GREEN TOWNSHIP HOCKING COUNTY Regular Audit December 31, 2005 and 2004



Auditor of State Betty Montgomery

Board of Trustees Green Township 14536 SR 595 Logan, Ohio 43138

We have reviewed the *Report of Independent Accountants* of Green Township, Hocking County, prepared by Perry & Associates for the audit period January 1, 2004 through December 31, 2005. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

The financial statements in the attached report are presented in accordance with a regulatory basis of accounting prescribed or permitted by the Auditor of State's Office (AOS). Due to a February 2, 2005 interpretation from the American Institute of Certified Public Accountants (AICPA), modifications were required to the *Report of Independent Accountants* on your financial statements. While the AOS does not legally require your government to prepare financial statements pursuant to Generally Accepted Accounting Principles (GAAP), the AICPA interpretation requires auditors to formally acknowledge that you did not prepare your financial statements in accordance with GAAP. The attached report includes an opinion relating to GAAP presentation and measurement requirements, but does not imply the statements are misstated under the non-GAAP regulatory basis. The *Report of Independent Accountants* also includes an opinion on the financial statements using the regulatory format the AOS permits.

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. Green Township is responsible for compliance with these laws and regulations.

Betty Montgomeny

BETTY MONTGOMERY Auditor of State

June 9, 2006

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Perry & Associates Certified Public Accountants, A.C.

PARKERSBURG 1035 Murdoch Avenue Parkersburg, WV 26101 (304) 422-2203 MARIETTA 428 Second Street Marietta, OH 45750 (740) 373-0056

INDEPENDENT ACCOUNTANTS' REPORT

May 19, 2006

Green Township Hocking County 14356 State Route 595 Logan, Ohio 43138

To the Board of Trustees:

We have audited the accompanying financial statements of Green Township, Hocking County, Ohio, (the Township) as of and for the years ended December 31, 2005 and 2004. These financial statements are the responsibility of the Township's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the Comptroller General of the United States' *Government Auditing Standards*. Those standards require that we plan and perform the audit to reasonably assure 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 our audit provides a reasonable basis for our opinion.

As described more fully in Note 1, the Township has prepared these financial statements using accounting practices the Auditor of State prescribes or permits. These practices differ from accounting principles generally accepted in the United States of America (GAAP). Although we cannot reasonably determine the effects on the financial statements of the variances between these regulatory accounting practices and GAAP, we presume they are material.

Revisions to GAAP would require the Township to reformat its financial statement presentation and make other changes effective for the years ended December 31, 2005 and 2004. Instead of the combined funds the accompanying financial statements present for 2005 and 2004, the revisions require presenting entity wide statements and also to present it's larger (i.e. major) funds separately beginning in 2004. While the Township does not follow GAAP, generally accepted auditing standards requires us to include the following paragraph if the statements do not substantially conform to the new GAAP presentation requirements. The Auditor of State permits, but does not require governments to reformat their statements. The Township has elected not to reformat its statements. Since the Township does not use GAAP to measure financial statement amounts, the following paragraph does not imply the amounts reported are materially misstated under the accounting basis the Auditor of State permits.

Green Township Hocking County Independent Accountants' Report Page 2

Our opinion on the fair presentation of the amounts reported pursuant to its non-GAAP basis is in the second following paragraph.

In our opinion, because of the effects of the matter discussed in the preceding two paragraphs, the financial statements referred to above for the years ended December 31, 2005 and 2004 do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Township as of December 31, 2005 and 2004 or their changes in financial position for the year then ended.

Also, in our opinion, the financial statements referred to above present fairly, in all material respects, the combined fund cash balances of Green Township, Hocking County, as of December 31, 2005 and 2004, and its combined cash receipts and disbursements for the years then ended on the accounting basis Note 1 describes.

The aforementioned revision to generally accepted accounting principles also requires the Township to include Management's Discussion and Analysis for the years ended December 31, 2005 and 2004. The Government has not presented Management's Discussion and Analysis, which accounting principles generally accepted in the United States of America has determined is necessary to supplement, although not required to be part of, the financial statements.

In accordance with *Government Auditing Standards*, we have also issued our report dated May 19, 2006, on our consideration of the Township's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. While we did not opine on the internal control over financial reporting or on compliance, that report describes the scope of our testing of internal control over financial reporting and compliance, and the results of that testing. That report is an integral part of an audit performed in accordance with *Government Auditing Standards*. You should read it in conjunction with this report in assessing the results of our audit.

