

**ANNUAL FINANCIAL STATEMENT FOR THE YEAR 2016
(UNAUDITED)**

POPULATION LAST CENSUS 1,036
 NET VALUATION TAXABLE 2016 \$118,962,377
 MUNICIPAL CODE 1703

**FIVE DOLLARS PER DAY PENALTY IF NOT FILED BY:
 COUNTIES - January 26, 2017
 MUNICIPALITIES - February 10, 2017**

ANNUAL FINANCIAL STATEMENTS REQUIRED TO BE FILED UNDER NEW JERSEY STATUTES
 ANNOTATED 40A:5-12, AS AMENDED, COMBINED WITH INFORMATION REQUIRED PRIOR TO CERTIFICATION
 OF BUDGETS BY THE DIRECTOR OF THE DIVISION OF LOCAL GOVERNMENT SERVICES.

Township _____ of Elsinboro County of Salem

SEE BACK COVER FOR INSTRUCTIONS
 DO NOT USE THESE SPACES

	Date	Examined By:
1		Preliminary Check
2		Examined

I hereby certify that the debt shown on Sheets 31 to 34a, 49 to 51a and 63 to 65a are complete, were computed by me and can be supported upon demand by a register or other detailed analysis.

Signature _____

Title Registered Municipal Accountant

(This MUST be signed by Chief Financial Officer, Comptroller, Auditor or Registered Municipal Accountant)

REQUIRED CERTIFICATION BY THE CHIEF FINANCIAL OFFICER:

I hereby certify that I am responsible for filing this verified Annual Financial Statement, which I have not prepared and information required also included herein and that this Statement is an exact copy of the original on file with the clerk of the governing body, that all calculations, extensions and additions are correct, that no transfers have been made to or from emergency appropriations and all statements contained herein are in proof; I further certify that this statement is correct insofar as I can determine from all the books and records kept and maintained in the Local Unit.

Further I do hereby certify that I, John F. Willadsen, am the Chief Financial Officer, License # No 409, of the Township of Elsinboro County of Salem and that the statements annexed hereto and made a part hereof are true statements of the financial condition of the Local Unit as at December 31, 2016, completely in compliance with N.J.S. 40A:5-12, as amended. I also give complete assurances as to the veracity of required information included herein, needed prior to certification by the Director of Local Government Services, including the verification of cash balances as of December 31, 2016.

Signature _____

Title Chief Financial Officer

Address Elsinboro Emergency Management Building
619 Salem\ Fort Elfsborg Road, Salem, N.J. 08079

Phone Number (856) 935-2200

Fax Number (856) 935-9011

IT IS HEREBY INCUMBENT UPON THE CHIEF FINANCIAL OFFICER, WHEN NOT PREPARED BY SAID, AT A MINIMUM MUST REVIEW THE CONTENTS OF THIS ANNUAL FINANCIAL STATEMENT WITH THE PREPARER, SO AS TO BE FAMILIAR WITH THE REPRESENTATIONS AND ASSERTIONS MADE HEREIN.

THIS REQUIRED CERTIFICATION BY AN RMA IS AS FOLLOWS:

Preparation by Registered Municipal Accountant (Statement of Statutory Auditor Only)

I have prepared the post-closing trial balances, related statements and analyses included in the accompanying Annual Financial Statement from the books of account and records made available to me by the _____ Township _____ of _____ Elsinboro as of December 31, 2016 and have applied certain agreed-upon procedures thereon as promulgated by the Division of Local Government Services, solely to assist the Chief Financial Officer in connection with the filing of the Annual Financial Statement for the year then ended as required by N.J.S. 40A:5-12, as amended.

Because the agreed-upon procedures do not constitute an examination of accounts made in accordance with generally accepted auditing standards, I do not express an opinion on any of the post-closing trial balances, related statements and analyses. In connection with the agreed-upon procedures, no matters came to my attention that caused me to believe that the Annual Financial Statement for the year ended 2016 is not in substantial compliance with the requirements of the State of New Jersey, Department of Community Affairs, Division of Local Government Services. Had I performed additional procedures or had I made an examination of the financial statements in accordance with generally accepted auditing standards, other matters might have come to my attention that would have been reported to the governing body and the Division. This Annual Financial Statement relates only to the accounts and items prescribed by the Division and does not extend to the financial statements of the municipality, taken as a whole.

