



Hamiltonban Township

Municipal Annual Audit and Financial Report (Audited)

December 31, 2021

INDEPENDENT AUDITOR'S REPORT

To: Township Supervisors – Hamiltonban Township
Clerk of the Court of Common Pleas of Adams County
Secretary of the Department of Community and Economic Development

Adverse Opinion on Modified Cash Basis of Accounting

We have audited the general fund and special revenue funds presented in accordance with the reporting framework required by the Commonwealth of Pennsylvania Annual Audit and Financial Report Form DCED-CLGS-30 of Hamiltonban Township, Adams County, Pennsylvania, which comprise the balance sheet – modified cash basis as of December 31, 2021, and the related statement of revenues and expenditures - modified cash basis for the year then ended.

In our opinion, because of the effects of the matters discussed in the Basis for Adverse Opinion section of our report, the financial statements referred to above do not present fairly, in accordance with the modified cash basis of accounting, which requires disclosures similar to those required by accounting principles generally accepted in the United States of America, the balance sheet – modified cash basis of Hamiltonban Township, Adams County, Pennsylvania, as of December 31, 2021, and the respective changes in the statement of revenues and expenditures – modified cash basis for the year then ended.

Opinion on Reporting Framework Required by the Commonwealth of Pennsylvania Annual Audit and Financial Report Form DCED-CLGS-30

In our opinion, except for the omission of the general fixed assets group, the financial statements referred to above present fairly, in all material respects, the respective balance sheet - modified cash basis of Hamiltonban Township, Adams County, Pennsylvania, as of December 31, 2021, and the respective statement of revenues and expenditures – modified cash basis for the year then ended in conformity with the reporting framework required by the Commonwealth of Pennsylvania Annual Audit and Financial Report Form DCED-CLGS-30.

Basis for Adverse Opinion on Modified Cash Basis of Accounting

Hamiltonban Township, Adams County, Pennsylvania prepares its financial statements in accordance with the reporting framework of the Commonwealth of Pennsylvania Annual Audit and Financial Report Form DCED-CLGS-30 utilizing the modified cash basis of accounting. These requirements permit the financial statements to be prepared without footnote disclosures to the financial statements which are required by the modified cash basis of accounting. The effects on the financial statements between the reporting framework required by the Commonwealth of Pennsylvania Annual Audit and Financial Report Form DCED-CLGS-30 and the modified cash basis of accounting, although not reasonably determinable, are presumed to be material.



Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the reporting framework of the Commonwealth of Pennsylvania Annual Audit and Financial Report Form DCED-CLGS-30 utilizing the modified cash basis of accounting, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. This includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Hamiltonban Township's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Hamiltonban Township's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Hamiltonban Township's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control–related matters that we identified during the audit.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying supplementary information, consisting of the debt statement, statement of capital expenditures and employee compensation, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole in accordance with the reporting framework required by the Commonwealth of Pennsylvania Annual Audit and Financial Report Form DCED-CLGS-30.

Basis of Accounting and Presentation

The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than the accounting principles generally accepted in the United States of America. The accompanying financial statements are presented in accordance with the reporting framework required by the Commonwealth of Pennsylvania Annual Audit and Financial Report Form DCED-CLGS-30.

RKL LLP

Chambersburg, Pennsylvania
March 29, 2022

**2021 MUNICIPAL ANNUAL AUDIT
AND
FINANCIAL REPORT**

010515 HAMILTONBAN TWP, ADAMS COUNTY

HAMILTONBAN TWP, ADAMS County

BALANCE SHEET

December 31, 2021

		Governmental Funds				Proprietary Funds		Fid. Fund	Account Groups		Total
		General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	General Fixed Assets	General Long Term Debt	Memorandum Only
Liabilities and Other Credits											
260-269	Long-Term-Liabilities										
240-259	Current Portion of Long-Term Debt and Other Credits										
Total Liabilities and Other Credits		2,543									2,543
Fund and Account Group Equity											
281-284	Contributed Capital										
290.00	Investment in General Fixed Assets										
270-289	Fund Balance / Retained Earnings on 12/31	1,229,048	61,124								1,290,172
291-299	Other Equity										
Total Fund and Account Group Equity		1,229,048	61,124								1,290,172
TOTAL LIABILITIES AND FUND AND ACCOUNT GROUP EQUITY											1,292,715

HAMILTONBAN TWP, ADAMS County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2021

