

REPORT OF AUDIT
TOWNSHIP OF WALPACK
COUNTY OF SUSSEX
DECEMBER 31, 2009

TOWNSHIP OF WALPACK
YEAR ENDED DECEMBER 31, 2009

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TOWNSHIP OF WALPACK

PART I

REPORT OF AUDIT ON FINANCIAL STATEMENTS

AND SUPPLEMENTARY DATA

YEAR ENDED DECEMBER 31, 2009

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INDEPENDENT AUDITORS' REPORT

October 1, 2010

The Honorable Mayor and
Members of the Township Committee
Township of Walpack
Walpack Center, NJ 07881

We have audited the accompanying balance sheets - regulatory basis of the various funds and account group of the Township of Walpack in the County of Sussex, as of and for the years ended December 31, 2009 and 2008, and the related statements of operations and changes in fund balance - regulatory basis for the years then ended, and the related statement of revenues - regulatory basis and statement of expenditures - regulatory basis of the various funds for the year ended December 31, 2009. 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 audits.

Except as discussed below, we conducted our audits in accordance with auditing standards generally accepted in the United States of America, the audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, 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 consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control over financial reporting. Accordingly, we express no such opinion. 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 the significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provides a reasonable basis for our opinion.

As described in Note 1, these financial statements were prepared in conformity with accounting practices prescribed or permitted by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, that demonstrates compliance with the modified accrual basis, with certain exceptions, and the budget laws of New Jersey, which practices differ from accounting principles generally accepted in the United States of America. The affect on the financial statements of the variances between the prescribed basis of accounting and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.



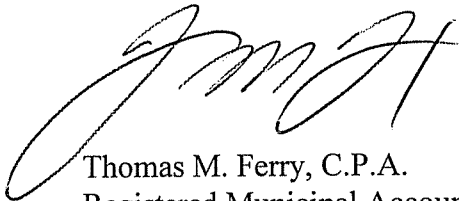
The Honorable Mayor and
Members of the Township Committee
October 1, 2010
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In our opinion, because of the Township of Walpack's policy to prepare its financial statements on the basis of accounting discussed in the preceding paragraph, the financial statements referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Township of Walpack, New Jersey as of December 31, 2009 and 2008 or the results of its operation for the years then ended.

However, in our opinion, the financial statements referred to above present fairly, in all material respects, the financial position - regulatory basis of the various funds and account group of the Township of Walpack, New Jersey at December 31, 2009 and 2008, and the results of its operations and the changes in fund balance - regulatory basis of such funds for the years then ended and the statement of revenues - regulatory basis, and statement of expenditures - regulatory basis for the year ended December 31, 2009, on the basis of accounting described in Note 1.

In accordance with the Government Auditing Standards, we have also issued a report dated October 1, 2010 on our consideration of the Township of Walpack, New Jersey internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be considered in assessing the results of our audit.

Our audit was conducted for the purpose of forming an opinion on the financial statements of the Township of Walpack, State of New Jersey, taken as a whole. The accompanying supplementary information, schedules and exhibits listed in the table of contents are presented for purposes of additional analysis and are not a required part of the financial statements of the Township of Walpack, State of New Jersey. Such information has been subject to auditing procedures applied in the audit of the financial statements and, in our opinion, is fairly presented in all material respects, in relation to the financial statements taken as a whole, on the basis of accounting described in Note 1.



Thomas M. Ferry, C.P.A.
Registered Municipal Accountant
No. 497

Ferraioli, Wielkutz, Cerullo, & Cova, P.A.

FERRAIOLI, WIELKOTZ, CERULLO & CUVA, P.A.
Certified Public Accountants



Township of Walpack

Comparative Balance Sheet - Regulatory Basis

Current Fund

December 31, 2009 and 2008

	<u>Ref.</u>	<u>2009</u>	<u>2008</u>
<u>Assets</u>			
Current Fund:			
Cash	A-4	663,255.91	672,572.57
Receivables and Other Assets with Full Reserves:			
Prepaid Local Regional School Tax	A-8	15.95	
Prepaid County Taxes	A-7		13.91
Interfund Receivables:			
Animal Control Trust Fund	A-11	432.34	392.27
General Capital Fund	A-11		2,458.21
		<u>448.29</u>	<u>2,864.39</u>
		<u>663,704.20</u>	<u>675,436.96</u>
Federal and State Grant Fund:			
Due from Current Fund	A-22	406.00	232.94
		<u>664,110.20</u>	<u>675,669.90</u>

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Walpack
Comparative Balance Sheet - Regulatory Basis

Current Fund

December 31, 2009 and 2008

	<u>Ref.</u>	<u>2009</u>	<u>2008</u>
<u>Liabilities, Reserves and Fund Balance</u>			
Current Fund:			
Appropriation Reserves	A-3;A-12	28,049.08	28,764.10
Due to State of N.J., Per Ch. 73, P.L. 1976	A-6	2,536.66	2,309.41
Interfunds Payable:			
Due to Federal and State Grants	A-11	406.00	232.94
Due to General Capital Fund	A-11	843.22	
Due to Other Trust	A-11	10,667.17	15,782.93
Prepaid Taxes	A-13	65.81	100.90
Regional High School Tax Payable	A-15	2,331.24	2,331.24
Tax Overpayments	A-17	93.12	
Due to State of New Jersey:			
Marriage Surcharge	A-18	50.00	50.00
Reserve for:			
Garden State Trust	A-18	2,150.12	2,150.06
Revision of Tax Map	A-18	4,188.00	4,188.00
		<u>51,380.42</u>	<u>55,909.58</u>
Reserve for Receivables	Contra	448.29	2,864.39
Fund Balance	A-1	611,875.49	616,662.99
		<u>663,704.20</u>	<u>675,436.96</u>
Federal and State Grant Fund:			
Appropriated Reserve for Grants	A-20	207.00	110.00
Unappropriated Reserve for Grants	A-21	199.00	122.94
		<u>406.00</u>	<u>232.94</u>
		<u>664,110.20</u>	<u>675,669.90</u>

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Walpack
Comparative Statement of Operations and Changes in Fund Balance - Regulatory Basis
Current Fund
Year Ended December 31, 2009 and 2008

	<u>Ref.</u>	<u>2009</u>	<u>2008</u>
Revenues and Other Income:			
Fund Balance Utilized	A-2	94,115.00	92,483.00
Miscellaneous Revenue Anticipated	A-2	41,475.00	43,106.66
Receipts from Current Taxes	A-2	13,203.83	18,217.86
Non-Budget Revenue	A-2	53,405.90	43,306.51
Other Credits to Income:			
Statutory Excess in Dog Fund	A-11	36.00	54.00
Unappropriated Reserves for Grants Cancelled	A-11	0.09	
Interfunds Returned	A-11	2,458.21	
Unexpended Balance of Appropriation Reserve	A-12	4,824.81	8,906.13
Decrease in County Taxes Payable	A-16	13.91	
Tax Overpayment Cancelled			4.05
Total Revenues and Other Income		<u>209,532.75</u>	<u>206,078.21</u>
Expenditures:			
Budget and Emergency Appropriations:			
Operations - Within Caps:			
Salaries and Wages	A-3	34,450.00	34,450.00
Other Expenses	A-3	38,918.00	38,473.00
Deferred Charges and Statutory Expenditures -			
Municipal	A-3	19,639.25	20,654.67
Other Expenses	A-3	10,460.00	10,162.00
Capital Improvements	A-3	3,500.00	3,500.00
Prepaid Regional School Taxes	A-8	15.95	13.91
Garden State Trust			2,205.66
Interfund Advances	A-11	40.07	565.03
Local and Regional High School Tax	A-15	3,691.40	8,638.65
County Taxes included Added Taxes	A-16	9,490.58	9,568.91
Total Expenditures		<u>120,205.25</u>	<u>128,231.83</u>
Statutory Excess to Fund Balance		89,327.50	77,846.38
Fund Balance, January 1,	A	<u>616,662.99</u>	<u>631,299.61</u>
		705,990.49	709,145.99
Decreased by:			
Fund Balance Utilized as Budget Revenue	A-2	<u>94,115.00</u>	<u>92,483.00</u>
Fund Balance, December 31,	A	<u><u>611,875.49</u></u>	<u><u>616,662.99</u></u>

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Walpack
Statement of Revenues - Regulatory Basis
Current Fund
Year Ended December 31, 2009

	<u>Ref.</u>	<u>Budget</u>	<u>Realized</u>	<u>Excess or (Deficit)</u>
Fund Balance Anticipated	A-1	<u>94,115.00</u>	<u>94,115.00</u>	<u> </u>
Miscellaneous Revenues:				
Energy Receipts Taxes	A-10	39,228.00	39,228.00	
Garden State Trust	A-10	2,150.00	2,150.00	
Public and Private Revenues:				
Recycling Tonnage	A-19	97.00	97.00	
Total Miscellaneous Revenues	A-1	<u>41,475.00</u>	<u>41,475.00</u>	<u> </u>
Subtotal General Revenues		<u>135,590.00</u>	<u>135,590.00</u>	<u> </u>
Amount to be Raised by Taxes for Support of Including Reserve for Uncollected Taxes	A-2	<u> </u>	<u>401.85</u>	<u>401.85</u>
Budget Totals		135,590.00	135,991.85	401.85
Non-Budget Revenue	A-2	<u> </u>	<u>53,405.90</u>	<u>53,405.90</u>
		<u>135,590.00</u>	<u>189,397.75</u>	<u>53,807.75</u>

The accompanying "Notes to Financial Statement" are an integral part of these financial statements.

Township of Walpack
Statement of Revenues - Regulatory Basis

Current Fund

Year Ended December 31, 2009

Analysis of Realized Revenues

	<u>Ref.</u>	
Revenue From Collections	A-1;A-9	13,203.83
Allocated to School and County Taxes	A-9	<u>13,181.98</u>
Balance for Support of Municipal Budget Appropriations		21.85
Add:		
Appropriation - Reserve for Uncollected Taxes	A-3	<u>380.00</u>
Amount for Support of Municipal Budget Appropriations	A-2	<u><u>401.85</u></u>

Analysis of Non-Budget Revenues

	<u>Ref.</u>	
Miscellaneous Revenues Not Anticipated:		
Interest on Investments		18,108.92
Payment in Lieu of Taxes		34,447.91
Miscellaneous		431.48
Senior Citizens and Veterans Admin. Fees		<u>20.00</u>
	A-4	53,008.31
Collector:		
Interest and Costs on Taxes	A-5	165.19
Interest Due from Other Funds	A-11	<u>232.40</u>
Total Non Budget Revenue	A-1;A-2	<u><u>53,405.90</u></u>

The accompanying "Notes to Financial Statement" are an integral part of these financial statements.

