

# ATTESTATION ENGAGEMENT

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Township of Snyder

Blair County, Pennsylvania

07-212

Liquid Fuels Tax Fund

For the Period

January 1, 2023 to December 31, 2024

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December 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-965 With Adjustments for the Liquid Fuels Tax Fund of the Township of Snyder, Blair County, for the period January 1, 2023 to December 31, 2024. The municipality's management is responsible for presenting the Forms MS-965 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 MS-965 With Adjustments 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 MS-965 are presented in accordance with the criteria described above, in all material respects. An examination involves performing procedures to obtain evidence about the Forms MS-965. 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 MS-965, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our 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 MS-965 With Adjustments are made by the Department of the Auditor General.

## Independent Auditor's Report (Continued)

In our opinion, the Forms MS-965 With Adjustments present, in all material respects, the information required by the Pennsylvania Department of Transportation for the Liquid Fuels Tax Fund of the Township of Snyder, Blair County, for the period January 1, 2023 to December 31, 2024, 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 MS-965; 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 MS-965. 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 MS-965 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 MS-965 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 MS-965 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 MS-965 was for the limited purpose of expressing an opinion on whether the Forms MS-965 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.

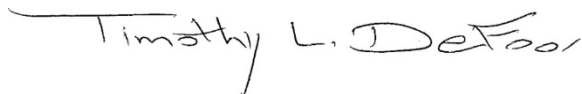
### Independent Auditor's Report (Continued)

As part of obtaining reasonable assurance about whether the Forms MS-965 are free from material misstatement, we performed tests of the Township of Snyder, Blair 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 MS-965. 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 no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*. However, we did note matters that, while not required to be included in this report by *Government Auditing Standards*, have been included in the findings below:

- Restrictive Bidding - Recurring.
- Over-expenditure Of Street Lighting Costs - Recurring.

The purpose of this report is to determine whether the municipality's Liquid Fuels Tax 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 the Township of Snyder, Blair 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.



Timothy L. DeFoor  
Auditor General  
October 24, 2025

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TOWNSHIP OF SNYDER  
BLAIR COUNTY  
LIQUID FUELS TAX FUND  
BACKGROUND  
FOR THE PERIOD  
JANUARY 1, 2023 TO DECEMBER 31, 2024

Background

The Liquid Fuels Tax Municipal Allocation Law, Act 655 of 1956, as amended, see also 72 P.S. § 2615.5, et sec., provides municipalities other than counties (i.e., townships, boroughs, cities, towns, home rule, and optional plan governments) with an annual allocation of liquid fuels taxes from the state's Motor License Fund to be used for the maintenance and repair of streets, roads, and bridges for which the municipality is responsible. The allocation of these funds to municipalities is based upon: (1) 50 percent on the municipality's proportion of local road mileage to the total local road mileage in the state; and (2) 50 percent on the proportion of a municipality's population to the total population in the state.

Title 75 Pa.C.S. § 9511 of the Pennsylvania Vehicle Code provides municipalities with annual maintenance payments to be received from the Motor License Fund for functionally local highways that were transferred to a municipality from the Commonwealth of Pennsylvania.

Each municipality must deposit the allocation of Liquid Fuels Tax funds and annual maintenance payments that it receives into a special fund called either the Municipal Liquid Fuels Tax Fund or State Fund. A municipality may not deposit any other monies into this fund except when the municipality does not have enough money in the special fund to meet the payments called for by its current annual budget for road and bridge purposes. In such a case, the municipality may borrow money or transfer money from its General Fund to its Liquid Fuels Tax Fund.

The Department of Transportation has been given the regulatory authority for the administration of these funds. Department of Transportation's *Publication 9* includes the policies and procedures for the administration of Act 655, as amended, and the Liquid Fuels Tax Fund money. However, if there is a difference between *Publication 9* and any legislation, the legislation shall govern.

To qualify for the annual allocation of Liquid Fuels Tax funds, *Publication 9* indicates that each municipality shall:

1. Submit annual reports (MS-965, Actual Use Report, MS-965P, Project and Miscellaneous Receipts, and MS-965S, Record of Checks).
2. Make deposits and payments or expenditures in compliance with Act 655 of 1956, as amended. Failure to do so may result in not receiving allocations from PennDOT until all discrepancies are resolved. *Publication 9*, Section 2.6, includes information about investing Liquid Fuels Tax monies, using loan or bond proceeds, and types of receipts into the Liquid Fuels Tax Fund.

