

# MAIDENCREEK TOWNSHIP BERKS COUNTY, PENNSYLVANIA

**DECEMBER 31, 2005** 



# Annual Audit and Financial Report

City of:,	·	County
Borough of:,	· · · · · · · · · · · · · · · · · · ·	County
Township of:,		County
Municipality of: MAIDENCREEK,	BERKS	_ County
for the year 20_	05	

#### Return to:

PA Department of Community and Economic Development Governor's Center for Local Government Services Commonwealth Keystone Building 400 North Street, 4th Floor Harrisburg, Pennsylvania 17120-0225

Commonwealth of Pennsylvania Edward G. Rendell, Governor www.state.pa.us

PA Department of Community and Economic Development Dennis Yablonsky, Secretary www.newPA.com



Kosmerl & Company, P.C.

A Professional Corporation

MEMBERS AMERICAN INSTITUTE OF CPA'S PENNA. INSTITUTE OF CPA'S Certified Public Accountants

845 North Park Rd. Wyomissing, PA 19610-1342

(610) 372-5815 FAX (610) 372-8466 k.cpas@kosmerl.net ENROLLED TO PRACTICE BEFORE U.S. TREASURY DEPARTMENT PENNA. DEPT. OF REVENUE

#### INDEPENDENT AUDITORS' REPORT

To the Board of Supervisors Maidencreek Township Berks County, Pennsylvania

We have audited the accompanying primary government financial statements, included in the accompanying Pennsylvania Form DCED of Maidencreek Township, Berks County, Pennsylvania, as of and for the year ended December 31, 2005. These primary government financial statements are the responsibility of Maidencreek Township's management. Our responsibility is to express an opinion on these primary government financial statements based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As discussed in Note 1, Maidencreek Township prepares its primary government financial statements on the cash basis, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles.

A primary government is a legal entity or body politic and includes all funds, organizations, institutions, agencies, departments and offices that are not legally separate. Such legally separate entities are referred to as component units. In our opinion, the primary government financial statements present fairly, in all material respects, the cash balances of Maidencreek Township as of December 31, 2005, and the revenues it received and expenditures it paid for the year then ended on the basis of accounting described in Note 1.

However, the primary government financial statements, because they do not include the financial data of the component unit of Maidencreek Township, do not purport to, and do not, present fairly the cash balances of Maidencreek Township as of December 31, 2005, and the revenues it received and expenditures it paid for the year then ended on the basis of accounting described in Note 1.

The required supplementary information on Page 24 is not a required part of the basic primary government financial statements, but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquires of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

The accompanying financial information on Pages 25 and 26 is presented for purposes of additional analysis and is not a required part of the primary government financial statements of Maidencreek Township. Such information has been subjected to the auditing procedures applied in the audit of the primary government financial statements and, in our opinion, is fairly stated in all material respects in relation to the primary government financial statements taken as a whole.

Kosmerl & Co., P.C.

KOSMERL & CO., P.C. CERTIFIED PUBLIC ACCOUNTANTS

May 22, 2006

			Governmen	ntal Funds	
<b>Assets and Other Debits</b>		General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service
100-120	Cash and Investments	767,291	160,512		
140-144	Tax Receivable				
121-147	Accounts Receivable (excluding taxes)				
148-159	Other Current Assets				
160-169	Fixed Assets				
180-199	Other Debits				
	Total Assets and Other Debits	767,291	160,512		

Lia	abilities and Other Credits		
210-229	Payroll Taxes & Other Payroll Withholdings		
200-259	All Other Current Liabilities	500	 
260-269	Long Term Liabilities		
269.99	Other Credits		 
	Total Liabilities 🛤	500	

Fund	d and Account Group Equity		_	
281-284	Contributed Capital			
290	Investment in General Fixed Assets			
271-289	Fund Balance/Retained Earnings 12/31	767,291	160,012	
Total	Fund and Account Group Equity 🖙	767,291	160,012	

## Balance Sheet December 31st, 2005

Proprie	tary Funds	Fiduciary Funds	Account Groups		Total	
Enterprise	Internal Service	Trust and Agency	General Fixed Assets	General Long Term Debt	Memorandum Only	
-0-		169,380		:	1,097,183	
	· · · · · · · · · · · · · · · · · · ·					
			·			
-0-		169,380			1,097,183	

TOTAL ASSETS	¢ 1 097 183	-
IUIALASSEIS	(b 1 ) () / (1 C)	

·			
	169,380		169,880
	169,380	·	169,880

## TOTAL LIABILITIES \$ 169,880

The second secon			
-0-	-0-		927,303
-0-	-0-		927,303

TOTAL LIABILITIES AND FUND AND ACCOUNT GROUP EQUITY \$ 1,097,183

REVENUES		Governmental Funds			
Taxes		General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	
301.00	Real Estate Taxes	310,324	197,035		
305.00	Occupation Taxes/Levied Under Municipal Code				
308.00	Residence Taxes/Levied By Cities of the 3 <sup>rd</sup> Class				
310.00	Per Capita Taxes	27,936			
310.10	Real Estate Transfer Taxes	281,245		·	
310.20	Earned Income Taxes/Wage Taxes	894,871			
310.30	Mercantile Taxes			•	
310.40	Occupation Taxes/Act 511				
310,50	Emergency & Municipal Services*	14,285			
310.60	Amusement/Admission Taxes	15.775			
310.70	Mechanical Device Taxes				
310.80	Business Privilege Taxes				
310.90	Other Local Tax Enabling Act/Act 511/Taxes (Please List)				
	Total Taxes	1,544,436	197,035		

