

# ATTESTATION ENGAGEMENT

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Centre County  
Pennsylvania  
14-000

Liquid Fuels Tax Fund  
And County Fee for Local Use Fund  
for the Period  
January 1, 2021 to December 31, 2023

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August 2025



Commonwealth of Pennsylvania  
Department of the Auditor General

Timothy L. DeFoor • Auditor General



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TIMOTHY L. DEFOOR  
AUDITOR GENERAL

### Independent Auditor's Report

The Honorable Michael Carroll  
Secretary  
Department of Transportation  
Harrisburg, PA 17120

We examined the accompanying Forms MS-991 With Adjustments for the Liquid Fuels Tax Fund and the Reports of County Fee For Local Use Funds With Adjustments of Centre County for the period January 1, 2021 to December 31, 2023 (Forms). The county's management is responsible for presenting the Forms in accordance with the criteria described in the Background section of this report and the Department of Transportation's *Publication 9*. Our responsibility is to express an opinion on the Forms based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Forms are presented in accordance with the criteria described above, in all material respects. An examination involves performing procedures to obtain evidence about the Forms. The nature, timing and extent of the procedures selected depend on our judgement, including an assessment of the risks of material misstatement of the Forms whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our qualified opinion.

We are required to be independent and to meet our other ethical responsibilities in accordance with ethical requirements relating to the engagement.

As described in the Auditor Description Of Select Transactions section of this report, the adjustments included on the Forms are made by the Department of the Auditor General.

As discussed in Finding No. 1, the December 2023 County Fee For Local Use Fund allocation of \$337,275.00 was not received until December 18, 2024, which was subsequent to our examination period.

### Independent Auditor's Report (Continued)

In our opinion, except for the matter discussed in the preceding paragraph, the Forms present, in all material respects, the information required by the Pennsylvania Department of Transportation for the Liquid Fuels Tax Fund and the County Fee For Local Use Fund of Centre County for the period January 1, 2021 to December 31, 2023, in accordance with the criteria described in the Background section of this report and the Department of Transportation's *Publication 9*.

In accordance with *Government Auditing Standards*, we are required to report all deficiencies that are considered to be significant deficiencies or material weaknesses in internal control; fraud and noncompliance with provisions of laws or regulations that have a material effect on the Forms; and any other instances that warrant the attention of those charged with governance; noncompliance with provisions of contracts or grant agreements, and abuse that has a material effect on the Forms. We are also required to obtain and report the views of responsible officials concerning the findings, conclusions, and recommendations, as well as any planned corrective actions. We performed our examination to express an opinion on whether the Forms are presented in accordance with the criteria described above and not for the purpose of expressing an opinion on internal control over reporting on the Forms or on compliance and other matters; accordingly, we express no such opinions.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Forms will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over reporting on the Forms was for the limited purpose of expressing an opinion on whether the Forms are presented in accordance with the criteria described above and would not necessarily identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our engagement we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

As part of obtaining reasonable assurance about whether the Forms are free from material misstatement, we performed tests of Centre County's compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of amounts on the Forms. However, providing an opinion on compliance with those provisions was not an objective of our engagement, and accordingly, we do not express such an opinion. The results of our tests disclosed the following instances of noncompliance that are required to be reported under *Government Auditing Standards*:

- Late Receipt Of June 2022 Liquid Fuels Allocation And December 2023 County Fee For Local Use Fund Allocation.

Independent Auditor's Report (Continued)

The purpose of this report is to determine whether the county's Liquid Fuels Tax Fund and County Fee For Local Use Fund money is spent in accordance with the laws and regulations identified in the Background section of this report and the Department of Transportation's *Publication 9*. This report is not suitable for any other purpose.

We appreciate the courtesy extended by Centre County to us during the course of our examination. If you have any questions, please feel free to contact the Bureau of County Audits at 717-787-1363.

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 29, 2025

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CENTRE COUNTY  
LIQUID FUELS TAX FUND  
AND COUNTY FEE FOR LOCAL USE FUND  
BACKGROUND  
FOR THE PERIOD  
JANUARY 1, 2021 TO DECEMBER 31, 2023

Background

*The Vehicle Code* makes provisions and provides funding for the County Liquid Fuels and County Fee For Local Use Programs. The Pennsylvania Department of Transportation has regulatory administration and oversight of the funds supporting these county programs. Counties are required to comply with those provisions and to report annually.

*The Vehicle Code* imposes a state tax on liquid fuels and fuels used or sold and delivered by distributors within the Commonwealth (75 Pa. C.S. § 9004(a)). One-half cent of the tax collected on each gallon of liquid fuels is deposited in the Commonwealth's Liquid Fuels Tax Fund. *The Vehicle Code* further provides for the disposition and use of this tax, including the allocations to counties in June and December of each year to fund construction, reconstruction, maintenance and repair of county roads, streets and bridges. The allocation to the respective counties is made in the ratio that the average amount returned to each county during the three preceding years bears to the average amount returned to all counties during the three preceding years (75 Pa C.S. § 9010).

