

LIMITED PROCEDURES ENGAGEMENT

Patton Borough Non-Uniformed Pension Plan Cambria County, Pennsylvania For the Period January 1, 2014 to December 31, 2017

July 2018



Commonwealth of Pennsylvania
Department of the Auditor General

Eugene A. DePasquale • Auditor General



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EUGENE A. DePASQUALE
AUDITOR GENERAL

The Honorable Mayor and Borough Council
Patton Borough
Cambria County
Patton, PA 16668

We conducted a Limited Procedures Engagement (LPE) of the Patton Borough Non-Uniformed Pension Plan for the period January 1, 2014 to December 31, 2017 to determine its compliance with applicable state laws, regulations, contracts, administrative procedures, and local ordinances and policies. We also evaluated compliance with some requirements subsequent to that period when possible. The LPE was conducted pursuant to authority derived from Section 402(j) of the Municipal Pension Plan Funding Standard and Recovery Act (P.L. 1005, No. 205, as amended, 53 P.S. § 895.101 et seq.) but was not conducted in accordance with *Government Auditing Standards* issued by the Comptroller General of the United States. The act established mandatory actuarial reporting and funding requirements and a uniform basis for the distribution of state aid to Pennsylvania's public pension plans. We believe that the evidence obtained provides a reasonable basis to support our LPE results.

Our LPE was limited to determining the following:

- Whether state aid was properly determined and deposited in accordance with Act 205 requirements by verifying the annual deposit date of state aid and determining whether deposits were made within 30 days of receipt for all years within the engagement period.
- Whether annual employer contributions were calculated and deposited in accordance with the plan's governing document and applicable laws and regulations by examining the municipality's calculation of the plan's annual financial requirements and minimum municipal obligation (MMO) and comparing these calculated amounts to amounts actually budgeted and deposited into the pension plan as evidenced by supporting documentation.
- Whether the January 1, 2013, January 1, 2015 and January 1, 2017 actuarial valuation reports were prepared and submitted by March 31, 2014, 2016 and 2018, respectively, in accordance with Act 205 and whether selected information provided on these reports is accurate, complete, and in accordance with plan provisions to ensure compliance for participation in the state aid program by comparing selected information to supporting source documentation.

Based on the results of our procedures performed during our LPE, nothing came to our attention indicating that the Patton Borough Non-Uniformed Pension Plan was not being administered in compliance with applicable state laws, regulations, contracts, administrative procedures, and local ordinances and policies, except as noted in the following finding further discussed later in this report:


Finding – Failure To Properly Determine And Fully Pay The Minimum Municipal Obligation Of The Plan

Our determination to perform a LPE for this engagement period does not preclude the Department from conducting an audit in accordance with *Government Auditing Standards* of the pension plan in subsequent periods. The borough should continue to maintain documentation related to this pension plan.

The accompanying supplementary information is presented for purposes of additional analysis. We did not audit the information or conclude on it and, accordingly, express no form of assurance on it.

The contents of this report were discussed with officials of Patton Borough and, where appropriate, their responses have been included in this report. We would like to thank borough officials for the cooperation extended to us during the conduct of this LPE.

July 11, 2018


EUGENE A. DEPASQUALE
Auditor General

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PATTON BOROUGH NON-UNIFORMED PENSION PLAN
FINDING AND RECOMMENDATION

Finding – Failure To Properly Determine And Fully Pay The Minimum Municipal Obligation Of The Plan

Condition: Plan officials did not properly determine the minimum municipal obligation (MMO) of the non-uniformed pension plan for the year 2017, as required by Act 205. The MMO determined by the municipality understated payroll by \$70,095. Based upon an estimate prepared by this department, the municipality had an unpaid MMO balance of \$5,713 for the year 2017.

Criteria: With regard to the MMO, Section 302(c) of Act 205 states, in part:

Annually, the chief administrative officer of the pension plan shall determine the minimum obligation of the municipality with respect to the pension plan for the following plan year.

With regard to the payroll estimate used in the preparation of the MMO, the Pennsylvania Code, Title 16, Section 204.1(c)(1) states, in part:

The payroll used in determining the minimum municipal obligation of a pension plan under section 302(c) of the act shall be based on the payroll to be reported on the Internal Revenue Service Form W-2 and shall be calculated as the total payroll for active members of the plan as of the date of the determination, plus the payroll for the same active members of the plan projected to the year's end using the payroll rates in effect as of the date of the determination.

Section 302(d) of Act 205 states, in part:

The minimum obligation of the municipality shall be payable to the pension plan from the revenue of the municipality.