TOWNSHIP OF SNYDER  
 BLAIR COUNTY  
 LIQUID FUELS TAX FUND  
 BACKGROUND  
 FOR THE PERIOD  
 JANUARY 1, 2023 TO DECEMBER 31, 2024

Background (Continued)

3. Submit the Pennsylvania Department of Community and Economic Development’s (DCED) Report of Elected and Appointed Officials by January 31<sup>st</sup> and the Survey of Financial Condition By March 15<sup>th</sup>.
4. Ensure resolution of all Contractor Responsibility Program (CRP) holds and blocks imposed by the Department of Revenue and the Department of Labor and Industry.
5. Ensure resolution of all reimbursements required as a result of audits performed by the Department of the Auditor General or monitoring reviews performed by the Department of Transportation’s Financial Consultants.

*Criteria*

The criteria for the Form MS-965 With Adjustment are described below.

Section 1 of Form MS-965 With Adjustments provides a summary of Liquid Fuels Tax Fund expenditures by category. Categories requiring explanation include:

- Major equipment purchases are purchases of road machinery and road equipment with varying yearly costs in excess of the amounts indicated below:

2021	2022	2023	2024
\$11,500.00	\$11,800.00	\$12,200.00	\$12,600.00

- Minor equipment purchases are purchases of road machinery and road equipment with varying yearly costs that are less than or equal to the amounts indicated below:

2021	2022	2023	2024
\$11,500.00	\$11,800.00	\$12,200.00	\$12,600.00

- Agility projects are exchanges of services with the Department of Transportation.

TOWNSHIP OF SNYDER  
BLAIR COUNTY  
LIQUID FUELS TAX FUND  
BACKGROUND  
FOR THE PERIOD  
JANUARY 1, 2023 TO DECEMBER 31, 2024

Background (Continued)

Section 2 of Form MS-965 With Adjustments provides information on the fund balance. Categories requiring explanation include:

- The state allocation is available from the Department of Transportation in March of each year. The amount the municipality receives is based half on its population and half on its road mileage.
- Municipalities that transferred roads from the Commonwealth of Pennsylvania to the municipality through the Highway Transfer Program receive annual turnback allocations in March of each year from the Department of Transportation. Turnback allocations are based on the mileage of the roads transferred.
- Expenditures include the total transferred from Section 1.

Section 3 of Form MS-965 With Adjustments determines if the municipality expended Liquid Fuels Tax Fund money in excess of the permissible amount for equipment and the balance that the municipality may carry forward for the purchase of equipment to the subsequent year.

Department of Transportation *Publication 9* requires that the amount expended for equipment purchases in a given year not exceed the sum of the equipment balance carried forward from the previous year and 20 percent of the current year's Liquid Fuels Tax Fund allocation and, if applicable, 20 percent of the turnback allocation plus other Department of Transportation approved adjustments.

If the municipality spent in excess of the amount listed on Line 4, the excess must be reimbursed to the Liquid Fuels Tax Fund.

The equipment balance to be carried forward for the subsequent year is the lesser of the amount on Line 6 or the ending fund balance on Line 6 of Section 2, but not less than zero.

TOWNSHIP OF SNYDER  
BLAIR COUNTY  
LIQUID FUELS TAX FUND  
BACKGROUND  
FOR THE PERIOD  
JANUARY 1, 2023 TO DECEMBER 31, 2024

Background (Continued)

*Basis of Presentation*

The financial activities of the municipality are accounted for in separate funds. The Liquid Fuels Tax Fund is used to account for state aid revenues from the Pennsylvania Department of Transportation used primarily for building and improving local roads and bridges. The Form MS-965 has been prepared in accordance with reporting requirements prescribed by the Pennsylvania Department of Transportation as a result of the Fuels Tax Act 655, dated 1956 and as amended, which does not constitute a complete presentation of the entity's assets, liabilities, expenses, and fund balance. Accordingly, the presentation of Form MS-965 With Adjustments is restricted to the Liquid Fuels Tax Fund, which represents a segment of the entity.

*Basis Of Accounting*

The accompanying Forms MS-965 With Adjustments is 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.

*General Fixed Assets*

General fixed assets are recognized as expenditures at the time of purchase. No depreciation has been provided on the heavy equipment used to maintain and repair roads and bridges.

