

# **BOROUGH OF WILSON**

**NORTHAMPTON COUNTY**

**PENNSYLVANIA**

## **BASIC FINANCIAL STATEMENTS WITH INDEPENDENT AUDITOR'S REPORT**

**As of and for the Year Ended**

**DECEMBER 31, 2019**

**BOROUGH OF WILSON  
NORTHAMPTON COUNTY, PENNSYLVANIA**

**DECEMBER 31, 2019**

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# THE DAVID KUNSMAN CORPORATION, INC.

MEMBER OF AMERICAN AND PENNSYLVANIA INSTITUTES OF CPA'S  
**A CERTIFIED PUBLIC ACCOUNTING PRACTICE**

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## INDEPENDENT AUDITOR'S REPORT

To the Mayor and Borough Council  
Borough of Wilson, Pennsylvania

We have audited the accompanying modified-cash basis financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the **Borough of Wilson, Pennsylvania**, as of and for year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the Borough'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 the modified-cash basis of accounting described in Note 1; this includes determining that the modified-cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for 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 an opinion 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 modified-cash basis financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the **Borough of Wilson, Pennsylvania**, as of December 31, 2019, and the respective changes in modified-cash financial position and, where applicable, cash flows thereof for the year then ended in accordance with the modified-cash basis of accounting as described in Note 1.

## **Basis of Accounting**

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

## **Other Matters**

### *Required Supplementary Information*

Modified-cash basis of accounting requires that the management's discussion and analysis and budgetary comparison information on pages 3-9 and 32-36 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.

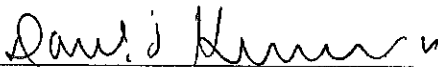
### *Other Information*

Our audit was conducted for the purpose of forming opinions on the modified-cash basis financial statements that collectively comprise the **Borough of Wilson**, Pennsylvania's basic financial statements. The introductory section, combining and individual nonmajor fund financial statements, and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

THE DAVID KUNSMAN CORPORATION, INC.

By   
David L. Kunsman, Sr., CPA  
Audit Engagement Shareholder

February 15, 2020

# **MANAGEMENT'S DISCUSSION AND ANALYSIS**

**BOROUGH OF WILSON**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)**  
December 31, 2019

Our discussion and analysis of the Borough of Wilson's financial performance provides an overview of the Borough's financial activities for the fiscal year ended December 31, 2019 within the limitations of the Borough's modified cash basis of accounting. Wilson Borough, Northampton County, Pennsylvania operates under the Commonwealth of Pennsylvania Borough Code Act of February 1, 1966 (1965 P.L. 1656, No. 581), as amended. The Borough is organized as a Council-Mayor form of governance, an elected Borough Council, and provides the following services to its residents: public safety, highways and streets, sanitation, culture-recreation, planning and zoning, and general administrative services.

**FINANCIAL HIGHLIGHTS**

*Key government-wide financial highlights for the year are as follows:*

- In total, net position was \$8,627,362.
- General revenues accounted for \$4,923,971 in revenue or 63.7% of all revenues. Program specific revenues in the form of charges for services, operating grants and contributions, and capital grants and contributions accounted for \$2,808,700 or 36.3% of total revenues of \$7,732,671.
- Total assets of governmental activities were \$6,075,029 of which \$1,244,283 represents unrestricted cash and investments. Fixed assets, net of accumulated depreciation was \$4,657,090.
- The Borough had \$7,293,878 in expenses; only \$2,808,700 of these expenses were offset by program specific charges for services, grants, or contributions. General revenues (primarily taxes) of \$4,923,971 were not adequate to provide for these programs.
- Expenses, after program revenue were \$4,485,178.
- State and local intergovernmental revenues this year were \$168,278.

**USING THIS ANNUAL REPORT**

This annual report is presented in a format consistent with the presentation requirements of the Governmental Accounting Standards Board, as applicable to the Borough's modified cash basis of accounting.

**REPORT COMPONENTS**

This annual report consists of the following four parts:

1. *Government-wide Financial Statements.* The Statement of Net Position - modified-cash basis and the statement of activities - modified-cash basis (on pages 10-11) provide information about the activities of the Borough government wide (or as a whole) and present a longer-term view of the Borough's finances.
2. *Fund Financial Statements.* Fund financial statements (starting on page 12) focus on the individual parts of the Borough government. Fund financial statements also report the Borough's operations in more detail than the government-wide statements by providing information about the Borough's most significant (major) funds. For governmental activities, these statements tell how these services were financed in the short term, as well as what remains for future spending. For proprietary activities, these statements offer short-term and long-term financial information about the activities the Borough operate like businesses, such as sewer services.
3. *Notes to the Financial Statements.* The notes to the financial statements are an integral part of the government-wide and fund financial statements and provide expanded explanation and detail regarding the information reported in the statements.
4. *Supplementary Information.* The annual report includes optional financial information such as management's discussion and analysis, budgetary comparison schedule, and combining statements for non-major funds (that are added together and shown in the fund financial statements in a single column). This other supplemental financial information is provided to address certain specific needs of various users of the Borough's annual report.

## **BOROUGH OF WILSON**

### **MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) (Continued)**

December 31, 2019

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#### **BASIS OF ACCOUNTING**

The Borough has elected to present its financial statements on a modified cash basis of accounting. This modified cash basis of accounting is a basis of accounting other than accounting principles generally accepted in the United States of America. Basis of accounting is a reference to when financial events are recorded, such as the timing for recognizing revenues, expenses, and their related assets and liabilities. In accordance with the Borough's modified cash basis of accounting, revenues and expenses and certain related assets and liabilities are recorded when they result from cash transactions or events, except for certain modifications, such as recording of depreciation expense on capital assets in the government-wide financial statements for all activities and in the fund financial statements for proprietary fund activities.

As a result of the use of this modified cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected) and certain liabilities and their related expenses and (such as accounts payable and expenses for goods or services received but not yet paid and accrued expenses and liabilities) are not recorded in these financial statements. Therefore, when reviewing the financial information and discussion within this annual report, the reader should keep in mind the limitations resulting from the use of the modified cash basis of accounting.

#### **REPORTING THE BOROUGH AS A WHOLE**

##### ***THE BOROUGH'S REPORTING ENTITY PRESENTATION***

This annual report includes all activities for which the Borough of Wilson's Borough Council is fiscally responsible.

##### ***THE GOVERNMENT-WIDE STATEMENT OF NET POSITION – MODIFIED CASH BASIS AND THE STATEMENT OF ACTIVITIES – MODIFIED CASH BASIS***

Our financial analysis of the Borough as a whole begins on page 10. The government-wide financial statements are presented on pages 10 and 11. One of the most important questions asked about the Borough's finances is "Is the Borough as a whole better or worse off as a result of this year's activities?" The Statement of Net Position- modified-cash basis and Statement of Activities- modified-cash basis report this information about the Borough as a whole and its activities in a way that helps answer this question. These statements include all the Borough's assets and liabilities as further defined in the notes to the financial statements.

These two statements report the Borough's net position and changes therein. Keeping in mind the limitations of the modified cash basis of accounting, you can think of the Borough's net position – the difference among assets and liabilities – as one way to measure the Borough's financial health or financial position. Over time, increases or decreases in the City's net position are one indicator of whether its financial health is improving or deteriorating. You will need to consider other nonfinancial factors, however, such as changes in the Borough's tax base and the condition of the Borough's roads, to assess the overall health of the Borough.

In the Statement of Net Position - modified-cash basis and Statement of Activities- modified-cash basis, we can divide the Borough into two kinds of activities:

1. *Governmental Activities.* Most of the Borough's basic services are reported here, including police, fire, general administrative, streets, parks, and sanitation. Real estate tax, franchise fees, fines, and state and federal grants finance most of these activities.
2. *Business-type Activities.* The Borough charges a fee to customers to help it cover all or most of the cost of certain services it provides. The Borough's sewer system is reported here.

## **BOROUGH OF WILSON**

### **MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) (Continued)**

December 31, 2019

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## **REPORTING THE BOROUGH AS A WHOLE (continued)**

### ***Defining the Classifications of Expenditure:***

- General Government activities includes the activities of the legislative council, the Borough manager's office, financial administration, legal counsel, insurance, and physical plant.
- Public safety activities include police protection, code enforcement, fire protection, and planning.
- Trash & Sanitation is the refuse service.
- Public Works includes general services, servicing of streets and storm sewers, and snow and ice removal.
- Health & Welfare includes Animal Control and other general health related charges.
- Cultural and recreation includes the community pool and parks. The library is classified separately as a non-profit entity.
- Other includes the various employee benefits and insurances paid by the Borough.
- Interest on long-term debt and fiscal charges involve the transactions associated with the payment of interest and other related charges to debt of the Borough.
- Enterprise fund involves the Borough's activities in the public sewer operations.

The dependence upon real estate tax revenues is apparent. The community, as a whole, is the primary support for the Borough of Wilson. The real estate taxes for the Borough are collected from Borough residents. The tax on real estate, as levied by the council, is 20.0 mills (\$20.00 per \$1,000 of assessed valuation) for fiscal year. Assessed valuations of property are determined by Northampton County and the tax collectors are responsible for collection. Taxable Assessed valuation was \$153,537,100 as of December 17, 2019.

## **REPORTING THE BOROUGH'S MOST SIGNIFICANT FUNDS**

### ***THE FUND FINANCIAL STATEMENTS***

The fund financial statements begin on page 12 and provide detailed information about the most significant funds, not the Borough as a whole. Some funds are required to be established by State law. However, the Borough Council establishes certain other funds to help it control and manage money for particular purposes or to show that it is meeting legal responsibilities for using certain taxes, grants, and other money. The Borough's three kinds of funds – governmental, proprietary, and fiduciary – use different accounting approaches.

#### ***1. Governmental Funds***

Most of the Borough's basic services are reported in governmental funds that focus on how money flows into and out of those funds and the balances left at year-end available for spending. The governmental fund statements provide a detailed short-term view of the Borough's general government operations and the basic services it provides. Governmental fund information helps you determine (through a review of changes to fund balance) whether there are more or fewer financial resources that can be spent in the near future to finance the Borough's programs. We describe the relationship (or differences) between governmental activities (reported in the Statement of Net Position- modified-cash basis and the Statement of Activities- modified-cash basis) and governmental funds in a reconciliation at the bottom of the fund financial statements. The Borough considers the General Fund and the Special Revenue Fund to be its significant or major governmental funds. All other funds are aggregated in a single column titled "Non-Major Funds."



**BOROUGH OF WILSON****MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) (Continued)**

December 31, 2019

**REPORTING THE BOROUGH'S MOST SIGNIFICANT FUNDS (continued)**

2. *Proprietary Funds.* When the Borough charges customers for the services it provides, these services are generally reported in proprietary funds. Proprietary funds are reported in the same way all activities are reported in the Statement of Net Position- modified-cash basis and Statement of Activities- modified-cash basis. For example, Proprietary fund capital assets are capitalized and depreciated. In fact, the Borough's proprietary (enterprise) fund financial statements are essentially the same as the business-type activities we report in the government wide financial statements, but the fund statements provide more detail and additional information.