*The Vehicle Code*, as amended by Act 89 of 2013 (November 25, 2013, P.L. 974, No.89), permits counties to impose a \$5 fee for local use on nonexempt vehicles registered to an address located in the county (75 Pa. C.S. § 1935 (b)). This fee is collected by the Department of Transportation and is distributed to counties that impose the fee on the first business day of June and December each year.

*Criteria*

A. *The Vehicle Code* prescribes criteria for liquid fuels program funds (75 Pa C.S. § 9010). The Pennsylvania Department of Transportation's *Publication 9* provides more specific policies and procedures to counties for the administration and reporting of the liquid fuels program funds. In the event of any discrepancies between the two, the legislation governs.

(1) Funds received by the counties must be deposited in a special fund designated as the County Liquid Fuels Tax Fund and no other money may be deposited and commingled. Money should be invested to earn interest until expended.

- For purposes of payments under (2), below, the county may borrow and place in the special fund money not in excess of the liquid fuels tax funds to be received during the current calendar year.

CENTRE COUNTY  
LIQUID FUELS TAX FUND  
AND COUNTY FEE FOR LOCAL USE FUND  
BACKGROUND  
FOR THE PERIOD  
JANUARY 1, 2021 TO DECEMBER 31, 2023

Background (Continued)

(2) Payments from the special fund may be used for:

- Construction, reconstruction, maintenance and repair of roads, highways, bridges and curb ramps from a road or highway to provide for access by individuals with disabilities consistent with Federal and State law.
- Costs of property damages resulting from road and/or bridge construction, reconstruction, or maintenance; and compensation of viewers for services in eminent domain proceedings involving roads, highways, and bridges.
- Ferryboat operations, where applicable.
- Interest and principal payments on road or bridge loans and bonds or sinking fund charges for such bonds becoming due within that current calendar year.
- Acquisition, maintenance, repair, electrification, and operation of traffic signs and traffic signal control systems at intersections and/or railroad crossings.
- Erection of street name signs, traffic directing signs, and traffic control systems.
- Administrative costs, including benefits, overhead, and other administrative charges for those county employees directly engaged in eligible projects, not to exceed 10 percent of the yearly allocation to the county.
- Indirect engineering and transportation planning costs, not to exceed 10 percent of the yearly allocation to the county.
- Other items as permitted by Department of Transportation Publications.

(3) Counties may not make expenditures from the special fund for new construction on roads, bridges, curb ramps, or publicly owned ferryboat operations without the approval of the plans for construction by the Pennsylvania Department of Transportation. Additionally, counties may not allocate money from the special fund to political subdivisions within the county until the application and the contracts or plans for the proposed expenditures have been made on a form prescribed by the Pennsylvania Department of Transportation.

CENTRE COUNTY  
LIQUID FUELS TAX FUND  
AND COUNTY FEE FOR LOCAL USE FUND  
BACKGROUND  
FOR THE PERIOD  
JANUARY 1, 2021 TO DECEMBER 31, 2023

Background (Continued)

- (4) Counties may encumber current funds for future road and bridge construction, reconstruction, and maintenance projects including viable municipal projects. Counties must redistribute any unencumbered balance in the special fund to political subdivisions if the unencumbered balance is more than the county's receipts during the preceding twelve month period.
  - (5) Counties must submit a report to the Pennsylvania Department of Transportation by January 31 for the period ending December 31 on prescribed Form MS-991, The Report of County Liquid Fuels Tax Fund, showing the receipts and expenditures of the money received by the county from the Commonwealth. Upon failure to file the report or instances of any non-compliant payments, allocations, or expenditures, the Pennsylvania Department of Transportation may withhold further funding until the delinquent report is filed, the money is allocated, or the expenditures for the prior 12 months are approved.
- B. *The Vehicle Code*, as amended by Act 89 of 2013 (November 25, 2013, P.L. 169), prescribes the Pennsylvania Department of Transportation with oversight authority of the County Fee For Local Use funds distributed to the counties from the Department of Transportation. The County Fee for Local Use Fund is used to account for the distribution made to the county from the Department of Transportation and the payments made for construction and maintenance of county-owned bridges.
- (1) Funds received by the counties must be deposited in a special fund. No other money may be deposited and commingled in this fund. Money should be invested to earn interest until expended.
  - (2) Payments from the special fund may be used for:
    - Construction, reconstruction, maintenance, and repair of public roads/streets, or bridges for which the county is legally responsible including a roadway open to the use of the public for vehicular traffic on the grounds of a college or university, public or private school, or public or historical park.
    - Curb ramps Costs of property damages resulting from road and/or bridge construction, reconstruction or maintenance and compensation of viewers for services in eminent domain proceedings involving roads, highways, and bridges.