<sup>\*</sup> Formerly Occupational Privilege Tax (OPT)

	Licenses and Permits		
320.00	All Other Licenses and Permits	371,896	
321.80	Cable Television Franchise Fees	31,976	Parameter St.
	Total Licenses and Permits rer	403,872	

	Fines and Forfeits		
330.00	Fines and Forfeits	42,310	

	Interest, Rents, and Royalties			
341.00	Interest Earnings	7,631	5,225	
342.00	Rents and Royalties	15,980	180	
	Total Interest, Rents and Royalties 🖙	23,611	5 <b>,</b> 405	

	Statement of Revenues and Expenditures					
			tary Funds	Fiduciary Fund Type	Total	
	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only	
					507,359	
					27,936	
_					281,245	
_					894,871	
			·			
_					14,285	
_					15,775	
_						
	·					
-		,				
_						
_						
_		-0-			1,741,471	
					•	
			•			
_					371,896	
_					31,976	
-					403,872	
-					42,310	
-		•		· ·		
		·				
		279			13,135	
_	·				16,160	
		279			29,295	

INTERGOVERNMENTAL REVENUES		Governmental Funds		
Federal		Special Revenue  General Fund (Including State Capita  Liquid Fuels)		Capital Projects
351.03	Highways and Streets			
351.09	Community Development			
351.99	All Other Federal Grants			
352.08	National Forest Products			
352.99	All Other Federal Shared Revenue and Entitlements			
353.00 Federal Payments in Lieu of Taxes				
	Total Federal 🖙			
	State			
354.03	Highways and Streets			
354.09	Community Development			
355.01	Public Utility Realty Tax	2,669		
355.02	Motor Vehicle Fuel Tax		149,535	
355.06	General Municipal Pension System State Aid	11,707		
355.08	Alcoholic Beverage Taxes/Beverage Licenses			
355.09	Recycling/Act 101			
355.99	All Other Shared Revenues and Entitlements	65,066		
356.00	State Payments in Lieu of Taxes			
	Total State 🖙	79,442	149,535	
	Local Governmental Units			
357.03	Highways and Streets			
357.99	All Other Local Governmental Unit Grants			
359.00	Local Governmental Unit Payments in Lieu of Taxes		,	
	Total Local Government Units 🖼			

	Charges for Service			
361.00	General Government	1,053	·	
362.00	Public Safety	122		
363.20	Parking/Parking Meters, Permits			
363.99	All Other Charges for Highway & Streets Services			
364.10	Wastewater/Sewage			
364.30	Solid Waste Collection/Trash			
364.60	Host Municipality Fee for Solid Waste Facility		ŀ	
364.99	Other Charges for Sanitation Services			
365.00	Health			
367.00	Culture and Recreation		50,298	
378.00	Water System			
379.00	Other Charges for Service			
	Total Charges for Service 🖙	1,175	50,298	

Stat	ement of Re	evenues a	nd Expendi	tures	
Proprietar		Funds	Fiduciary Fund Type	Total	
Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only	
			<u> </u>		
				2,669	
				149,535 11,707	
- 1 m				65,066	
				03,000	
				228,977	
	·				
		Total Intergov	ernmental Revenues	\$ 228,977	
				1,053	
				122	
				· · · · · · · · · · · · · · · · · · ·	
	·				
				50,298	

			<b>Governmental Funds</b>		
	Miscellaneous Revenues	General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	
383.00	Special Assessments				
387.00	Contributions and Donations from Private Sectors		1,668		
389.00	All Other Miscellaneous Revenues				
	Total Miscellaneous Revenues 18		1,668	And the second s	

	Other Financing Sources			
391.00	Proceeds of General Fixed Asset Distribution		and the second s	
392.00	Interfund Operating Transfers			
393.00	Proceeds of General Long Term Debt			
394.00	Proceeds of Tax and Revenue Anticipation Notes	·		
395.00	Refunds of Prior Year Expenditures	2,441		
	Total Other Financing Sources 🖙	2,441		

TOTAL REVENUES			
	2 007 287	7U3 071 1	

	EXPENDITURES			
	General Government			
400.00	Legislative/Governing Body	59,795	2,208	
401.00	Executive/Manager or Mayor			
402.00	Auditing Services/Bookkeeping Services	20		
403.00	Tax Collection	8,997		
404.00	Solicitor/Legal Services	23,204		
405.00	Secretary/Clerk	68,687		
406.00	Other General Government Administration	74		
408.00	Engineering Services	41,875	8,677	
409.00	General Government Buildings and Plant	97,956		
	Total General Government 🖼	300,608	10,885	

Propi		Proprietary Funds		Total
Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only
	-0- -0-			1,668
	-0-			1,668

