



JIM PETRO
AUDITOR OF STATE

STATE OF OHIO

**SALEM TOWNSHIP
MONROE COUNTY**

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STATE OF OHIO
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REPORT OF INDEPENDENT ACCOUNTANTS

Salem Township
Monroe County
50190 Gibbs Road
Clarington, Ohio 43915

To the Board of Trustees:

We have audited the accompanying financial statements of Salem Township, Monroe County, Ohio (the Township), as of and for the years ended December 31, 2001 and 2000. 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 *Government Auditing Standards*, issued by the Comptroller General of the United States. 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, the Township prepares its financial statements on the basis of accounting prescribed or permitted by the Auditor of State, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In 2001, the Township paid 100% of the Board of Trustees' salaries from a Special Revenue Fund rather than the General Fund. Ohio Rev. Code Section 505.24 requires Board of Trustee salaries be paid only from the General Fund or from such funds in proportions as the Board of Trustees may specify by resolution. It was determined that 17% of Board of Trustee salaries or \$3,000 were for administrative duties and should have been paid from the General Fund. Had this amount been properly expended from the General Fund, the effect would have been to decrease the disbursements and increase the cash balance of the Special Revenue Funds by a cumulative amount \$8,000 to \$27,002 and to increase the disbursements and decrease the cash balance of the General Fund by a cumulative amount of \$8,000 to a deficit of \$6,348, as of December 31, 2001.

In 2000, the Township paid 100% of the Board of Trustees' salaries from Special Revenue Funds rather than the General Fund. Ohio Rev. Code Section 505.24 requires Board of Trustee salaries be paid only from the General Fund or from such funds in proportions as the Board of Trustees may specify by resolution. It was determined that 17% of Board of Trustee salaries or \$3,000 were for administrative duties and should have been paid from the General Fund. Also, in 2000 the Township transferred \$2,000 from a Special Revenue Fund to the General Fund. This transfer is not authorized by Ohio Rev. Code Section 5705.15. Had these amounts been properly expended from the General Fund and Special Revenue Funds, the effect would have been to decrease the disbursements and increase the cash balance of the Special Revenue Funds by \$5,000 to \$25,734 and to increase the disbursements, decrease the receipts and decrease the cash balance of the General Fund by \$5,000 to a deficit of \$4,606, as of December 31, 2000.

In our opinion, because of the effects of the matter referred to in the preceding two paragraphs, the financial statements referred to above do not present fairly, in all material respects, the combined fund cash balances of the General and Special Revenue Funds of Salem Township, Monroe County, as of December 31, 2001 and 2000, nor the General Funds' and Special Revenue Funds' disbursements for the year ended December 31, 2001 or 2000, nor the General Fund's receipts for the year ended December 31, 2000, on the basis of accounting described in Note 1. In our opinion, the financial statements referred to above present fairly, in all material respects, as of December 31, 2001 and 2000, the combined cash receipts of the Special Revenue Funds for the years then ended on the basis of accounting described in Note 1.

In accordance with *Government Auditing Standards*, we have also issued our report dated October 28, 2002, 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 grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

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



Jim Petro
Auditor of State

October 28, 2002

**SALEM TOWNSHIP
MONROE COUNTY**

**COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2001**

	<u>Governmental Fund Types</u>		Totals (Memorandum Only)
	<u>General</u>	<u>Special Revenue</u>	
Cash Receipts:			
Local Taxes	\$8,920	\$10,843	\$19,763
Intergovernmental	7,048	62,032	69,080
Earnings on Investments	16	273	289
Other Revenue	849		849
	<hr/>	<hr/>	<hr/>
Total Cash Receipts	16,833	73,148	89,981
	<hr/>	<hr/>	<hr/>
Cash Disbursements:			
Current:			
General Government	12,836		12,836
Public Safety		12,280	12,280
Public Works		50,228	50,228
Health	2,739		2,739
Debt Service:			
Lease Payment		12,372	12,372
	<hr/>	<hr/>	<hr/>
Total Cash Disbursements	15,575	74,880	90,455
	<hr/>	<hr/>	<hr/>
Total Cash Receipts Over/(Under) Cash Disbursements	1,258	(1,732)	(474)
	<hr/>	<hr/>	<hr/>
Fund Cash Balances, January 1	394	20,734	21,128
	<hr/>	<hr/>	<hr/>
Fund Cash Balances, December 31	<u>\$1,652</u>	<u>\$19,002</u>	<u>\$20,654</u>

The notes to the financial statements are an integral part of this statement.

