

LIMITED PROCEDURES ENGAGEMENT

North Cornwall Township Non-Uniformed Pension Plan Lebanon County, Pennsylvania For the Period January 1, 2014 to December 31, 2017

May 2018



Commonwealth of Pennsylvania
Department of the Auditor General

Eugene A. DePasquale • Auditor General



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EUGENE A. DePASQUALE
AUDITOR GENERAL

Board of Township Supervisors
North Cornwall Township
Lebanon County
Lebanon, PA 17042

We conducted a Limited Procedures Engagement (LPE) of the North Cornwall Township Non-Uniformed Pension Plan for the period January 1, 2014 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 retirement benefits calculated for plan members who retired during the engagement period represent payments to all (and only) those entitled to receive them and were properly determined and disbursed in accordance with the plan's governing document, applicable laws and regulations by recalculating the amount of the monthly pension benefit due to retired individuals and comparing these amounts to supporting documentation evidencing amounts determined and actually paid to recipients.

- Whether the January 1, 2013, January 1, 2015, and January 1, 2017 actuarial valuation reports were prepared and submitted 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.

Based on the results of our procedures performed during our LPE, nothing came to our attention indicating that the North Cornwall Township Non-Uniformed Pension Plan was not being administered in compliance with applicable state laws, regulations, contracts, administrative procedures, and local ordinances and policies.

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

May 16, 2018



EUGENE A. DEPASQUALE
Auditor General

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NORTH CORNWALL TOWNSHIP NON-UNIFORMED PENSION PLAN
SUPPLEMENTARY INFORMATION
(UNAUDITED)

The supplementary information contained on Pages 1 through 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, 2015 AND 2016

	<u>2015</u>	<u>2016</u>
Total Pension Liability		
Service cost	\$ 17,406	\$ 18,276
Interest	32,940	36,653
Net Change in Total Pension Liability	50,346	54,929
Total Pension Liability - Beginning	436,943	487,289
Total Pension Liability - Ending (a)	<u>\$ 487,289</u>	<u>\$ 542,218</u>
Plan Fiduciary Net Position		
Contributions - employer	\$ 30,000	\$ 20,958
Net investment income	(8,987)	28,579
Administrative expense	-	(9,000)
Net Change in Plan Fiduciary Net Position	21,013	40,537
Plan Fiduciary Net Position - Beginning	533,119	554,132
Plan Fiduciary Net Position - Ending (b)	<u>\$ 554,132</u>	<u>\$ 594,669</u>
Net Pension Liability - Ending (a-b)	<u>\$ (66,843)</u>	<u>\$ (52,451)</u>
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	113.72%	109.67%
Estimated Covered Employee Payroll	\$ 287,861	\$ 283,914
Net Pension Liability as a Percentage of Covered Employee Payroll	(23.22%)	(18.47%)

NORTH CORNWALL TOWNSHIP NON-UNIFORMED PENSION PLAN
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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, 2015 and 2016, calculated using the discount rate of 7.25%, 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:

	<u>1% Decrease (6.25%)</u>	<u>Current Discount Rate (7.25%)</u>	<u>1% Increase (8.25%)</u>
Net Pension Liability - 12/31/15	\$ 11,292	\$ (66,843)	\$ (131,756)
Net Pension Liability - 12/31/16	\$ 30,348	\$ (52,451)	\$ (121,557)

The discount rate of 7.25% was used in the preparation of the borough's December 31, 2015 and 2016 GASB 67 schedules. This rate differs from the 7.00% reported in the Notes to Supplementary Schedules on page 6 of this report.

NORTH CORNWALL TOWNSHIP NON-UNIFORMED PENSION PLAN
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(UNAUDITED)

SCHEDULE OF CONTRIBUTIONS

Year Ended December 31	Actuarially Determined Contribution	Actual Contributions	Contribution Deficiency (Excess)	Covered- Employee Payroll*	Contributions as a Percentage of Covered- Employee Payroll
2008	\$ 28,284	\$ 29,097	\$ (813)		
2009	29,097	29,097	-		
2010	30,776	30,776	-		
2011	42,797	42,797	-		
2012	37,787	37,787	-		
2013	42,682	42,682	-		
2014	44,499	44,499	-		
2015	29,093	30,000	(907)	\$ 287,861	10.42%
2016	20,958	20,958	-	283,914	7.38%
2017	22,741	33,090	(10,349)		

* Due to GASB Statement No. 67, *Financial Reporting for Pension Plans*, being implemented only recently, the amount of Covered-Employee Payroll was not provided for years prior to 2015. In addition, due to the timing of this engagement, covered-employee payroll for 2017 was not provided in this schedule.

SCHEDULE OF INVESTMENT RETURNS

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

2016	6.3%
2015	(0.6%)
2014	6.0%
2013	10.2%
2012	9.1%
2011	6.7%

NORTH CORNWALL TOWNSHIP NON-UNIFORMED PENSION PLAN
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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	\$ 397,035	\$ 422,070	\$ 25,035	94.1%
01-01-15	533,119	436,943	(96,176)	122.0%
01-01-17	594,669	588,318	(6,351)	101.1%

NORTH CORNWALL TOWNSHIP NON-UNIFORMED PENSION PLAN
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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.

NORTH CORNWALL TOWNSHIP NON-UNIFORMED 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	Market value
Actuarial assumptions:	
Investment rate of return	7.00%
Projected salary increases	5.00%

NORTH CORNWALL TOWNSHIP NON-UNIFORMED PENSION PLAN
REPORT DISTRIBUTION LIST

This report was initially distributed to the following:

The Honorable Tom W. Wolf
Governor
Commonwealth of Pennsylvania

Mr. Michael Wahmann
Chairman, Board of Township Supervisors

Mr. Sam Abrams
Treasurer

Mr. Tom Long
Township Manager

Ms. Jennifer Powers
Chief Administrative Officer

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