TOWNSHIP OF SNYDER  
 BLAIR COUNTY  
 LIQUID FUELS TAX FUND  
 2023 FORM MS-965 – SECTION 1  
 WITH ADJUSTMENTS

<u>Expenditure Summary</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
Minor equipment purchases	\$ -	\$ -	\$ -
Computer/Computer related training	-	-	-
Major equipment purchases	58,063.56	-	58,063.56
Agility projects	-	-	-
Cleaning streets and gutters	-	-	-
Winter maintenance services	21,431.70	-	21,431.70
Traffic control devices	1,528.60	-	1,528.60
Street lighting	13,834.94	-	13,834.94
Storm sewers and drains	1,739.73	-	1,739.73
Repairs of tools and machinery	-	-	-
Maintenance and repair of roads and bridges	194,221.41	-	194,221.41
Highway construction and rebuilding projects	14,303.96	-	14,303.96
Miscellaneous	-	-	-
 Total (To Section 2, Line 5)	 <u>\$ 305,123.90</u>	 <u>\$ -</u>	 <u>\$ 305,123.90</u>

TOWNSHIP OF SNYDER  
 BLAIR COUNTY  
 LIQUID FUELS TAX FUND  
 2023 FORM MS-965 – SECTION 2  
 WITH ADJUSTMENTS

<u>Fund Balance</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
1. Balance, January 1, 2023	\$ 161,030.58	\$ -	\$ 161,030.58
Receipts:			
2. State allocation	150,182.05	-	150,182.05
2a. Turnback allocation	38,640.00	-	38,640.00
2b. Interest on investments	6,299.23	-	6,299.23
2c. Miscellaneous	-	-	-
3. Total receipts	<u>195,121.28</u>	<u>-</u>	<u>195,121.28</u>
4. Total funds available	<u>356,151.86</u>	<u>-</u>	<u>356,151.86</u>
5. Expenditures (Section 1)	<u>305,123.90</u>	<u>-</u>	<u>305,123.90</u>
6. Balance, December 31, 2023	<u><u>\$ 51,027.96</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 51,027.96</u></u>

TOWNSHIP OF SNYDER  
 BLAIR COUNTY  
 LIQUID FUELS TAX FUND  
 2023 FORM MS-965 – SECTION 3  
 WITH ADJUSTMENTS

<u>Equipment Balance</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
1. Prior year equipment balance	\$ 67,334.05	\$ -	\$ 67,334.05
2. Add: Current year equipment allocation (20% of Lines 2 + 2a, Section 2)	37,764.41	-	37,764.41
3. PENNDOT approved adjustments	-	-	-
4. Total funds available for equipment acquisition	105,098.46	-	105,098.46
5. Less: Major equipment expenditures	58,063.56	-	58,063.56
6. Remainder	<u>47,034.90</u>	<u>-</u>	<u>47,034.90</u>
7. Equipment balance available for subsequent year (Lesser of Line 6 or Section 2 balance, but not less than zero)	<u>\$ 47,034.90</u>	<u>\$ -</u>	<u>\$ 47,034.90</u>

TOWNSHIP OF SNYDER  
 BLAIR COUNTY  
 LIQUID FUELS TAX FUND  
 2024 FORM MS-965 – SECTION 1  
 WITH ADJUSTMENTS

<u>Expenditure Summary</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
Minor equipment purchases	\$ -	\$ -	\$ -
Computer/Computer related training	-	-	-
Major equipment purchases	5,087.00	-	5,087.00
Agility projects	-	-	-
Cleaning streets and gutters	-	-	-
Winter maintenance services	20,706.49	-	20,706.49
Traffic control devices	565.02	-	565.02
Street lighting	-	-	-
Storm sewers and drains	7,728.00	3,456.00	11,184.00
Repairs of tools and machinery	6,156.35	(3,456.00)	2,700.35
Maintenance and repair of roads and bridges	64,211.02	-	64,211.02
Highway construction and rebuilding projects	-	-	-
Miscellaneous	-	-	-
 Total (To Section 2, Line 5)	 <u>\$ 104,453.88</u>	 <u>\$ -</u>	 <u>\$ 104,453.88</u>

TOWNSHIP OF SNYDER  
 BLAIR COUNTY  
 LIQUID FUELS TAX FUND  
 2024 FORM MS-965 – SECTION 2  
 WITH ADJUSTMENTS

<u>Fund Balance</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
1. Balance, January 1, 2024	\$ 51,027.96	\$ -	\$ 51,027.96
Receipts:			
2. State allocation	147,165.19	-	147,165.19
2a. Turnback allocation	38,640.00	-	38,640.00
2b. Interest on investments	9,468.72	-	9,468.72
2c. Miscellaneous	98,091.30	-	98,091.30
3. Total receipts	293,365.21	-	293,365.21
4. Total funds available	344,393.17	-	344,393.17
5. Expenditures (Section 1)	104,453.88	-	104,453.88
6. Balance, December 31, 2024	<u>\$ 239,939.29</u>	<u>\$ -</u>	<u>\$ 239,939.29</u>