Listing of agreed-upon procedures not performed and/or matters coming to my attention of which the Director should be informed.

(Registered Municipal Accountant)

Nightlinger, Colavita & Volpa
(Firm Name)

991 S. Black Horse Pike
(Address)

Williamstown, N. J. 08094
(Address)

Certified by me
This 1st day of February, 2017

(856) 629-3111

(Phone Number)

(856) 728-2245

(Phone Number)

MUNICIPAL BUDGET LOCAL EXAMINATION QUALIFICATION CERTIFICATION
BY
CHIEF FINANCIAL OFFICER

One of the following Certifications must be signed by the Chief Financial Officer if
your municipality is eligible for local examination.

CERTIFICATION OF QUALIFYING MUNICIPALITY

1. The outstanding indebtedness of the previous fiscal year is not in excess of 3.5%;
2. All emergencies approved for the previous fiscal year did not exceed 3% of total appropriations;
3. The tax collection rate exceeded 90%;
4. Total deferred charges did not equal or exceed 4% of the total tax levy;
5. There were no "procedural deficiencies" noted by the registered municipal accountant on Sheet 1a of the Annual Financial Statement; and
6. There was no operating deficit for the previous fiscal year.
7. The municipality did not conduct an accelerated tax sale for less than 3 consecutive years
8. The municipality did not conduct a tax levy sale the previous fiscal year and does not plan to conduct one in the current year.
9. The current year budget does not contain a levy or appropriation "CAP" referendum.
10. The municipality has not applied for Transitional Aid for 2017.

The undersigned certifies that this municipality has complied in full in meeting ALL
of the above criteria in determining its qualification for local examination of its budget
in accordance with N.J.A.C. 5:30 - 7.5.

Municipality: _____
Chief Financial Officer: _____
Signature: _____
Certificate #: _____
Date: _____

CERTIFICATION OF NON-QUALIFYING MUNICIPALITY

The undersigned certifies that this municipality does not meet Item(s) # _____ of the criteria
above and therefore does not qualify for local examination of its Budget in accordance
with N.J.A.C. 5:30 - 7.5.

Municipality: Township of Elsinboro
Chief Financial Officer: John F. Willadsen
Signature: _____
Certificate #: NO. 409
Date: 2/1/17

21-0744851

Fed. I.D. #

Township of Elsinboro

Municipality

Salem

County

Report of Federal and State Financial Assistance Expenditures of Awards

Fiscal Year Ending:

December 31, 2016

	(1)	(2)	(3)
	Federal programs Expended (administered by the state)	State Programs Expended	Other Federal Programs Expended
TOTAL	\$ <u>- 0 -</u>	\$ <u>10,082.46</u>	\$ <u>0</u>

Type of audit required by OMB A-133 and OMB 15-08:

- Single Audit
- Program Specific Audit
- Financial Statement Audit Performed in Accordance with Government Auditing Standards (Yellow Book)

Note: All local governments, who are recipients of federal and state awards (financial assistance), must report the total amount of federal and state funds expended during its fiscal year and the type of audit required to comply with US Uniform Guidance and OMB 15-08. The single audit threshold has been increased to \$750,000 beginning with Fiscal Year starting after 1/1/2015.

- (1) Report expenditures from federal pass-through programs received directly from state government. Federal pass-through funds can be identified by the Catalog of Federal Domestic Assistance (CFDA) number reported in the State's grant/contract agreements.
- (2) Report expenditures from state programs received directly from state government or indirectly from pass through entities. **Exclude state aid (i.e. CMPTRA, Energy Receipts tax, etc.) since there are no compliance requirements.**
- (3) Report expenditures from federal programs received directly from the federal government or indirectly from entities other than state government.

Signature of Chief Financial Officer

2/1/2017

Date

IMPORTANT!
READ INSTRUCTIONS

INSTRUCTION

The following certification is to be used ONLY in the event there is NO municipally operated utility.

If there is a utility operated by the municipality or a "utility fund" existed on the books of account, do not sign this statement and do not remove any of the UTILITY sheets from the document.

CERTIFICATION

I hereby certify that there was no "utility fund" on the books of account and there was no utility owned and operated by the Township of Elsinboro County of Salem during the year 2016 and that sheets 40 or 68 are unnecessary.

