

# ATTESTATION ENGAGEMENT

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City of Erie  
Erie County, Pennsylvania  
25-302  
Liquid Fuels Tax Fund  
For the Period  
January 1, 2019 to December 31, 2022

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February 2024



Commonwealth of Pennsylvania  
Department of the Auditor General

Timothy L. DeFoor • Auditor General



Commonwealth of Pennsylvania  
Department of the Auditor General  
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TIMOTHY L. DEFOOR  
AUDITOR GENERAL

### Independent Auditor's Report

The Honorable Michael Carroll  
Secretary  
Department of Transportation  
Harrisburg, PA 17120

We examined the accompanying Forms MS-965 With Adjustments for the Liquid Fuels Tax Fund of the City of Erie, Erie County, for the period January 1, 2019 to December 31, 2022. The municipality's management is responsible for presenting the Forms MS-965 in accordance with the criteria described in the Background section of this report and the Department of Transportation's *Publication 9*. 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 involves performing procedures to obtain reasonable assurance about whether the Forms MS-965 are presented in accordance with the criteria described above, in all material respects. An examination involves performing procedures to obtain evidence about the Forms MS-965. The nature, timing and extent of the procedures selected depend on our judgement, including an assessment of the risks of material misstatement of the Forms MS-965, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

We are required to be independent and to meet our other ethical responsibilities in accordance with ethical requirements relating to the engagement.

As described in the Auditor Description Of Select Transactions section of this report, the adjustments included on the Forms MS-965 With Adjustments are made by the Department of the Auditor General.

## 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 City of Erie, Erie County, for the period January 1, 2019 to December 31, 2022, in accordance with the criteria described in the Background section of this report and the Department of Transportation's *Publication 9*.

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; 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.

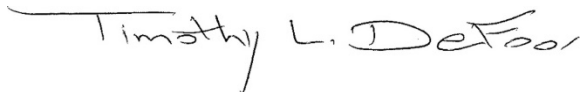
Independent Auditor's Report (Continued)

As part of obtaining reasonable assurance about whether the Forms MS-965 are free from material misstatement, we performed tests of the City of Erie, Erie 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 no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*. However, we did note a matter that, while not required to be included in this report by *Government Auditing Standards*, has been included in the finding below:

- Reimbursements For Liquid Fuels Tax Fund Expenditures Incorrectly Deposited Into PennDot Green Light Go Account.

The purpose of this report is to determine whether the municipality's Liquid Fuels Tax Fund money is spent in accordance with the laws and regulations identified in the Background section of this report and the Department of Transportation's *Publication 9*. This report is not suitable for any other purpose.

We appreciate the courtesy extended by the City of Erie, Erie County, to us during the course of our examination. If you have any questions, please feel free to contact the Bureau of County Audits at 717-787-1363.



Timothy L. DeFoor  
Auditor General  
February 2, 2024

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CITY OF ERIE  
ERIE COUNTY  
LIQUID FUELS TAX FUND  
BACKGROUND  
FOR THE PERIOD  
JANUARY 1, 2019 TO DECEMBER 31, 2022

Background

The Liquid Fuels Tax Municipal Allocation Law, Act 655 of 1956, as amended, see also 72 P.S. § 2615.5, et sec., provides municipalities other than counties (i.e., 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 upon: (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.

Title 75 Pa.C.S. § 9511 of the Pennsylvania Vehicle Code 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.

CITY OF ERIE  
 ERIE COUNTY  
 LIQUID FUELS TAX FUND  
 BACKGROUND  
 FOR THE PERIOD  
 JANUARY 1, 2019 TO DECEMBER 31, 2022

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.

*Criteria*

The criteria for the Form MS-965 With Adjustment are described below.

Section 1 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:

2019	2020	2021	2022
\$11,100.00	\$11,300.00	\$11,500.00	\$11,800.00

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

2019	2020	2021	2022
\$11,100.00	\$11,300.00	\$11,500.00	\$11,800.00

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

CITY OF ERIE  
ERIE COUNTY  
LIQUID FUELS TAX FUND  
BACKGROUND  
FOR THE PERIOD  
JANUARY 1, 2019 TO DECEMBER 31, 2022

Background (Continued)

Section 2 of Form MS-965 With Adjustments provides information on the fund balance. Categories requiring explanation include:

- The state allocation is available from the Department of Transportation in March of each year. The amount the municipality receives is based half on its population and half on its road mileage.
- Municipalities that transferred roads from the Commonwealth of Pennsylvania to the municipality through the Highway Transfer Program receive annual turnback allocations in March of each year from the Department of Transportation. Turnback allocations are based on the mileage of the roads transferred.
- Expenditures include the total transferred from Section 1.