Township of Walpack

Statement of Expenditures - Regulatory Basis

Current Fund

Year Ended December 31, 2009

	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Canceled</u>
<u>General Appropriations</u>						
Operations						
Administrative and Executive						
Salaries and Wages		10,100.00	10,100.00	10,100.00		
Mayor and Council		6,600.00	6,600.00	6,600.00		
Clerk		1,500.00	1,600.00	1,572.47	27.53	
Other Expenses						
Financial Administration		9,500.00	9,500.00	9,500.00		
Salaries and Wages		1,600.00	1,145.00	600.00	545.00	
Other Expenses		10,195.00	10,195.00		10,195.00	
Audit						
Assessment of Taxes		3,200.00	3,200.00	3,200.00		
Salaries and Wages		300.00	300.00		300.00	
Other Expenses						
Collection of Taxes		2,700.00	2,700.00	2,700.00		
Salaries and Wages		1,000.00	1,000.00	612.75	387.25	
Other Expenses						
Legal Services and Costs		6,000.00	6,000.00	4,000.00	2,000.00	
Other Expenses						
Public Buildings and Grounds		500.00	500.00		500.00	
Salaries and Wages		1,373.00	1,373.00		1,373.00	
Other Expenses		200.00	200.00	39.25	160.75	
Electricity		450.00	805.00	740.15	64.85	
Fuel Oil		3,000.00	3,000.00	349.95	2,650.05	
Telephone						
Insurance:						
General Liability		6,600.00	6,600.00	5,485.00	1,115.00	
Surety Bond Premiums		500.00	500.00	500.00		

The accompanying "Notes to Financial Statement" are an integral part of these Financial Statements.

Township of Walpack
Statement of Expenditures - Regulatory Basis

Current Fund								
	Ref.	Budget	Budget After Modification	Paid or Charged	Reserved	Unexpended Balance	Canceled	
Year Ended December 31, 2009								
<u>General Appropriations</u>								
Public Safety								
Aid to Volunteer Fire Companies (1)		2,500.00	2,500.00		2,500.00			
Aid to Rescue Squad		3,000.00	3,000.00	3,000.00				
Emergency Management Coordinator:								
Salaries and Wages		400.00	400.00	400.00				
Other Expenses		200.00	200.00		200.00			
Animal Regulation								
Salaries and Wages		150.00	150.00		150.00			
Other Expenses		300.00	300.00	230.00	70.00			
Subtotal - Operations		<u>71,868.00</u>	<u>71,868.00</u>	<u>49,629.57</u>	<u>22,238.43</u>			
Uniform Construction Code - Appropriations								
Offset By Dedicated Revenues (N.J.A.C. 5:23-4.17)								
Construction Code Official								
Salaries and Wages		800.00	800.00	800.00				
Other Expenses		100.00	100.00		100.00			
Sub-Code Officials:								
Fire Protection Officials								
Salaries and Wages		500.00	500.00	500.00				
Plumbing Officials								
Other Expenses		100.00	100.00		100.00			
Total Uniform Construction Code Appropriations		<u>1,500.00</u>	<u>1,500.00</u>	<u>1,300.00</u>	<u>200.00</u>			
Total Operations Including Contingent - Within "CAPS"		<u>73,368.00</u>	<u>73,368.00</u>	<u>50,929.57</u>	<u>22,438.43</u>			
Detail:								
Salaries and Wages	A-1	34,450.00	34,450.00	33,800.00	650.00			
Other Expenses	A-1	38,918.00	38,918.00	17,129.57	21,788.43			

The accompanying "Notes to Financial Statement" are an integral part of these Financial Statements.

Township of Walpack
Statement of Expenditures - Regulatory Basis

Current Fund

Year Ended December 31, 2009

	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Canceled</u>
<u>General Appropriations</u>						
Deferred Charges and Statutory Expenditures						
Statutory Expenditures						
Transfer to Board of Education for Use of						
Local Schools (N.J.S. 40:48-17.1 & 17.3)		44,257.00	44,257.00	16,014.25		28,242.75
Contribution to:						
Social Security System (O.A.S.I.)		3,500.00	3,500.00	2,539.88	960.12	
Unemployment Compensation Insurance		125.00	125.00	6.00	119.00	
Total Deferred Charges and Statutory Expenditures						
Municipal - Within "CAPS"	A-1	47,882.00	47,882.00	18,560.13	1,079.12	28,242.75
Excluded From "CAPS"						
Contribution to:						
Public Employees' Retirement System		4,700.00	4,700.00	4,168.47	531.53	
Due to County for Taxes		1,523.00	1,523.00	1,523.00		
Interfocal Municipal Service Agreement						
Municipal Court		500.00	500.00		500.00	
Other Expenses		3,640.00	3,640.00	3,640.00		
911 Dispatching		10,363.00	10,363.00	9,331.47	1,031.53	
Total Operations Excludes From "CAPS"						
Public and Private Programs Offset by Revenues		97.00	97.00	97.00		
Recycling Tonnage		97.00	97.00	97.00		
Total Public and Private Program Offset by Revenues		97.00	97.00	97.00		
Total General Appropriations - Excluded From "CAPS"		10,460.00	10,460.00	9,428.47	1,031.53	
Detail:						
Other Expenses	A-1	10,460.00	10,460.00	9,428.47	1,031.53	
Capital Improvements- Excluded from "CAPS"						
Improvements to Municipal Building		3,500.00	3,500.00		3,500.00	
Total Capital Improvements	A-1	3,500.00	3,500.00		3,500.00	

The accompanying "Notes to Financial Statement" are an integral part of these Financial Statements.

Township of Walpack
Statement of Expenditures - Regulatory Basis

Current Fund

Year Ended December 31, 2009

<u>General Appropriations</u>	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Canceled</u>
Subtotal General Appropriations		135,210.00	135,210.00	78,918.17	28,049.08	28,242.75
Reserve for Uncollected Taxes		380.00	380.00	380.00		
Total General Appropriations		<u>135,590.00</u>	<u>135,590.00</u>	<u>79,298.17</u>	<u>28,049.08</u>	<u>28,242.75</u>
	A-2				A	
<u>Analysis of Paid or Charged</u>						
Reserve for Uncollected Taxes	A-2			380.00		
Cash Disbursed	A-4			62,806.92		
Local Regional School Tax Payable	A-14			16,014.25		
Reserve for Federal and State Grants	A-20			97.00		
				<u>79,298.17</u>		

The accompanying "Notes to Financial Statement" are an integral part of these Financial Statements.

Township of Walpack
Comparative Balance Sheet - Regulatory Basis
Trust Funds
December 31, 2009 and 2008

<u>Assets</u>	<u>Ref.</u>	<u>2009</u>	<u>2008</u>
Animal Control Fund:			
Cash	B-1	550.54	509.87
Other Trust Funds:			
Cash	B-1	2,927.37	3,714.54
Interfund - Current Fund	B-4	10,667.17	15,782.93
		13,594.54	19,497.47
		14,145.08	20,007.34
<u>Liabilities, Reserves & Fund Balance</u>			
Animal Control Fund:			
Interfund - Current Fund	B-4	432.34	392.27
Reserve for Animal Control			
Fund Expenditures	B-2	78.00	90.00
Due to State Department of Health	B-3	40.20	27.60
		550.54	509.87
Other Trust Fund:			
Reserve for:			
Payroll Deductions Payable	B-5	7,779.62	13,682.55
Unemployment Insurance	B-5	5,814.92	5,814.92
		13,594.54	19,497.47
		14,145.08	20,007.34

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Walpack
Comparative Balance Sheet - Regulatory Basis
General Capital Fund
December 31, 2009 and 2008

<u>Assets</u>	<u>Ref.</u>	<u>2009</u>	<u>2008</u>
Cash	C-1	26,656.78	26,458.21
Interfund - Current Fund	C-3	843.22	
		<u>27,500.00</u>	<u>26,458.21</u>
<u>Liabilities, Reserves and Fund Balance</u>			
Capital Improvement Fund	C-2	24,000.00	24,000.00
Interfund Current	C-3		2,458.21
Reserve for Municipal Building	C-4	3,500.00	
		<u>27,500.00</u>	<u>26,458.21</u>

Footnote: There were no Bonds and Notes Authorized But not Issued on December 31, 2009.

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Walpack
Comparative Balance Sheet - Regulatory Basis
Public Assistance Fund
December 31, 2009 and 2008

	<u>Ref.</u>	<u>2009</u>	<u>2008</u>
<u>Assets</u>			
Cash	D-1	<u>14,898.90</u>	<u>14,787.93</u>
<u>Liabilities</u>			
Reserve for Public Assistance	D-3	<u>14,898.90</u>	<u>14,787.93</u>

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

Township of Walpack
Comparative Statement of General Fixed Assets - Regulatory Basis
December 31, 2009 and 2008

	<u>2009</u>	<u>2008</u>
<u>General Fixed Assets:</u>		
Land	16,000.00	16,000.00
Buildings	211,098.00	211,098.00
Machinery and Equipment	<u>43,085.00</u>	<u>43,085.00</u>
	<u>270,183.00</u>	<u>270,183.00</u>
 Investment in Fixed Assets	 <u>270,183.00</u>	 <u>270,183.00</u>

The accompanying "Notes to Financial Statements" are an integral part of these financial statements.

TOWNSHIP OF WALPACK, N. J.

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2009 AND 2008**

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The GASB Codification establishes seven fund types and two account groups to be used by governmental units when reporting financial position and results of operations in accordance with accounting principles generally accepted in the United States of America (GAAP).

The financial statements of the Township of Walpack have been prepared in conformity with accounting principles and practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey (the "Division") which is an other comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. Such principles and practices are designed primarily for determining compliance with legal provisions and budgetary restrictions and as a means of reporting on the stewardship of public officials with respect to public funds. Under this method of accounting, the Township accounts for its financial transactions through the following separate funds which differ from the fund structure required by GAAP.

