

# LIMITED PROCEDURES ENGAGEMENT

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## Linesville Borough Police Pension Plan Crawford County, Pennsylvania For the Period January 1, 2015 to December 31, 2017

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August 2018



Commonwealth of Pennsylvania  
Department of the Auditor General

Eugene A. DePasquale • Auditor General



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EUGENE A. DePASQUALE  
AUDITOR GENERAL

The Honorable Mayor and Borough Council  
Linesville Borough  
Crawford County  
Linesville, PA 16424

We conducted a Limited Procedures Engagement (LPE) of the Linesville Borough Police Pension Plan for the period January 1, 2015 to December 31, 2017 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, 2015 and January 1, 2017 actuarial valuation reports were prepared and submitted by March 31, 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.

Based on the results of our procedures performed during our LPE, nothing came to our attention indicating that the Linesville Borough Police Pension Plan was not being administered in compliance with applicable state laws, regulations, contracts, administrative procedures, and local ordinances and policies, except as noted in the following finding further discussed later in this report:


Finding – Failure To Deposit The Full Amount Of State Aid Into An Eligible Pension Plan

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 borough 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 Linesville Borough and, where appropriate, their responses have been included in this report. We would like to thank borough officials for the cooperation extended to us during the conduct of this LPE.

July 31, 2018

  
EUGENE A. DEPASQUALE  
Auditor General

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LINESVILLE BOROUGH POLICE PENSION PLAN  
FINDING AND RECOMMENDATION

**Finding – Failure To Deposit The Full Amount Of State Aid Into An Eligible Pension Plan**

Condition: The municipality did not deposit the full amount of its 2016 state aid allocation into an eligible pension plan. Municipal officials received \$8,741 in 2016 and deposited \$5,846 into the police pension plan and \$2,060 into the non-uniformed pension plan. As of the date of this report, \$835 of the state aid allocation remains in the borough's general fund.

Criteria: Section 402(g) of Act 205 states, in part:

. . . the total amount of the general municipal pension system State aid received by the municipality shall, within 30 days of receipt by the treasurer of the municipality, be deposited in the pension funds or the alternate funding mechanisms applicable to the pension plans.

Cause: Plan officials failed to reconcile the amount of state aid allocated to the municipality with the police plan's defined benefit pension costs and the non-uniformed plan's defined contribution pension costs.

Effect: When state aid is not deposited into a pension plan account, the funds are not available to pay operating expenses or for investment and the risk of misapplication is increased.

Recommendation: We recommend that the municipality deposit the borough's remaining state aid allocation of \$835, plus interest earned during the period beyond the 30 day grace period allowed by Act 205, compounded annually, into the borough's defined benefit police pension plan.

We also recommend that plan officials develop and implement procedures to ensure that future state aid is deposited into an eligible pension plan within 30 days of receipt by the municipal treasurer.

Management's Response: Municipal officials agreed with the finding without exception.

Auditor's Conclusion: Compliance will be evaluated during our next engagement of the plan.

LINESVILLE BOROUGH POLICE PENSION PLAN  
SUPPLEMENTARY INFORMATION  
(UNAUDITED)

The supplementary information contained on Pages 2 and 3 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, 2015, AND 2016

	<u>2014</u>	<u>2015</u>	<u>2016</u>
Total Pension Liability			
Service cost	\$ 5,100	\$ 10,687	\$ 6,001
Interest	12,390	13,243	13,086
Difference between expected and actual experience	9,996	-	(4,555)
Changes of assumptions	-	(4,571)	6,642
Benefit payments, including refunds of member contributions	(17,583)	(17,523)	(17,523)
Net Change in Total Pension Liability	9,903	1,836	3,651
Total Pension Liability - Beginning	228,840	238,743	240,579
Total Pension Liability - Ending (a)	<u>\$ 238,743</u>	<u>\$ 240,579</u>	<u>\$ 244,230</u>
Plan Fiduciary Net Position			
Contributions – employer*	\$ 80	\$ 6,627	\$ 5,846
Contributions – PMRS assessment	-	20	-
PMRS investment income	14,201	14,148	14,401
Market value investment income	345	(13,222)	9,518
Benefit payments, including refunds of member contributions	(17,583)	(17,523)	(17,523)
PMRS administrative expense	(80)	(80)	(60)
Additional administrative expense	(545)	(590)	(706)
Net Change in Plan Fiduciary Net Position	(3,582)	(10,620)	11,476
Plan Fiduciary Net Position - Beginning	264,382	260,800	250,180
Plan Fiduciary Net Position - Ending (b)	<u>\$ 260,800</u>	<u>\$ 250,180</u>	<u>\$ 261,656</u>
Net Pension Liability - Ending (a-b)	<u>\$ (22,057)</u>	<u>\$ (9,601)</u>	<u>\$ (17,426)</u>
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	109.24%	103.99%	107.14%
Estimated Covered Employee Payroll	\$ 35,245	\$ 72,314	\$ 51,352
Net Pension Liability as a Percentage of Covered Employee Payroll	(62.58%)	(13.28%)	(33.93%)

\* 2015 employer contributions include \$781 of state aid received in 2014.

LINESVILLE BOROUGH 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 borough as of December 31, 2014 and 2015, calculated using the discount rate of 5.50%, as well as what the borough'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 (4.50%)	Current Discount Rate (5.50%)	1% Increase (6.50%)
Net Pension Liability - 12/31/14	\$ 6,028	\$ (22,057)	\$ (45,383)
Net Pension Liability - 12/31/15	\$ 19,902	\$ (9,601)	\$ (33,904)

The following presents the net pension liability of the borough as of December 31, 2016, calculated using the discount rate of 5.25%, as well as what the borough'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 (4.25%)	Current Discount Rate (5.25%)	1% Increase (6.25%)
Net Pension Liability - 12/31/16	\$ 12,632	\$ (17,426)	\$ (42,206)

LINESVILLE BOROUGH 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	\$ 272,872	\$ 229,076	\$ (43,796)	119.1%
01-01-15	269,172	238,743	(30,429)	112.7%
01-01-17	285,234	244,230	(41,004)	116.8%



LINESVILLE BOROUGH 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.

LINESVILLE BOROUGH 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	None	N/A
2013	None	N/A
2014	None	N/A
2015	\$ 5,846	100.0%
2016	5,798	100.8%
2017	2,568	113.6%

LINESVILLE BOROUGH 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	N/A
Remaining amortization period	N/A
Asset valuation method	Fair value
Actuarial assumptions:	
Investment rate of return *	5.25%, net of expenses
Projected salary increases *	2.8% - 7.05%
Cost-of-living adjustments	None

\* Includes inflation at 2.8%

LINESVILLE BOROUGH POLICE PENSION PLAN  
REPORT DISTRIBUTION LIST

This report was initially distributed to the following:

**The Honorable Tom W. Wolf**  
Governor  
Commonwealth of Pennsylvania

**The Honorable David Hoogstad, Sr.**  
Mayor

**Mr. Kevin McGrath**  
Council President

**Ms. Karen R. Moss**  
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**Ms. Charity Rosenberry, CPA**  
Pennsylvania Municipal Retirement System

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