**A FINANCIAL ANALYSIS OF THE BOROUGH AS A WHOLE****Net Position – Modified Cash Basis**

The Borough's combined net position resulting from modified cash basis transactions or events decreased from approximately \$8.19 million to \$8.62 million between the years 2018 and 2019. Looking at the net position and net expenses of governmental and business-type activities.

	Governmental Activities		Business-Type Activities		Total		Total % Change
	2018	2019	2018	2019	2018	2019	18-19
Current and other assets	\$ 1,140,138	\$ 1,417,939	\$ 2,284,572	\$ 2,554,981	\$ 3,424,710	\$ 3,972,920	16%
Capital assets, net accumulated depreciation	4,791,251	4,657,090	1,579	1,053	4,792,830	4,658,143	-3%
<b>Total assets</b>	<b>5,931,389</b>	<b>6,075,029</b>	<b>2,286,151</b>	<b>2,556,034</b>	<b>8,217,540</b>	<b>8,613,063</b>	<b>5%</b>
Long-term debt outstanding	-	-	-	-	-	-	0%
Other liabilities	28,971	3,701	-	-	28,971	3,701	-87%
<b>Total liabilities</b>	<b>28,971</b>	<b>3,701</b>	<b>-</b>	<b>-</b>	<b>28,971</b>	<b>3,701</b>	<b>-87%</b>
Net position:							
Net investment in capital assets	4,791,251	4,657,090	1,579	1,053	4,792,830	4,658,143	-3%
Restricted	76,391	169,955	-	-	76,391	169,955	-56%
Unrestricted	1,034,776	1,244,283	2,284,572	2,554,981	3,319,348	3,799,264	26%
<b>Total net position</b>	<b>\$ 5,902,418</b>	<b>\$ 6,071,328</b>	<b>\$ 2,286,151</b>	<b>\$ 2,556,034</b>	<b>\$ 8,188,569</b>	<b>\$ 8,627,362</b>	<b>5%</b>

Net position of the Borough's business-type activities increased approximately 13% to \$2.55 million. However, the sewer utility cost was increased from \$4.10 per unit to \$5.50 per unit at the end of 2018. This rate increase, decreased the loss incurred each year for the business-type activities. Changes from 2018 to 2019 reflect a favorable increase of 5.0% in total activities and an increase of 2.9% for governmental activities and 11.8% for business-type activities.

**BOROUGH OF WILSON****MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) (Continued)**

December 31, 2019

**Changes in Net Position – Modified Cash Basis**

For the year ended December 31, 2019, net position of the primary government (resulting from modified cash basis transactions or events) changed as follows:

	Governmental Activities		Business-Type Activities		Total		Total %
	2018	2019	2018	2019	2018	2019	Change 18-19
<b>Revenues</b>							
Program Revenues							
Charges for services	\$ 1,308,555	\$ 1,089,918	\$ 1,200,508	\$ 1,464,016	\$ 2,509,063	\$ 2,553,934	1.8%
Operating grants and contributions	247,547	254,766	-	-	247,547	254,766	2.9%
Capital grants and contributions	58,668	-	-	-	58,668	-	-100%
General Revenues							
Taxes	4,130,462	4,614,497	-	-	4,130,462	4,614,497	11.7%
Other intergovernmental	21,627	168,278	-	-	21,627	168,278	678%
Investment income	32,007	42,914	35,724	40,332	67,731	83,246	22.9%
Miscellaneous	83,919	57,950	-	-	83,919	57,950	-30.9%
<b>Total revenues</b>	<b>5,882,785</b>	<b>6,228,323</b>	<b>1,236,232</b>	<b>1,504,348</b>	<b>7,119,017</b>	<b>7,732,671</b>	<b>8.6%</b>
<b>Expenses</b>							
General government	445,800	482,461	-	-	445,800	482,461	8.2%
Public safety	2,470,282	2,529,386	-	-	2,470,282	2,529,386	2.4%
Trash and sanitation	714,637	712,015	-	-	714,637	712,015	-0.4%
Streets and public works	861,046	616,247	-	-	861,046	616,247	-28.4%
Health and welfare	7,574	5,460	-	-	7,574	5,460	-27.9%
Culture and recreation	330,094	270,586	-	-	330,094	270,586	-18%
Library	68,746	70,890	-	-	68,746	70,890	3.1%
Other	1,301,224	1,413,269	-	-	1,301,224	1,413,269	8.6%
Sewer	-	-	1,288,401	1,193,564	1,288,401	1,193,564	-7.4%
<b>Total expenses</b>	<b>6,199,403</b>	<b>6,100,314</b>	<b>1,288,401</b>	<b>1,193,564</b>	<b>7,487,804</b>	<b>7,293,878</b>	<b>-2.6%</b>
Excess (Deficiency) Revenue over Expenditures	(316,618)	128,009	(52,169)	310,784	(368,787)	438,793	209.7%
Transfers	285,000	40,901	(285,000)	-40,901	-	-	0.0%
<b>Increase (decrease) in net position</b>	<b>(31,618)</b>	<b>168,910</b>	<b>(337,169)</b>	<b>269,883</b>	<b>(368,787)</b>	<b>438,793</b>	<b>219%</b>
Ending Net Position	\$ 5,902,418	\$ 6,071,328	\$ 2,286,151	\$ 2,556,034	\$ 8,188,569	\$ 8,627,362	

**Governmental Activities**

To aid in the understanding of the Statement of Activities, some additional explanation is given. Of particular interest is the format that is significantly different from a typical Statement of Revenue, Expenses, and Changes in Fund Balance-modified-cash basis. You will notice that expenses are listed in the first column, with revenues from that particular program reported to the right. The result is a Net (Expense)/Revenue. This type of format highlights the relative financial burden of each of the functions on the Borough's taxpayers. It also identifies how much each function draws from the general revenues or if it is self-financing through fees and grants or contributions. All other governmental revenues are reported as general. It is important to note that all taxes are classified as general revenue, even if restricted for a specific purpose.

**BOROUGH OF WILSON****MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED) (Continued)**

December 31, 2019

For the year ended December 31, 2019, the Borough's governmental activities were funded as follows:

	Total Cost of Services			Net Cost of Services		
	2018	2019	Percentage Change 18-19	2018	2019	Percentage Change 18-19
General government	\$ 445,800	\$ 482,461	8.2%	\$ (101,982)	\$ (277,940)	172.5%
Public safety	2,470,282	2,529,386	2.4%	(2,379,095)	(2,428,800)	2.1%
Trash and sanitation	714,637	712,015	-0.4%	102,282	63,314	-38.1%
Streets and public works	861,046	616,247	-28.4%	(559,515)	(383,495)	31.5%
Health and welfare	7,574	5,460	-27.9%	(7,574)	(5,460)	-27.9%
Culture and recreation	330,094	270,586	-18%	(311,003)	(239,090)	-23.1%
Library	68,746	70,890	3.1%	(68,746)	(70,890)	3.1%
Other	1,301,224	1,413,269	8.6%	(1,259,000)	(1,413,269)	12.3%
<b>Total</b>	<b>\$ 6,199,403</b>	<b>\$ 6,100,314</b>	<b>-1.6%</b>	<b>\$ (4,584,633)</b>	<b>\$ (4,755,630)</b>	<b>3.7%</b>

For the year ended December 31, 2019, total expenses for governmental activities resulting from modified cash basis transactions or events amounted to \$6,100,314. Of these total expenses, taxpayers and other general revenues funded only \$4,924,540, and those directly benefiting from the program funded \$254,766 from grants and other contributions and \$1,089,918 from charges for services.

**Business-Type Activities**

In reviewing the business-type activities' net (expense)/revenue resulting from modified cash basis transactions or events, certain activities need to be examined more closely. The sewer service activity reported net revenue of \$269,883. There have been no grants or contributions to aid in the funding of the sewer service activity, however a \$1.40 per unit rate increase in 2018, has increased the net revenue in 2019.

**A FINANCIAL ANALYSIS OF THE BOROUGH'S FUNDS**

Certain funds experienced noteworthy changes from the prior year and are highlighted as follows:

- In accordance with the modified cash basis of accounting, the General Fund reported revenues of \$5,964,876, expenditures of \$5,731,001, and net transfers of \$6,253 resulting in an increase in the fund balance of \$240,128.
- The Borough's sewer activities reported an increase of \$269,883 in net position on a modified cash basis and ended the year with \$2,556,034 in the unrestricted component of net position.

**General Fund Budgetary Highlights**

Over the course of the year, the Borough Council has not revised the General Fund budget. The budget, was consistent with the prior year budget.

For the year ended December 31, 2019, General Fund expenditures were \$51,834 or 0.01% below final appropriations, and General Fund revenues were \$649,976 or 10.8% above the final budgeted amount.

**Fund Balances – Governmental Funds**

For the year ended December 31, 2019, the Borough's governmental funds reported total fund balances on a modified cash basis of \$1,414,238, of which \$73,536 was restricted for specific purposes; \$315,154 was committed for specific purposes; and \$472,196 was assigned for specific purposes, leaving a remaining amount of \$553,352 as unassigned.

## **CAPITAL ASSET AND DEBT ADMINISTRATION**

### **Capital Assets – Modified Cash Basis**

At December 31, 2019, the Borough had \$4.66 million invested in capital assets, net of depreciation, on the modified cash basis of accounting, including police and fire equipment, buildings, park improvements, and vehicles (see the following table). This represents a decrease of approximately \$134,687, or 2.8%, over the last year. This decrease is the result of a combination of depreciation, asset purchases, and asset disposals.

#### *Primary Government Capital Assets – Modified Cash Basis (Net of Accumulated Depreciation)*

	<u>Governmental Activities</u>		<u>Business-Type Activities</u>		<u>Totals</u>	
	2018	2019	2018	2019	2018	2019
Land	\$ 100,781	\$ 100,781	\$ 0	\$ 0	\$ 100,781	\$ 100,781
Land Improvements	\$ 1,115,397	\$ 1,083,741	\$ 0	\$ 0	\$ 1,115,397	\$ 1,083,741
Buildings & Building Improvements	\$ 1,912,696	\$ 1,848,945	\$ 0	\$ 0	\$ 1,912,696	\$ 1,848,945
Equipment	\$ 1,070,427	\$ 993,391	\$ 0	\$ 0	\$ 1,070,427	\$ 993,391
Vehicles	\$ 535,743	\$ 572,980	\$ 0	\$ 0	\$ 535,743	\$ 572,980
Furniture & Fixtures	\$ 56,207	\$ 57,252	\$ 0	\$ 0	\$ 56,207	\$ 57,252
Utility Property	\$ 0	\$ 0	\$ 1,579	\$ 1,053	\$ 1,579	\$ 1,053
	<u>\$ 4,791,251</u>	<u>\$ 4,657,090</u>	<u>\$ 1,579</u>	<u>\$ 1,053</u>	<u>\$ 4,792,830</u>	<u>\$ 4,658,143</u>

## **ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES**

For the upcoming year ended December 31, 2020, the Borough's budget is fairly consistent with this year.

