



TREASURER

COLUMBIA COUNTY

EXAMINATION REPORT OF LICENSE SALES

HUNTING - JULY 1, 2007 TO JUNE 30, 2010

FISHING AND DOG - JANUARY 1, 2007 TO DECEMBER 31, 2010

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**Department of the Auditor General
Commonwealth of Pennsylvania
Harrisburg, Pennsylvania 17120-0018**

**JACK WAGNER
AUDITOR GENERAL**

Independent Auditor's Report

The Honorable Shirley A. Turner
Treasurer
Columbia County
Bloomsburg, PA 17815

We have examined the accompanying statements of receipts and disbursements (Statements) of the Treasurer, Columbia County, Pennsylvania (County Officer), for the license period identified on the contents page, pursuant to the requirements of Section 401(d) of *The Fiscal Code*, 72 P.S. § 401(d). These Statements are the responsibility of the county office's management. Our responsibility is to express an opinion on these Statements 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 Statements 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(d) of *The Fiscal Code* to audit the accounts of each county officer to determine whether all moneys collected on behalf of the Commonwealth have been correctly assessed, reported and promptly remitted. *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(d) of *The Fiscal Code*.

Independent Auditor's Report (Continued)

In our opinion, the Statements referred to above present, in all material respects, the operations of the County Officer as it pertains to receipts made on behalf of the of the licensing agencies, for the license period identified on the contents page, in conformity with the criteria set forth in Note 1.

In accordance with *Government Auditing Standards*, we are required to report findings of significant deficiencies in internal control, violations of provisions of contracts or grant agreements, and abuse that are material to the Statements 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 Statements are presented in accordance with the criteria described above and not for the purpose of expressing an opinion on the internal control over reporting on the Statements or on compliance and other matters; accordingly, we express no such opinions.

A control deficiency 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 misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the County Officer's ability to initiate, authorize, record, process, or report data reliably in accordance with the applicable criteria such that there is more than a remote likelihood that a misstatement of the County Officer's Statements that is more than inconsequential will not be prevented or detected by the County Officer's internal control.

A material weakness is a significant deficiency or combination of significant deficiencies that results in more than a remote likelihood that a material misstatement of the Statements will not be prevented or detected by the County Officer's internal control.

Our consideration of internal control over reporting on the Statements was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any significant deficiencies or material weaknesses, as defined above, in internal control over reporting on the Statements.

Independent Auditor's Report (Continued)

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of the Pennsylvania Game Commission, Pennsylvania Fish and Boat Commission, Pennsylvania Department of Agriculture, and the County Officer and is not intended to be and should not be used by anyone other than these specified parties.

May 26, 2011

JACK WAGNER
Auditor General



TREASURER
COLUMBIA COUNTY
HUNTING LICENSE SALES
STATEMENT OF RECEIPTS AND DISBURSEMENTS
LICENSE PERIOD ENDING JUNE 30, 2008

<u>License Type</u>	<u>Licenses Sold</u>	<u>Amount Due Game Commission</u>
Resident		
Adult	243	\$ 4,617.00
Junior	35	175.00
Junior combination	19	152.00
Senior	41	492.00
Military	48	48.00
Non-resident		
Adult	11	1,100.00
Junior	1	40.00
Junior combination	1	50.00
Seven day	2	60.00
Archery - Resident and Non-resident	103	1,585.00
Muzzleloaders - Resident and Non-resident	116	1,180.00
Antlerless deer		
Resident	10,117	50,585.00
Resident landowners	29	145.00
Non-resident	149	3,725.00
Armed forces	44	220.00
Disabled veterans	12	60.00
Furtaker		
Adult resident	8	152.00
Senior resident	4	48.00
Migratory - Resident and Non-resident	49	98.00
Bear - Resident and Non-resident	141	2,135.00
Replacements	28	140.00
Totals (Note 2)	<u>11,201</u>	<u>66,807.00</u>
Disbursements to Game Commission (Note 3)		(66,534.00)
Credits taken for licenses issued for Disabled Veterans and Senior Lifetime Hunt renewals		<u>(273.00)</u>
Balance due Game Commission (County) per settled reports (Note 4)		-
Examination adjustments		<u>-</u>
Adjusted balance due Game Commission (County) for the license period ending June 30, 2008		<u>\$ -</u>