CENTRE COUNTY  
LIQUID FUELS TAX FUND  
AND COUNTY FEE FOR LOCAL USE FUND  
BACKGROUND  
FOR THE PERIOD  
JANUARY 1, 2021 TO DECEMBER 31, 2023

Background (Continued)

- Ferry boat operations, where applicable.
  - Acquisition, maintenance, repair, electrification, and operation of traffic signs and traffic signal control systems at intersections and or railroad crossings.
  - Erection of street name signs, traffic directing signs, and traffic control systems.
  - Administrative costs, including benefits, overhead, and other administrative charges for those county employees directly engaged in eligible projects, not to exceed 10 percent of the yearly allocation to the county.
  - Indirect engineering and transportation planning costs, not to exceed 10 percent of the yearly allocation to the county.
  - Transportation related safety studies or safety projects on public highways.
  - The construction of sound walls if included in a highway project as a mitigation measure for environmental purposes and all warrants are met.
  - Other expenditures determined, on a case-by-case basis, to be consistent with the requirements and restrictions of Article 8, Section 11 of the Pennsylvania Constitution
- (3) Counties may not make expenditures from the special fund for new construction on roads, bridges, curb ramps, or publicly owned ferryboat operations without the approval of the plans for construction by the Pennsylvania Department of Transportation.
- (4) Each county that has adopted a fee for local use ordinance must submit a set of annual reports showing the receipts and expenditures of all fee for local use funds received from the Commonwealth on forms supplied by the Center for Program Development and Management.

CENTRE COUNTY  
LIQUID FUELS TAX FUND  
AND COUNTY FEE FOR LOCAL USE FUND  
BACKGROUND  
FOR THE PERIOD  
JANUARY 1, 2021 TO DECEMBER 31, 2023

Background (Continued)

*Basis Of Presentation*

In accordance with reporting requirements prescribed by the Pennsylvania Department of Transportation, the Forms do not constitute complete financial presentations of the county's assets, liabilities, expenses, and fund balance but include the receipts, expenditures, and fund balances of the County Liquid Fuels Tax Fund and the County Fee For Local Use Fund, respectively.

The Pennsylvania Department of Transportation prescribes that the county report the following on the Form MS-991, *Report of County Liquid Fuels Tax Fund*:

- A. The balance in the County Liquid Fuels Tax Fund at the beginning of the report calendar year.
- B. Receipts which must be itemized and include the County's Liquid Fuels Tax Fund allocations, interest, reimbursable agreements, and miscellaneous items such as loans, sale of salvageable material, and damage claims to road or bridge property.
- C. Accounts receivable (to be realized within 60 days of the year end).
- D. Total Liquid Fuels Tax funds available for expenditure and encumbrances.
- E. Expenditures for county-owned roads, highways, and bridges.
- F. Accounts payable (accrued wages, accrued payroll taxes, and accounts payable vendors to be realized within 60 days of the year end).
- G. The balance in the fund at the close of the report calendar year.
- H. Encumbered and unpaid county aid as of the close of the report calendar year.
- I. Encumbered and unencumbered balances on hand at the close of the report calendar year.

CENTRE COUNTY  
LIQUID FUELS TAX FUND  
AND COUNTY FEE FOR LOCAL USE FUND  
BACKGROUND  
FOR THE PERIOD  
JANUARY 1, 2021 TO DECEMBER 31, 2023

Background (Continued)

The Pennsylvania Department of Transportation prescribes that the county report the following on the Reports of County Fee For Local Use Funds:

- A. The balance in the County Fee For Local Use Fund at the beginning of the report calendar year.
- B. Receipts which must be itemized and include the County's Fee For Local Use Fund allocations, interest, reimbursable agreements, and miscellaneous items such as loans, sale of salvageable material, and damage claims to road or bridge property.
- C. Total County Fee For Local Use funds available for expenditure.
- D. Expenditures.
- E. The balance in the fund at the close of the report calendar year.

*Basis Of Accounting*

The accompanying Forms are prepared in accordance with reporting requirements prescribed by the Pennsylvania Department of Transportation. Under this method, revenues are recognized when received and expenditures are recorded when paid.

CENTRE COUNTY  
LIQUID FUELS TAX FUND  
2021 FORM MS-991 WITH ADJUSTMENTS

|   | <u>Reported</u>      | <u>Adjustments</u> | <u>Adjusted<br/>Amount</u> |
|---|----------------------|--------------------|----------------------------|
| Actual balance in county Liquid<br>Fuels Tax Fund on January 1, 2021        | \$ 213,215.79        | \$ -               | \$ 213,215.79              |
| <u>Receipts:</u>  |                      |                    |                            |
| Liquid Fuels Tax Funds received<br>from Commonwealth                        | 164,026.38           | -                  | 164,026.38                 |
| Interest  | 498.95               | -                  | 498.95                     |
| Reimbursable agreements   | -                    | -                  | -                          |
| Miscellaneous   | -                    | -                  | -                          |
| Total receipts  | <u>164,525.33</u>    | <u>-</u>           | <u>164,525.33</u>          |
| Total Liquid Fuels Tax Funds available<br>for expenditures and encumbrances | <u>377,741.12</u>    | <u>-</u>           | <u>377,741.12</u>          |
| <u>Expenditures:</u>  |                      |                    |                            |
| Administrative  | -                    | -                  | -                          |
| Minor equipment purchases   | -                    | -                  | -                          |
| County aid payments   | 51,000.00            | -                  | 51,000.00                  |
| Major equipment expenditures  | -                    | -                  | -                          |
| Street cleaning and gutters   | -                    | -                  | -                          |
| Winter maintenance services   | -                    | -                  | -                          |
| Traffic control devices   | -                    | 242.59             | 242.59                     |
| Street lighting   | -                    | -                  | -                          |
| Storm sewers and drains   | -                    | -                  | -                          |
| Repairs of tools and machinery  | -                    | -                  | -                          |
| Maintenance and repairs - roads and<br>bridges                              | 242.59               | (242.59)           | -                          |
| Highway construction and rebuilding<br>projects                             | -                    | -                  | -                          |
| Miscellaneous   | -                    | -                  | -                          |
| Total expenditures  | <u>51,242.59</u>     | <u>-</u>           | <u>51,242.59</u>           |
| Remaining funds available as of<br>December 31, 2021                        | <u>\$ 326,498.53</u> | <u>\$ -</u>        | <u>\$ 326,498.53</u>       |

