportation  
Harrisburg, PA 17120

We examined the accompanying Forms MS-965 With Adjustments for the Liquid Fuels Tax Fund of the Township of Cherry Grove, Warren County, for the period January 1, 2014 to December 31, 2015. The municipality's management is responsible for the Forms MS-965. Our responsibility is to express an opinion on the Forms MS-965 With Adjustments based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States. An examination includes examining, on a test basis, evidence supporting the Township of Cherry Grove, Warren County's Forms MS-965 for the period January 1, 2014 to December 31, 2015 and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

We are mandated by Section 403 of *The Fiscal Code*, 72 P.S. § 403, to audit each municipality's Liquid Fuels Tax Fund to ensure that funds received are expended in accordance with applicable laws and regulations. *Government Auditing Standards* issued by the Comptroller General of the United States include attestation engagements as a separate type of audit. An attestation engagement performed pursuant to *Government Auditing Standards* involves additional standards that exceed the standards provided by the American Institute of Certified Public Accountants. Accordingly, this attestation engagement complies with both *Government Auditing Standards* and Section 403 of *The Fiscal Code*.

## Independent Auditor's Report (Continued)

In our opinion, the Forms MS-965 With Adjustments present, in all material respects, the information required by the Pennsylvania Department of Transportation for the Liquid Fuels Tax Fund of the Township of Cherry Grove, Warren County, for the period January 1, 2014 to December 31, 2015, in conformity with the criteria set forth in Note 1.

In accordance with *Government Auditing Standards*, we are required to report all deficiencies that are considered to be significant deficiencies or material weaknesses in internal control; fraud and noncompliance with provisions of laws or regulations that have a material effect on the Forms MS-965; and any other instances that warrant the attention of those charged with governance; noncompliance with provisions of contracts or grant agreements, and abuse that has a material effect on the Forms MS-965. We are also required to obtain and report the views of responsible officials concerning the findings, conclusions, and recommendations, as well as any planned corrective actions. We performed our examination to express an opinion on whether the Forms MS-965 are presented in accordance with the criteria described above and not for the purpose of expressing an opinion on internal control over reporting on the Forms MS-965 or on compliance and other matters; accordingly, we express no such opinions.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Forms MS-965 will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over reporting on the Forms MS-965 was for the limited purpose of expressing an opinion on whether the Forms MS-965 are presented in accordance with the criteria described above and would not necessarily identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our engagement we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

As part of obtaining reasonable assurance about whether the Forms MS-965 are free from material misstatement, we performed tests of the Township of Cherry Grove, Warren County's compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of amounts on the Forms MS-965. However, providing an opinion on compliance with those provisions was not an objective of our engagement, and accordingly, we do not express such an opinion. The results of our tests disclosed the following instance of noncompliance that is required to be reported under *Government Auditing Standards*:

- Nonpermissible Investment

Independent Auditor's Report (Continued)

This report is intended solely for the information and use of the Pennsylvania Department of Transportation and the management of the Township of Cherry Grove, Warren County, and is not intended to be and should not be used by anyone other than these specified parties.

We appreciate the courtesy extended by the Township of Cherry Grove, Warren County, to us during the course of our examination. If you have any questions, please feel free to contact Michael B. Kashishian, CPA, CGAP, CFE, Director, Bureau of County Audits, at 717-787-1363.



Eugene A. DePasquale  
Auditor General

November 1, 2016

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TOWNSHIP OF CHERRY GROVE  
WARREN COUNTY  
LIQUID FUELS TAX FUND  
BACKGROUND  
FOR THE PERIOD  
JANUARY 1, 2014 TO DECEMBER 31, 2015

Background

The Liquid Fuels Tax Municipal Allocation Law, Act 655 of 1956, as amended, (72 P.S. § 2615.5 et seq.), provides municipalities other than counties (townships, boroughs, cities, towns, home rule, and optional plan governments) with an annual allocation of liquid fuels taxes from the state's Motor License Fund to be used for the maintenance and repair of streets, roads, and bridges for which the municipality is responsible. The allocation of these funds to municipalities is based: (1) 50 percent on the municipality's proportion of local road mileage to the total local road mileage in the state, and (2) 50 percent on the proportion of a municipality's population to the total population in the state.