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

REVENUES

Taxes								
301.00	Real Estate Taxes	377,635	60,598					438,233
305.00	Occupation Taxes (levied under municipal code)							
308.00	Residence Taxes (levied by cities of the 3rd Class)							
309.00	Regional Asset District Sales Tax (Allegheny County municipalities only)							
310.00	Per Capita Taxes	8,796						8,796
310.10	Real Estate Transfer Taxes	62,722						62,722
310.20	Earned Income Taxes / Wage Taxes	298,748						298,748
310.30	Business Gross Receipts Taxes							
310.40	Occupation Taxes (levied under Act 511)							
310.50	Local Services Tax **							
310.60	Amusement / Admission Taxes	13,483						13,483
310.70	Mechanical Device Taxes							
310.90	Other: _____							
	Other: _____							
Total Taxes		761,384	60,598					821,982

Licenses and Permits								
320-322	All Other Licenses and Permits	75						75
321.80	Cable Television Franchise Fees	30,251						30,251
Total Licenses and Permits		30,326						30,326

Fines and Forfeits								
330-332	Fines and Forfeits	4,685						4,685
Total Fines and Forfeits		4,685						4,685

HAMILTONBAN TWP, ADAMS County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2021

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

REVENUES

Interest, Rents and Royalties								
341.00	Interest Earnings	3,050	25					3,075
342.00	Rents and Royalties							
Total Interest, Rents and Royalties		3,050	25					3,075

Federal								
351.03	Highways and Streets							
351.09	Community Development							
351.00	All Other Federal Capital and Operating Grants							
352.01	National Forest							
352.00	All Other Federal Shared Revenue and Entitlements	125,969						125,969
353.00	Federal Payments in Lieu of Taxes							
Total Federal		125,969						125,969

State								
354.03	Highways and Streets							
354.09	Community Development							
354.15	Recycling / Act 101							
354.00	All Other State Capital and Operating Grants	5,278						5,278
355.01	Public Utility Realty Tax (PURTA)	767						767
355.02- 355.03	Motor Vehicle Fuel Tax (Liquid Fuels Tax) and State Road Turnback		144,490					144,490
355.04	Alcoholic Beverage Licenses							
355.05	General Municipal Pension System State Aid	7,318						7,318
355.07	Foreign Fire Insurance Tax Distribution	14,687						14,687
355.08	Local Share Assessment/Gaming Proceeds							
355.09	Marcellus Shale Impact Fee Distribution							

HAMILTONBAN TWP, ADAMS County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2021

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

REVENUES

State								
355.00	All Other State Shared Revenues and Entitlements							
356.00	State Payments in Lieu of Taxes	15,520						15,520
Total State		43,570	144,490					188,060

Local Government Units								
357.03	Highways and Streets							
357.00	All Other Local Governmental Units Capital and Operating Grants							
358.00	Local Government Unit Shared Payments for Contracted Intergovernmental Services							
359.00	Local Governmental Units and Authorities Payments in Lieu of Taxes							
Total Local Government Units								

Charges for Service								
361.00	General Government	17,331						17,331
362.00	Public Safety	25,969						25,969
363.20	Parking							
363.00	All Other Charges for Highway & Street Services	24,584						24,584
364.10	Wastewater / Sewage (including connection / tapping fees, sewer usage charges, reserve capacity fee, etc.)							
364.30	Solid Waste Collection and Disposal Charge (trash)							
364.60	Host Municipality Benefit Fee for Solid Waste Facility							
364.00	All Other Charges for Sanitation Services							
365.00	Health							
366.00	Human Services							
367.00	Culture and Recreation	50						50
368.00	Airports							

HAMILTONBAN TWP, ADAMS County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2021

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

REVENUES

Charges for Service								
369.00	Bars							
370.00	Cemeteries							
372.00	Electric System							
373.00	Gas System							
374.00	Housing System							
375.00	Markets							
377.00	Transit Systems							
378.00	Water System							
379.00	All Other Charges for Service							
Total Charges for Service		67,934						67,934

Unclassified Operating Revenues								
383.00	Special Assessments							
386.00	Escheats (sale of personal property)							
387.00	Contributions and Donations from Private Sectors	7,535						7,535
388.00	Fiduciary Fund Pension Contributions							
389.00	All Other Unclassified Operating Revenues	1,346						1,346
Total Unclassified Operating Revenues		8,881						8,881

Other Financing Sources								
391.00	Proceeds of General Fixed Asset Disposition	514						514
392.00	Interfund Operating Transfers							
393.00	Proceeds of General Long-Term Debt							
394.00	Proceeds of Short Term-Debt							

HAMILTONBAN TWP, ADAMS County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2021