CENTRE COUNTY  
LIQUID FUELS TAX FUND  
2021 FORM MS-991 WITH ADJUSTMENTS

2021 Form MS-991 With Adjustments (Continued)

|  | <u>Reported</u>                 | <u>Adjustments</u>     | <u>Adjusted<br/>Amount</u>      |
|--|---------------------------------|------------------------|---------------------------------|
| <u>Approved future year receipts and<br/>expenditures</u>                  |                                 |                        |                                 |
| Accounts receivable  | \$ -                            | \$ -                   | \$ -                            |
| Accounts payable   | -                               | -                      | -                               |
| Unpaid encumbrances  | -                               | -                      | -                               |
| Unpaid county aid grants   | <u>208,100.00</u>               | <u>-</u>               | <u>208,100.00</u>               |
| <br>Total approved future year receipts<br>and expenditures                | <br><u>208,100.00</u>           | <br><u>-</u>           | <br><u>208,100.00</u>           |
| <br>Year end balance available for future<br>years as of December 31, 2021 | <br><u><u>\$ 118,398.53</u></u> | <br><u><u>\$ -</u></u> | <br><u><u>\$ 118,398.53</u></u> |

CENTRE COUNTY  
LIQUID FUELS TAX FUND  
2022 FORM MS-991 WITH ADJUSTMENTS

|   | <u>Reported</u>      | <u>Adjustments</u> | <u>Adjusted<br/>Amount</u> |
|---|----------------------|--------------------|----------------------------|
| Actual balance in county Liquid<br>Fuels Tax Fund on January 1, 2022        | \$ 326,498.53        | \$ -               | \$ 326,498.53              |
| <u>Receipts:</u>  |                      |                    |                            |
| Liquid Fuels Tax Funds received<br>from Commonwealth                        | 167,592.46           | -                  | 167,592.46                 |
| Interest  | 3,129.42             | -                  | 3,129.42                   |
| Reimbursable agreements   | -                    | -                  | -                          |
| Miscellaneous   | -                    | -                  | -                          |
|   | <u>170,721.88</u>    | <u>-</u>           | <u>170,721.88</u>          |
| Total receipts  |                      |                    |                            |
|   | <u>170,721.88</u>    | <u>-</u>           | <u>170,721.88</u>          |
| Total Liquid Fuels Tax Funds available<br>for expenditures and encumbrances | <u>497,220.41</u>    | <u>-</u>           | <u>497,220.41</u>          |
| <u>Expenditures:</u>  |                      |                    |                            |
| Administrative  | -                    | -                  | -                          |
| Minor equipment purchases   | -                    | -                  | -                          |
| County aid payments   | 79,000.00            | -                  | 79,000.00                  |
| Major equipment expenditures  | -                    | -                  | -                          |
| Street cleaning and gutters   | -                    | -                  | -                          |
| Winter maintenance services   | -                    | -                  | -                          |
| Traffic control devices   | -                    | 241.52             | 241.52                     |
| Street lighting   | -                    | -                  | -                          |
| Storm sewers and drains   | -                    | -                  | -                          |
| Repairs of tools and machinery  | -                    | -                  | -                          |
| Maintenance and repairs - roads and<br>bridges                              | 241.52               | (241.52)           | -                          |
| Highway construction and rebuilding<br>projects                             | -                    | -                  | -                          |
| Miscellaneous   | -                    | -                  | -                          |
|   | <u>79,241.52</u>     | <u>-</u>           | <u>79,241.52</u>           |
| Total expenditures  |                      |                    |                            |
|   | <u>79,241.52</u>     | <u>-</u>           | <u>79,241.52</u>           |
| Remaining funds available as of<br>December 31, 2022                        | <u>\$ 417,978.89</u> | <u>\$ -</u>        | <u>\$ 417,978.89</u>       |