## **CURRENT FINANCIAL ISSUES AND CONCERNS**

This financial report is designed to provide our citizens, taxpayers, customers, and creditors with a general overview of the Borough's finances and to demonstrate the Borough's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the Borough at 610-258-6142 or at the Borough offices, 2040 Hay Terrace, Wilson, Pennsylvania 18042.

# **BASIC FINANCIAL STATEMENTS**

**Borough of Wilson, Northampton County, Pennsylvania**  
**Statement of Net Position - Modified Cash Basis - Government-Wide**  
**December 31, 2019**

	Primary Government		
	Governmental Activities	Business-Type Activities	Total
<b>ASSETS</b>			
Cash and cash equivalents	\$1,411,784	\$415,230	\$1,827,014
Due from other funds, net	-00	-00	-00
Investments	6,155	2,139,751	2,145,906
Capital assets (Note 3C):			
Land	100,781	-00	100,781
Capital assets, net of accumulated depreciation	4,556,309	1,053	4,557,362
Total Assets	6,075,029	2,556,034	8,631,063
<b>LIABILITIES</b>			
Due to enterprise fund	-00	-00	-00
Due to other governments	3,701	-00	3,701
Long-term liabilities:			
Due within one year	-00	-00	-00
Due in more than one year	-00	-00	-00
Total Liabilities	3,701	-00	3,701
<b>NET POSITION</b>			
Net investment in capital assets	4,657,090	1,053	4,658,143
Restricted for:			
Other purposes	169,955	-00	169,955
Unrestricted	1,244,283	2,554,981	3,799,264
Total Net Position	\$6,071,328	\$2,556,034	\$8,627,362

See accompanying notes to the basic financial statements.

Borough of Wilson, Northampton County, Pennsylvania  
Statement of Activities - Modified Cash Basis - Government-Wide  
For Year Ended December 31, 2019

Functions/ Programs	Program Revenues			Net Revenue (Expense) and Changes in Net Position			
	Expenses	Charges for Services	Program-Specific Operating Grants and Contributions	Program-Specific Capital Grants and Contributions	Governmental Activities	Business-Type Activities	Total
Primary Government							
Governmental Activities:							
General Government	\$482,461	\$184,148	\$20,373	\$-00	\$ (277,940)	\$-00	\$ (277,940)
Public Safety	2,529,386	86,599	13,987	-00	(2,428,800)	-00	(2,428,800)
Trash/Sanitation	712,015	775,329	-00	-00	63,314	-00	63,314
Streets and Public Works	616,247	26,076	206,676	-00	(383,495)	-00	(383,495)
Health and Welfare	5,460	-00	-00	-00	(5,460)	-00	(5,460)
Library	70,890	-00	-00	-00	(70,890)	-00	(70,890)
Culture and Recreation	270,586	17,766	13,730	-00	(239,090)	-00	(239,090)
Other	1,413,269	-00	-00	-00	(1,413,269)	-00	(1,413,269)
Unallocated Interest	-00	-00	-00	-00	-00	-00	-00
Unallocated Depreciation	-00	-00	-00	-00	-00	-00	-00
Total Governmental Activities	6,100,314	1,089,918	254,766	-00	(4,755,630)	-00	(4,755,630)
Business-Type Activities:							
Sewer Enterprise	1,193,564	1,464,016	-00	-00	-00	270,452	270,452
Total Business-Type Activities	1,193,564	1,464,016	-00	-00	-00	270,452	270,452
Total Primary Government	7,293,878	2,553,934	254,766	-00	(4,755,630)	270,452	(4,485,178)
General Revenues:							
Taxes:							
Property Taxes					3,005,473	-00	3,005,473
Earned Income Taxes					940,379	-00	940,379
Business Privilege Taxes					322,065	-00	322,065
Franchise Fees					112,978	-00	112,978
Public Service Taxes					233,602	-00	233,602
Intergov'tal revenue not restricted to specific programs					168,278	-00	168,278
Investment Income					42,914	40,332	83,246
Miscellaneous					57,950	-00	57,950
Transfers - Internal Activity, net					40,901	(40,901)	-00
Total General Revenues and Transfers					4,924,540	(569)	4,923,971
Change in Net Position of Governmental Activities					168,910	269,883	438,793
Net Position - Beginning					5,902,418	2,286,151	8,188,569
Net Position - Ending					\$6,071,328	\$2,556,034	\$8,627,362

See accompanying notes to the financial statements.

**Borough of Wilson, Northampton County, Pennsylvania**  
**Balance Sheet - Modified Cash Basis**  
**Governmental Funds**  
**December 31, 2019**

	General Fund	Debt Service Fund	Special Revenue - Highway Aid Fund	Other Nonmajor Special Revenue Funds	Total Gov't Funds
<b>ASSETS</b>					
Cash and cash equivalents	\$926,675	\$315,154	\$169,284	\$671	\$1,411,784
Interfund Receivables	96,419	-00	-00	-00	96,419
Investments	6,155	-00	-00	-00	6,155
Total Assets	<u>\$1,029,249</u>	<u>\$315,154</u>	<u>\$169,284</u>	<u>\$671</u>	<u>\$1,514,358</u>
<b>LIABILITIES AND FUND BALANCES</b>					
Liabilities:					
Due to other governments	\$3,701	\$-00	\$-00	\$-00	\$3,701
Interfund payables	-00	-00	-00	-00	-00
Total Liabilities	<u>3,701</u>	<u>-00</u>	<u>-00</u>	<u>-00</u>	<u>3,701</u>
Fund Balances (see note 1D):					
Nonspendable	-00	-00	-00	-00	-00
Restricted	-00	-00	169,284	(95,748)	73,536
Committed	-00	315,154	-00	-00	315,154
Assigned	472,196	-00	-00	-00	472,196
Unassigned	553,352	-00	-00	-00	553,352
Total Fund Balances	<u>1,025,548</u>	<u>315,154</u>	<u>169,284</u>	<u>(95,748)</u>	<u>1,414,238</u>
Total Liabilities and Fund Balances	<u>\$1,029,249</u>	<u>\$315,154</u>	<u>\$169,284</u>	<u>\$(95,748)</u>	<u>\$1,417,939</u>

**Reconciliation to Statement of Net Position:**

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities of \$10,447,924, net of accumulated depreciation of \$5,790,834 are not financial resources, and therefore are not reported in the funds.

4,657,090

Net position of governmental activities

\$6,071,328

See accompanying notes to the basic financial statements.



**Borough of Wilson, Northampton County, Pennsylvania**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances - Modified Cash Basis**  
**Governmental Funds**  
**December 31, 2019**

	<u>General Fund</u>	<u>Debt Service Fund</u>	<u>Special Revenue - Highway Aid Fund</u>	<u>Other Nonmajor Special Revenue Funds</u>	<u>Total Gov't Funds</u>
<b>Revenues:</b>					
Taxes and penalties, net discounts and allowances (see note 3H)	\$4,501,519	\$-00	\$-00	\$-00	\$4,501,519
Licenses and permits	216,020	-00	-00	-00	216,020
Fines and Forfeitures	69,959	-00	-00	-00	69,959
Rents and royalties	10,763	-00	-00	-00	10,763
Intergovernmental	168,278	-00	-00	-00	168,278
Charges for services	906,155	-00	206,676	48,090	1,160,921
Investment income	36,805	2,798	3,283	27	42,913
Miscellaneous	26,929	-00	2,574	-00	29,503
Total Revenue	<u>5,936,428</u>	<u>2,798</u>	<u>212,533</u>	<u>48,117</u>	<u>6,199,876</u>
<b>Expenditures:</b>					
<b>Current:</b>					
<b>General Government:</b>					
Legislative body	25,199	-00	-00	-00	25,199
Executive body	87,111	-00	-00	-00	87,111
Auditing services	19,925	-00	-00	-00	19,925
Tax collection	14,526	-00	-00	-00	14,526
Legal services	73,043	-00	-00	-00	73,043
Secretary/clerk	20,224	-00	-00	-00	20,224
General government other	152,869	-00	-00	-00	152,869
Capital outlay - General Gov't	33,037	-00	-00	-00	33,037
<b>Public Safety:</b>					
Police	1,477,202	-00	-00	-00	1,477,202
Capital outlay - Police	53,220	-00	-00	-00	53,220
Fire	728,777	-00	-00	13,987	742,764
Capital outlay - Fire	43,736	-00	-00	-00	43,736
Code	107,254	-00	-00	-00	107,254
Zoning	29,989	-00	-00	-00	29,989
Emergency management	1,300	-00	-00	-00	1,300
Health and Welfare	5,460	-00	-00	-00	5,460
<b>Streets and Public Works:</b>					
Streets and bridges	453,766	-00	102,178	11,855	567,799
Capital outlay - Public works	-00	-00	-00	107,132	107,132
Sanitation	712,015	-00	-00	-00	712,015
<b>Culture and Recreation:</b>					
Parks and recreation	197,213	-00	-00	-00	197,213
Capital outlay - recreation	10,975	-00	-00	-00	10,975
Library	70,890	-00	-00	-00	70,890
Community Development	20,853	-00	-00	-00	20,853
Employer Paid Benefits and W/H	1,285,059	-00	-00	-00	1,285,059
Insurance	90,903	-00	-00	-00	90,903
Unclassified Operating Expenditures	5,034	-00	-00	-00	5,034
Total Expenditures	<u>5,719,580</u>	<u>-00</u>	<u>102,178</u>	<u>132,974</u>	<u>5,954,732</u>

(continued)

**Borough of Wilson, Northampton County, Pennsylvania**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances - Modified Cash Basis**  
**Governmental Funds**  
**December 31, 2019**

**Other Financing Sources (Uses):**

Transfers in	335,566	230,000	-00	99,313	664,879
Transfers out	(329,313)	(230,000)	-00	(64,665)	(623,978)
Refund of prior year revenues	(11,421)	-00	-00	-00	(11,421)
Refund of prior year expenditures	28,448	-00	-00	-00	28,448
Total other financing sources (uses)	<u>23,280</u>	<u>-00</u>	<u>-00</u>	<u>34,648</u>	<u>57,928</u>
Change in Fund Balances	240,128	2,798	110,355	(50,209)	303,072
Fund Balances - beginning	785,421	321,356	58,929	(45,539)	1,120,167
Fund Balances - ending	<u>\$1,025,549</u>	<u>\$324,154</u>	<u>\$169,284</u>	<u>\$(95,748)</u>	<u>\$1,423,239</u>

**Reconciliation to Statement of Activities:**

Change in Fund Balance - total governmental funds

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

Governmental funds report capital outlays as expenditures while governmental activities report

Capital asset purchases and acquisitions capitalized	248,099
Depreciation expense	(382,261)
Capital asset dispositions, net accumulated depreciation	-00

Change in Governmental Fund Balance	<u>\$168,910</u>
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See accompanying notes to the basic financial statements.