Respectfully Submitted,

Perry and Associates Certified Public Accountants, A.C.

COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES ALL GOVERNMENTAL AND FIDUCIARY FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2005

	Governmental Fund Types									
	G	eneral		Special Revenue	;	Debt Service	Capital Projects	uciary unds		Totals morandum Only)
Cash Receipts:										
Local Taxes	\$	12,344	\$	219,287	\$	19,978	\$ -	\$ -	\$	251,609
Intergovernmental		23,768		184,878		-	10,551	-		219,197
Licenses, Permits, and Fees		2		1,500		-	-	-		1,502
Earnings on Investments		1,674		377		-	-	-		2,051
Other Revenue		79		7,955		-	 -	 -		8,034
Total Cash Receipts		37,867		413,997		19,978	10,551	-		482,393
Cash Disbursements:										
Current:										
General Government		35,990		-		-	-	-		35,990
Public Safety		-		27,186		-	-	-		27,186
Public Works		-		448,917		-	-	-		448,917
Health		9,265		1,477				-		10,742
Human Services		-		-		-	10,551			10,551
Debt Service:										
Redemption of Principal		-		-		18,310	-	-		18,310
Interest and Fiscal Charges		-		-		1,668	-	-		1,668
Capital Outlay		-		19,015		-	 -	 -		19,015
Total Cash Disbursements		45,255		496,595		19,978	10,551	-		572,379
Total Cash Receipts Over/(Under) Disbursements		(7,388)		(82,598)		-	-	-		(89,986)
Other Financing Receipts and (Disbursements): Proceeds from Sale of Public Debt:										
Sale of Fixed Assets		-		1,164		-	-	-		1,164
Advances-In		5,452		-		5,452	-	-		10,904
Advances-Out		(5,452)		-		(5,452)	-	-		(10,904)
Other Sources		-		52,500		-	-	-		52,500
Other Uses		-		-		-	 -	 -		-
Total Other Financing Receipts/(Disbursements)		-		53,664		-	-	-		53,664
Excess of Cash Receipts and Other Financing										
Receipts Over/(Under) Cash Disbursements										
and Other Financing Disbursements		(7,388)		(28,934)		-	-	-		(36,322)
Fund Cash Balances, January 1		78,834		182,595		-	 -	 -		261,429
Fund Cash Balances, December 31	\$	71,444	\$	153,660	\$	-	\$ -	\$ -	\$	225,107
Reserve for Encumbrances, December 31	\$	465	\$	10,360	\$	-	\$ -	\$ -	\$	10,825

See accompanying notes to the basic financial statements

COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND CHANGES IN FUND CASH BALANCES ALL GOVERNMENTAL AND FIDUCIARY FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2004

	Gove	rnmental Fund			
	General	Special Revenue	Capital Projects	Fiduciary Funds	Totals (Memorandum Only)
Cash Receipts: Local Taxes Intergovernmental Licenses, Permits, and Fees Earnings on Investments Other Revenue	\$ 10,757 58,965 - 1,277 29	\$ 225,584 111,384 1,600 230 548	\$ 10,000 	\$ - - -	\$ 236,341 180,349 1,600 1,507 577
Total Cash Receipts	71,029	339,346	10,000	-	420,375
Cash Disbursements: Current: General Government Public Safety Public Works Health Human Services Debt Service: Redemption of Principal Interest and Fiscal Charges Capital Outlay Total Cash Disbursements	37,823 - 10,000 - - - 47,823	24,279 196,020 2,604 - 13,061 1,499 31,858 269,321	- - - 10,000 - - - - - - - - - - - - - - - - -	- - - - - -	37,823 24,279 196,020 12,604 10,000 13,061 1,499 31,858 327,143
Total Cash Receipts Over/(Under) Disbursements	23,206	70,026	-	-	93,232
Other Financing Receipts and (Disbursements): Proceeds from Sale of Public Debt: Sale of Fixed Assets Other Uses	-	1,390	-	-	1,390
Total Other Financing Receipts/(Disbursements)	-	1,390	-	-	1,390
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements	23,206	71,416	-	-	94,622
Fund Cash Balances, January 1	55,627	111,179			166,807
Fund Cash Balances, December 31	<u>\$ 78.834</u>	<u>\$ 182.595</u>	<u>\$</u> -	<u>\$</u> -	<u>\$ 261.428</u>

See accompanying notes to the basic financial statements

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2005 AND 2004

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

Green Township, Hocking County, (the Township) is a body corporate and politic established to exercise the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. The Township is directed by a publicly-elected three-member Board of Trustees. The Township provides general governmental services, including road and bridge maintenance and cemetery maintenance. The Township contracts with the City of Logan to provide fire protection services.