A contract of the contract of		
		2,441
:		2,441

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	-0-	62,003
		20
		8,997
		23,204
		68,687
., .,	-0-	74
		50,552
		 97,956
	-0-	311,493

			Governmental Fund	S
	Public Safety	General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects
410.00	Police	684,413		
411.00	Fire	83,763		
412.00	Ambulance/Rescue	49,521		
413.00	Protective Inspection	274,790		
414.00	Planning and Zoning			,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
415.00	Emergency Management	17,913		
419.00	Other Public Safety	11,746		
	Total Public Safety ☞	1,122,146		

	Health and Human Services		
420.00	Health and Human Services		

	Public Works - Sanitation				
426.00	Recycling Collection and Disposal	31,787		·	_ ,
427.00	Solid Waste Collection and Disposal	6,313	445	· · ·	
429.00	Wastewater/Sewage Collection and Treatment	8,150			_ `
	Total Public Works - Sanitation 🖼	46,250	445		_]

Pub	olic Works – Highways and Streets				
430.00	General Services	32,012	55,977		_
431.00	Cleaning of Streets		:		
432.00	Winter Maintenance	17,199	14,549		_
433.00	Traffic Control Devices	13,304			
434.00	Street Lighting	64,824			
435.00	Sidewalks and Crosswalks				_
436.00	Storm Sewers and Drains	1,798		,	
437.00	Repairs of Tools and Machinery	24,208	6,250		_
438.00	Road and Bridge Maintenance	88,676	200,000		
439.00	Construction and Rebuilding Projects				
Total	Public Works – Highways and Streets 🖼	242,021	276,776		

Statement of	Revenues	and	<b>Expenditures</b>
The state of the s			

	Proprieta	ary Funds	Fiduciary Fund Type	Total
Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only
				684,413
				83,763
	;			49,521
				274,790
				·
		<u> </u>		17,193
	· · · · · · · · · · · · · · · · · · ·			11,746
				1,122,146

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59,824

91,611 6,758 8,150 106,519 59,824

		87,989
		31,748
		13,304
		64,824
	4	
		1,798 30,458
		30,458
		288,676
		518,797

		<b>Governmental Funds</b>		ls
Other Public Works Enterprises		General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects
440.00	Airports			
441.00	Cemeteries			
442.00	Electric System			
443.00	Gas System			
444.00	Markets			
445.00	Parking Facilities			
446.00	Storm Water and Flood Control			
447.00	Transit System			
448.00	Water System	6,850		
449.00	Water Transport and Terminals			
	Other Public Works and Enterprises			
Tot	al Other Public Works Enterprises 🖙	6,850		

	Culture and Recreation			
451.00	Recreation		10,312	
454.00	Parks		141,452	
455.00	Shade Trees			
456.00	Libraries			
458.00	Senior Citizen Centers			
459.00	Other Culture and Recreation	6,850	7,786	
	Total Culture and Recreation 🖼	6,850	159,550	

	Community Development		
461.00	Conservation of Natural Resources	·	
462.00	Community Development and Housing		
465.00	Economic Development and Assistance	·	
466.00	Economic Opportunity		
468.00	Other Community Development		·
	Total Community Development 🖙		

	tement of	<b>Revenues</b> a	nd Expendi	tures
	Proprie	tary Funds	Fiduciary Fund Type	Total
Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only
	·			
			· · ·	
			·	
				6,850
				6,850
¥				
				10,312
				10,312 141,452
				141,452
				141,452
				141,452
				141,452
				141,452 14,636 166,400

	Statement of Revenues and Expenditures						
Debt Service		Governmental Funds					
		General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects			
471.00	Debt Principal	-0-	21,472				
472.00	Debt Interest	-0-	964				
473.00	Tax Anticipation Note/Principal						
474.00	Tax Anticipation Note/Interest						
475.00	Fiscal Agent Fees		22 //36				

	Miscellaneous Expenditures		 	<b>-</b> [
481:00	Intergovernmental Expenditures			 -
482.00	Judgments and Losses			 _
483.00	Pension/Retirement Fund Contributions	41,482		_
484.00	Workers Compensation	20,547		_
485.00	Unemployment Compensation			_
486.00	Insurance Premiums	105,990		 _
487.00	Employee Benefits Not Allocated to Specific Functions	28,358		 _
489.00	Other Miscellaneous Expenditures			1
	Total Miscellaneous Expenditures [15]	196,377		_

	Other Financing Uses		
491.00	Refund of Prior Year Revenues		
492.00	Interfund Operating Transfers		·
493.00	Other Financing Uses		
	Total Other Financing Uses 🖙		

	1 470 002	
TOTAL EXPENDITURES 1,921,102		

TO COME OF THE PROPERTY AND THE PARTY OF THE	( (( 151)	ľ
EXCESS/DEFICIT OF REVENUES OVER 176,185	( 66,131)	
EXPENDITURES		The second secon

	tement of Revenues a		Fiduciary Fund Type	nd Total	
Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only	
				21,472	
				964	
				22,436	
				22,400	
				41,482	
				20,547	
				105,990	
				28,358	
-				196,377	
				2 /51 010	
	59,824		-0-	2,451,018	
				-	

#### NOTES TO FINANCIAL STATEMENTS

**DECEMBER 31, 2005** 

#### 1. NATURE OF ACTIVITY AND SIGNIFICANT ACCOUNTING POLICIES

#### Nature of activity:

Maidencreek Township (the "Township") founded in 1747, has an approximate population of 6,600, based on a 2000 census report, living within an area of 14.8 square miles. The Township is in the southeastern portion of the Commonwealth of Pennsylvania and is located in Berks County.