Borough of Wilson, Northampton County, Pennsylvania  
Statement of Net Position - Modified Cash Basis  
Proprietary Fund  
December 31, 2019

	Sewer Enterprise Fund
<b>ASSETS</b>	
Current Assets:	
Cash and cash equivalents	\$415,230
Investments	2,139,751
Total Current Assets	<u>2,554,981</u>
Non-Current Assets	
Restricted cash and cash equivalents	-00
Other capital assets, net of accumulated depreciation	1,053
Total Non-Current Assets	<u>1,053</u>
Total Assets	<u>2,556,034</u>
<b>LIABILITIES</b>	
Current Liabilities:	
Notes payable - current portion	-00
Total Current Liabilities	<u>-00</u>
Non-Current Liabilities:	
Notes payable - long-term portion	-00
Total Non-Current Liabilities	<u>-00</u>
Total Liabilities	<u>-00</u>
<b>NET POSITION</b>	
Net investment in capital assets	1,053
Restricted	-00
Unrestricted	2,554,981
Total Net Position	<u>\$2,556,034</u>

See accompanying notes to the basic financial statements.

**Borough of Wilson, Northampton County, Pennsylvania**  
**Statement of Revenues, Expenses, and Changes in Fund Net Position - Modified Cash Basis**  
**Proprietary Fund**  
**December 31, 2019**

	<b>Sewer Enterprise Fund</b>
<b>Operating Revenues:</b>	
Charges for services:	
Sewer and Penalties, net discounts and allowances (see note 3H)	\$1,461,219
Other	2,797
Total Operating Revenues	<u>1,464,016</u>
<b>Operating Expenses:</b>	
Sewer - EAJSA	913,611
Administration/general	279,427
Depreciation	526
Total Operating Expenses	<u>1,193,564</u>
Operating Income (Loss)	270,452
<b>Non-Operating Revenues (Expenses):</b>	
Investment income	40,332
Total Non-Operating Revenue (Expense)	<u>40,332</u>
Net Income (Loss) before Contributions and Transfers	310,784
<b>Other Financing Sources (Uses)</b>	
Transfers in	-00
Transfers out	(40,901)
Total Other Financing Sources (Uses)	<u>(40,901)</u>
Changes in Fund Net Position	269,883
Total Fund Net Position - beginning	2,286,151
Total Fund Net Position - ending	<u><u>\$2,556,034</u></u>

See accompanying notes to the basic financial statements.

Borough of Wilson, Northampton County, Pennsylvania  
Statement of Cash Flows - Modified Cash Basis  
Proprietary Fund  
December 31, 2019

	Sewer Enterprise Fund
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
Receipts from customers	\$1,464,016
Payments to other supplies of goods and services	(967,642)
Payments to employees for services	(131,581)
Other operating cash payments	(93,815)
Net Cash Provided (Used) by Operating Activities	<u>270,978</u>
<b>CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES</b>	
Transfers to other funds	(40,901)
Transfers from other funds	-00
Capacity sales	-00
Net Cash Provided (Used) by Non-Capital Financing Activities	<u>(40,901)</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>	
Principal paid on capital debt	-00
Interest paid on capital debt	-00
Capital contributions	-00
Net Cash Provided (Used) by Capital and Related Financing Activities	<u>-00</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>	
Interest and dividends	4,780
Receipts from matured investments	1,824,384
Payments to investments	(1,781,016)
Net Cash Provided (Used) by Investing Activities	<u>48,148</u>
Net Increase (Decrease) in Cash and Cash Equivalents	278,225
Balance - beginning of the year	137,005
Balance - ending of the year	<u><u>\$415,230</u></u>
<b>Reconciliation of operating income (loss) to net cash provided (used) by operating activities:</b>	
Operating income (loss)	270,452
Adjustments to reconcile operating income to net cash provided (used) by operating activities:	
Change in assets and liabilities:	
Due from other governments	-00
Depreciation	526
Miscellaneous non-operating receipts	-00
Net cash provided (used) by operating activities	<u><u>\$270,978</u></u>

See accompanying notes to the basic financial statements.

**BOROUGH OF WILSON, NORTHAMPTON COUNTY, PENNSYLVANIA**

**NOTES TO BASIC FINANCIAL STATEMENTS**

**DECEMBER 31, 2019**

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

As discussed further in Note 1.C, these financial statements are presented in accordance with a modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America (GAAP) established by the Governmental Accounting Standards Board (GASB). These modified cash basis financial statements generally meet the presentation and disclosure requirements applicable to GAAP in substance but limited to elements presented in the financial statements and the constraints of the measurement and recognition criteria of the modified basis of accounting.

**1A. FINANCIAL REPORTING ENTITY**

The Borough's financial reporting entity is composed of the following:

Primary Government: Borough of Wilson

**PRIMARY GOVERNMENT**

The Borough of Wilson is located in Northampton County, Pennsylvania. The Borough is a municipal corporation and is governed by a Borough Council and a Mayor. The daily operations and management of the Borough are performed by the administrative staff of the Borough, headed by the Borough Manager, who is appointed by the Borough Council.

**1B. BASIS OF PRESENTATION**

**GOVERNMENT-WIDE FINANCIAL STATEMENTS**

The Statement of Net Position - modified-cash basis and Statement of Activities - modified-cash basis display information about the reporting government as a whole within the limitations of the modified cash basis of accounting. They include all funds of the reporting entity except for fiduciary funds. The statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services.

**FUND FINANCIAL STATEMENTS**

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts that constitutes its assets, liabilities, fund balance, revenues, and expenditures/expenses. Funds are organized into two major categories: governmental and proprietary. The Borough has no fiduciary funds, included in the financial statements. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the Borough or meets the following criteria:

- a. Total assets, liabilities, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type,
- b. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The funds of the financial reporting entity are described subsequently:

### **Governmental Funds**

#### **General Fund**

The General Fund is the primary operating fund of the Borough and always classified as a major fund. It is used to account for all financial resources not accounted for and reported in another fund.

#### **Special Revenue Funds**

Special Revenue Funds are used to account for the proceeds of the specific revenue sources that are either restricted or committed to expenditures for specified purposes other than debt service or capital projects. The reporting entity includes the following special revenue funds, all of which are reported as major funds.

<i>Fund</i>	<i>Brief Description</i>
Highway Liquid Fuels Fund	Accounts for gasoline excise and commercial vehicle taxes legally restricted for street and alley improvements.
Community Grant Funds	Accounts for revenues and expenditures of state and federal grants per the grant agreements.

#### **Debt Service Funds**

Debt service funds are used to account for funds held for the purposes of paying current and future debt principal in interest. The reporting entity includes the following capital project fund that is reported as a non-major fund:

<i>Fund</i>	<i>Brief Description</i>
Debt Service Fund	Accounts for funds held in case of future need of payments towards debt principal or interest.

#### **Capital Project Funds**

Capital project funds are used to account and report financial resources restricted, committed or assigned for capital outlays including the acquisition or construction of specific capital facilities or other capital items. The reporting entity includes the following capital project fund that is reported as a non-major fund:

<i>Fund</i>	<i>Brief Description</i>
Capital Improvement Fund	Accounts for contributions and specific revenues and transfers from other Borough funds and expenditures for various capital projects as the Borough Council may designate.

### **Proprietary Funds**

#### **Enterprise Fund**

Enterprise funds are used to account for business-like activities provided to the general public. These activities are financed primarily by user charges, and the measurement of financial activity focuses on net income measurement similar to the private sector. The reporting entity includes the following enterprise fund that is reported as a major fund:

<i>Fund</i>	<i>Brief Description</i>
Sewer Enterprise Funds	Accounts for the activities of the public trust in providing sewer and wastewater services to the public.

## **1C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING**

Measurement focus is a term used to describe what transactions or events are recorded within the various financial statements. Basis of accounting refers to when and how transactions or events are recorded regardless of the measurement focus applied.

### **MEASUREMENT FOCUS**

In the government-wide Statement of Net Position - modified-cash basis and the Statement of Activities - modified-cash basis, both governmental and business-like activities are presented using the economic resources measurement focus, within the limitations of the modified cash basis of accounting, as defined subsequently in item (b).

In the fund financial statements, the "current financial resources" measurement focus or the "economic resources" measurement focus, as applied to the modified cash basis of accounting, is used as appropriate:

- a. All governmental funds utilize a "current financial resources" measurement focus within the limits of the modified cash basis of accounting. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.
- b. The proprietary fund utilizes an "economic resources" measurement focus within the limitations of the modified cash basis of accounting. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), net financial position, and cash flows. All assets (whether current or non-current, financial or non-financial) associated with their activities are reported within the limitations of the modified cash basis of accounting.

### **BASIS OF ACCOUNTING**

The financial statements are presented in accordance with a modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America (GAAP). This basis of accounting involves modifications to the cash basis of accounting to report in the statements of net position or balance sheets cash transactions or events that provide a benefit or result in an obligation that covers a period greater than the period in which the cash transaction or event occurred. Such reported balances include investments, interfund receivable and payables, capital assets and related depreciation, and short-term and long-term liabilities arising from cash transactions or events.

This modified cash basis of accounting differs from GAAP primarily because certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected and other accrued revenue and receivables) and certain liabilities and their related expenses or expenditures (such as accounts payable and expenses for goods or services received but not yet paid and other accrued expenses and liabilities) are not recorded in these financial statements. In addition, other economic assets, deferred outflows of resources, liabilities, and deferred inflows or resources that do not arise from a cash transaction or event are not reported, and the measurement of reported assets and liabilities does not involve adjustment to fair value.

If the Borough utilized GAAP, the fund financial statements for governmental funds would use the modified accrual basis of accounting, and the fund financial statements for proprietary fund types would use the accrual basis of accounting. All government-wide financials would be presented in accordance with the accrual basis of accounting.

## **1D. FINANCIAL POSITION**

### **CASH AND CASH EQUIVALENTS**

For the purpose of financial reporting, "cash and cash equivalents" include all demand and savings accounts and certificates of deposit or short-term investments with an original maturity of three months or less. Trust account investments in open-ended mutual fund shares are also considered cash equivalents.



## INVESTMENTS

Investments classified in the financial statements consist entirely of certificates of deposit acquired with cash whose original maturity term exceeds 3 months. Investments are carried at cost, which approximates fair value.

## DUE FROM OTHER FUNDS OR GOVERNMENTS

Receivables and payables to other funds or governments arising from cash transactions or events are recorded in the financial statements as a modification to the cash basis of accounting.