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

TREASURER
COLUMBIA COUNTY
HUNTING LICENSE SALES
STATEMENT OF RECEIPTS AND DISBURSEMENTS
LICENSE PERIOD ENDING JUNE 30, 2009

<u>License Type</u>	<u>Licenses Sold</u>	<u>Amount Due Game Commission</u>
Resident		
Adult	271	\$ 5,149.00
Junior	22	110.00
Junior combination	18	144.00
Senior	50	600.00
Senior Lifetime Combo	2	200.00
Military	46	46.00
Spring Turkey	1	20.00
Non-resident		
Adult	14	1,400.00
Junior	2	80.00
Archery - Resident and Non-resident	125	1,885.00
Muzzleloaders - Resident and Non-resident	135	1,370.00
Antlerless deer		
Resident	8,630	43,150.00
Resident landowners	19	95.00
Non-resident	80	2,000.00
Armed forces	44	220.00
Disabled veterans	12	60.00
Furtaker		
Adult resident	12	228.00
Senior resident	2	24.00
Migratory - Resident and Non-resident	69	141.00
Bear - Resident and Non-resident	177	2,715.00
Replacements	44	220.00
Totals (Note 2)	<u>9,775</u>	<u>59,857.00</u>
Disbursements to Game Commission (Note 3)		(59,559.00)
Credits taken for licenses issued for Disabled Veterans and Senior Lifetime Hunt renewals		<u>(298.00)</u>
Balance due Game Commission (County) per settled reports (Note 4)		-
Examination adjustments		<u>-</u>
Adjusted balance due Game Commission (County) for the license period ending June 30, 2009		<u>\$ -</u>

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

TREASURER
COLUMBIA COUNTY
HUNTING LICENSE SALES
STATEMENT OF RECEIPTS AND DISBURSEMENTS
LICENSE PERIOD ENDING JUNE 30, 2010

<u>License Type</u>	<u>Licenses Sold</u>	<u>Amount Due Game Commission</u>
Resident		
Adult	280	\$ 5,432.00
Junior	25	142.50
Landowner	1	3.70
Junior combination	20	168.00
Senior	43	546.10
Senior Lifetime Combo	25	2,517.50
Senior Lifetime Hunting	22	1,115.40
Senior Lifetime Upgrade Combo	1	50.70
Military	54	99.80
Reserves	2	3.40
Spring Turkey	23	461.10
Mentored Youth	13	22.10
Non-resident		
Adult	14	1,409.80
Junior	1	40.70
Seven day	1	30.70
Archery - Resident and Non-resident	151	2,390.70
Muzzleloaders - Resident and Non-resident	154	1,647.80
Antlerless deer		
Resident	9,999	57,114.00
Resident landowners	19	108.30
Non-resident	236	6,045.20
Armed forces	54	307.80
Disabled veterans	14	79.80
Elk - Antlered and Antlerless	18	192.60
Bobcat	11	62.70
Furtaker		
Adult resident	16	301.20
Senior resident	2	25.40
Migratory - Resident and Non-resident	60	165.00
Bear - Resident and Non-resident	199	3,114.30
DMAP - Resident and Non-resident	12	126.10
Totals (Note 2)	<u>11,470</u>	<u>83,724.40</u>
Disbursements to Game Commission (Note 3)		(83,409.10)
Credits taken for licenses issued for Disabled Veterans and Senior Lifetime Hunt renewals		<u>(315.30)</u>
Balance due Game Commission (County) per settled reports (Note 4)		-
Examination adjustments		<u>-</u>
Adjusted balance due Game Commission (County) for the license period ending June 30, 2010		<u>\$ -</u>

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

TREASURER
COLUMBIA COUNTY
FISHING LICENSE SALES
STATEMENT OF RECEIPTS AND DISBURSEMENTS
LICENSE PERIOD ENDING DECEMBER 31, 2007

