

Audited
Financial
Statements

December 31,
2017

East Hempfield Township

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Smith Elliott Kearns & Company, LLC
CERTIFIED PUBLIC ACCOUNTANTS & CONSULTANTS

INDEPENDENT AUDITOR'S REPORT

Board of Supervisors
East Hempfield Township
Landisville, Pennsylvania

REPORT ON THE FINANCIAL STATEMENTS

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of East Hempfield Township as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise East Hempfield Township's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of East Hempfield Township as of December 31, 2017, and the respective changes in financial position and, where applicable, cash flows thereof, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

OTHER MATTERS

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 3 through 14, the schedule of changes in net pension liability – police plan on page 61, schedule of changes in net pension liability – non uniform plan on page 62, schedule of contributions – pension plans on page 63, the schedule of funding progress for the other post-employment benefit plan on page 64, and the budgetary comparison schedule - general fund on page 65 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



Chambersburg, Pennsylvania
June 28, 2018

EAST HEMPFIELD TOWNSHIP
Management's Discussion and Analysis
December 31, 2017

This section of the financial statements for East Hempfield Township ("Township") presents a narrative overview of the Township's financial performance for the fiscal year ended December 31, 2017.

FINANCIAL HIGHLIGHTS

- The Township total net position at the end of 2017 was \$ 24,145,754, an increase of \$ 2,082,833 or 9.4%
- The General Fund unassigned fund balance was \$ 5,534,706 at the end of 2017.
- Total Governmental Activities revenues were \$ 14,507,271 during 2017, of which \$ 10,725,710 was expended for Public Safety and Public Works.

OVERVIEW OF THE FINANCIAL STATEMENTS

This report consists of the following three parts:

- Management's discussion and analysis (this section)
- Basic financial statements (including notes)
- Required supplementary information

Management's discussion and analysis is a guide to reading the financial statements and provides related information to help the reader to better understand the Township's government. The basic financial statements include notes that provide additional information essential to a full understanding of the financial data provided in the government-wide and fund financial statements. Required supplementary information is provided on the Township's Police Pensions and Non-Uniformed Trust Funds, budget to actual figures for the General Fund, and Post-Employment Benefits Other Than Pensions.

The basic financial statements present two different views of the Township.

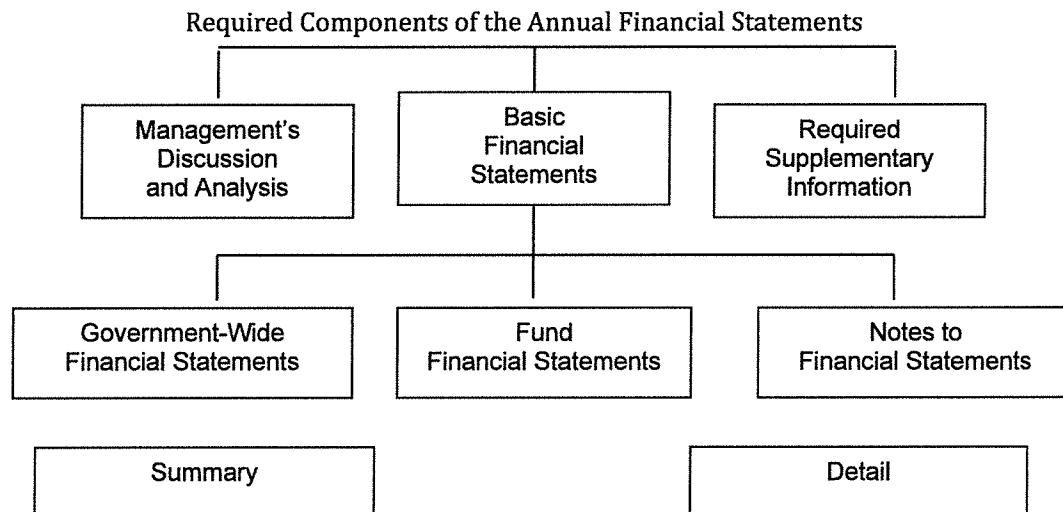
- *Government-wide financial statements*, the first two statements, provide information about the Township's overall financial status.
- *Fund financial statements*, the remaining statements, focus on individual parts of the Township's government. They provide more detail on operations than the government-wide statements. There are three types of fund financial statements:
 - *Governmental funds statements* show how general government services such as public safety, public works for highways and streets, and health and welfare were financed in the short term, as well as what remains for future spending.
 - *Proprietary funds statements* offer short-term and long-term financial information about the activities the Township operates like a business, such as the golf course fund.

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- *Fiduciary funds statements* reflect activities involving resources that are held by the Township as a trustee or agent for the benefit of others, including employees of the Township like the Police Pension Trust Fund. Fiduciary funds are not reflected in the government-wide statements because the resources cannot be used to support the Township's programs.

Table A-1 shows how the various parts of this annual report are arranged and related to one another.

Table A-1: Organization of the Township's Annual Financial Report



EAST HEMPFIELD TOWNSHIP
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Table A-2 summarizes the major features of the Township's financial statements, including the area of the Township's activities they cover and the types of information they contain.

Table A-2: Major Features of the Government-Wide and Fund Financial Statements

	Government-wide Statements	Fund Financial Statements		
		Governmental	Proprietary	Fiduciary
Scope	Entire entity (except fiduciary funds)	The day-to-day operating activities of the Township, such as public safety and public works	The activities of the Township such as the Trash Collection/ Recycling Fund	Instances in which the Township administers resources on behalf of others, such as the Police Pension Fund
Required Financial Statements	<ul style="list-style-type: none"> - Statement of net position - Statement of activities 	<ul style="list-style-type: none"> - Balance Sheet - Statement of revenues, expenditures, and changes in fund balance 	<ul style="list-style-type: none"> - Statement of net position - Statement of revenues, expenses, and changes in net position - Statement of cash flows 	<ul style="list-style-type: none"> - Statement of fiduciary net position - Statement of changes in fiduciary net position
Accounting basis and measurement focus	Accrual accounting and economic resources focus	Modified accrual accounting and current financial resources measurement focus	Accrual accounting and economic resources focus	Accrual accounting and economic resources focus
Type of asset and liability information	All assets and liabilities, both financial and capital, short-term and long-term	Current assets and liabilities that come due during the year or soon thereafter; no capital assets or long-term liabilities included	All assets and liabilities, both financial and capital, short-term and long-term	All assets and liabilities, both financial and capital short-term and long-term; funds do not currently contain capital assets, although they can
Type of inflow and outflow information	All revenues and expenses during year, regardless of when cash is received or paid	Revenues for which cash is received during the year or soon thereafter; expenditures when goods or services have been received and the related liability is due and payable	All revenues and expenses during the year; regardless of when cash is received or paid	All additions and deductions during the year, regardless of when cash is received or paid

The remainder of this overview explains the structure and contents of the government-wide and fund financial statements.

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GOVERNMENT-WIDE FINANCIAL STATEMENTS

Government-wide financial statements report information about the Township as a whole using accounting methods similar to those used by private-sector companies.

- The statement of net position includes all the Township's assets, deferred inflows of resources, liabilities, and deferred outflows of resources, except fiduciary funds, with the difference being reported as net position. This statement serves a purpose similar to that of the balance sheet of a private-sector business.
- The statement of activities focuses on how the Township's net position changed during the year. Because it separates program revenue (revenue generated by specific programs through charges for services, grants, and contributions) from general revenue (revenue provided by taxes and other sources not tied to a particular program), it shows to what extent each program has to rely on local taxes for funding.

All changes to net position are reported using the accrual method of accounting, which requires that revenues be reported when they are earned and expenses be reported when the goods and/or services are received, regardless of when cash is received or paid.

Net position is one way to measure the Township's financial position. Over time, increases or decreases in the Township's net position is one indicator of whether the Township's financial position is improving or deteriorating. However, other non-financial factors such as changes in the Township's real property tax base and general economic conditions must be considered to assess the overall position of the Township.

There are two categories of activities for the primary government:

- *Governmental activities* include the Township's basic services such as general government, public safety, public works for highways and streets, community development, health and welfare and culture and recreation. Property taxes and state and federal grants finance most of these activities.
- *Business-type activities* such as the Township's Trash Collection/Recycling fund charge a fee to customers to help cover the costs of services.

Net position of the governmental activities differs from the governmental fund balances because governmental fund level statements only report transactions using or providing current financial resources. Also, capital assets are reported as expenditures when financial resources (money) are expended to purchase or build said assets. Likewise, the financial resources that may have been borrowed are considered revenue when they are received. The principal and interest payments are both considered expenditures when paid. Depreciation is not calculated as it does not provide or reduce current financial resources. Finally, capital assets and long-term debt do not affect fund balances.

Government-wide statements are reported using an economic resources measurement focus and full accrual basis of accounting that involves the following steps to format the statement of net position:

- Capitalize current outlays for capital assets
- Report long-term debt as a liability
- Depreciate capital assets and allocate the depreciation to the proper program/activities

EAST HEMPFIELD TOWNSHIP
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- Calculate revenue and expense using the economic resources measurement focus and the accrual basis of accounting
- Allocate net position balances as follows:
 - Net investment in capital assets
 - Restricted net position is net position with constraints placed on the use by external sources (creditors, grantors, contributors, or laws or regulations of governments) or imposed by law through constitutional provisions or enabling legislation
 - Unrestricted net position is net position that does not meet any of the above restrictions

FUND FINANCIAL STATEMENTS

Fund financial statements provide more detailed information on the Township's most significant funds, not the Township as a whole. Funds are accounting devices, i.e., a group of related accounts; the Township uses to keep track of specific sources of funding and spending for particular purposes. Some funds are required by state law. Other funds are established to control and manage resources designated for specific purposes. Fund financial statements are reported using current financial resources and modified accrual accounting established by the Government Accounting Standards Board (GASB) for governments.

The Township has three kinds of funds:

- *Governmental funds* include most of the Township's basic services and focus on: (1) the flow in and out of cash and other financial assets that can readily be converted into cash, and: (2) the balances left at year-end that are available for spending. These funds are reported using the modified accrual accounting basis, and a current financial resources measurement focus. Consequently, the governmental funds statements provide a detailed short-term view that helps determine the financial resources available in the near future to finance the Township's programs.

The relationship between governmental activities (reported in the statement of net position and the statement of activities) and governmental funds is described in a reconciliation that follows the governmental fund financial statements.

The Township adopts an annual budget for the general fund, as required by state law. A budgetary comparison of the Township's general fund is presented as required supplementary information.

- *The proprietary fund* reports business-type programs and activities that charge fees designed to recover the cost of providing services. The proprietary fund reports use full accrual accounting.
- *Fiduciary funds* are funds for which the Township is the trustee or fiduciary. These include the Police Pension Plan and the Non-Uniformed Pension Plan and certain agency funds, or clearing accounts for assets held by the Township in its role as custodian until the funds are allocated to the private parties, organizations, or government agencies to which they belong. The Township is responsible to ensure the assets reported in these funds are used for their intended purposes. This fiduciary activity is reported in a separate statement of fiduciary net position and a statement of changes in fiduciary net position. These funds are excluded from the Township's government-wide financial statements because the Township cannot use these assets to finance its operations.

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GOVERNMENT-WIDE FINANCIAL STATEMENTS

Net Position

The Township's total assets and deferred outflows of resources were \$ 32,352,156 at December 31, 2016 and \$ 33,401,860 at December 31, 2017. Of this amount, \$ 19,098,840 and \$ 18,916,430 were capital assets at December 31, 2016 and 2017, respectively.

GASB No. 34 requires that all capital assets, including infrastructure, be valued and reported within the governmental activities column of the government-wide financial statements, but allowed infrastructure to be added over several years.

Table A-3: East Hempfield Township
Condensed Statement of Net Position

	Governmental Activities		Business-Type Activities		Total	
	2016	2017	2016	2017	2016	2017
Capital assets	\$ 14,241,411	\$ 14,283,652	\$ 4,857,429	\$ 4,632,778	\$ 19,098,840	\$ 18,916,430
Other assets	11,429,280	13,500,350	614,094	525,345	12,043,374	14,025,695
Total assets	25,670,691	27,784,002	5,471,523	5,158,123	31,142,214	32,942,125
Deferred Outflows of Resources	1,191,397	444,881	18,545	14,854	1,209,942	459,735
Total assets and deferred outflows of resources	\$ 26,862,088	\$ 28,228,883	\$ 5,490,068	\$ 5,172,977	\$ 32,352,156	\$ 33,401,860
Current liabilities	\$ 915,159	\$ 1,002,914	\$ 299,342	\$ 295,976	\$ 1,214,501	\$ 1,298,890
Long-term liabilities	8,657,618	7,645,470	205,631	109,324	8,863,249	7,754,794
Total liabilities	9,572,777	8,648,384	504,973	405,300	10,077,750	9,053,684
Deferred Inflows of Resources	210,413	182,953	1,072	19,469	211,485	202,422
Net investment in capital assets	12,567,154	12,905,202	4,594,400	4,461,737	17,161,554	17,366,939
Restricted	4,028	43,122	-	-	4,028	43,122
Unrestricted	4,507,716	6,449,222	389,623	286,471	4,897,339	6,735,693
Total net position	17,078,898	19,397,546	4,984,023	4,748,208	22,062,921	24,145,754
Total liabilities deferred inflows of resources and net position	\$ 26,862,088	\$ 28,228,883	\$ 5,490,068	\$ 5,172,977	\$ 32,352,156	\$ 33,401,860

EAST HEMPFIELD TOWNSHIP
Management's Discussion and Analysis
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The following statement of activities represents changes in net position for the year ended December 31, 2016 and 2017. It shows revenues by source and expenses by function for governmental activities, business-type activities and the government as a whole.