CENTRE COUNTY  
LIQUID FUELS TAX FUND  
2022 FORM MS-991 WITH ADJUSTMENTS

2022 Form MS-991 With Adjustments (Continued)

|  | <u>Reported</u>                 | <u>Adjustments</u>     | <u>Adjusted<br/>Amount</u>      |
|--|---------------------------------|------------------------|---------------------------------|
| <u>Approved future year receipts and<br/>expenditures</u>                  |                                 |                        |                                 |
| Accounts receivable  | \$ -                            | \$ -                   | \$ -                            |
| Accounts payable   | -                               | -                      | -                               |
| Unpaid encumbrances  | -                               | -                      | -                               |
| Unpaid county aid grants   | <u>293,386.50</u>               | <u>-</u>               | <u>293,386.50</u>               |
| <br>Total approved future year receipts<br>and expenditures                | <br><u>293,386.50</u>           | <br><u>-</u>           | <br><u>293,386.50</u>           |
| <br>Year end balance available for future<br>years as of December 31, 2022 | <br><u><u>\$ 124,592.39</u></u> | <br><u><u>\$ -</u></u> | <br><u><u>\$ 124,592.39</u></u> |

CENTRE COUNTY  
LIQUID FUELS TAX FUND  
2023 FORM MS-991 WITH ADJUSTMENTS

|   | <u>Reported</u>      | <u>Adjustments</u> | <u>Adjusted<br/>Amount</u> |
|---|----------------------|--------------------|----------------------------|
| Actual balance in county Liquid<br>Fuels Tax Fund on January 1, 2023        | \$ 417,978.89        | \$ -               | \$ 417,978.89              |
| <u>Receipts:</u>  |                      |                    |                            |
| Liquid Fuels Tax Funds received   |                      |                    |                            |
| from Commonwealth   | 173,090.94           | -                  | 173,090.94                 |
| Interest  | 11,637.88            | -                  | 11,637.88                  |
| Reimbursable agreements   | -                    | -                  | -                          |
| Miscellaneous   | -                    | 42,167.40          | 42,167.40                  |
|   | <u>184,728.82</u>    | <u>42,167.40</u>   | <u>226,896.22</u>          |
| Total receipts  | <u>184,728.82</u>    | <u>42,167.40</u>   | <u>226,896.22</u>          |
| Total Liquid Fuels Tax Funds available<br>for expenditures and encumbrances | <u>602,707.71</u>    | <u>42,167.40</u>   | <u>644,875.11</u>          |
| <u>Expenditures:</u>  |                      |                    |                            |
| Administrative  | -                    | -                  | -                          |
| Minor equipment purchases   | -                    | -                  | -                          |
| County aid payments   | 335,399.50           | -                  | 335,399.50                 |
| Major equipment expenditures  | -                    | -                  | -                          |
| Street cleaning and gutters   | -                    | -                  | -                          |
| Winter maintenance services   | -                    | -                  | -                          |
| Traffic control devices   | -                    | 243.15             | 243.15                     |
| Street lighting   | -                    | -                  | -                          |
| Storm sewers and drains   | -                    | -                  | -                          |
| Repairs of tools and machinery  | -                    | -                  | -                          |
| Maintenance and repairs - roads and<br>bridges                              | 243.15               | (243.15)           | -                          |
| Highway construction and rebuilding<br>projects                             | -                    | -                  | -                          |
| Miscellaneous   | -                    | 42,167.40          | 42,167.40                  |
|   | <u>335,642.65</u>    | <u>42,167.40</u>   | <u>377,810.05</u>          |
| Total expenditures  | <u>335,642.65</u>    | <u>42,167.40</u>   | <u>377,810.05</u>          |
| Remaining funds available as of<br>December 31, 2023                        | <u>\$ 267,065.06</u> | <u>\$ -</u>        | <u>\$ 267,065.06</u>       |



CENTRE COUNTY  
LIQUID FUELS TAX FUND  
2023 FORM MS-991 WITH ADJUSTMENTS

2023 Form MS-991 With Adjustments (Continued)

|  | <u>Reported</u>                 | <u>Adjustments</u>             | <u>Adjusted<br/>Amount</u>      |
|--|---------------------------------|--------------------------------|---------------------------------|
| <u>Approved future year receipts and<br/>expenditures</u>                  |                                 |                                |                                 |
| Accounts receivable  | \$ -                            | \$ -                           | \$ -                            |
| Accounts payable   | -                               | -                              | -                               |
| Unpaid encumbrances  | -                               | -                              | -                               |
| Unpaid county aid grants   | <u>111,904.00</u>               | <u>(13,437.50)</u>             | <u>98,466.50</u>                |
| <br>Total approved future year receipts<br>and expenditures                | <br><u>111,904.00</u>           | <br><u>(13,437.50)</u>         | <br><u>98,466.50</u>            |
| <br>Year end balance available for future<br>years as of December 31, 2023 | <br><u><u>\$ 155,161.06</u></u> | <br><u><u>\$ 13,437.50</u></u> | <br><u><u>\$ 168,598.56</u></u> |