Section 3 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.



CITY OF ERIE  
ERIE COUNTY  
LIQUID FUELS TAX FUND  
BACKGROUND  
FOR THE PERIOD  
JANUARY 1, 2019 TO DECEMBER 31, 2022

Background (Continued)

*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 Form MS-965 has 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 Form MS-965 With Adjustments is restricted to the Liquid Fuels Tax Fund, which represents a segment of the entity.

*Basis Of Accounting*

The accompanying Forms MS-965 With Adjustments is 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.

CITY OF ERIE  
 ERIE COUNTY  
 LIQUID FUELS TAX FUND  
 2019 FORM MS-965 – SECTION 1  
 WITH ADJUSTMENTS

<u>Expenditure Summary</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
Minor equipment purchases	\$ 11,647.00	\$ -	\$ 11,647.00
Computer/Computer related training	-	-	-
Major equipment purchases	433,449.49	-	433,449.49
Agility projects	-	-	-
Cleaning streets and gutters	-	-	-
Winter maintenance services	378,934.44	-	378,934.44
Traffic control devices	123,506.46	-	123,506.46
Street lighting	1,047,982.34	-	1,047,982.34
Storm sewers and drains	-	-	-
Repairs of tools and machinery	23,176.03	-	23,176.03
Maintenance and repair of roads and bridges	-	-	-
Highway construction and rebuilding projects	500,000.00	-	500,000.00
Miscellaneous	-	-	-
 Total (To Section 2, Line 5)	 <u>\$ 2,518,695.76</u>	 <u>\$ -</u>	 <u>\$ 2,518,695.76</u>

CITY OF ERIE  
 ERIE COUNTY  
 LIQUID FUELS TAX FUND  
 2019 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, 2019	\$ 1,325,660.01	\$ -	\$ 1,325,660.01
Receipts:			
2. State allocation	3,019,556.93	-	3,019,556.93
2a. Turnback allocation	35,080.00	-	35,080.00
2b. Interest on investments	6,722.23	-	6,722.23
2c. Miscellaneous	34,824.66	-	34,824.66
3. Total receipts	<u>3,096,183.82</u>	<u>-</u>	<u>3,096,183.82</u>
4. Total funds available	<u>4,421,843.83</u>	<u>-</u>	<u>4,421,843.83</u>
5. Expenditures (Section 1)	<u>2,518,695.76</u>	<u>-</u>	<u>2,518,695.76</u>
6. Balance, December 31, 2019	<u><u>\$ 1,903,148.07</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 1,903,148.07</u></u>

CITY OF ERIE  
 ERIE COUNTY  
 LIQUID FUELS TAX FUND  
 2019 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	\$ 1,325,660.01	\$ -	\$ 1,325,660.01
2. Add: Current year equipment allocation (20% of Lines 2 + 2a, Section 2)	610,927.39	-	610,927.39
3. PENNDOT approved adjustments	<u>-</u>	<u>-</u>	<u>-</u>
4. Total funds available for equipment acquisition	1,936,587.40	-	1,936,587.40
5. Less: Major equipment expenditures	<u>433,449.49</u>	<u>-</u>	<u>433,449.49</u>
6. Remainder	<u>1,503,137.91</u>	<u>-</u>	<u>1,503,137.91</u>
7. Equipment balance available for subsequent year (Lesser of Line 6 or Section 2 balance, but not less than zero)	<u>\$ 1,503,137.91</u>	<u>\$ -</u>	<u>\$ 1,503,137.91</u>