Table A-4: East Hempfield Township
Condensed Statement of Activities

	Governmental Activities		Business-Type Activities		Total Primary Government	
	2016	2017	2016	2017	2016	2017
Program Revenues:						
Charges for services	\$ 1,557,259	\$ 2,006,158	\$ 2,348,364	\$ 2,333,353	\$ 3,905,623	\$ 4,339,511
Operating grants and contributions	1,519,367	1,434,299	61,126	62,790	1,580,493	1,497,089
Capital grants and contributions	397,248	1,863,925	-	-	397,248	1,863,925
General revenues:						
Real estate taxes	2,899,703	2,915,411	-	-	2,899,703	2,915,411
Earned income taxes	4,076,557	4,165,136	-	-	4,076,557	4,165,136
Real estate transfer tax	569,646	819,727	-	-	569,646	819,727
Local services tax	1,077,195	1,036,575	-	-	1,077,195	1,036,575
Other taxes	9,676	8,808	-	-	9,676	8,808
Investment earnings (loss)	149,787	236,791	3,595	845	153,382	237,636
Gain (loss) on disposal of capital assets	(11,466)	(1,301)	-	-	(11,466)	(1,301)
Miscellaneous income	176,644	21,742	637	1,548	177,281	23,290
Transfers	(150,000)	(150,000)	150,000	150,000	-	-
Total revenues	12,271,616	14,357,271	2,563,722	2,548,536	14,835,338	16,905,807
Expenses:						
General government	1,000,769	1,047,125	-	-	1,000,769	1,047,125
Public safety	6,715,919	7,027,245	-	-	6,715,919	7,027,245
Public works	3,041,902	3,698,465	1,538,873	1,518,445	4,580,775	5,216,910
Culture and recreation	221,649	241,291	1,285,279	1,265,906	1,506,928	1,507,197
Interest	28,890	24,497	-	-	28,890	24,497
Total expenses	11,009,129	12,038,623	2,824,152	2,784,351	13,833,281	14,822,974
Change in net position	1,262,487	2,318,648	(260,430)	(235,815)	1,002,057	2,082,833
Net position - beginning	15,816,411	17,078,898	5,244,453	4,984,023	21,060,864	22,062,921
Net position - ending	\$ 17,078,898	\$ 19,397,546	\$ 4,984,023	\$ 4,748,208	\$ 22,062,921	\$ 24,145,754

EAST HEMPFIELD TOWNSHIP
Management's Discussion and Analysis
December 31, 2017

Net Program Expenses

Net program expenses indicate the amount of support required from taxes and other general revenues for a program of the government. In 2016 and 2017 revenue from real estate taxes and earned income taxes was \$ 6,976,260 and \$ 7,080,547 respectively.

Table A-5: East Hempfield Township
Net Cost of Governmental and Business-type Activities

	2016		2017	
	Total cost of services	Net cost of services	Total cost of services	Net cost of services
Governmental funds:				
General government	\$ 1,000,769	\$ 300,536	\$ 1,047,125	\$ 714,060
Public safety	6,715,919	(5,817,487)	7,027,245	(5,816,391)
Public works	3,041,902	(1,992,765)	3,698,465	(1,391,122)
Culture and recreation	221,649	3,351	241,291	(216,291)
Interest	28,890	(28,890)	24,497	(24,497)
Business-type Activities:				
Public works	1,538,873	(157,914)	1,518,445	(118,050)
Culture and recreation	1,285,279	(256,748)	1,265,906	(270,158)
	<u>\$ 13,833,281</u>	<u>\$ (7,949,917)</u>	<u>\$ 14,822,974</u>	<u>\$ (7,122,449)</u>

The Township relied on real estate taxes, earned income taxes and other general revenues to fund ^{48%} of its governmental and business-type activities in 2017.

Capital Assets

The Township's investment in capital assets at December 31, 2017, net of accumulated depreciation, was \$ 18,916,430. Capital assets consist primarily of land, buildings, and equipment. The following is a summary of capital assets at December 31, 2017:

Table A-6: East Hempfield Township
Capital Assets

	Governmental Activities	Business-type Activities	Total
Land	\$ 5,043,846	\$ 2,320,624	\$ 7,364,470
Construction in Progress	990,015	12,088	1,002,103
Land improvements	720,265	231,215	951,480
Infrastructure	5,664,007	-	5,664,007
Buildings and improvements	7,033,268	4,502,142	11,535,410
Leasehold assets	1,059,485	681,043	1,740,528
Equipment	3,302,366	1,230,655	4,533,021
Accumulated depreciation	<u>(9,529,600)</u>	<u>(4,344,989)</u>	<u>(13,874,589)</u>
Total net capital assets	<u>\$ 14,283,652</u>	<u>\$ 4,632,778</u>	<u>\$ 18,916,430</u>

EAST HEMPFIELD TOWNSHIP
Management's Discussion and Analysis
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Detailed information about the Township's capital assets can be found in Note 5, Notes to the Financial Statements.

Debt Administration

The Township's long-term debt activity for 2017 is as follows and is detailed in Notes 6 and 7 to the Financial Statements:

**Table A-7: East Hempfield Township
Statement of Long Term Debt**

Type	Beginning Balance	Additions	Deletions	Ending Balance
Loans	\$ 1,067,788	\$ -	\$ (244,655)	\$ 823,133
Notes	250,190	-	(45,119)	205,071
Capital leases	619,308	158,484	(256,505)	521,287
Total long-term debt	<u>\$ 1,937,286</u>	<u>\$ 158,484</u>	<u>\$ (546,279)</u>	<u>\$ 1,549,491</u>

In 2010 the Township acquired a loan from a local bank for \$ 2,500,000 and utilized the proceeds for major infrastructure improvements within the Township. The loan was paid off in 2011 through issuance of a 2011 loan from the Commonwealth of Pennsylvania Department of Community and Economic Development in the amount of \$ 2,400,000. The Note carries a fixed interest rate of 1.625%, with monthly payments through March 15, 2021. Also in 2011, the Township secured a Note with PNC Bank in the amount of \$ 458,000 for the acquisition of a new Pierce Fire apparatus. The note carries a fixed interest rate of 3.65%, with semi-annual payments being made through July 10, 2021. In addition, the Township currently has several lease/purchase arrangements for equipment purchases.

FUND FINANCIAL STATEMENTS

Governmental Funds

The Township uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

The focus of governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources available for spending. Such information is useful in assessing the Township's financing requirements. In particular, unassigned fund balance may serve as a useful measure of the Township's net resources available for spending at the end of the year.

The Township's governmental funds include the general fund, special revenue funds and capital project funds. The general fund is the chief operating fund for the Township. Special revenue funds are restricted to specific legislated use. Capital project funds account for the proceeds of bond issues. The major funds are shown on the statement of revenues, expenditures, and changes in fund balances in the financial statements.

EAST HEMPFIELD TOWNSHIP
Management's Discussion and Analysis
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Taxes are the Township's most significant revenue source, accounting for 61% of 2017 governmental revenues. Overall revenues increased by \$ 2,245,416 or 18.2%. Large developer donations account for over half of this increase. In addition, tax collections and permits performed well for last year.

Governmental fund revenues by source at December 31, 2016 and 2017 were as follows.

**Table A-8: East Hempfield Township
Revenues by Source, Governmental Funds**

Revenues:	2016	2017
Taxes	\$ 8,609,957	\$ 8,953,759
Licenses, fees and permits	1,033,840	1,372,326
Fines and forfeits	96,958	109,378
Investment earnings (loss)	149,787	236,791
Rents	16,972	18,291
Intergovernmental	2,082,977	2,266,295
Charges for services	117,175	188,365
Contributions	199,144	1,277,899
Miscellaneous	22,011	7,473
Proceeds from sale of capital assets	15,650	826
Proceeds from issuance of capital leases	-	158,484
Total revenues	<u>\$ 12,344,471</u>	<u>\$ 14,589,887</u>

Governmental Fund Expenditures reflect a total increase of \$ 321,155 or 2.6% for 2017. This increase can primarily be attributed to an increased level of infrastructure projects as well as the annual inflationary factors for operating expenses. The majority of the governmental fund expenditures consist of public safety costs which consists of the Police force, the Planning department, and Fire company expenditures. This function alone accounts for 56% of total governmental fund expenditures.

Governmental fund expenditures by function at December 31, 2016 and 2017 were as follows:

**Table A-9: East Hempfield Township
Expenditures by Function, Governmental Funds**

Expenditures:	2016	2017
General government	\$ 982,360	\$ 1,020,939
Public safety	6,687,456	7,010,074
Public works	3,537,139	4,087,599
Culture and recreation	690,903	100,401
Debt service	315,268	315,268
Total expenditures	<u>\$ 12,213,126</u>	<u>\$ 12,534,281</u>

EAST HEMPFIELD TOWNSHIP
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GOVERNMENTAL FUND BALANCES AND PROPRIETARY FUND NET POSITION

Ending Fund Balances for Governmental Fund and Net Position for Proprietary Funds at December 31, 2017:

Table A-10: East Hempfield Township
Ending Fund Balances, Governmental Funds
Net Position, Proprietary Funds

Fund	Governmental Funds	Enterprise Funds
General fund	\$ 9,889,447	\$ -
Capital projects fund	2,987,832	-
Other governmental funds	43,122	-
Trash and recycling fund	-	543,636
Golf course fund	-	4,189,632
Total	<u>\$ 12,920,401</u>	<u>\$ 4,733,268</u>

Budgetary Highlights – Actual General Fund revenue was 23.4% higher than budgeted amounts during 2017, due primarily to unplanned donations from developers for road improvements totaling \$ 1.2M. In addition, interest earnings, earned income / real estate transfer taxes as well as building permits and other user fees also exceeded the budgeted level by over \$ 1M for the year. General Fund expenses reflect an actual spending level 2.3% lower than the budgeted amount, due primarily to cost savings in the public safety expenses. The combination of these results allowed the Township to end 2017 in much better financial position than originally anticipated.

Economic Conditions – With over 23,500 residents, East Hempfield Township's population represents 4.5% of Lancaster County. At a median age of 44.6, they are slightly older than the remainder of the County's residents' median age of 37.8. Median household income is \$ 69,278, more than the County median of \$ 53,822, and home values also are somewhat higher, with media values of \$ 194,402 as compared to \$ 187,400. This results in a positive economy for the Township; broad economic impacts do not affect East Hempfield Township as quickly as they do other communities with more volatility in their economic base.

Next Year's Budget – The 2018 Budget held the line on taxes while continuing to provide the same level of services to Township residents. The 2018 financial activity includes a planned \$ 3.4 million loan to fund a police department renovation/expansion building project. This project was originally budgeted for 2017 but will now commence in 2018. Across all funds projected revenues total \$ 18,808,095 which represents an increase of 3.38%. Expenditures are projected at \$ 21,069,087 with an increase of 3.06%. Unrestricted fund balances would account for the difference in the amount of \$ 2,260,992. Most of this differential is attributable to funding capital infrastructure projects (non-recurring items) planned for the Capital Reserve Fund for 2018.

EAST HEMPFIELD TOWNSHIP
Management's Discussion and Analysis
December 31, 2017

CONTACTING THE TOWNSHIP'S FINANCIAL MANAGEMENT

This financial report is designed to provide citizens, taxpayers, customers, investors and creditors with a general overview of the Township's finances and to demonstrate the Township's accountability. Questions concerning this financial information or requests for additional information should be directed to:

East Hempfield Township
Township Finance Director
1700 Nissley Road
PO Box 128
Landisville, PA 17538

EAST HEMPFIELD TOWNSHIP
Statement of Net Position
December 31, 2017

	Primary Government		
	Governmental Activities	Business-type Activities	Total
ASSETS			
Current assets			
Cash and cash equivalents	\$ 7,034,814	\$ 417,207	\$ 7,452,021
Investments	4,809,357	-	4,809,357
Taxes receivable, net	1,191,881	-	1,191,881
Accounts receivable, net	368,977	149,411	518,388
Internal balances	53,105	(53,105)	-
Inventory	-	11,832	11,832
Prepaid expenses	42,216	-	42,216
Total current assets	<u>13,500,350</u>	<u>525,345</u>	<u>14,025,695</u>
Noncurrent assets			
Capital assets not being depreciated:			
Land	5,043,846	2,320,624	7,364,470
Construction in progress	990,015	12,088	1,002,103
Capital assets net of accumulated depreciation:			
Infrastructure	4,281,911	-	4,281,911
Land improvements	646,720	130,569	777,289
Buildings and improvements	1,961,556	1,428,553	3,390,109
Leasehold assets	644,076	461,682	1,105,758
Equipment	715,528	279,262	994,790
Total noncurrent assets	<u>14,283,652</u>	<u>4,632,778</u>	<u>18,916,430</u>
Total assets	<u>27,784,002</u>	<u>5,158,123</u>	<u>32,942,125</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows related to pension liability	<u>444,881</u>	<u>14,854</u>	<u>\$ 459,735</u>
Total Assets and Deferred Outflows of Resources	<u>\$ 28,228,883</u>	<u>\$ 5,172,977</u>	<u>\$ 33,401,860</u>
LIABILITIES			
Current liabilities			
Accounts payable	\$ 353,512	\$ 175,282	\$ 528,794
Accrued expenses and withholdings	184,434	12,954	197,388
Accrued interest	4,092	-	4,092
Other current liabilities	3,500	14,945	18,445
Long-term liabilities: Due within one year			
Notes and loans payable	296,734	-	296,734
Capital leases payable	125,504	86,808	212,312
Accrued compensated absences	35,138	5,987	41,125
Total current liabilities	<u>1,002,914</u>	<u>295,976</u>	<u>1,298,890</u>
Noncurrent liabilities			
Long-term liabilities: Due in more than one year			
Notes and loans payable	731,470	-	731,470
Capital leases payable	224,742	84,233	308,975
Accrued compensated absences	114,431	4,379	118,810
Net pension obligation	2,966,318	20,712	2,987,030
Other post employment benefits	3,608,509	-	3,608,509
Total noncurrent liabilities	<u>7,645,470</u>	<u>109,324</u>	<u>7,754,794</u>
Total liabilities	<u>8,648,384</u>	<u>405,300</u>	<u>9,053,684</u>
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows related to pension liability	<u>182,953</u>	<u>19,469</u>	<u>202,422</u>
NET POSITION			
Net investment in capital assets	12,905,202	4,461,737	17,366,939
Restricted	43,122	-	43,122
Unrestricted	6,449,222	286,471	6,735,693
Total net position	<u>19,397,546</u>	<u>4,748,208</u>	<u>24,145,754</u>
Total liabilities, deferred inflows of resources and net position	<u>\$ 28,228,883</u>	<u>\$ 5,172,977</u>	<u>\$ 33,401,860</u>

EAST HEMPFIELD TOWNSHIP
Statement of Activities
Year Ended December 31, 2017

Functions/Programs	Program Revenues				Net (Expense) Revenue and Changes in Net Position	
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities
Primary government						Total
Governmental activities						
General government	\$ 1,047,125	\$ 969,206	\$ 445,061	\$ 346,918	\$ 714,060	\$ 714,060
Public safety	7,027,245	1,024,072	186,782	-	(5,816,391)	(5,816,391)
Public works	3,698,465	12,880	802,456	1,492,007	(1,391,122)	(1,391,122)
Culture and recreation	241,291	-	-	25,000	(216,291)	(216,291)
Interest	24,497	-	-	-	(24,497)	(24,497)
Total governmental activities	12,038,623	2,006,158	1,434,299	1,863,925	(6,734,241)	(6,734,241)
Business-type activities						
Golf course	1,265,906	995,748	-	-	-	(270,158)
Trash collection and recycling	1,518,445	1,337,605	62,790	-	-	(118,050)
	2,784,351	2,333,353	62,790	-	-	(388,208)
Total primary government	\$ 14,822,974	\$ 4,339,511	\$ 1,497,089	\$ 1,863,925	\$ (6,734,241)	\$ (7,122,449)
General revenues and transfers:						
Taxes:						
Property taxes					\$ 2,915,411	\$ 2,915,411
Earned income tax					4,165,136	4,165,136
Real estate transfer tax					819,727	819,727
Local services tax					1,036,575	1,036,575
Other taxes					8,808	8,808
Unrestricted investment earnings (loss)					236,791	237,636
Gain (loss) on disposal of capital assets					(1,301)	(1,301)
Miscellaneous income					21,742	23,290
Transfers					(150,000)	-
Total general revenues and transfers					9,052,889	9,205,282
Change in net position					2,318,648	2,082,833
Net position - beginning					17,078,898	22,062,921
Net position - ending					\$ 19,397,546	\$ 24,145,754