## CAPITAL ASSETS

The Borough's modified cash basis of accounting reports capital assets resulting from cash transactions or events and reports depreciation when appropriate. The accounting treatment over property, plant, and equipment (capital assets) depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements.

### Government-wide Financial Statements

In the government-wide financial statements, capital assets arising from cash transactions or events are accounted for as assets in the Statement of Net Position - modified-cash basis. All capital assets are valued at historical cost, or estimated historical cost if actual is unavailable. Estimated historical cost was used to value the majority of the assets acquired prior to January 1, 2004. Prior to January 1, 2004, government funds' capital assets were not capitalized. Land and capital assets acquired since January 1, 2004, are capitalized and recorded at cost.

Depreciation of all exhaustible capital assets arising from cash transactions is recorded as an allocated expense in the Statement of Activities - modified-cash basis, with accumulated depreciation reflected in the Statement of Net Position - modified-cash basis. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The capitalization threshold varies by asset type. The range of estimated useful lives by type of asset is as follows:

Buildings and Grounds	20-50 years
Improvements other than building	20-30 years
Machinery, furniture, and equipment	5-30 years
Motor vehicles	5-15 years
Infrastructure (prospective only)	25-50 years

### Fund Financial Statements

In the fund financial statements, capital assets arising from cash transactions or events acquired for use in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition. Capital assets acquired for use in proprietary fund operations are accounted for the same as in the government-wide statements.

## LONG-TERM DEBT

All long-term secured debt arising from cash transactions to be repaid from governmental and business-type resources is reported as liabilities in the government-wide statements.

Long-term debt arising from cash transactions or events of governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principal and interest reported as expenditures. The accounting for proprietary funds is the same in the fund financial statements as the treatment in the government-wide statements.

## NET POSITION/FUND BALANCE CLASSIFICATIONS

## **Government-Wide Statements**

Net Position is classified and displayed in three components:

- a. *Net investment in capital assets.* Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balance of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. *Restricted.* Consists of restricted assets reduced by liabilities related to these assets, with restriction constraints placed on use either by external groups such as creditors, grantors, contributors, or laws or regulations of other governments, or by law through constitutional provisions or enabling legislation.
- c. *Unrestricted.* Net amount of assets and liabilities that are not included in the determination of net investment in capital assets.

It is the Borough's policy to first use restricted net resources prior to the use of unrestricted net resources when an expense is incurred for purposes for which both restricted and unrestricted net assets are available.

The Borough will also expend committed funds first, then assigned amounts, followed by unassigned funds when an expenditure is incurred for purposes in which any of the unrestricted fund balance classifications could be used.

## **Fund Financial Statements**

### **Governmental Funds**

Governmental fund equity is classified as fund balance. Proprietary fund equity is classified the same as in the government-wide statements.

The difference among assets and liabilities of governmental funds is reported as fund balance and classified as nonspendable, restricted, committed assigned, and unassigned, and unassigned based on the respective level of constraint. These constraints are defined as follows:

- a. *Nonspendable* Amounts that cannot be spent because they either are not in spendable form or are legally or contractually required to be maintained intact.
- b. *Restricted* – Amounts constrained regarding use from restrictions externally imposed by creditors, grantors, contributors or laws or regulations of other governments or by restrictions imposed by law through constitutional provisions or enabling legislations.
- c. *Committed* – Amounts constrained regarding use for specific purposes pursuant to requirements imposed by formal action of the Borough's highest level of decision-making authority (Council), and recording such in the minutes.
- d. *Assigned* – Amounts constrained by the Borough's intent to be used or specific purpose but that are neither restricted nor committed. It is decided by Council and recorded in the minutes.
- e. *Unassigned* – The residual classification of the General Fund for spendable amounts that have not been restricted, committed or assigned to specific purposes.

It is the Borough's policy to first use restricted fund balances prior to the use of unrestricted fund balances when an expenditure is incurred for purposes for which both restricted and unrestricted fund balances are available. It is also Borough policy to use committed fund balances before assigned fund balances and assigned fund balances before unassigned amounts when an expenditure is incurred for purposes for which amounts in those classifications are available to be used.

### **Proprietary Funds**

The difference among assets, deferred outflows of resources, liabilities, and deferred inflows of resources of proprietary funds is reported as net position and classified in the same manner as the government-wide - modified-cash basis financial statements, as previously described.

## **1E. REVENUES, EXPENDITURES, AND EXPENSES**

### **PROGRAM REVENUES**

In the Statement of Activities - modified cash basis, revenues that are derived directly from each activity or from parties outside the Borough's taxpayers are reported as program revenues. The Borough has the following program revenues in each activity:

General Government	Licenses and permits.
Public Safety	Fine revenue; operating and capital grants; other government revenue.
Trash and Sanitation	Revenue collected for the usage of trash collection and sanitation services.
Streets and Public Works	Commercial vehicle and gasoline excise tax shared by the State.
Culture and Recreation	Rental income, recreation fees, concession sales, and specific donations.

All other governmental revenues are reported as general. All taxes are classified as general revenue even if restricted for a specific purpose. Indirect expenses, if any, are allocated based on a percent of revenue of each activity to total revenue.

### **OPERATING REVENUE AND EXPENSES**

Operating revenues and expenses for proprietary funds result from providing services and producing and delivering goods and/or services. Revenues are recognized as available when cash is received. Not included as operating revenues and expenses are non-capital financing activities, or investing activities.

## **1F. INTERNAL AND INTERFUND BALANCES AND ACTIVITIES**

In the process of aggregating the financial information for the government-wide - modified-cash basis Statement of Net Position and Statement of Activities, some amounts reported as interfund activity and balances in the fund financial statements have been eliminated or reclassified.

### **FUND FINANCIAL STATEMENTS**

Interfund activity, if any, within and among the governmental and proprietary fund categories is reported as follows in the fund financial statements:

1. Interfund loans – Amounts provided with a requirement for repayment are reported as interfund receivables and payables.
2. Interfund services – Sales or purchases of goods and services between funds are reported as revenues and expenditures/expenses.
3. Interfund reimbursements – Repayments from funds responsible for certain expenditures/expenses to the funds that initially paid for them are not reported as reimbursements but as adjustments to expenditures/expenses in the respective funds.
4. Interfund transfers – Flow of assets from one fund to another where repayment is not expected or reported as transfers in and out.

### **GOVERNMENT-WIDE FINANCIAL STATEMENTS**

Interfund activity and balances, if any, are eliminated or reclassified in the government-wide - modified-cash basis financial statements as follows:

1. Internal balances – Amounts reported in the fund financial statements as interfund receivables and payable are eliminated in the governmental and business-type activities columns of the Statement of Net Position - modified-cash basis, except for the net residual amounts due between governmental and business-type activities, which are reported as Internal Balances.
2. Internal activities – Amounts reported as interfund transfers in the fund financial statements are eliminated in the government-wide Statement of Activities - modified-cash basis except for the net amount of transfers between governmental and business-type activities, which are reported as Transfers—Internal Activities. The effects of interfund services between funds, if any, are not eliminated in the Statement of Activities - modified-cash basis.

## **1G. USE OF ESTIMATES**

The preparation of financial statements in accordance with the modified cash basis of accounting, used by the Borough requires management to make estimates and assumptions that affect certain reported amounts and disclosures (such as estimated useful lives in determining depreciation expense); accordingly, actual results could differ from those estimates.

## **NOTE 2. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY**

By its nature as a local government unit, the Borough is subject to various federal, state, and local laws and contractual regulations. There were no instances of noncompliance.

## **NOTE 3. DETAIL NOTES – TRANSACTION CLASSES/ACCOUNTS**

The following notes present detail information to support the amounts reported in the basic financial statements for its various assets, liabilities, equity, revenues, and expenditures or expenses.

### **3A. CASH AND INVESTMENTS**

#### **CUSTODIAL CREDIT RISK – DEPOSITS**

Total Borough bank deposits of \$1,826,814, of the primary government were insured or collateralized, therefore not being subject to custodial credit risk.

#### **CUSTODIAL CREDIT RISK – INVESTMENTS**

Investments are limited by State law to the following:

- a. Direct obligation of the US Government, its agencies and instrumentalities to which the full faith and credit of the US Government is pledged, or obligations to the payment of which the full faith and credit of the State is pledged.
- b. Certificates of deposit or savings accounts that are either insured or secured with acceptable collateral with in-state financial institutions, and fully insured certificates of deposit or savings accounts in out-of-state financial institutions.
- c. With certain limitation, negotiable certificates of deposit, prime banker's acceptances, prime commercial paper, and repurchase agreements with certain limitations.
- d. County, municipal, or school district tax-supported debt obligations, bond or revenue anticipation notes, money judgments, or bond or revenue anticipation notes of public trusts whose beneficiary is a county, municipality, or school district.
- e. Notes or bonds secured by mortgage or trust deed insured by the Federal Housing Administrator and debentures issued by the Federal Housing Administrator, and in obligations of the National Mortgage Association.

- f. Money market funds regulated by the Securities and Exchange Commission and in which investments consist of the investments mentioned in the previous paragraphs a, b, c, and d.

During the year ended December 31, 2019, the Borough's investments consisted solely of certificates of deposit whose original maturity term is 12 months or longer. At December 31, 2019, the carrying value and fair value of the certificates of deposit totaled \$2,145,906. For purposes of custodial credit risk, the certificates of deposit are included in the preceding deposits risk analysis as investments.

### 3B. RESTRICTED ASSETS

The amount reported as restricted assets comprise amounts held in the special revenue funds from grants and the state highway aid in the total amount of \$169,955, see page 37 and 38 for a detail of these individual grants. Terms of the restriction are disclosed in the grant agreements.

