

COMPLIANCE AUDIT

The Pottsville Firemen's Relief Trust Association

Schuylkill County, Pennsylvania

For the Period

January 1, 2023, to March 31, 2025

August 2025



Commonwealth of Pennsylvania
Department of the Auditor General

Timothy L. DeFoor • Auditor General



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TIMOTHY L. DEFOOR
AUDITOR GENERAL

Mr. John M. Messner, Jr., President
The Pottsville Firemen's Relief Trust
Association
Schuylkill County

We have conducted a compliance audit of The Pottsville Firemen's Relief Trust Association (relief association) for the period January 1, 2023, to March 31, 2025. The audit was conducted pursuant to authority derived from Article VIII, Section 10 of the Constitution of the Commonwealth of Pennsylvania; Section 403 of The Fiscal Code, 72 P.S. § 403; and the Volunteer Firefighters' Relief Association Act ("VFRA Act"), see 35 Pa.C.S. § 7418.

The objectives of the audit were:

1. To determine if the relief association took appropriate corrective action to address the findings contained in our prior audit report.
2. To determine if the relief association complied with applicable state laws, contracts, bylaws, and administrative procedures as they relate to the receipt of state aid and the expenditure of relief association funds.

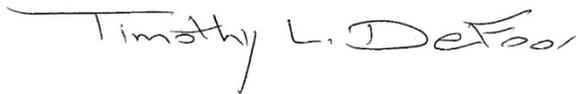
Our audit was limited to the areas related to the objectives identified above and was not, nor was it required to be, conducted in accordance with *Government Auditing Standards* issued by the Comptroller General of the United States.

Relief association officers are responsible for establishing and maintaining effective internal controls to provide reasonable assurance that the relief association's administration of state aid and accumulated relief association funds complies with applicable state laws, contracts, bylaws, and administrative procedures, including the safeguarding of assets. Relief association officers are responsible for complying with applicable state laws, contracts, bylaws, and administrative procedures. It is our responsibility to perform procedures to obtain sufficient, appropriate evidence to the extent necessary to satisfy the audit objectives. We believe that our audit provides a reasonable basis for our conclusions.

Based on our audit procedures, we conclude that, for the period January 1, 2023, to March 31, 2025:

- The relief association took appropriate corrective action to address the findings contained in our prior audit report.
- The relief association, in all significant respects, complied with applicable state laws, contracts, bylaws, and administrative procedures as they relate to the receipt of state aid and the expenditure of relief association funds.

The contents of this report were discussed with the management of the relief association. We would like to thank the relief association officials for the cooperation extended to us during the conduct of the audit.

A handwritten signature in black ink that reads "Timothy L. DeFoor". The signature is written in a cursive style with a horizontal line above the first name.

Timothy L. DeFoor
Auditor General
July 25, 2025

CONTENTS

	<u>Page</u>
Background	1
Status of Prior Findings	5
Report Distribution List	6

BACKGROUND

Pursuant to Article VIII, Section 10 of the Constitution of the Commonwealth of Pennsylvania,¹ Section 403 of The Fiscal Code,² and the Volunteer Firefighters' Relief Association Act ("VFRA Act"),³ the Department of the Auditor General's duty is to audit the accounts and records of every volunteer firefighters' relief association to determine that funds received under the Foreign Fire Insurance Tax Distribution Law, commonly referred to as Act 205,⁴ are properly expended.

The relief association is a charitable organization that was formed primarily to afford financial protection to volunteer firefighters and to encourage individuals to participate in volunteer fire service.

The VFRA Act governs the overall operation of volunteer firefighters' relief associations. Relief association bylaws define the specific operational procedures by which relief associations conduct business. To fulfill its primary purpose, the VFRA Act authorizes specific types of expenditures and prescribes appropriate volunteer firefighters' relief association investment options. Within the parameters established by the VFRA Act, it is the responsibility of relief associations to choose investments in a proper and prudent manner.

Volunteer firefighters' relief associations receive public tax monies, and the relief association officers therefore have a responsibility to the public to conduct the relief association's financial affairs in a businesslike manner and to maintain sufficient financial records to support the propriety of all relief association transactions. Volunteer firefighters' relief association officers are also responsible for ensuring that the relief association operates in accordance with applicable state laws, contracts, bylaws, and administrative procedures.

Act 205 sets forth the computation of the Foreign Fire Insurance Tax Distribution paid to each applicable municipality throughout the Commonwealth of Pennsylvania. The amount of the distribution is based upon the population of each municipality and the market value of real estate within the municipality. Upon receipt of this distribution, the municipality must allocate the funds to the volunteer firefighters' relief association of the fire service organization or fire service organizations that is or are recognized as providing the service to the municipality.

¹ Pa. Const. Art. VIII § 10.

² 72 P.S. § 403.