EAST HEMPFIELD TOWNSHIP
Balance Sheet - Governmental Funds
December 31, 2017

	General Fund	Capital Projects Fund	Other Governmental Fund	Total Governmental Funds
ASSETS				
Cash and cash equivalents	\$ 5,040,681	\$ 1,940,321	\$ 53,812	\$ 7,034,814
Investments	3,829,357	980,000	-	4,809,357
Accounts and grants receivable	131,955	237,022	-	368,977
Taxes receivable, net	1,183,795	8,086	-	1,191,881
Due from other funds	55,754	-	-	55,754
Prepaid expenses	28,844	13,372	-	42,216
Total assets	<u>\$ 10,270,386</u>	<u>\$ 3,178,801</u>	<u>\$ 53,812</u>	<u>\$ 13,502,999</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES				
Liabilities				
Accounts payable	\$ 163,563	\$ 179,259	\$ 10,690	\$ 353,512
Due to other funds	273	2,376	-	2,649
Accrued wages, benefits and withholdings	184,434	-	-	184,434
Unearned revenue	-	3,500	-	3,500
Total liabilities	<u>348,270</u>	<u>185,135</u>	<u>10,690</u>	<u>544,095</u>
Deferred inflows of resources				
Unavailable tax revenue	<u>32,669</u>	<u>5,834</u>	<u>-</u>	<u>38,503</u>
Total deferred inflows of resources	<u>32,669</u>	<u>5,834</u>	<u>-</u>	<u>38,503</u>
Fund balances				
Nonspendable	28,844	13,372	-	42,216
Restricted	-	-	43,122	43,122
Committed	2,064,905	2,974,460	-	5,039,365
Assigned	2,260,992	-	-	2,260,992
Unassigned	5,534,706	-	-	5,534,706
Total fund balances	<u>9,889,447</u>	<u>2,987,832</u>	<u>43,122</u>	<u>12,920,401</u>
Total liabilities, deferred inflows of resources and fund balances	<u>\$ 10,270,386</u>	<u>\$ 3,178,801</u>	<u>\$ 53,812</u>	<u>\$ 13,502,999</u>

EAST HEMPFIELD TOWNSHIP
Reconciliation of Governmental Funds Balance Sheet to the Statement of Net Position
December 31, 2017

Total fund balance - governmental funds \$ 12,920,401

Amounts reported for governmental activities in the Statement of Net Position are different because:

Capital assets used in governmental activities are not current financial resources and, therefore, are not reported in the fund balance sheet, but are reported in the governmental activities of the Statement of Net Position.

Cost of assets	\$ 23,813,252	
Accumulated depreciation	<u>(9,529,600)</u>	14,283,652

Taxes receivable are not available soon enough to pay for the current period's expenditures, and therefore are deferred in the fund balance sheet. However, these are recorded as revenue and receivable when earned for the government-wide statements. 38,503

Some liabilities are not due and payable in the current period and are therefore excluded from the fund balance sheet, but are included in governmental activities in the Statement of Net Position.

Bonds and notes payable, net	(1,028,204)	
Accrued interest	(4,092)	
Capital leases payable	(350,246)	
Compensated absences	(149,569)	
Net pension liability	(2,966,318)	
Deferred outflows related to pension liability	444,881	
Deferred inflows related to pension liability	(182,953)	
Other postemployment benefits	<u>(3,608,509)</u>	
		<u>(7,845,010)</u>

Total net position - governmental activities \$ 19,397,546

EAST HEMPFIELD TOWNSHIP
Statement of Revenues, Expenditures, and Changes in Fund Balances -
Governmental Funds
Year Ended December 31, 2017

	General Fund	Capital Projects Fund	Other Governmental Funds	Total Governmental Funds
REVENUES				
Taxes	\$ 8,514,794	\$ 438,965	\$ -	\$ 8,953,759
Licenses and permits	1,372,326	-	-	1,372,326
Fines and forfeits	109,378	-	-	109,378
Investment earnings (loss)	221,459	13,338	1,994	236,791
Rents	18,291	-	-	18,291
Intergovernmental	831,120	632,719	802,456	2,266,295
Charges for services	188,365	-	-	188,365
Contributions	1,277,859	40	-	1,277,899
Miscellaneous	6,550	540	383	7,473
Total revenues	<u>12,540,142</u>	<u>1,085,602</u>	<u>804,833</u>	<u>14,430,577</u>
EXPENDITURES				
General government	1,020,902	-	37	1,020,939
Public safety	6,387,476	622,598	-	7,010,074
Public works	1,958,174	1,363,723	765,702	4,087,599
Culture and recreation	79,535	20,866	-	100,401
Debt service				
Principal	-	289,774	-	289,774
Interest	-	25,494	-	25,494
Total expenditures	<u>9,446,087</u>	<u>2,322,455</u>	<u>765,739</u>	<u>12,534,281</u>
Excess (deficiency) of revenues over expenditures	<u>3,094,055</u>	<u>(1,236,853)</u>	<u>39,094</u>	<u>1,896,296</u>
OTHER FINANCING SOURCES (USES)				
Proceeds from the sale of capital assets	826	-	-	826
Proceeds from capital lease	158,484	-	-	158,484
Transfers in (out)	<u>(1,568,485)</u>	<u>1,509,276</u>	<u>-</u>	<u>(59,209)</u>
Total other financing sources and uses	<u>(1,409,175)</u>	<u>1,509,276</u>	<u>-</u>	<u>100,101</u>
Net change in fund balances	1,684,880	272,423	39,094	1,996,397
Fund balances - beginning	<u>8,204,567</u>	<u>2,715,409</u>	<u>4,028</u>	<u>10,924,004</u>
Fund balances - ending	<u>\$ 9,889,447</u>	<u>\$ 2,987,832</u>	<u>\$ 43,122</u>	<u>\$ 12,920,401</u>

EAST HEMPFIELD TOWNSHIP
Reconciliation of Statement of Revenues, Expenditures, and Changes in Fund Balances -
Governmental Funds to the Statement of Activities
Year Ended December 31, 2017

Net change in fund balances - total governmental funds **\$ 1,996,397**

Amounts reported for Governmental Activities in the Statement of Activities are different because:

Capital outlays are reported in governmental funds as expenditures. However, in the statement of activities, the cost of capital assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which depreciation expense differs from capital outlays and loss on disposal in the period.

Depreciation expense	(711,539)	
Loss on disposal of assets	(2,127)	
Capital outlays, net of retirements	755,907	42,241

Because some taxes will not be collected for several months after the Township's fiscal year end, they are not considered as "available" revenues in the governmental funds. The difference in tax revenue is: (16,910)

The proceeds of a capital lease provide current financial resources to governmental funds, but have no effect on net position. (158,484)

Governmental funds report repayment of note and lease principal as an expenditure. In contrast, the Statement of Activities treats such repayments as a reduction in long-term liabilities. This is the amount of repayments. 454,291

Some expenses reported in the statement of activities do not require the use of current financial resources and these are not reported as expenditures in governmental funds. This is the difference between the amount (incurred) and the amount paid for:

Accrued interest expense	997	
Compensated absences	10,243	
Net pension liability and related deferred outflows and inflows	314,104	
Other postemployment benefits	(324,231)	1,113

Change in net position - governmental activities **\$ 2,318,648**

EAST HEMPFIELD TOWNSHIP
Statement of Net Position - Proprietary Funds
December 31, 2017

	Enterprise Funds		
	Trash & Recycling Fund	Golf Course Fund	Total
ASSETS			
Current assets			
Cash and cash equivalents	\$ 385,152	\$ 32,055	\$ 417,207
Accounts receivable, net	149,411	-	149,411
Due from other funds	-	273	273
Inventories	-	11,832	11,832
Total current assets	534,563	44,160	578,723
Noncurrent assets			
Capital assets not being depreciated			
Land	-	2,320,624	2,320,624
Construction in progress	-	12,088	12,088
Capital assets, net of depreciation			
Land improvements	-	231,215	231,215
Buildings and improvements	-	4,502,142	4,502,142
Machinery and equipment	557,190	1,354,508	1,911,698
Less: accumulated depreciation	(393,467)	(3,951,522)	(4,344,989)
Total noncurrent assets	163,723	4,469,055	4,632,778
DEFERRED OUTFLOWS OF RESOURCES			
Deferred outflows related to pension liability	-	14,854	14,854
Total assets and deferred outflows of resources	\$ 698,286	\$ 4,528,069	\$ 5,226,355
LIABILITIES			
Current liabilities			
Accounts payable	\$ 138,185	\$ 5,643	\$ 143,828
Accrued expenses and withholdings	-	12,954	12,954
Other liabilities	12,595	31,454	44,049
Due to other funds	3,870	49,508	53,378
Unearned revenue	-	2,350	2,350
Compensated absences - current	-	5,987	5,987
Capital lease payable	-	86,808	86,808
Total current liabilities	154,650	194,704	349,354
Noncurrent liabilities			
Compensated absences	-	4,379	4,379
Capital lease payable	-	84,233	84,233
Net pension obligation	-	20,712	20,712
Total non-current liabilities	-	109,324	109,324
Total liabilities	154,650	304,028	458,678
DEFERRED INFLOWS OF RESOURCES			
Deferred inflows related to pension liability	-	19,469	19,469
NET POSITION			
Net investment in capital assets	163,723	4,298,014	4,461,737
Unrestricted	379,913	(93,442)	286,471
Total net position	543,636	4,204,572	4,748,208
Total liabilities, deferred inflows of resources and net position	\$ 698,286	\$ 4,528,069	\$ 5,226,355

EAST HEMPFIELD TOWNSHIP**Statement of Revenues, Expenses, and Changes in Fund Net Position - Proprietary Funds
Year Ended December 31, 2017**

	Enterprise Funds		
	Trash & Recycling Fund	Golf Course Fund	Total
OPERATING REVENUES			
Charges for services	\$ 1,338,131	\$ 992,679	\$ 2,330,810
OPERATING EXPENSES			
Personnel services	-	589,456	589,456
Contracted services	139,811	-	139,811
Supplies and materials	49,861	235,048	284,909
Repairs and maintenance	16,217	97,647	113,864
Utilities	-	57,052	57,052
Waste hauling and tipping fees	1,182,231	-	1,182,231
Other services and charges	-	61,221	61,221
Depreciation	39,468	214,083	253,551
Total operating expenses	1,427,588	1,254,507	2,682,095
Operating income (loss)	(89,457)	(261,828)	(351,285)
NONOPERATING REVENUES (EXPENSES)			
Interest and investment revenue	388	457	845
Miscellaneous revenue	702	320	1,022
Interest expense	(66)	(8,330)	(8,396)
Grant revenue	62,790	-	62,790
Total nonoperating revenues (expenses)	63,814	(7,553)	56,261
Income (loss) before transfers	(25,643)	(269,381)	(295,024)
Transfers in	-	150,000	150,000
Transfers out	(90,791)	-	(90,791)
Change in net position	(116,434)	(119,381)	(235,815)
Total net position - beginning	660,070	4,323,953	4,984,023
Total net position - ending	\$ 543,636	\$ 4,204,572	\$ 4,748,208

EAST HEMPFIELD TOWNSHIP
Statement of Cash Flows - Proprietary Funds
Year Ended December 31, 2017

	Enterprise Funds		
	Trash & Recycling Fund	Golf Course Fund	Total
Cash flows from operating activities:			
Receipts from customers	\$ 1,332,263	\$ 997,017	\$ 2,329,280
Payments to suppliers	(1,377,088)	(456,544)	(1,833,632)
Payments to and on behalf of employees	-	(582,651)	(582,651)
Net cash provided (used) by operating activities	(44,825)	(42,178)	(87,003)
Cash flows from capital and related financing activities:			
Purchase of capital assets	-	(28,900)	(28,900)
Principal paid on capital leases	(8,184)	(83,804)	(91,988)
Interest and fiscal charges paid on capital leases	(66)	(8,330)	(8,396)
Net cash provided (used) by capital and related financing activities	(8,250)	(121,034)	(129,284)
Cash flows from non-capital financing activities:			
Grants/state aid received	62,790	-	62,790
Transfer from other funds	-	150,000	150,000
Transfer to other funds	(90,791)	-	(90,791)
Net cash provided (used) by non-capital financing activities	(28,001)	150,000	121,999
Cash flows from investing activities:			
Interest and dividends received	388	457	845
Net cash provided by investing activities	388	457	845
Net increase (decrease) in cash and cash equivalents	(80,688)	(12,755)	(93,443)
Cash and cash equivalents - beginning of the year	465,840	44,810	510,650
Cash and cash equivalents - end of the year	\$ 385,152	\$ 32,055	\$ 417,207
Reconciliation of income (loss) from operations to net cash provided (used) by operating activities			
Operating income (loss)	\$ (89,457)	\$ (261,828)	\$ (351,285)
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:			
Depreciation expense	39,468	214,083	253,551
Miscellaneous nonoperating income	702	320	1,022
(Increase) decrease in:			
Accounts receivable	(5,945)	4,018	(1,927)
Due from other funds	-	(18)	(18)
Inventories	-	(2,670)	(2,670)
Increase (decrease) in:			
Accounts payable	7,653	(8,263)	(610)
Due to other funds	3,379	(3,458)	(79)
Other accrued expenses	-	2,530	2,530
Accrued wages payable	-	959	959
Unearned revenue	(625)	-	(625)
Compensated absences	-	(4,413)	(4,413)
Net pension liability and related deferred inflows/outflows	-	16,562	16,562
Net cash provided (used) by operating activities	\$ (44,825)	\$ (42,178)	\$ (87,003)

EAST HEMPFIELD TOWNSHIP
Statement of Fiduciary Net Position
December 31, 2017

	Pension Trust Funds	Agency Funds
ASSETS		
Cash and cash equivalents	\$ -	\$ 542,193
Investments	16,465,415	-
Receivable	23,980	-
Other	78,300	-
Total assets	<u>\$ 16,567,695</u>	<u>\$ 542,193</u>
LIABILITIES		
Accounts payable	\$ -	\$ 32,651
Funds held in escrow	-	509,542
Total liabilities	<u>-</u>	<u>542,193</u>
NET POSITION		
Held in trust for benefits	<u>\$ 16,567,695</u>	<u>\$ -</u>

EAST HEMPFIELD TOWNSHIP
Statement of Changes in Fiduciary Net Position
Year Ended December 31, 2017

	Pension Trust Funds
ADDITIONS	
Contributions	
Employer	\$ 992,703
Plan member	<u>180,719</u>
Total contributions	<u>1,173,422</u>
Investment income	
Net appreciation (depreciation) in fair value of investments and gain (loss) on sale of investments	<u>2,281,143</u>
Total additions	<u>3,454,565</u>
DEDUCTIONS	
Benefit payments	882,019
Administrative expenses	<u>119,487</u>
Total deductions	<u>1,001,506</u>
Change in net position	2,453,059
Net position - beginning	<u>14,114,636</u>
Net position - ending	<u><u>\$ 16,567,695</u></u>

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Nature of Operations

East Hempfield Township (the "Township") operates under the Second Class Township Code under the laws of the Commonwealth of Pennsylvania. The operations of the Township are vested in a board of supervisors. The Township provides the following services: general administrative services, public improvements, public safety, culture and recreation and maintenance and repairs of highways and streets programs.

