

2019 MUNICIPAL ANNUAL AUDIT AND FINANCIAL REPORT

450365 POCONO TWP, MONROE COUNTY

		Governmental Funds				Proprietary Funds		Fid. Fund	Account Groups		Total
		General Fund	Special Revenue (Including State Liquid Fuels)	Capital Projects	Debt Service	Enterprise	Internal Service	Trust and Agency	General Fixed Assets	General Long Term Debt	Memorandum Only
Assets and Other Debits											
100-120	Cash and Investments	3,958,260	431	3,087,925		2,100,343		7,410,392			16,557,351
140-144	Tax Receivable	49,536									49,536
121-129, 145-149	Accounts Receivable (excluding taxes)	17,032		100,000		424,215					541,247
130.00	Due From Other Funds										
131-139, 150-159	Other Current Assets	220,138				166,908					387,046
160-169	Fixed Assets										
180-189	Other Debits									14,987,219	14,987,219
Total Assets and Other Debits		4,244,966	431	3,187,925		2,691,466		7,410,392		14,987,219	32,522,399

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POCONO TWP, MONROE County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2019

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

REVENUES

Taxes									
301.00	Real Estate Taxes	3,102,008							3,102,008
305.00	Occupation Taxes (levied under municipal code)								
308.00	Residence Taxes (levied by cities of the 3rd Class)								
309.00	Regional Asset District Sales Tax (Allegheny County municipalities only)								
310.00	Per Capita Taxes								
310.10	Real Estate Transfer Taxes	571,522							571,522
310.20	Earned Income Taxes / Wage Taxes	1,686,737							1,686,737
310.30	Business Gross Receipts Taxes								
310.40	Occupation Taxes (levied under Act 511)								
310.50	Local Services Tax **	464,557							464,557
310.60	Amusement / Admission Taxes								
310.70	Mechanical Device Taxes								
310.90	Other: _____								
	Other: _____								
Total Taxes		5,824,824							5,824,824

Licenses and Permits									
320-322	All Other Licenses and Permits	2,720							2,720
321.80	Cable Television Franchise Fees	151,053							151,053
Total Licenses and Permits		153,773							153,773

Fines and Forfeits									
330-332	Fines and Forfeits	102,236							102,236
Total Fines and Forfeits		102,236							102,236

POCONO TWP, MONROE County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2019

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REVENUES

Interest, Rents and Royalties									
341.00	Interest Earnings	38,385	1,012	97,156		33,388		1,150,621	1,320,562
342.00	Rents and Royalties								
Total Interest, Rents and Royalties		38,385	1,012	97,156		33,388		1,150,621	1,320,562

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

State									
354.03	Highways and Streets								
354.09	Community Development								
354.15	Recycling / Act 101								
354.00	All Other State Capital and Operating Grants	9,724		100,000					109,724
355.01	Public Utility Realty Tax (PURTA)	5,042							5,042
355.02-355.03	Motor Vehicle Fuel Tax (Liquid Fuels Tax) and State Road Turnback		484,435						484,435
355.04	Alcoholic Beverage Licenses	3,550							3,550
355.05	General Municipal Pension System State Aid	234,578							234,578
355.07	Foreign Fire Insurance Tax Distribution	77,158							77,158
355.08	Local Share Assessment/Gaming Proceeds								
355.09	Marcellus Shale Impact Fee Distribution								

POCONO TWP, MONROE County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2019

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REVENUES

State									
355.00	All Other State Shared Revenues and Entitlements								
356.00	State Payments in Lieu of Taxes	432							432
Total State		330,484	484,435	100,000					914,919

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

Charges for Service									
361.00	General Government	41,534							41,534
362.00	Public Safety	242,133				750			242,883
363.20	Parking	9,821							9,821
363.00	All Other Charges for Highway & Street Services								
364.10	Wastewater / Sewage (including connection / tapping fees, sewer usage charges, reserve capacity fee, etc.)					3,771,903			3,771,903
364.30	Solid Waste Collection and Disposal Charge (trash)								
364.60	Host Municipality Benefit Fee for Solid Waste Facility								
364.00	All Other Charges for Sanitation Services								
365.00	Health								
366.00	Human Services								
367.00	Culture and Recreation	19,400							19,400
368.00	Airports								

POCONO TWP, MONROE County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2019

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

REVENUES

Charges for Service								
369.00	Bars							
370.00	Cemeteries							
372.00	Electric System							
373.00	Gas System							
374.00	Housing System							
375.00	Markets							
377.00	Transit Systems							
378.00	Water System							
379.00	All Other Charges for Service							
Total Charges for Service		312,888				3,772,653		4,085,541