Furthermore, Section 302(e) of Act 205 states:

Any amount of the minimum obligation of the municipality which remains unpaid as of December 31 of the year in which the minimum obligation is due shall be added to the minimum obligation of the municipality for the following year, with interest from January 1 of the year in which the minimum obligation was first due until the date the payment is paid at a rate equal to the interest assumption used for the actuarial valuation report or the discount rate applicable to treasury bills issued by the Department of Treasury of the United States with a six-month maturity as of the last business day in December of the plan year in which the obligation was due, whichever is greater, expressed as a monthly rate and compounded monthly.

PATTON BOROUGH NON-UNIFORMED PENSION PLAN
FINDING AND RECOMMENDATION

Finding – (Continued)

Cause: Plan officials did not comply with the Act 205 requirements because they failed to include the eligible payroll of 3 active plan members when determining the estimated payroll.

Effect: The proper determination of the plan's MMO ensures plan officials can properly allocate the necessary resources to the pension plan for the upcoming year. The failure to fully pay the MMO could result in the plan not having adequate resources to meet current and future benefit obligations to its members.

Due to the municipality's failure to fully pay the 2017 MMO by the December 31, 2017, deadline, the municipality must add the 2017 MMO balance to the current year's MMO and include interest, as required by Act 205.

Recommendation: We recommend that the municipality pay the MMO due to the non-uniformed pension plan for the year 2017, with interest, in accordance with Section 302(e) of Act 205. A copy of the interest calculation must be maintained by the borough for examination during our next audit of the plan.

Furthermore, we recommend that, in the future, plan officials establish adequate internal control procedures to ensure the MMO is determined in accordance with Act 205 provisions and applicable regulations.

Management's Response: Municipal officials agreed with the finding without exception.

Auditor's Conclusion: Compliance will be evaluated during our next engagement.

PATTON BOROUGH NON-UNIFORMED PENSION PLAN
SUPPLEMENTARY INFORMATION
(UNAUDITED)

The supplementary information contained on Pages 3 through 5 reflects the implementation of GASB Statement No. 67, *Financial Reporting for Pension Plans*. The objective of this statement is to improve financial reporting by state and local governmental pension plans.

SCHEDULE OF CHANGES IN THE NET PENSION
LIABILITY AND RELATED RATIOS
FOR THE YEARS ENDED DECEMBER 31, 2014 AND 2015

	<u>2014</u>	<u>2015</u>
Total Pension Liability		
Service cost	\$ 16,952	\$ 18,169
Interest	63,287	69,054
Difference between expected and actual experience	-	2,445
Changes of assumptions	-	34,145
Benefit payments, including refunds of member contributions	(35,658)	(35,658)
Net Change in Total Pension Liability	<u>44,581</u>	<u>88,155</u>
Total Pension Liability - Beginning	904,978	949,559
Total Pension Liability - Ending (a)	<u><u>\$ 949,559</u></u>	<u><u>\$ 1,037,714</u></u>
Plan Fiduciary Net Position		
Contributions - employer	\$ 31,557	\$ 31,898
Contributions – state aid	19,363	19,604
Net investment income	43,146	(5,281)
Benefit payments, including refunds of member contributions	(35,658)	(35,658)
Administrative expense	(7,263)	(9,144)
Net Change in Plan Fiduciary Net Position	<u>51,145</u>	<u>1,419</u>
Plan Fiduciary Net Position - Beginning	716,678	767,823
Plan Fiduciary Net Position - Ending (b)	<u><u>\$ 767,823</u></u>	<u><u>\$ 769,242</u></u>
Net Pension Liability - Ending (a-b)	<u><u>\$ 181,736</u></u>	<u><u>\$ 268,472</u></u>
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	80.9%	74.1%
Estimated Covered Employee Payroll	\$ 213,546	\$ 226,540
Net Pension Liability as a Percentage of Covered Employee Payroll	85.1%	118.5%

PATTON BOROUGH NON-UNIFORMED PENSION PLAN
SUPPLEMENTARY INFORMATION
(UNAUDITED)

SCHEDULE OF CHANGES IN THE NET PENSION
LIABILITY AND RELATED RATIOS
FOR THE YEARS ENDED DECEMBER 31, 2016 AND 2017

	<u>2016</u>	<u>2017</u>
Total Pension Liability		
Service cost	\$ 18,987	\$ 23,556
Interest	72,721	74,159
Difference between expected and actual experience	-	(44,695)
Changes of assumptions	-	4,623
Benefit payments, including refunds of member contributions	(35,658)	(35,658)
Net Change in Total Pension Liability	<u>56,050</u>	<u>21,985</u>
Total Pension Liability - Beginning	<u>1,037,714</u>	<u>1,093,764</u>
Total Pension Liability - Ending (a)	<u>\$ 1,093,764</u>	<u>\$ 1,115,749</u>
 Plan Fiduciary Net Position		
Contributions - employer	\$ 30,505	\$ 18,730
Contributions – state aid	21,873	36,706
Net investment income	34,680	105,405
Benefit payments, including refunds of member contributions	(35,658)	(35,658)
Administrative expense	(13,383)	(8,324)
Net Change in Plan Fiduciary Net Position	<u>38,017</u>	<u>116,859</u>
Plan Fiduciary Net Position - Beginning	<u>769,242</u>	<u>807,259</u>
Plan Fiduciary Net Position - Ending (b)	<u>\$ 807,259</u>	<u>\$ 924,118</u>
 Net Pension Liability - Ending (a-b)	<u>\$ 286,505</u>	<u>\$ 191,631</u>
 Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	73.8%	82.8%
 Estimated Covered Employee Payroll	\$ 239,440	\$ 220,110
 Net Pension Liability as a Percentage of Covered Employee Payroll	119.7%	87.1%