*The Vehicle Code*, Title 75 P.S. § 9511, provides municipalities with annual maintenance payments to be received from the Motor License Fund for functionally local highways that were transferred to a municipality from the Commonwealth of Pennsylvania.

Each municipality must deposit the allocation of Liquid Fuels Tax funds and annual maintenance payments that it receives into a special fund called either the Municipal Liquid Fuels Tax Fund or State Fund. A municipality may not deposit any other monies into this fund except when the municipality does not have enough money in the special fund to meet the payments called for by its current annual budget for road and bridge purposes. In such a case, the municipality may borrow money or transfer money from its General Fund to its Liquid Fuels Tax Fund.

The Department of Transportation has been given the regulatory authority for the administration of these funds. Department of Transportation's *Publication 9* includes the policies and procedures for the administration of Act 655, as amended, and the Liquid Fuels Tax Fund money. However, if there is a difference between *Publication 9* and any legislation, the legislation shall govern.

To qualify for the annual allocation of Liquid Fuels Tax funds, *Publication 9* indicates that each municipality shall:

1. Submit annual reports (MS-965, Actual Use Report, MS-965P, Project and Miscellaneous Receipts, and MS-965S, Record of Checks).
2. Make deposits and payments or expenditures in compliance with Act 655 of 1956, as amended. Failure to do so may result in not receiving allocations from PENNDOT until all discrepancies are resolved. *Publication 9*, Section 2.6, includes information about investing Liquid Fuels Tax monies, using loan or bond proceeds, and types of receipts into the Liquid Fuels Tax Fund.

TOWNSHIP OF CHERRY GROVE  
WARREN COUNTY  
LIQUID FUELS TAX FUND  
BACKGROUND  
FOR THE PERIOD  
JANUARY 1, 2014 TO DECEMBER 31, 2015

Background (Continued)

3. Submit the Pennsylvania Department of Community and Economic Development's (DCED) Report of Elected and Appointed Officials by January 31<sup>st</sup> and the Survey of Financial Condition By March 15<sup>th</sup>.
4. Ensure resolution of all Contractor Responsibility Program (CRP) holds and blocks imposed by the Department of Revenue and the Department of Labor and Industry.
5. Ensure resolution of all reimbursements required as a result of audits performed by the Department of the Auditor General or monitoring reviews performed by the Department of Transportation's Financial Consultants.

TOWNSHIP OF CHERRY GROVE  
WARREN COUNTY  
LIQUID FUELS TAX FUND  
2014 FORM MS-965 – SECTION 1  
WITH ADJUSTMENTS

<u>Expenditure Summary</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
Major equipment purchases	\$ -	\$ -	\$ -
Minor equipment purchases	-	-	-
Computer/Computer related training	-	-	-
Agility projects	-	-	-
Cleaning streets and gutters	-	-	-
Winter maintenance services	-	-	-
Traffic control devices	-	-	-
Street lighting	-	-	-
Storm sewers and drains	-	-	-
Repairs of tools and machinery	-	-	-
Maintenance and repair of roads and bridges	-	-	-
Highway construction and rebuilding projects	-	-	-
Miscellaneous (Note 5)	<u>200,703.96</u>	<u>-</u>	<u>200,703.96</u>
 Total (To Section 2, Line 5)	 <u><u>\$ 200,703.96</u></u>	 <u><u>\$ -</u></u>	 <u><u>\$ 200,703.96</u></u>

Notes to Forms MS-965 With Adjustments are an integral part of this report.

