

DISTRICT COURT 51-3-02

ADAMS COUNTY

EXAMINATION REPORT

FOR THE PERIOD

JANUARY 1, 2003 TO DECEMBER 31, 2005



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## Independent Auditor's Report

The Honorable Gregory C. Fajt  
Secretary  
Department of Revenue  
Harrisburg, PA 17128

We have examined the accompanying statement of receipts and disbursements (Statement) of District Court 51-3-02, Adams County, Pennsylvania (District Court), for the period January 1, 2003 to December 31, 2005, pursuant to the requirements of Section 401(c) of *The Fiscal Code*. This Statement is the responsibility of the District Court's management. Our responsibility is to express an opinion on this Statement 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 Statement 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 401(c) of *The Fiscal Code* to audit the accounts of each district court to determine whether all moneys collected on behalf of the Commonwealth have been correctly reported and promptly transmitted. *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 401(c) of *The Fiscal Code*.

Independent Auditor's Report (Continued)

In our opinion, the Statement referred to above presents, in all material respects, the operations of the District Court as it pertains to receipts made on behalf of the Department of Revenue and other state agencies for the period ended December 31, 2005, in conformity with the criteria set forth in Note 1.

In accordance with *Government Auditing Standards*, we are required to report findings of deficiencies in internal control, violations of provisions of contracts or grant agreements, and abuse that are material to the Statement and any fraud and illegal acts that are more than inconsequential that come to our attention during our examination. We are also required to obtain the views of management on those matters. We performed our examination to express an opinion on whether the Statement is presented in accordance with the criteria described above and not for the purpose of expressing an opinion on the internal control over the Statement or on compliance and other matters; accordingly, we express no such opinions. The results of our examination disclosed no matters that are required to be reported under *Government Auditing standards*.

This report is intended solely for the information and use of the Pennsylvania Department of Revenue, the Administrative Office of Pennsylvania Courts, and the District Court and is not intended to be and should not be used by anyone other than these specified parties.

November 13, 2006

JACK WAGNER  
Auditor General

DISTRICT COURT 51-3-02  
ADAMS COUNTY  
STATEMENT OF RECEIPTS AND DISBURSEMENTS  
FOR THE PERIOD  
JANUARY 1, 2003 TO DECEMBER 31, 2005

Receipts:

Department of Transportation		
Title 75 Fines	\$	179,690
Motor Carrier Road Tax Fines		25
Overweight Fines		275
Littering Law Fines		375
Child Restraint Fines		80
Department of Revenue Court Costs		113,359
Crime Victims' Compensation Bureau Costs		41,928
Crime Commission Costs/Victim Witness Services Costs		31,080
Department of Public Welfare		
Domestic Violence Costs		10,027
Attend Care Fines		618
Department of Agriculture Fines		2,179
Fish and Boat Commission Fines		773
Game Commission Fines		5,906
Emergency Medical Service Fines		46,097
CAT/MCARE Fund Surcharges		146,363
Judicial Computer System Fees		63,709
Access to Justice Fees		10,955
Constable Service Surcharges		9,695
Department of Labor and Industry Fines		1,782
Firearm Education and Training Costs		5
State Police Crime Lab Fees		1,105
Miscellaneous State Fines		45
		<hr/>
Total receipts (Note 2)	\$	666,071
Disbursements to Department of Revenue (Note 3)		<hr/> (666,321)
Balance due Department of Revenue (District Court) per settled reports (Note 4)		(250)
Examination adjustment (Note 5)		<hr/> 250
Adjusted balance due Department of Revenue (District Court) for the period January 1, 2003 to December 31, 2005	\$	<hr/> <hr/> -

Notes to the Statement Of Receipts and Disbursements are an integral part of this report.