CENTRE COUNTY  
2021 REPORT OF COUNTY FEE FOR LOCAL USE FUNDS  
WITH ADJUSTMENTS

|                                  | <u>Reported</u>               | <u>Adjustments</u>  | <u>Adjusted<br/>Amount</u>    |
|----------------------------------|-------------------------------|---------------------|-------------------------------|
| Balance, January 1, 2021         | \$ 1,641,446.57               | \$ -                | \$ 1,641,446.57               |
| <u>Receipts:</u>                 |                               |                     |                               |
| Local Use Funds                  | 610,990.00                    | -                   | 610,990.00                    |
| Interest                         | 866.39                        | -                   | 866.39                        |
| Reimbursable agreements          | -                             | -                   | -                             |
| Miscellaneous                    | -                             | -                   | -                             |
| Total receipts                   | <u>611,856.39</u>             | <u>-</u>            | <u>611,856.39</u>             |
| Total funds available            | <u>2,253,302.96</u>           | <u>-</u>            | <u>2,253,302.96</u>           |
| <u>Expenditures:</u>             |                               |                     |                               |
| County-Owned road maintenance    | -                             | -                   | -                             |
| County-Owned road construction   | -                             | -                   | -                             |
| County-Owned bridge maintenance  | -                             | -                   | -                             |
| County-Owned bridge construction | -                             | 272,236.76          | 272,236.76                    |
| Administrative expenditures      | -                             | -                   | -                             |
| Miscellaneous                    | -                             | -                   | -                             |
| Grants to political subdivisions | <u>348,431.76</u>             | <u>(272,236.76)</u> | <u>76,195.00</u>              |
| Total expenditures               | <u>348,431.76</u>             | <u>-</u>            | <u>348,431.76</u>             |
| Balance, December 31, 2021       | <u><u>\$ 1,904,871.20</u></u> | <u><u>\$ -</u></u>  | <u><u>\$ 1,904,871.20</u></u> |

CENTRE COUNTY  
2022 REPORT OF COUNTY FEE FOR LOCAL USE FUNDS  
WITH ADJUSTMENTS

|                                  | <u>Reported</u>               | <u>Adjustments</u>  | <u>Adjusted<br/>Amount</u>    |
|----------------------------------|-------------------------------|---------------------|-------------------------------|
| Balance, January 1, 2022         | \$ 1,904,871.20               | \$ -                | \$ 1,904,871.20               |
| <u>Receipts:</u>                 |                               |                     |                               |
| Local Use Funds                  | 605,345.00                    | -                   | 605,345.00                    |
| Interest                         | 6,113.14                      | -                   | 6,113.14                      |
| Reimbursable agreements          | -                             | -                   | -                             |
| Miscellaneous                    | <u>1,000.00</u>               | <u>314,718.19</u>   | <u>315,718.19</u>             |
| Total receipts                   | <u>612,458.14</u>             | <u>314,718.19</u>   | <u>927,176.33</u>             |
| Total funds available            | <u>2,517,329.34</u>           | <u>314,718.19</u>   | <u>2,832,047.53</u>           |
| <u>Expenditures:</u>             |                               |                     |                               |
| County-Owned road maintenance    | -                             | -                   | -                             |
| County-Owned road construction   | -                             | -                   | -                             |
| County-Owned bridge maintenance  | -                             | -                   | -                             |
| County-Owned bridge construction | -                             | 434,716.15          | 434,716.15                    |
| Administrative expenditures      | -                             | -                   | -                             |
| Miscellaneous                    | -                             | 314,718.19          | 314,718.19                    |
| Grants to political subdivisions | <u>696,810.15</u>             | <u>(434,716.15)</u> | <u>262,094.00</u>             |
| Total expenditures               | <u>696,810.15</u>             | <u>314,718.19</u>   | <u>1,011,528.34</u>           |
| Balance, December 31, 2022       | <u><u>\$ 1,820,519.19</u></u> | <u><u>\$ -</u></u>  | <u><u>\$ 1,820,519.19</u></u> |

CENTRE COUNTY  
2023 REPORT OF COUNTY FEE FOR LOCAL USE FUNDS  
WITH ADJUSTMENTS

|                                  | <u>Reported</u>               | <u>Adjustments</u> | <u>Adjusted<br/>Amount</u>    |
|----------------------------------|-------------------------------|--------------------|-------------------------------|
| Balance, January 1, 2023         | \$ 1,820,519.19               | \$ -               | \$ 1,820,519.19               |
| <u>Receipts:</u>                 |                               |                    |                               |
| Local Use Funds                  | 267,285.00                    | -                  | 267,285.00                    |
| Interest                         | 49,482.76                     | -                  | 49,482.76                     |
| Reimbursable agreements          | -                             | -                  | -                             |
| Miscellaneous                    | -                             | 60,430.12          | 60,430.12                     |
|                                  | <u>316,767.76</u>             | <u>60,430.12</u>   | <u>377,197.88</u>             |
| Total receipts                   |                               |                    |                               |
|                                  | <u>316,767.76</u>             | <u>60,430.12</u>   | <u>377,197.88</u>             |
| Total funds available            | <u>2,137,286.95</u>           | <u>60,430.12</u>   | <u>2,197,717.07</u>           |
| <u>Expenditures:</u>             |                               |                    |                               |
| County-Owned road maintenance    | -                             | -                  | -                             |
| County-Owned road construction   | -                             | -                  | -                             |
| County-Owned bridge maintenance  | -                             | -                  | -                             |
| County-Owned bridge construction | -                             | 576,761.40         | 576,761.40                    |
| Administrative expenditures      | -                             | -                  | -                             |
| Miscellaneous                    | -                             | 60,430.12          | 60,430.12                     |
| Grants to political subdivisions | 725,761.40                    | (576,761.40)       | 149,000.00                    |
|                                  | <u>725,761.40</u>             | <u>60,430.12</u>   | <u>786,191.52</u>             |
| Total expenditures               |                               |                    |                               |
|                                  | <u>725,761.40</u>             | <u>60,430.12</u>   | <u>786,191.52</u>             |
| Balance, December 31, 2023       | <u><u>\$ 1,411,525.55</u></u> | <u><u>\$ -</u></u> | <u><u>\$ 1,411,525.55</u></u> |