A. Reporting Entity

The Township of Walpack (the "Township") operates under a Township Committee form of government. The Township's major operations include public safety, road repair and maintenance, sanitation, fire protection, recreation and parks, health services, and general administrative services.

GASB has issued Statement No. 14 which requires the financial reporting entity to include both the primary government and those component units for which the primary government is financially accountable. Financial accountability is defined as appointment of a voting majority of the component unit's board, and either a) the ability to impose will be by the primary government, or b) the possibility that the component unit will provide a financial benefit to or impose a financial burden on the primary government.

However, the municipalities in the State of New Jersey do not prepare financial statements in accordance with GAAP and thus do not comply with all of the GASB pronouncements. The financial statements contained herein include only those boards, bodies, officers or commissions as required by NJS 40A:5-5. Accordingly, the financial statements of the Township do not include the volunteer fire department which is considered a component unit under GAAP. Complete financial statements of the above components can be obtained by contacting the Treasurer of the respective entity.

TOWNSHIP OF WALPACK

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2009 AND 2008
(CONTINUED)**

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Measurement Focus, Basis of Accounting and Basis of Presentation

The Township uses funds, as required by the Division, to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial administration by segregating transactions related to certain Township functions or activities. An account group, on the other hand, is designed to provide accountability for certain assets and liabilities that are not recorded in those Funds.

The Township has the following funds and account groups:

Current Fund - This fund accounts for resources and expenditures for governmental operations of a general nature, including Federal and State grants.

Trust Funds - Trust Funds are used to account for assets held by the government in a trustee capacity. Funds held by the Township as an agent for individual, private organizations, or other governments are recorded in the Trust Funds.

Other Trust Fund - This fund is established to account for the assets and resources which are also held by the Township as a trustee or agent for individuals, private organizations, other governments and/or other funds.

Animal Control Fund - This fund is used to account for fees collected from dog licenses and expenditures which are regulated by NJS 4:19-15.11.

General Capital Fund - This fund is used to account for the receipt and disbursement of funds used for acquisition or improvement of general capital facilities, other than those acquired in the Current Fund.

Public Assistance Fund - This fund is used to account for the receipt and disbursement of funds that provide assistance to certain residents of the Township pursuant to Title 44 of New Jersey Statutes. Effective January 1, 1998, the Township transferred administration of the general assistance program to the Sussex County Board of Social Services. The funds remaining in the Public Assistance Fund are used to assist certain residents who do not qualify for the General Assistance Program.

General Fixed Assets Account Group - To account for all fixed assets of the Township. The Township's infrastructure is not reported in the group.

A modified accrual basis of accounting is followed by the Township of Walpack. Under this method of accounting revenues, except State/Federal Aid, are recognized when received and expenditures are recorded, when incurred. The accounting principles and practices prescribed for municipalities by the Division differ in certain respects from accounting principles generally accepted in the United States of America (GAAP) applicable to local governmental units. The more significant differences are as follows:

TOWNSHIP OF WALPACK

NOTES TO FINANCIAL STATEMENTS YEARS ENDED DECEMBER 31, 2009 AND 2008 (CONTINUED)

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Measurement Focus, Basis of Accounting and Basis of Presentation (Continued)

Property Tax Revenues - Real property taxes are assessed locally, based upon the assessed value of the property. The tax bill includes a levy for Municipal, County and School purposes. The bills are mailed annually in June for that calendar year's levy. Taxes are payable in four quarterly installments on February 1, May 1, August 1, and November 1. The amounts of the first and second installments are determined as one quarter of the total tax levied against the property for the preceding year. The installment due the third and fourth quarters is determined by taking the current year levy less the amount previously charged for the first and second installments, with the remainder being divided equally. If unpaid on these dates, the amount due becomes delinquent and subject to interest at 8% per annum, or 18% on any delinquency amount in excess of \$1,500. The school levy is turned over to the Board of Education as expenditures are incurred, and the balance, if any, must be transferred as of June 30, of each fiscal year. County taxes are paid quarterly on February 15, May 15, August 15 and November 15, to the County by the Township. When unpaid taxes or any municipal lien, or part thereof, on real property, remains in arrears on November 11 in the current year, the collector in the municipality shall subject to the provisions of the New Jersey Statutes enforce the lien by placing the property on a tax sale. Annual in rem tax foreclosure proceedings are instituted to enforce the tax collection or acquisition of title to the property by the Township. In accordance with the accounting principles prescribed by the State of New Jersey, current and delinquent taxes are realized as revenue when collected. Since delinquent taxes and liens are fully reserved, no provision has been made to estimate that portion of the taxes receivable and tax title liens that are uncollectible. GAAP requires tax revenues to be recognized in the accounting period when they become susceptible to accrual, reduced by an allowance for doubtful accounts.

Miscellaneous Revenues - Miscellaneous revenues are recognized on a cash basis. Receivables for the miscellaneous items that are susceptible to accrual are recorded with offsetting reserves on the balance sheet of the Township's Current Fund. GAAP requires such revenues to be recognized in the accounting period when they become susceptible to accrual.

Grant Revenues - Federal and State grants, entitlements or shared revenues received for purposes normally financed through the Current Fund are recognized when anticipated in the Township's budget. GAAP requires such revenues to be recognized in the accounting period when they become susceptible to accrual.

Budgets and Budgetary Accounting

An annual budget is required to be adopted and integrated into the accounting system to provide budgetary control over revenues and expenditures. Budget amounts presented in the accompanying financial statements represent amounts adopted by the Township and approved by the State Division of Local Government Services per N.J.S.A. 40-A:4 et seq.

TOWNSHIP OF WALPACK

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2009 AND 2008
(CONTINUED)**

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Measurement Focus, Basis of Accounting and Basis of Presentation (Continued)

Budgets and Budgetary Accounting (Continued)

The Township is not required to adopt budgets for the following funds:

- Animal Control Trust Fund
- General Capital Fund
- Trust Fund
- Public Assistance Fund

The governing body shall introduce and approve the annual budget not later than February 10, of the fiscal year. The budget shall be adopted not later than March 20, and prior to adoption must be certified by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. The Director of the Division of Local Government Services, with the approval of the Local Finance Board may extend the introduction and approval and adoption dates of the municipal budget. The budget is prepared by fund, function, activity and line item (salary or other expense) and includes information on the previous year. The legal level of control for appropriations is exercised at the individual line item level for all operating budgets adopted. Emergency appropriations, those made after the adoption of the budget and determination of the tax rate, may be authorized by the governing body of the municipality. During the last two months of the fiscal year, the governing body may, by a 2/3 vote, amend the budget through line item transfers. Management has no authority to amend the budget without the approval of the Governing Body. Expenditures may not legally exceed budgeted appropriations at the line item level.

Expenditures - Are recorded on the "budgetary" basis of accounting. Generally, expenditures are recorded when an amount is encumbered for goods or services through the issuance of a purchase order in conjunction with an encumbrance accounting system. Outstanding encumbrances at December 31, are reported as a cash liability in the financial statements. Unexpended or uncommitted appropriations, at December 31, are reported as expenditures through the establishment of appropriations reserves unless canceled by the governing body. GAAP requires expenditures to be recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt, which should be recognized when due.

Encumbrances - Contractual orders outstanding at December 31, are reported as expenditures through the establishment of an encumbrance payable. Encumbrances do not constitute expenditures under GAAP.

Appropriation Reserves - Are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding year. Lapsed appropriation reserves are recorded as additions to income. Appropriation reserves do not exist under GAAP.

TOWNSHIP OF WALPACK

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2009 AND 2008
(CONTINUED)**

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Measurement Focus, Basis of Accounting and Basis of Presentation (Continued)

Compensated Absences - Expenditures relating to obligations for unused vested accumulated vacation and sick pay are not recorded until paid. GAAP requires that the amount that would normally be liquidated with expendable available financial resources be recorded as an expenditure in the operating funds and the remaining obligations be recorded as a long-term obligation.

Property Acquired for Taxes - Is recorded in the Current Fund at the assessed valuation when such property was acquired and fully reserved. GAAP requires such property to be recorded in the General Fixed Assets Account Group at market value on the date of acquisition.

Interfunds - Interfund receivables in the Current Fund are recorded with offsetting reserves which are created by charges to operations. Income is recognized in the year the receivables are liquidated. Interfund receivables in the other funds are not offset by reserves. GAAP does not require the establishment of an offsetting reserve.

Inventories - The costs of inventories of supplies for all funds are recorded as expenditures at the time individual items are purchased. The costs of inventories are not included on the various balance sheets.

Cash and Investments - Cash includes amounts in demand deposits as well as short-term investments with a maturity date within one year of the date acquired by the government. Investments are stated at fair value and are limited by N.J.S.A. 40A:5-5.1(a).

Deferred Charges to Future Taxation Funded and Unfunded - Upon the authorization of capital projects, the Township establishes deferred charges for the costs of the capital projects to be raised by future taxation. Funded deferred charges relate to permanent debt issued, whereas unfunded deferred charges relate to temporary or non-funding of the authorized cost of capital projects. According to N.J.S.A. 40A:2-4, the Township may levy taxes on all taxable property within the local unit to repay the debt. Annually, the Township raises the debt requirements for that particular year in the current budget. As the funds are raised by taxation, the deferred charges are reduced.

Fixed Assets - The Township of Walpack has developed a fixed asset accounting and reporting system, as promulgated by the Division of Local Government Services, which differs from generally accepted accounting principles.

Fixed assets used in Governmental operations (general fixed assets) are accounted for in the General Fixed Assets Account Group. Public domain (infrastructure) general fixed assets consisting of certain improvements other than buildings, such as road, bridges, curbs and gutters, streets, sidewalks and drainage systems are not capitalized.

TOWNSHIP OF WALPACK

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2009 AND 2008
(CONTINUED)**

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Measurement Focus, Basis of Accounting and Basis of Presentation (Continued)

All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available.

No depreciation has been provided for in the financial statements.

Expenditures for construction in progress are recorded in the Capital Funds until such time as the construction is completed and put into operation.