#### A summary of the Township's significant accounting policies follows:

The accompanying primary government financial statements conform to the cash basis method of accounting as applicable to governmental units. The following is a summary of the more significant accounting policies used by the Township.

#### A. THE FINANCIAL REPORTING ENTITY

The Township is a Pennsylvania Second Class Township which operates under a Board of Supervisors form of government. U. S. generally accepted accounting principles require that the reporting entity include the primary government, organizations for which the primary government is financially accountable and other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. In evaluating how to define the reporting entity, management has considered all potential component units. The decision to include a potential component unit in the reporting entity was made based upon the significance of their operational or financial relationships with the primary government. The component unit as determined under the above criteria and as discussed below is not included in the Township's reporting entity as these financial statements include only the cash activities of the primary government.

#### INDIVIDUAL COMPONENT UNIT DISCLOSURES

#### Maidencreek Township Authority:

The Maidencreek Township Authority is governed by a five-member board appointed by the Township Supervisors. Although it is legally separate from the Township, the Authority is a component unit and its primary purpose is to provide water and sewer utilities to the Township. The Authority issues a publicly available financial report that includes financial statements and supplementary information. That report may be obtained by writing to the Maidencreek Township Authority.

#### NOTES TO FINANCIAL STATEMENTS - CONTINUED

**DECEMBER 31, 2005** 

#### 1. NATURE OF ACTIVITY AND SIGNIFICANT ACCOUNTING POLICIES - continued

A summary of the Township's significant accounting policies follows (continued):

#### B. DESCRIPTION OF FUND ACCOUNTING AND FUNDS

The accounts of the Township are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues and expenditures or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

The various funds of the Township are grouped in the primary government financial statements in this report as follows:

#### Governmental fund types:

Governmental funds are those through which most governmental functions of the Township are financed. The acquisition, use and balances of the Township's expendable financial resources and the related liabilities (except those accounted for in proprietary funds) are accounted for through governmental funds. The measurement focus is upon determination of changes in financial position rather than upon net income determination. The following are the Township's governmental fund types:

General Fund – is the general operating fund of the Township. It is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds – are used to account for the proceeds of specific revenue sources (other than special assessments, expendable trust or major capital projects) that are legally restricted to expenditures for specified purposes.

State Liquid Fuels Highway Aid Fund – is used to account for the proceeds from the State Motor License Fund. Under the act of June 1, 1956, P.L. 1944, No. 145, this fund must be kept separate from all other funds and no other funds shall be commingled with this fund. Expenditures are legally restricted to expenditures for highway purposes in accordance with Department of Transportation regulations. County liquid fuels tax payments to the local government are not accounted for in this fund.

**Recreation Board Fund** – is used to account for revenue generated by taxation and expenditures related to recreation.

#### NOTES TO FINANCIAL STATEMENTS - CONTINUED

#### **DECEMBER 31, 2005**

#### 1. NATURE OF ACTIVITY AND SIGNIFICANT ACCOUNTING POLICIES (Continued)

A summary of the Township's significant accounting policies follows (continued):

#### B. DESCRIPTION OF FUND ACCOUNTING AND FUNDS (CONTINUED)

Enterprise Fund – is used to account for the Township's recycling program. This fund was discontinued during 2005. All activities for this fund were transferred to the General Fund

#### Fiduciary fund types:

Fiduciary funds are used to account for assets held by the Township in a trustee capacity or as an agent for individuals, private organizations, other governmental units and/or other funds. The following is the Township's fiduciary fund type:

Trust and Agency Funds – Trust funds are used to account for assets held by the government in a trustee capacity. Agency funds are used to account for assets held by the government as an agent for individuals, private organizations, other governments, and/or other funds.

Escrow Fund – is used to account for the funds received from land developers for the completion of improvements to real estate developments within the Township's boundaries. In prior years funds retained for future disposition were accounted for as a fund balance. These funds are held in a trustee capacity and after certain criteria is met, the remainder if any is returned to the developers. As such these funds are now reported as liabilities of the Township.

#### C. BASIS OF ACCOUNTING AND MEASUREMENT FOCUS

#### Basis of accounting:

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the primary government financial statements.

#### Cash Basis:

The Township's accounts are maintained on a cash basis, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principals, and the statements of cash receipts and disbursements reflect only cash received and disbursed. Therefore, receivables and payables, inventories, long-lived assets, accrued income and expenses and amortization and depreciation, which may be material in amount, are not reflected in the accompanying financial statements.