³ 35 Pa.C.S. § 7411 *et seq.*

⁴ 53 P.S. § 895.701 *et seq.*

BACKGROUND – (Continued)

The relief association was allocated state aid from the following municipalities:

<u>Municipality</u>	<u>County</u>	<u>2023</u>	<u>2024</u>
Mechanicsville Borough	Schuylkill	\$ 2,177	\$ 2,206
Mount Carbon Borough	Schuylkill	\$ 431	\$ 439
North Manheim Township	Schuylkill	\$ 4,984	\$ 5,103
Pottsville City	Schuylkill	\$60,728	\$61,488

Based on the relief association’s records, its total cash and investments as of March 31, 2025, were \$422,916, as illustrated below:

Cash	\$ 36,082
Fair Value of Investments	<u>386,834</u>
Total Cash and Investments	<u>\$ 422,916</u>

BACKGROUND – (Continued)

Based on the relief association's records, its total expenditures for the period January 1, 2023, to March 31, 2025, were \$749,346, as noted below. The accuracy of these expenditures was evaluated as part of the Department's audit to conclude on the relief association's compliance with applicable state laws, contracts, bylaws, and administrative procedures as they relate to the receipt of state aid and the expenditure of relief association funds.⁵ **The scope of the Department's audit does not include the issuance of an opinion on the accuracy of these amounts.**

Expenditures:

Benefit Services:

Insurance premiums	\$ 14,708
Death benefits	68,000
Total Benefit Services	<u>\$ 82,708</u>

Fire Services:

Equipment purchased	\$ 25,960
Equipment maintenance	35,386
Training expenses	1,409
Total Fire Services	<u>\$ 62,755</u>

Administrative Services:

Bond premiums	\$ 712
Officer compensation	6,000
Other administrative expenses	17,922
Total Administrative Services	<u>\$ 24,634</u>

Total Investments Purchased	<u>\$ 494,601</u>
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Other Expenditures:

Payments on loan	<u>\$ 84,648</u>
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Total Expenditures	<u><u>\$ 749,346</u></u>
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* A majority of the other administrative expenses represent \$9,600 expended in calendar years 2023, 2024 and 2025 for the payment of rent to the affiliated fire company and \$6,075 in bank fees.

⁵ Accuracy was evaluated for a selection of transactions based on dollar amount, category, and/or random selection.

BACKGROUND – (Continued)

The volunteer firefighters' relief association and the affiliated fire service organizations are separate legal entities. The relief association is affiliated with the following fire service organizations:

American Hose Company No. 2

Good Intent Fire Company No. 1

Good Will Fire Company No. 4

Humane Fire Company No. 1

Phoenix Fire Engine Company No. 1

West End Hose Company No. 7

Yorkville Hose and Fire Company No. 1

THE POTTSVILLE FIREMENS RELIEF TRUST ASSOCIATION
STATUS OF PRIOR FINDINGS

COMPLIANCE WITH PRIOR AUDIT FINDINGS AND RECOMMENDATIONS

The relief association has complied with the prior audit findings and recommendation, as follows:

- Unauthorized Expenditures

By receiving reimbursement of \$1,262 from the affiliated fire company for the unauthorized expenditures made in the prior audit period.

- Duplicate Payments

By receiving reimbursement of \$910 from the affiliated fire company for the duplicate payments.

- Untimely Receipt And Deposit Of State Aid

By timely receiving and depositing all state aid received.

- Insufficient Surety (Fidelity) Bond Coverage

By increasing the surety (fidelity) bond coverage to an amount greater than the maximum balance of the relief association's cash assets.

We commend the relief association management for its efforts in complying with the findings and recommendations contained in the prior audit report. The relief association management should strive to remain in compliance with all applicable state laws, contracts, bylaws, and administrative procedures.

THE POTTSVILLE FIREMENS RELIEF TRUST ASSOCIATION
REPORT DISTRIBUTION LIST

This report was initially distributed to the following:

The Honorable Joshua D. Shapiro
Governor
Commonwealth of Pennsylvania

The Pottsville Firemen's Relief Trust Association Governing Body:

Mr. John M. Messner, Jr.
President

Mr. Jason G. Witmier
Vice President

Mr. Gary W. Witmier
Secretary

Mr. Kurt Shelhamer
Treasurer

The following municipalities allocated foreign fire insurance tax monies to this relief association and received a copy of this report:

Ms. Nancy Roshannon
Secretary
Mechanicsville Borough

Ms. Mandy Gerhard
Secretary
Mount Carbon Borough

Ms. Tami M. Stump
Secretary
North Manheim Township

Ms. Lisa M. Shuman
Secretary
Pottsville City

THE POTTSVILLE FIREMENS RELIEF TRUST ASSOCIATION
REPORT DISTRIBUTION LIST

This report is a matter of public record and is available online at www.PaAuditor.gov. Media questions about the report can be directed to the Pennsylvania Department of the Auditor General, Office of Communications, 229 Finance Building, Harrisburg, PA 17120; via email to: news@PaAuditor.gov.