I have therefore removed from this statement the sheets pertaining only to utilities.

Name _____

Title R.M.A.

(This must be signed by Chief Financial Officer, Comptroller, Auditor or Registered Municipal Accountant.)

NOTE:

When removing the utility sheets, please be sure to refasten the "index" sheet (the last sheet in the statement) in order to provide a protective cover sheet to the back of the document.

MUNICIPAL CERTIFICATION OF TAXABLE PROPERTY AS OF OCTOBER 1, 2016

Certification is hereby made that the Net Valuation Taxable of property liable to taxation for the tax year 2017 and filed with the County Board of Taxation on January 10, 2017 in accordance with the requirement of N.J.S.A. 54:4-35, was in the amount of \$ _____ -

SIGNATURE OF TAX ASSESSOR
Township of Elsinboro

MUNICIPALITY
Salem

COUNTY

NOTE THAT A TRIAL BALANCE IS REQUIRED AND NOT A BALANCE SHEET

**POST CLOSING
TRIAL BALANCE - CURRENT FUND
AS AT DECEMBER 31, 2016**

Cash Liabilities Must be Subtotalled and Subtotal Must be Marked with a "C" - Taxes Receivable Must be Subtotalled

Title of Account	Debit	Credit
Cash - Chief Financial Officer	\$ 1,149,404.61	
Cash - Collector	1,137.77	
Sub-Total Cash	1,150,542.38	
Delinquent Property Taxes	47,613.00	
Tax Title Liens Receivable	49,641.30	
Sub-Total Taxes Receivable	97,254.30	
Property Acquired for Taxes	131,400.00	
Due From Animal Control Fund	7,247.99	
Due From Payroll Fund	2,858.24	
Revenue Accounts Receivable	436.00	
	239,196.53	
Emergency Authorization		
Special Emergency Authorization (40A: 4-55)		
Encumbrance Payable		\$3,549.52
Appropriation Reserves		56,789.95
Prepaid Taxes		34,934.11
Due to State of N. J. Senior Citizens and Veterans		4,729.33
Local District School Taxes Payable		443,904.68
Due to Trust Other Fund		8,683.20
Due to Grant Fund		13,061.42
Due to General Capital Fund		245,569.38
Tax Overpayments		3,859.41
Reserve for Sale of Municipal Assets		2,000.00
Miscellaneous Accounts Payable		1,800.00
Due to LAC Township		158.00
		819,039.00 "C"
Reserve for Receivables		239,196.53
Fund Balance		331,503.38
	\$ 1,389,738.91	\$ 1,389,738.91

(Do not crowd - add additional sheets)

POST CLOSING
TRIAL BALANCE - PUBLIC ASSISTANCE FUND
ACCOUNTS #1 AND #2
AS AT DECEMBER 31, 2016

Cash Liabilities Must Be Subtotalled and Subtotal Must Be Marked With "C" - - Taxes Receivable Must Be Subtotalled

Title of Account	Debit	Credit
N/A		

(Do not crowd - add additional sheets)

*To be prepared in compliance with Department of Human Services Municipal Audit Guide,
Public Welfare, General Assistance Program.

**POST CLOSING
TRIAL BALANCE - TRUST FUNDS
(ASSESSMENT SECTION MUST BE SEPARATELY STATED)**

AS AT DECEMBER 31, 2016

Title of Account	Debit	Credit
<u>Animal Control Fund</u>		
Cash	\$3,314.70	
Due from State - Seized Dog Trust Fund Acct	5,979.29	
Reserve for Animal Control Fund Expenditures Due to Current Fund		\$2,046.00 7,247.99
Total	9,293.99	\$9,293.99
<u>Trust Other</u>		
Cash - Treasurer	\$20,736.39	
Due from Current Fund	8,683.20	
Reserve for:		
Unemployment		\$3,926.77
Escrow Deposits		8,057.51
Tax Title Lien Redemptions		2,000.00
Tax Sale Premium		13,200.00
Donations		2,235.31
Total	\$29,419.59	\$29,419.59
<u>Payroll Fund</u>		
Cash - Treasurer	\$12,292.98	
Due to Current Fund		\$2,858.24
Reserve for Payroll		9,434.74
Total	\$12,292.98	\$12,292.98