**SALEM TOWNSHIP
MONROE COUNTY**

**COMBINED STATEMENT OF CASH RECEIPTS, CASH DISBURSEMENTS, AND
CHANGES IN FUND CASH BALANCES
ALL GOVERNMENTAL FUND TYPES
FOR THE YEAR ENDED DECEMBER 31, 2000**

	<u>Governmental Fund Types</u>		<u>Totals (Memorandum Only)</u>
	<u>General</u>	<u>Special Revenue</u>	
Cash Receipts:			
Local Taxes	\$8,652	\$10,628	\$19,280
Intergovernmental	1,356	61,954	63,310
Earnings on Investments	80	487	567
Other Revenue	242	537	779
	<u>10,330</u>	<u>73,606</u>	<u>83,936</u>
Cash Disbursements:			
Current:			
General Government	9,343		9,343
Public Safety	1,380		1,380
Public Works	496	87,375	87,871
Health	8,719		8,719
Miscellaneous	97		97
Debt Service:			
Lease Payment		7,395	7,395
	<u>20,035</u>	<u>94,770</u>	<u>114,805</u>
Total Cash Receipts (Under) Cash Disbursements	<u>(9,705)</u>	<u>(21,164)</u>	<u>(30,869)</u>
Other Financing Receipts and (Disbursements):			
Transfers-In	2,000		2,000
Transfers-Out		(2,000)	(2,000)
	<u>2,000</u>	<u>(2,000)</u>	<u>0</u>
Excess of Cash Receipts and Other Financing Receipts Over/(Under) Cash Disbursements and Other Financing Disbursements	(7,705)	(23,164)	(30,869)
Fund Cash Balances, January 1	<u>8,099</u>	<u>43,898</u>	<u>51,997</u>
Fund Cash Balances, December 31	<u>\$394</u>	<u>\$20,734</u>	<u>\$21,128</u>

The notes to the financial statements are an integral part of this statement.

**SALEM TOWNSHIP
MONROE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2001 AND 2000**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Description of the Entity

Salem Township, Monroe 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 government services, including road and bridge maintenance, fire protection and emergency medical services. The Township contracts with Clarington Volunteer Fire Department to provide fire 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. Fund Accounting

The Township uses fund accounting to segregate cash that is 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 (other than from trusts or for capital projects) that are restricted to expenditure for specific purposes. The Township had the following significant Special Revenue Funds:

Road and Bridge Fund - This fund receives property tax money for constructing, maintaining and repairing Township roads and bridges.

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

Motor Vehicle License Tax Fund - This fund receives license tax money for constructing, maintaining and repairing Township roads.

**SALEM TOWNSHIP
MONROE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2001 AND 2000
(Continued)**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. 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 or 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. Appropriations lapse at year end.

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 individual commitments are made. Encumbrances outstanding at year end are canceled, and reappropriated in the subsequent year. The Township did not encumber all commitments required by Ohio law.

A summary of 2001 and 2000 budgetary activity appears in Note 3.

E. 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.

2. EQUITY IN POOLED CASH

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

Demand Deposits	<u>2001</u>	<u>2000</u>
	<u>\$20,654</u>	<u>\$21,128</u>

Deposits: Deposits are insured by the Federal Deposit Insurance Corporation.

**SALEM TOWNSHIP
MONROE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2001 AND 2000
(Continued)**

3. BUDGETARY ACTIVITY

Budgetary activity for the years ending December 31, 2001 and 2000, follows:

2001 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$17,646	\$16,833	(\$813)
Special Revenue	81,210	73,148	(8,062)
Total	\$98,856	\$89,981	(\$8,875)

2001 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$18,005	\$15,575	\$2,430
Special Revenue	101,800	74,880	26,920
Total	\$119,805	\$90,455	\$29,350

2000 Budgeted vs. Actual Receipts			
Fund Type	Budgeted Receipts	Actual Receipts	Variance
General	\$17,291	\$12,330	(\$4,961)
Special Revenue	83,456	73,606	(9,850)
Total	\$100,747	\$85,936	(\$14,811)

2000 Budgeted vs. Actual Budgetary Basis Expenditures			
Fund Type	Appropriation Authority	Budgetary Expenditures	Variance
General	\$25,390	\$20,035	\$5,355
Special Revenue	123,230	96,770	26,460
Total	\$148,620	\$116,805	\$31,815

**SALEM TOWNSHIP
MONROE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2001 AND 2000
(Continued)**

4. PROPERTY TAX

Real property taxes become a lien on January 1 preceding the October 1 date for which rates are adopted by the 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.

