

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

EXAMINATION REPORT
OF
VAN BUREN TOWNSHIP
FOUNTAIN COUNTY, INDIANA
January 1, 2005 to December 31, 2006



FILED
07/20/2007

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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Trustee	Jodith A. Leek Bonnie J. Morton	01-01-03 to 12-31-06 01-01-07 to 12-31-10
Chairman of the Township Board	Terry Shields Sue Dickerson	01-01-05 to 12-31-06 01-01-07 to 12-31-07



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF VAN BUREN TOWNSHIP, FOUNTAIN COUNTY, INDIANA

We have examined the financial information presented herein of Van Buren Township (Township), for the period of January 1, 2005 to December 31, 2006. 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, 2005 and 2006, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

The Schedule of Long-Term Debt, as listed in the Table of Contents, is presented for additional analysis and is not a required part of the basic financial information. It has not been subjected to the examination procedures applied to the basic financial information, and accordingly, we express no opinion on it.

STATE BOARD OF ACCOUNTS

May 30, 2007

VAN BUREN TOWNSHIP, FOUNTAIN COUNTY
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES
ALL GOVERNMENTAL FUND TYPES
As Of And For The Years Ended December 31, 2005 And 2006

	Cash and Investments 01-01-05	Receipts	Disbursements	Cash and Investments 12-31-05
Governmental Funds:				
Township	\$ 23,353	\$ 33,147	\$ 38,549	\$ 17,951
Dog	558	303	268	593
Township Assistance	4,028	19,102	17,820	5,310
Firefighting	82,488	31,042	36,402	77,128
Park and Recreation	11,184	12,521	16,831	6,874
Cemetery	3,498	197	2,585	1,110
Levy Excess	2,260	289	-	2,549
Rainy Day	3,705	-	3,500	205
Fire Equipment Debt Cumulative Fire	576	31,190	21,349	10,417
	<u>78,386</u>	<u>18,331</u>	<u>10,062</u>	<u>86,655</u>
Totals	<u>\$ 210,036</u>	<u>\$ 146,122</u>	<u>\$ 147,366</u>	<u>\$ 208,792</u>

	Cash and Investments 01-01-06	Receipts	Disbursements	Cash and Investments 12-31-06
Governmental Funds:				
Township	\$ 17,951	\$ 37,116	\$ 35,202	\$ 19,865
Dog	593	224	293	524
Township Assistance	5,310	17,026	16,598	5,738
Firefighting	77,128	14,496	52,882	38,742
Park and Recreation	6,874	28,855	35,729	-
Cemetery	1,110	605	5	1,710
Levy Excess	2,549	-	289	2,260
Rainy Day	205	-	-	205
Fire Equipment Debt Cumulative Fire	10,417	10,706	20,800	323
	<u>86,655</u>	<u>9,967</u>	<u>49,000</u>	<u>47,622</u>
Totals	<u>\$ 208,792</u>	<u>\$ 118,995</u>	<u>\$ 210,798</u>	<u>\$ 116,989</u>

The accompanying notes are an integral part of the financial information.

VAN BUREN TOWNSHIP, FOUNTAIN 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, culture and recreation, and general administrative services.

Note 2. Fund Accounting

The Township uses funds to report on its cash and investments 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 and Investments

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.

State statute (IC 5-13-9) authorizes the Township to invest in securities including, but not limited to, federal government securities, repurchase agreements, and certain money market mutual funds. Certain other statutory restrictions apply to all investments made by local governmental units.

VAN BUREN TOWNSHIP
SUPPLEMENTARY INFORMATION
SCHEDULE OF LONG-TERM DEBT

December 31, 2006

Description of Debt	Ending Balance	Due Within One Year
Governmental Activities:		
Capital leases:		
Van Buren-Hub City Building - Fire Department	\$ <u>286,400</u>	\$ <u>11,200</u>

VAN BUREN TOWNSHIP, FOUNTAIN COUNTY
EXAMINATION RESULTS AND COMMENTS

APPROPRIATIONS

The records presented for audit indicated the following expenditures in excess of budgeted appropriations:

<u>Fund</u>	<u>Years</u>	<u>Excess Amount Expended</u>
Firefighting	2005	\$ 2,402
Firefighting	2006	8,382

Indiana Code 6-1.1-18-4 states in part: ". . . the proper officers of a political subdivision shall appropriate funds in such a manner that the expenditures for a year do not exceed its budget for that year as finally determined under this article."

CAPITAL ASSET RECORDS

The Township has helped purchase a fire station and various fire trucks; however, they have not recorded the cost of these items using Form 369. The Township has listed Township Fund and Park Fund equipment without listing any amount in the cost column. Land is listed at "no value".

Every governmental unit should have a complete inventory of all capital assets owned which reflect their acquisition value. Such inventory should be recorded on the applicable Capital Asset Ledger. A complete inventory should be taken at least every two years for good internal control and for verifying account balances carried in the accounting records. (Accounting and Uniform Compliance Guidelines Manual for Townships, Chapter 13)

PRESCRIBED FORMS

The following prescribed forms were not properly posted:

- General Form 369 (Capital Asset Ledger)
- General Form 350 (Register of Investments)

Officials and employees are required to use State Board of Accounts prescribed or approved forms in the manner prescribed. (Accounting and Uniform Compliance Guidelines Manual for Townships, Chapter 13)

VAN BUREN TOWNSHIP, FOUNTAIN COUNTY
EXIT CONFERENCE

The contents of this report were discussed on May 30, 2007, with Jodith A. Leek, former Trustee; and Bonnie J. Morton, Trustee. The officials concurred with our findings.