CENTRE COUNTY  
LIQUID FUELS TAX FUND  
AND COUNTY FEE FOR LOCAL USE FUND  
AUDITOR DESCRIPTION OF SELECT TRANSACTIONS  
FOR THE PERIOD  
JANUARY 1, 2021 TO DECEMBER 31, 2023

The following information relates to certain types of transactions for which the Pennsylvania Department of Transportation requested that we provide additional detail.

Adjustments

2021 Form MS-991

Adjustments were made to “Traffic control devices” and “Maintenance and repairs - roads and bridges” because expenditures of \$242.59 were misclassified.

2022 Form MS-991

Adjustments were made to “Traffic control devices” and “Maintenance and repairs - roads and bridges” because expenditures of \$241.52 were misclassified.

2023 Form MS-991

An adjustment of \$42,167.40 was made to “Miscellaneous” receipts because a deposit in error was not reported.

Adjustments were made to “Traffic control devices” and “Maintenance and repairs - roads and bridges” because expenditures of \$243.15 were misclassified.

An adjustment of \$42,167.40 was made to “Miscellaneous” expenditures because the correction of a deposit in error was not reported.

An adjustment of \$(13,437.50) was made to “Unpaid county aid grants” because these grants were overstated.

2021 Report Of County Fee For Local Use Funds

Adjustments were made to “County-Owned bridge construction” and “Grants to political subdivisions” because expenditures of \$272,236.76 were misclassified.

CENTRE COUNTY  
LIQUID FUELS TAX FUND  
AND COUNTY FEE FOR LOCAL USE FUND  
AUDITOR DESCRIPTION OF SELECT TRANSACTIONS  
FOR THE PERIOD  
JANUARY 1, 2021 TO DECEMBER 31, 2023

Adjustments (Continued)

2022 Report Of County Fee For Local Use Funds

An adjustment of \$314,718.19 was made to “Miscellaneous” receipts because deposits in error were not reported.

Adjustments were made to “County-Owned bridge construction” and “Grants to political subdivisions” because expenditures of \$434,716.15 were misclassified.

An adjustment of \$314,718.19 was made to “Miscellaneous” expenditures because correction of deposits in error were not reported.

2023 Report Of County Fee For Local Use Funds

An adjustment of \$60,430.12 was made to “Miscellaneous” receipts because deposits in error were not reported.

Adjustments were made to “County-Owned bridge construction” and “Grants to political subdivisions” because expenditures of \$576,761.40 were misclassified.

An adjustment of \$60,430.12 was made to “Miscellaneous” expenditures because the correction of deposits in error were not reported.

Miscellaneous Receipts

The following miscellaneous receipts were deposited into the County Fee For Local Use Fund during the examination period:

| <u>Source</u>      | <u>Description</u>            | <u>2022</u>         | <u>2023</u>        |
|--------------------|-------------------------------|---------------------|--------------------|
| Commonwealth of PA | Deposits in error             | \$314,718.19        | \$60,430.12        |
| Vendor             | Refund of payment<br>in error | 1,000.00            | -                  |
| Totals             |                               | <u>\$315,718.19</u> | <u>\$60,430.12</u> |

CENTRE COUNTY  
LIQUID FUELS TAX FUND  
AND COUNTY FEE FOR LOCAL USE FUND  
AUDITOR DESCRIPTION OF SELECT TRANSACTIONS  
FOR THE PERIOD  
JANUARY 1, 2021 TO DECEMBER 31, 2023

Deposits in Error

On December 8, 2022, December 16, 2022, and December 28, 2022, \$5,354.07, \$281,205.00, and \$28,159.12, respectively, of state funds were electronically deposited into the County Fee For Local Use Fund in error. On December 16, 2022 and December 30, 2022, the county transferred \$286,559.07 and \$28,159.12, respectively, from its County Fee For Local Use Fund to its General Fund to correct the deposits in error.

On December 20, 2023, \$42,167.40 of state funds were electronically deposited into the Liquid Fuels Tax Fund in error. On December 22, 2023, the county transferred this amount from its Liquid Fuels Tax Fund to its General Fund to correct the deposit in error.

On January 3, 2023 and January 5, 2023, \$4,114.12 and \$56,316.00, of state funds were electronically deposited into the County Fee For Local Use Fund in error. On January 5, 2023, the county transferred \$60,430.12 from its County Fee For Local Use Fund to its General Fund to correct the deposits in error.