The accompanying financial statements were prepared in accordance with accounting principles generally accepted in the United States of America, ("GAAP") applicable to governmental units, as prescribed by the Governmental Accounting Standards Board ("GASB"). The government's more significant accounting policies are described below.

Reporting Entity

Governmental Accounting Standards Board (GASB) Statements define the criteria used to determine the composition of the reporting entity. These standards require that the reporting entity include (1) the primary government; (2) organizations for which the primary government is financially accountable; (3) organizations that are fiscally dependent on the primary government and a financial benefit or burden exists, and (4) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Based on these criteria, the Township has no component units and is not a component unit of any other entity.

Joint Ventures

Hempfield Area Recreational Authority

On December 1, 1994, the Township entered into a cooperative agreement with four neighboring municipalities to create the Hempfield Area Recreation Commission for the purpose of providing adequate community recreation programs to the citizens of the four sponsoring municipalities. Under the terms of this agreement the four sponsoring municipalities each appoint two individual representatives to the Commission. The Commission charges a per capita annual fee to each member municipality based on the latest available Hempfield School District Census figures. For the year ended December 31, 2017 the per capita charge paid by the Township to the Commission was \$ 51,535.

On June 16, 2010, the Township entered into an amended lease agreement with the Hempfield Area Recreation Commission under which the Commission rents property owned by the Township. The property under lease includes an indoor recreation center, outdoor tennis courts, a swimming pool and parking lots. The term of the lease is for 25 years beginning on July 1, 2000 and the lease amount is \$ 1 per year. As of December 31, 2017 the property under this lease agreement had a cost of \$ 4,687,470 and accumulated depreciation was \$ 3,155,264.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fund Accounting

The accounts of the Township are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance/net position, revenue, and expenditures/expenses. The various funds of the primary government are segregated into the categories of governmental, proprietary and fiduciary.

Governmental Funds

Governmental Funds are those through which most governmental functions of the Township are financed. The measurement focus is on the flow of expendable resources, rather than on net earnings determination.

The Township reports the following major governmental funds:

General Fund - The General Fund is the general operating fund of the Township. This fund is used to account for all financial transactions except those required to be accounted for in another fund. This is a budgeted fund, and any unassigned fund balances are considered as resources available for use.

Capital Projects Fund - This fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by enterprise funds).

The Township reports the following non-major governmental fund:

Special Revenue Funds – These funds are used to account for proceeds of specific revenue sources used to finance specific activities as required by law or administrative regulation. The Township has the following Special Revenue Fund:

Highway Aid Fund – this fund is used to account for state liquid fuels tax revenue that is restricted to be used for building, improving, and maintaining local roads and bridges.

Proprietary Funds

These funds are used to account for the financing of services to the general public where all or most of the costs involved are paid in the form of charges to the users of such services. The focus of proprietary funds is on the determination of net earnings and capital maintenance. The Township's enterprise funds are described below.

The Township's enterprise funds consist of:

Golf Course Fund – this fund is used to account for the fiscal activities of the golf course.

Trash Collection/Recycling Fund – this fund is used to account for the fiscal activities of providing trash and recycling services.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fund Accounting (Continued)

Proprietary Funds (Continued)

Proprietary funds operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the funds. Exchange transactions are those in which each party receives and gives up essentially equal values. Non-operating revenues, such as investment earnings, interest expense and grant revenue result from non-exchange transactions or ancillary activities.

Fiduciary Funds

Fiduciary fund reporting focuses on net position and changes in net position. The fiduciary fund category is split into four classifications: pension trust funds, investment trust funds, private purpose trust funds, and agency funds. Trust funds are used to account for assets held by the Township under a trust agreement for individuals, private organizations, or other governments and are therefore not available to support the Township's own programs. The Township has no investment trust funds or private purpose trust funds. Fiduciary Funds are not included in the government-wide financial statements.

Plan member contributions are recognized in the period in which the contributions are due. Employer contributions are recognized when due and the employer has made a formal commitment to provide the contributions. Benefits and refunds are recognized when due and payable in accordance with the terms of the plan. Agency funds are custodial in nature and do not involve measurement of results of operations.

The Township reports the following fiduciary fund types:

Non-Uniform Pension Trust Fund – this fund accounts for the revenue (i.e. member contributions, Township contributions, and net investment income) and the expenses (i.e. contributions refunded, retirement allowances, and death benefits paid) of the Non-Uniformed Municipal Employees' Pension Trust Fund.

Police Pension Trust Fund – this fund accounts for the revenue (i.e. member contributions, Township contributions, and net investment income) and the expenses (i.e. contributions refunded, retirement allowances, and death benefits paid) of the Police Employees' Pension Trust Fund.

Agency Funds – this fund accounts for escrow funds maintained with the Township held for street improvements and subdivisions.

Basis of Presentation

Government-wide Financial Statements – The statements of net position and activities display information about the Township as a whole. These statements include the financial activities of the primary government, except for fiduciary funds. The Township's public safety, health and welfare, highways, culture and recreation, community development, and general administrative services are classified as governmental activities.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Presentation (Continued)

The government-wide statements are prepared using the economic resources measurement focus. This is the same approach used in the preparation of the proprietary fund financial statements but differs from the manner in which governmental fund financials are prepared. Governmental fund financial statements therefore include a reconciliation with brief explanations to better identify the relationship between the government-wide statements and statements for governmental funds.

The government-wide statement of activities presents a comparison between direct expenses and program revenues for each function or program of the Township's governmental activities. Direct expenses are those that are specifically associated with a service, program, or department and therefore clearly identifiable to a particular function. Program revenues include charges paid by the recipient for the goods or services offered by the program and grants and contributions that are restricted to meeting the operation or capital requirements of a particular program. Revenues which are not classified as program revenues are presented as general revenues of the Township, with certain limited exceptions. The comparison of direct expenses and program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the Township.

Fund Financial Statements – Fund financial statements report detailed information about the Township. The focus of the governmental fund financial statements is on major funds rather than reporting funds by type. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column. The major fund concept does not apply to fiduciary funds and they are reported by fund type.

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental funds are accounted for using a flow of current financial resources measurement focus. The financial statements for governmental funds are a balance sheet, which generally includes only current assets and current liabilities, and a statement of revenues, expenditures, and changes in fund balances, which reports on the sources (i.e., revenues and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources.

All proprietary funds are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets, deferred outflows of resources, liabilities and deferred inflows of resources associated with the operation of these funds are included on the statement of net position. The statement of revenues, expenses, and changes in fund net position presents increases (i.e. revenues) and decreases (i.e. expenses) in net position. The statement of cash flows provides information about how the Township finances and meets the cash flow needs of its proprietary activities.

Fiduciary funds are reported using the economic resources measurement focus.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Accounting

Accrual

Government-wide, proprietary fund, and fiduciary fund financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied.

Net position (total assets plus deferred outflows of resources less deferred inflows of resources and total liabilities) are used as a practical measure of economic resources and the operating statement includes all transactions and events that increased or decreased net position. Amounts paid to acquire capital assets are capitalized as assets in the government-wide financial statements, rather than reported as an expenditure. Proceeds of long-term debt are recorded as liabilities in the government-wide financial statements, rather than as another financing source. Amounts paid to reduce long-term indebtedness of the reporting government are reported as a reduction of the related liability rather than an expenditure. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. Depreciation is charged as expense against current operations and accumulated depreciation is reported on the statement of net position.

Modified Accrual

The governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Township considers tax revenue to be available if collected within 60 days of the end of the fiscal period. In applying the "susceptible to accrual" concept to intergovernmental revenues pursuant to GASB standards, the provider should recognize liabilities and expenses and the recipient should recognize receivables and revenue when the applicable eligibility requirements, including time requirements, are met. Resources transmitted before the eligibility requirements are met are reported as advances by the provider and as unearned revenue by the recipient. If time requirements are not met, a deferred inflow of resources would be recorded.

Under the current financial resources measurement focus, only current assets and current liabilities are generally included on the balance sheet. The reported fund balance is considered to be a measure of "available spendable resources". Governmental funds operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in current assets.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Accounting (Continued)

Modified Accrual (Continued)

Because of their spending measurement focus, expenditure recognition for governmental fund types exclude amounts represented by non-current liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities.

Amounts expended to acquire capital assets are recorded as expenditures in the year that resources were expended rather than as fund assets. The proceeds of long-term debt are recorded as another financing source rather than a fund liability. However, debt service expenditures, as well as expenditures related to compensated absences and claims for judgments, are recorded only when payment is due.

Cash and Cash Equivalents

Cash and cash equivalents are defined as short-term, highly liquid investments that are readily convertible to known amounts of cash and include investments with original maturities of three months or less.

Investments

Investments and investment pools are reported at fair value, which is determined as follows:

Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates. Managed funds related to the retirement systems and investments in external investment pools not listed on an established market are reported at estimated fair value as determined by the respective fund managers based on quoted sales prices of the underlying securities. Unrealized appreciation or depreciation due to changes in fair values of such investments is recognized annually.

Concentrations

The Township receives real estate and local service taxes from residents within the Township limits. The Township is located in Lancaster County within South Central Pennsylvania. The Township uses a tax collector to collect all current real estate and local services taxes. The Township may lien any property associated with the real estate assessment.

Capital Assets

General capital assets are those assets that generally result from expenditures in the governmental funds. These assets are reported in the governmental activities column of the government-wide statement of net position but are not reported in the governmental fund financial statements.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Capital Assets (Continued)

Capital assets with a value of \$ 5,000 or more and estimated useful lives of over one year are capitalized by the Township. Infrastructure acquired after January 1, 2003 (in accordance with GASB provisions) is capitalized and depreciated over its estimated useful life. When an asset is disposed of, cost and related accumulated depreciation is removed, and any gain or loss arising from its disposal is credited or charged to operations.

All capital assets are valued at historical cost or estimated historical cost if actual historical cost is not available. Donated fixed assets are valued at their acquisition value on the date donated.

The costs of normal maintenance and repairs that do not add value to an asset or materially extend its useful life are not capitalized.

Major outlays of capital asset and improvements are capitalized as projects are completed. Interest incurred during construction phase of the capital asset of business-type activities is included as part of the capitalized value of the assets constructed.

All reported capital assets are depreciated. Improvements are depreciated over the remaining useful lives of the related capital assets. Depreciation is computed using the straight-line method over the following useful lives:

	Years
Infrastructure	40
Land improvements	20
Buildings and improvements	7-40
Leasehold assets	5-10
Equipment	3-20

Intangible assets with an indefinite life are not subject to depreciation.

Allowance for Doubtful Accounts

The Township believes that all accounts receivable are fully collectible; therefore, there is no allowance for doubtful accounts.

Deferred Outflows and Inflows of Resources

In addition to assets, the statement of net position or balance sheet will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense) until then. The Township has several items related to the net pension liability.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Deferred Outflows and Inflows of Resources (Continued)

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The Township has items which qualify for reporting in this category. Unavailable revenue from taxes is considered a deferred inflow of resources on the Governmental Funds – Balance Sheet as well as several items related to the net pension liability on the Statement of Net Position.

Compensated Absences

Liabilities for compensated absences are accounted for in accordance with the provisions of the GASB, which require entities to accrue for employees' rights to receive compensation for vacation leave, or payments in lieu of accrued vacation or sick leave, as such benefits are earned and payment becomes probable.

Under terms of the Township's employment agreements, employees are granted vacation and sick leave in varying amounts. Vacation time must be used during the calendar year for all employees and cannot be carried over. Township police officers are entitled to accrue unlimited days of sick leave benefits and at retirement, are entitled to payment for all unused sick time in an amount of \$ 100 per day for each day of unused sick leave to a maximum of 100 days. All non-uniformed employees of the Township accrue sick leave benefits to a maximum of 195 days and at time of retirement or resignation with 20 continuous years of service are paid \$ 6.25 for each hour of unused sick time to a maximum of 110 days.

The vesting method is used to account for sick leave and vision liabilities. In accordance with GASB standards, no liability is recorded in the governmental fund financial statements and an expenditure is recorded as payments are made. In the government-wide statements, the liability and expenses are recorded as earned.

Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental columns in the statement of net position. Bond premium and discounts are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable bond premium or discount. Deferred charges on bond refunding are shown as deferred outflows of resources. Bond issuance costs related to insurance premiums are reported as assets and amortized over the term of the related debt. Other bond issuance costs are expensed as incurred.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources while discounts on debt issuances are reported as other financing uses (if resulting from a disparity in interest rates) or as debt service expenditures (if resulting from underwriter's fees). Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Net Position

In the government-wide financial statements, net position is classified in the following categories:

Net Investment in Capital Assets: This component consists of capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, accounts payable or other borrowings attributable to the acquisition, construction or improvement of those capital assets. If there are significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds is not included in the calculation of net investment in capital assets. Rather, that portion of debt is included in the same net position component as the unspent proceeds. Deferred outflows of resources and deferred inflows of resources attributable to acquisition, construction, or improvement of assets or related debt also should be included in this component of net position.

Restricted: This component of net position consists of restricted assets and deferred outflows of resources reduced by liabilities and deferred inflows of resources related to those assets. These restrictions could include constraints imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.

Unrestricted: This component of net position is the net amounts of assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of net investment in capital assets or the restricted component of net position.

Net Position Flow Assumption

Sometimes the Township will fund outlays for a particular purpose from both restricted and unrestricted resources. In order to calculate the amounts to report as restricted-net position and unrestricted-net position, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Township's policy to consider restricted-net position to have been depleted before unrestricted-net position is applied.

Fund Balance – Governmental Funds

Governmental funds classify fund balance based on the relative strength of the spending constraints placed on the purpose for which resources can be used. The classifications are as follows:

Nonspendable: This classification includes amounts that cannot be spent because they are either (1) not in spendable form or (2) legally or contractually required to be maintained intact. This classification includes items such as prepaid amounts, inventories, and the long-term portion of loans and notes receivable. This also includes the corpus (or principal) of permanent funds.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fund Balance – Governmental Funds (Continued)

Restricted: This classification includes amounts where the constraints placed on the use of resources are either (1) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or (2) imposed by law through constitutional provisions or enabling legislation. Enabling legislation authorizes the government to assess, levy, change or mandate payment and includes a legally enforceable requirement on the use of these funds.