CITY OF ERIE  
 ERIE COUNTY  
 LIQUID FUELS TAX FUND  
 2020 FORM MS-965 – SECTION 1  
 WITH ADJUSTMENTS

<u>Expenditure Summary</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
Minor equipment purchases	\$ 2,563.00	\$ -	\$ 2,563.00
Computer/Computer related training	270.33	-	270.33
Major equipment purchases	447,437.00	-	447,437.00
Agility projects	-	-	-
Cleaning streets and gutters	-	-	-
Winter maintenance services	325,199.91	-	325,199.91
Traffic control devices	245,838.14	(8,304.00)	237,534.14
Street lighting	1,054,633.13	8,304.00	1,062,937.13
Storm sewers and drains	-	-	-
Repairs of tools and machinery	34,350.65	-	34,350.65
Maintenance and repair of roads and bridges	29,265.80	-	29,265.80
Highway construction and rebuilding projects	868,665.00	-	868,665.00
Miscellaneous	-	-	-
 Total (To Section 2, Line 5)	 <u>\$ 3,008,222.96</u>	 <u>\$ -</u>	 <u>\$ 3,008,222.96</u>

CITY OF ERIE  
 ERIE COUNTY  
 LIQUID FUELS TAX FUND  
 2020 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, 2020	\$ 1,903,148.07	\$ -	\$ 1,903,148.07
Receipts:			
2. State allocation	2,944,191.37	-	2,944,191.37
2a. Turnback allocation	35,080.00	-	35,080.00
2b. Interest on investments	4,093.79	-	4,093.79
2c. Miscellaneous	110,082.66	-	110,082.66
3. Total receipts	3,093,447.82	-	3,093,447.82
4. Total funds available	4,996,595.89	-	4,996,595.89
5. Expenditures (Section 1)	3,008,222.96	-	3,008,222.96
6. Balance, December 31, 2020	<u>\$ 1,988,372.93</u>	<u>\$ -</u>	<u>\$ 1,988,372.93</u>

CITY OF ERIE  
 ERIE COUNTY  
 LIQUID FUELS TAX FUND  
 2020 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	\$ 1,503,137.91	\$ -	\$ 1,503,137.91
2. Add: Current year equipment allocation (20% of Lines 2 + 2a, Section 2)	595,854.27	-	595,854.27
3. PENNDOT approved adjustments	<u>16,000.00</u>	<u>-</u>	<u>16,000.00</u>
4. Total funds available for equipment acquisition	2,114,992.18	-	2,114,992.18
5. Less: Major equipment expenditures	<u>447,437.00</u>	<u>-</u>	<u>447,437.00</u>
6. Remainder	<u>1,667,555.18</u>	<u>-</u>	<u>1,667,555.18</u>
7. Equipment balance available for subsequent year (Lesser of Line 6 or Section 2 balance, but not less than zero)	<u>\$ 1,667,555.18</u>	<u>\$ -</u>	<u>\$ 1,667,555.18</u>

CITY OF ERIE  
 ERIE COUNTY  
 LIQUID FUELS TAX FUND  
 2021 FORM MS-965 – SECTION 1  
 WITH ADJUSTMENTS

<u>Expenditure Summary</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
Minor equipment purchases	\$ -	\$ -	\$ -
Computer/Computer related training	-	-	-
Major equipment purchases	506,663.00	-	506,663.00
Agility projects	-	-	-
Cleaning streets and gutters	-	-	-
Winter maintenance services	261,606.97	-	261,606.97
Traffic control devices	537,865.22	-	537,865.22
Street lighting	685,749.50	-	685,749.50
Storm sewers and drains	-	-	-
Repairs of tools and machinery	28,823.21	-	28,823.21
Maintenance and repair of roads and bridges	11,537.22	470.00	12,007.22
Highway construction and rebuilding projects	505,685.50	-	505,685.50
Miscellaneous	470.00	(470.00)	-
 Total (To Section 2, Line 5)	 <u>\$ 2,538,400.62</u>	 <u>\$ -</u>	 <u>\$ 2,538,400.62</u>



CITY OF ERIE  
 ERIE COUNTY  
 LIQUID FUELS TAX FUND  
 2021 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, 2021	\$ 1,988,372.93	\$ -	\$ 1,988,372.93
Receipts:			
2. State allocation	2,726,603.83	-	2,726,603.83
2a. Turnback allocation	35,080.00	-	35,080.00
2b. Interest on investments	1,759.61	-	1,759.61
2c. Miscellaneous	132,980.35	-	132,980.35
3. Total receipts	<u>2,896,423.79</u>	<u>-</u>	<u>2,896,423.79</u>
4. Total funds available	<u>4,884,796.72</u>	<u>-</u>	<u>4,884,796.72</u>
5. Expenditures (Section 1)	<u>2,538,400.62</u>	<u>-</u>	<u>2,538,400.62</u>
6. Balance, December 31, 2021	<u><u>\$ 2,346,396.10</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 2,346,396.10</u></u>