<u>License Type</u>	<u>Licenses Sold</u>	<u>Amount Due Fish and Boat Commission</u>
Resident	88	\$ 1,848.00
Replacements	4	17.00
Senior resident	4	40.00
National Guard/Armed Forces	12	12.00
Tourist		
One day	1	25.00
Senior lifetime	96	4,800.00
Lifetime Upgrade Card	1	5.00
Replacements	12	51.00
Lake Erie Stamp	1	8.00
Lake Erie And Trout/Salmon Combo Stamp	23	322.00
Trout/Salmon Stamp	<u>169</u>	<u>1,352.00</u>
Totals (Note 2)	<u><u>411</u></u>	<u>8,480.00</u>
Disbursements to Fish and Boat Commission (Note 3)		<u>(8,480.00)</u>
Balance due Fish and Boat Commission (County) per settled reports (Note 4)		-
Examination adjustments		<u>-</u>
Adjusted balance due Fish and Boat Commission (County) for the license period ending December 31, 2007		<u><u>\$ -</u></u>

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

TREASURER
COLUMBIA COUNTY
FISHING LICENSE SALES
STATEMENT OF RECEIPTS AND DISBURSEMENTS
LICENSE PERIOD ENDING DECEMBER 31, 2008

<u>License Type</u>	<u>Licenses Sold</u>	<u>Amount Due Fish and Boat Commission</u>
Resident	98	\$ 2,107.70
Replacements	2	11.40
Senior resident	6	63.50
National Guard/Armed Forces	13	22.10
Non-resident	1	51.00
Tourist		
Three day	1	25.70
Senior lifetime	73	3,688.50
Lifetime Upgrade Card	57	321.40
Replacements	11	58.35
Lake Erie Stamp	2	16.00
Lake Erie And Trout/Salmon Combo Stamp	23	331.80
Trout/Salmon Stamp	<u>145</u>	<u>1,237.00</u>
Totals (Note 2)	<u><u>432</u></u>	7,934.45
Disbursements to Fish and Boat Commission (Note 3)		<u>(7,933.60)</u>
Balance due Fish and Boat Commission (County) per settled reports (Note 4)		.85
Examination adjustments		<u>-</u>
Adjusted balance due Fish and Boat Commission (County) for the license period ending December 31, 2008		<u><u>\$.85</u></u>

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

TREASURER
COLUMBIA COUNTY
FISHING LICENSE SALES
STATEMENT OF RECEIPTS AND DISBURSEMENTS
LICENSE PERIOD ENDING DECEMBER 31, 2009

<u>License Type</u>	<u>Licenses Sold</u>	<u>Amount Due Fish and Boat Commission</u>
Resident	100	\$ 2,170.00
Replacements	3	17.10
Senior resident	3	32.10
National Guard/Armed Forces	20	34.00
Non-resident	2	103.40
Senior lifetime	38	1,926.60
Lifetime Upgrade Card	33	221.10
Replacements	10	57.00
Lake Erie Stamp	1	8.70
Lake Erie And Trout/Salmon Combo Stamp	11	161.70
Trout/Salmon Stamp	<u>129</u>	<u>1,122.30</u>
Totals (Note 2)	<u><u>350</u></u>	5,854.00
Disbursements to Fish and Boat Commission (Note 3)		<u>(5,854.00)</u>
Balance due Fish and Boat Commission (County) per settled reports (Note 4)		-
Examination adjustments		<u>-</u>
Adjusted balance due Fish and Boat Commission (County) for the license period ending December 31, 2009		<u><u>\$ -</u></u>

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

TREASURER
COLUMBIA COUNTY
FISHING LICENSE SALES
STATEMENT OF RECEIPTS AND DISBURSEMENTS
LICENSE PERIOD ENDING DECEMBER 31, 2010

<u>License Type</u>	<u>Licenses Sold</u>	<u>Amount Due Fish and Boat Commission</u>
Resident	109	\$ 2,365.30
Senior resident	2	21.40
National Guard/Armed Forces	17	28.90
Replacements	1	5.70
Non-resident	3	155.10
Senior lifetime	33	1,673.10
Lifetime Upgrade Card	22	147.40
Replacements	9	51.30
Lake Erie Stamp	1	8.70
Lake Erie And Trout/Salmon Combo Stamp	7	102.90
Trout/Salmon Stamp	<u>119</u>	<u>1,035.30</u>
Totals (Note 2)	<u><u>323</u></u>	5,595.10
Disbursements to Fish and Boat Commission (Note 3)		<u>(5,595.10)</u>
Balance due Fish and Boat Commission (County) per settled reports (Note 4)		-
Examination adjustments		<u>-</u>
Adjusted balance due Fish and Boat Commission (County) for the license period ending December 31, 2010		<u><u>\$ -</u></u>