(Do not crowd - add additional sheets)

MUNICIPAL PUBLIC DEFENDER CERTIFICATION

Public Law 1998, C. 256

N/A

Municipal Public Defender Expended Prior Year 2015: (1) 0
(2) x 25%

Municipal Public Defender Trust Cash Balance December 31, 2016:..... (3) 0

Note: If the amount of money in a dedicated fund established pursuant to this section exceeds by more than 25% the amount which the municipality expended during the prior year providing the services of a municipal public defender, the amount in excess of the amount expended shall be forwarded to the Criminal Disposition and Review Collection Fund administered by the Victims of Crime Compensation Board. (P.O. Box 084, Trenton, NJ 08625)

Amount in excess of the amount expended: $3 - (1 + 2) =$ 0

The undersigned certifies that the municipality has complied with the regulations governing Municipal Public Defender as required under Public Law 1998, C. 256.

Chief Financial Officer _____
Signature: _____
Certificate #: _____
Date: _____

Schedule of Trust Fund Deposits and Reserves

	Amount Dec. 31, 2015 per Audit Report	Receipts	Disbursements	Balance as of Dec. 31, 2016
<u>Purpose</u>				
1 <u>Unemployment</u>	\$ 3,926.44	\$ 0.33		\$ 3,926.77
2 <u>Escrow Deposits</u>	8,176.48	1,500.00	1,618.97	8,057.51
3 <u>Tax Title Lien Redemptions</u>	2,000.00	46,564.53	46,564.53	2,000.00
4 <u>Reserve for Payroll</u>	8,395.80	97,389.41	96,350.47	9,434.74
5 <u>Donations</u>	2,235.17	0.14		2,235.31
6 <u>Tax Sale Premiums</u>	11,600.00	43,900.00	42,300.00	13,200.00
7 <u>Reserve for Animal Control Fund</u>	1,796.00	651.10	401.10	2,046.00
8 _____				
9 _____				
10 _____				
13 _____				
14 _____				
15 _____				
16 _____				
17 _____				
18 _____				
19 _____				
20 _____				
21 _____				
22 _____				
23 _____				
24 _____				
25 _____				
26 _____				
27 _____				
28 _____				
29 _____				
30 _____				
Totals:	\$ 38,129.89	\$ 190,005.51	\$ 187,235.07	\$ 40,900.33

Animal Control	\$ 2,046.00
Trust Other	29,419.59
Payroll	<u>9,434.74</u>
	<u>\$ 40,900.33</u>

**ANALYSIS OF TRUST ASSESSMENT CASH AND INVESTMENT PLEDGED TO
LIABILITIES AND SURPLUS**

Title of Liability to which Cash and Investments are Pledged	Audit Balance Dec. 31, 2015	Receipts				Disbursements	Balance Dec. 31, 2016
		Assessments and Liens	Current Budget				
Assessment Serial Bonds Issues:	xxxxx xx	xxxxx xx	xxxxx xx	xxxxx xx	xxxxx xx	xxxxx xx	xxxxx xx
Assessment Bond Anticipation Note Issues	xxxxx xx	xxxxx xx	xxxxx xx	xxxxx xx	xxxxx xx	xxxxx xx	xxxxx xx
			N/A				
Other Liabilities							
Trust Surplus							0.00
*Less Assets "Unfinanced"	xxxxx xx	xxxxx xx	xxxxx xx	xxxxx xx	xxxxx xx	xxxxx xx	xxxxx xx
	\$0.00						

* Show as red figure

POST CLOSING
TRIAL BALANCE - GENERAL CAPITAL FUND

AS AT DECEMBER 31, 2016

Title of Account	Debit	Credits
Est. Proceeds Bonds and Notes Authorized		
Bonds and Notes Authorized but Not Issued		
Due From Current Fund	\$245,569.38	
Improvement Authorizations:		
Funded		\$87,774.30
Accounts Payable		675.00
Capital Improvement Fund		149,276.83
Fund Balance		7,843.25
	\$245,569.38	\$245,569.38

(Do not crowd - add additional sheets)