### 3C. CAPITAL ASSETS

Capital asset activity resulting from modified cash basis transactions or events for the year ended December 31, 2019, was as follows:

	Balance at January 1, 2019	Additions	Deductions	Balance at December 31, 2019
<b>Governmental activities:</b>				
Capital assets not being depreciated -				
Land	\$ 100,781	\$ -	\$ -	\$ 100,781
Total capital assets not being depreciated				
Other capital assets:				
Land improvements	\$ 1,386,837	\$ -	\$ -	\$ 1,386,837
Buildings and improvements	\$ 3,551,235	\$ 20,637	\$ -	\$ 3,571,872
Equipment	\$ 2,582,833	\$ 12,630	\$ -	\$ 2,655,463
Vehicles	\$ 2,442,208	\$ 148,033	\$ -	\$ 2,590,241
Furniture and fixtures	\$ 135,930	\$ 6,800	\$ -	\$ 142,730
Total other capital assets at historical cost	\$ 10,099,043	\$ 248,100	\$ -	\$ 10,347,143
Less accumulated depreciation for:				
Land improvements	\$ 271,440	\$ 31,656	\$ -	\$ 303,096
Buildings and improvements	\$ 1,638,539	\$ 84,388	\$ -	\$ 1,722,927
Equipment	\$ 1,512,406	\$ 149,666	\$ -	\$ 1,662,072
Vehicles	\$ 1,906,465	\$ 110,796	\$ -	\$ 2,017,261
Furniture and fixtures	\$ 79,723	\$ 5,755	\$ -	\$ 85,478
Other capital assets, net	\$ 4,690,470	\$ (134,161)	\$ -	\$ 4,556,309
Governmental activities capital assets, net	\$ 4,791,251	\$ (134,161)	\$ -	\$ 4,657,090
<b>Business-type activities:</b>				
Capital assets not being depreciated -				
Land	\$ -	\$ -	\$ -	\$ -
Total capital assets not being depreciated				
Other capital assets:				
Utility Improvements	\$ 27,632	\$ -	\$ -	\$ 27,632
Total other capital assets at historical cost	\$ 27,632	\$ -	\$ -	\$ 27,632
Less accumulated depreciation for:				
Utility Improvements	\$ 26,053	\$ 526	\$ -	\$ 26,053
Other capital assets, net	\$ 1,579	\$ (526)	\$ -	\$ 1,053
Business-type activities capital assets, net	\$ 1,579	\$ (526)	\$ -	\$ 1,053

Depreciation expense was charged to functions as follows in the Statement of Activities - modified-cash basis:

Primary Government:

Governmental Activities:

General Government	\$ 77,709
Public Safety	\$ 170,876
Streets and Public Works	\$ 60,303
Health and Welfare	\$ -
Culture and Recreation	\$ 73,373

Total depreciation expense for governmental activities

\$ 382,261

Business-type Activities:

Sewer	\$	526
Total depreciation expense for business-type activities	\$	526

No interest was capitalized during the year.

### 3D. LONG-TERM DEBT

The reporting entity's long-term debt arising from cash transactions is segregated between the amounts to be repaid from governmental activities and amounts to be repaid from business-type activities. There are no outstanding debts from governmental activities nor business-type activities.

### 3E. TAXES

For year 2019, the following taxes were levied:

Real Estate	—	20.0 mills on assessed value (\$20.00 per \$1,000)
Real Estate Transfer	—	1%
Earned Income	—	1%
Local Services	—	\$52 per employee, exceeding \$12,000 in gross income
Business Privilege	—	\$25 license plus .001 or .0015 of gross receipts
Per Capita	—	\$5 per person (no age limit)
Occupation Tax	—	\$5 per person (no age limit)

The Earned Income, Real Estate Transfer, and Business Privilege taxes are split equally with the Wilson Area School District. The Local Services Tax is also split with the school district; \$5.00 to them and \$47.00 to the Borough.

Property taxes are based upon assessed valuations provided by the County (approximately \$153,537,100 as of December 17, 2019).

Real estate property taxes are levied on February 1 and are payable as follows: 2% discount, February 1 through March 31; base amount, April 1 through May 30; 10% penalty, after May 30. Unpaid taxes must be returned to Northampton County for collection by May 1 of the following year.

### 3F. INTERFUND TRANSFERS AND BALANCES

#### INTERFUND TRANSFERS

Transfers between funds of the primary government arising from cash transactions or events for the year ended December 31, 2019, were as follows:

	<i>Transfers In</i>	<i>Transfers Out</i>
<b>MAJOR FUNDS:</b>		
GENERAL FUND:		
Sewer Fund	\$40,901	\$0
Total General Fund	<u>40,901</u>	<u>0</u>
ENTERPRISE FUND:		
Sewer Fund:		
General Fund	<u>0</u>	<u>40,901</u>
Total Enterprise Fund	<u>0</u>	<u>40,901</u>
<b>GRAND TOTALS</b>	<u>\$40,901</u>	<u>\$40,901</u>

The Borough's Sewer fund purchased a police vehicle in 2019. The transfer is not expected to be repaid.

#### INTERFUND BALANCES

The general fund spent \$96,419 on reimbursable grant expenditures, however will not be repaid until the money is received from the grantor.

### 3G. FUND BALANCES

Fund balances of the Borough's governmental funds at December 31, 2019, are classified as follows regarding constraint:

	<b>General Fund</b>	<b>Aggregate Nonmajor Funds</b>	<b>Special Revenue Funds Highway Fund</b>	<b>Grant Funds</b>	<b>Total</b>
<b>Fund Balances:</b>					
Restricted for:					
General Government	\$0	\$0	\$0	\$0	\$0
Highways	0	0	169,284	(96,419)	72,865
Home Program	0	0	0	604	604
Public Safety	0	0	0	67	67
Parks and Recreation	0	0	0	0	0
Committed to:					
Other Purposes	0	315,154	0	0	315,154
Assigned to:					
General Government	38,109	0	0	0	38,109
Public Safety	209,498	0	0	0	209,498
Health Services	410	0	0	0	410
Sanitation	59,335	0	0	0	59,335
Public Works	39,726	0	0	0	39,726
Culture & Recreation	11,610	0	0	0	11,610
Employer Tax & Benefits	113,508	0	0	0	113,508
Unassigned	553,352	0	0	0	553,352
<b>Total Fund Balances</b>	<u>\$1,025,548</u>	<u>\$315,154</u>	<u>\$169,284</u>	<u>\$(95,748)</u>	<u>\$1,414,238</u>

### 3H. DISCOUNTS AND ALLOWANCES OF REVENUES

Revenues are reported net of discounts and allowances in the fund financial statements, with a description as follows:

Discounts and Allowances Included:

Real Estate Taxes	\$42,733
Sewer	\$ 0

### NOTE 4. OTHER NOTES

#### 4.A. EMPLOYEE PENSION AND OTHER BENEFIT PLANS

##### FIREFIGHTER'S & NON-UNIFORM EMPLOYEES PENSION AND RETIREMENT SYSTEMS

The Borough of Wilson, as the employer, participates in the statewide cost-sharing multi-employer defined benefit plan on behalf of the firefighters and non-uniform employees. The system is funded by contributions from participants, employers, insurance premium taxes, and state appropriations, as necessary.

##### Eligibility Factors, Contribution Methods, and Benefit Provisions

<i>Disclosures</i>	<i>Firefighter's Pension and Retirement System</i>	<i>Non-Uniform Pension and Retirement System</i>
Where to obtain separately issued financial statements	PMRS PO Box 1165, Harrisburg, PA 17108	PMRS PO Box 1165, Harrisburg, PA 17108
Eligibility to participate	All full-time firefighters of a participating municipality.	All full-time non-uniform employees of a participating municipality.
Authority establishing contribution obligations and benefits	State Statute/Borough Ordinance #771 adopted pursuant to Act 15.	State Statute/Borough Ordinance #770.
Employee's required contribution rate	Determined by State system minimum 5.92% up to 15% for 2019	Determined by State system: 3% minimum up to 15% for 2019
Borough's required contribution	Determined by State system \$22,524 for 2019	Determined by State system \$33,857 for 2019
State obligation	State appropriation to fund the unfunded actuarial accrued liability	State appropriation to fund the unfunded actuarial accrued liability
Period required to vest	12 years	12 years
Eligibility and benefits for distribution (full-time) normal retirement	24 years credited service; final average salary based upon last 5 years average. Age 55 for firefighter normal retirement age.	24 years credited service; final average salary based upon last 5 years average. Age 65 for normal retirement age.
<u>Provisions for:</u>		
Cost of living adjustments (normal retirement)	At plan discretion	At plan discretion
Death (duty, non-duty, post-retirement)	Yes	Yes
Disability (duty, non-duty)	Yes	Yes
Cost of living allowances	Yes	Yes
Annual contributions are based upon the plan's minimum municipal obligation (MMO), which is set by the plan's biennial actuarial valuation.		

The annual required contribution for the current year was determined using the entry age normal actuarial cost method. The actuarial assumptions included: a 5.5% net of expense, rate of return, and projected salary increases based on an age-related scale for merit/seniority, including 3% for inflation for firefighters and 3% for non-uniform. The plan does not provide for post-retirement adjustments. The actuarial value of assets was determined using fair values as of the latest actuarial valuation date of January 1, 2019.



The schedule of funding progress follows the notes to the modified-cash basis financial statements in the required supplementary information. These schedules present multi-year trend information on whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits. The projection of benefits for financial reporting purposes does not explicitly incorporate the potential effects of legal or contractual funding limitations.

#### **POLICE PENSION & RETIREMENT SYSTEM**

The Borough of Wilson maintains a single employer pension plan for all its existing full-time police officers that is maintained by a separate trust account and is not included as part of the Borough's reporting entity. The system is funded by contributions from participants and the employer, the Borough of Wilson.

#### **Eligibility Factors, Contribution Methods, and Benefit Provisions**

<i>Disclosures</i>	<i>Police Pension and Retirement System</i>
Where to obtain separately issued financial statements	Beyer-Barber Co., 1136 Hamilton Street, Suite 103, Allentown, PA 18101
Eligibility to participate	All full-time police officers
Authority establishing contribution obligations and benefits	Borough Ordinance
Employee's contribution rate	Minimum 5% of compensation to a maximum of 8%
Borough's contribution rate	Any remaining actuarial computation needed to fund plan
State obligation	None
Period required to vest	12 years
Eligibility and benefits for distribution (full-time) normal retirement	Age 50 and 25 years of service; average of last 36 months earnings times 50%.
Cost of living adjustments (normal retirement)	3% assumed up to maximum provided by Act 600
Death (duty, non-duty, post-retirement)	Yes – provided by Ordinance
Disability (duty, non-duty)	Yes – provided by Ordinance
Cost of living allowances	Yes

Annual contributions are based upon the MMO from Act 205 Actuarial Valuation Report of the Public Employee Retirement Commission of the Commonwealth of Pennsylvania. Actuarial cost method is entry age normal. Actuarial assumptions included: a 7.5% investment rate of return, salary increases of 5.5%, and post-retirement adjustments of 3.0% per annum. The actuarial value of assets was determined using fair values as of the latest actuarial valuation date of January 1, 2019.

The schedule of funding progress follows the notes to the financial statements in the required supplementary information. These schedules present multi-year trend information on whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits. The projection of benefits for financial reporting purposes does not explicitly incorporate the potential effects of legal or contractual funding limitations.

#### **Contributions and Trend Information**

Changes for 2019 pension plan members are as follows: The non-uniform plan decreased retirees by one, the firefighter's plan had a switch for one from active to retiree and added 2 more active, and the police pension plan added one active.

