



# VILLAGE OF MIDDLE POINT VAN WERT COUNTY DECEMBER 31, 2018 AND 2017

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One Government Center, Suite 1420 Toledo, Ohio 43604-2246 (419) 245-2811 or (800) 443-9276 NorthwestRegion@ohioauditor.gov

# INDEPENDENT AUDITOR'S REPORT

Village of Middle Point Van Wert County P.O. Box 191 103 North Adams Street Middle Point, Ohio 45863-0191

To the Village Council:

# Report on the Financial Statements

We have audited the accompanying financial statements of the cash balances, receipts and disbursements by fund type, and related notes of the Village of Middle Point, Van Wert County, Ohio (the Village) as of and for the years ended December 31, 2018 and 2017.

# Management's Responsibility for the Financial Statements

Management is responsible for preparing and fairly presenting these financial statements in accordance with the financial reporting provisions Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(D) permit; this responsibility includes designing, implementing and maintaining internal control relevant to preparing and fairly presenting financial statements free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to opine on these financial statements based on our audit. We audited in accordance with auditing standards generally accepted in the United States of America and the financial audit standards in the Comptroller General of the United States' *Government Auditing Standards*. Those standards require us to plan and perform the audit to reasonably assure the financial statements are free from material misstatement.

An audit requires obtaining evidence about financial statement amounts and disclosures. The procedures selected depend on our judgment, including assessing the risks of material financial statement misstatement, whether due to fraud or error. In assessing those risks, we consider internal control relevant to the Village's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not to the extent needed to opine on the effectiveness of the Village's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of management's accounting policies and the reasonableness of their significant accounting estimates, as well as our evaluation of the overall financial statement presentation.

We believe the audit evidence we obtained is sufficient and appropriate to support our audit opinions.

# Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 2 of the financial statements, the Village prepared these financial statements using the accounting basis permitted by the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(D), which is an accounting basis other than accounting principles generally accepted in the United States of America (GAAP), to satisfy these requirements.

Although the effects on the financial statements of the variances between the regulatory accounting basis and GAAP are not reasonably determinable, we presume they are material.

Though the Village does not intend these statements to conform to GAAP, auditing standards generally accepted in the United States of America require us to include an adverse opinion on GAAP. However, the adverse opinion does not imply the amounts reported are materially misstated under the accounting basis Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(D) permit. Our opinion on this accounting basis is in the *Opinion on Regulatory Basis of Accounting* paragraph below.

# Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the *Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles* paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Village as of December 31, 2018 and 2017, and the respective changes in financial position or cash flows thereof for the years then ended.

# **Opinion on Regulatory Basis of Accounting**

In our opinion, the financial statements referred to above present fairly, in all material respects, the cash balances, receipts and disbursements by fund type, and related notes of the Village of Middle Point, Van Wert County, Ohio as of December 31, 2018 and 2017, for the years then ended in accordance with the financial reporting provisions Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(D) permit, described in Note 2.

# Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 25, 2019, on our consideration of the Village'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. That report describes the scope of our internal control testing over financial reporting and compliance, and the results of that testing, and does not opine on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Village's internal control over financial reporting and compliance.

Hobu

Keith Faber Auditor of State

Columbus, Ohio

September 25, 2019

### VILLAGE OF MIDDLE POINT VAN WERT COUNTY

# COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCES (CASH BASIS) ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2018

		Special	Capital	Totals (Memorandum
Cash Receipts	General	Revenue	Projects	Only)
Property and Other Local Taxes Municipal Income Tax	\$13,157 73,243	\$11,352		\$24,509 73,243
Intergovernmental	29,073	69,152		98,225
Special Assessments	_0,010	4,087		4,087
Charges for Services	9,200	122,722		131,922
Fines, Licenses and Permits	2,202			2,202
Earnings on Investments	197	22	\$64	283
Miscellaneous	6,371	6,697		13,068
Total Cash Receipts	133,443	214,032	64	347,539
Cash Disbursements				
Current: Security of Persons and Property	8,538	142,590		151,128
Public Health Services	2,156	142,000		2,156
Community Environment	14,685			14,685
Transportation	1,000	17,565		17,565
General Government	80,652	437		81,089
Capital Outlay	300	295	9,971	10,566
Debt Service:				
Principal Retirement		15,000		15,000
Total Cash Disbursements	106,331	175,887	9,971	292,189
Excess of Receipts Over (Under) Disbursements	27,112	38,145	(9,907)	55,350
Other Financing Receipts				
Sale of Capital Assets			7,770	7,770
Net Change in Fund Cash Balances	27,112	38,145	(2,137)	63,120
Fund Cash Balances, January 1	229,949	339,689	280,970	850,608
Fund Cash Balances, December 31 Restricted		377,834	278,833	656,667
Assigned	39,622			39,622
Unassigned	217,439			217,439
Fund Cash Balances, December 31	\$257,061	\$377,834	\$278,833	\$913,728

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

# VILLAGE OF MIDDLE POINT VAN WERT COUNTY

# COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCES (CASH BASIS) PROPRIETARY FUND TYPE FOR THE YEAR ENDED DECEMBER 31, 2018