Committed: This classification includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Township's highest level of decision-making authority. This formal action is in the form of a resolution which is made by the Township Supervisors. Once an amount is committed, it cannot be used for any other purpose unless changed by the same type of formal action used to initially constrain the funds.

Assigned: This classification includes spendable amounts that are reported in governmental funds other than in the General Fund, that are neither restricted nor committed, and amounts in the General Fund that are intended to be used for a specific purpose. The intent of an assigned fund balance should be expressed by either the Township Supervisors, or the Township Manager. The assignment of fund balance cannot result in a negative unassigned fund balance.

Unassigned: This classification represents the portion of a spendable fund balance that has not been categorized as restricted, committed, or assigned. The general fund is the only fund which would include a positive unassigned fund balance as all other fund types must categorize amounts within the other classifications. A negative unassigned fund balance may occur in any fund when there is an over expenditure of restricted or committed fund balance. In this case, any assigned fund balance (and unassigned fund balance in the general fund) would be eliminated prior to reporting a negative unassigned fund balance.

Fund Balance Flow Assumptions

Sometimes the Township will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Township policy when both restricted and unrestricted funds are available for expenditure, restricted funds should be spent first unless legal requirements disallow it. When committed, assigned and unassigned funds are available for expenditure, committed funds should be spent first, assigned funds second and unassigned funds last.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Interfund Activity

Advances between funds are accounted for in the appropriate interfund receivable and payable accounts. Advances between funds which are not expected to be repaid are accounted for as transfers. Interfund balances and transactions are eliminated in the government-wide financial statements.

Exchange transactions, if any, between funds are reported as revenues in the seller funds and as expenditures/expenses in the purchaser funds. Flows of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds.

Budgets and Budgetary Accounting

Legal Requirements

Commonwealth of Pennsylvania statutes require that Township Governments establish budgetary systems and adopt annual operating budgets. The Township's annual budget includes all funds, and is based on estimates of revenues and expenditures approved by the Township Supervisors. The Township adopted the 2017 budget on the same basis of accounting as reported in the financial statements. The Township follows these procedures in establishing the budgetary data reflected in the financial statements:

Township Budget Process

1. During the fall, the Finance Director of the Township prepares a preliminary budget which is submitted to the Supervisors for review.
2. The Supervisors review the preliminary projections of revenues and expenditures incorporating any revisions or adjustments.
3. The Supervisors advertise that the proposed budget is available for public inspection for 20 days prior to final adoption.
4. After the 20 day inspection period, but prior to December 31, the Supervisors adopt the final budget by enacting an appropriate resolution.
5. Formal budgetary process is employed as a planning device. The adopted budget is on the modified accrual basis. Budget amounts are as originally adopted, or as amended by the Supervisors.

Level of Control

The Township maintains budgetary control at the individual fund level.

Lapsing of Appropriations

Unexpended appropriations lapse at year end.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Budgets and Budgetary Accounting (Continued)

Management Amendment Authority

During the course of the year, departmental needs may change, emergencies may occur or additional revenue may arise. As a result, funds are transferred between line items of a department's budget or additional revenue may need to be budgeted for a specific project or grant. Adjustments to the budget are made on a line item basis during the year and approved by Township Supervisors.

Classification of Revenues

For proprietary funds, the Township has classified its revenues as either operating or nonoperating revenues according to the following criteria:

Operating revenues – Operating revenues include activities that have the characteristics of exchange transactions, such as utility billings and penalties and late charges.

Nonoperating revenues – Nonoperating revenues include activities that have the characteristics of non-exchange transactions (in which the Township receives value without directly giving equal value in return), such as contributions and grants and other revenues that are defined as nonoperating revenues by GASB, such as investment earnings. In addition, tap fees are considered nonoperating because they are based on future capacity needs of the utility system.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and the disclosure of contingent assets and liabilities, if any, at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Pension Plans

The Township has established two defined benefit pension plans: the police plan and non-uniformed plan. The financial statements related to its pension plans are prepared using the accrual basis of accounting. Plan member contributions are recognized in the period in which the contributions are due. Employer contributions to each plan are recognized when due and the employer has made a formal commitment to provide the contributions. Benefits and refunds are recognized when due and payable in accordance with the terms of the plan. See note 8 for additional information on these pension plans.

Other Postemployment Benefits Other Than Pensions

The Township provides continuation of medical benefits to police officers who retire from the Township. The medical benefits include hospitalization, major medical and dental services. See Note 9 for additional information on the Township's other postemployment benefits.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 2 CASH AND INVESTMENTS

The Commonwealth of Pennsylvania's "Second Class Township Code" and Act 10 of 2016 define allowable investments for Township funds as follows:

- United States Treasury Bills
- Short-term obligations of the United States Government or its agencies or instrumentalities
- Deposits in savings accounts, time deposits, other than certificates of deposit, or share amounts of institutions insured by the Federal Deposit Insurance Corporation, or the National Credit Union Share Insurance Fund, to the extent that the accounts are so insured and, for any amounts above the insured maximum, if approved collateral therefore is pledged by the depository
- Obligations of the United States of America or any of its agencies or instrumentalities backed by the full faith and credit of the United States of America, the Commonwealth of Pennsylvania or any of its agencies or instrumentalities backed by the full faith and credit of the Commonwealth or any political subdivision of the Commonwealth or any of its agencies or instrumentalities backed by the full faith and credit of the political subdivision
- Shares of an investment company registered under the Investment Company Act of 1940 whose shares are registered under the Securities Act of 1933, if the only investments at that company are in authorized investments for Township funds listed in (1) through (4)
- Certificates of deposit purchased from institutions insured by the Federal Deposit Insurance Corporation or the National Credit Union Share Insurance Fund, to the extent that the amounts are so insured. However, for any amounts above the insured maximum, the certificates of deposit shall be secured by a pledge or assignment of assets of the institution, and the collateral may include loans, including interest in pools of loans, secured by first mortgage liens on real property. Certificates of deposit purchased from commercial banks shall be limited to an amount equal to twenty percent of a bank's total capital and surplus. Certificates of deposit purchased from savings and loan associations or savings banks shall be limited to an amount equal to twenty percent of an institution's assets minus liabilities
- Any investment authorized by 20 PA. Ch. 73 (relating to fiduciary investments). This paragraph is limited to investments for any pension or retirement fund
- Obligations, participations, or other instruments of any Federal agency, instrumentality, or United States government-sponsored enterprises, if the debt obligations are rated at least "A" or its equivalent by at least two nationally recognized statistical ratings organizations
- Negotiable certificates of deposit or other evidences of deposit, with a remaining maturity of three years or less
- Bills of exchange or time drafts drawn on or accepted by a commercial bank, otherwise known as bankers' acceptances, if the bankers' acceptances do not exceed 180 days maturity
- Commercial paper issued by corporations or other business entities organized in accordance with federal or state law, with a maturity not to exceed 270 days

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 2 CASH AND INVESTMENTS (CONTINUED)

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the Township's deposits may not be returned to it. The Township does not have a written policy for custodial credit risk. As of December 31, 2017, \$ 8,133,112 of the Township's bank balance of \$ 10,823,112 was exposed to custodial credit risk as follows:

Uninsured and uncollateralized	\$ -
Collateralized with securities held by the pledging financial institution	-
Uninsured and collateral held by the pledging bank's trust department but not in the Township's name	<u>8,133,112</u>
	<u><u>\$ 8,133,112</u></u>

Custodial Credit Risk – Deposits

Pennsylvania Act 72 of 1971, as amended, is an act standardizing the procedures for pledges of assets to secure deposits of public funds with banking institutions pursuant to other laws; establishing a standard rule for the types; permitting assets to be pledged against deposits on a pooled basis and authorizing the appointment of custodians to act as the pledger of the assets. Based on the standards outlined in Act 72, the various banks utilized by the Township have pledged collateral on a pooled basis on behalf of the Township and all other governmental depositors in the respective financial institutions.

Investments – General Fund

The Township has set aside mutual fund investments to be used to fund future other post-employment benefits (OPEB). This is also shown as committed fund balance. While these investments are set aside for the purpose of funding OPEB, they are not maintained as part of an irrevocable trust. Therefore, these assets do not meet the criteria established by GASB to offset any OPEB liabilities. The risks associated with these investments are detailed below.

Interest Rate Risk – General Fund Investments

The Township does not have a formal written policy that limits investment maturities. The following details the investment maturities for the fixed income mutual funds maintained in the general fund.

Fund	Investment Type	Fair Value	Investment Maturities (in years)			
			Less than 1	1-5	6-10	More than 10
General	Fixed income mutual funds	\$ 1,008,027	\$ -	\$ 82,135	\$ 925,892	\$ -
General	Other mutual funds	1,036,340	N/A	N/A	N/A	N/A
		<u>\$ 2,044,367</u>				

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 2 CASH AND INVESTMENTS (CONTINUED)

Credit Risk – General Fund Investments

The Township does not have a policy that limits the credit quality rating for general fund investments.

As of December 31, 2017, the Township's General Fund investments in fixed income mutual funds were rated by Morningstar as follows:

Rating	Percentage of Total
AAA	47.51%
AA	7.06%
A	22.41%
BBB	22.32%
BB	0.34%
B	0.14%
Below B	0.06%
NR/NA	0.16%
	<u>100.00%</u>

Included in cash and cash equivalents and investments on the statement of net position are certificates of deposits (CDs) invested in the Pennsylvania School District Liquid Asset Fund (PSDLAF). The Township has invested \$1,940,000 in individual financial institutions. All of these CD's have maturities greater than 3 months and are classified as investments in the financial statements. For purposes of this disclosure, the CD's with the financial institutions are considered deposits.

Included in cash and cash equivalents are pooled investments in the Pennsylvania School District Liquid Asset Fund (PSDLAF-MAX) of \$166. The PSDLAF-MAX is basically a mutual fund that consists of short-term money market instruments and seeks to maintain a constant net asset value of \$ 1 per share. PSDLAF-MAX deposits are invested by PSDLAF directly in portfolios of securities held by a third-party custodian and are collateralized with securities held by the PSDLAF agent in a collateral pool. The Township is exposed to custodial credit risk because the collateral securities held by PSDLAF agents are not in the Township's name. As of December 31, 2017, the Township's investments in PSDLAF were rated AAAM.

Policies Followed at PSDLAF

Regulatory Oversight

The operation of PSDLAF is governed by an eleven member Board of Trustees, nine of whom are elected and two of whom serve ex officio. The Trustees have full, exclusive, and absolute control and authority over the business of the Fund and its assets, subject to rights of the Settlers, as provided in the Declaration of Trust.

PSDLAF is not registered with the Securities and Exchange Commission (SEC); however, PSDLAF follows investment procedures similar to those followed by SEC registered money market funds.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 2 CASH AND INVESTMENTS (CONTINUED)

Policies Followed at PSDLAF (Continued)

Valuation of Investments

In accordance with Government Accounting Standards Board, portfolio securities are valued at amortized cost, which approximates market value. The amortized cost method involves valuing a security at its cost on the date of purchase and recording a constant amortization or accretion to maturity of any discount or premium, regardless of the impact of fluctuating interest rates on the market value of the investment.

The Township has no limitations or restrictions on withdrawals on accounts held at PSDLAF.

Credit Risk/Interest Rate Risk in Debt Securities – Pension Investments

As of December 31, 2017, the Township's pension plan investments in debt securities had the following fair value, credit quality rating and maturity:

Investment	Fair Value		Average Credit Quality	Avg Eff Duration/ Avg Eff Maturity
	Non-uniformed	Police		
Doubleline Core Fixed Income	\$ 348,136	\$ 638,498	BB	05.0/07.1 years
Guggenheim Total Return	406,318	745,207	BBB	04.1/08.4 years
Legg Mason W.A. CorePlus	348,543	639,244	BBB	06.6/12.7 years
PIMCO Income	347,606	637,526	Not available	02.4/06.1 years
Principal Short Term Income	155,839	257,937	A	01.8/02.0 years
Prudential Total Return Bond	407,152	746,735	BBB	06.5/00.0 years
	<u>\$ 2,013,594</u>	<u>\$ 3,665,147</u>		

Investments – Fair Value Measurements

Generally accepted accounting principles define fair value, describe a framework for measuring fair value, and require disclosure about fair value measurements. Recurring fair value measurements are those that GASB Statements require or permit in the statement of net position at the end of each reporting period. The established framework includes a three-level hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The fair value hierarchy gives the highest priority to quoted prices in active markets for identical assets or liabilities (Level 1) and the lowest priority to unobservable inputs (Level 3). If the inputs used to measure the assets or liabilities fall within different levels of the hierarchy, the classification is based on the lowest level input that is significant to the fair value measurement of the asset or liability. Classification of assets and liabilities within the hierarchy considers the markets in which the assets and liabilities are traded and reliability and transparency of the assumptions used to determine fair value. The hierarchy requires the use of observable market data when available. The levels of the hierarchy and those investments included in each are as follows:

Level 1 – Represented by quoted prices available in an active market. Level 1 securities include highly liquid government bonds, treasury securities, mortgage products and exchange traded equities and mutual funds.

NOTE 2 CASH AND INVESTMENTS (CONTINUED)

Investments – Fair Value Measurements (Continued)

Level 2 – Represented by assets and liabilities similar to Level 1 where quoted prices are not available, but are observable, either directly or indirectly through corroboration with observable market data, such as quoted prices for similar securities and quoted prices in inactive markets and estimated using pricing models or discounted cash flows. Level 2 securities would include U.S. agency securities, mortgage-backed agency securities, obligations of states, and political subdivisions and certain corporate, asset backed securities, swap agreements, and life insurance contracts.

Level 3 - Represented by financial instruments where there is limited activity or unobservable market prices and pricing models significant to determining the fair value measurement include the reporting entity's own assumptions about the market risk. Level 3 securities would include hedge funds, private equity securities, and those with internally developed values.

A financial instrument's level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement.

The following is a description of the valuation methodologies used for instruments measured at fair value on the statement of net position, as well as the general classifications of such instruments pursuant to the valuation hierarchy.

Mutual Funds – General Investments

Mutual funds listed on a national market or exchange are valued at the last sales price, or if there is no sale and the market is still considered active, at the mean of the last bid and ask prices on such exchange.