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

TREASURER
COLUMBIA COUNTY
DOG LICENSE SALES
STATEMENT OF RECEIPTS AND DISBURSEMENTS
LICENSE PERIOD ENDING DECEMBER 31, 2007

<u>License Type</u>	<u>Licenses Sold</u>	<u>Amount Due Department of Agriculture</u>
Individual	8,247	\$ 47,297.00
Senior citizen	2,193	7,901.00
Lifetime	<u>228</u>	<u>7,040.00</u>
Totals (Note 2)	<u><u>10,668</u></u>	62,238.00
Disbursements to Department of Agriculture (Note 3)		<u>(62,238.00)</u>
Balance due Department of Agriculture (County) per settled reports (Note 4)		-
Examination adjustments		<u>-</u>
Adjusted balance due Department of Agriculture (County) for the license period ending December 31, 2007		<u><u>\$ -</u></u>

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

TREASURER
COLUMBIA COUNTY
DOG LICENSE SALES
STATEMENT OF RECEIPTS AND DISBURSEMENTS
LICENSE PERIOD ENDING DECEMBER 31, 2008

<u>License Type</u>	<u>Licenses Sold</u>	<u>Amount Due Department of Agriculture</u>
Individual	7,882	\$ 45,106.00
Senior citizen	2,342	8,524.00
Lifetime	<u>269</u>	<u>8,350.00</u>
Totals (Note 2)	<u><u>10,493</u></u>	61,980.00
Disbursements to Department of Agriculture (Note 3)		<u>(61,980.00)</u>
Balance due Department of Agriculture (County) per settled reports (Note 4)		-
Examination adjustments		<u>-</u>
Adjusted balance due Department of Agriculture (County) for the license period ending December 31, 2008		<u><u>\$ -</u></u>

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

TREASURER
COLUMBIA COUNTY
DOG LICENSE SALES
STATEMENT OF RECEIPTS AND DISBURSEMENTS
LICENSE PERIOD ENDING DECEMBER 31, 2009

<u>License Type</u>	<u>Licenses Sold</u>	<u>Amount Due Department of Agriculture</u>
Individual	8,411	\$ 48,259.00
Senior citizen	2,486	9,076.00
Lifetime	<u>288</u>	<u>9,000.00</u>
Totals (Note 2)	<u><u>11,185</u></u>	66,335.00
Disbursements to Department of Agriculture (Note 3)		<u>(66,335.00)</u>
Balance due Department of Agriculture (County) per settled reports (Note 4)		-
Examination adjustments		<u>-</u>
Adjusted balance due Department of Agriculture (County) for the license period ending December 31, 2009		<u><u>\$ -</u></u>

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

TREASURER
COLUMBIA COUNTY
DOG LICENSE SALES
STATEMENT OF RECEIPTS AND DISBURSEMENTS
LICENSE PERIOD ENDING DECEMBER 31, 2010

<u>License Type</u>	<u>Licenses Sold</u>	<u>Amount Due Department of Agriculture</u>
Individual	8,143	\$ 46,635.00
Senior citizen	2,562	9,266.00
Lifetime	<u>294</u>	<u>8,920.00</u>
Totals (Note 2)	<u><u>10,999</u></u>	64,821.00
Disbursements to Department of Agriculture (Note 3)		<u>(64,821.00)</u>
Balance due Department of Agriculture (County) per settled reports (Note 4)		-
Examination adjustments		<u>-</u>
Adjusted balance due Department of Agriculture (County) for the license period ending December 31, 2010		<u><u>\$ -</u></u>

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

TREASURER
COLUMBIA COUNTY
NOTES TO THE STATEMENTS OF RECEIPTS AND DISBURSEMENTS
FOR THE HUNTING LICENSE PERIOD JULY 1, 2007 TO JUNE 30, 2010 AND FOR
THE FISHING AND DOG LICENSE PERIOD JANUARY 1, 2007 TO DECEMBER 31, 2010

1. Criteria

The Statements of Receipts and Disbursements provide a summary of receipts and disbursements by category. The categories and the costs of licenses are based on Pennsylvania laws and regulations.