	Proprietary Fund Type	
	Enterprise	
Operating Cash Receipts Charges for Services	\$283,326	
<b>Operating Cash Disbursements</b> Personal Services Employee Fringe Benefits Contractual Services Supplies and Materials	100,366 34,178 56,375 26,583	
Total Operating Cash Disbursements	217,502	
Operating Income	65,824	
Non-Operating Receipts (Disbursements) Miscellaneous Receipts Capital Outlay Principal Retirement Interest and Other Fiscal Charges	2,762 (5,846) (34,081) (1,045)	
Total Non-Operating Receipts (Disbursements)	(38,210)	
Income before Transfers	27,614	
Transfers In Transfers Out	43,096 (43,096)	
Net Change in Fund Cash Balances	27,614	
Fund Cash Balances, January 1	251,508	
Fund Cash Balances, December 31	\$279,122	

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

# Note 1 – Reporting Entity

The Village of Middle Point (the Village), Van Wert County, is a body politic and corporate established to exercise the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. A publiclyelected six-member Council directs the Village. The Village provides water and sewer utilities, fire protection, and street maintenance. The Village contracts with the Van Wert County Sheriff's department to provide security of persons and property. The Village appropriates general fund money to support a volunteer fire department.

# Public Entity Risk Pool

The Village participates in a public entity risk pool, the Public Entities Pool of Ohio (PEP). Note 7 to the financial statements provides additional information for this entity. The Village's management believes these financial statements present all activities for which the Village is financially accountable.

# Note 2 – Summary of Significant Accounting Policies

# **Basis of Presentation**

The Village's financial statements consist of a combined statement of receipts, disbursements and changes in fund balances (regulatory cash basis) for all governmental fund types, and a combined statement of receipts, disbursements and changes in fund balances (regulatory cash basis) for the proprietary fund type which are organized on a fund type basis.

# Fund Accounting

The Village uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The funds of the Village are presented below:

**General Fund** The general fund accounts for and reports all financial resources not accounted for and reported in another fund. The general fund balance is available to the Village for any purpose provided it is expended or transferred according to the general laws of Ohio.

**Special Revenue Funds** These funds account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The Village had the following significant Special Revenue Fund:

*Fire Fund* The fire fund receives property tax receipts, revenue from contracts with townships for which the Village provides fire protection services, and revenue for providing emergency medical services to residents.

**Capital Project Funds** These funds account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets. The Village had the following significant Capital Project Fund:

*Fire Station Improvements Fund* The fire station improvements fund received loan proceeds from the state fire marshal in previous years. The proceeds are being used to construct a new fire station.

*Enterprise Funds* These funds account for operations that are similar to private business enterprises, where management intends to recover the significant costs of providing certain goods or services through user charges. The Village had the following significant Enterprise Funds:

## Village of Middle Point, Ohio Van Wert County Notes to the Financial Statements For the Year Ended December 31, 2018 (Continued)

*Water Fund* The water fund accounts for the provision of water treatment and distribution to the residents and commercial users located within the Village.

**Sewer Fund** The sewer fund accounts for the provision of sanitary sewer services to the residents and commercial users within the Village.

### **Basis of Accounting**

These financial statements follow the accounting basis permitted by the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03 (D). This basis is similar to the cash receipts and disbursements accounting basis. The Board recognizes receipts when received in cash rather than when earned, and recognizes disbursements 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 the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03 (D) permit.

#### **Budgetary Process**

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

**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 Village Council must annually approve appropriation measures and subsequent amendments. Appropriations lapse at year end.

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

*Encumbrances* The Ohio Revised Code requires the Village to reserve (encumber) appropriations when individual commitments are made. Encumbrances outstanding at year end are cancelled, and reappropriated in the subsequent year.

A summary of 2018 budgetary activity appears in Note 4.

#### **Deposits and Investments**

The Village's accounting basis includes investments as assets. This basis does not record disbursements for investment purchases or receipts for investment sales. This basis records gains or losses at the time of sale as receipts or disbursements, respectively.

### **Capital Assets**

The Village records disbursements for acquisitions of property, plant, and equipment when paid. The accompanying financial statements do not report these items as assets.

#### Accumulated Leave

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused leave. The financial statements do not include a liability for unpaid leave.

## Fund Balance

Fund balance is divided into five classifications based primarily on the extent to which the Village must observe constraints imposed upon the use of its governmental-fund resources. The classifications are as follows:

*Nonspendable* The Village classifies assets as *nonspendable* when legally or contractually required to maintain the amounts intact.

**Restricted** Fund balance is *restricted* when constraints placed on the use of resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or is imposed by law through constitutional provisions.

**Committed** Council can *commit* amounts via formal action (resolution). The Village must adhere to these commitments unless the Council amends the resolution. Committed fund balance also incorporates contractual obligations to the extent that existing resources in the fund have been specifically committed to satisfy contractual requirements.

**Assigned** Assigned fund balances are intended for specific purposes but do not meet the criteria to be classified as *restricted* or *committed*. Governmental funds other than the general fund report all fund balances as *assigned* unless they are restricted or committed. In the general fund, *assigned* amounts represent intended uses established by Village Council or a Village official delegated that authority by resolution, or by State Statute.

**Unassigned** Unassigned fund balance is the residual classification for the general fund and includes amounts not included in the other classifications. In other governmental funds, the unassigned classification is used only to report a deficit balance.