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

REVENUES

Other Financing Sources								
395.00	Refunds of Prior Year Expenditures	4,409						4,409
Total Other Financing Sources		4,923						4,923
TOTAL REVENUES		1,050,722	205,113					1,255,835

EXPENDITURES

General Government								
400.00	Legislative (Governing) Body	9,176						9,176
401.00	Executive (Manager or Mayor)							
402.00	Auditing Services / Financial Administration	12,602						12,602
403.00	Tax Collection	19,398						19,398
404.00	Solicitor / Legal Services	15,445						15,445
405.00	Secretary / Clerk	47,872						47,872
406.00	Other General Government Administration	29,596						29,596
407.00	IT-Networking Services-Data Processing							
408.00	Engineering Services	29,534						29,534
409.00	General Government Buildings and Plant	21,521						21,521
Total General Government		185,144						185,144

Public Safety								
410.00	Police							
411.00	Fire	35,242	52,769					88,011
412.00	Ambulance / Rescue							
413.00	UCC and Code Enforcement	1,943						1,943

HAMILTONBAN TWP, ADAMS County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2021

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

EXPENDITURES

Public Safety

414.00	Planning and Zoning	8,851						8,851
415.00	Emergency Management and Communications							
416.00	Militia and Armories							
417.00	Examination of Licensed Occupations							
418.00	Public Scales (weights and measures)							
419.00	Other Public Safety							
Total Public Safety		46,036	52,769					98,805

Health and Human Services

420.00-425.00	Health and Human Services							
Total Health and Human Services								

Public Works - Sanitation

426.00	Recycling Collection and Disposal							
427.00	Solid Waste Collection and Disposal (garbage)							
428.00	Weed Control							
429.00	Wastewater / Sewage Treatment and Collection							
Total Public Works - Sanitation								

Public Works - Highways and Streets

430.00	General Services - Administration	60,542						60,542
431.00	Cleaning of Streets and Gutters							
432.00	Winter Maintenance – Snow Removal	38,867						38,867
433.00	Traffic Control Devices	24,804						24,804
434.00	Street Lighting	5,134						5,134

HAMILTONBAN TWP, ADAMS County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2021

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

EXPENDITURES

Public Works - Highways and Streets								
435.00	Sidewalks and Crosswalks							
436.00	Storm Sewers and Drains							
437.00	Repairs of Tools and Machinery							
438.00	Maintenance and Repairs of Roads and Bridges	154,306	21,815					176,121
439.00	Highway Construction and Rebuilding Projects	41,747	169,820					211,567
Total Public Works - Highways and Streets		325,400	191,635					517,035

Other Public Works Enterprises								
440.00	Airports							
441.00	Cemeteries	800						800
442.00	Electric System							
443.00	Gas System							
444.00	Markets							
445.00	Parking							
446.00	Storm Water and Flood Control							
447.00	Transit System							
448.00	Water System	400						400
449.00	Water Transport and Terminals							
Total Other Public Works Enterprises		1,200						1,200

Culture and Recreation								
451.00	Culture-Recreation Administration	3,350						3,350
452.00	Participant Recreation							
453.00	Spectator Recreation							
454.00	Parks	5,665						5,665

HAMILTONBAN TWP, ADAMS County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2021

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

EXPENDITURES

Culture and Recreation								
455.00	Shade Trees							
456.00	Libraries	3,789						3,789
457.00	Civil and Military Celebrations							
458.00	Senior Citizens' Centers							
459.00	All Other Culture and Recreation							
Total Culture and Recreation		12,804						12,804

Community Development								
461.00	Conservation of Natural Resources							
462.00	Community Development and Housing							
463.00	Economic Development							
464.00	Economic Opportunity							
465-469	All Other Community Development							
Total Community Development								

Debt Service								
471.00	Debt Principal (short-term and long-term)	147,260						147,260
472.00	Debt Interest (short-term and long-term)	33,494						33,494
475.00	Fiscal Agent Fees							
Total Debt Service		180,754						180,754

Employer Paid Benefits and Withholding Items								
481.00	Employer Paid Withholding Taxes and Unemployment Compensation	17,259						17,259
482.00	Judgments and Losses							
483.00	Pension / Retirement Fund Contributions	14,411						14,411

HAMILTONBAN TWP, ADAMS County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2021

Governmental Funds				Proprietary Funds		Fiduciary Fund	Total
General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	Memorandum Only

EXPENDITURES

Employer Paid Benefits and Withholding Items								
484.00	Worker Compensation Insurance	15,588						15,588
487.00	Other Group Insurance Benefits	67,727						67,727
Total Employer Paid Benefits and Withholding Items		114,985						114,985