TOWNSHIP OF SNYDER  
 BLAIR COUNTY  
 LIQUID FUELS TAX FUND  
 2024 FORM MS-965 – SECTION 3  
 WITH ADJUSTMENTS

<u>Equipment Balance</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
1. Prior year equipment balance	\$ 47,034.90	\$ -	\$ 47,034.90
2. Add: Current year equipment allocation (20% of Lines 2 + 2a, Section 2)	37,161.04	-	37,161.04
3. PENNDOT approved adjustments	-	-	-
4. Total funds available for equipment acquisition	84,195.94	-	84,195.94
5. Less: Major equipment expenditures	5,087.00	-	5,087.00
6. Remainder	<u>79,108.94</u>	<u>-</u>	<u>79,108.94</u>
7. Equipment balance available for subsequent year (Lesser of Line 6 or Section 2 balance, but not less than zero)	<u>\$ 79,108.94</u>	<u>\$ -</u>	<u>\$ 79,108.94</u>

TOWNSHIP OF SNYDER  
 BLAIR COUNTY  
 LIQUID FUELS TAX FUND  
 AUDITOR DESCRIPTION OF SELECT TRANSACTIONS  
 FOR THE PERIOD  
 JANUARY 1, 2023 TO DECEMBER 31, 2024

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

Adjustments

2024 - Section 1

Adjustments were made to “Storm sewers and drains” and “Repairs of tools and machinery” because expenditures of \$3,456.00 were misclassified.

Miscellaneous Receipts

The following miscellaneous receipts were deposited into the Liquid Fuels Tax Fund during 2024:

<u>Source</u>	<u>Description</u>	<u>Amount</u>
General Fund	Reimbursement (Summary Of Prior Examination Recommendations)	\$41,453.80
General Fund	Reimbursement (Finding No. 1)	42,802.56
General Fund	Reimbursement (Finding No. 2)	<u>13,834.94</u>
Total		<u>\$98,091.30</u>

Lease-Purchase Agreement

On April 30, 2019, the municipality entered into a lease-purchase agreement with M&T Bank to purchase a John Deere skid steer for \$70,034.12. The agreement was for a term of five years at an interest rate of 3.427 percent. Principal and interest payments of \$1,271.75 are due monthly. Prior years’ principal and interest payments from the Liquid Fuels Tax Fund were \$50,171.44 and \$5,785.56, respectively.

During the current examination period, the municipality paid principal of \$19,862.68 and interest of \$485.32 from the Liquid Fuels Tax Fund. These amounts are reflected in major equipment purchases on the 2023 and 2024 Forms MS-965 - Section 1. The lease-purchase agreement was paid in full on April 17, 2024.

TOWNSHIP OF SNYDER  
BLAIR COUNTY  
LIQUID FUELS TAX FUND  
AUDITOR DESCRIPTION OF SELECT TRANSACTIONS  
FOR THE PERIOD  
JANUARY 1, 2023 TO DECEMBER 31, 2024

Bank Loan

During 2020, the municipality borrowed \$400,000.00 from M&T Bank. The loan proceeds were deposited into the General Fund. The municipality used \$358,350.25 of the loan proceeds for project No. 21-07-212-01. The balance of \$41,649.75 remained in the General Fund. The term of the loan was for five years at an interest rate of 2.8 percent. Principal and interest payments of \$7,151.98 are due monthly. Prior years' principal and interest payments from the Liquid Fuels Tax Fund were \$103,495.71 and \$10,935.97, respectively. Additionally, the municipality paid principal of \$76,399.78 and interest of \$9,423.98 from the General Fund.

During the current examination period, the municipality paid principal of \$13,481.64 and interest of \$822.32 from the Liquid Fuels Tax Fund. These amounts are reflected in highway construction and rebuilding projects on the 2023 Form MS-965 - Section 1. Additionally, the municipality paid principal of \$150,074.50 and interest of \$7,279.25 from the General Fund. The outstanding balance of the loan as of December 31, 2024, was \$56,548.37, plus interest.