CITY OF ERIE  
 ERIE COUNTY  
 LIQUID FUELS TAX FUND  
 2021 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	\$ 1,667,555.18	\$ -	\$ 1,667,555.18
2. Add: Current year equipment allocation (20% of Lines 2 + 2a, Section 2)	552,336.77	-	552,336.77
3. PENNDOT approved adjustments	<u>-</u>	<u>-</u>	<u>-</u>
4. Total funds available for equipment acquisition	2,219,891.95	-	2,219,891.95
5. Less: Major equipment expenditures	<u>506,663.00</u>	<u>-</u>	<u>506,663.00</u>
6. Remainder	<u>1,713,228.95</u>	<u>-</u>	<u>1,713,228.95</u>
7. Equipment balance available for subsequent year (Lesser of Line 6 or Section 2 balance, but not less than zero)	<u>\$ 1,713,228.95</u>	<u>\$ -</u>	<u>\$ 1,713,228.95</u>

CITY OF ERIE  
 ERIE COUNTY  
 LIQUID FUELS TAX FUND  
 2022 FORM MS-965 – SECTION 1  
 WITH ADJUSTMENTS

<u>Expenditure Summary</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
Minor equipment purchases	\$ 106,128.00	\$ (88,725.00)	\$ 17,403.00
Computer/Computer related training	-	-	-
Major equipment purchases	379,526.12	88,725.00	468,251.12
Agility projects	-	-	-
Cleaning streets and gutters	-	-	-
Winter maintenance services	273,824.81	-	273,824.81
Traffic control devices	538,031.99	-	538,031.99
Street lighting	692,866.55	-	692,866.55
Storm sewers and drains	-	-	-
Repairs of tools and machinery	25,545.01	-	25,545.01
Maintenance and repair of roads and bridges	17,699.83	-	17,699.83
Highway construction and rebuilding projects	661,016.74	-	661,016.74
Miscellaneous	-	-	-
 Total (To Section 2, Line 5)	 <u>\$ 2,694,639.05</u>	 <u>\$ -</u>	 <u>\$ 2,694,639.05</u>

CITY OF ERIE  
 ERIE COUNTY  
 LIQUID FUELS TAX FUND  
 2022 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, 2022	\$ 2,346,396.10	\$ -	\$ 2,346,396.10
Receipts:			
2. State allocation	2,586,179.70	-	2,586,179.70
2a. Turnback allocation	35,080.00	-	35,080.00
2b. Interest on investments	1,910.38	-	1,910.38
2c. Miscellaneous	97,456.70	-	97,456.70
3. Total receipts	<u>2,720,626.78</u>	<u>-</u>	<u>2,720,626.78</u>
4. Total funds available	<u>5,067,022.88</u>	<u>-</u>	<u>5,067,022.88</u>
5. Expenditures (Section 1)	<u>2,694,639.05</u>	<u>-</u>	<u>2,694,639.05</u>
6. Balance, December 31, 2022	<u><u>\$ 2,372,383.83</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 2,372,383.83</u></u>

CITY OF ERIE  
 ERIE COUNTY  
 LIQUID FUELS TAX FUND  
 2022 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	\$ 1,713,228.95	\$ -	\$ 1,713,228.95
2. Add: Current year equipment allocation (20% of Lines 2 + 2a, Section 2)	524,251.94	-	524,251.94
3. PENNDOT approved adjustments	<u>10,000.00</u>	<u>-</u>	<u>10,000.00</u>
4. Total funds available for equipment acquisition	2,247,480.89	-	2,247,480.89
5. Less: Major equipment expenditures	<u>379,526.12</u>	<u>88,725.00</u>	<u>468,251.12</u>
6. Remainder	<u><u>1,867,954.77</u></u>	<u><u>(88,725.00)</u></u>	<u><u>1,779,229.77</u></u>
7. Equipment balance available for subsequent year (Lesser of Line 6 or Section 2 balance, but not less than zero)	<u><u>\$ 1,867,954.77</u></u>	<u><u>\$ (88,725.00)</u></u>	<u><u>\$ 1,779,229.77</u></u>

CITY OF ERIE  
ERIE COUNTY  
LIQUID FUELS TAX FUND  
AUDITOR DESCRIPTION OF SELECT TRANSACTIONS  
FOR THE PERIOD  
JANUARY 1, 2019 TO DECEMBER 31, 2022

The following information relates to certain types of transactions for which the Pennsylvania Department of Transportation requested that we provide additional detail.