The Village applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

### Note 3 – Compliance

Contrary to Ohio Rev. Code § 5705.10(F), the Village recorded the proceeds from the sale of ambulance vehicles in the wrong fund.

### Note 4 – Budgetary Activity

Budgetary activity for the year ending December 31, 2018 follows:

2018 Budgeted vs. Actual Receipts			
	Budgeted	Actual	
Fund Type	Receipts	Receipts	Variance
General	\$117,029	\$133,443	\$16,414
Special Revenue	173,237	214,032	40,795
Capital Projects		7,834	7,834
Enterprise	336,096	329,184	(6,912)
Total	\$626,362	\$684,493	\$58,131

# Village of Middle Point, Ohio

### Van Wert County Notes to the Financial Statements For the Year Ended December 31, 2018 (Continued)

2018 Budgeted vs. Actual Budgetary Basis Expenditures			
	Appropriation	Budgetary	
Fund Type	Authority	Expenditures	Variance
General	\$144,695	\$106,331	\$38,364
Special Revenue	300,563	175,887	124,676
Capital Projects	275,970	9,971	265,999
Enterprise	369,575	301,570	68,005
Total	\$1,090,803	\$593,759	\$497,044

### Note 5 – Deposits

The Village maintains a deposit pool all funds use. The Ohio Revised Code prescribes allowable deposits and investments. The carrying amount of deposits at December 31 was as follows:

	2018
Demand deposits	\$1,192,850

# Deposits

Deposits are insured by the Federal Deposit Insurance Corporation or collateralized through the Ohio Pooled Collateral System (OPCS), a collateral pool of eligible securities deposited with a qualified trustee and pledged to the Treasurer of State to secure the repayment of all public monies deposited in the financial institution.

### Note 6 – Taxes

### **Property Taxes**

Real property taxes become a lien on January 1 preceding the October 1 date for which the Council adopted tax rates. The State Board of Tax Equalization adjusts these rates for inflation. Property taxes are also reduced for applicable non-business, owner occupancy, and homestead exemption credits and/or homestead and rollback deductions. The financial statements include these credits and/or deduction amounts the State pays as Intergovernmental Receipts. Payments are due to the County by December 31. If the property owner elects to pay semiannually, 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 Village.

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

### Income Taxes

The Village levies a municipal income tax of 1.5 percent on substantially all earned income arising from employment, residency, or business activities within the Village as well as certain income of residents earned outside of the Village.

Employers within the Village withhold income tax on employee compensation and remit the tax to the Village either monthly or quarterly, as required. Corporations and other individual taxpayers pay estimated taxes quarterly and file a declaration annually.

## Note 7 – Risk Management

The Village is exposed to various risks of property and casualty losses, and injuries to employees.

The Village insures against injuries to employees through the Ohio Bureau of Worker's Compensation.

The Village belongs to the Public Entities Pool of Ohio (PEP), a risk-sharing pool available to Ohio local governments. PEP provides property and casualty coverage for its members. York Insurance Services Group, Inc. (York) functions as the administrator of PEP and provides underwriting, claims, loss control, risk management, and reinsurance services for PEP. PEP is a member of the American Public Entity Excess Pool (APEEP), which is also administered by York. Member governments pay annual contributions to fund PEP. PEP pays judgments, settlements and other expenses resulting from covered claims that exceed the members' deductibles.

# Casualty and Property Coverage

APEEP provides PEP with an excess risk-sharing program. Under this arrangement, PEP retains insured risks up to an amount specified in the contracts. At December 31, 2017, PEP retained \$350,000 for casualty claims and \$100,000 for property claims.

The aforementioned casualty and property reinsurance agreement does not discharge PEP's primary liability for claims payments on covered losses. Claims exceeding coverage limits are the obligation of the respective government.

### Financial Position

PEP's financial statements (audited by other auditor's) conform with generally accepted accounting principles, and reported the following assets, liabilities and net position at December 31, 2017 (the latest information available).

	<u>2017</u>
Assets	\$44,452,326
Liabilities	(13,004,011)
Net Position	<u>\$31,448,315</u>

At December 31, 2017, the liabilities above include approximately \$11.8 million of estimated incurred claims payable. The assets above also include approximately \$11.2 million of unpaid claims to be billed. The Pool's membership increased to 527 members in 2017. These amounts will be included in future contributions from members when the related claims are due for payment. As of December 31, 2017, the Village's share of these unpaid claims collectible in future years is approximately \$14,000.

Based on discussions with PEP, the expected rates PEP charges to compute member contributions, which are used to pay claims as they become due, are not expected to change significantly from those used to determine the historical contributions detailed below. By contract, the annual liability of each member is limited to the amount of financial contributions required to be made to PEP for each year of membership.

# 2018 Contributions to PEP \$ 21,466

## Village of Middle Point, Ohio Van Wert County Notes to the Financial Statements For the Year Ended December 31, 2018 (Continued)

After one year of membership, a member may withdraw on the anniversary of the date of joining PEP, if the member notifies PEP in writing 60 days prior to the anniversary date. Upon withdrawal, members are eligible for a full or partial refund of their capital contributions, minus the subsequent year's contribution. Withdrawing members have no other future obligation to PEP. Also upon withdrawal, payments for all casualty claims and claim expenses become the sole responsibility of the withdrawing member, regardless of whether a claim occurred or was reported prior to the withdrawal.

