



OFFICE OF THE CONTROLLER

**Luzerne County
Superior Amusements
Vending Machine
Contract Audit
January 2020 - December 2021
January 13, 2023**

Walter L. Griffith Jr.
Luzerne County Controller

Fieldwork Performed by:
Internal Auditor Lisa Cope

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Background:

In January 2020 and 2021 Luzerne County entered into a contract with Superior Amusements and Vending Inc. to supply and maintain vending machines within the county returning a 20% commission on after tax sales to the county.

The Luzerne County Controller's Office strives to independently and objectively evaluate functions, processes, and activities to ensure that each are executed in the most compliant, economic, efficient, effective, and accurate way possible. Our reviews are tailored to the unique circumstances of each office, and we work with management to ensure accountability and direction.

The Luzerne County Controller's Office is authorized by the Home Rule Charter of Luzerne County (Charter) Section 3.08 to conduct fiscal, performance, management, contract, grant, compliance, and/or related audits of any County division, department, bureau, office, agency, authority, board, commission, elective office, the Judiciary, Office of Court Administration, or other administrative unit. This review is an internal function, authorized by the Charter. Therefore, the Controller shall transmit a copy of this final audit report to the County Manager, County Council, and the audited entity and shall post the audit for public inspection in the Controller's Office and on the County website and/or other electronic medium for a period of at least 60 days after it is issued. The Controller will also follow up on any audit recommendations, to the extent practical, in order to determine if they have been considered and/or implemented.

Auditors assigned to the engagement are employed by Luzerne County under the Controller's Office and report directly to the elected Controller. The audit staff is considered organizationally independent to conduct and report on the audit.

Methodology:

The county receives "Green Bar" reports from Superior vending which identifies the vending machine number and location, sales amount and commission being paid to the Luzerne County Treasurer's office. We compared the totals on the "Green Bar" reports with the checks paid to the county through the county's New World general ledger system.

Outcome:

For 2020 Superior vending paid a 20% commission on all machines. The report totals and summarizes the amount due to the county for 2020 sales in accordance with the contract. No conflicts found.

For 2021 there are two payments that were not received from Superior vending. July 2021, machine #1689 located in the Luzerne county assessor's office did not receive a payment in the amount of \$88.35. September 2021, machine #1695 located in the Luzerne/Wyoming county MH/MR building did not received a payment in the amount of \$68.76.

A letter requesting these payments has been sent to Superior Amusements and Vending by the Controllers Office.

Recommendations:

We recommend Superior Vending continue sending the commission checks directly to the Luzerne County Treasurer's office with the "Green Bar" sales amount and commission being paid together with the check.

2020 Superior Amusements Vending Summary

Location of machine	Gross sales	Commission sales	Amount paid to county
Children & Youth	\$ 2,294.95	\$ 2,235.54	\$508.99
Assessor	\$ 599.90	\$ 581.94	\$116.47
911	\$ 3,140.50	\$ 3,066.12	\$781.39
Corrections	\$ 11,988.95	\$ 11,603.88	\$2,599.84
Penn Place	\$ 3,739.60	\$ 3,632.29	\$870.95
Luzerne MHMR	\$ 900.35	\$ 877.87	\$203.60
Domestic Relations	\$ 1,489.30	\$ 1,468.88	\$325.85
EMA	\$ 35.00	\$ 34.17	\$6.83
Total	\$ 24,188.55	\$ 23,500.69	\$5,413.92

2021 Superior Amusements - Vending Summary

Location of machine	Gross sales	Commission sales	Amount paid to county
Children & Youth	\$ 1,909.30	\$ 1,866.59	\$373.32
Assessor	\$ 1,299.00	\$ 1,266.03	\$253.22
911	\$ 3,697.20	\$ 3,625.63	\$725.14
Corrections	\$ 11,184.15	\$ 10,832.71	\$2,166.52
Penn Place	\$ 5,007.85	\$ 4,858.59	\$971.70
Luzerne MHMR	\$ 806.95	\$ 782.95	\$91.09
Domestic Relations	\$ 1,213.90	\$ 1,197.87	\$239.56
EMA	\$ 809.10	\$ 795.46	\$17.68
Total	\$ 25,927.45	\$ 25,225.83	\$4,838.23

Signature Page
Superior Amusements – Vending Machine Final Audit

Controller's Office:



Jan 18, 2023

Walter L. Griffith Jr., Controller

Date

Lisa Cope

Jan 18, 2023

Lisa Cope, Internal Auditor

Date

County Manager's Office:

Brian A Swetz

Jan 18, 2023

Brian Swetz, Acting County Manager

Date

Purchasing:

MARY ANN AMESBURY

Jan 18, 2023

Maryann Amesbury, Director of Purchasing

Date

Vending Company:

Donald DeRemer

Jan 18, 2023

Superior Amusement & Vending

Date

The Audit of
Superior Amusements Vending Machine Contract
January 2020 – December 2021

This report was initially distributed to the following:

Mr. Brian Swetz	Luzerne County Acting Manager
Ms. Kendra Radle	Luzerne County Council Chair
Ms. Mary Ann Amesbury	Luzerne County Director of Purchasing

This report is a matter of public record and is available online at <http://www.luzernecounty.org>, found under Audit Reports on the Luzerne County Controller's section of the website. A hardcopy is also available at the Luzerne County Controller's Office. Media questions about the report may be directed to the Luzerne County Controller's Office at 20 North Pennsylvania Blvd., Suite 213, Wilkes Barre, PA 18701 or via email to Controllers.Office@luzernecounty.org.

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