Adjustments

2020 - Section 1

Adjustments were made to “Traffic control devices” and “Street lighting” because expenditures of \$8,304.00 were misclassified.

2021 - Section 1

Adjustments were made to “Maintenance and repair of roads and bridges” and “Miscellaneous” because expenditures of \$470.00 were misclassified.

2022 - Section 1

Adjustments were made to “Major equipment purchases” and “Minor equipment purchases” because expenditures of \$88,725.00 were misclassified.

2022 - Section 3

An adjustment of \$88,725.00 was made to “Major equipment expenditures” to reflect the adjustment made to the major equipment purchases in 2022 - Section 1.

CITY OF ERIE  
 ERIE COUNTY  
 LIQUID FUELS TAX FUND  
 AUDITOR DESCRIPTION OF SELECT TRANSACTIONS  
 FOR THE PERIOD  
 JANUARY 1, 2019 TO DECEMBER 31, 2022

Miscellaneous Receipts

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

Source	Description	2019	2020	2021	2022
Amity Township	Millings	\$ 2,940.00	\$ 3,480.00	\$ -	\$ 7,535.00
AIM Recycling	Scrap Metal	-	-	-	3,523.25
Bayfront CC	Salt	4,200.00	-	-	660.00
ECCA	Salt	150.00	2,970.00	990.00	1,155.00
EMTA	Salt	3,825.00	4,690.00	4,042.50	3,300.00
Parking Authority	Salt	6,225.00	5,898.75	6,187.50	4,537.50
Water Works	Salt	300.00	165.00	-	165.00
Water Works	Paving	-	-	-	11,018.46
Erie Yacht Club	Salt	225.00	330.00	495.00	495.00
Franklin Township	Millings	4,461.00	12,116.00	-	-
LeBoeuf Twp	Millings	-	944.00	16,120.00	10,230.00
Liberty Iron	Scrap Metal	2,183.63	-	13,497.43	-
Lincoln Recycling	Scrap Meta;	-	-	-	2,329.50
Metalico Bradford	Scrap Metal	-	-	2,691.95	-
Millcreek Twp I-79	Lighting	580.75	455.56	439.18	482.17
PennDOT I-79	Lighting	911.28	-	-	-
Platea Borough	Millings	-	880.00	-	-
School District	Salt	2,700.00	2,805.00	5,610.00	1,155.00
Soldiers and Sailors	Salt	3,375.00	2,865.00	2,062.50	2,145.00
Springfield Twp	Millings	1,548.00	4,312.00	528.00	-
Summit Township	Equipment Sale	-	-	-	10,000.00
Union City	Equipment Sale	-	16,000.00	900.00	-
Union Twp	Millings	1,200.00	-	-	9,075.00
Union Township	Millings	-	5,760.00	-	-
Venango Township	Milling	-	21,416.00	20,444.00	17,757.00
Venango Township	Equipment Sale	-	-	8,000.00	-
Commonwealth of Pennsylvania	Lighting	-	14,908.97	689.14	269.08
Greene Township	Millings	-	-	7,196.00	-
County of Erie	Green Light Go	-	-	34,700.00	-
County of Erie	Bridge Inspection	-	9,459.63	-	-
GeoSource	Scrap Metal	-	626.75	8,387.15	11,624.74
Totals		<u>\$34,824.66</u>	<u>\$110,082.66</u>	<u>\$132,980.35</u>	<u>\$97,456.70</u>

CITY OF ERIE  
ERIE COUNTY  
LIQUID FUELS TAX FUND  
FINDING AND RECOMMENDATIONS  
FOR THE PERIOD  
JANUARY 1, 2019 TO DECEMBER 31, 2022

**Finding - Reimbursements For Liquid Fuels Tax Fund Expenditures Incorrectly Deposited Into PennDot Green Light Go Account**

Our examination disclosed that the municipality expended \$53,572.91 from the Liquid Fuels Tax Fund during 2020 for its Green Light Go Program, which is a competitive state grant program designed to improve the efficiency and operation of existing traffic signals located in the Commonwealth of Pennsylvania.