Insurance								
486.00	Insurance, Casualty, and Surety	14,970						14,970
Total Insurance		14,970						14,970

Unclassified Operating Expenditures								
488.00	Fiduciary Fund Benefits and Refunds Paid							
489.00	All Other Unclassified Expenditures							
Total Unclassified Operating Expenditures								

Other Financing Uses								
491.00	Refund of Prior Year Revenues	2,256	379					2,635
492.00	Interfund Operating Transfers							
493.00	All Other Financing Uses							
Total Other Financing Uses		2,256	379					2,635

TOTAL EXPENDITURES	883,549	244,783						1,128,332
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EXCESS/DEFICIT OF REVENUES OVER EXPENDITURES	167,173	-39,670						127,503
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HAMILTONBAN TWP

December 31, 2021

DEBT STATEMENT

OUTSTANDING BONDS AND NOTES

Listed below are all currently outstanding bond and note issues according to our files, excluding bond issues redeemed or refunded and defeased. Please show the principal payments and make any other necessary corrections and additions.

Purpose	Bond (B) Capital Lease (C) Lease Rental (L) Note (N)	Issue Year (yyyy)	Maturity Year (yyyy)	Original Amount of Issue	Outstanding Beginning of Year (1)	Principal Incurred This Year	Principal Paid This Year	Current Year Accretion on Compound Interest Bonds	Outstanding at Year End (1)	Plus (less) Unamortized Premium (Discount)	Total Balance
General Obligation Bonds and Notes											
F&M General Obligation Note	Note	2017	2032	725,499	584,254		40,389		543,865		543,865
Commonwealth of PA - Truck	Note	2018	2022	50,000	20,943		10,367		10,576		10,576
Community Leasing Partners - Truck	Capital Leases	2018	2022	61,523	25,913		12,729		13,184		13,184
Commonwealth of PA - Loader	Note	2019	2024	50,000	36,306		10,116		26,190		26,190
ACNB General Obligation Note	Note	2020	2025	250,000	226,419		47,499		178,920		178,920
FNB Equipment Lease - Boom Mower	Note	2020	2024	143,384	112,075		26,160		85,915		85,915
Revenue Bonds and Notes											
Lease Rental Debt											
Other											
Total bonds and notes outstanding											
Capitalized lease obligations											
Net debt											

(1) - excludes unamortized premium/discount

858,650

0

858,650

HAMILTONBAN TWP, ADAMS County
STATEMENT OF CAPITAL EXPENDITURES

December 31, 2021

Category	Capital Purchases	Capital Construction	Total
Community Development			
Electric			
Fire			
Gas System			
General Government	22,183		22,183
Health			
Housing			
Libraries			
Mass Transit			
Parks			
Police			
Recreation			
Sewer			
Solid Waste			
Streets / Highways		216,225	216,225
Water			
Other: _____			
TOTAL CAPITAL EXPENDITURES	22,183	216,225	238,408

EMPLOYEE COMPENSATION

Total salaries, wages, commissions, etc. paid this year (including all employees and elected officials)

214,404

ELECTED CONTROLLER'S/AUDITOR'S CERTIFIED OPINION

To the: Governing Body of the Municipality
 President Judge of the Court of Common Pleas
 Secretary of the Department of Community & Economic Development

I/We, the undersigned, the duly elected (or appointed replacement), qualified, and Acting Controller/Auditors of the HAMILTONBAN TWP have audited, adjusted and settled the various funds and account groups of the HAMILTONBAN TWP for the year ended December 31, 2021. My/Our audit, adjustment and settlement was made in accordance with law rather than with generally accepted auditing standards

(PLEASE CROSS OUT ONLY IF ON MODIFIED ACCRUAL/ACCRUAL BASIS)

This municipality's policy is to prepare its financial statements on the basis of cash receipts and disbursements; consequently, certain revenues and the related assets are recognized when received rather than when earned, and certain expenditures or expenses are recognized when paid rather than when a liability is incurred. Accordingly, the accompanying financial statements are not intended to present the financial position and results of operations of this municipality in conformity with generally accepted accounting principles.

These financial statements do not include all of the disclosures required by generally accepted accounting principles.

In my/our opinion, the aforementioned financial statements present the financial position of the various funds and account groups of the municipality of HAMILTONBAN TWP for the year ended December 31, 2021, and the results of operations of such funds in accordance with the law.

SIGNATURE AND VERIFICATION

Signed:

Subscribed and sworn to before me this 1 day of January, 1.



Signed: _____

Witness (Controller)/Auditor (Auditors)

December 31, 2021

NOTES / COMMENTS