#### NOTES TO FINANCIAL STATEMENTS - CONTINUED

**DECEMBER 31, 2005** 

#### 1. NATURE OF ACTIVITY AND SIGNIFICANT ACCOUNTING POLICIES (Continued)

A summary of the Township's significant accounting policies follows (continued):

#### C. BASIS OF ACCOUNTING AND MEASUREMENT FOCUS (CONTINUED)

#### Measurement focus:

The accounting and reporting treatment applied to a fund is determined by its measurement focus. Governmental funds are accounted for on a spending or "financial flow" measurement focus. Governmental fund type operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets.

When both restricted and unrestricted resources are available for use, it is the Township's policy to use restricted resources first, then unrestricted resources as needed.

#### D. ASSET ACCOUNTING POLICY DISCLOSURES

#### Cash:

The Township considers all cash accounts, which are not subject to withdrawal restrictions or penalties, and all highly liquid debt investments purchased with a maturity of three months or less to be cash.

#### General fixed assets:

Purchased general fixed assets are recorded as expenditures in the governmental fund types. Infrastructure assets consisting of certain improvements, including roads, bridges, curbs and gutters, streets and sidewalks, drainage systems and lighting systems are recorded as expenditures in the fund types expending the funds:

#### E. FUND EQUITY ACCOUNTING POLICY DISCLOSURES

#### Fund balances:

Fund balances of governmental fund types and nonexpendable trust and pension trust funds are classified in two separate categories. The categories, and their general meanings, are as follows:

Reserved fund balance – indicates that portion of fund balance, which has been legally segregated for specific purposes.

Unreserved fund balance – indicates that portion of fund balance which is available for appropriation and expenditure in future periods.

#### NOTES TO FINANCIAL STATEMENTS - CONTINUED

**DECEMBER 31, 2005** 

#### 1. NATURE OF ACTIVITY AND SIGNIFICANT ACCOUNTING POLICIES (Continued)

A summary of the Township's significant accounting policies follows (continued):

#### F. REVENUE AND EXPENDITURE POLICY DISCLOSURES

#### Revenues:

All revenues are recognized when received.

#### Property taxes:

Property tax revenues are recognized on the cash basis. The Township is permitted by state law to levy taxes up to 30 mills of assessed valuation for general purposes. State law also permits additional millage to be levied for specific purposes as defined in the law. The millage rate levied by the Township for 2005 was 1.25 mills, as established by the Board of Supervisors. Current tax collections for the Township were approximately 98 percent of the total tax levy.

The Township's real estate taxes are based on assessed values established by the County's Board of Assessments. The taxes are collected by elected local tax collectors. Real estate taxes attach an enforceable lien on property when levied on March 1. A discount of two percent is applied to payments made prior to April 30. A penalty of ten percent is added to the face amount of taxes paid after June 30. The County of Berks Tax Claim Bureau collects delinquent real estate taxes on behalf of itself and other taxing authorities. Return of unpaid real estate taxes to the County Tax Claim Bureau is made by January 15 of the subsequent year.

#### Intergovernmental revenues:

Intergovernmental revenues represent revenues received from the Commonwealth of Pennsylvania, federal agencies, and other local governments generally to fund specific programs and are recognized when received.

#### Long-term debt:

Debt service expenditures are recognized in the period paid.

#### Expenditures/expenses:

Expenditures and expenses are recognized when paid.

#### NOTES TO FINANCIAL STATEMENTS - CONTINUED

#### **DECEMBER 31, 2005**

## 1. NATURE OF ACTIVITY AND SIGNIFICANT ACCOUNTING POLICIES (Continued)

A summary of the Township's significant accounting policies follows (continued):

#### F. REVENUE AND EXPENDITURE POLICY DISCLOSURES

#### **Compensated Absences:**

Compensated absences for vacation and sick leave are recorded when paid.

#### 2. BUDGET MATTERS

The Board of Supervisors annually adopts a budget for the General and Special Revenue Funds. Budgetary control is legally maintained at the fund level.

The Second Class Township Code provides for the modification of the budget and supplemental appropriations and transfers.

Appropriations, except open project appropriations, encumbrances, and unexpended grant appropriations, lapse at the end of each fiscal year.

#### 3. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

#### Compliance with finance related legal and contractual provisions:

The Township had no material violations of finance related legal and contractual provisions.

#### Excess of expenditures over appropriations in individual funds:

No individual fund, which was budgeted as required by the Commonwealth of Pennsylvania, contained an excess of expenditures over appropriations that was not covered by the cash balance at December 31, 2004 and the cash received for the year ended December 31, 2005.

#### 4. CASH

As of December 31, 2005 bank balances of deposits were entirely insured by Federal Depository Insurance or collateralized in accordance with Act 72 of the 1971 Session of the Pennsylvania General Assembly.

#### NOTES TO FINANCIAL STATEMENTS - CONTINUED

#### **DECEMBER 31, 2005**

#### 5. LONG-TERM DEBT

At December 31, 2005, long-term debt consisted of the following:

	Balance Outstanding December 31, 2004	Additions	Payments & Other Reductions	Balance Outstanding December 31, 2005
Note payable due to a bank in monthly payments of \$1,870 including interest at 4.55% to May 2006	<u>\$ 30,723</u>	<u>\$</u> 0	( <u>\$ 21,472</u> )	<u>\$ 9,251</u>

Aggregate maturities required on long-term debt at December 31, 2005 are as follows:

	Principal	Interest	Total
2006	<u>\$ 9,251</u>	<u>\$ 107</u>	<u>\$ 9,251</u>

Substantially all of the Township's assets are pledged as collateral to the long-term debt.

