

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

EXAMINATION REPORT

OF

SKELTON TOWNSHIP

WARRICK COUNTY, INDIANA

January 1, 2005 to December 31, 2006



FILED

09/26/2007

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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Trustee	Sheila G. Seiler	01-01-03 to 11-01-06
	Vacant	11-02-06 to 12-31-06
	Timothy L. Seiler	01-01-07 to 12-31-10
Chairman of the Township Board	Cindy Curtis	01-01-05 to 12-31-06
	Cathy Oser	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 SKELTON TOWNSHIP, WARRICK COUNTY, INDIANA

We have examined the financial information presented herein of Skelton 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.

STATE BOARD OF ACCOUNTS

June 26, 2007

SKELTON TOWNSHIP, WARRICK COUNTY
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES
ALL GOVERNMENTAL AND FIDUCIARY 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	\$ 6,643	\$ 15,394	\$ 16,037	\$ 6,000
Dog	-	650	549	101
Township Assistance	5,047	15,963	17,707	3,303
Firefighting	1,039	32,031	27,016	6,054
Levy Excess	630	2,461	630	2,461
Cumulative Fire	7,675	10,867	10,496	8,046
Tanker/Equipment	6,435	-	5,208	1,227
FEMA	-	1,829	1,829	-
Donations	-	1,585	1,244	341
	<hr/>	<hr/>	<hr/>	<hr/>
Totals	<u>\$ 27,469</u>	<u>\$ 80,780</u>	<u>\$ 80,716</u>	<u>\$ 27,533</u>
	Cash and Investments 01-01-06	Receipts	Disbursements	Cash and Investments 12-31-06
Governmental Funds:				
Township	\$ 6,000	\$ 13,621	\$ 17,907	\$ 1,714
Dog	101	43	-	144
Township Assistance	3,303	13,195	14,942	1,556
Firefighting	6,054	27,176	25,279	7,951
Levy Excess	2,461	-	2,461	-
Cumulative Fire	8,046	8,978	10,140	6,884
Tanker/Equipment	1,227	-	940	287
FEMA	-	20,690	11,111	9,579
Donations	341	-	-	341
Fiduciary Fund:				
Payroll Withholdings	-	1,804	1,443	361
	<hr/>	<hr/>	<hr/>	<hr/>
Totals	<u>\$ 27,533</u>	<u>\$ 85,507</u>	<u>\$ 84,223</u>	<u>\$ 28,817</u>

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

SKELTON TOWNSHIP, WARRICK 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 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.

SKELTON TOWNSHIP, WARRICK 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)

SKELTON TOWNSHIP, WARRICK COUNTY
EXIT CONFERENCE

The contents of this report were discussed on June 26, 2007, with Sheila G. Seiler, former Trustee. The official concurred with our finding.