Unclassified Operating Revenues								
383.00	Special Assessments							
386.00	Escheats (sale of personal property)							
387.00	Contributions and Donations from Private Sectors	5,165						5,165
388.00	Fiduciary Fund Pension Contributions						284,883	284,883
389.00	All Other Unclassified Operating Revenues							
Total Unclassified Operating Revenues		5,165					284,883	290,048

Other Financing Sources								
391.00	Proceeds of General Fixed Asset Disposition	2,412						2,412
392.00	Interfund Operating Transfers			250,000		1,000,000		1,250,000
393.00	Proceeds of General Long-Term Debt							
394.00	Proceeds of Short Term-Debt							

POCONO TWP, MONROE County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2019

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

REVENUES

Other Financing Sources								
395.00	Refunds of Prior Year Expenditures	161,859						161,859
Total Other Financing Sources		164,271		250,000		1,000,000		1,414,271

TOTAL REVENUES

6,932,026	485,447	447,156		4,806,041		1,435,504	14,106,174
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EXPENDITURES

General Government								
400.00	Legislative (Governing) Body	19,432						19,432
401.00	Executive (Manager or Mayor)	141,859		113				141,972
402.00	Auditing Services / Financial Administration	107,047						107,047
403.00	Tax Collection	48,215						48,215
404.00	Solicitor / Legal Services	67,322		58				67,380
405.00	Secretary / Clerk	184,827						184,827
406.00	Other General Government Administration	43,564		14,675				58,239
407.00	IT-Networking Services-Data Processing	61,288						61,288
408.00	Engineering Services	40,667						40,667
409.00	General Government Buildings and Plant	66,196		42,073				108,269
Total General Government		780,417		56,919				837,336

Public Safety

410.00	Police	3,024,340		115,325				3,139,665
411.00	Fire	295,158						295,158
412.00	Ambulance / Rescue							
413.00	UCC and Code Enforcement	95,430						95,430

POCONO TWP, MONROE County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2019

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

EXPENDITURES

Public Safety									
414.00	Planning and Zoning	85,149							85,149
415.00	Emergency Management and Communications	3,004							3,004
416.00	Militia and Armories								
417.00	Examination of Licensed Occupations								
418.00	Public Scales (weights and measures)								
419.00	Other Public Safety								
Total Public Safety		3,503,081		115,325					3,618,406

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

Public Works - Sanitation									
426.00	Recycling Collection and Disposal								
427.00	Solid Waste Collection and Disposal (garbage)	38,764							38,764
428.00	Weed Control								
429.00	Wastewater / Sewage Treatment and Collection			136,379		1,702,360			1,838,739
Total Public Works - Sanitation		38,764		136,379		1,702,360			1,877,503

Public Works - Highways and Streets									
430.00	General Services - Administration	1,000,606		35,185					1,035,791
431.00	Cleaning of Streets and Gutters								
432.00	Winter Maintenance – Snow Removal	140,463							140,463
433.00	Traffic Control Devices	19,408							19,408
434.00	Street Lighting								

POCONO TWP, MONROE County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2019

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

EXPENDITURES

Public Works - Highways and Streets									
435.00	Sidewalks and Crosswalks								
436.00	Storm Sewers and Drains								
437.00	Repairs of Tools and Machinery								
438.00	Maintenance and Repairs of Roads and Bridges	103,170	489,000	1,238,068					1,830,238
439.00	Highway Construction and Rebuilding Projects								
Total Public Works - Highways and Streets		1,263,647	489,000	1,273,253					3,025,900

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

Culture and Recreation									
451.00	Culture-Recreation Administration								
452.00	Participant Recreation	463							463
453.00	Spectator Recreation								
454.00	Parks	121,242		46,729					167,971

POCONO TWP, MONROE County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2019

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

EXPENDITURES

Culture and Recreation									
455.00	Shade Trees								
456.00	Libraries								
457.00	Civil and Military Celebrations	4,925							4,925
458.00	Senior Citizens' Centers								
459.00	All Other Culture and Recreation								
Total Culture and Recreation		126,630		46,729					173,359

Community Development									
461.00	Conservation of Natural Resources								
462.00	Community Development and Housing								
463.00	Economic Development	163,125							163,125
464.00	Economic Opportunity								
465-469	All Other Community Development								
Total Community Development		163,125							163,125

Debt Service									
471.00	Debt Principal (short-term and long-term)			45,370		2,085,956			2,131,326
472.00	Debt Interest (short-term and long-term)			9,040		344,870			353,910
475.00	Fiscal Agent Fees								
Total Debt Service				54,410		2,430,826			2,485,236

