

STATE BOARD OF ACCOUNTS
302 West Washington Street
Room E418
INDIANAPOLIS, INDIANA 46204-2769

EXAMINATION REPORT
OF
HARRISON TOWNSHIP
OWEN COUNTY, INDIANA
January 1, 2004 to December 31, 2005



FILED
01/18/2007

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OFFICIALS

Office

Official

Term

Trustee

Robert Janke

01-01-03 to 12-31-06

Chairman of the
Township Board

Betty Jordon

01-01-04 to 12-31-06



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF HARRISON TOWNSHIP, OWEN COUNTY, INDIANA

We have examined the financial information presented herein of Harrison Township (Township), for the period of January 1, 2004 to December 31, 2005. The Township's management is responsible for the financial information presented herein. Our responsibility is to express an opinion based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence supporting the financial information presented herein and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

In our opinion, the financial information referred to above presents fairly, in all material respects, the financial information of the Township for the years ended December 31, 2004 and 2005, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

STATE BOARD OF ACCOUNTS

November 21, 2006

HARRISON TOWNSHIP, OWEN COUNTY
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH BALANCES
ALL GOVERNMENTAL TYPES
As Of And For The Years Ended December 31, 2004 And 2005

	Cash 01-01-04	Receipts	Disbursements	Cash 12-31-04
Governmental Funds:				
Township	\$ 10,706	\$ 11,401	\$ 12,258	\$ 9,849
Dog	547	248	547	248
Township Assistance	2,926	705	468	3,163
Firefighting	1,522	2,605	2,400	1,727
Rainy Day	-	1,160	-	1,160
Totals	<u>\$ 15,701</u>	<u>\$ 16,119</u>	<u>\$ 15,673</u>	<u>\$ 16,147</u>

	Cash 01-01-05	Receipts	Disbursements	Cash 12-31-05
Governmental Funds:				
Township	\$ 9,849	\$ 12,860	\$ 14,926	\$ 7,783
Dog	248	288	31	505
Township Assistance	3,163	715	620	3,258
Firefighting	1,727	3,770	2,600	2,897
Rainy Day	1,160	-	-	1,160
Donation	-	4,609	4,609	-
Totals	<u>\$ 16,147</u>	<u>\$ 22,242</u>	<u>\$ 22,786</u>	<u>\$ 15,603</u>

The accompanying notes are an integral part of the schedules.

HARRISON TOWNSHIP, OWEN COUNTY
NOTES TO FINANCIAL INFORMATION

Note 1. Introduction

The Township was established under the laws of the State of Indiana. The Township provides the following services: public safety, health and social services, and general administrative services.

Note 2. Fund Accounting

The Township uses funds to report on its cash and the results of its operations on a cash basis. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental functions or activities.

Note 3. Budgets

The operating budget is initially prepared and approved at the local level. In addition, funds for which property taxes are levied are subject to final approval by the Indiana Department of Local Government Finance.

Note 4. Property Taxes

Property taxes levied are collected by the County Treasurer and are distributed to the Township in June and December. State statute (IC 6-1.1-17-16) requires the Indiana Department of Local Government Finance to establish property tax rates and levies by February 15. These rates were based upon the preceding year's March 1 (lien date) assessed valuations adjusted for various tax credits. Taxable property is assessed at 100% of the true tax value (determined in accordance with rules and regulations adopted by the Indiana Department of Local Government Finance). Taxes may be paid in two equal installments which become delinquent if not paid by May 10 and November 10, respectively. All property taxes collected by the County Treasurer and available for distribution were distributed to the Township on or prior to December 31 of the year collected.

Note 5. Deposits

Deposits, made in accordance with Indiana Code 5-13, with financial institutions in the State of Indiana at year end were entirely insured by the Federal Depository Insurance Corporation or by the Indiana Public Deposit Insurance Fund. This includes any deposit accounts issued or offered by a qualifying financial institution.

HARRISON TOWNSHIP, OWEN COUNTY
EXAMINATION RESULT AND COMMENT

DISBURSEMENT DOCUMENTATION

Several payments were observed which did not contain adequate supporting documentation such as receipts, and invoices.

Due to the lack of supporting information, the validity and accountability for some monies disbursed could not be established.

Supporting documentation such as receipts, canceled checks, tickets, invoices, bills, contracts, and other public records must be available for audit to provide supporting information for the validity and accountability of monies disbursed. Payments without supporting documentation may be the personal obligation of the responsible official or employee. (Accounting and Uniform Compliance Guidelines Manual for Townships, Chapter 13)

HARRISON TOWNSHIP, OWEN COUNTY
EXIT CONFERENCE

The contents of this report were discussed on November 21, 2006, with Robert Janke, Trustee.