TOWNSHIP OF CHERRY GROVE  
WARREN COUNTY  
LIQUID FUELS TAX FUND  
2014 FORM MS-965 – SECTION 2  
WITH ADJUSTMENTS

<u>Fund Balance</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
1. Balance, January 1, 2014	\$ 192,946.36	\$ -	\$ 192,946.36
Receipts:			
2. State allocation	10,445.99	-	10,445.99
2a. Turnback allocation	-	-	-
2b. Interest on investments (Note 3)	3,982.72	-	3,982.72
2c. Miscellaneous (Note 4)	<u>200,703.96</u>	<u>-</u>	<u>200,703.96</u>
3. Total receipts	<u>215,132.67</u>	<u>-</u>	<u>215,132.67</u>
4. Total funds available	<u>408,079.03</u>	<u>-</u>	<u>408,079.03</u>
5. Expenditures (Section 1)	<u>200,703.96</u>	<u>-</u>	<u>200,703.96</u>
6. Balance, December 31, 2014	<u><u>\$ 207,375.07</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 207,375.07</u></u>

Notes to Forms MS-965 With Adjustments are an integral part of this report.

TOWNSHIP OF CHERRY GROVE  
WARREN COUNTY  
LIQUID FUELS TAX FUND  
2014 FORM MS-965 – SECTION 3  
WITH ADJUSTMENTS

<u>Equipment Balance</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
1. Prior year equipment balance	\$ 35,341.33	\$ -	\$ 35,341.33
2. Add: Current year equipment allocation (20% of Lines 2 + 2a, Section 2)	2,089.20	-	2,089.20
3. PENNDOT approved adjustments	-	-	-
4. Total funds available for equipment acquisition	37,430.53	-	37,430.53
5. Less: Major equipment expenditures	-	-	-
6. Remainder	<u>37,430.53</u>	<u>-</u>	<u>37,430.53</u>
7. Equipment balance available for subsequent year (Lesser of Line 6 or Section 2 balance, but not less than zero)	<u>\$ 37,430.53</u>	<u>\$ -</u>	<u>\$ 37,430.53</u>

Notes to Forms MS-965 With Adjustments are an integral part of this report.

TOWNSHIP OF CHERRY GROVE  
WARREN COUNTY  
LIQUID FUELS TAX FUND  
2015 FORM MS-965 – SECTION 1  
WITH ADJUSTMENTS

<u>Expenditure Summary</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
Major equipment purchases	\$ -	\$ -	\$ -
Minor equipment purchases	-	-	-
Computer/Computer related training	-	-	-
Agility projects	-	-	-
Cleaning streets and gutters	-	-	-
Winter maintenance services	-	-	-
Traffic control devices	-	-	-
Street lighting	-	-	-
Storm sewers and drains	-	-	-
Repairs of tools and machinery	-	-	-
Maintenance and repair of roads and bridges	-	-	-
Highway construction and rebuilding projects	-	-	-
Miscellaneous	-	-	-
 Total (To Section 2, Line 5)	 <u>\$ -</u>	 <u>\$ -</u>	 <u>\$ -</u>

Notes to Forms MS-965 With Adjustments are an integral part of this report.

TOWNSHIP OF CHERRY GROVE  
WARREN COUNTY  
LIQUID FUELS TAX FUND  
2015 FORM MS-965 – SECTION 2  
WITH ADJUSTMENTS

<u>Fund Balance</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
1. Balance, January 1, 2015	\$ 207,375.07	\$ -	\$ 207,375.07
Receipts:			
2. State allocation	11,501.65	-	11,501.65
2a. Turnback allocation	-	-	-
2b. Interest on investments (Note 3)	5,726.78	-	5,726.78
2c. Miscellaneous	-	-	-
3. Total receipts	<u>17,228.43</u>	<u>-</u>	<u>17,228.43</u>
4. Total funds available	<u>224,603.50</u>	<u>-</u>	<u>224,603.50</u>
5. Expenditures (Section 1)	<u>-</u>	<u>-</u>	<u>-</u>
6. Balance, December 31, 2015	<u><u>\$ 224,603.50</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 224,603.50</u></u>

Notes to Forms MS-965 With Adjustments are an integral part of this report.