# Note 8 – Defined Benefit Pension Plans

# **Ohio Public Employees Retirement System**

The majority of Village employees belong to the Ohio Public Employees Retirement System (OPERS). OPERS is a cost-sharing, multiple-employer plan. The Ohio Revised Code prescribes this plan's benefits, which include postretirement healthcare and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. OPERS members contributed 10 percent of their gross salaries and the Village contributed an amount equaling 14 percent of participants' gross salaries. The Village has paid all contributions required through December 31, 2018.

# Social Security

Several of the Village's employees contributed to Social Security. This plan provides retirement benefits, including survivor and disability benefits to participants.

Employees contributed 6.2 percent of their gross salaries. The Village contributed an amount equal to 6.2 percent of participants' gross salaries. The Village has paid all contributions required through December 31, 2018.

### Note 9 – Postemployment Benefits

OPERS offers cost-sharing, multiple-employer defined benefit postemployment plans, which include multiple health care plans including medical coverage, prescription drug coverage, deposits to a Health Reimbursement Arrangement and Medicare Part B premium reimbursements, to qualifying benefit recipients. The portion of employer contributions allocated to health care for OPERS members in the Traditional Pension Plan and Combined Plan was 0 percent during calendar year 2018. The portion of employer contributions allocated to health care for OPERS members in the percent during calendar year 2018.

### Note 10 – Debt

Debt outstanding at December 31, 2018 was as follows:

	Principal	Interest Rate
Ohio Public Works Commission Loans	\$788,672	0.00%
Ohio Water Development Authority Loan	48,562	2.00%
Fire Marshall Revolving Loan	232,500	0.00%
Total	\$1,069,734	

The Ohio Public Works Commission loans relate to a water tower replacement and a water treatment replacement. The loans will be repaid in semiannual installments over terms ranging from 20 to 30 years.

## Village of Middle Point, Ohio Van Wert County Notes to the Financial Statements For the Year Ended December 31, 2018 (Continued)

The Ohio Water Development Authority loan relates to the water tower project. The loan will be paid back in semiannual payments over 20 years.

The Fire Marshall Revolving Loan relates to the construction of a new fire station. The loan will be paid back in semiannual payments over 20 years.

## Amortization

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

	OPWC Loans	OWDA Loan	Fire Marshal Loan
2019	\$29,203	\$5,923	\$15,000
2020	29,203	5,923	15,000
2021	29,203	5,923	15,000
2022	29,203	5,923	15,000
2023	29,203	5,923	15,000
2024-2028	145,613	23,690	75,000
2029-2033	142,013		75,000
2034-2038	142,013		7,500
2039-2043	142,013		
2044-2046	71,005		
Total	\$788,672	\$53,305	\$232,500

## Note 11 – Interfund Transfers

During 2018, the following transfers were made:

Fund	Amount
Water Operating Fund Transfer Out to:	
Water Equipment Replacement Fund	\$9,000
Water Treatment Debt Service	26,035
Total Water Operating Fund Transfers	\$35,035
Sewer Operating Fund Transfer Out to:	
Sewer Equipment Replacement Fund	\$8,061

Transfers are used to move receipts from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them. Transfers within the Enterprise Funds were in compliance with Ohio Revised Code to either make debt payments or for designated projects.

### Note 12 – Miscellaneous Receipts

Miscellaneous receipts in the General Fund primarily consisted of donations and rent.

## Note 13 – Subsequent Event

The Village was approved for an Ohio Small Government Capital Improvements Program Ioan for \$62,000 and a \$500,000 grant for the East Jackson Street Reconstruction Project, on July 1, 2019, through the Ohio Public Works Commission.

# VILLAGE OF MIDDLE POINT VAN WERT COUNTY

# COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCES (CASH BASIS) ALL GOVERNMENTAL FUND TYPES FOR THE YEAR ENDED DECEMBER 31, 2017

	General	Special Revenue	Capital Projects	Totals (Memorandum Only)
Cash Receipts Property and Other Local Taxes Municipal Income Tax	\$12,892 88,127	\$11,171		\$24,063 88,127
Intergovernmental	28,687	42,009		70,696
Special Assessments		4,119		4,119
Charges for Services	6,725	157,431		164,156
Fines, Licenses and Permits Earnings on Investments	2,008 146	15	\$57	2,008 218
Miscellaneous	5,192	2,309	φ <b>υ</b> γ	7,501
Total Cash Receipts	143,777	217,054	57	360,888
Total Cash Receipts	143,777	217,054	57	300,000
Cash Disbursements Current:				
Security of Persons and Property	8,468	164,138		172,606
Public Health Services	2,068	2,509		4,577
Community Environment Transportation	10,363	16,596		10,363 16,596
General Government	66,083	416		66,499
Capital Outlay	2,836	30,432	6,072	39,340
Debt Service:				
Principal Retirement		15,000		15,000
Total Cash Disbursements	89,818	229,091	6,072	324,981
Net Change in Fund Cash Balances	53,959	(12,037)	(6,015)	35,907
Fund Cash Balances, January 1	175,990	351,726	286,985	814,701
Fund Cash Balances, December 31 Restricted		339,689	280,970	620,659
Assigned	27,666	339,009	200,970	27,666
Unassigned	202,283			202,283
Fund Cash Balances, December 31	\$229,949	\$339,689	\$280,970	\$850,608