Payment In Error

On December 22, 2021, the county expended \$1,000.00 from its County Fee For Local Use Fund in error. On January 21, 2022, the county deposited \$1,000.00 into its County Fee For Local Use Fund that was received from a vendor to correct the payment in error.

Encumbrances

As of December 31, 2023, \$98,466.50 of Liquid Fuels Tax Fund money was encumbered for grants to political subdivisions.

CENTRE COUNTY  
LIQUID FUELS TAX FUND  
AND COUNTY FEE FOR LOCAL USE FUND  
FINDING AND RECOMMENDATION  
FOR THE PERIOD  
JANUARY 1, 2021 TO DECEMBER 31, 2023

**Finding - Late Receipt Of June 2022 Liquid Fuels Allocation And December 2023 County Fee For Local Use Fund Allocation**

Our examination disclosed that the June 2022 Liquid Fuels Tax Fund allocation of \$81,789.69, which should have been distributed from the Department of Transportation to the county during the first week of June of that year, was not received until August 31, 2022, because the county failed to comply with the Department of Transportation's *Publication 9*, Chapter One, Section 1.4 which states:

- Submit an annual report showing the receipts, expenditures, and encumbrances for the preceding 12 months (see MS-991 Report of County Liquid Fuels Tax Fund in Section 1.8, Reporting Requirements).
- Make deposits and payments or expenditures in accordance with the Act (see Section 1.6, Appropriate Use of Funds). Failure to do so may result in the county not receiving allocations until such deficiencies are resolved.
- Ensure resolution of all Contractor Responsibility Program (CRP) holds and blocks imposed by the Department of Revenue and the Department of Labor and Industry.
- Ensure resolution of all reimbursements required as a result of audits performed by the Auditor General or monitoring reviews performed by the Department's Financial Consultants.

Additionally, the December 2023 County Fee For Local Use Fund allocation of \$337,275.00, which should have been distributed from the Department of Transportation to the county during the first week of December of that year, was not received until December 18, 2024, which was subsequent to our examination period, because the county failed to comply with the Department of Transportation's *Publication 9*, Chapter Six, Section 6.4 which states:

In order to receive Act 89 funds as scheduled, each county must submit an annual report showing the receipts and expenditures for the preceding 12 months (see Section 6.8, Required Reports). The use of the funds must be in compliance with the Act (see Section 6.6, Appropriate Use of Funds). Failure to do so may result in the county not receiving allocations until such deficiencies are resolved.



CENTRE COUNTY  
LIQUID FUELS TAX FUND  
AND COUNTY FEE FOR LOCAL USE FUND  
FINDING AND RECOMMENDATION  
FOR THE PERIOD  
JANUARY 1, 2021 TO DECEMBER 31, 2023

**Finding - Late Receipt Of June 2022 Liquid Fuels Allocation And December 2023 County Fee For Local Use Fund Allocation (Continued)**

Because the municipality failed to file its Form MS-991 and Report of County Fee For Local Use Funds timely, the municipality did not have use of the 2022 Liquid Fuels Tax Fund allocation for almost three months and the 2023 County Fee For Local Use Fund allocation for more than one year. Furthermore, had the allocations been received timely, money may have been available for investment purposes, potentially earning interest income which could have been used for road maintenance and repairs.

**Recommendation**

We recommend that the county comply with the Department of Transportation's *Publication 9* to ensure that the allocations are received during the first week in June and December as outlined above.

**Management's Response**

The county officials stated:

The new financial system caused delay, now resolved going forward.

**Auditor's Conclusion**

During our next examination, we will determine if the county complied with our recommendation.

CENTRE COUNTY  
LIQUID FUELS TAX FUND  
AND COUNTY FEE FOR LOCAL USE FUND  
SUMMARY OF ONSITE CLOSEOUT MEETING  
FOR THE PERIOD  
JANUARY 1, 2021 TO DECEMBER 31, 2023

An onsite closeout meeting was held January 16, 2025. Those participating were:

CENTRE COUNTY

The Honorable Mark Higgins, Chairman of the Board of Commissioners

Mr. Richard E. Killian, Budget and Finance Director

Ms. Julie R. Lutz, Budget and Finance Assistant Director

DEPARTMENT OF THE AUDITOR GENERAL

Mr. Kyle A. Coleman, Auditor

CENTRE COUNTY  
LIQUID FUELS TAX FUND  
AND COUNTY FEE FOR LOCAL USE FUND  
REPORT DISTRIBUTION  
FOR THE PERIOD  
JANUARY 1, 2021 TO DECEMBER 31, 2023

This report was initially distributed to:

**The Honorable Michael Carroll**  
Secretary  
Department of Transportation

**Centre County**  
420 Holmes Street  
Bellefonte, PA 16823

**The Honorable Mark Higgins**  
Chairman of the Board of Commissioners

**The Honorable Jason Moser**  
Controller

**The Honorable Colleen Kennedy**  
Treasurer

**Mr. Richard E. Killian**  
Budget and Finance Director

This report is a matter of public record and is available online at [www.PaAuditor.gov](http://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](mailto:news@PaAuditor.gov).