TOWNSHIP OF CHERRY GROVE  
WARREN COUNTY  
LIQUID FUELS TAX FUND  
2015 FORM MS-965 – SECTION 3  
WITH ADJUSTMENTS

<u>Equipment Balance</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
1. Prior year equipment balance	\$ 37,430.53	\$ -	\$ 37,430.53
2. Add: Current year equipment allocation (20% of Lines 2 + 2a, Section 2)	2,300.33	-	2,300.33
3. PENNDOT approved adjustments	<u>-</u>	<u>-</u>	<u>-</u>
4. Total funds available for equipment acquisition	39,730.86	-	39,730.86
5. Less: Major equipment expenditures	<u>-</u>	<u>-</u>	<u>-</u>
6. Remainder	<u>39,730.86</u>	<u>-</u>	<u>39,730.86</u>
7. Equipment balance available for subsequent year (Lesser of Line 6 or Section 2 balance, but not less than zero)	<u>\$ 39,730.86</u>	<u>\$ -</u>	<u>\$ 39,730.86</u>

Notes to Forms MS-965 With Adjustments are an integral part of this report.

TOWNSHIP OF CHERRY GROVE  
 WARREN COUNTY  
 LIQUID FUELS TAX FUND  
 NOTES TO FORMS MS-965 WITH ADJUSTMENTS  
 FOR THE PERIOD  
 JANUARY 1, 2014 TO DECEMBER 31, 2015

1. Criteria

Section 1

This section of Form MS-965 With Adjustments provides a summary of Liquid Fuels Tax Fund expenditures by category. Categories requiring explanation include:

- Major equipment purchases are purchases of road machinery and road equipment with varying yearly costs in excess of the amounts indicated below:

2012	2013	2014	2015/2016
\$10,000.00	\$10,200.00	\$10,300.00	\$10,500.00

- Minor equipment purchases are purchases of road machinery and road equipment with varying yearly costs, or less, than the amounts indicated below:

2012	2013	2014	2015/2016
\$10,000.00	\$10,200.00	\$10,300.00	\$10,500.00

- Agility projects are exchanges of services with the Department of Transportation.

Section 2

This section of Form MS-965 With Adjustments provides information on the fund balance. Categories requiring explanation include:

- The state allocation was received from the Department of Transportation in March of each year beginning in 2014. The amount the municipality receives is based half on its population and half on its road mileage.
- The turnback allocation was received from the Department of Transportation in March of each year beginning in 2014. A municipality receives a yearly turnback allocation based on road mileage for all roads that were transferred to the municipality from the Commonwealth of Pennsylvania through the Highway Transfer Program.

TOWNSHIP OF CHERRY GROVE  
WARREN COUNTY  
LIQUID FUELS TAX FUND  
NOTES TO FORMS MS-965 WITH ADJUSTMENTS  
FOR THE PERIOD  
JANUARY 1, 2014 TO DECEMBER 31, 2015

1. Criteria (Continued)

Section 2 (Continued)

- Expenditures include the total transferred from Section 1.

Section 3

This section of Form MS-965 With Adjustments determines if the municipality expended Liquid Fuels Tax Fund money in excess of the permissible amount for equipment and the balance that the municipality may carry forward for the purchase of equipment to the subsequent year.

Department of Transportation *Publication 9* requires that the amount expended for equipment purchases in a given year not exceed the sum of the equipment balance carried forward from the previous year and 20 percent of the current year's Liquid Fuels Tax Fund allocation and, if applicable, 20 percent of the turnback allocation plus other Department of Transportation approved adjustments.

If the municipality spent in excess of the amount listed on Line 4, the excess must be reimbursed to the Liquid Fuels Tax Fund.

The equipment balance to be carried forward for the subsequent year is the lesser of the amount on Line 6 or the ending fund balance on Line 6 of Section 2, but not less than zero.

Basis Of Presentation

The financial activities of the municipality are accounted for in separate funds. The Liquid Fuels Tax Fund is used to account for state aid revenues from the Pennsylvania Department of Transportation used primarily for building and improving local roads and bridges. The Forms MS-965 have been prepared in accordance with reporting requirements prescribed by the Pennsylvania Department of Transportation as a result of the Fuels Tax Act 655, dated 1956 and as amended, which does not constitute a complete presentation of the entity's assets, liabilities, expenses, and fund balance. Accordingly, the presentation of Forms MS-965 With Adjustments is restricted to the Liquid Fuels Tax Fund, which represents a segment of the entity.