Fixed assets acquired through grants in aid or contributed capital have not been accounted for separately. GAAP requires that all fixed assets be capitalized at historical cost or estimated historical cost if actual historical cost is not available.

Comparative Data - Comparative data for the prior year has been presented in the accompanying balance sheets and statements of operations in order to provide an understanding of changes in the Township's financial position and operations. However, comparative data have not been presented in all statements because their inclusion would make certain statements unduly complex and difficult to understand.

Use of Estimates - The preparation of financial statements requires management of the Township to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

C. Basic Financial Statements

The GASB Codification also defines the financial statements of a governmental unit to be presented in the general purpose financial statements to be in accordance with GAAP. The Township presents the financial statements listed in the table of contents which are required by the Division and which differ from the financial statements required by GAAP. In addition, the Division requires the financial statements listed in the table of contents to be referenced to the supplementary schedules. This practice differs from GAAP.

NOTE 2: BUDGETARY INFORMATION

Under New Jersey State Statutes, the annual budget is required to be a balanced cash basis document. To accomplish this, the municipality is required to establish a reserve for uncollected taxes in the amount of \$380.00. To balance the budget, the municipality is required to show a budgeted fund balance. The amount of fund balance budgeted to balance the 2009 statutory budget was \$94,115.00.

TOWNSHIP OF WALPACK

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2009 AND 2008
(CONTINUED)**

NOTE 2: BUDGETARY INFORMATION (CONTINUED)

Inter department budget transfers are not permitted prior to November 1. After November 1, budget transfers can be made in the form of a resolution and approved by the Township Committee.

N.J.S.A. 40A:4-87 permits special items of revenue and appropriations to be inserted into the annual budget when the item has been made available by any public or private funding source and the item was not determined at the time of budget adoption. During 2009, there were no special items of revenue and appropriations.

The municipality may make emergency appropriations, after the adoption of the budget, for a purpose which was not foreseen at the time the budget was adopted or for which adequate provision was not made therein. This type of appropriation shall be made to meet a pressing need for public expenditure to protect or promote the public health, safety, morals or welfare or to provide temporary housing or public assistance prior to the next succeeding fiscal year. Emergency appropriations, except those classified as a special emergency, must be raised in the budgets of the succeeding year. Special emergency appropriations are permitted to be raised in the budgets of the succeeding three or five years. During 2009, there were no emergency authorizations.

NOTE 3: GENERAL FIXED ASSETS

The following schedule is a summarization of the changes in general fixed assets for the calendar year ended December 31, 2009.

	Balance as of <u>12-31-08</u>	Balance as of <u>12-31-09</u>
Land	\$ 16,000.00	\$ 16,000.00
Buildings	211,098.00	211,098.00
Equipment (Including Vehicles)	<u>43,085.00</u>	<u>43,085.00</u>
	<u>\$270,183.00</u>	<u>\$270,183.00</u>

TOWNSHIP OF WALPACK

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2009 AND 2008
(CONTINUED)**

NOTE 4: LONG TERM DEBT

SUMMARY OF STATUTORY DEBT CONDITION - ANNUAL DEBT STATEMENT

The summarized statement of debt condition which follows is prepared in accordance with the required method of setting up the Annual Debt Statement and indicates a statement net debt of 0.00 %.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Regional School District Debt	\$ -	\$ -	\$ -
Regional High School District Debt	<u>2,557.99</u>	<u>2,557.99</u>	<u>-</u>
	<u>\$2,557.99</u>	<u>\$2,557.99</u>	<u>\$ -</u>

Net Debt \$0.00 divided by equalized valuation basis per N.J.S. 40A:2-2 as amended, \$2,443,618.00 = 0.00%.

BORROWING POWER UNDER N.J.S. 40A:2-6 AS AMENDED

3 1/2% of Equalized Valuation Basis (Municipal)	85,526.63
Net Debt	<u>-</u>
Remaining Borrowing Power	<u>85,526.63</u>

ANALYSIS OF AVERAGE EQUALIZED VALUATION

2009	2,443,618.00	
2008		2,443,618.00
2007		2,443,618.00

The forgoing debt information is in agreement with the Annual Debt Statement filed by the Chief Financial Officer.

TOWNSHIP OF WALPACK

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2009 AND 2008
(CONTINUED)**

NOTE 5: DUE TO/FROM OTHER FUNDS

Balances due to/from other funds at December 31, 2009 consist of the following:

\$ 432.34	Due to Current Fund from Animal Control Trust Fund for various receipts and disbursements.
406.00	Due to Federal and State Grant Fund from Current Fund for interest received in General Capital Fund
843.22	Due to General Capital Fund from Current Fund for receipts and disbursements made from Current Fund for the Federal and State Grant Fund.
<u>10,667.17</u>	Due to Other Trust Fund from Current Fund for receipts and disbursements made from Current Fund for payroll deductions payable and interest received.

\$12,348.73

It is anticipated that all interfunds will be liquidated during the calendar year.

NOTE 6: PENSION PLANS

Description of System

Substantially all of the Township's employees participate in one of the following contributory defined benefit public employee retirement systems which have been established by State statute: the Police and Firemen's Retirement System (PFRS) or the Public Employees' Retirement System (PERS). These systems are sponsored and administered by the State of New Jersey. The Public Employees' Retirement System and the Police and Firemen's Retirement System (PFRS) are considered cost sharing multiple-employer plans. According to the State of New Jersey Administrative Code, all obligations of the systems will be assumed by the State of New Jersey should the systems terminate.

TOWNSHIP OF WALPACK

NOTES TO FINANCIAL STATEMENTS YEARS ENDED DECEMBER 31, 2009 AND 2008 (CONTINUED)

NOTE 6: PENSION PLANS (CONTINUED)

Description of System (continued)

Public Employees' Retirement System (PERS)

The Public Employees' Retirement System was established in January, 1955 under the provisions of N.J.S.A. 43:15A to provide coverage including post-retirement health care to substantially all full time employees of the State or any county, municipality, school district or public agency provided the employee is not a member of another State-administered retirement system. Membership is mandatory for such employees and vesting occurs after 8-10 years of service and 25 years for health care coverage. Members are eligible for retirement at age 60 with an annual benefit generally determined to be 1/60th of the average annual compensation for the highest three fiscal years' compensation for each year of membership during years of creditable service. Early retirement is available to those under age 60 with 25 or more years of credited service. Anyone who retires early and is under age 55 receives retirement benefits as calculated in the above mentioned formula but at a reduced rate (one quarter of one percent for each month the member lacks of attaining age 55). Members are always fully vested for their own contributions and, after three years of service credit, become vested for 2% of related interest earned on contributions. In case of death before retirement, members' beneficiaries are entitled to full interest credited to the members' account.

The State of New Jersey, Department of Treasury, Division of Pensions and Benefits, issues publicly available financial reports that include the financial statements and required supplementary information for PERS and PFRS. The financial reports may be obtained by writing to the State of New Jersey, Department of the Treasury, Division of Pensions and Benefits, P. O. Box 295, Trenton, NJ 08625-0295.

Significant Legislation

On March 17, 2009, the legislative of the State of New Jersey enacted Public Laws 2009, c.19 (S-21) the "Pension Deferral Program". This law allows the Division of Pensions and Benefits to provide non-state government pension system employers the option of paying the full amount, or an amount that reflects a 50 percent reduction of the normal and accrued liability component of the Public Employees' Retirement System and/or the Police and Fireman's Retirement System obligation for payment due to the State Fiscal Year ending June 30, 2009. The amount deferred will be repaid starting in April 2012 over a 15-year period at 8 1/4 percent. The amount will fluctuate based on pension system investment earnings on the deferred amount. The local employer is allowed to payoff the obligation at any time prior to April 2012.

TOWNSHIP OF WALPACK

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2009 AND 2008
(CONTINUED)**

NOTE 6: PENSION PLANS (CONTINUED)

The Township of Walpack opted not to defer.

Contribution Requirements

The contribution policy is set by laws of the State of New Jersey and, in most retirement systems, contributions are required by active members and contributing employers. Plan member and employer contributions may be amended by the State of New Jersey legislation. The pension funds provide for employee contributions based on 5.0% for PERS and 8.5% for PFRS of the employee's annual compensation, as defined through June 30, 2007. Under Chapter 92, P.L. 2007, and Chapter 103, P.L. 2007, the PERS and employee contribution rate will increase to 5.5 percent effective July 1, 2007. Employers are required to contribute at an actuarially determined rate in all Funds except the SACT. The actuarially determined employer contribution includes funding for cost-of-living adjustments and noncontributory death benefits in the PERS and PFRS. In the PERS and PFRS, the employer contribution includes funding for post-retirement medical premiums.

The Township's contribution to the public employee's retirement system, equal to the required contributions for each year, were as follows:

<u>Year Ended</u> <u>December 31,</u>	<u>Amount</u>
2009	\$4,168.47
2008	3,723.18
2007	1,231.20

Defined Contribution Retirement Program

The Defined Contribution Retirement Program (DCRP) was established on July 1, 2007 for certain public employees under the provision of Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007. The program provides eligible members, with a minimum base salary of \$1,500 or more, with a tax sheltered, defined contribution retirement benefit, in addition to life insurance and disability coverage. The DCRP is jointly administered by the Division of Pensions and Benefits and Prudential Financial.

If the eligible elected or appointed official will earn less than \$5,000 annually, the official may choose to waiver participation in the DCRP for that office or position. The waiver is irrevocable.

This retirement program is a new pension system where the value of the pension is based on the amount of contribution made by the employee, employer and through investment earnings. It is similar to a Deferred Compensation Program where the employee has a portion of tax deferred salary placed into a account that the employee manages through investment option provided by the employer.

TOWNSHIP OF WALPACK

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2009 AND 2008
(CONTINUED)**

NOTE 6: PENSION PLANS (CONTINUED)

The law requires that three classes of employees enroll into the DCRP detailed as follows:

All elected official taking office on or after July 1, 2007, except that a person who is reelected to an elected office held prior to that date without a break in service may retain in the PERS. A Governor appointee with advice and consent of the Legislature or who serves at the pleasure of the Governor only during that Governor's term of office.