	<u>As of January 1, 2019 Contribution Information</u>		
	<u>Non-uniform</u>	<u>Fire</u>	<u>Police</u>
Active Plan Members	13	7	13
Retirees	9	5	4
Total	22	12	17

### **FIVE YEAR TREND INFORMATION**

	<u>Year Ending</u>	<u>Annual Pension Cost (APC)</u>	<u>Percentage of Annual Pension Cost Contributed</u>
Non-Uniform	12/31/14	\$ 34,605	100.0% +
	12/31/15	\$ 40,020	100.0% +
	12/31/16	\$ 33,466	100.0% +
	12/31/17	\$ 30,373	100.0% +
	12/31/18	\$ 33,857	100.0% +
Fire	12/31/14	\$ 13,681	100.0% +
	12/31/15	\$ 26,187	100.0% +
	12/31/16	\$ 25,236	100.0% +
	12/31/17	\$ 30,825	100.0% +
	12/31/18	\$ 22,544	100.0% +
Police	12/31/14	\$109,315	100.0% +
	12/31/15	\$114,029	100.0% +
	12/31/16	\$ 80,880	100.0% +
	12/31/17	\$ 89,684	100.0% +
	12/31/18	\$ 43,275	100.0% +

### **ANNUAL PENSION COST**

	<u>Year 2018 Non-uniform</u>	<u>Year 2018 Fire</u>	<u>Year 2018 Police</u>
Covered Payroll	\$835,640	\$541,149	\$1,107,634
Annual Required Contribution	\$ 33,857	\$ 22,524	\$ 54,533

#### **4B. RISK MANAGEMENT**

The Borough is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors and omissions; injuries to employees; employees' health and life; and natural disaster.

The Borough manages these various risks of loss as follows:

<u>Type of Loss</u>	<u>Method Managed</u>	<u>Risk of Loss Retained</u>
Torts, errors, and omissions	Purchased commercial insurance	None
Workers compensation, health and life	Purchased commercial insurance	None
Physical property loss and natural disasters	Purchased commercial insurance	None

Management believes such coverage is sufficient to preclude any significant uninsured losses to the Borough. Settled claims are as follows: There were no settled claims above the insurance coverage during the last three years.

#### **4C. OTHER POST-EMPLOYMENT BENEFITS (OPEB)**

##### **Plan Description**

The Borough of Wilson's defined benefit post-employment healthcare plan provides \$100 per month towards medical benefits to eligible retired Police Officers and Department Supervisors with the Borough's insurance carrier. Currently, there are three eligible retirees.

##### **Funding Policy**

The Borough of Wilson follows a pay-as-you-go approach. Plan members reimburse the Borough the cost difference on a monthly basis.

#### **Annual OPEB Cost**

For the year ending December 31, 2019, the Borough's annual OPEB cost (expense) was \$3,600, which was equal to the Annual Required Contribution (ARC). The plan had three (3) eligible recipients.

Cost for 2019 – \$3,600  
Cost for 2018 – \$3,600  
Cost for 2017 – \$4,800  
Cost for 2016 – \$3,600  
Cost for 2015 – \$3,600  
Cost for 2014 – \$3,700  
Cost for 2013 – \$4,800  
Cost for 2012 – \$4,800  
Cost for 2011 – \$4,800  
Cost for 2010 – \$7,200

#### **Funded Status and Funding Progress**

The plans hold no assets; therefore, the Borough elects to have no actuarial valuation or assumption of the probability of occurrence of future events. Annual funding is calculated in the budget process.

#### **4.D. CONTINGENCIES AND COMMITMENTS**

##### **CONTINGENCIES**

##### **Grant Program Involvement**

In the normal course of operations, the Borough participates in various federal or state grant/loan programs from year to year. The grant/loan programs are often subject to additional audits by agents of the granting or loaning agency, the purpose of which is to ensure compliance with the specific conditions of the grant or loan. Any liability of reimbursement that may arise as a result of these audits cannot be reasonably determined at this time, although it is believed the amount, if any, would not be material.

##### **Litigation**

The Borough may have various legal proceedings that normally occur in the course of governmental operations. As a result of the modified cash basis of accounting, the financial statements do not include accrual or provisions for loss contingencies that would result from these proceedings. While the outcome of any proceedings cannot be predicted, due to the insurance coverage maintained by the Borough and the State statute relating to judgments, the Borough feels that any settlement or judgment not covered by insurance would not have a material adverse effect on the financial condition of the Borough.

##### **COMMITMENTS**

There are no pending litigation or contingent liabilities reported by the Borough Solicitor.

#### **NOTE 5. RELATED PARTY TRANSACTIONS**

There were no related party transactions during the year ended December 31, 2019.

#### **NOTE 6. SUBSEQUENT EVENTS**

Based on a review of revenue and expenditures, along with inquiries of management, through the date the modified-cash basis financial statements were ready for issuance February 15, 2020, there are no known subsequent events to report which will have a significant effect on the modified-cash basis financial statements.

**REQUIRED  
SUPPLEMENTARY  
INFORMATION**

**BOROUGH OF WILSON, NORTHAMPTON COUNTY, PENNSYLVANIA**  
**BUDGETARY COMPARISON SCHEDULE - MODIFIED CASH BASIS - GENERAL FUND**  
**FOR YEAR ENDED DECEMBER 31, 2019**

	Budgeted Amounts Original & Final	Actual Amounts	Variance with Final Budget Favorable (Unfavorable)
Beginning Budgetary Fund Balance:	\$ 153,000	\$ 369,055	\$ 216,055
Resources (Inflows)			
Taxes:			
Real Estate Taxes	3,119,740	3,005,473	(114,267)
Occupation Taxes	12,000	11,464	(536)
Per Capita Taxes	12,000	11,574	(426)
Transfer Taxes	110,000	121,797	11,797
Earned Income Taxes	870,000	940,379	70,379
Business Privilege Taxes	243,000	322,065	79,065
Local Services Taxes	89,000	87,667	(1,333)
Mechanical Device Tax	1,500	1,100	(400)
Franchise Fees	120,000	112,978	(7,022)
Total Taxes	4,577,240	4,614,497	37,257
Licenses & Permits	132,400	103,042	(29,358)
Fines & Forfeits	68,000	69,959	1,959
Investment Income	23,000	36,805	13,805
Rents & Royalties	11,000	10,763	(237)
Charges for Services:			
General Government	200	385	185
Public Safety	53,530	86,599	33,069
Highways & Streets	5,000	4,937	(63)
All Other Charges for Highways	600	693	93
Parking	33,000	26,076	(6,924)
Solid Waste Collection	795,000	774,636	(20,364)
Culture & Recreation	15,100	17,766	2,666
Total Charges for Services	902,430	911,092	8,662
Intergovernmental:			
General Municipal Pension Aid	88,000	91,675	3,675
Alcoholic Beverage Licenses	1,550	1,750	200
Recycling	3,500	10,050	6,550
PURTA	4,700	4,012	(688)
Commissions	42,000	45,829	3,829
Total Intergovernmental	139,750	153,316	13,566
Miscellaneous:			
Escheats	-	17,687	17,687
Foreign Fire Insurance	9,500	10,024	524
Contributions and Donations	200	5,000	4,800
MISCELLANEOUS REVENUE	1,000	2,815	1,815
INSURANCE CLAIMS	-	1,427	1,427
Total Miscellaneous	10,700	36,953	26,253
Other Financing Sources:			
Transfers from Other Funds	-	335,566	335,566
Refund of Prior Year Expenditures	2,000	28,448	26,448
Total Other Financing Sources	2,000	364,014	362,014
Amounts Available for Appropriation	\$ 6,019,520	\$ 6,669,496	\$ 649,976

**BOROUGH OF WILSON, NORTHAMPTON COUNTY, PENNSYLVANIA**  
**BUDGETARY COMPARISON SCHEDULE - MODIFIED CASH BASIS - GENERAL FUND**  
**FOR YEAR ENDED DECEMBER 31, 2019**

	Budgeted Amounts Original & Final	Actual Amounts	Variance with Final Budget Favorable (Unfavorable)
Charges to Appropriations (Outflows):			
Legislative Body	\$ 25,200	\$ 25,199	\$ 1
Executive	87,077	87,111	(34)
Auditing	25,000	19,925	5,075
Tax Collection	16,050	14,526	1,524
Legal Services	60,000	73,043	(13,043)
Secretary/Clerk	20,695	20,224	471
General Government Admin	120,425	102,529	17,896
IT-Networking	15,500	13,365	2,135
Engineering Services	35,000	27,570	7,430
General Government	-	9,406	(9,406)
Capital Outlay - General Government	23,500	33,037	(9,537)
Total General Government	23,500	42,443	(18,943)
Police	1,559,387	1,477,202	82,185
Capital Outlay - Police	41,356	53,220	(11,864)
Total Police	1,600,743	1,530,422	70,321
Fire	741,355	728,777	12,578
Capital Outlay - Fire	45,000	43,736	1,264
Total Fire	786,355	772,513	13,842
Code	100,043	107,254	(7,211)
Planning/Zoning	5,900	29,989	(24,089)
Emergency Management	1,300	1,300	-
Health/Human Services	8,394	5,460	2,934
Solid Waste Collection	715,000	712,015	2,985
Streets and Public Works	685,610	453,765	231,845
Culture and Recreation	304,796	268,103	36,693
Capital Outlay - Culture and Recreation	11,500	10,975	525
Total Culture and Recreation	316,296	279,078	37,218
Community Development	3,500	20,853	(17,353)
Employer Taxes	185,000	176,818	8,182
Employee Benefits	1,035,810	956,091	79,719
Workers Compensation	145,500	152,150	(6,650)
Insurance	90,750	90,903	(153)
Miscellaneous	-	5,034	(5,034)
Refunds Paid	3,500	11,421	(7,921)
Transfers to Other Funds	-	329,313	(329,313)
Total Charges to Appropriations	6,112,148	6,060,314	51,834
Ending Budgetary Fund Balance	\$ (92,628)	\$ 609,182	\$ 701,810

## BOROUGH OF WILSON, NORTHAMPTON COUNTY, PENNSYLVANIA

### NOTES TO BUDGETARY COMPARISON SCHEDULE

DECEMBER 31, 2019

#### Budget Law

The Borough prepares its annual General Fund operating budget under the provisions of the Borough Code Act of February, 1966 (1965 L.P. 1656, No 581). In accordance with those provisions, the following process is used to adopt the annual budget, amend the annual budget, and modify the annual budget.