#### NOTES TO FINANCIAL STATEMENTS - CONTINUED

#### **DECEMBER 31, 2005**

#### 6. PENSION PLAN

The Township administers and contributes to one defined benefit pension plan, the Maidencreek Township Non-Uniform Pension Plan. The assets of the plan are invested separately and may be used only for the payment of benefits to the members of the plan, in accordance with the terms of the plan.

#### Plan description and funding policy:

#### Plan description:

The Maidencreek Township Non-Uniform Pension Plan (the "Plan") is a single-employer defined benefit pension plan administered by the Principal Mutual Life Insurance Company. The Plan provides retirement, disability, and death benefits to plan members and beneficiaries. The Principal Mutual Life Insurance Company issues a publicly available financial report that includes financial statements and required supplementary information for the Plan. That report may be obtained by writing to Maidencreek Township.

#### Funding policy:

The Township is required to contribute amounts necessary to fund the Plan using the actuarial basis specified by statute.

#### Annual pension cost and net pension obligation:

The Township's annual pension cost and net pension obligation to the Plan for the current year were as follows:

Annual required contribution Interest on net pension obligation Adjustment to annual required contribution	\$ 41,726  
Annual pension cost Contributions made	\$ 41,726 41,726
Increase(decrease) in net pension obligation Net pension obligation beginning of year	<u></u>
Net pension obligation end of year	\$

#### NOTES TO FINANCIAL STATEMENTS - CONTINUED

#### **DECEMBER 31, 2005**

#### 6. PENSION PLAN (Continued)

#### Annual pension cost and net pension obligation (continued):

The annual required contribution for the current year was determined as part of the January 1, 2005 actuarial valuation using the entry age normal with normal cost as a level percent of salary. The actuarial assumptions included (a) 5.5% investment rate of return and (b) projected salary increases of 4.50% per year. Provisions for administrative expenses are added to normal cost. The assumptions included postretirement mortality and percent married provisions. Retirement is based upon normal retirement age as defined in the Plan. The actuarial value of assets was determined by market value of assets as of the valuation date.

#### Three-Year Trend Information:

Year Ending	Annual Pension Cost (APC)	Percentage of APC Contributed	Net Pension Obligation	
12/31/03	\$ 29,588	100%	\$	
12/31/04	\$ 31,583	100%	\$	
12/31/05	\$ 41,726	100%	\$	

#### 7. Commitments and Contingencies

#### Line of credit:

The Township has lines of credit with two local financial institutions in the amounts of \$50,000 and \$75,000. At December 31, 2005, the Township had not drawn on the lines of credit.

#### Maidencreek Township Authority:

The Township has guaranteed the Authority's 1999 Sewer Revenue Note, of which \$ 1,324,801 is outstanding at September 30, 2005, the date of the Authority's latest year end. The debt is evidenced by a Guaranty Agreement.

#### Litigation:

The Township is a defendant in a lawsuit, which has been referred to the lawyers who represent the Township's insurance carrier. While it is not feasible to determine the outcome of this matter, in the opinion of management, any total ultimate liability would not have a material effect on the Township's financial position.

## SCHEDULE OF FUNDING PROGRESS

## Maidencreek Township Non-Uniform Pension Plan:

Actuarial Valuation Date	alue of Assets (a)	Liab	Actuarial Accrued oility (AAL) Entry Age (b)	(	AAL (UAAL) (b-a)	Funded Ratio (a/b)
January 1, 2001 January 1, 2003 January 1, 2005	\$ 108,088 191,044 149,899	1	156,736 186,723 190,089	\$ (	48,648 4,321) 40,190	69% 102% 79%
			Covered Payroll (c)		UAAL As A % of Covered Covered Payroll ((b-a)/c)	I
January 1, 2001 January 1, 2003 January 1, 2005		\$	131,811 166,829 176,863		37 % ( 2.6%) 22.7%	

DEBT STATEMENT  Original Outstanding Principal Principal							
↓ List Each Issue or Loan ↓	Year of Issue	Amount of Issue	January 1 <sup>st</sup> or Issued During Year	Paid During Year	Outstanding December 31 <sup>s</sup>		
General Obligation Bonds and Other Notes							
General Obligation Note	2001	100,000	30,723	21,472	9,251		
·							
Revenue Bonds and Notes							
. Lease Rental Deht							
Tax and Revenue Anticipation Notes							
Other							

STATEMENT OF CAPITAL EXPENDITURES				
Category	Capital Purchases	Capital Construction	Total	
Electric				
Fire				
Gas System				
General Government	43,123		43,123	
Health				
Housing				
Libraries				
Mass Transit				
Parks				
Police				
Recreation				
Sewer				
Solid Waste				
Streets/Highways	54,382		54,382	
Water				
Other (Please specify)				
	·			
**			-	