TOWNSHIP OF CHERRY GROVE  
WARREN COUNTY  
LIQUID FUELS TAX FUND  
NOTES TO FORMS MS-965 WITH ADJUSTMENTS  
FOR THE PERIOD  
JANUARY 1, 2014 TO DECEMBER 31, 2015

1. Criteria (Continued)

Basis Of Accounting

The accompanying Forms MS-965 With Adjustments are prepared in accordance with reporting requirements prescribed by the Pennsylvania Department of Transportation. Under this method, revenues are recognized when received and expenditures are recorded when paid.

General Fixed Assets

General fixed assets are recognized as expenditures at the time of purchase. No depreciation has been provided on the heavy equipment used to maintain and repair roads and bridges.

2. Deposits And Investments

*The Second Class Township Code, 53 P.S. § 65101 et seq.*, authorizes the township to deposit and invest its funds in the following (at 53 P.S. § 68204):

- United States Treasury Bills.
- Short-term obligations of the United States government or its agencies or instrumentalities.
- Deposits in savings accounts or time deposits, other than certificates of deposit or share accounts, of institutions having their principal place of business in the Commonwealth of Pennsylvania and insured by the Federal Deposit Insurance Corporation (FDIC) or other like insurance. For any amount above the insured maximum, the depository shall pledge approved collateral.
- Obligations of the United States of America or any of its agencies or instrumentalities backed by the full faith and credit of the United States of America, the Commonwealth of Pennsylvania or any of its agencies or instrumentalities backed by the full faith and credit of the Commonwealth of Pennsylvania, or any political subdivision of the Commonwealth of Pennsylvania or any of its agencies or instrumentalities backed by the full faith and credit of the political subdivision.

TOWNSHIP OF CHERRY GROVE  
 WARREN COUNTY  
 LIQUID FUELS TAX FUND  
 NOTES TO FORMS MS-965 WITH ADJUSTMENTS  
 FOR THE PERIOD  
 JANUARY 1, 2014 TO DECEMBER 31, 2015

2. Deposits And Investments (Continued)

- Shares of an investment company registered under the Investment Company Act of 1940, whose shares are registered under the Securities Act of 1933, provided that the only investments of that company are in authorized investments for second class township funds.
- Certificates of deposit purchased from institutions insured by the FDIC or other like insurance to the extent that the accounts are so insured. For any amounts in excess of the insured maximum, such deposits shall be collateralized by a pledge or assignment of assets. Certificates of deposit may not exceed 20 percent of a bank's total capital surplus or 20 percent of a savings and loan or savings bank's assets minus liabilities.

Deposits

Deposits consist of receipts and deposits in a financial institution. Pennsylvania statutes require all deposits to be insured and, for any amount above the insured maximum, to be secured with approved collateral as defined.

There were no deposits exposed to custodial credit risk as of December 31, 2015. Custodial credit risk, as defined by GASB No. 40, includes deposits that are not covered by depository insurance and the deposits are uncollateralized, collateralized with securities held by the pledging financial institution, or collateralized with securities held by the pledging financial institution's trust department or agent but not in the township's name.

Investments

The township is authorized to invest Liquid Fuels Tax Fund money in legal investments permitted by *The Second Class Township Code* (see above).

As of December 31, 2015, the township's Liquid Fuels Tax Fund had the following investments:

<u>Investment Type</u>	<u>Maturity Date</u>	<u>Cost</u>	<u>Contract Value</u>	<u>Surrender Value</u>
Annuity	06/13/2021	\$200,000.00	\$209,564.77	\$196,362.19

TOWNSHIP OF CHERRY GROVE  
 WARREN COUNTY  
 LIQUID FUELS TAX FUND  
 NOTES TO FORMS MS-965 WITH ADJUSTMENTS  
 FOR THE PERIOD  
 JANUARY 1, 2014 TO DECEMBER 31, 2015

2. Deposits And Investments (Continued)

There were no investments exposed to custodial credit risk as of December 31, 2015.