Mutual Funds – Pension Investments

Mutual funds listed on a national market or exchange are purchased by Nationwide Trust on a daily basis. Investors (the Township) then purchase units of investments through the Trust. These units are made up of a portion of the pools of mutual funds held by the Trust. The unit value is determined by the price of the underlying mutual funds and other factors which are recalculated daily.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 2 CASH AND INVESTMENTS (CONTINUED)

Mutual Funds – Pension Investments (Continued)

The following table sets forth by level within the fair value hierarchy, the financial assets that were accounted for at fair value on a recurring basis as of December 31, 2017:

	Fair Value	Quoted Prices in Active Markets for Identical Assets (Level 1)	Significant Other Observable Inputs (Level 2)	Significant Unobservable Inputs (Level 3)
General investments:				
Mutual Funds	\$ 2,044,367	\$ 2,044,367	\$ -	\$ -
Pension investments:				
Mutual funds - Uniform	\$ 10,645,709	\$ -	\$ 10,645,709	\$ -
Mutual funds - Non-uniform	5,819,706	-	5,819,706	-
	<u>\$ 16,465,415</u>	<u>\$ -</u>	<u>\$ 16,465,415</u>	<u>\$ -</u>

NOTE 3 TAXES RECEIVABLE AND DEFERRED INFLOWS

Property taxes are levied on January 1 for the tax year and billed on March 1. Taxes are payable at a 2% discount if paid before May 1 and at a 10% penalty if paid after the due date of June 30. Billing of property taxes is performed by Lancaster County and is based on assessed value of real estate. Outstanding property taxes are turned over to Lancaster County Tax Claim Bureau, which handles collections and placement of liens, if necessary.

Property taxes are recorded as revenue by the Township when received from Lancaster County, and accruals are recorded at year-end for taxes expected to be received within 60 days of December 31 in accordance with the modified accrual basis of accounting. The Township has evaluated the need for an allowance for uncollectible taxes based on historical collections and determined no allowance is necessary. The total taxable assessed valuation as of December 31, 2017 is \$ 2,243,110,600. The rate of real estate taxation in 2017 was 1.12 mills for general purposes and .20 mills for capital project purposes.

Taxes receivable in the fund financial statements consists of the following as of December 31, 2017:

	General	Capital Projects
Real Estate	\$ 45,281	\$ 8,086
Transfer	32,205	-
Earned income	851,620	-
Local service	254,689	-
Total taxes receivable	<u>1,183,795</u>	<u>8,086</u>
Taxes collected within sixty days, recorded as revenues in governmental funds	<u>(1,151,126)</u>	<u>(2,252)</u>
Taxes estimated to be collected after sixty days, recorded as deferred inflows in governmental funds	<u>\$ 32,669</u>	<u>\$ 5,834</u>

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 4 INTERFUND RECEIVABLES AND PAYABLES AND TRANSFERS

Due from/to other funds consist of the following as of December 31, 2017:

	Due from other funds	Due to other funds
Governmental funds:		
General	\$ 55,754	\$ 273
Capital Projects Fund	-	2,376
Total governmental funds	<u>55,754</u>	<u>2,649</u>
Enterprise funds:		
Recycling Fund	-	3,870
Golf Course Fund	273	49,508
Total enterprise funds	<u>273</u>	<u>53,378</u>
Total	<u>\$ 56,027</u>	<u>\$ 56,027</u>

The Capital Projects Fund owed the General Fund for legal fees.

The Recycling Fund owed the General Fund for legal fees.

The Golf Course Fund owed the General Fund for payroll related expenses and reimbursement for supplies purchased.

The General Fund owed the Golf Course Fund for health insurance payments.

Interfund transfers were as follows in 2017:

	Transfers in	Transfers out
Governmental funds:		
General	\$ 90,791	\$ 1,659,276
Capital Projects Fund	1,509,276	-
Total governmental funds	<u>1,600,067</u>	<u>1,659,276</u>
Enterprise funds:		
Trash Fund	-	90,791
Golf Course Fund	150,000	-
Total enterprise funds	<u>150,000</u>	<u>90,791</u>
Total	<u>\$ 1,750,067</u>	<u>\$ 1,750,067</u>

Transfers from the general fund to other funds were budgeted transfers to cover operating costs and save for future capital expenditures.

The transfer from the trash fund to the general fund was for the annual administrative charge between funds.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 5 CAPITAL ASSETS

Capital asset activity for the Township consists of the following as of and for the year ended December 31, 2017:

	Beginning Balance	Additions	Retirements	Ending Balance
Governmental Activities				
Cost:				
Capital assets, not being depreciated				
Land	\$ 5,043,846	\$ -	\$ -	\$ 5,043,846
Construction in progress	642,037	347,978	-	990,015
Capital assets, being depreciated				
Land improvements	695,386	24,879	-	720,265
Infrastructure	5,630,826	33,181	-	5,664,007
Buildings and improvements	7,011,042	22,226	-	7,033,268
Leasehold assets	901,001	158,484	-	1,059,485
Equipment	3,138,381	169,985	(6,000)	3,302,366
Total cost	<u>23,062,519</u>	<u>756,733</u>	<u>(6,000)</u>	<u>23,813,252</u>
Less accumulated depreciation:				
Land improvements	(37,917)	(35,628)	-	(73,545)
Infrastructure	(1,240,331)	(141,765)	-	(1,382,096)
Buildings and improvements	(4,892,882)	(178,830)	-	(5,071,712)
Leasehold assets	(326,798)	(88,611)	-	(415,409)
Equipment	(2,323,180)	(266,705)	3,047	(2,586,838)
Total accumulated depreciation	<u>(8,821,108)</u>	<u>(711,539)</u>	<u>3,047</u>	<u>(9,529,600)</u>
Capital assets, net	<u>\$ 14,241,411</u>	<u>\$ 45,194</u>	<u>\$ (2,953)</u>	<u>\$ 14,283,652</u>
Business-Type Activities				
Cost:				
Capital assets, not being depreciated				
Land	\$ 2,320,624	\$ -	\$ -	\$ 2,320,624
Construction in progress	-	12,088	-	12,088
Capital assets, being depreciated				
Land improvements	231,215	-	-	231,215
Buildings and improvements	4,502,142	-	-	4,502,142
Leasehold assets	681,043	-	-	681,043
Equipment	1,213,843	16,812	-	1,230,655
Total cost	<u>8,948,867</u>	<u>28,900</u>	<u>-</u>	<u>8,977,767</u>
Less accumulated depreciation:				
Land improvements	(91,379)	(9,267)	-	(100,646)
Buildings and improvements	(2,939,433)	(134,156)	-	(3,073,589)
Leasehold assets	(159,579)	(59,782)	-	(219,361)
Equipment	(901,047)	(50,346)	-	(951,393)
Total accumulated depreciation	<u>(4,091,438)</u>	<u>(253,551)</u>	<u>-</u>	<u>(4,344,989)</u>
Capital assets, net	<u>\$ 4,857,429</u>	<u>\$ (224,651)</u>	<u>\$ -</u>	<u>\$ 4,632,778</u>

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 5 CAPITAL ASSETS (CONTINUED)

Depreciation expense of governmental activities for the year ended December 31, 2017 was charged as follows:

General Government	\$ 61,751
Public Safety	169,579
Public works	318,453
Culture and Recreation	161,756
	<u>\$ 711,539</u>

NOTE 6 LONG-TERM LIABILITIES

The changes in long-term liabilities during the year ended December 31, 2017 were as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Current Portion	Long-term Portion
Governmental Activities:						
Bonds and notes payable						
(A) 2011 Bank note	\$ 250,190	\$ -	\$ (45,119)	\$ 205,071	\$ 48,073	\$ 156,998
(B) 2011 PIB loan	1,067,788	-	(244,655)	823,133	248,661	574,472
Subtotal - bonds and notes	<u>1,317,978</u>	<u>-</u>	<u>(289,774)</u>	<u>1,028,204</u>	<u>296,734</u>	<u>731,470</u>
Compensated absences	<u>159,812</u>	<u>44,234</u>	<u>(54,477)</u>	<u>149,569</u>	<u>35,138</u>	<u>114,431</u>
Capital leases	<u>356,279</u>	<u>158,484</u>	<u>(164,517)</u>	<u>350,246</u>	<u>125,504</u>	<u>224,742</u>
Total long-term liabilities	\$ 1,834,069	\$ 202,718	\$ (508,768)	\$ 1,528,019	\$ 457,376	\$ 1,070,643
Business-Type Activities:						
Compensated absences	\$ 14,779	\$ 3,600	\$ (8,013)	\$ 10,366	\$ 5,987	\$ 4,379
Capital leases	<u>263,029</u>	<u>-</u>	<u>(91,988)</u>	<u>171,041</u>	<u>86,808</u>	<u>84,233</u>
Total long-term liabilities	\$ 277,808	\$ 3,600	\$ (100,001)	\$ 181,407	\$ 92,795	\$ 88,612

(A) Pennsylvania Infrastructure Bank Loan of 2011- On March 14, 2011, the Township signed a note in the principal amount of \$ 2,400,000 to refinance existing debt. Monthly installments of \$ 21,683 are due through March 14, 2021 with a fixed interest rate of 1.63%.

(B) General Obligation Note of 2011 - On May 4, 2011, the Township signed a note with PNC Bank, National Association in the principal amount of \$ 458,000 to fund the purchase of fire department apparatus. Semi-annual installments of \$ 27,540 are due through July 10, 2021 with a fixed interest rate of 3.65%.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 6 LONG-TERM LIABILITIES (CONTINUED)

Notes and Loans Payable (Continued)

The following is a schedule by years and in the aggregate of future minimum debt principal and interest payments as of December 31, 2017:

	2011 Bank note		2011 PIB loan		Total	
	Principal	Interest	Principal	Interest	Principal	Interest
2018	\$ 48,073	\$ 7,005	\$ 248,661	\$ 11,529	\$ 296,734	\$ 18,534
2019	49,844	5,234	252,732	7,458	302,576	12,692
2020	51,680	3,398	256,869	3,321	308,549	6,719
2021	55,474	1,495	64,871	176	120,345	1,671
	<u>\$ 205,071</u>	<u>\$ 17,132</u>	<u>\$ 823,133</u>	<u>\$ 22,484</u>	<u>\$ 1,028,204</u>	<u>\$ 39,616</u>

Interest Expense

For the year ended December 31, 2017, the Township incurred interest expense of \$ 24,497.

Subsequent Event

In June 2018, the Township issued a note payable in the amount of \$ 4,000,000 to fund an upcoming expansion project of the Township building. The loan carries a fixed interest rate of 3.38% with semi-annual principal and interest payments due beginning January 2019 until the loan's maturity in July 2031.

NOTE 7 CAPITAL LEASES

Governmental Activities

On December 19, 2012, the Township entered into a capital lease in order to finance the purchase of a 2014 International Dump Truck. The amount of the capital lease at inception was \$ 167,529. Annual payments including interest of \$ 41,325 began July 15, 2013 and continue through July 15, 2017. This lease was paid off during the year.

On June 6, 2014, the Township entered into a capital lease in order to finance the purchase of a New Holland Tractor and Attachments. The amount of the capital lease at inception was \$ 161,920. Annual payments including interest of \$ 34,274 began July 7, 2014 and continue through July 7, 2018.

On November 28, 2014, the Township entered into a capital lease in order to purchase a dump truck. The amount of the capital lease at inception was \$ 144,090. Annual payments including interest of \$ 30,756 begin January 2016 and continue through January 2020.

On November 23, 2015, the Township entered into a capital lease in order to purchase a dump truck. The amount of the capital lease at inception was \$ 165,880. Annual payments including interest of \$ 35,572 begin December 2016 and continue through December 2020.

On December 29, 2016, the Township entered into a capital lease in order to purchase a dump truck. The amount of the capital lease at inception was \$ 158,484. Annual payments including interest of \$ 34,207 began June 2017 and continue through June 2021.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 7 CAPITAL LEASES (CONTINUED)

The assets acquired through the capital leases are as follows:

Leasehold assets	\$ 1,059,485
Less: accumulated depreciation	<u>(415,409)</u>
Total	<u>\$ 644,076</u>

Future minimum lease payments required under capital lease agreements are as follows:

	Governmental Activities
Years ending December 31	
2018	\$ 134,809
2019	100,536
2020	100,536
2021	<u>34,207</u>
	370,088
Less: amount representing interest	<u>(19,842)</u>
Total present value of net minimum lease payments	<u>\$ 350,246</u>

Business-Type Activities

On April 12, 2012, the Township entered into a capital lease in order to finance the purchase of a Mechanical Broom Street Sweeper. The amount of the capital lease at inception was \$ 152,964. Quarterly payments including interest of \$ 8,250 began June 1, 2012 and continue through January 1, 2017. This lease was paid off during the year.

On March 6, 2014, the Township entered into a capital lease in order to finance the purchase of two Toro Greensmaster Mowers. The amount of the capital lease at inception was \$ 97,216. Annual payments including interest of \$ 20,489 began March 28, 2014 and continue through March 28, 2018.

On April 8, 2015, the Township entered into a capital lease in order to finance the purchase of 62 golf carts. The amount of the capital lease at inception was \$ 234,400. Monthly payments including interest of \$ 8,548 began May 2015 and continue through October 2019.

On February 2, 2016, the Township entered into a capital lease in order to finance the purchase of two Toro Groundsmowers. The amount of the capital lease at inception was \$ 83,187. Annual payments including interest of \$ 17,855 began September 2016 and continue through September 2020.

On October 13, 2016, the Township entered into a capital lease in order to finance the purchase of a Toro Debris Blower. The amount of the capital lease at inception was \$ 7,078. Annual payments including interest of \$ 2,513 began December 2016 and continue through December 2018.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 7 CAPITAL LEASES (CONTINUED)

Business-Type Activities (Continued)

The assets acquired through the capital leases are as follows:

Leasehold assets	\$ 681,043
Less: accumulated depreciation	<u>(219,361)</u>
Total	<u>\$ 461,682</u>

Future minimum lease payments required under capital lease agreements is as follows:

	Business-type Activities
Years ending December 31	
2018	\$ 92,132
2019	69,129
2020	17,840
2021	<u>-</u>
Total minimum lease payments	179,101
Less: amount representing interest	<u>(8,060)</u>
Total present value of net minimum lease payments	<u>\$ 171,041</u>

NOTE 8 PENSION PLANS

General Information About the Pension Plans

Plan Description

The Township sponsors two single-employer defined benefit pension plans: The Police Pension Plan and Non-Uniformed Pension Plan. The plans are administered by Univest Municipal Pension Services. A separate financial report for each plan is available on the Township's website www.easthempfield.org which includes detailed disclosures on plan investments and additional disclosures required for plan statements based on GASB Standards.

The plan is governed by the Board of Township Supervisors which is responsible for the management of plan assets. The Board of Township Supervisors has appointed the Pension Board as the official body to which all related investment matters of the Funds are delegated. The Pension Board consists of 5 members, the Township Manager and Finance Director, two Supervisors and one other active non-managerial plan participant chosen by a majority of the current participants in the plan.

Police Pension Plan Description

The Plan covers all full-time members of the police force. Employees become eligible for participation upon employment and become fully vested after twelve years of service. The Police Pension Plan was established by municipal ordinance with the authority for municipal contributions required by Act 205, of the Pennsylvania legislature.

NOTE 8 EMPLOYEE RETIREMENT PLANS (CONTINUED)

General Information About the Pension Plans (Continued)

Non-Uniformed Pension Plan Description

The Plan covers all full-time non-uniformed employees hired before January 1, 2011. Employees covered by the plan become fully vested after five years of service. The Non-Uniformed Pension Plan was established and is controlled by Resolution No. 5-69.