The Township's management believes these financial statements present all activities for which the Township is financially accountable.

B. Basis of Accounting

These financial statements follow the basis of accounting prescribed or permitted by the Auditor of State, which is similar to the cash receipts and disbursements basis of accounting. Receipts are recognized when received in cash rather than when earned, and disbursements are recognized when paid rather than when a liability is incurred. Budgetary presentations report budgetary expenditures when a commitment is made (i.e., when an encumbrance is approved).

These statements include adequate disclosure of material matters, as prescribed or permitted by the Auditor of State.

C. Cash and Investments

The Township Clerk invests all available funds of the Township in an interest-bearing checking account.

D. Fund Accounting

The Township uses fund accounting to segregate cash and investments that are restricted as to use. The Township classifies its funds into the following types:

1. General Fund

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

2. Special Revenue Funds

These funds are used to account for proceeds from specific sources that are restricted to expenditure for specific purposes. The Township has the following significant Special Revenue Funds:

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2005 AND 2004 (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Fund Accounting (Continued)

2. Special Revenue Funds (Continued)

<u>Gasoline Tax Fund</u> - This fund receives gasoline tax money for constructing, maintaining and repairing Township roads.

<u>Motor Vehicle License Tax Fund</u> – This fund receives motor vehicle license tax money for constructing, maintaining, and repairing Township roads.

<u>Road and Bridge Fund</u> – This fund receives property tax money for constructing, maintaining, and repairing Township roads and bridges.

<u>Special Levy: Fire District Fund</u> – This fund receives property tax money to provide fire protection through a contract with the City of Logan Fire Department.

<u>Special Levy: Road District Fund</u> – This fund receives property tax money to provide operating supplies.

3. Capital Projects Funds

These funds are used to account for receipts that are restricted for the acquisition or construction of major capital projects (except those financed through enterprise or trust funds).

E. Budgetary Process

The Ohio Revised Code requires that each fund be budgeted annually.

1. Appropriations

Budgetary expenditures (that is, disbursements and encumbrances) may not exceed appropriations at the fund, function, and object level of control and appropriations may not exceed estimated resources. The Board of Trustees must annually approve appropriation measures and subsequent amendments. The County Budget Commission must also approve the annual appropriation measure. Unencumbered appropriations lapse at year-end.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2005 AND 2004 (Continued)

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

E. Budgetary Process (Continued)

2. Estimated Resources

Estimated resources include estimates of cash to be received (budgeted receipts) plus cash as of January 1. The County Budget Commission must also approve estimated resources.

3. Encumbrances

The Ohio Revised Code requires the Township to reserve (encumber) appropriations when commitments are made. Encumbrances outstanding at year end are carried over, and need not be reappropriated in the subsequent year.

A summary of 2005 and 2004 budgetary activity appears in Note 3.

F. Property, Plant and Equipment

Acquisitions of property, plant and equipment are recorded as disbursements when paid. These items are not reflected as assets on the accompanying financial statements.

G. Accumulated Leave

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused leave. Unpaid leave is not reflected as a liability under the Township's basis of accounting.

2. EQUITY IN POOLED CASH

The Township maintains a cash pool used by all funds. The Ohio Revised Code prescribes allowable deposits. The carrying amount of cash at December 31 was as follows:

	2005	2004
Total deposits	\$ 225,107	\$ 261,428

Deposits are either (1) insured by the Federal Deposit Insurance Corporation or (2) collateralized by securities specifically pledged by the financial institution to the Township, or (3) collateralized by the financial institution's public entity deposit pool.