Other employees commencing service after July 1, 2007, pursuant to an appointment by an elected official or elected governing body which include the statutory untenured Chief Administrative Officer such as the Business Administrator, County Administrator, or Municipal or County Manager, Department Heads, Legal Counsel, Municipal or County Engineer, Municipal Prosecutor and the Municipal Court Judge.

Notwithstanding the foregoing requirements, other employees who hold a professional license of certificate or meet other exceptions are permitted to remain to join or remain in PERS.

NOTE 7: FUND BALANCES APPROPRIATED

Fund balances at December 31, 2009 which are appropriated and included as anticipated revenue in their own respective funds for the budget year ending December 31, 2010 were as follows:

Current Fund	<u>\$96,303.00</u>
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NOTE 8: DEFERRED CHARGES TO BE RAISED IN SUCCEEDING BUDGETS

Certain expenditures are required to be deferred to budgets of succeeding years. At December 31, 2009 the following deferred charges are shown on the balance sheets of the various funds.

<u>Balance</u> <u>Dec. 31, 2009</u>	<u>2010 Budget</u> <u>Appropriation</u>	<u>Balance To</u> <u>Succeeding Budgets</u>
--	--	--

NONE

NOTE 9: REGIONAL AND REGIONAL HIGH SCHOOL DISTRICT SCHOOL TAXES

Regulations provide for the deferral of not more than 50% of the annual levy when school taxes are raised for a school year and have not been requisitioned by the School District. The Township of Walpack has not elected to defer school taxes.

TOWNSHIP OF WALPACK

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2009 AND 2008
(CONTINUED)**

NOTE 10: ACCRUED SICK AND VACATION BENEFITS

The Township of Walpack has a policy for employees to accrue unused vacation and sick pay, which may be taken as time off or paid at a later date at an agreed upon amount as determined by the Township Committee. At the time of the audit there was not any cost of such unpaid compensation. Such compensation would be included in the Townships budget operating expenditures in the year it is used.

NOTE 11: CASH, CASH EQUIVALENTS AND INVESTMENTS

Cash

Custodial Credit Risk - Deposits

Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned to it. The Township's policy is based on New Jersey Statutes requiring cash be deposited only in New Jersey based banking institutions that participate in New Jersey Governmental Depository Protection Act (GUDPA) or in qualified investments established in New Jersey Statutes 40A:5-15.1(a) that are treated as cash equivalents. As of December 31, 2009, \$-0- of the Township's bank balance of \$720,956.72 was exposed to custodial credit risk.

Investments

Investment Rate Risk

The Township does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. However, New Jersey Statutes 40A:5-15.1(a) limits the length of time for most investments to 397 days.

Credit Risk

New Jersey Statutes 40A:5-15.1(a) limits municipal investments to those specified in the Statutes. The type of allowance investments are Bonds of the United States of America, bonds or other obligations of the Townships or bonds or other obligations of the local unit or units within which the Township is located: obligations of federal agencies not exceeding 397 days; government money market mutual funds; the State of New Jersey Cash Management Plan; local government investment pools; or repurchase of fully collateralized securities.

Concentration of Credit Risk

The Township places no limit on the amount the Township may invest in any one issuer.

TOWNSHIP OF WALPACK

**NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2009 AND 2008
(CONTINUED)**

NOTE 12: RISK MANAGEMENT

The Township is exposed to various risks of loss related to general liability, automobile coverage, damage and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Township has obtained insurance coverage to guard against these events which will provide minimum exposure to the Township should they occur. During the 2009 calendar year, the Township did not incur claims in excess of their coverage and the amount of coverage did not significantly decrease.

NOTE 13: PUBLIC ASSISTANCE

The Township of Walpack has elected to have the County of Sussex process all public assistance granted to the residents. Therefore, the Township of Walpack no longer has a public assistance director.

NOTE 14: HEALTH INSPECTIONS

The Township of Walpack has elected to have the County of Sussex, Department of Health perform all inspections. Therefore, the Township does not have a health inspector.

NOTE 15: TAXES COLLECTED IN ADVANCE

Taxes collected in advance are recorded as cash liabilities in the financial statements. Following is a comparison of the liability for the previous two years:

	<u>Balance Dec 31, 2009</u>	<u>Balance Dec 31, 2008</u>
Prepaid Taxes	<u>\$65.81</u>	<u>\$100.90</u>
Cash Liability for Taxes Collected in Advance	<u>\$65.81</u>	<u>\$100.90</u>

NOTE 16: CONTINGENT LIABILITIES

We are advised by Township Counsel, that the Township is not involved in any suits that would have a material impact on the Financial Statements.

SUPPLEMENTARY DATA

TOWNSHIP OF WALPACK, N.J.

OFFICIALS IN OFFICE AND SURETY BONDS

YEAR ENDED DECEMBER 31, 2009

The following officials were in office during the period under audit.

<u>Name</u>	<u>Title</u>	<u>Amount of Bond</u>	<u>Name of Corporate Surety</u>
Raymond J. Fuller	Mayor		
James Heiges	Deputy Mayor		
Victor Maglio	Committeeman		
Betsy Cuneo	Municipal Clerk; Registrar; Secretary Board of Health	2,860.00	Selective Ins. Co.
Virginia Fuller	Deputy Clerk; Assessment Search Officer	2,860.00	Selective Ins. Co.
Michelle LaStarza	Chief Finance Officer; Treasurer	25,000.00	Selective Ins. Co.
Terry Beshada	Collector and Tax Search Officer	11,000.00	Selective Ins. Co.
Greg Chontow	Construction Official; Uniform Fire Code Official		
John Dyksen	Assessor		
Michael S. Garofalo, Laddey, Clark & Ryan	Township Attorney		
William Flammer	Fire Inspection Officer		
Thomas M. Ferry, C.P.A., R.M.A.	Township Auditor		

All of the bonds were examined and were properly executed.
All employees are covered by a \$3,000 Blanket Bond.

COMPARATIVE STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCE

CURRENT FUND

	<u>Year 2009</u>		<u>Year 2008</u>	
	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>
<u>Revenue and Other Income Realized</u>				
Fund Balance Utilized	94,115.00	44.92%	92,483.00	44.88%
Miscellaneous - From Other Than Local Property Tax Levies	41,475.00	19.79%	43,106.66	20.92%
Collection of Current Tax Levy	13,203.83	6.29%	18,217.86	8.84%
Other Credits to Income	<u>60,738.92</u>	<u>29.00%</u>	<u>52,270.69</u>	<u>25.36%</u>
<u>Total Revenue and Other Income Realized</u>	<u>209,532.75</u>	<u>100.00%</u>	<u>206,078.21</u>	<u>100.00%</u>
 <u>Expenditures</u>				
Budget Expenditures:				
Municipal Purposes	106,967.25	88.99%	107,239.67	83.63%
Local and Regional School Taxes	3,691.40	3.07%	8,638.65	6.74%
County Taxes	9,490.58	7.90%	9,568.91	7.46%
Other Expenditures	<u>56.02</u>	<u>0.04%</u>	<u>2,784.60</u>	<u>2.17%</u>
<u>Total Expenditures</u>	<u>120,205.25</u>	<u>99.99%</u>	<u>128,231.83</u>	<u>100.00%</u>
Excess (Deficit) in Revenue	89,327.50		77,846.38	
Adjustments to Income Before Fund Balance:				
Expenditures Included Above Which are by Statute Deferred Charges to Budget of Succeeding Year				
	<u>89,327.50</u>		<u>77,846.38</u>	
Statutory Excess to Fund Balance	89,327.50		77,846.38	
Fund Balance, January 1,	<u>616,662.99</u>		<u>631,299.61</u>	
	705,990.49		709,145.99	
Less:				
Utilized as Anticipated Revenue	<u>94,115.00</u>		<u>92,483.00</u>	
Fund Balance, December 31,	<u>611,875.49</u>		<u>616,662.99</u>	

COMPARATIVE SCHEDULE OF TAX RATE INFORMATION

	<u>2009</u>	<u>2008</u>	<u>2007</u>
<u>Tax Rate:</u>	<u>.552</u>	<u>.760</u>	<u>.790</u>

Apportionment of Tax Rate:

County	.398	.400	.419
Regional High School	.154	.360	.371

Net Valuation Taxable:

2009	2,391,997.00		
2008		2,397,086.00	
2007			2,397,527.00

COMPARISON OF TAX LEVIES AND COLLECTION CURRENTLY

A study of this tabulation could indicate a possible trend in future levies. A decrease in the percentage of current collection could be an indication of a probable increase in future tax levies.

<u>Year</u>	<u>Tax Levy</u>	<u>Cash Collections</u>	<u>Percentage of Collection</u>
2009	13,203.83	13,203.83	100.00%
2008	18,217.86	18,217.86	100.00%
2007	18,727.39	18,727.39	100.00%

Also, increases in future tax levies can also be warranted if revenue sources outside of those directly generated by the municipality, such as Federal or State Aid, should decline without corresponding decreases in budgeted expenditures.