Employer Paid Benefits and Withholding Items									
481.00	Employer Paid Withholding Taxes and Unemployment Compensation								
482.00	Judgments and Losses								
483.00	Pension / Retirement Fund Contributions								

POCONO TWP, MONROE County
STATEMENT OF REVENUES AND EXPENDITURES

December 31, 2019

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

EXPENDITURES

Employer Paid Benefits and Withholding Items									
484.00	Worker Compensation Insurance	208,861							208,861
487.00	Other Group Insurance Benefits								
Total Employer Paid Benefits and Withholding Items		208,861							208,861

Insurance									
486.00	Insurance, Casualty, and Surety	113,580				13,406			126,986
Total Insurance		113,580				13,406			126,986

Unclassified Operating Expenditures									
488.00	Fiduciary Fund Benefits and Refunds Paid							153,786	153,786
489.00	All Other Unclassified Expenditures	68						30,597	30,665
Total Unclassified Operating Expenditures		68						184,383	184,451

Other Financing Uses									
491.00	Refund of Prior Year Revenues	2,613				125			2,738
492.00	Interfund Operating Transfers	60,000		1,000,000		190,000			1,250,000
493.00	All Other Financing Uses								
Total Other Financing Uses		62,613		1,000,000		190,125			1,252,738

TOTAL EXPENDITURES	6,260,786	489,000	2,683,015		4,336,717		184,383	13,953,901
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EXCESS/DEFICIT OF REVENUES OVER EXPENDITURES	671,240	-3,553	-2,235,859		469,324		1,251,121	152,273
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POCONO TWP
December 31, 2019

DEBT STATEMENT

OUTSTANDING BONDS AND NOTES

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

Purpose	Bond (B) Capital Lease (C) Lease Rental (L) Note (N)	Issue Year (yyyy)	Maturity Year (yyyy)	Original Amount of Issue	Outstanding Beginning of Year (1)	Principal Incurred This Year	Principal Paid This Year	Current Year Accretion on Compound Interest Bonds	Outstanding at Year End (1)	Plus (less) Unamortized Premium (Discount)	Total Balance
General Obligation Bonds and Notes											
PennVest Loan	Note	2012	2034	8,300,000	6,508,015		384,956		6,123,059		6,123,059
Revenue Bonds and Notes											
Guar Sewer Rev Series B 2015	Note	2015	2035	4,350,000	1,856,000		161,000		1,695,000		1,695,000
Guar Sewer Rev Series B 2014	Note	2014	2035	4,351,000	3,967,000		195,000		3,772,000		3,772,000
Guar Sewer Rev Series 2018 Note	Note	2018	2035	4,593,000	4,593,000		1,345,000		3,248,000		3,248,000
Lease Rental Debt											
2019 Peterbilt Single Axle	Capital Leases	2018	2022	124,000	97,265		22,685		74,580		74,580
2019 Peterbilt Tandem Axle	Capital Leases	2018	2022	124,000	97,265		22,685		74,580		74,580
Other											

(1) - excludes unamortized premium/discount

Total bonds and notes outstanding 14,838,059

Capitalized lease obligations 149,160

Net debt 14,987,219

POCONO TWP, MONROE County
STATEMENT OF CAPITAL EXPENDITURES

December 31, 2019

Category	Capital Purchases	Capital Construction	Total
Community Development			
Electric			
Fire			
Gas System			
General Government	39,933	81,677	121,610
Health			
Housing			
Libraries			
Mass Transit			
Parks	13,034	33,696	46,730
Police	115,325		115,325
Recreation		147,701	147,701
Sewer			
Solid Waste			
Streets / Highways	35,185		35,185
Water			
Other: _____			
TOTAL CAPITAL EXPENDITURES	203,477	263,074	466,551

EMPLOYEE COMPENSATION

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

2,676,081

To the:

Governing Body of the Municipality

President Judge of the Court of Common Pleas

Secretary of the Department of Community & Economic Development

I/We, the undersigned, the duly elected (or appointed replacement), qualified, and Acting Controller/Auditors of the POCONO TWP have audited, adjusted and settled the various funds and account groups of the POCONO TWP for the year ended December 31, 2019. My/Our audit, adjustment and settlement was made in accordance with law rather than with generally accepted auditing standards

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

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

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

In my/our opinion, the aforementioned financial statements present the financial position of the various funds and account groups of the municipality of POCONO TWP for the year ended December 31, 2019, and the results of operations of such funds in accordance with the law.

SIGNATURE AND VERIFICATION

Signed: Zelenkofske Axelrod LLC Appointed Auditor/CPA

Subscribed and sworn to before me this 16 day of April, 2020.



Signed: _____
Witness (Controller)/Auditor (Auditors)

December 31, 2019

NOTES / COMMENTS