GREEN TOWNSHIP HOCKING COUNTY NOTES TO FINANCIAL STATEMENTS DECEMBER 31, 2005 AND 2004 (Continued)

3. BUDGETARY ACTIVITY

Budgetary activity for the years ending December 31, 2005 and 2004 follows:

	2005 Budgeted	vs. Actual Receip	ts	
	Fund Type	Budgeted Receipts	Actual Receipts	Variance
General		\$ 35,300	\$ 37,867	\$ 2,567
Special Revenue		515,702	467,661	(48,041)
Debt Service		19,961	19,978	17
Capital Projects		11,000	10,551	(449)
	Total	\$ 581,963	\$ 536,057	\$ (45,906)
	2005 Budgeted vs. Actual	Budgetary Basis I Appropriation	Expenditures Budgetary	
	Fund Type	Authority	Expenditures	Variance
General		\$ 54,000	\$ 45,721	\$ 8,279
Special Revenue		628,431	506,955	121,476
Debt Service		19,978	19,978	-
Capital Projects		11,000	10,551	449
	Total	\$ 713,409	\$ 583,205	\$ 130,204
	2004 Budgeted	vs. Actual Receip	ts	
		Budgeted	Actual	
	Fund Type	Receipts	Receipts	Variance
General		\$ 52,000	\$ 71,029	\$ 19,029
Special Revenue		295,715	340,736	45,021
Debt Service		-	-	-

		, -	,		- / -
Debt Service		-	-		-
Capital Projects		 10,000	10,000		-
	Total	\$ 357,715	\$ 421,765	\$	64,050

2004 Budgeted vs. Actual Budgetary Basis Expenditures

Fund Type		 propriation withority	udgetary penditures	v	ariance
General		\$ 54,000	\$ 47,823	\$	6,177
Special Revenue		336,366	269,321		67,045
Debt Service		-	-		-
Capital Projects		10,000	10,000		-
	Total	\$ 400,366	\$ 327,143	\$	73,223

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2005 AND 2004 (Continued)

4. DEBT

Debt outstanding at December 31, 2005 was as follows:

The Township purchased in 2004 for \$22,500.00 for the purchase of a 1986 grader. The purchase was made through the Citizens Bank of Logan at 4% interest annually with principle payments of \$4,500.00 plus interest made yearly.

The Township purchased in 2005 for \$52,000.00 for the purchase of a tractor, mower and ditcher. The purchase was made through the Citizens Bank of Logan at 5.75% interest annually with principle payments of \$10,500.00 plus interest made yearly.

Amortization of the above debt, including interest, is scheduled as follows:

	Notes
Year ending December 31:	
2006	\$18,790.68
2007	17,996.04
2008	17,206.44
2009	16,407.27
2010	11,112.14
Thereafter	<u></u>
Total	\$ <u>81,512.57</u>

5. **PROPERTY TAX**

Real property taxes become a lien on January 1 preceding the October 1 date for which rates are adopted by Board of Trustees. The State Board of Tax Equalization adjusts these rates for inflation. Property taxes are also reduced for applicable homestead and rollback deductions. Homestead and rollback amounts are then paid by the State, and are reflected in the accompanying financial statements as Intergovernmental Receipts. Payments are due to the County by December 31. If the property owner elects to make semiannual payment, the first half is due December 31. The second half payment is due the following June 20.

Public utilities are also taxed on personal and real property located within the Township.

Tangible personal property tax is assessed by the property owners, who must file a list of such property to the County by each April 30.

The County is responsible for assessing property, and for billing, collecting, and distributing all property taxes on behalf of the Township.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2005 AND 2004 (Continued)

6. RETIREMENT SYSTEMS

The Township's elected officials and employees belong to the Public Employees Retirement System (PERS) of Ohio. PERS is a cost-sharing, multi-employer plan. This plan provides retirement benefits, including post retirement healthcare, and survivor and disability benefits to participants as prescribed by the Ohio Revised Code.

Contribution rates are also prescribed by the Ohio Revised Code. For 2005 and 2004, members of PERS contributed 8.5% of their gross salaries. The Township contributed an amount equal to 13.55% of participants' gross salaries, these amounts where \$14,026.51 in 2005 and \$11,126.35 in 2004. The Township has paid all contributions required through December 31, 2005.

7. RISK MANAGEMENT

Risk Pool Membership

The Township belongs to the Ohio Township Association Risk Management Authority (OTARMA), a risk-sharing pool available to Ohio townships. OTARMA provides property and casualty coverage for its members. OTARMA is a member of the American Public Entity Excess Pool (APEEP). Member governments pay annual contributions to fund OTARMA. OTARMA pays judgments, settlements and other expenses resulting from covered claims that exceed the members' deductibles.