The township is required to provide information about the concentration of credit risk.

As of December 31, 2015, the township held the following investments that represent 5 percent or more of the township's total Liquid Fuels Tax Fund deposits and investments. The annuity listed above was issued by Erie Family Life Insurance for \$200,000 and had a contract value of \$209,564.77 as of December 31, 2015. It represents 93 percent of the township's Liquid Fuels Tax Fund's total deposits and investments.

Fund Balance

Cash	\$ 15,038.73
Investments	<u>209,564.77</u>
Total	<u>\$224,603.50</u>

3. Interest On Investments

Our examination disclosed that the municipality deposited idle liquid fuels tax money in interest-bearing accounts and approved investments which earned \$3,982.72 during 2014, and \$5,726.78 during 2015, thus providing additional funds for road maintenance and repairs.

4. Miscellaneous Receipts

The following miscellaneous receipts were deposited into the Liquid Fuels Tax Fund during the examination period:

<u>Source</u>	<u>Description</u>	<u>2014</u>
State Farm Investment	Deposit in error (Note 6)	\$200,701.96
Financial Institution	Refund for bank service charge	<u>2.00</u>
Total		<u>\$200,703.96</u>

TOWNSHIP OF CHERRY GROVE  
 WARREN COUNTY  
 LIQUID FUELS TAX FUND  
 NOTES TO FORMS MS-965 WITH ADJUSTMENTS  
 FOR THE PERIOD  
 JANUARY 1, 2014 TO DECEMBER 31, 2015

5. Miscellaneous Expenditures

The following miscellaneous expenditures were paid from the Liquid Fuels Tax Fund during the examination period:

<u>Payee</u>	<u>Description</u>	<u>2014</u>
General Fund	Correct deposit in error (Note 6).	\$100,350.98
Forestry Fund	Correct deposit in error (Note 6)	100,350.98
Financial Institution	Bank service charge.	<u>2.00</u>
Total		<u>\$200,703.96</u>

6. Deposit In Error

On August 11, 2014, the municipality deposited \$200,701.96 into its Liquid Fuels Tax Fund in error. On September 29, 2014, the municipality transferred \$100,350.98 into its General Fund and \$100,350.98 into its Forestry Fund to correct the deposit in error.

TOWNSHIP OF CHERRY GROVE  
WARREN COUNTY  
LIQUID FUELS TAX FUND  
FINDING AND RECOMMENDATIONS  
FOR THE PERIOD  
JANUARY 1, 2014 TO DECEMBER 31, 2015

**Finding - Nonpermissible Investment**

Our examination disclosed that the municipality deposited \$200,000.00 of Liquid Fuels Tax Fund money into a single-premium deferred non-qualified annuity on June 13, 2014. The municipality earned interest on the annuity of \$3,844.21 during 2014 and \$5,720.56 during 2015, which increased the contract balance to \$209,564.77 as of December 31, 2015. However, *The Second Class Township Code* does not permit municipalities to invest in annuities.

*The Second Class Township Code*, Title 53 P.S. § 68204, authorizes the township to deposit and invest its funds in the following:

- United States Treasury Bills.
- Short-term obligations of the United States government or its agencies or instrumentalities.
- Deposits in savings accounts or time deposits, other than certificates of deposit or share accounts, of institutions having their principal place of business in the Commonwealth of Pennsylvania and insured by the Federal Deposit Insurance Corporation (FDIC) or other like insurance. For any amount above the insured maximum, the depository shall pledge approved collateral.
- Obligations of the United States of America or any of its agencies or instrumentalities backed by the full faith and credit of the United States of America, the Commonwealth of Pennsylvania or any of its agencies or instrumentalities backed by the full faith and credit of the Commonwealth of Pennsylvania, or any political subdivision of the Commonwealth of Pennsylvania or any of its agencies or instrumentalities backed by the full faith and credit of the political subdivision.
- Shares of an investment company registered under the Investment Company Act of 1940, whose shares are registered under the Securities Act of 1933, provided that the only investments of that company are in authorized investments for second class township funds.