CASH RECONCILIATION DECEMBER 31, 2016

	Cash		Less Checks Outstanding	Cash Book Balance
	* On Hand	On Deposit		
Current	\$204,710.89	\$ 968,123.29	\$22,291.80	\$1,150,542.38
Trust - Assessment				
Trust - Dog License		3,360.90	46.20	3,314.70
Trust - Other		20,951.05		20,951.05
Capital - General				
Water - Operating				
Water - Capital				
Utility-Assessment Trust				
Public Assistance **				
Garbage District				
Payroll Account		14,189.09	1,896.11	12,292.98
Total	\$204,710.89	\$1,006,624.33	\$24,234.11	\$1,187,101.11

*Include Deposits in Transit

** Be sure to include a Public Assistance Account reconciliation and trial balance if the municipality maintains such a bank account.

REQUIRED CERTIFICATION

I hereby certify that all amounts shown in the "Cash on Deposit" column on Sheet 9 and 9a have been verified with the applicable bank statements, certificates, agreements or passbooks at December 31, 2016.

I also certify that all amounts, if any, shown for Investments in Savings and Loan Associations on any trial balance have been verified with the applicable passbooks at December 31, 2016.

All "Certificates of Deposit," "Repurchase Agreements" and other investments must be reported as cash and included in this certification.

(THIS MUST BE SIGNED BY THE REGISTERED MUNICIPAL ACCOUNTANT (STATUTORY AUDITOR) OR CHIEF FINANCIAL OFFICER) depending on who prepared this Annual Financial Statement as certified to on Sheet 1 or 1a.

Signature _____ Title Registered Municipal Accountant _____

CASH RECONCILIATION DECEMBER 31, 2016 (cont'd)

LIST BANKS AND AMOUNTS SUPPORTING "CASH ON DEPOSIT"

<u>Fulton Bank</u>		
CD	#5825017030	39,623.90
CD	#5815017560	109,300.59
<u>Franklin Savings</u>		
Dog Registrar Account	#1000035715	3,360.90
Payroll	#1900014447	14,189.09
Current Fund	#1900014347	818,061.03
Unemployment Trust	#2900020817	3,190.57
Donation & Bequests	#2900020807	2,232.63
<u>Harvest Bank</u>		
Redemption & Premium	#1304510223	15,307.62
Tax Collector	#1304510215	1,137.77
Clerks	#1304510272	220.23
Total		\$1,006,624.33

Note: Section N.J.S. 40A:4-61, 40A:4-62, and 40A:4-63 of the Local Budget Law require that separate bank accounts be maintained for each allocated fund.

**MUNICIPALITIES AND COUNTIES
FEDERAL AND STATE GRANTS RECEIVABLE**

Grant	Balance Jan 1, 2016	2016 Budget Revenue Realized	Received		Cancelled	Balance Dec. 31, 2016
State Grants						
Municipal Alliance Program - 2013	\$376.96					\$376.96
Municipal Alliance Program - 2014	3,145.95					3,145.95
Municipal Alliance Program - 2015	214.92					214.92
Municipal Alliance Program - 2016	0.00	\$3,819.14	\$3,552.15			266.99
Clean Communities Program						
2016		4,000.00	4,000.00			0.00
JIF Health & Wellness Incentive		500.00				500.00
Totals	\$3,737.83	\$8,319.14	\$7,552.15		\$0.00	\$4,504.82

**SCHEDULE OF APPROPRIATED RESERVES FOR
FEDERAL AND STATE GRANTS**

Grants	Balance Jan 1, 2016	Transferred from 2016 Budget Appropriations		Expended	Cancelled	Balance Dec. 31, 2016
		Budget	Appropriation By 40A:4-87			
State Grants						
Municipal Alliance Program:						
2014	\$ 2,024.66					\$ 2,024.66
2015	1,674.18			\$ 1,599.59		74.59
2016		\$ 4,715.00		4,659.01		55.99
JIF Health & Wellness Incentive			\$ 500.00	359.96		140.04
JIF Safety Incentive Program		1,755.00		1,441.90		313.10
Clean Communities Program 2014	667.32					667.32
Clean Communities Program 2015	4,000.00					4,000.00
Clean Communities Program 2016		4,000.00		200.00		3,800.00
New Jersey Smalls Program 2013	1,130.76					1,130.76
REA Grant Program 2011	547.00					547.00
NJ Forest Service Community Forestry Grant	3,000.00					3,000.00