

ACCU-AUDITS, INC.

Insured: EAST VINCENT TOWNSHIP
262 RIDGE ROAD
SPRING CITY, PA 19475

Date: 4/20/2022
Carrier: Delaware Valley WC Trust
Control #: 187160 Physical Audit
Auditor: Gregg Kersey

Policy Number
EAST VINCENT TWP

Policy Type
WC

Policy Period
1/1/2021 - 1/1/2022

Audit Period
1/1/2021 - 1/1/2022

Workers' Compensation Summary – Policy # EAST VINCENT TWP

Entity	Location	State	Class Code	Classification Description	Exposure Type	# of Emp	Estimated Exposure	Final Exposure	Diff. %
1	1	PA	951	INSPECTORS (OUTSIDE SALES)	PAYROLL	1	94,203	84,189	-10.6%
1	1	PA	953	CLERICAL OFFICE	PAYROLL	1	302,024	313,776	3.9%
1	1	PA	980	TOWNSHIP OR BOROUGHES - ALL OTHER	PAYROLL	1	282,792	311,550	10.2%
1	1	PA	985A	POLICE	PAYROLL	1	762,839	752,169	-1.4%
1	1	PA	985B	FIRE - PAID	PAYROLL	0	0	0	0.0%
1	1	PA	993	VOLUNTEER AMBULANCE CORPS	UNITS	0	0	0	0.0%
1	1	PA	994	VOLUNTEER FIRE COMPANIES	UNITS	0	0	0	0.0%
Final Exposure						4	1,441,858	1,461,684	1.4%

Entity & Locations

Entity #	Entity Type	Entity Description	Location Number	Location State	Location Description
01	GOVERNMENT ENTITY		01	PA	

Description of Operations

The insured operates as a small municipality located in Eastern Pennsylvania. They have clerical employees (code 0953) that perform accounting, dispatch and general office tasks. The township employees (code 0980) perform street and park maintenance, building cleaning and related tasks. Insured has a zoning inspector in the field (code 0951) and a Police force in the township (code 0985A). No subcontractors were used and no claims were listed on the audit request.

ACCU-AUDITS, INC.

Officers & Owners

Inactive	Entity #	Location #	State	Weeks	Start Date	End Date	WC Code	WC Exposure	WC Min	WC Max
<input type="checkbox"/>	1	1	PA	52			Exclude	<input type="checkbox"/>	54,548	135,200
Entity Type	First Name	Last Name	Owner%							
GOVERNMENT ENTITY	BOARD OF	SUPERVISORS	100							
Title	Duties	Payroll Total	Pro-rata							
BOARD	BOARD-SEE ATTACHED SCHEDULE	7,885	1.000							

Note:

Key Questions

	Yes	No	N/A
1 Were all classifications on the policy accounted for in the summary?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2 Did the insured use any subcontractors?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3 Did the insured use any non-fica or contract labor?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4 Was there any OCIP/CCIP exposure on the audit?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5 Does the Davis-Bacon Act (fringe) apply to this audit?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6 Did a construction credit apply to this audit?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7 Was a division of payroll required?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8 Were there any excess tips?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9 Were there any auto gratuities?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10 Was premium overtime (if applicable) properly deducted?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11 Was applicable third-party sick and severance pay excluded?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12 Were pretax wages for 401k or 125 plans included?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
13 Were bonuses, commissions and shift differential included?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14 Was the value of any board or lodging included?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
15 Were any Demo vehicles provided?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
16 Did the insured use any leased employees?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
17 Was there aircraft operation on the audit?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
18 Was an owner or officer interviewed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Records Audited

- Payroll Registers
- Individual Earnings Records
- Federal (941's) & State Unemployment Quarterly Reports
- General Ledger

ACCU-AUDITS, INC.

Payroll Worksheet - Exposure Summary

First Name	Last Name	Officer	Duties	Entity	Location	State	WC Code	WC Exposure	Payroll Total
BALANCE	PAYROLL		INSPECTORS-SEE ATTACHED SCHEDULE	1	1	PA	951	84,189	84,189
<i>Sub Total:</i>								84,189	84,189
BALANCE	PAYROLL		CLERICAL-SEE ATTACHED SCHEDULE	1	1	PA	953	313,776	313,776
<i>Sub Total:</i>								313,776	313,776
BALANCE	PAYROLL		TOWNSHIP-SEE ATTACHED SCHEDULE	1	1	PA	980	311,550	311,550
<i>Sub Total:</i>								311,550	311,550
BALANCE	PAYROLL		POLICE-SEE ATTACHED SCHEDULE	1	1	PA	985A	752,169	752,169
<i>Sub Total:</i>								752,169	752,169
BOARD OF	SUPERVISORS	Y	BOARD-SEE ATTACHED SCHEDULE	1	1	PA	Exclude		7,885
<i>Sub Total:</i>									7,885
<i>Grand Total:</i>								1,461,684	1,469,569

Payroll Worksheet Detail

First Name	Last Name	State	WC Code	# of Emp	% Owners hip	Payroll Total	WC Exposure	Audit Period (Payroll)
BALANCE	PAYROLL	PA	951	1		84,189	84,189	84,189
BALANCE	PAYROLL	PA	953	1		313,776	313,776	313,776
BALANCE	PAYROLL	PA	980	1		311,550	311,550	311,550
BALANCE	PAYROLL	PA	985A	1		752,169	752,169	752,169
BOARD OF	SUPERVISORS	PA	Exclude	1	100%	7,885		7,885
				5	100%	1,469,569	1,461,684	1,469,569

ACCU-AUDITS, INC.