- a. Beginning at least thirty days prior to the adoption of the budget, a proposed budget or an annual estimate of revenues and expenditures for the ensuing year shall be prepared in a manner designated by the council. The proposed budget shall be kept on file with the borough secretary and shall be made available for public inspection for a period of ten days.
- b. Notice that the proposed budget is available for inspection shall be published by the borough secretary in a newspaper of general circulation in the borough. Failure to give the notice herein required shall not invalidate the budget adopted. Any borough secretary who shall fail or refuse to give the notice that the proposed budget is available for inspection, as herein required, shall, upon conviction thereof in a summary proceeding, be sentenced to pay a fine not exceeding one hundred dollars (\$100) and costs of prosecution.
- c. Upon completion of the budget, containing the estimated receipts and expenditures, and its adoption by motion in council, which shall not be later than December thirty-first, it shall be the duty of the council to adopt an ordinance levying the taxes referred to in this act for the fiscal year for approval of the mayor or passage over his veto.
- d. During the month of January next following any municipal election, the council of any borough may amend the budget and the levy and tax rate to conform with its amended budget. A period of ten days' public inspection at the office of the borough secretary of the proposed amended budget after notice by the borough secretary to that effect is published once in a newspaper as provided in section 109 of this act, shall intervene between the proposed amended budget and the adoption thereof. Any amended budget must be adopted by council on or before the fifteenth day of February.
- e. The council in its reasonable discretion may, in any year, by motion, modify the budget after its final adoption. New appropriations, supplementary appropriations and transfers from one appropriation to another may be made during the fiscal year, either before or after the expenditure is authorized or ratified after the expenditure is made, provided it is within the current year's revenues, or the money therefore promptly made available through borrowing as allowed by law.

#### Basis of Accounting

The budget is prepared on the same modified cash basis of accounting as applied to the governmental funds in the basic financial statements. Revenues and expenditures are reported when they result from cash transactions.

The Borough is not legally required to adopt a budget for the proprietary (sewer) fund or any major special revenue funds; therefore, those budgetary comparison schedules are not presented.

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

The actuarial information is required by Act 205 biennially, except for distressed pension plans, for which annual reporting is required. The historical information, beginning as of January 1, 2005, is as follows:

**WILSON BOROUGH FIREMEN'S PENSION PLAN  
SCHEDULE OF FUNDING PROGRESS**

	(1)	(2)	(3)	(4)	(5)	(6)
Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) – Entry Age (b)	Unfunded (Assets in Excess of) Actuarial Accrued Liability (b) – (a)	Funded Ratio (a)/(b)	Covered Payroll (c)	Unfunded (Assets in Excess of) Actuarial Accrued Liability as a % of Payroll [(b-a)/(c)]
01-01-05	\$1,122,426	\$808,141	\$(314,285)	138.9%	\$293,189	(107.2%)
01-01-07	1,259,971	931,525	(328,446)	135.3%	362,496	(90.6%)
01-01-09	1,450,830	1,109,495	(341,335)	130.8%	393,373	(86.8%)
01-01-11	1,605,784	1,351,521	(254,264)	118.8%	463,546	(54.9%)
01-01-13	1,846,657	1,636,665	(209,992)	112.8%	472,562	(44.4%)
01-01-15	2,077,722	1,941,478	(136,244)	107.0%	492,410	(27.7%)
01-01-17	2,244,450	2,107,560	(136,890)	106.5%	467,284	(29.3%)
01-01-19	2,441,980	2,196,183	(245,797)	111.2%	541,149	(45.4%)

**WILSON BOROUGH NON-UNIFORMED PENSION PLAN  
SCHEDULE OF FUNDING PROGRESS**

	(1)	(2)	(3)	(4)	(5)	(6)
Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) – Entry Age (b)	Unfunded (Assets in Excess of) Actuarial Accrued Liability (b) – (a)	Funded Ratio (a)/(b)	Covered Payroll (c)	Unfunded (Assets in Excess of) Actuarial Accrued Liability as a % of Payroll [(b-a)/(c)]
01-01-05	\$1,711,712	\$1,585,133	\$(126,579)	108.0%	\$529,079	(23.9%)
01-01-07	1,934,487	1,835,015	(99,472)	105.4%	565,679	(17.6%)
01-01-09	2,237,335	2,146,656	(90,679)	104.2%	644,897	(14.1%)
01-01-11	2,448,081	2,402,013	(46,068)	101.9%	722,175	(6.4%)
01-01-13	2,839,786	2,773,429	(66,357)	102.4%	641,285	(10.4%)
01-01-15	3,005,384	2,915,214	(90,170)	103.1%	668,219	(13.5%)
01-01-17	3,160,906	3,193,875	32,969	99.0%	771,514	4.3%
01-01-19	3,716,130	3,525,419	(190,711)	105.4%	835,640	(22.8%)

**WILSON BOROUGH POLICE PENSION PLAN  
SCHEDULE OF FUNDING PROGRESS**

	(1)	(2)	(3)	(4)	(5)	(6)
Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) – Entry Age (b)	Unfunded (Assets in Excess of) Actuarial Accrued Liability (b) – (a)	Funded Ratio (a)/(b)	Covered Payroll (c)	Unfunded (Assets in Excess of) Actuarial Accrued Liability as a % of Payroll [(b-a)/(c)]
01-01-05	\$2,054,980	\$1,948,381	\$(106,599)	105.5%	\$443,391	(24.0%)
01-01-07	2,586,215	2,049,902	(536,313)	126.2%	485,832	(110.4%)
01-01-09	2,548,889	2,137,606	(411,283)	119.2%	542,255	(75.8%)
01-01-11	3,005,737	2,798,954	(206,783)	107.3%	657,614	(31.4%)
01-01-13	3,315,689	3,178,851	(136,838)	104.3%	692,297	(19.87%)
01-01-15	4,114,511	3,791,944	(322,567)	108.5%	873,986	(36.91%)
01-01-17	4,653,134	3,965,678	(687,456)	117.3%	1,028,741	(66.8%)
01-01-19	5,106,604	4,220,506	(806,098)	121.0%	1,097,613	(80.7%)

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



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

Trends in unfunded (assets in excess of) actuarial accrued liability and annual covered payroll are both affected by inflation. Expressing the unfunded (assets in excess of) actuarial accrued liability as a percentage of annual covered payroll (Column 6) approximately adjusts for the effects of inflation and aids analysis of the plan's progress made in accumulating sufficient assets to pay benefits when due. Generally, where there is an unfunded actuarial accrued liability, the smaller this percentage, the stronger the plan. However, when assets are in excess of the actuarial accrued liability, the higher the bracketed percentage, the stronger the plan.

# **SUPPLEMENTARY INFORMATION**

Borough of Wilson, Northampton County, Pennsylvania  
Combining Balance Sheet - Modified Cash Basis  
Non-Major Governmental Funds  
December 31, 2019

	DARE Grant	2006 Home Program	2017 Gaming Grant	2016 & 2017 TreeVitalize Grants	2017 CDBG Grant	2017 DCNR Grant	Recycling Grant	2018-19 OSFC Grant	Total Non- Major Other Special Revenue Funds
<b>ASSETS</b>									
Cash and cash equivalents	\$67	\$604	\$-00	\$-00	\$-00	\$-00	\$-00	\$-00	\$671
Total Assets	<u>67</u>	<u>604</u>	<u>-00</u>	<u>-00</u>	<u>-00</u>	<u>-00</u>	<u>-00</u>	<u>-00</u>	<u>671</u>
<b>LIABILITIES</b>									
Due to General Fund	-00	-00	-00	-00	-00	-00	96,419	-00	96,419
Total Liabilities	<u>-00</u>	<u>-00</u>	<u>-00</u>	<u>-00</u>	<u>-00</u>	<u>-00</u>	<u>96,419</u>	<u>-00</u>	<u>96,419</u>
<b>FUND BALANCES</b>									
Restricted for:									
General Government	-00	-00	-00	-00	-00	-00	-00	-00	-00
Police	67	-00	-00	-00	-00	-00	-00	-00	67
Fire	-00	-00	-00	-00	-00	-00	-00	-00	-00
Highways and Streets	-00	-00	-00	-00	-00	-00	(96,419)	-00	(96,419)
Culture and Recreation	-00	-00	-00	-00	-00	-00	-00	-00	-00
Health and Welfare	-00	-00	-00	-00	-00	-00	-00	-00	-00
Total Fund Balances	<u>\$67</u>	<u>\$604</u>	<u>\$-00</u>	<u>\$-00</u>	<u>\$-00</u>	<u>\$-00</u>	<u>\$96,419</u>	<u>\$-00</u>	<u>\$95,748</u>

Borough of Wilson, Northampton County, Pennsylvania  
Combining Statement of Revenues, Expenditures, and Changes in Fund Balance - Modified Cash Basis  
Non-Major Governmental Funds  
December 31, 2019

	DARE Grant	2006 Home Program	2017 Gaming Grant	2016 & 2017 Tree/Vitalize Grants	2017 CDBG Grant	2017 DCNR Grant	Recycling Grant	2018-19 OSFC Grant	Total Non- Major Other Special Revenue Funds
<b>REVENUES</b>									
Intergovernmental	\$-00	\$-00	\$-00	\$13,730	\$20,373	\$-00	\$-00	\$13,987	\$48,090
Investment Income	1	22	4	-00	-00	-00	-00	-00	27
Miscellaneous	-00	-00	-00	-00	-00	-00	-00	-00	-00
<b>Total Revenues</b>	<u>1</u>	<u>22</u>	<u>4</u>	<u>13,730</u>	<u>20,373</u>	<u>-00</u>	<u>-00</u>	<u>13,987</u>	<u>48,117</u>
<b>EXPENDITURES</b>									
General Government	-00	-00	16,818	-00	-00	-00	-00	-00	16,818
Police	-00	-00	-00	-00	11,613	-00	-00	-00	11,613
Fire	-00	-00	-00	-00	-00	-00	-00	13,987	13,987
Highways and Streets	-00	-00	-00	-00	-00	-00	96,419	-00	96,419
Culture and Recreation	-00	-00	-00	-00	-00	-00	-00	-00	-00
Health and Welfare	-00	-00	-00	-00	-00	-00	-00	-00	-00
<b>Total Expenditures</b>	<u>-00</u>	<u>-00</u>	<u>16,818</u>	<u>-00</u>	<u>11,613</u>	<u>-00</u>	<u>96,419</u>	<u>13,987</u>	<u>138,837</u>
Excess (deficiency) of revenues over expenditures	1	22	(16,814)	13,730	8,760	-00	(96,419)	-00	(90,720)
<b>Other Financing Sources (Uses):</b>									
Transfers in (out)	-00	-00	-00	(13,730)	(8,760)	63,001	-00	-00	40,511
Refunds	-00	-00	-00	-00	-00	-00	-00	-00	-00
<b>Total Other Financing Sources (Uses)</b>	<u>-00</u>	<u>-00</u>	<u>-00</u>	<u>(13,730)</u>	<u>(8,760)</u>	<u>63,001</u>	<u>-00</u>	<u>-00</u>	<u>40,511</u>
<b>Net Change in Fund Balances</b>	1	22	(16,814)	-00	-00	63,001	(96,419)	-00	(50,209)
<b>Fund Balances - Beginning</b>	66	582	16,814	-00	-00	(63,001)	-00	-00	(45,539)
<b>Fund Balances - Ending</b>	<u>\$67</u>	<u>\$604</u>	<u>\$-00</u>	<u>\$-00</u>	<u>\$-00</u>	<u>\$-00</u>	<u>\$(96,419)</u>	<u>\$-00</u>	<u>\$(95,748)</u>