Benefits Provided

Police Pension Plan Benefits

Retirement benefit – monthly pension shall be 50% of the average salary over the participant's last 36 months of employment, plus an incremental pension of \$ 100 per month for each completed year of service in excess of 25 years up to a maximum of \$ 500 per month.

Survivor benefit – a pension benefit shall be automatically provided to a retired officer's spouse or to the spouse of an officer eligible to retire, equal to no less than 50% of the eligible pension. If no spouse, or if spouse subsequently dies, the benefit shall apply to children under age 18, or if attending college, under or attaining age 23.

Disability benefit – Service related – the monthly disability pension benefit shall be calculated at no less than 50% of the member's salary at the time the disability was incurred. Said pension shall be reduced by any benefits received for the same injuries under the Social Security Act.

Non-Uniformed Pension Plan Benefits

Retirement benefit - For participants hired before January 1, 2011, retirement benefits equaling a monthly benefit of 2% for each year of service (maximum 60%) times the average monthly salary over the participant's 36 months of employment immediately preceding retirement. For participants hired after January 1, 2011, retirement benefits are equal to the value of the member's cash balance retirement account at the time of retirement with vesting of 20% per year for 5 years.

Survivor benefit – For participants hired prior to January 1, 2011, 50% of the member's vested benefit, payable at normal retirement. For participants hired on or after January 1, 2011, the vested value of the member's cash balance retirement account at the time of death.

Contributions

Act 205

Act 205 of 1984, the Municipal Pension Plan Fund Standard and Recovery Act, established actuarial funding requirements for municipal pension plans.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 8 EMPLOYEE RETIREMENT PLANS (CONTINUED)

Contributions (Continued)

Act 205 (Continued)

Under Act 205 provisions, a municipal budget must provide for the full payment of the minimum municipal obligation ("MMO") to each employee pension fund of the municipality. Act 298 of 1990 amended Act 205 and redefined the calculation used to determine the MMO to employee pension funds. The MMO is now defined as the total financial requirements to the pension fund, less funding adjustments and estimated member contributions.

Police Pension Plan active member contribution rate – 5%, with interest credited at 6% per year.

Non-Uniform Pension Plan active member contribution rate – for participants hired prior to January 1, 2011, 3% of monthly compensation, with interest credited at 6% per year. For participants hired after January 1, 2011, contributions are neither required nor permitted.

The Commonwealth of Pennsylvania allocated General Municipal Pension System State Aid to individual municipalities under Act 205 of the Pennsylvania legislature. The monies received must be contributed to the pension plans within a certain period of time. Any funding requirements in excess of state aid must be paid by the municipality in accordance with Act 205. The minimum municipal obligation or annual required contribution was as follows:

		Non-Uniform		
	Police	Defined Benefit	Defined Contribution	Total
Annual required contribution	\$ 574,581	\$ 175,115	\$ 43,007 *	\$ 218,122
Contributions made	(774,581)	(175,115)	(43,007)	(218,122)
Contribution deficiency (excess)	<u>\$ (200,000)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

* The required contribution for the cash balance structure is equal to the contributions actually made on behalf of these participants. This amount will generally be different than the adopted MMO amount which was an estimate of the required contribution.

Plan Membership

	Police	Non-Uniform
Active plan members	32	34
Inactive plan members or beneficiaries currently receiving benefits	23	16
Inactive plan members entitled to but not yet receiving benefits	<u>2</u>	<u>2</u>
Total	<u>57</u>	<u>52</u>

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 8 EMPLOYEE RETIREMENT PLANS (CONTINUED)

Basis of Accounting

The plans' financial statements are prepared using the accrual basis of accounting. Municipal and member contributions are recognized when due. Benefits and refunds are recognized when due and payable in accordance with the terms of the plans.

Net Pension Liability

Actuarial Methods and Assumptions

The Township's net pension liability was measured as of December 31, 2017. An actuarial valuation of the total pension liability is performed biannually. The total pension liability was determined as part of an actuarial valuation at January 1, 2017.

The total pension liability in the December 31, 2017 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement.

	Police Pension Plan	Non-Uniformed Pension Plan
Inflation	3%	3%
Salary increases	5%, including inflation	5%, including inflation
Investment rate of return	8%, net of pension plan investment expense, including inflation	8%, net of pension plan investment expense, including inflation
Cost-of-living adjustments	None	None

Mortality rates were based on the RP2000 Table for Males or Females, as appropriate, termination rates were based on Scale W65, and disability rates (for police) were based on the DI378 Table for Males or Females, as appropriate.

The actuarial assumptions used in the December 31, 2017 valuation were based on the same assumptions as the actuarial experience study as of January 1, 2017.

Long-Term Expected Rate of Return

The long term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of real rates of return for each major asset class included in the pension plan's target asset allocation as of December 31, 2017 are summarized in the following table:

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 8 EMPLOYEE RETIREMENT PLANS (CONTINUED)

Net Pension Liability (Continued)

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return	
		Police	Non-Uniform
Domestic Equity	47%		
Large Cap		8.25%	8.25%
Medium Cap		8.75%	8.75%
Small Cap		9.00%	9.00%
International Equity	15%	8.75%	8.75%
Fixed Income	32%	4.40%	4.40%
Real Estate	3%	8.75%	8.75%
Cash	3%	2.10%	2.10%
	<u>100%</u>		

Discount Rate

The discount rate used to measure the total pension liability was 8.00 percent. This discount rate is based on the long-term expected rate of return on pension plan investments that are expected to be used to finance the payment of benefits. The plan's fiduciary net position is projected to be sufficient to make projected benefit payments and the plan assets are expected to be invested using a strategy to achieve that return. The Township must meet the funding requirements of Act 205 on an annual basis or be subject to an interest penalty as required. Act 205 requires full funding of the entry age normal cost plus plan expenses, as well as amortization of the unfunded liability to ultimately achieve a 100% funded status.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 8 EMPLOYEE RETIREMENT PLANS (CONTINUED)

Changes in the Net Pension Liability

	Increase (Decrease)		
	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Liability
	(a)	(b)	(a-b)
POLICE PENSION PLAN			
Balances at December 31, 2016	\$ 12,374,139	\$ 9,049,231	\$ 3,324,908
Changes for the year:			
Service cost	305,151	-	305,151
Interest	1,022,953	-	1,022,953
Differences between expected and actual experience	166,762	-	166,762
Change in assumptions	264,471	-	264,471
Contributions - employer	-	774,581	(774,581)
Contributions - employee	-	143,775	(143,775)
Net investment income (loss)	-	1,396,336	(1,396,336)
Benefit payments, including refunds of employee contributions	(647,233)	(647,233)	-
Administrative expenses	-	-	-
Other charges	-	-	-
Net changes	<u>1,112,104</u>	<u>1,667,459</u>	<u>(555,355)</u>
Balances at December 31, 2017	<u>\$ 13,486,243</u>	<u>\$ 10,716,690</u>	<u>\$ 2,769,553</u>
NON-UNIFORM PENSION PLAN			
Balances at December 31, 2016	\$ 5,766,213	\$ 5,065,405	\$ 700,808
Changes for the year:			
Service cost	85,247	-	85,247
Interest	458,213	-	458,213
Change in benefit terms	5,569	-	5,569
Differences between expected and actual experience	(201,359)	-	(201,359)
Change in assumptions	189,385	-	189,385
Contributions - employer	-	218,122	(218,122)
Contributions - employee	-	36,944	(36,944)
Net investment income (loss)	-	765,320	(765,320)
Benefit payments, including refunds of employee contributions	(234,786)	(234,786)	-
Administrative expenses	-	-	-
Other charges	-	-	-
Net changes	<u>302,269</u>	<u>785,600</u>	<u>(483,331)</u>
Balances at December 31, 2017	<u>\$ 6,068,482</u>	<u>\$ 5,851,005</u>	<u>\$ 217,477</u>

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 8 EMPLOYEE RETIREMENT PLANS (CONTINUED)

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

The following presents the net pension liability, calculated using the discount rate of 8%, as well as what the net pension liability would be if it were calculated using a discount rate that is one percentage point lower (7%) or one percentage point higher (9%) than the current rate.

	1% Decrease (7.00%)	Current Discount Rate (8.00%)	1% Increase (9.00%)
Police Pension Plan			
Total pension liability	\$ 15,078,302	\$ 13,486,243	\$ 12,148,686
Plan fiduciary net position	(10,716,690)	(10,716,690)	(10,716,690)
Net pension liability	<u>4,361,612</u>	<u>2,769,553</u>	<u>1,431,996</u>
Non-Uniform Pension Plan			
Total pension liability	6,553,980	6,068,482	5,643,380
Plan fiduciary net position	(5,851,005)	(5,851,005)	(5,851,005)
Net pension liability	<u>702,975</u>	<u>217,477</u>	<u>(207,625)</u>
 Total Net Pension Liability	 <u>\$ 5,064,587</u>	 <u>\$ 2,987,030</u>	 <u>\$ 1,224,371</u>

Pension Plan Fiduciary Net Position

Detailed information about the pension plans' fiduciary net position is available in the separately issued plan financial reports.

For the year ended December 31, 2017, the Township recognized pension expense of \$ 695,161. At December 31, 2017, the Township reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Police Pension Plan		Non-Uniform Pension Plan		Total	
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 2,302	\$ -	\$ -	\$ 51,091	\$ 2,302	\$ 51,091
Changes in assumptions	399,103	-	48,053	-	447,156	-
Change in proportion - fund	-	-	10,277	10,277	10,277	10,277
Net difference between project and actual earnings on pension plan investments	-	-	-	-	-	-
	-	102,239	-	38,815	-	141,054
Total	<u>\$ 401,405</u>	<u>\$ 102,239</u>	<u>\$ 58,330</u>	<u>\$ 100,183</u>	<u>\$ 459,735</u>	<u>\$ 202,422</u>

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 8 EMPLOYEE RETIREMENT PLANS (CONTINUED)

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

	Police Pension Plan	Non-Uniform Pension Plan	Total
Year ended December 31:			
2018	\$ 117,268	\$ 39,263	\$ 156,531
2019	117,266	42,302	159,568
2020	(46,703)	(50,691)	(97,394)
2021	(83,854)	(72,727)	(156,581)
2022	51,554	-	51,554
Thereafter	143,635	-	143,635
	<u>\$ 299,166</u>	<u>\$ (41,853)</u>	<u>\$ 257,313</u>

Defined Contribution Plan

Non-uniform employees hired after January 1, 2011 are enrolled in the Township's defined contribution plan. In a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. Employees are not permitted to contribute to the plan. The Township will contribute at least annually an amount equal to five (6%) of each employee's salary provided however, that the maximum annual contribution for any employee shall not exceed \$ 3,200. During 2017, Township contributions to the plan totaled \$ 43,007. The assets for this plan are currently included with the assets of the non-uniform pension plan. The accumulated balance is shown as a liability of the defined benefit plan and was \$ 99,667 at December 31, 2017.

NOTE 9 OTHER POST-EMPLOYMENT BENEFITS

The Township has a single-employer postemployment benefit plan (the Plan) that is administered through MG Trust Company.

Plan Description - a police officer hired before January 1, 2011 shall receive medical, prescription, and dental coverage for the retiree, spouse and eligible dependents. All retired police officers are required to contribute 50% of the prescription premium to receive the coverage. Upon reaching Medicare age, each retired police officer may receive \$ 1,600 per year from the Township to be used to purchase a Medicare supplemental insurance plan. The spouse of a retired police officer is eligible for benefits if the police officer contributes \$ 50 per month from the date he/she is required while still active. The spouse may continue medical coverage upon the retired police officer's death, unless the spouse remarries; however, there are no death benefits for a spouse if the police officer dies prior to retirement. The \$ 50 per month contributions for spousal coverage must continue to be paid as long as the spouse is receiving benefits.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 9 OTHER POST-EMPLOYMENT BENEFITS (CONTINUED)

A police officer hired or re-hired on or after January 1, 2011 will receive an HRA account to pay for qualifying health care expenses. Beginning in the police officer's second year of service, the Township will deposit \$ 3,000 per year into the HRA account and the officer must deposit \$ 50 per month (\$ 600 per year). The Township's deposits will cease upon termination of employment or when payments begin to be made from the account.

The plan does not issue a publicly available financial report.

Funding Policy - The contribution requirements of the Township are established and may be amended by the Police Union Contract. The plan does not require any contributions from members.

Annual OPEB Cost and Net OPEB Obligation - The Township's annual other postemployment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years. The following table shows the components of the Township's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Township's net OPEB obligation to the plan:

Annual Required Contribution (ARC)	\$ 566,043
Interest on Net OPEB Obligation	147,793
Adjustment to ARC	<u>(201,627)</u>
Annual OPEB Cost	512,209
Contributions Made (Estimate)	<u>(187,978)</u>
Estimated Increase in Net OPEB Obligation	324,231
Net OPEB Obligation - Beginning of Year	<u>3,284,278</u>
Estimated Net OPEB Obligation - End of Year	<u>\$ 3,608,509</u>

The Township's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for the current year and two preceding years were as follows:

Fiscal Year Ended	Annual OPEB Cost	Actual Contributions	Percentage of Annual OPEB Cost contributed	Net OPEB Obligation
12/13/2017	\$ 512,209	\$ 187,978	36.70%	\$ 3,608,509
12/31/2016	\$ 613,469	\$ 262,470	42.78%	\$ 3,284,278
12/31/2015	\$ 619,307	\$ 263,099	42.48%	\$ 2,933,279

Funded Status and Funding Progress - As of January 1, 2017, the most recent actuarial valuation date, the plan was not funded. The actuarial accrued liability for benefits was \$ 5,541,609 and there were no assets set aside in an irrevocable trust, resulting in an unfunded actuarial accrued liability (UAAL) of \$ 5,541,609. The covered payroll was \$ 2,731,823 and the ratio of the UAAL to the covered payroll was 202.85%.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 9 OTHER POST-EMPLOYMENT BENEFITS (CONTINUED)

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents trend information about whether the actuarial value of the plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Actuarial Methods and Assumptions - Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the January 1, 2017 actuarial valuation, the entry age normal cost method was used. The actuarial assumptions included a 4.5% investment rate of return, which is the expected long-term investment yield on the investments that are expected to be used to finance the payment of benefits, a health care cost trend rate of 6% in 2017 and reduced to an ultimate rate of 3.9% in 2075. The UAAL is being amortized using the level dollar method over a period of 30 years on an open basis.

NOTE 10 RISK MANAGEMENT

The Township is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Township purchases commercial insurance coverage for these types of losses, including workers' compensation and employee health and accident insurance. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

The Township is a member of the Intergovernmental Insurance Cooperative (IIC) for health insurance. This cooperative consists of a group of municipalities that have pooled their interests together in order to establish a self-funded insurance plan in order to better control insurance rates. Insurance premiums are developed based on Township experience. The Cooperative has an audit performed each year and the Township may be required to pay an additional premium or may be entitled to a refund as a result of the audit. During the year ended December 31, 2017, the Township paid insurance premiums of \$ 1,517,700 and received a refund of \$ 301,160.