DELINQUENT TAXES AND TAX TITLE LIENS

<u>Dec. 31, Year</u>	<u>Amount of Tax Title Liens</u>	<u>Amount of Delinquent Taxes</u>	<u>Total Delinquent</u>	<u>Percentage of Tax Levy</u>
2009	-0-	-0-	-0-	-0-
2008	-0-	-0-	-0-	-0-
2007	-0-	-0-	-0-	-0-

PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION

The value of property acquired by liquidation of tax title liens on December 31, on the basis of the last assessed valuation of such properties, was as follows:

<u>Year</u>	<u>Amount</u>
2009	-0-
2008	-0-
2007	-0-

COMPARATIVE SCHEDULE OF FUND BALANCES

	<u>Year</u>	<u>Balance December 31,</u>	<u>Utilized In Budget of Succeeding Year</u>
Current Fund	2009	611,875.49	96,303.00
	2008	616,662.99	94,115.00
	2007	631,086.52	92,483.00
	2006	623,726.91	89,490.00
	2005	652,283.06	89,297.00

Township of Walpack
Schedule of Cash - Treasurer
Current Fund
Year Ended December 31, 2009

	<u>Ref.</u>		<u>Current Fund</u>
Balance - December 31, 2008	A		672,572.57
Increased by Receipts:			
Miscellaneous Revenue Not Anticipated	A-2	53,008.31	
Collector	A-5	12,654.30	
Due From State - Senior Citizen and Veteran Deductions	A-6	1,000.00	
Revenue Accounts Receivable	A-10	39,228.00	
Interfunds	A-11	15,798.08	
Various Cash Liabilities and Reserves	A-18	<u>2,150.06</u>	
			<u>123,838.75</u>
			796,411.32
Decreased by Disbursements:			
Current Year Budget Appropriations	A-3	62,806.92	
Prepaid Regional School Taxes	A-8	15.95	
Interfunds	A-11	20,710.93	
Appropriation Reserves	A-12	20,439.29	
Regional District School Taxes	A-14	16,014.25	
Regional High School Taxes	A-15	3,691.40	
County Taxes Payable	A-16	<u>9,476.67</u>	
			<u>133,155.41</u>
Balance - December 31, 2009	A		<u><u>663,255.91</u></u>

Township of Walpack
Schedule of Cash - Collector
Current Fund
Year Ended December 31, 2009

	<u>Ref.</u>		
Increased By:			
Interests and Costs	A-2	165.19	
2009 Taxes Receivable	A-9	12,330.18	
Prepaid Taxes	A-13	65.81	
Tax Overpayments	A-17	<u>93.12</u>	
			<u>12,654.30</u>
Decreased By:			
Paid to Treasurer	A-4		<u>12,654.30</u>

Township of Walpack

**Schedule of Amount Due To State of New Jersey
for Senior Citizens' and Veterans' Deductions - CH. 73 P.L. 1976**

Current Fund

Year Ended December 31, 2009

	<u>Ref.</u>	
Balance - December 31, 2008	A	2,309.41
Increased by:		
Received in Cash from State of New Jersey	A-4	1,000.00
		<u>3,309.41</u>
Decreased by:		
Senior Citizen Deductions per Billings		250.00
Veterans' Deduction per Billings		750.00
		<u>1,000.00</u>
Less:		
Veterans' Deductions Disallowed per Tax Collector	A-9	227.25
		<u>772.75</u>
Balance - December 31, 2009	A	<u><u>2,536.66</u></u>

A-7

Schedule of Prepaid County Taxes

Current Fund

Year Ended December 31, 2009

	<u>Ref.</u>	
Balance - December 31, 2008	A	<u><u>13.91</u></u>
Decreased by:		
Applied to County Taxes	A-1;A-16	13.91
		<u><u>13.91</u></u>

Township of Walpack
Schedule of Prepaid Local Regional School Taxes
Current Fund
Year Ended December 31, 2009

	<u>Ref.</u>	
Increased by:		
Cash Disbursements	A-1;A-4	<u>15.95</u>
Balance - December 31, 2009	A	<u>15.95</u>

Township of Walpack
Schedule of Taxes Receivable and Analysis of Property Tax Levy

Current Fund		Year Ended December 31, 2009		Balance, Dec. 31, 2009
<u>Year</u>	<u>Levy</u>	<u>Collected</u>	<u>Senior Citizen and Veteran Deductions</u>	<u>Balance, Dec. 31, 2009</u>
	<u>2008</u>	<u>2009</u>		
2009	13,203.83	100.90	12,330.18	772.75
	<u>13,203.83</u>	<u>100.90</u>	<u>12,330.18</u>	<u>772.75</u>
		A-2;A-13	A-2;A-5	A-2;A-6
<u>Analysis of Tax Levy</u>				
Tax yield:				
General Purpose Tax				
		<u>Ref.</u>		<u>13,203.83</u>
Tax Levy:				
Regional High School Tax Payable				
		A-15	3,691.40	
County Tax				
		A-16	11,013.58	
Less: Chapter 63,Laws of 1991				
		A-16	<u>1,523.00</u>	
Additional Taxes				
		A-2	<u>9,490.58</u>	13,181.98
				<u>21.85</u>
				<u><u>13,203.83</u></u>

Township of Walpack
Schedule of Revenue Accounts Receivable
Current Fund
Year Ended December 31, 2009

	<u>Ref.</u>	<u>Accrued</u>	<u>Collected</u>
Energy Receipts Taxes	A-2	39,228.00	39,228.00
Garden State Trust	A-2	<u>2,150.00</u>	<u>2,150.00</u>
		<u>41,378.00</u>	<u>41,378.00</u>
Cash Receipts	A-4		39,228.00
Various Reserves	A-18		<u>2,150.00</u>
			<u>41,378.00</u>

Township of Walpack
Schedule of Interfunds Receivables/(Payables)

Current Fund

Year Ended December 31, 2009

<u>Fund</u>	<u>Ref.</u>	Due From/(To) Balance <u>Dec. 31, 2008</u>	<u>Increased</u>	<u>Decreased</u>	Due From/(To) Balance <u>Dec. 31, 2009</u>
Federal and State Grants	A	(232.94)	0.09	173.15	(406.00)
Animal Control Trust Fund	A	392.27	40.07		432.34
Other Trust	A	(15,782.93)	20,740.69	15,624.93	(10,667.17)
Capital Fund	A	<u>2,458.21</u>	<u>198.57</u>	<u>3,500.00</u>	<u>(843.22)</u>
		<u>(13,165.39)</u>	<u>20,979.42</u>	<u>19,298.08</u>	<u>(11,484.05)</u>
 <u>Analysis</u>					
Due to Current Fund	A-1	2,850.48			432.34
Due from Current Fund		<u>(16,015.87)</u>			<u>(11,916.39)</u>
		<u>(13,165.39)</u>			<u>(11,484.05)</u>
Grants Cancelled	A-1		0.09		
Statutory Excess	A-1		36.00		
Interest Earned	A-2		232.40		
Cash Receipts	A-4			15,798.08	
Cash Disbursements	A-4		20,710.93		
Appropriation Reserves	A-12			<u>3,500.00</u>	
			<u>20,979.42</u>	<u>19,298.08</u>	

Township of Walpack
Schedule of Appropriation Reserves

Current Fund

Year Ended December 31, 2009

	Balance, Dec. 31, <u>2008</u>	Balance after <u>Transfers</u>	<u>Paid or Charged</u>	<u>Balance Lapsed</u>
Salaries and Wages:				
Public Buildings and Grounds	500.00	500.00		500.00
Animal Regulation	150.00	150.00		150.00
Total Salaries and Wages:	<u>650.00</u>	<u>650.00</u>		<u>650.00</u>
Other Expenses:				
Administrative and Executive	232.37	232.37	232.00	0.37
Financial Administration	1,150.00	1,150.00	1,150.00	
Audit	9,850.00	9,850.00	9,850.00	
Assessment of Taxes	204.88	204.88		204.88
Collection of Taxes	550.00	550.00		550.00
Legal Services and Costs	2,333.33	2,333.33	2,300.00	33.33
Public Buildings and Grounds	1,281.30	1,281.30	1,281.00	0.30
Electricity	160.30	160.30		160.30
Fuel Oil	2,291.16	2,291.16	2,006.29	284.87
Telephone	57.03	57.03		57.03
Insurance:				
General Liability	1,870.00	1,870.00	1,870.00	
Surety Bond Premiums	750.00	750.00	750.00	
Interlocal Municipal Court	500.00	500.00	500.00	
Animal Regulation	300.00	300.00	300.00	
Construction Official	100.00	100.00	100.00	
Plumbing Official	100.00	100.00	100.00	
Total Other Expenses:	<u>21,730.37</u>	<u>21,730.37</u>	<u>20,439.29</u>	<u>1,291.08</u>
Deferred Charges and Statutory Expenditures				
Municipal				
Statutory Expenditures				
Contribution To:				
911 Dispatching	875.00	875.00		875.00
Public Employees' Retirement System	876.82	876.82		876.82
Unemployment Compensation Insurance	125.00	125.00		125.00
Social Security (O.A.S.I.)	1,006.91	1,006.91		1,006.91
Total Deferred Charges and Statutory Expenditures - Municipal	<u>2,883.73</u>	<u>2,883.73</u>		<u>2,883.73</u>
Capital Improvements- Excluded from "CAPS"				
Improvements to Municipal Building	3,500.00	3,500.00	3,500.00	
Total Capital Improvements- Excluded from "CAPS"	<u>3,500.00</u>	<u>3,500.00</u>	<u>3,500.00</u>	
Total General Appropriation Reserves	<u>28,764.10</u>	<u>28,764.10</u>	<u>23,939.29</u>	<u>4,824.81</u>

A

A-1

	<u>Ref.</u>	
Cash Disbursed	A-4	20,439.29
Interfund - General Capital Fund	A-11	3,500.00
		<u>23,939.29</u>

Township of Walpack
Schedule of Prepaid Taxes
Current Fund
Year Ended December 31, 2009

	<u>Ref.</u>	
Balance - December 31, 2008	A	100.90
Increased by:		
Cash Receipts	A-5	65.81
		166.71
Decreased by:		
Applied to 2009 Taxes	A-9	100.90
		100.90
Balance - December 31, 2009	A	65.81

Township of Walpack
Schedule Local Regional District School Tax Payable
Current Fund
Year Ended December 31, 2009

	<u>Ref.</u>	
Increased by:		
Levy - Calender Year 2009	A-3	<u><u>16,014.25</u></u>
Decreased by:		
Payments	A-4	<u><u>16,014.25</u></u>

Township of Walpack
Schedule Local Regional High School Tax Payable
Current Fund
Year Ended December 31, 2009

	<u>Ref.</u>	
Balance - December 31, 2008	A	2,331.24
Increased by:		
2009 School Levy	A-1,A-9	3,691.40
		<u>6,022.64</u>
Decreased by:		
Payments	A-4	3,691.40
		<u>3,691.40</u>
Balance - December 31, 2009	A	<u><u>2,331.24</u></u>

Township of Walpack
Schedule of County Taxes Payable
Current Fund
Year Ended December 31, 2009

	<u>Ref.</u>		
Increased by:			
Levy	A-9	11,013.58	
Less: Chapter 63, Laws of 1991	A-9	<u>1,523.00</u>	
	A-1		<u>9,490.58</u>
Decreased by:			
Cash Disbursements	A-4	9,476.67	
Applied from Prepaid County Taxes	A-7	<u>13.91</u>	
			<u>9,490.58</u>

Township of Walpack
Schedule of Tax Overpayments
Current Fund
Year Ended December 31, 2009

Ref.