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

# VILLAGE OF MIDDLE POINT VAN WERT COUNTY

# COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS AND CHANGES IN FUND BALANCES (CASH BASIS) PROPRIETARY FUND TYPE FOR THE YEAR ENDED DECEMBER 31, 2017

	Proprietary Fund Type
Operating Cash Receipts	Enterprise
Charges for Services	\$274,214
<b>Operating Cash Disbursements</b> Personal Services Employee Fringe Benefits Contractual Services Supplies and Materials	90,044 14,913 56,528 24,210
Total Operating Cash Disbursements	185,695
Operating Income	88,519
Non-Operating Receipts (Disbursements) Miscellaneous Receipts Capital Outlay Principal Retirement Interest and Other Fiscal Charges	4,532 (18,270) (33,984) (1,141)
Total Non-Operating Receipts (Disbursements)	(48,863)
Income before Transfers	39,656
Transfers In Transfers Out	43,096 (43,096)
Net Change in Fund Cash Balances	39,656
Fund Cash Balances, January 1	211,852
Fund Cash Balances, December 31	\$251,508

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

# Note 1 – Reporting Entity

The Village of Middle Point (the Village), Van Wert County, is a body politic and corporate established to exercise the rights and privileges conveyed to it by the constitution and laws of the State of Ohio. A publiclyelected six-member Council directs the Village. The Village provides water and sewer utilities, fire protection, and street maintenance. The Village contracts with the Van Wert County Sheriff's department to provide security of persons and property. The Village appropriates general fund money to support a volunteer fire department.

# Public Entity Risk Pool

The Village participates in a public entity risk pool, the Public Entities Pool of Ohio (PEP). Note 6 to the financial statements provides additional information for this entity. The Village's management believes these financial statements present all activities for which the Village is financially accountable.

# Note 2 – Summary of Significant Accounting Policies

# **Basis of Presentation**

The Village's financial statements consist of a combined statement of receipts, disbursements and changes in fund balances (regulatory cash basis) for all governmental fund types, and a combined statement of receipts, disbursements and changes in fund balances (regulatory cash basis) for the proprietary fund type which are organized on a fund type basis.

# Fund Accounting

The Village uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts. The funds of the Village are presented below:

**General Fund** The general fund accounts for and reports all financial resources not accounted for and reported in another fund. The general fund balance is available to the Village for any purpose provided it is expended or transferred according to the general laws of Ohio.

**Special Revenue Funds** These funds account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects. The Village had the following significant Special Revenue Fund:

*Fire Fund* The fire fund receives property tax receipts, revenue from contracts with townships for which the Village provides fire protection services, and revenue for providing emergency medical services to residents.

**Capital Project Funds** These funds account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets. The Village had the following significant Capital Project Fund:

*Fire Station Improvements Fund* The fire station improvements fund received loan proceeds from the state fire marshal in previous years. The proceeds are being used to construct a new fire station.

**Enterprise Funds** These funds account for operations that are similar to private business enterprises, where management intends to recover the significant costs of providing certain goods or services through user charges. The Village had the following significant Enterprise Funds:

## Village of Middle Point, Ohio Van Wert County Notes to the Financial Statements For the Year Ended December 31, 2017 (Continued)

*Water Fund* The water fund accounts for the provision of water treatment and distribution to the residents and commercial users located within the Village.

**Sewer Fund** The sewer fund accounts for the provision of sanitary sewer services to the residents and commercial users within the Village.

### **Basis of Accounting**

These financial statements follow the accounting basis permitted by the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03 (D). This basis is similar to the cash receipts and disbursements accounting basis. The Board recognizes receipts when received in cash rather than when earned, and recognizes disbursements 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 the financial reporting provisions of Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03 (D) permit.

#### **Budgetary Process**

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

**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 Village Council must annually approve appropriation measures and subsequent amendments. Appropriations lapse at year end.

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

**Encumbrances** The Ohio Revised Code requires the Village to reserve (encumber) appropriations when individual commitments are made. Encumbrances outstanding at year end are cancelled, and reappropriated in the subsequent year.

A summary of 2017 budgetary activity appears in Note 3.

#### **Deposits and Investments**

The Village's accounting basis includes investments as assets. This basis does not record disbursements for investment purchases or receipts for investment sales. This basis records gains or losses at the time of sale as receipts or disbursements, respectively.

### **Capital Assets**

The Village records disbursements for acquisitions of property, plant, and equipment when paid. The accompanying financial statements do not report these items as assets.

#### Accumulated Leave

In certain circumstances, such as upon leaving employment, employees are entitled to cash payments for unused leave. The financial statements do not include a liability for unpaid leave.

# Fund Balance

Fund balance is divided into five classifications based primarily on the extent to which the Village must observe constraints imposed upon the use of its governmental-fund resources. The classifications are as follows:

*Nonspendable* The Village classifies assets as *nonspendable* when legally or contractually required to maintain the amounts intact.

**Restricted** Fund balance is *restricted* when constraints placed on the use of resources are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or is imposed by law through constitutional provisions.