The Township is a member of the Susquehanna Municipal Trust (Trust) for workers compensation. Insurance premiums are developed based on employer job descriptions, rate factors and payroll costs each year. The Trust has an audit performed each year and the Township may be required to pay an additional premium or may be entitled to a refund as a result of the audit. During the year ended December 31, 2017, the Township paid insurance premiums of \$ 175,101 and received a refund of \$ 17,664.

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 11 COMMITMENTS AND CONTINGENCIES

The Township is subject to real estate tax assessment appeals on an ongoing basis. If tax appeals are successful, the result is a loss of tax revenue to the Township. It is anticipated that any material loss of tax revenue on individual tax appeals will be offset with additional revenues from other properties or other sources of revenue and would not create a financial hardship to the Township.

The Township is involved with various lawsuits in the normal course of operations. Management cannot predict the outcome of the lawsuits or estimate the amount of any loss that may result. Accordingly, no provisions for any contingent liabilities that may result have been made in the financial statements. Management believes that losses resulting from these matters, if any, would be substantially covered under the Township's professional liability insurance policy and would not have a material effect on the financial position of the Township.

On December 6, 2013, the Township entered into a Federal-Aid Bridge Project Reimbursement Agreement with the Commonwealth of Pennsylvania acting through the Department of Transportation. The purpose of the agreement is to utilize Federal funding passed through the Commonwealth of Pennsylvania to dismantle and construct a new bridge over the Little Conestoga Creek. Under terms of the agreement the estimated project costs total \$ 2,192,000 with costs to be shared by the Federal government (80%), the Commonwealth of Pennsylvania (15%) and the Township (5%). The bridge itself lies on the border between East Hempfield Township and Manheim Township. The two Townships have entered into an Intergovernmental Agreement under which Manheim Township has agreed to reimburse East Hempfield Township for 2.5% of the project costs. The planning and engineering phase of the project began in 2014. As of December 31, 2017 \$ 636,851 of project costs have been incurred. One half of these costs were recorded as construction-in-process on East Hempfield Township's financial statements.

On February 10, 2015, the Township entered into a Federal-Aid Bridge Project Reimbursement Agreement with the Commonwealth of Pennsylvania acting through the Department of Transportation. The purpose of the agreement is to utilize Federal funding passed through the Commonwealth of Pennsylvania to dismantle and construct a new bridge on Holland Street. Under the terms of the agreement, the estimated project costs total \$ 880,000 with costs to be shared by the Federal government (80%), the Commonwealth of Pennsylvania (15%) and the Township (5%). The planning and engineering phase of the project began in 2015. As of December 31, 2017, \$ 146,389 of project costs have been incurred.

The Township has, by resolution, obligated to give funding to various Township fire companies for the purchase of fire equipment. The funding is to be from the Township's Capital Projects Fund and is through the year ending 2018. These commitments are in addition to the 2011 General Obligation note, detailed in Note 6, which was issued directly with PNC Bank for the purpose of fire department apparatus. An analysis of these commitments is as follows:

<u>Year Ended December 31</u>	
2018	<u>\$ 21,660</u>

EAST HEMPFIELD TOWNSHIP
Notes to Financial Statements
December 31, 2017

NOTE 12 GOVERNMENTAL FUNDS – FUND BALANCE

The following table provides details of the fund balance classifications which are aggregated on the governmental funds balance sheet:

	General Fund	Capital Projects Fund	Other Governmental Funds	Total Governmental Funds
FUND BALANCES				
Nonspendable				
Prepays	\$ 28,844	\$ 13,372	\$ -	\$ 42,216
Total nonspendable	<u>28,844</u>	<u>13,372</u>	<u>-</u>	<u>42,216</u>
Restricted for:				
Future capital expenditures	<u>-</u>	<u>-</u>	<u>43,122</u>	<u>43,122</u>
Total restricted	<u>-</u>	<u>-</u>	<u>43,122</u>	<u>43,122</u>
Committed for:				
Future OPEB payments	2,064,905	-	-	2,064,905
Future capital expenditures	<u>-</u>	<u>2,974,460</u>	<u>-</u>	<u>2,974,460</u>
Total committed	<u>2,064,905</u>	<u>2,974,460</u>	<u>-</u>	<u>5,039,365</u>
Assigned for:				
Subsequent year budget deficit	<u>2,260,992</u>	<u>-</u>	<u>-</u>	<u>2,260,992</u>
Total assigned	<u>2,260,992</u>	<u>-</u>	<u>-</u>	<u>2,260,992</u>
Unassigned	<u>5,534,706</u>	<u>-</u>	<u>-</u>	<u>5,534,706</u>
Total fund balances	<u>\$ 9,889,447</u>	<u>\$ 2,987,832</u>	<u>\$ 43,122</u>	<u>\$ 12,920,401</u>

REQUIRED SUPPLEMENTARY INFORMATION

EAST HEMPFIELD TOWNSHIP
Required Supplementary Information - Unaudited
Schedule of Change in Net Pension Liability - Police Plan

Police Pension Plan	2017	2016	2015
Total pension liability			
Service cost	\$ 305,151	\$ 277,279	\$ 264,075
Interest	1,022,953	939,837	895,652
Changes of benefit terms	-	-	-
Differences between expected and actual experiences	166,762	-	(217,009)
Changes of assumptions	264,471	-	244,829
Benefit payments, including refunds of employee contributions	<u>(647,233)</u>	<u>(627,320)</u>	<u>(613,924)</u>
Net change in total pension liability	1,112,104	589,796	573,623
Total pension liability - beginning	12,374,139	11,784,343	11,210,720
Total pension liability - ending (a)	\$ 13,486,243	\$ 12,374,139	\$ 11,784,343
Plan fiduciary net position			
Contributions - employer	\$ 774,581	\$ 700,966	\$ 494,481
Contributions - employee	143,775	137,134	131,471
Net investment income	1,396,336	477,526	(149,398)
Benefit payments, including refunds of employee contributions	<u>(647,233)</u>	<u>(627,320)</u>	<u>(613,924)</u>
Net change in plan fiduciary net position	1,667,459	688,306	(137,370)
Plan fiduciary net position - beginning	9,049,231	8,360,925	8,498,295
Plan fiduciary net position - ending (b)	\$ 10,716,690	\$ 9,049,231	\$ 8,360,925
Township's net position liability - ending (a-b)	\$ 2,769,553	\$ 3,324,908	\$ 3,423,418
Plan fiduciary net position as a percentage of the total pension liability	79.46%	73.13%	70.95%
Covered payroll	\$ 2,760,000	\$ 2,600,000	\$ 2,475,000
Township's net pension liability as a percentage of covered payroll	100.35%	127.88%	138.32%

NOTES TO THE SCHEDULE

Changes in Assumptions: The mortality assumption used in the January 1, 2017 actuarial valuation was changed to the RP2000 Mortality Table projected to 2017 using Scale AA to reflect an update in expectation for retired life mortality.

Changes in Benefit Terms: The years of service for normal retirement used in the January 1, 2017 actuarial valuation was changed from 10 years to 5 years and the number of years to reach 100% vesting was changed from 10 years to 5 years to reflect a change adopted by the Township on May 18, 2016.

This schedule will be expanded to show multi-year trends as additional information becomes available in the future.

EAST HEMPFIELD TOWNSHIP
Required Supplementary Information - Unaudited
Schedule of Change in Net Pension Liability - Non-Uniform Plan

Non-Uniform Pension Plan	2017	2016	2015
Total pension liability			
Service Cost	\$ 85,247	\$ 151,443	\$ 144,231
Interest	458,213	431,101	404,002
Defined contribution balance	-	64,168	-
Changes of benefit terms	5,569	-	-
Differences between expected and actual experiences	(201,359)	-	(353,226)
Changes of assumptions	189,385	-	93,318
Benefit payments, including refunds of employee contributions	(234,786)	(235,640)	(197,767)
Net change in total pension liability	302,269	411,072	90,558
Total pension liability - beginning	5,766,213	5,355,141	5,264,583
Total pension liability - ending (a)	\$ 6,068,482	\$ 5,766,213	\$ 5,355,141
Plan fiduciary net position			
Contributions - employer	\$ 218,122	\$ 260,774	\$ 257,133
Contributions - employee	36,944	37,099	39,529
Net investment income	765,320	266,051	(88,037)
Benefit payments, including refunds of employee contributions	(234,786)	(235,640)	(197,767)
Net change in plan fiduciary net position	785,600	328,284	10,858
Plan fiduciary net position - beginning	5,065,405	4,737,121	4,726,263
Plan fiduciary net position - ending (b)	\$ 5,851,005	\$ 5,065,405	\$ 4,737,121
Township's net position liability - ending (a-b)	\$ 217,477	\$ 700,808	\$ 618,020
Plan fiduciary net position as a percentage of the total pension liability	96.42%	87.85%	88.46%
Covered payroll	\$ 1,193,000	\$ 1,250,000	\$ 1,400,000
Township's net pension liability as a percentage of covered payroll	18.23%	56.06%	44.14%

NOTES TO THE SCHEDULE

Changes in Assumptions: The mortality assumption used in the January 1, 2017 actuarial valuation was changed to the RP2000 Mortality Table projected to 2017 using Scale AA to reflect an update in expectation for retired life mortality.

Changes in Benefit Terms: The years of service for normal retirement used in the January 1, 2017 actuarial valuation was changed from 10 years to 5 years and the number of years to reach 100% vesting was changed from 10 years to 5 years to reflect a change adopted by the Township on May 18, 2016.

This schedule will be expanded to show multi-year trends as additional information becomes available in the future.

EAST HEMPFIELD TOWNSHIP
Required Supplementary Information - Unaudited
Schedule of Contributions - Pension Plans

For the Calendar Year Ended December 31	Actuarially Determined Contribution (a)	Contributions Recognized in relation to the Actuarially Determined Contribution (b)	Contribution Deficiency (Excess) (b-a)	Covered Payroll (c)	Contributions as a Percentage of Covered Payroll [b/c]
East Hempfield Township Police Pension Plan					
2017	\$ 574,581	\$ 774,581	\$ (200,000)	\$ 2,760,000	28.06%
2016	\$ 500,966	\$ 700,966	\$ (200,000)	\$ 2,600,000	26.96%
2015	\$ 494,481	\$ 494,481	\$ -	\$ 2,475,000	19.98%
2014	\$ 298,627	\$ 298,627	\$ -	\$ 2,450,000	12.19%
East Hemfield Township Non-Uniformed Pension Plan (Defined Benefit)					
2017	\$ 175,115	\$ 175,115	\$ -	\$ 1,193,000	14.68%
2016	\$ 229,893	\$ 229,893	\$ -	\$ 1,250,000	18.39%
2015	\$ 242,662	\$ 242,662	\$ -	\$ 1,400,000	17.33%
2014	\$ 203,332	\$ 203,332	\$ -	\$ 1,415,000	14.37%

NOTES TO THE SCHEDULE

The following actuarial methods and assumptions were used to determine contribution rates:

Contribution year	2017	2016	2015
Actuarial valuation date	1/1/2017	1/1/2015	1/1/2013
Actuarial cost method	Entry age	Entry age	Entry age
Amortization method	Level dollar	Level dollar	Level dollar
Remaining amortization period			
Police	9 years	9 years	11 years
Non-Uniform	3 years	4 years	6 years
Asset valuation method	Market	Market	Smoothing
Salary increases	5.00%	5.00%	5.25%
Investment rate of return net of pension plan expenses including inflation	8.00%	8.00%	8.25%
Disability rates			
Police	DI378	DI378	DI378
Non-Uniform	None	None	None
Termination rates	W65	W65	W65
Mortality	RP2000	RP2000	RP2000
Retirement age			
Police	50	50	50
Non-Uniform	60	60	60
Cost of living adjustments	None	None	None

Changes in Assumptions: The mortality assumption used in the January 1, 2017 actuarial valuation was changed to the RP2000 Mortality Table projected to 2017 using Scale AA to reflect an update in expectation for retired life mortality.

Changes in Benefit Terms: The years of service for normal retirement used in the January 1, 2017 actuarial valuation was changed from 10 years to 5 years and the number of years to reach 100% vesting was changed from 10 years to 5 years to reflect a change adopted by the Township on May 18, 2016.

This schedule will be expanded to show multi-year trends as additional information becomes available in the future.

EAST HEMPFIELD TOWNSHIP
Required Supplementary Information - Unaudited
Schedule of Funding Progress - Other Postemployment Benefit Plan
December 31, 2017

Schedule of Funding Progress

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) - Entry Age (b)	Unfunded Actuarial Liability AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll [(b-a)/c]
01/01/17	\$ -	\$ 5,541,609	\$ 5,541,609	0.0%	\$ 2,731,823	202.85%
01/01/13	\$ -	\$ 5,867,832	\$ 5,867,832	0.0%	\$ 2,348,740	249.83%
01/01/10	-	6,689,041	6,689,041	0.0%	2,143,712	312.03%

EAST HEMPFIELD TOWNSHIP
Required Supplementary Information - Unaudited
Budgetary Comparison Schedule
General Fund
Year Ended December 31, 2017

	Budgeted Amounts			
	Original	Final	Actual	Variance
REVENUES				
Taxes	\$ 8,152,000	\$ 8,152,000	\$ 8,514,794	\$ 362,794
Licenses and permits	936,000	936,000	1,372,326	436,326
Fines and forfeits	100,500	100,500	109,378	8,878
Interest earnings	6,000	6,000	221,459	215,459
Rents	16,471	16,471	18,291	1,820
Intergovernmental	829,265	829,265	831,120	1,855
Charges for services	120,825	120,825	188,365	67,540
Contributions	3,830	3,830	1,277,859	1,274,029
Miscellaneous	-	-	6,550	6,550
Total revenues	10,164,891	10,164,891	12,540,142	2,375,251
EXPENDITURES				
General government	843,441	843,441	1,020,902	(177,461)
Public safety	6,972,972	6,972,972	6,387,476	585,496
Public works	1,770,432	1,770,432	1,958,174	(187,742)
Culture and recreation	77,868	77,868	79,535	(1,667)
Total expenditures	9,664,713	9,664,713	9,446,087	218,626
Excess (deficiency) of revenues over expenditures	500,178	500,178	3,094,055	2,593,877
OTHER FINANCING SOURCES (USES)				
Proceeds from sale of capital assets	-	-	826	826
Proceeds from capital lease	-	-	158,484	158,484
Transfers in (out)	(1,508,816)	(1,508,816)	(1,568,485)	(59,669)
Total other financing sources and uses	(1,508,816)	(1,508,816)	(1,409,175)	99,641
Net change in fund balances	\$ (1,008,638)	\$ (1,008,638)	\$ 1,684,880	\$ 2,693,518