Increased by:		
Cash Receipts	A-5	<u>93.12</u>
Balance - December 31, 2009	A	<u>93.12</u>

Township of Walpack

Schedule of Various Cash Liabilities and Reserves

Current Fund

Year Ended December 31, 2009

<u>Liabilities and Reserves</u>	<u>Ref.</u>	<u>Balance</u>		<u>Decreased</u>	<u>Balance</u>
		<u>Dec. 31, 2008</u>	<u>Increased</u>		
<u>Liabilities</u>					
Due State of NJ Marriage License Fees	A	50.00			50.00
<u>Reserves for:</u>					
Garden State Trust	A	2,150.06	2,150.06	2,150.00	2,150.12
Revision of Tax Map	A	4,188.00			4,188.00
		<u>6,388.06</u>	<u>2,150.06</u>	<u>2,150.00</u>	<u>6,388.12</u>
	A	A-4	A-10	A	A

Township of Walpack
Schedule of Grants Receivable
Federal and State Grant Fund
Year Ended December 31, 2009

<u>Grant</u>	<u>Budget Revenue</u>	<u>Transfer from Appropriated Reserves</u>
Recycling Tonnage	<u>97.00</u>	<u>97.00</u>
	A-2	A-21

Township of Walpack
Schedule of Appropriated Reserves for Grants
Federal and State Grant Fund
Year Ended December 31, 2009

<u>Grant</u>	Balance <u>Dec. 31, 2008</u>	Transfer From 2009 <u>Budget</u>	Balance <u>Dec. 31, 2009</u>
Recycling Tonnage	<u>110.00</u>	<u>97.00</u>	<u>207.00</u>
	A	A-3	A

Township of Walpack
Schedule of Unappropriated Reserves for Grants
Federal and State Grant Fund
Year Ended December 31, 2009

<u>Grant</u>	<u>Balance Dec. 31, 2008</u>	<u>Transfer to Appropriated Reserves</u>	<u>Received</u>	<u>Cancelled</u>	<u>Balance Dec. 31, 2009</u>
Recycling Tonnage Grant	122.94	97.00	173.15	0.09	199.00
	<u>A</u>	<u>A-19</u>	<u>A-22</u>	<u>A-22</u>	<u>A</u>

Township of Walpack
Schedule of Interfunds Receivables/(Payables)
Federal and State Grant Fund
Year Ended December 31, 2009

<u>Fund</u>	Due From/(To) Balance <u>Dec. 31, 2008</u>	<u>Increased</u>	<u>Decreased</u>	Due From/(To) Balance <u>Dec. 31, 2009</u>
Current Fund	<u>232.94</u>	<u>173.15</u>	<u>0.09</u>	<u>406.00</u>
	A	A-21	A-21	A

Township of Walpack

Schedule of Cash

Trust Funds

Year Ended December 31, 2009

	<u>Ref.</u>	<u>Animal Control Fund</u>	<u>Other Trust Funds</u>
Balance - December 31, 2008	B	<u>509.87</u>	<u>3,714.54</u>
Increase by Receipts:			
Interest on Deposits	B-4	4.07	29.76
Fees Collected	B-2	24.00	
State Fees	B-3	<u>12.60</u>	
Total Receipts		<u>40.67</u>	<u>29.76</u>
		<u>550.54</u>	<u>3,744.30</u>
Decreased by Disbursements:			
Interfund - Current Fund	B-4		<u>816.93</u>
Total Disbursements			<u>816.93</u>
Balance - December 31, 2009	B	<u><u>550.54</u></u>	<u><u>2,927.37</u></u>

Township of Walpack
Reserve for Animal Control Fund Expenditures

Trust Funds

Year Ended December 31, 2009

Balance - December 31, 2008	<u>Ref.</u> B	90.00
Increased by:		
Municipal Fees Collected	B-1	24.00
		114.00
Decreased by:		
Statutory Excess	B-4	36.00
		78.00
Balance - December 31, 2009	B	78.00

License Fees Collected

<u>Year</u>	
2008	39.00
2007	39.00
	78.00
	78.00

Schedule of Due to State Department of Health

Trust Funds

Year Ended December 31, 2009

Balance - December 31, 2008	<u>Ref.</u> B	27.60
Increased by:		
State Fees Collected	B-1	12.60
		40.20
Balance - December 31, 2009	B	40.20

Township of Walpack
Schedule of Interfund - Current Fund
Trust Funds
Year Ended December 31, 2009

	Due to/(from) Balance <u>Dec. 31, 2008</u>	<u>Increased</u>	<u>Decreased</u>	Due to/(from) Balance <u>Dec. 31, 2009</u>
Other Trust	(15,782.93)	5,932.69	816.93	(10,667.17)
Animal Control Trust	<u>392.27</u>	<u>40.07</u>	<u> </u>	<u>432.34</u>
	<u>(15,390.66)</u>	<u>5,972.76</u>	<u>816.93</u>	<u>(10,234.83)</u>
	B			B
	<u>Ref.</u>			
Interest Earned- Animal Control	B-1	4.07		
Interfund - Current Fund	B-1		816.93	
Interest Earned- Other Trust	B-1	29.76		
Statutory Excess	B-2	36.00		
Reserve for Payroll Deductions	B-5	<u>5,902.93</u>		
		<u>5,972.76</u>	<u>816.93</u>	

Township of Walpack
Schedule of Other Trust Funds
Trust Funds
Year Ended December 31, 2009

	<u>Balance</u> <u>Dec. 31, 2008</u>	<u>Decreased</u>	<u>Balance</u> <u>Dec. 31, 2009</u>
Reserve for Payroll Deductions Payable	13,682.55	5,902.93	7,779.62
Reserve for Unemployment	5,814.92	<u> </u>	<u>5,814.92</u>
	<u>19,497.47</u>	<u>5,902.93</u>	<u>13,594.54</u>
	B	B-4	B

Township of Walpack

Schedule of Cash

General Capital Fund

Year Ended December 31, 2009

Balance - December 31, 2008	<u>Ref.</u> C	26,458.21
Increased by Receipts:		
Interfund Current Fund	C-3	<u>198.57</u>
Balance - December 31, 2009	C	<u><u>26,656.78</u></u>

Township of Walpack

Schedule of Capital Improvement Fund

General Capital Fund

Year Ended December 31, 2009

Balance - December 31, 2008	<u>Ref.</u> C	<u>24,000.00</u>
Balance - December 31, 2009	C	<u><u>24,000.00</u></u>

Township of Walpack
Schedule of Due (To)/From Current Fund
General Capital Fund
Year Ended December 31, 2009

	<u>Ref.</u>	
Balance - December 31, 2008	C	2,458.21
Increased by:		
Interest Due Current Fund	C-1	198.57
		<u>2,656.78</u>
Decreased by:		
Reserve for Municipal Building	C-4	3,500.00
		<u>3,500.00</u>
Balance - December 31, 2009	C	<u><u>843.22</u></u>

C-4

Schedule of Reserve for Municipal Building
General Capital Fund
Year Ended December 31, 2009

	<u>Ref.</u>	
Increased by:		
Interfund Current Fund	C-3	3,500.00
		<u><u>3,500.00</u></u>
Balance - December 31, 2009	C	<u><u>3,500.00</u></u>

Township of Walpack
Schedule of Cash-Treasurer
Public Assistance Fund
Year Ended December 31, 2009

	<u>Ref.</u>	
Balance - December 31, 2008	D	14,787.93
Increased by Receipts:		
Interest Earned	D-3	<u>110.97</u>
Balance - December 31, 2009	D	<u><u>14,898.90</u></u>

Township of Walpack
Schedule of Cash and Reconciliation per N.J.S.A. 40A:5-5
Public Assistance Fund
Year Ended December 31, 2009

	<u>Ref.</u>	
Balance - December 31, 2008	D	14,898.90
Increased by:		
Cash Receipts		_____
Balance - June 30, 2010		14,898.90
<u>Reconciliation - June 30, 2010</u>		
Balance on Deposit per Statement of:		
Lakeland Bank		14,898.90
Balance - June 30, 2010		14,898.90

Township of Walpack
Schedule of Reserve for Public Assistance
Public Assistance Fund
Year Ended December 31, 2009

Balance - December 31, 2008	<u>Ref.</u> D	14,787.93
Increased by:		
Interest Earned	D-1	<u>110.97</u>
Balance - December 31, 2009	D	<u><u>14,898.90</u></u>

TOWNSHIP OF WALPACK

PART II

**LETTER ON INTERNAL CONTROL, COMPLIANCE AND
OTHER MATTERS**

COMMENTS AND RECOMMENDATIONS

YEAR ENDED DECEMBER 31, 2009

Ferraioli, Wielkotz, Cerullo & Cuva, P.A.

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REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

October 1, 2010

Honorable Mayor and
Members of the Township Committee
Township of Walpack
Walpack Center, N.J. 07881

We have audited the financial statements - regulatory basis of the Township of Walpack, in the County of Sussex, State of New Jersey as of and for the year ended December 31, 2009, and have issued our report thereon dated October 1, 2010. Our report disclosed that, as described in Note 1 to the financial statements - regulatory basis, the Township of Walpack prepares its financial statements on a basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, that demonstrates compliance with a modified accrual basis of accounting and the budget laws of the State of New Jersey, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. We conducted our audit in accordance with auditing standards generally accepted in the United States of America; audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey; and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Township of Walpack's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements - regulatory basis, but not for the purpose of expressing an opinion on the effectiveness of the Township of Walpack's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Township of Walpack's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.



Honorable Mayor and
Members of the Township Committee
Township of Walpack
October 1, 2010
Page 2

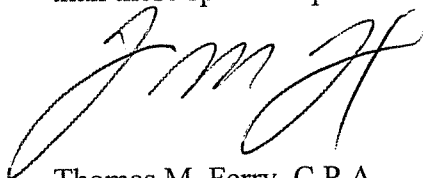
Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above. However, we identified certain deficiencies in internal control over financial reporting described in the accompanying Schedule of Findings and Questioned Costs as 09-01 that we consider to be significant deficiencies in internal control over financial reporting. 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.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Township of Walpack's financial statements-regulatory basis are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, 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 no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

We noted certain immaterial instances of noncompliance that we have reported to the management of the Township of Walpack in the accompanying comments and recommendations section of this report.