Bank Loan

During 2022, the municipality purchased two 2021 Chevrolet trucks for \$221,188.28. The municipality received rebates of \$4,000.00, a trade-in-allowance of \$11,000.00, and paid fees of \$924.10. In addition, the municipality received an American Rescue Plan Act Grant of \$83,028.00. The municipality borrowed the remaining balance of \$124,084.38 from 1<sup>st</sup> Summit Bank. The term of the loan was for three years at an interest rate of 2.24 percent. Principal and interest payments of \$3,566.88 are due monthly. During the prior examination period, the municipality paid principal of \$33,653.51 and interest of \$2,015.29 from the Liquid Fuels Tax Fund.

During the current examination period, the municipality paid principal of \$41,207.67 and interest of \$1,594.89 from the Liquid Fuels Tax Fund. These amounts are reflected in major equipment purchases on the 2023 Form MS-965 - Section 1. Additionally, the municipality paid principal of \$42,118.64 and interest of \$672.42 from the General Fund. The outstanding balance of the loan as of December 31, 2024, was \$7,104.56, plus interest.

Our examination disclosed that the vehicles were restrictively bid and therefore the loan payments were not eligible to be paid from the Liquid Fuels Tax Fund (Finding No. 1).

TOWNSHIP OF SNYDER  
BLAIR COUNTY  
LIQUID FUELS TAX FUND  
FINDINGS AND RECOMMENDATIONS  
FOR THE PERIOD  
JANUARY 1, 2023 TO DECEMBER 31, 2024

**Finding No. 1 - Restrictive Bidding - Recurring**

Our examination disclosed that during 2023, the municipality expended \$42,802.56 from the Liquid Fuels Tax Fund for loan payments for two 2021 Chevrolet Silverado trucks. The advertisement for these purchases requested sealed proposals for two 2021 or newer Chevy 6500 Heavy Duty trucks. Chevrolet is a Brand name. The use of Brand names in advertising for equipment without including the words “or its equivalent,” is considered restrictive bidding, and therefore, is prohibited by the Department of Transportation’s *Publication 9*, § 449.3(f), which states:

Brand names. In advertising for equipment to be rented or purchased, or for materials to be purchased or delivered in place, it is unlawful to require or specify any particular make or brand thereof, thereby excluding other makes or brands; however, a particular brand name or its equivalent may be specified if equal consideration is given to all brands which are reasonably similar to the specified brand. Such specifications must be reasonable and not merely imposed in order to exclude some brands of equipment or material in favor of other brands.

We could not determine the cause of this condition.

We cited the municipality for payments on this loan in our prior report for the period January 1, 2022 to December 31, 2022. However, we noted that the municipality did not expend any Liquid Fuels Tax Fund money for any equipment that had been restrictively bid during 2024.

On June 27, 2024, the municipality transferred \$42,802.56 from its General Fund to its Liquid Fuels Tax Fund.

**Recommendation**

We recommend that the municipality continue to follow the Department of Transportation’s *Publication 9* if it uses Brand names in future advertisements for purchases as cited above.

**Management’s Response**

The municipal officials stated:

This was the first time, not recurring.

TOWNSHIP OF SNYDER  
BLAIR COUNTY  
LIQUID FUELS TAX FUND  
FINDINGS AND RECOMMENDATIONS  
FOR THE PERIOD  
JANUARY 1, 2023 TO DECEMBER 31, 2024

**Finding No. 1 - Restrictive Bidding - Recurring (Continued)**

Auditor's Conclusion

Loan payments for this purchase were included in a restrictive bidding finding in our prior report for the period January 1, 2022 to December 31, 2022. The municipality continued to make loan payments during our current examination, which is the reason for the recurring finding. During our next examination, we will determine if the municipality continued to comply with our recommendation.

TOWNSHIP OF SNYDER  
 BLAIR COUNTY  
 LIQUID FUELS TAX FUND  
 FINDINGS AND RECOMMENDATIONS  
 FOR THE PERIOD  
 JANUARY 1, 2023 TO DECEMBER 31, 2024

**Finding No. 2 - Over-expenditure Of Street Lighting Costs - Recurring**

Our examination disclosed that the township expended \$5,798.00 during 2023 from the Liquid Fuels Tax Fund in excess of the approved amount for street lighting costs.

*The Second Class Township Code*, 53 P.S. § 68205(a)(2), or § 3205(a)(2) of *The Second Class Township Code* as published by the Local Government Commission provides, in part, for “An annual tax not exceeding five mills to light the highway, roads and other public places in the township.”

We noted that the township had levied a street lighting fee for street lighting costs for the year 2023.