Casualty Coverage

OTARMA retains casualty risks up to \$250,000 per claim, including loss adjustment expenses. OTARMA pays a percentage of its contributions to APEEP. APEEP reinsures claims exceeding \$250,000 are reinsured with APEEP up to \$1,750,000 per claim and \$5,000,000 in the aggregate per year. Governments can elect additional coverage, from \$2,000,000 to \$10,000,000 from the General Reinsurance Corporation.

If losses exhaust OTARMA's retained earnings, APEEP covers OTARMA losses up to \$5,000,000 per year, subject to a per-claim limit of \$2,000,000.

Property Coverage

OTARMA retains property risks, including automobile physical damage, up to \$100,000 on any specific loss in any one occurrence. The Travelers Indemnity Company reinsures losses exceeding \$100,000 up to \$500,000,000 per occurrence. APEEP's Guarantee Fund pays losses and loss adjustment expenses exceeding operating contributions.

The aforementioned casualty and property reinsurance agreements do not discharge OTARMA's primary liability for claims payments on covered losses. Claims exceeding coverage limits are the obligation of the respective township.

NOTES TO THE FINANCIAL STATEMENTS DECEMBER 31, 2005 AND 2004 (Continued)

RISK MANAGEMENT (Continued)

Financial Position

OTARMA's financial statements (audited by other accountants) conform with generally accepted accounting principles, and reported the following assets, liabilities and retained earnings at December 31, 2004 and 2003 (the latest information available):

Casualty Coverage	<u>2004</u>	<u>2003</u>
Assets	\$30,687,203	\$27,792,223
Liabilities	<u>(13,640,962)</u>	<u>(11,791,300)</u>
Retained earnings	<u>\$17,046,241</u>	<u>\$16,000,923</u>

Property Coverage	<u>2004</u>	<u>2003</u>
Assets	\$7,799,073	\$6,791,060
Liabilities	<u>(753,906)</u>	<u>(750,956)</u>
Retained earnings	<u>\$7,045,167</u>	<u>\$6,040,104</u>

Perry & Associates Certified Public Accountants, A.C.

PARKERSBURG 1035 Murdoch Avenue Parkersburg, WV 26101 (304) 422-2203 MARIETTA 428 Second Street Marietta, OH 45750 (740) 373-0056

INDEPENDENT ACCOUNTANTS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS REQUIRED BY GOVERNMENT AUDITING STANDARDS

May 19, 2006

Green Township Hocking County 14536 State Route 595 Logan, Ohio 43138

To the Board of Trustees:

We have audited the financial statements of Green Township, Hocking County, (the Township) as of and for the years ended December 31, 2005 and 2004, and have issued our report thereon dated May 19, 2006, wherein we noted the Township followed accounting practices the Auditor of State prescribes rather than accounting principles generally accepted in the United States of America. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in the Comptroller General of the United States' *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Township's internal control over financial reporting to determine our auditing procedures to express our opinion on the financial statements and not to opine on the internal control over financial reporting. Our consideration of the internal control would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a reportable condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts material to the financial statements we audited may occur and not be timely detected by employees when performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider material weaknesses.

Green Township Hocking County Independent Accountants' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Required by *Government Auditing Standards* Page 2

Compliance and Other Matters

As part of reasonably assuring whether the Township's financial statements are free of material misstatement, we tested its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could directly and materially affect the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of management, Township Trustees, and other officials authorized to receive this report under section 117.26, Ohio Revised Code, and is not intended to be, and should not be used by anyone other than these specified parties.

Perry and Associates Certified Public Accountants, A.C.

SCHEDULE OF FINDINGS DECEMBER 31, 2005 AND 2004

FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS

None

SCHEDULE OF PRIOR AUDIT FINDINGS DECEMBER 31, 2005 AND 2004

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <i>Explain</i>
2003-001	ORC § 5705.41 (D) – Expenditures exceeding Certifications	Yes	Corrected
2003-002	ORC § 5575.01 (A) – Contracts or force accounts	Yes	Corrected



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GREEN TOWNSHIP

HOCKING COUNTY

CLERK'S CERTIFICATION

This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.

Susan Babbett

CLERK OF THE BUREAU

CERTIFIED JUNE 22, 2006