

AUDIT FINDINGS AND RECOMMENDATIONS

1. TAX COLLECTORS

Statement of Findings

- A. **Tax Collectors – 2014** – The Tax Collector books were audited for the year 2014.
1. Coaldale Borough Tax Collector owes the County \$67.14. This money was paid to the County on March 30, 2015.
 2. Cumberland Valley Township Tax Collector owes the County \$985.28. This money was paid to the County on April 2, 2015.
 3. Mann Township Tax Collector owes the County \$1,055.07. This money was paid to the County on May 13, 2015.
 4. Mann’s Choice Borough Tax Collector owes the County \$103.01. This money was paid to the County on April 22, 2015.
 5. The amount of \$117.26 was refunded to the Monroe Township Tax Collector on April 7, 2015 due to overpayment.
 6. The amount of \$42.26 was refunded to the New Paris Borough Tax Collector on April 21, 2015 due to overpayment.
 7. Amended reports were made to the Tax Claim Office for the following:
Hyndman Boro - \$352.90, Liberty Twp - \$199.53, Mann Twp - \$22.78, West St. Clair Twp - \$61.04, and Woodbury Twp - \$46.16 for a grand total of \$682.41.

2. RETIREMENT

Statement of Findings

- A. As of December 31, 2014, the employee’s contributions (money deducted from the employee’s pay) from July 2013 through September 2014 have been deposited into the Retirement Account. October 2014 through December 2014 deductions have not been deposited into the Retirement Account.

Recommendation – We continue to recommend that this money be deposited in a timely manner.

3. PROBATION – SUPERVISION FUND

Statement of Findings

As of September 13, 2014, the total owed to the County for salary and benefit reimbursements was \$317,437.57. As of December 15, 2014, this balance was paid in full to the County General Fund. See page 45 in this audit book for the yearly breakdown.

2011 REPEAT & ADDITIONAL FINDINGS

2011-1B – Rainsburg Borough – Colleen Peake, Tax Collector (former)

Statement of Findings

1. The Tax Collector failed to turn over the 2010 Tax Duplicate; therefore we were unable to complete the audit of the 2010 tax collections.
2. The Tax Collector failed to turn over any money to the County for taxes collected in 2011.

Additional Findings – The Tax Collector failed to turn over monthly collection reports for 2011. She also failed to turn over the 2011 Tax Duplicate and final reports needed to close her books for 2011.

NOTE: On February 29, 2014, the Tax Collector paid \$7,461.55 for the 2011 tax money collected to the County and turned over her 2011 Duplicate but failed to make complete settlement for 2011 with the Tax Claim Office. The audit was completed for 2011.

NOTE: On October 6, 2014, the Tax Collector turned over her 2010 Tax Duplicate and the audit was completed for 2010.

NOTE: On March 20, 2015, the Tax Collector, Colleen Peake, was sentenced by the Bedford County Court of Common Pleas. She had been charged with theft by failure to make required disposition of funds, a Felony of the Third Degree. She was ordered to pay the cost of prosecution, all applicable statutory fees, a fine of \$1,500, DNA fee of \$250 and be placed on probation for a period of five (5) years. She shall complete a total of one hundred (100) hours of community service.

2011 REPEAT & ADDITIONAL FINDINGS

2011-1C – Manns Choice Borough – Emily Pravata, Tax Collector (former)

Statement of Findings

1. An audit of this account revealed transactions totaling \$4,206.59 were made within the Tax Collector's checking account that was not in accordance with the Local Tax Collection Law. Monies were transferred from this account to a personal account and debit card transactions were made.

NOTE: The above findings were turned over to the District Attorney's Office.

NOTE: On January 31, 2014, Emily Pravata was sentenced by the Bedford County Court of Common Pleas. She had been charged with Tax Collector Embezzlement, a Misdemeanor of the First Degree. She was ordered to pay the costs of prosecution, all applicable statutory fees, a fine of \$1,000, and be placed on probation for a period of two (2) years.

2011-1D – New Paris Borough - Kerri Mickel, Tax Collector (former)

Statement of Findings

1. An audit of this account revealed transactions of an undetermined amount were made with the Tax Collector's checking account that was not in accordance with the Local Tax Collection Law. Monies were used for personal bill payments.

Additional Findings - Additional information was presented to the Auditor's Office for review following the close of the 2011 audit. It was determined that transactions totaling \$12,729.34 were made that were not in accordance with the Local Tax Collection Law. It was also discovered that the Tax Collector was using multiple bank accounts.

NOTE: The above findings were turned over to the District Attorney's Office.

NOTE: As of September 24, 2014, the tax collector, Kerri Mickel, has been charged with theft and related offenses.

2012 REPEAT & ADDITIONAL FINDINGS

2012-2B RETIREMENT

As of December 31, 2014, the total required County contribution determined by the actuary had not been deposited into the Retirement Fund.

Recommendation – To ensure that the Retirement Fund is actuarially sound and to comply with Act 96 of 1971 of the County Pension Law, we continue to recommend that the contributions be made in a timely manner.