This report is intended solely for the information and use of management, The Division of Local Government Services, Department of Community Affairs, State of New Jersey, Federal Awarding Agencies and Pass Through Entities and is not intended to be and should not be used by anyone other than these specified parties.



Thomas M. Ferry, C.P.A.
Registered Municipal Accountant

Ferraioli, Wielkotsy, Cerullo, + Cuva, P.A.

FERRAIOLI, WIELKOTZ, CERULLO & CUVA, P.A.
Certified Public Accountants



TOWNSHIP OF WALPACK, N.J.

SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED DECEMBER 31, 2009

Summary of Auditor's Results:

A qualified opinion was issued on the Township's financial statements prepared on an other comprehensive basis of accounting.

The audit did disclose material weaknesses in the internal controls of the Township.

The Township was not subject to the single audit provisions of Federal OMB Circular A-133 (the "Circular") and State Circular 04-04 OMB for 2009 as grant expenditures were less than the single audit thresholds identified in the Circulars.

Findings Relating to the Financial Statements which are required to be Reported in Accordance with Generally Accepted Government Auditing Standards:

The audit did disclose findings required to be reported under Generally Accepted Government Auditing Standards, as follows:

Finding 09-01:

Segregation of Duties

The Township does not maintain an adequate segregation of duties within the Treasury Department, Payroll Department and Tax Collection Office. Segregation of duties refers to separating those functions that place too much control over a transaction or class of transactions that would enable a person to misappropriate funds and prevent detection within a reasonable period of time. The Chief Financial Officer controls disbursements of funds, has control of checks, and reconciles bank statements. Inadequate segregation of duties was also found within the Tax Collection Office. The designated employee has control of disbursement of funds, cash receipts, signing of checks and reconciliation of bank statements. Within the payroll department, preparation of payroll, signing of checks and bank reconciliation is also performed by one employee. These situations occur because of the limited number of employees qualified to perform other accounting functions. The Township was made aware of this lack on internal control and will consider strengthening Internal Control within reason of the costs and benefits derived. Therefore, no formal recommendation is deemed necessary at this time.

Findings and Questioned Costs for Federal Awards:

Not applicable

Findings and Questioned Costs for State Awards:

Not applicable

TOWNSHIP OF WALPACK, N.J.

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED DECEMBER 31, 2009

The Township's prior year audit finding, 08-01, regarding segregation of duties has not been corrected and is included in the audit for the year ended December 31, 2009.

COMMENTS AND RECOMMENDATIONS

GENERAL COMMENTS

Cash Balance

Cash balances in all funds were verified by independent certificates obtained from the depositories as of December 31, 2009, and June 30, 2010, in connection with the supplemental reconciliations made for all officials. Cash on hand was counted on that date.

Contracts and Agreements Required to be Advertised for N.J.S.A. 40A:11-4

N.J.S. 40A:11-3 states:

- a. “When the cost or price of any contract awarded by the contracting agent in the aggregate does not exceed in a contract year the total sum of \$17,500, the contract may be awarded by a purchasing agent when so authorized by ordinance or resolution, as appropriate to the contracting unit, of the governing body of the contracting unit without public advertising for bids, except that the governing body of any contracting unit may adopt an ordinance or resolution to set a lower threshold for the receipt of public bids or the solicitation of competitive quotations. If the purchasing agent is qualified pursuant to subsection b. of section 9 of P.L. 1971, c.198 (C.40A:11-9), the governing body of the contracting unit may establish that the bid threshold may be up to \$25,000. Such authorization may be granted for each contract or by a general delegation of the power to negotiate and award such contracts pursuant to this section.
- b. Any contracts made pursuant to this section may be awarded for a period of 24 consecutive months, except that contracts for professional services pursuant to subparagraph (i) of paragraph (a) of subsection (1) of section 5 of P.L. 1971, c.198 (C.40A:11-5) may be awarded for a period not exceeding 12 consecutive months. The Division of Local Government Services shall adopt and promulgate rules and regulations concerning the methods of accounting for all contracts that do not coincide with the contracting unit’s fiscal year.
- c. The Governor, in consultation with the Department of the Treasury, shall, no later than March 1 of every fifth year beginning in the fifth year after the year in which P.L. 1999, c.440 takes effect, adjust the threshold amount and the higher threshold amount which the governing body is permitted to establish, as set forth in subsection a. of this section, or the threshold amount resulting from any adjustment under this subsection, in direct proportion to the rise or fall of the index rate as that term is defined in section 2 of P.L. 1971, c.198 (C.40A:11-2), and shall round the adjustment to the nearest \$1,000. The Governor shall, no later than June 1 of every fifth year, notify each governing body of the adjustment. That adjustment shall become effective on July 1 of the year in which it is made.”

N.J.S. 40A:11-4 states: “Every contract awarded by the contracting agent for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold, shall be awarded only by resolution of the governing body of the contracting unit to the lowest responsible bidder after public advertising for bids and bidding therefore, except as is provided otherwise in this act or specifically by any other law. The governing body of a contracting unit may, by resolution approved by a majority of the governing body and subject to subsection b. and c. of this section, disqualify a bidder who would otherwise be determined to be the lowest responsible bidder, if the governing body finds that it has had prior negative experience with the bidder.”

Contracts and Agreements Required to be Advertised for N.J.S.A. 40A:11-4 (continued)

Effective July 1, 2005, the bid threshold in accordance with N.J.S. 40A:11-3 and 40A:11-4 (as amended) is \$21,000.00 and with a qualified purchasing agent the threshold may be up to \$29,000.00.

The Governing Body of the Township of Walpack have the responsibility of determining whether the expenditures in any category will exceed the bid threshold within the fiscal year and where question arises as to whether any contract or agreement might result in violation of the statute, the Township Attorney's opinion should be sought before a commitment is made.

The minutes indicated the bids were requested by public advertising per N.J.S. 40A:11-4. The minutes also indicated that resolutions were adopted authorizing the awarding of contracts or agreements for "Professional Services" per N.J.S. 40A:11-5 for Township Appraiser, Engineer, Auditor, Attorney, Municipal Prosecutor, Township Planner, Special Prosecutor, Insurance Agent and Bond Counsel.

Inasmuch as the system of records did not provide for the accumulation of payments for categories for the performance of any work or the furnishing or hiring of any material or supplies, the results of such an accumulation could not reasonably be ascertained. Disbursements were reviewed, however, to determine whether any clear cut violation existed. None were noted.

Our review of the Township's minutes indicated that resolutions were adopted authorizing the awarding of contracts or agreements for "Professional Services" per N.J.S.A. 40A:11-5.

COLLECTION OF INTEREST ON DELINQUENT TAXES AND ASSESSMENTS

The Statute R.S. 54:4-67 provides the method for authorizing interest and the maximum rates to be charged for the nonpayment of taxes or assessments on or before the date they would become delinquent.

The governing body on January 2, 2009 adopted the following resolution authorizing interest to be charged on delinquent taxes.

BE IT RESOLVED by the Mayor and Committee of the Township of Walpack that the charge of interest on all delinquent taxes be 8% per annum up to \$1,500 and 18% per annum over \$1,500.

It was determined from a test of the Collector's record that interest was collected in accordance with the forgoing resolution.

DELINQUENT TAXES AND TAX TITLE LIENS

During 2009, there was no tax sale held.

The following comparison is made of the number of tax title liens receivable on December 31 of the last three years:

<u>Year</u>	<u>Number of Liens</u>
2009	-0-
2008	-0-
2007	-0-

VERIFICATION OF DELINQUENT TAXES AND OTHER CHARGES

A test verification of delinquent charges and current payments was made in accordance with the regulations of the Division of Local Government Services.

The result of the test which was made as of December 31, 2009 is not yet known, but a separate report will be rendered if any irregularities are developed.

In addition, analytical review procedures were utilized to ascertain the validity of the receivables.

OTHER COMMENTS

Segregation of Duties

The Township does not maintain an adequate segregation of duties within the Treasury Department, Payroll Department and Tax Collection Office. Segregation of duties refers to separating those functions that place too much control over a transaction or class of transactions that would enable a person to misappropriate funds and prevent detection within a reasonable period of time. The Chief Financial Officer controls disbursements of funds, has control of checks, and reconciles bank statements. Inadequate segregation of duties was also found within the Tax Collection Office. The designated employee has control of disbursement of funds, cash receipts, signing of checks and reconciliation of bank statements. Within the payroll department, preparation of payroll, signing of checks and bank reconciliation is also performed by one employee. These situations occur because of the limited number of employees qualified to perform other accounting functions. The Township was made aware of this lack on internal control and will consider strengthening Internal Control within reason of the costs and benefits derived. Therefore, no formal recommendation is deemed necessary at this time.

Interfunds

There are several interfunds on the balance sheet as of December 31, 2009. These interfunds should be liquidated by the Chief Financial Officer by the end of the year.

Animal Control

Dog license reports were not filed on a monthly basis in accordance with the Department of Health and Senior Services.

RECOMMENDATIONS

- 1) That all interfunds be liquidated by the Chief Financial Office by the end of the year.
- 2) That Dog License reports be filed on a monthly basis in accordance with the Department of Health and Senior Services.

Status of Prior Year's Audit Findings/Recommendations

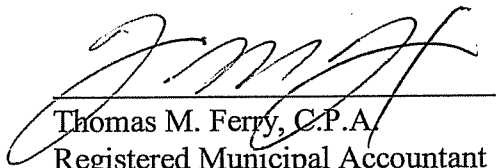
A review was performed on all prior year's recommendations and corrective action was taken on all with the exception of the following which is included in this year's recommendations:

- 1) That all interfunds be liquidated by the Chief Financial Office by the end of the year.
- 2) That Dog License reports be filed on a monthly basis in accordance with the Department of Health and Senior Services.

The problems and weaknesses noted in this review were not of such magnitude that they would affect our ability to express an opinion on the financial statements taken as a whole.

Should any questions arise as to these comments or recommendations, or should you desire assistance in implementing our recommendations, please do not hesitate to call us.

FERRAIOLI, WIELKOTZ, CERULLO & CUVA, P.A.
Certified Public Accountants



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Registered Municipal Accountant
No. 497