The Statements were prepared in accordance with reporting requirements prescribed by the licensing agencies. 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.

The following schedule identifies the licensing agencies and the respective reporting period:

<u>License Type</u>	<u>Licensing Agency</u>	<u>License Period</u>
Hunting	Game Commission	July 1 to June 30
Fishing	Fish and Boat Commission	January 1 to December 31
Dog	Department of Agriculture	January 1 to December 31

With all of the license types listed above, there are licenses that are sold the month prior to the official license period beginning date. For our reporting purposes, these sales are included in the official first month of the license period.

2. Receipts

Receipts consist of monies collected on behalf of the licensing agency.

3. Disbursements

The proceeds from the sale of paper hunting licenses for license years 2007 and 2008 were remitted monthly by check with the monthly reports of sales. The proceeds from the sale of hunting licenses, sold electronically, for license years 2008 through 2009 were remitted weekly through an electronic funds transfer program.

TREASURER
COLUMBIA COUNTY
NOTES TO THE STATEMENTS OF RECEIPTS AND DISBURSEMENTS
FOR THE HUNTING LICENSE PERIOD JULY 1, 2007 TO JUNE 30, 2010 AND FOR
THE FISHING AND DOG LICENSE PERIOD JANUARY 1, 2007 TO DECEMBER 31, 2010

3. Disbursements (Continued)

The proceeds from the sale of paper fishing licenses for license year 2007 were remitted monthly by check with the monthly reports of sales. The proceeds from the sale of fishing licenses, sold electronically, for license years 2007 through 2010 were remitted weekly through an electronic funds transfer program.

The proceeds from the sale of dog licenses for the license years were remitted by check to the appropriate licensing agency with the monthly reports of sales.

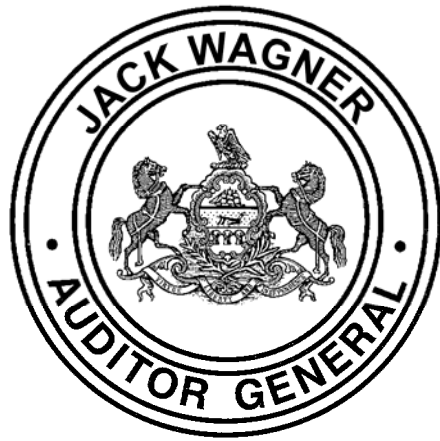
4. Balance Due Licensing Agency (County) Per Settled Reports

This balance reflects the summary of monthly sales reports as settled by the appropriate licensing agency.

5. County Officers Serving During Examination Period

Shirley F. Drake served as Treasurer during the hunting license period July 1, 2007 to December 31, 2007 and during the fishing and dog license period January 1, 2007 to December 31, 2007.

Shirley A. Turner served as Treasurer during the hunting license period January 1, 2008 to June 30, 2010 and during the fishing and dog license period January 1, 2008 to December 31, 2010.



TREASURER
COLUMBIA COUNTY
REPORT DISTRIBUTION
FOR THE HUNTING LICENSE PERIOD JULY 1, 2007 TO JUNE 30, 2010 AND FOR
THE FISHING AND DOG LICENSE PERIOD JANUARY 1, 2007 TO DECEMBER 31, 2010

This report was initially distributed to:

The Honorable George D. Greig
Secretary
Department of Agriculture

Ms. Lynn M. Diehl
Director
Dog Law Enforcement Office
Department of Agriculture

Mr. John Arway
Executive Director
Fish and Boat Commission

Mr. Carl G. Roe
Executive Director
Pennsylvania Game Commission

The Honorable Shirley A. Turner

Treasurer

The Honorable Chris E. Young

Chairman of the Board of Commissioners

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.