TOWNSHIP OF CHERRY GROVE  
WARREN COUNTY  
LIQUID FUELS TAX FUND  
FINDING AND RECOMMENDATIONS  
FOR THE PERIOD  
JANUARY 1, 2014 TO DECEMBER 31, 2015

**Finding - Nonpermissible Investment (Continued)**

- Certificates of deposit purchased from institutions insured by the FDIC or other like insurance to the extent that the accounts are so insured. For any amounts in excess of the insured maximum, such deposits shall be collateralized by a pledge or assignment of assets. Certificates of deposit may not exceed 20 percent of a bank's total capital surplus or 20 percent of a savings and loan or savings bank's assets minus liabilities.

Permissible investments do not include annuities.

In this instance, the single-premium deferred non-qualified annuity investment by the township is not insured by the FDIC or other entity. It is represented to be backed by the issuing life insurance company, as well as that entity's parent company. However, should those companies become insolvent, the Pennsylvania Life & Health Insurance Guaranty Association (PLHIGA) currently provides coverage only up to \$100,000.00 for deferred annuities if the issuing insurance company becomes insolvent. As such, the investment could be at risk should the annuity issuer or its parent company go out of business or file for bankruptcy. The PLHIGA is not a commonwealth agency or entity, but rather a statutorily-created association of insurance companies doing business in Pennsylvania.

Additionally, while Cherry Grove Township is listed as the beneficiary and owner for the annuity, the Chairman of the Board of Supervisors is listed as the annuitant. A typical annuity generates income that is paid to the annuitant. As such, on the face of the documents, it appears that the annuity could result in Liquid Fuels Tax Fund investment monies being transferred to an individual.

**Recommendations**

We recommend that the Department of Transportation determine whether or not Cherry Grove Township should liquidate its investment in the annuity.

We further recommend that the municipality contact its solicitor to determine if the Chairman of the Board of Supervisors should be removed as the annuitant for this investment.

TOWNSHIP OF CHERRY GROVE  
WARREN COUNTY  
LIQUID FUELS TAX FUND  
FINDING AND RECOMMENDATIONS  
FOR THE PERIOD  
JANUARY 1, 2014 TO DECEMBER 31, 2015

**Finding - Nonpermissible Investment (Continued)**

Management's Response

The Secretary/Treasurer stated:

In regards to this investment, I was not the Secretary/Treasurer at the time that this annuity was done. I did not start here until June of 2015. I have no knowledge of why the township purchased the annuity other than to earn interest on our Liquid Fuels money.

Auditor's Conclusion

During our next examination we will determine if the municipality complied with our recommendations.

TOWNSHIP OF CHERRY GROVE  
WARREN COUNTY  
LIQUID FUELS TAX FUND  
SUMMARY OF EXIT CONFERENCE  
FOR THE PERIOD  
JANUARY 1, 2014 TO DECEMBER 31, 2015

An exit conference was held September 8, 2016. Those participating were:

TOWNSHIP OF CHERRY GROVE

Mrs. Carleena McMillen, Secretary/Treasurer

DEPARTMENT OF THE AUDITOR GENERAL

Ms. Ortenzia M. Keller, Auditor

The results of the examination were presented and discussed in their entirety.

TOWNSHIP OF CHERRY GROVE  
WARREN COUNTY  
LIQUID FUELS TAX FUND  
REPORT DISTRIBUTION  
FOR THE PERIOD  
JANUARY 1, 2014 TO DECEMBER 31, 2015

This report was initially distributed to:

**The Honorable Leslie Richards**  
Secretary  
Department of Transportation

**Township of Cherry Grove**  
Warren County  
6039 Cherry Grove Road  
Clarendon, PA 16313

**The Honorable Henry B. Geer**  
Chairman of the Board of Supervisors

**Mrs. Carleena McMillen**  
Secretary/Treasurer

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