**Committed** Council can *commit* amounts via formal action (resolution). The Village must adhere to these commitments unless the Council amends the resolution. Committed fund balance also incorporates contractual obligations to the extent that existing resources in the fund have been specifically committed to satisfy contractual requirements.

**Assigned** Assigned fund balances are intended for specific purposes but do not meet the criteria to be classified as *restricted* or *committed*. Governmental funds other than the general fund report all fund balances as *assigned* unless they are restricted or committed. In the general fund, *assigned* amounts represent intended uses established by Village Council or a Village official delegated that authority by resolution, or by State Statute.

**Unassigned** Unassigned fund balance is the residual classification for the general fund and includes amounts not included in the other classifications. In other governmental funds, the unassigned classification is used only to report a deficit balance.

The Village applies restricted resources first when expenditures are incurred for purposes for which either restricted or unrestricted (committed, assigned, and unassigned) amounts are available. Similarly, within unrestricted fund balance, committed amounts are reduced first followed by assigned, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

### Note 3 – Budgetary Activity

Budgetary activity for the year ending December 31, 2017 follows:

2017 Budgeted vs. Actual Receipts			
	Budgeted	Actual	
Fund Type	Receipts	Receipts	Variance
General	\$110,274	\$143,777	\$33,503
Special Revenue	170,868	217,054	46,186
Capital Projects		57	57
Enterprise	336,096	321,842	(14,254)
Total	\$617,238	\$682,730	\$65,492

# Village of Middle Point, Ohio

### Van Wert County Notes to the Financial Statements For the Year Ended December 31, 2017 (Continued)

2017 Budgeted vs. Actual Budgetary Basis Expenditures			
	Appropriation	Budgetary	
Fund Type	Authority	Expenditures	Variance
General	\$131,010	\$89,818	\$41,192
Special Revenue	379,986	229,091	150,895
Capital Projects	286,982	6,072	280,910
Enterprise	333,082	282,186	50,896
Total	\$1,131,060	\$607,167	\$523,893

### Note 4 – Deposits

The Village maintains a deposit pool all funds use. The Ohio Revised Code prescribes allowable deposits and investments. The carrying amount of deposits at December 31 was as follows:

	2017
Demand deposits	\$1,102,116

# Deposits

Deposits are insured by the Federal Deposit Insurance Corporation or collateralized by securities specifically pledged by the financial institution to the Village.

### Note 5 – Taxes

### **Property Taxes**

Real property taxes become a lien on January 1 preceding the October 1 date for which the Council adopted tax rates. The State Board of Tax Equalization adjusts these rates for inflation. Property taxes are also reduced for applicable non-business, owner occupancy, and homestead exemption credits and/or homestead and rollback deductions. The financial statements include these credits and/or deduction amounts the State pays as Intergovernmental Receipts. Payments are due to the County by December 31. If the property owner elects to pay semiannually, 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 Village.

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

### Income Taxes

The Village levies a municipal income tax of 1.5 percent on substantially all earned income arising from employment, residency, or business activities within the Village as well as certain income of residents earned outside of the Village.

Employers within the Village withhold income tax on employee compensation and remit the tax to the Village either monthly or quarterly, as required. Corporations and other individual taxpayers pay estimated taxes quarterly and file a declaration annually.

### Note 6 – Risk Management

The Village is exposed to various risks of property and casualty losses, and injuries to employees.

The Village insures against injuries to employees through the Ohio Bureau of Worker's Compensation.

The Village belongs to the Public Entities Pool of Ohio (PEP), a risk-sharing pool available to Ohio local governments. PEP provides property and casualty coverage for its members. York Insurance Services Group, Inc. (York) functions as the administrator of PEP and provides underwriting, claims, loss control, risk management, and reinsurance services for PEP. PEP is a member of the American Public Entity Excess Pool (APEEP), which is also administered by York. Member governments pay annual contributions to fund PEP. PEP pays judgments, settlements and other expenses resulting from covered claims that exceed the members' deductibles.

# Casualty and Property Coverage

APEEP provides PEP with an excess risk-sharing program. Under this arrangement, PEP retains insured risks up to an amount specified in the contracts. At December 31, 2017, PEP retained \$350,000 for casualty claims and \$100,000 for property claims.

The aforementioned casualty and property reinsurance agreement does not discharge PEP's primary liability for claims payments on covered losses. Claims exceeding coverage limits are the obligation of the respective government.

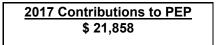
### Financial Position

PEP's financial statements (audited by other auditor's) conform with generally accepted accounting principles, and reported the following assets, liabilities and net position at December 31, 2017.

	<u>2017</u>
Assets	\$44,452,326
Liabilities	(13,004,011)
Net Position	<u>\$31,448,315</u>

At December 31, 2017, the liabilities above include approximately \$11.8 million of estimated incurred claims payable. The assets above also include approximately \$11.2 million of unpaid claims to be billed. The Pool's membership increased to 527 members in 2017. These amounts will be included in future contributions from members when the related claims are due for payment. As of December 31, 2017, the Village's share of these unpaid claims collectible in future years is approximately \$14,000.

Based on discussions with PEP, the expected rates PEP charges to compute member contributions, which are used to pay claims as they become due, are not expected to change significantly from those used to determine the historical contributions detailed below. By contract, the annual liability of each member is limited to the amount of financial contributions required to be made to PEP for each year of membership.