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.

5. LEASE

Lease outstanding at December 31, 2001, was as follows:

Equipment Lease	<u>Principal</u> <u>\$24,650</u>
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The Township leased a tractor, loader and backhoe in 1999. The lease agreement has a purchase option clause that allows the Township to purchase the equipment for one dollar at the end of the lease term. The Township makes quarterly payments to New Holland Credit Company for all three pieces of equipment.

Amortization of the above lease is scheduled as follows:

<u>Year Ending</u> <u>December 31:</u>	<u>Equipment</u> <u>Lease</u>
2002	\$9,860
2003	9,860
2004	<u>4,930</u>
Total	<u>\$24,650</u>

6. RETIREMENT SYSTEMS

The Township's employees belong to the Public Employees Retirement System (PERS) of Ohio. PERS is a cost-sharing, multiple-employer plan. This plan provides retirement benefits, including postretirement 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 2001 and 2000, PERS members contributed 8.5% of their gross salaries. The Township contributed an amount equal to 13.55% of participants' gross salaries for 2001 and from January 1, 2000 through June 30, 2000. PERS temporarily reduced the employer contribution rate to 8.13%, effective July 1, 2000 through December 31, 2000. The Township has paid all contributions required thorough December 31, 2001.

**SALEM TOWNSHIP
MONROE COUNTY**

**NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2001 AND 2000
(Continued)**

7. RISK MANAGEMENT

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 occurrence. 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, which the General Reinsurance Corporation will reinsure.

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. The Travelers Indemnity Company reinsures specific losses exceeding \$100,000. The Travelers Indemnity Company also provides aggregate excess coverage for property including automobile physical damage subject to an annual stop loss. When the stop loss is reached in any year, The Travelers Indemnity Company provides coverage in excess of \$10,000.

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 government.

Financial Position

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

<u>Casualty Coverage</u>	<u>2001</u>	<u>2000</u>
Assets	\$23,703,776	\$22,684,383
Liabilities	<u>9,379,003</u>	<u>8,924,977</u>
Retained earnings	<u>\$14,324,773</u>	<u>\$13,759,406</u>
 <u>Property Coverage</u>	 <u>2001</u>	 <u>2000</u>
Assets	\$5,011,131	\$4,156,784
Liabilities	<u>647,667</u>	<u>497,831</u>
Retained earnings	<u>\$4,363,464</u>	<u>\$3,658,953</u>

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**REPORT OF INDEPENDENT ACCOUNTANTS ON COMPLIANCE AND ON INTERNAL CONTROL
REQUIRED BY GOVERNMENT AUDITING STANDARDS**

Salem Township
Monroe County
50190 Gibbs Road
Clarington, Ohio 43915

To the Board of Trustees:

We have audited the accompanying financial statements of Salem Township, Monroe County (the Township), as of and for the years ended December 31, 2001 and 2000, and have issued our report thereon dated October 28, 2002, wherein we noted that in 2001 and 2000, the Township paid for Trustee salaries from Special Revenue Funds rather than the General Fund and in 2000, the Township transferred monies from a Special Revenue Fund to the General Fund which is not a transfer specifically authorized by the Ohio Revised Code. 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 *Government Auditing Standards*, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Township's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on 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 such an opinion. The results of our tests disclosed instances of noncompliance that are required to be reported under *Government Auditing Standards* which are described in the accompanying Schedule of Findings as items 2001-41056-001 through 2001-41056-003. We also noted certain immaterial instances of noncompliance that we have reported to management of the Township in a separate letter dated October 28, 2002.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Township's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a 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 in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted other matters involving the internal control over financial reporting that do not require inclusion in this report, that we have reported to management of the Township in a separate letter dated October 28, 2002.

Salem Township
Monroe County
Report of Independent Accountants on Compliance and on Internal Control
Required by *Government Auditing Standards*
Page 2

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

A handwritten signature in black ink, appearing to read "Jim Petro". The signature is stylized with a large, looping initial "J" and a horizontal line extending to the right.

Jim Petro
Auditor of State

October 28, 2002

**SALEM TOWNSHIP
MONROE COUNTY**

**SCHEDULE OF FINDINGS
DECEMBER 31, 2001 AND 2000**

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

FINDING NUMBER 2001-41056-001

Finding for Adjustment

Ohio Rev. Code Section 5705.15 prohibits a transfer of monies from the Motor Vehicle License Tax Fund to any other fund.

In 2000, the Township transferred \$2,000 from the Motor Vehicle License Tax Fund to the General Fund.