PATTON BOROUGH NON-UNIFORMED PENSION PLAN
 SUPPLEMENTARY INFORMATION
 (UNAUDITED)

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the borough as of December 31, 2014, 2015, 2016 and 2017, calculated using the discount rate of 7.0%, as well as what the borough's net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower or 1 percentage-point higher than the current rate:

	1% Decrease (6.0%)	Current Discount Rate (7.0%)	1% Increase (8.0%)
Net Pension Liability - 12/31/14	\$ 298,124	\$ 181,736	\$ 81,287
Net Pension Liability - 12/31/15	\$ 394,652	\$ 268,472	\$ 159,532
Net Pension Liability - 12/31/16	\$ 415,994	\$ 286,505	\$ 174,419
Net Pension Liability - 12/31/17	\$ 320,891	\$ 191,631	\$ 79,729

SCHEDULE OF INVESTMENT RETURNS

Annual Money-Weighted Rate of Return, Net of Investment Expense:

2017	13.06%
2016	4.51%
2015	(0.70%)
2014	6.16%

PATTON BOROUGH NON-UNIFORMED PENSION PLAN
 SUPPLEMENTARY INFORMATION
 (UNAUDITED)

SCHEDULE OF FUNDING PROGRESS

Historical trend information about the plan is presented herewith as supplementary information. It is intended to help users assess the plan's funding status on a going-concern basis, assess progress made in accumulating assets to pay benefits when due, and make comparisons with other state and local government retirement systems.

The actuarial information is required by Act 205 biennially. The historical information, beginning as of January 1, 2013, is as follows:

	(1)	(2)	(3)	(4)
Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) - Entry Age (b)	Unfunded (Assets in Excess of) Actuarial Accrued Liability (b) - (a)	Funded Ratio (a)/(b)
01-01-13	\$ 615,473	\$ 862,901	\$ 247,428	71.3%
01-01-15	767,823	986,149	218,326	77.9%
01-01-17	807,259	1,053,692	246,433	76.6%

PATTON BOROUGH NON-UNIFORMED PENSION PLAN
SUPPLEMENTARY INFORMATION
(UNAUDITED)

The comparability of trend information is affected by changes in actuarial assumptions, benefit provisions, actuarial funding methods, accounting policies, and other changes. Those changes usually affect trends in contribution requirements and in ratios that use the actuarial accrued liability as a factor.

Analysis of the dollar amount of the actuarial value of assets, actuarial accrued liability, and unfunded (assets in excess of) actuarial accrued liability in isolation can be misleading. Expressing the actuarial value of assets as a percentage of the actuarial accrued liability (Column 4) provides one indication of the plan's funding status on a going-concern basis. Analysis of this percentage, over time, indicates whether the system is becoming financially stronger or weaker. Generally, the greater this percentage, the stronger the plan.

PATTON BOROUGH NON-UNIFORMED PENSION PLAN
SUPPLEMENTARY INFORMATION
(UNAUDITED)

SCHEDULE OF CONTRIBUTIONS FROM EMPLOYER
AND OTHER CONTRIBUTING ENTITIES

Year Ended December 31	Annual Required Contribution	Percentage Contributed
2012	\$ 50,495	100.0%
2013	51,728	100.0%
2014	50,620	100.6%
2015	51,502	100.0%
2016	52,378	100.0%
2017	55,436	100.0%

PATTON BOROUGH NON-UNIFORMED PENSION PLAN
SUPPLEMENTARY INFORMATION
NOTES TO SUPPLEMENTARY SCHEDULES
(UNAUDITED)

The information presented in the supplementary schedules was determined as part of the actuarial valuation at the date indicated. Additional information as of the latest actuarial valuation date follows:

Actuarial valuation date	January 1, 2017
Actuarial cost method	Entry age normal
Amortization method	Level dollar
Remaining amortization period	10 years
Asset valuation method	Fair value
Actuarial assumptions:	
Investment rate of return	7.0%
Projected salary increases	4.5%

PATTON BOROUGH NON-UNIFORMED PENSION PLAN
REPORT DISTRIBUTION LIST

This report was initially distributed to the following:

The Honorable Tom W. Wolf
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The Honorable Jonathan Welchko
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