DISTRICT COURT 51-3-02  
ADAMS COUNTY  
NOTES TO THE STATEMENT OF RECEIPTS AND DISBURSEMENTS  
FOR THE PERIOD  
JANUARY 1, 2003 TO DECEMBER 31, 2005

1. Criteria

The Statement of Receipts and Disbursements (Statement) has been prepared in accordance with Title 72 P.S. Section 401 (c) of *The Fiscal Code*, which requires the Department of the Auditor General to determine whether all money collected on behalf of the Commonwealth has been remitted promptly and to provide the Department of Revenue with a report to enable them to settle an account covering any delinquency.

The Statement was prepared in accordance with reporting requirements prescribed by the Pennsylvania Department of Revenue. Under this method, only the Commonwealth portion of cash receipts and disbursements are presented, revenues are recognized when received, and expenditures are recognized when paid.

2. Receipts

Receipts are comprised of fines, costs, fees, and surcharges collected on behalf of the Department of Revenue and other state agencies. These fines, costs, fees, and surcharges represent collections made on traffic, non-traffic, civil, and criminal cases filed with the District Court.

3. Disbursements

Total disbursements are comprised as follows:

Checks issued to the Department of Revenue     \$ 666,321

4. Balance Due Department Of Revenue (District Court) For The Period January 1, 2003 To December 31, 2005

This balance reflects the summary of monthly transmittal reports as settled by the Department of Revenue.

5. Examination Adjustment

During our prior audit, January 1, 1999 to December 31, 2002, we determined that there was a balance due the Commonwealth of \$250. This balance due was paid in July 2004.

6. Magisterial District Judge Serving During Examination Period

Daniel S. Bowman served at District Court 51-3-02 for the period January 1, 2003 to December 31, 2005.



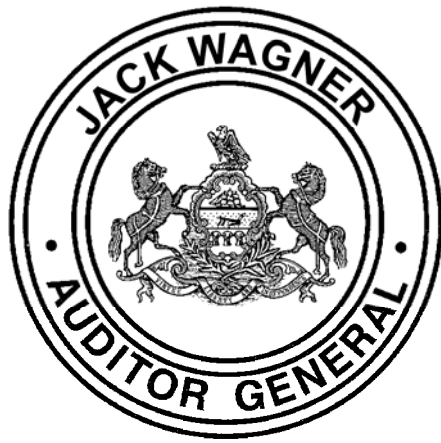
DISTRICT COURT 51-3-02  
ADAMS COUNTY  
COMMENT  
FOR THE PERIOD  
JANUARY 1, 2003 TO DECEMBER 31, 2005

Comment - Compliance With Prior Audit Recommendations

During our prior audit, we made the following recommendations:

- That the office ensure that all citations issued by police for violations of *The Motor Vehicle Code* are cited under Title 75.
- That the office initiate procedures to ensure that all cases are properly filed and contain appropriate documents as outlined in the *Magisterial District Judge Automated Office Clerical Procedures Manual*.

During our current examination, we noted that the office complied with our recommendations.



DISTRICT COURT 51-3-02  
ADAMS COUNTY  
REPORT DISTRIBUTION  
FOR THE PERIOD  
JANUARY 1, 2003 TO DECEMBER 31, 2005

This report was initially distributed to:

The Honorable Gregory C. Fajt  
Secretary  
Department of Revenue

The Honorable Zygmunt Pines  
Court Administrator of Pennsylvania  
Administrative Office of Pennsylvania Courts

District Court 51-3-02  
Adams County  
45 D West Hanover Street  
Bonneauville, PA 17325

Mr. Mark D. Grim, Jr.	District Court Administrator
The Honorable Daniel S. Bowman	Magisterial District Judge
The Honorable R. Glenn Snyder	Chairperson of the Board

This report is a matter of public record. Copies of this report may be obtained from the Pennsylvania Department of the Auditor General, Office of Communications, 318 Finance Building, Harrisburg, PA 17120. To view this report online or to contact the Department of the Auditor General, please access our web site at [www.auditorgen.state.pa.us](http://www.auditorgen.state.pa.us).