A finding for adjustment is hereby issued against the General Fund in favor of the Motor Vehicle License Tax Fund in the amount of \$2,000. This adjustment was not posted to the Township's financial statements.

FINDING NUMBER 2001-41056-002

Finding for Adjustment

Ohio Rev. Code Section 505.24 states the amount of the annual salary approved by the Board of Trustees shall be no more than the maximum amount that could be received annually by a Trustee if the Board of Trustees were paid on a per diem basis as specified in this division, and shall be paid only from the Township General Fund or from such funds in proportions as the Board of Trustees may specify by resolution.

The Board of Trustees combined annual salaries were paid 100% from the Gasoline Tax Fund during 2001. During 2000, the Board of Trustees were paid 50% from the Gasoline Tax Fund and 50% from the Road and Bridge Fund.

After bringing this to the Township management's attention, the Board of Trustees passed a retroactive resolution on November 4, 2002, addressing the proportions from which the Board of Trustees' salaries should have been paid. This allocation is as follows: for 2001, 17% to be paid from the General Fund and 83% to be paid from the Gasoline Tax Fund; for 2000, 16% to be paid from the General Fund and 42% each to be paid from the Gasoline Tax and Road and Bridge Funds'.

In accordance with the foregoing facts, a finding for adjustment of \$3,000 is hereby issued against the General Fund, in favor of the Gasoline Tax Fund for year 2001. In accordance with the foregoing facts, a finding for adjustment of \$3,000 is hereby issued against the General Fund, in favor of the Gasoline Tax Fund in the amount of \$1,500 and in favor of the Road and Bridge Fund in the amount of \$1,500 for year 2000. These adjustments were not posted to the Township's financial statements.

We recommend the Township adopt a formal resolution at the organizational meeting each year addressing the allocation of total compensation.

**SALEM TOWNSHIP
MONROE COUNTY**

**SCHEDULE OF FINDINGS
DECEMBER 31, 2001 AND 2000**

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

Noncompliance Citations

FINDING NUMBER 2001-41056-003

Ohio Rev. Code Section 5705.41(D) states that no subdivision or taxing unit shall make any contract or order any expenditure of money unless there is a certificate of the fiscal officer of the subdivision that the amount required to meet the same has been lawfully appropriated for such purpose and is in the treasury or in the process of collection to the credit of an appropriate fund free from any previous encumbrances. Every such contract made without such a certificate shall be null and void and no warrant shall be issued in payment of any amount due thereon. This section also provides two "exceptions" to the above requirements:

- A. Then and Now Certificate - This exception provides that, if the fiscal officer can certify that both at the time the contract or order was made and at the time that he is completing his certification, sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appropriated and free from any encumbrance, the taxing authority can authorize the drawing of a warrant. The taxing authority has 30 days from the receipt of such certificate to approve payment by resolution or ordinance. If approval is not made within 30 days, there is no legal liability on the part of the subdivision or taxing district.
- B. If the amount involved is less than one thousand dollars, the fiscal officer may authorize it to be paid without the affirmation of the Board of Trustees.

Certain liabilities, contracts, and open purchase commitments greater than one thousand dollars, were not certified by the Township Clerk and were not encumbered until the time of payment. These commitments were not subsequently approved by the Board of Trustees within the aforementioned 30 day time period.

All of the obligations paid by the Township had a statement attached indicating the purchase was lawfully appropriated or in the process of collection to the credit of the appropriate fund, free from any previous encumbrance. This certification was not always prior to incurring the obligation for 17% of transactions tested. Also, the Township did not execute a "then and now" certificate for these expenditures not properly certified.

We recommend the Township ensure that all expenditures are properly encumbered at the time the obligation is incurred and if prior certification is not possible that they utilize the "then and now" certificate option.

**SALEM TOWNSHIP
MONROE COUNTY**

**SCHEDULE OF PRIOR AUDIT FINDING
DECEMBER 31, 2001 AND 2000**

Finding Number	Finding Summary	Fully Corrected?	Not Corrected, Partially Corrected; Significantly Different Corrective Action Taken; or Finding No Longer Valid; <i>Explain:</i>
1999-41056-001	Ohio Rev. Code 5705.41(D), disbursements not properly certified as to availability of funds.	No	Reissued as finding 2001-41056-003.



STATE OF OHIO
OFFICE OF THE AUDITOR

JIM PETRO, AUDITOR OF STATE

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SALEM TOWNSHIP

MONROE 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 Babbitt

CLERK OF THE BUREAU

**CERTIFIED
NOVEMBER 26, 2002**