The Department of Transportation’s *Publication 9*, Chapter Two, Section 2.7.1, states:

Examples of acceptable expenditures for Municipal Liquid Fuels Tax funds are:

7. Electricity for signals and street lights. Caution: if the municipality levies a tax for street lighting purposes, only costs in excess of this revenue are an allowable charge to the Municipal Liquid Fuels Tax Fund.

Our calculations are as follows:

Total 2023 street lighting costs paid from all funds	\$13,834.94
Less total fee collected for street lighting in 2023	<u>(5,798.00)</u>
Permissible amount of street lighting to be paid using liquid fuels tax money	8,036.94
Less amount expended for street lighting from liquid fuels	<u>13,834.94</u>
Amount over-expended - 2023	<u><u>\$ 5,798.00</u></u>

TOWNSHIP OF SNYDER  
BLAIR COUNTY  
LIQUID FUELS TAX FUND  
FINDINGS AND RECOMMENDATIONS  
FOR THE PERIOD  
JANUARY 1, 2023 TO DECEMBER 31, 2024

**Finding No. 2 – Over-expenditure Of Street Lighting Costs - Recurring (Continued)**

This condition occurred because the municipality was not aware of the restrictions on street lighting.

We cited the municipality for over-expending street lighting costs in our prior report for the period January 1, 2022 to December 31, 2022. However, we noted that the municipality did not expend any Liquid Fuels Tax Fund money on street lighting in 2024.

On June 28, 2024, the township transferred \$13,834.94 from its General Fund to its Liquid Fuels Tax Fund for the total street lighting costs that were expended from the Liquid Fuels Tax Fund.

Recommendation

We recommend that the township continue to follow the Department of Transportation's *Publication 9* by limiting their street lighting expenditures from the Liquid Fuels Tax Fund only to lighting costs which exceed the total amount collected for street lighting.

Management's Response

The municipal officials offered no formal response at this time.

Auditor's Conclusion

During our next examination, we will determine if the municipality continued to comply with our recommendation.

TOWNSHIP OF SNYDER  
BLAIR COUNTY  
LIQUID FUELS TAX FUND  
SUMMARY OF PRIOR EXAMINATION RECOMMENDATIONS  
FOR THE PERIOD  
JANUARY 1, 2023 TO DECEMBER 31, 2024

Summary Of Prior Examination Recommendations

In our prior report, we recommended that the Department of Transportation review our examination findings to determine if the municipality should reimburse \$41,453.80 to its Liquid Fuels Tax Fund. This amount consists of \$35,668.80 for restrictive bidding and \$5,785.00 for over-expending street lighting costs.

During our current examination, we reviewed a letter dated June 20, 2024, from the Department of Transportation directing the municipality to reimburse \$41,453.80 to its Liquid Fuels Tax Fund. We noted that the municipality reimbursed this amount to its Liquid Fuels Tax Fund on June 27, 2024.

In our prior report, we also recommended that the municipality:

- Comply with the Department of Transportation's *Publication 9* if it uses Brand names in future advertisements for purchases.
- Comply with the Department of Transportation's *Publication 9* by limiting their street lighting expenditures from the Liquid Fuels Tax Fund only to lighting costs which exceed the fee amount collected for street lighting.

During our current examination, we noted that the municipality did not comply with our recommendations in 2023 (Finding Nos. 1 and 2). However, we noted that the municipality did comply with our recommendations in 2024.

TOWNSHIP OF SNYDER  
BLAIR COUNTY  
LIQUID FUELS TAX FUND  
SUMMARY OF ONSITE CLOSEOUT MEETING  
FOR THE PERIOD  
JANUARY 1, 2023 TO DECEMBER 31, 2024

An onsite closeout meeting was held June 11, 2025. Those participating were:

TOWNSHIP OF SNYDER

Ms. Dixie Confer, Secretary/Treasurer

DEPARTMENT OF THE AUDITOR GENERAL

Mrs. Catrina Pritchard, Auditor

TOWNSHIP OF SNYDER  
BLAIR COUNTY  
LIQUID FUELS TAX FUND  
REPORT DISTRIBUTION  
FOR THE PERIOD  
JANUARY 1, 2023 TO DECEMBER 31, 2024

This report was initially distributed to:

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

**Township of Snyder**  
Blair County  
108 Baughman Hollow Road  
Tyrone, PA 16686

**The Honorable James Kost**  
Chairman of the Board of Supervisors

**Ms. Dixie Confer**  
Secretary/Treasurer

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