## Village of Middle Point, Ohio Van Wert County Notes to the Financial Statements For the Year Ended December 31, 2017 (Continued)

After one year of membership, a member may withdraw on the anniversary of the date of joining PEP, if the member notifies PEP in writing 60 days prior to the anniversary date. Upon withdrawal, members are eligible for a full or partial refund of their capital contributions, minus the subsequent year's contribution. Withdrawing members have no other future obligation to PEP. Also upon withdrawal, payments for all casualty claims and claim expenses become the sole responsibility of the withdrawing member, regardless of whether a claim occurred or was reported prior to the withdrawal.

# Note 7 – Defined Benefit Pension Plans

# **Ohio Public Employees Retirement System**

The majority of Village employees belong to the Ohio Public Employees Retirement System (OPERS). OPERS is a cost-sharing, multiple-employer plan. The Ohio Revised Code prescribes this plan's benefits, which include postretirement healthcare and survivor and disability benefits.

The Ohio Revised Code also prescribes contribution rates. OPERS members contributed 10 percent of their gross salaries and the Village contributed an amount equaling 14 percent of participants' gross salaries. The Village has paid all contributions required through December 31, 2017.

# Social Security

Several of the Village's employees contributed to Social Security. This plan provides retirement benefits, including survivor and disability benefits to participants.

Employees contributed 6.2 percent of their gross salaries. The Village contributed an amount equal to 6.2 percent of participants' gross salaries. The Village has paid all contributions required through December 31, 2017.

### Note 8 – Postemployment Benefits

OPERS offers cost-sharing, multiple-employer defined benefit postemployment plans, which include multiple health care plans including medical coverage, prescription drug coverage, deposits to a Health Reimbursement Arrangement and Medicare Part B premium reimbursements, to qualifying benefit recipients. The portion of employer contributions allocated to health care for OPERS members in the Traditional Pension Plan and Combined Plan was 1.0 percent during calendar year 2017.

### Note 9 – Debt

Debt outstanding at December 31, 2017 was as follows:

	Principal	Interest Rate
Ohio Public Works Commission Loans	\$817,875	0.00%
Ohio Water Development Authority Loan	53,440	2.00%
Fire Marshall Revolving Loan	247,500	0.00%
Total	\$1,118,815	

The Ohio Public Works Commission loans relate to a water tower replacement and a water treatment replacement. The loans will be repaid in semiannual installments over terms ranging from 20 to 30 years.

The Ohio Water Development Authority loan relates to the water tower project. The loan will be paid back in semiannual payments over 20 years.

## Village of Middle Point, Ohio Van Wert County Notes to the Financial Statements For the Year Ended December 31, 2017 (Continued)

The Fire Marshall Revolving Loan relates to the construction of a new fire station. The loan will be paid back in semiannual payments over 20 years.

# Amortization

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

	<b>OPWC</b> Loans	OWDA Loan	Fire Marshal Loan
2018	\$29,203	\$5,923	\$15,000
2019	29,203	5,923	15,000
2020	29,203	5,923	15,000
2021	29,203	5,923	15,000
2022	29,203	5,923	15,000
2023-2027	146,413	29,613	75,000
2028-2032	142,013		75,000
2033-2037	142,013		22,500
2038-2042	142,013		
2043-2046	99,408		
Total	\$817,875	\$59,228	\$247,500

# Note 10 – Interfund Transfers

During 2017, the following transfers were made:

Fund	Amount
Water Operating Fund Transfer Out to:	
Water Equipment Replacement Fund	\$9,000
Water Treatment Debt Service	26,035
Total Water Operating Fund Transfers	\$35,035
Sewer Operating Fund Transfer Out to:	
Sewer Equipment Replacement Fund	\$8,061

Transfers are used to move receipts from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them. Transfers within the Enterprise Funds were in compliance with Ohio Revised Code to either make debt payments or for designated projects.

### Note 11 – Miscellaneous Receipts

Miscellaneous receipts in the General Fund primarily consisted of rebates and rent.



One Government Center, Suite 1420 Toledo, Ohio 43604-2246 (419) 245-2811 or (800) 443-9276 NorthwestRegion@ohioauditor.gov

## INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS REQUIRED BY *GOVERNMENT AUDITING STANDARDS*

Village of Middle Point Van Wert County P.O. Box 191 103 North Adams Street Middle Point, Ohio 45863-0191

To the Village Council:

We have audited, in accordance with auditing standards generally accepted in the United States and the Comptroller General of the United States' *Government Auditing Standards*, the financial statements of the cash balances, receipts, and disbursements by fund type of the Village of Middle Point, Van Wert County, Ohio (the Village) as of and for the years ended December 31, 2018 and 2017, and the related notes to the financial statements and have issued our report thereon dated September 25, 2019 wherein we noted the Village followed financial reporting provisions Ohio Revised Code Section 117.38 and Ohio Administrative Code Section 117-2-03(D) permit.