## TAX RATES AND OTHER INFORMATION

TOTAL CAPITAL EXPENDITURES

97,505

<b>Assessed Value of Real Esta</b>	te as of December 31 <sup>st</sup>	\$_393,829,200
Tax Rate: General Purposes	0,75 Mills	
Debt Purposes All Other Purposes	Mills 0.50 Mills	
Total	1,25Mills	
<b>Employee Compensation:</b>		
Total salaries, wages, committee (including all employees *USE INCOME FROM W-:	s and elected officials)	\$ 272,555

## Kosmerl & Company, P.C.

A Professional Corporation

MEMBERS AMERICAN INSTITUTE OF CPA'S PENNA. INSTITUTE OF CPA'S

#### Certified Public Accountants

845 North Park Rd. Wyomissing, PA

19610-1342

(610) 372-5815 FAX (610) 372-8466 k.cpas@kosmerl.net ENROLLED TO PRACTICE BEFORE U.S. TREASURY DEPARTMENT PENNA. DEPT. OF REVENUE

May 22, 2006

To the Board of Supervisors Maidencreek Township Rt 73 & Quarry Road P.O. Box 319 Blandon, Pennsylvania 19510-0319

We have audited the financial statements of Maidencreek Township for the year ended December 31, 2005, and have issued our report thereon. Professional standards require that we provide you with the following information related to our audit.

#### Our Responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter, our responsibility, as described by professional standards, is to plan and perform our audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement and are fairly presented in accordance with U.S. generally accepted accounting principles. Because an audit is designed to provide reasonable, but not absolute, assurance and because we did not perform a detailed examination of all transactions, there is a risk that material errors, fraud, or other illegal acts may exist and not be detected by us.

As part of our audit, we considered the internal controls of Maidencreek Township. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal controls.

#### Significant Accounting Policies

Management has the responsibility for selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Maidencreek Township are described in the notes to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2005. We noted no transactions entered into by the Township during the year that were both significant and unusual, and of which, under professional standards, we are required to inform you, or transactions for which there is a lack of authoritative guidance or consensus.

#### **Accounting Estimates**

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. We evaluated the key factors and assumptions used to develop the Accounting Estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

#### **Audit Adjustments**

For purposes of this letter, professional standards define an audit adjustment as a proposed correction of the financial statements that, in our judgment, may not have been detected except through our auditing procedures. An audit adjustment may or may not indicate matters that could have a significant effect on the Township's financial reporting process (that is, cause future financial statements to be materially misstated). In our judgment, none of the adjustments we proposed, whether recorded or unrecorded by the Township, either individually or in the aggregate, indicate matters that could have a significant effect on the Township's financial reporting process.

#### Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfactions, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

#### **Consultations with Other Independent Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Township's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

#### **Issues Discussed Prior to Retention of Independent Auditors**

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Township's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

#### Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing our audit.

This information is intended solely for the information and use of the Board of Supervisors and management of the Township and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Kosmerl & Co., P.C.

KOSMERL & CO., P.C. CERTIFIED PUBLIC ACCOUNTANTS P.O. BOX 319 BLANDON, PA 19510



PHONE (610) 926-4920 FAX (610) 926-6314

May 22, 2006

Kosmerl & Co., P.C. 845 North Park Road Wyomissing, PA 19610-1342

We are providing this letter in connection with your audit of the primary government financial statements – cash basis, included in the Pennsylvania Form DCED of Maidencreek Township (the Township) as of December 31, 2005 for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the assets, liabilities and fund balances, and revenues and expenditures, of Maidencreek Township on the cash basis of accounting as included in the Pennsylvania Form DCED. We confirm that we are responsible for the fair presentation in the financial statements of assets, liabilities and fund balances, and revenues and expenditures on the cash basis as included in the Pennsylvania Form DCED. We are also responsible for adopting sound accounting policies, establishing and maintaining internal control, and preventing and detecting fraud.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgement of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, the following representations made to you during your audit.

- 1. The financial statements referred to above are fairly presented on the cash basis of accounting and include all funds and account groups required for financial statements that are to be included in the Pennsylvania Form DCED for the Maidencreek Township.
- 2. We have made available to you all
  - a. Financial records and related data.
  - b. Minutes of the meetings of the Board of Supervisors or summaries of actions of recent meetings for which minutes have not yet been prepared.

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- 3. There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 4. We have no knowledge of any fraud or suspected fraud affecting the Township involving:
  - a. Management,
  - b. Employees who have significant roles in internal control, or
  - c. Others that could have a material effect on the financial statements.
- 5. We acknowledge our responsibility for the design and implementation of programs and controls to prevent and detect fraud.
- 6. We have no knowledge of any allegations of fraud or suspected fraud affecting the Township received in communications from employees, former employees, participants, regulators, beneficiaries, service providers, third-party administrators, or others.
- 7. There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements.
- 8. We believe the effects of the uncorrected financial statement misstatements summarized in the attached schedule (if applicable) are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.
- 9. We are in agreement with the adjusting journal entries you have recommended.
- 10. The Township did not have large dollar amount payables that would normally have been paid but were unpaid at year end.
- 11. The Township has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or fund equity.
- 12. The following, if any, have been properly recorded or disclosed in the financial statements:
  - a. Related party transactions, including revenues, expenditures/expenses, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties.
  - b. Guarantees, whether written or oral, under which the Township is contingently liable.