Payroll Verification

Verification*

Description 1: 941/UC-2
 Description 2:
 Unempl #:
 Federal ID #: 23-1688906

Description	Amount
1Q-21	339,728
2Q-21	326,108
3Q-21	390,645
4Q-21	413,088
	1,469,569

*Total Verification =
 1,469,569

Payroll Reconciliation

	WC
Classified Payroll:	1,461,684
Excluded Payroll:	7,885
Excluded Overtime:	0
Emp/Officer Excess:	0

Total: 1,469,569
 Worksheet Total: 1,469,569
 Difference: 0

Workers' Compensation Reconciliation – Policy # EAST VINCENT TWP

Entity	Location	State	Class Code	Final Exposures on Summary	Miscellaneous Exposure	Subcontract Exposure	Officer & Employee Cap Adjustments	Premium Overtime	Other Payroll Adjustments	Excluded Payroll	Total Payroll by WC Class Code
1	1	PA	951	84,189	0	0	0	0	0	0	84,189
1	1	PA	953	313,776	0	0	0	0	0	0	313,776
1	1	PA	980	311,550	0	0	0	0	0	0	311,550
1	1	PA	985A	752,169	0	0	0	0	0	0	752,169
1	1	PA	985B	0	0	0	0	0	0	0	0
1	1	PA	993	0	0	0	0	0	0	0	0
1	1	PA	994	0	0	0	0	0	0	0	0
1	1	PA	Exclude	0	0	0	0	0	0	7,885	7,885
				1,461,684	0	0	0	0	0	7,885	1,469,569

Total payroll from the Payroll area : 1,469,569





ACCU-AUDITS, INC.

Insured Information

DBAName: EAST VINCENT TOWNSHIP
Contact: CATHERINE RICARDO
Title:
Address 1: 262 RIDGE ROAD
Address 2:
City State,Zip: SPRING CITY, PA 19475
Phone: (610) 933-4424
Fax:
Cell:
Other:
Email: manager@eastvincent.org
Website:

Location of Records Information

LORName: EAST VINCENT TOWNSHIP
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Phone: (610) 933-4424
Fax:
Cell:
Other:
Email: manager@eastvincent.org

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NAME	DUTIES	CODE	PAYROLL
ASTON, WILLIAM	FINANCE	953	\$ 57,456
NELSON, BARBARA	OFFICE ADMINISTRAT	953	\$ 13,986
BAER, HALEY	OFFICE ADMINISTRAT	953	\$ 47,135
JAHN, LAURA	OFFICE ADMINISTRAT	953	\$ 36,754
SHADE, REGINA	OFFICE ADMINISTRAT	953	\$ 5,827
SHANK, CYNTHIA	OFFICE ADMINISTRAT	953	\$ 31,434
AHLES, DOUGLAS	POLICE OFFICER	985A	\$ 93,835
DEERY, GLENN	POLICE OFFICER	985A	\$ 866
EDES, WILLIAM	POLICE OFFICER	985A	\$ 95,460
FREDERICK, MATTHEW	POLICE OFFICER	985A	\$ 93,820
GAMMON, JOSEPH	POLICE OFFICER	985A	\$ 102,779
JONES, KARL	POLICE OFFICER	985A	\$ 93,008
MICHINOCK, SHAWN	POLICE OFFICER	985A	\$ 97,107
WILLIAMS, MATTHEW	POLICE OFFICER	985A	\$ 118,806
WHALEN, PATRICK	POLICE OFFICER	985A	\$ 1,262
NAFZIGER, EVAN	POLICE OFFICER	985A	\$ 13,700
CATREN, MARK	POLICE OFFICER	985A	\$ 41,525
SCHAFFER, DARWIN	PUBLIC WORKS	980	\$ 78,907
SHOPE, DENNIS	PUBLIC WORKS	980	\$ 71,550
MCCANN, JASON	PUBLIC WORKS	980	\$ 56,043
CURTIS, JOHN	PUBLIC WORKS	980	\$ 55,000
BATTISTONI, TROY	PUBLIC WORKS	980	\$ 50,051
DABBACK, DORE	SUPERVISOR	EXCL	\$ 140
DEMSKI, WILLIAM	SUPERVISOR	EXCL	\$ 175
DRACUP, EDMUND	SUPERVISOR	EXCL	\$ 2,500
FUNK, JOHN	SUPERVISOR	EXCL	\$ 2,500
SILKNITTER, JOHN	SUPERVISOR	EXCL	\$ 70
CANACLE, CHRISTOPHER	SUPERVISOR	EXCL	\$ 2,500
RICARDO, CATHERINE	TOWNSHIP DIRECTOF	953	\$ 121,183
STINE, JOHN	ZONING INSPECTOR	951	\$ 84,189

\$ 1,469,568