The terms of the agreement were for Erie County to reimburse 50 percent of the total costs to the municipality, which amounted to \$26,786.45. The municipality deposited the entire reimbursement into its PennDot Green Light Go Account. The reimbursement should have been deposited into its Liquid Fuels Tax Fund because the municipality expended the money from its Liquid Fuels Tax Fund.

The practice of depositing liquid fuels money into any account other than the Liquid Fuels Tax Fund account is contrary to the Act of June 1, 1956, P.L. (1955) 1944, 72 P.S. § 2615.5, known as the Liquid Fuels Tax Municipal Allocation Law, which states:

. . . each city, borough, town and township, shall . . . Establish and maintain a special fund into which the moneys [liquid fuels tax funds] . . . shall be deposited and into which no other moneys may be deposited or commingled . . .

The risk that Liquid Fuels Tax Fund money may be used for unauthorized purposes increases when liquid fuels money is deposited into the incorrect account.

The failure to follow the Liquid Fuels Tax Municipal Allocation Law could result in the municipality having to reimburse \$26,786.45 to its Liquid Fuels Tax Fund.

The finance director stated that this condition occurred because of a miscommunication between the City of Erie’s engineering and finance staff.

**Recommendations**

We recommend that the municipality reimburse \$26,786.45 to its Liquid Fuels Tax Fund upon official notification by the Department of Transportation.

We recommend that the municipality deposit all liquid fuels tax money promptly into the Liquid Fuels Tax Fund.



CITY OF ERIE  
ERIE COUNTY  
LIQUID FUELS TAX FUND  
FINDING AND RECOMMENDATIONS  
FOR THE PERIOD  
JANUARY 1, 2019 TO DECEMBER 31, 2022

**Finding - Reimbursements For Liquid Fuels Tax Fund Expenditures Incorrectly Deposited  
Into PennDot Green Light Go Account (Continued)**

Management's Response

The director of finance stated:

The error that occurred was related to an agreement between the City of Erie and PennDot requiring the city to match 50% of a project under the Green Light Go Program, and an agreement by Erie County to reimburse the city for 50% of the local match. The city paid PennDot entirely out of Liquid Fuels. Erie county sent a check to reimburse, and the check was deposited into a fund the city uses to track Green Light Go Projects. The person who deposited this check was not aware that the entire local match was expended out of the Liquid Fuels Fund. This happened during the pandemic when a lot of our clerical staff were working remotely. This was the result of a miscommunication between our engineering and finance staff. The funds are still in the Green Light Go Fund and have not been spent.

Auditor's Conclusion

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

CITY OF ERIE  
ERIE COUNTY  
LIQUID FUELS TAX FUND  
SUMMARY OF ONSITE CLOSEOUT MEETING  
FOR THE PERIOD  
JANUARY 1, 2019 TO DECEMBER 31, 2022

An onsite closeout meeting was held January 23, 2024. Those participating were:

CITY OF ERIE

Ms. Lisa Gomersall, Director of Finance

DEPARTMENT OF THE AUDITOR GENERAL

Mr. R.J. Zonna, Auditor

CITY OF ERIE  
ERIE COUNTY  
LIQUID FUELS TAX FUND  
REPORT DISTRIBUTION  
FOR THE PERIOD  
JANUARY 1, 2019 TO DECEMBER 31, 2022

This report was initially distributed to:

**The Honorable Michael Carroll**  
Secretary  
Department of Transportation

**City of Erie**  
Erie County  
626 State Street  
Room 309  
Erie, PA 16501-1128

**The Honorable Chuck Nelson**  
President of Council

**The Honorable Casmir J. Kwitowski**  
Treasurer

**Ms. Lisa Gomersall**  
Director of Finance

This report is a matter of public record and is available online at [www.PaAuditor.gov](http://www.PaAuditor.gov). Media questions about the report can be directed to the Pennsylvania Department of the Auditor General, Office of Communications, 229 Finance Building, Harrisburg, PA 17120; via email to: [news@PaAuditor.gov](mailto:news@PaAuditor.gov).