Kosmerl & Co., P.C. May 22, 2006 Page 3

- c. All accounting estimates that could be material to the financial statements, including the key factors and significant assumptions underlying those estimates, and we believe the estimates are reasonable in the circumstances.
- 13. There are no estimates that may be subject to a material change in the near term that have not been properly disclosed in the financial statements. We understand that near term means the period within one year of the date of the financial statements. In addition, we have no knowledge of concentrations existing at the date of the financial statements that make the Township vulnerable to the risk of severe impact that have not been properly disclosed in the financial statements. We understand that concentrations include individual group concentrations of contributors, grantors, clients, customers, suppliers, lenders, products, services, fund-raising events, sources of labor or materials, licenses or other rights, or operating areas or markets. We further understand that severe impact means a significant financially disruptive effect on the normal functioning of the organization.
- 14. We are responsible for the Township's compliance with laws, regulations, and provisions of contracts and grant agreements applicable to it; and we have identified, and disclosed to you, all laws, regulations and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives..

#### 15. There are no –

- a. Violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting and amending budgets), terms of contractual agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, or for reporting on noncompliance.
- b. Unasserted claims or assessments that our lawyer has advised us are probable of assertion and must be disclosed in accordance with Financial Accounting Standards Board (FASB) Statement No 5, Accounting for Contingencies.
- c. Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by FASB Statement No. 5.
- d. Reservations or designation of fund equity that were not properly authorized and approved.

Kosmerl & Co., P.C. May 22, 2006 Page 4

- 16. The Township has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral except those that have been made known to you.
- 17. The Township has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.

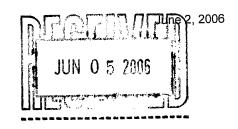
To the best of our knowledge and belief, no events have occurred subsequent to the balance sheet date and through the date of this letter that would require adjustment to or disclosure in the aforementioned financial statements.

Signed: Deane Hollenbach

Title: SECRETARY/TREASURER



061085 Diane Hollenbach Maidencreek Township P.O. Box 319 Blandon, PA 19510



Dear Ms. Hollenbach,

According to our records, Maidencreek Township has not completed the following legislatively mandated filing(s) with the Pennsylvania Department of Community and Economic Development:

F N	Form Number	Due Date
Form Name 2005 Annual Audit and Financial Report	DCED-CLGS-30	3/01/06 Cities
2005 Affilial Addit and Financial February		4/01/06 Boroughs, Townships, and
		Home Rule municipalities

As noted, this form(s) was due earlier this year. Please complete and submit the above form(s) as soon as possible to the following address:

Pennsylvania Department of Community and Economic Development Governor's Center for Local Government Services Commonwealth Keystone Building 400 North Street, 4<sup>th</sup> Floor Harrisburg, PA 17120-0225

We thank you for your cooperation, and if we can be of any assistance in helping you complete your filing(s), please do not hesitate to call DCED at 1-888-223-6837.

Sincerely,

Wendy Sweigart

Wendy L. Sweigart

Local Government Policy Specialist

cc: Roy Timpe Chairman - Maidencreek Township

Commonwealth Keystone Building
400 North Street, 4<sup>th</sup> Floor
Harrisburg, PA 17120-0225
Tel: 888-223-6837 | Fax: 717-783-1402
www.NewPA.com

#### AUDIT NOTICE

# MAIDENCREEK TOWNSHIP BERKS COUNTY, PENNSYLANIA

#### PREPARED ON A CASH BASIS

Year Ended December 31, 2005

Cash Receipts:	
Taxes-all sources (real estate assessed	
valuation \$359,100,200)	\$ 1,741,471
Licenses and permits	403,872
Fines and forfeits	42,310
Interest, rents and royalties	29,295
Intergovernmental revenues	228,977
Charges for services	51,473
Miscellaneous revenues	1,668
Other financing sources	2,441
Total cash receipts	\$ 2,501,507
Cash Disbursements:	
General government	\$ 311,493
Public safety	1,122,146
Public works:	
Sanitation	106,519
Highways and streets	518,797
Other public works enterprises	6,850
Culture and recreation	166,400
Debt service	22,430
Miscellaneous expenditures	196,37′
Total cash disbursements	\$ 2,451,013
Excess of cash receipts over cash disbursements	\$ 50,489

Cash, December 31, 2004: Governmental fund types:	
General Fund	\$ 591,106
State Liquid Fuels Fund	124,199
Recreation Fund	102,464
Recycling Fund	59,545
Trust & Agency Funds	303,534
Total cash	\$ 1,180,848
Cash, December 31, 2005	
Governmental fund types:	
General Fund	\$ 767,291
State Liquid Fuels Fund	11,953
Recreation Fund	148,559
Trust & Agency Funds	169,380
Total cash	\$ 1,097,183
Statement of Indebtedness:	
General Obligation Note	<u>\$ 9,251</u>

Published in accordance with Second Class Township, Section 904. The annual audit and financial report for the Township is available for public inspection at the Township Building during normal business hours.