# Internal Control Over Financial Reporting

As part of our financial statement audit, we considered the Village's internal control over financial reporting (internal control) to determine the audit procedures appropriate in the circumstances to the extent necessary to support our opinions on the financial statements, but not to the extent necessary to opine on the effectiveness of the Village's internal control. Accordingly, we have not opined on it.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, when performing their assigned functions, to prevent, or detect and timely correct misstatements. A *material weakness* is a deficiency, or combination of internal control deficiencies resulting in a reasonable possibility that internal control will not prevent or detect and timely correct a material misstatement of the Village's financial statements. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all internal control deficiencies that might be material weaknesses or significant deficiencies. Therefore, unidentified material weaknesses or significant deficiencies may exist. We did identify certain deficiencies in internal control, described in the accompanying schedule of findings that we consider material weaknesses. We consider findings 2018-001 and 2018-002 to be material weaknesses.

Village of Middle Point Van Wert County Independent Auditor's 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 Village'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, opining 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 an instance of noncompliance or other matters we must report under *Government Auditing Standards* which is described in the accompanying schedule of findings as item 2018-001.

### Village's Response to Findings

The Village's responses to the findings identified in our audit are described in the accompanying schedule of findings. We did not subject the Village's responses to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

# Purpose of this Report

This report only describes the scope of our internal control and compliance testing and our testing results, and does not opine on the effectiveness of the Village's internal control or on compliance. This report is an integral part of an audit performed under *Government Auditing Standards* in considering the Village's internal control and compliance. Accordingly, this report is not suitable for any other purpose.

Keith Faber Auditor of State

Columbus, Ohio

September 25, 2019

### VILLAGE OF MIDDLE POINT VAN WERT COUNTY

### SCHEDULE OF FINDINGS DECEMBER 31, 2018 AND 2017

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

# FINDING NUMBER 2018-001

### **Noncompliance and Material Weakness**

**Ohio Rev. Code § 5705.10(F)** requires revenue received from the sale of a permanent improvement to be paid into the sinking fund, the bond retirement fund, or a special fund for the construction or acquisition of permanent improvements. **Ohio Rev. Code § 5705.01(E)** defines "permanent improvement" or "improvement" to mean "any property, asset, or improvement with an estimated life or usefulness of five years or more, including land and interests therein, and reconstructions, enlargements, and extensions thereof having an estimated life or usefulness of five years or more."

In 2018, the Village inappropriately recorded \$7,770 from the sale of ambulance vehicles in the Special Revenue Fire Fund as miscellaneous revenue. Given the source of the revenue, this should have been recorded in the Capital Projects Fire Station Improvements Fund as sale of capital assets. Audit adjustments are reflected in the financial statements and in the accounting records correcting the misstatement.

The lack of controls over the posting of financial transactions decreases the reliability of financial data at year-end and can result in undetected errors and irregularities. The Village should implement controls to help ensure all transactions are reviewed to help ensure posting to the proper funds.

# Officials' Response:

The Village was unaware that ambulances are considered a permanent improvement and therefore the sale should be recorded to a Capital Projects Fund. In the future, the Village will record a sale of a permanent improvement to a Capital Projects Fund.

# FINDING NUMBER 2018-002

### Material Weakness

In our engagement letter, as required by AU-C Section 210, *Terms of Engagement*, paragraph .06, management acknowledged its responsibility for the preparation and fair presentation of their financial statements; this responsibility includes designing, implementing and maintaining internal control relevant to preparing and fairly presenting financial statements free from material misstatement, whether due to fraud or error as discussed in AU-C Section 210 paragraphs .A14 & .A16. In addition, Governmental Accounting Standards Board (GASB) Statement No. 54 (codified as GASB Cod 1800.165-.179) requires fund balance be divided into one of five classifications based on the extent to which constraints are imposed upon the resources. The following errors were identified in the accompanying financial statements:

- In 2018 and 2017, General Fund subsequent year appropriations in excess of estimated receipts were incorrectly classified as unassigned instead of assigned fund balance by \$39,622 and \$27,666, respectively.
- In 2018 and 2017, Special Revenue Fire Fund receipt and disbursement activity was understated by \$11,735 and \$12,255, respectively, due to emergency medical service activity posted net of service provider fees instead of gross.

These errors were the result of inadequate policies and procedures in reviewing the financial statements. As a result, the Village's financial statements and notes to the financial statements did not correctly reflect the financial activity of the Village. The accompanying financial statements and notes to the financial statements have been adjusted to correct these errors. Additional errors were noted in smaller relative amounts.

Village of Middle Point Van Wert County Schedule of Findings Page 2

To help ensure the Village's financial statements and notes to the financial statements are complete and accurate, the Village should adopt policies and procedures, including a final review of the statements and notes by the Fiscal Officer and the audit committee, to identify and correct errors and omissions. In addition, the Fiscal Officer should also review Audit Bulletin 2011-004 for guidance on GASB Statement No. 54.

## Officials' Response:

The Village was unaware that the amount of General Fund appropriations in excess of estimated receipts in the subsequent year should be classified as assigned for the prior year end General Fund balance. The Village was also unaware that the fees charged and deducted from the revenue received by the Village from the EMS billing contractor, Medicount, should be recorded and that the revenue should then be recorded at the gross amount including the fees. In the future, the Village will record the items listed above appropriately.



# VILLAGE OF MIDDLE POINT

### VAN WERT 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 Babbrtt

**CLERK OF THE BUREAU** 

CERTIFIED OCTOBER 10, 2019

> 88 East Broad Street, Columbus, Ohio 43215 Phone: 614-466-4514 or 800-282-0370 www.ohioauditor.gov