

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

EXAMINATION REPORT

OF

VIGO TOWNSHIP

KNOX COUNTY, INDIANA

January 1, 2005 to December 31, 2006



FILED

10/26/2007

TABLE OF CONTENTS

<u>Description</u>	<u>Page</u>
Officials	2
Independent Accountant's Report	3
Financial Information:	
Schedules of Receipts, Disbursements, and Cash and Investment Balances	4
Notes to Financial Information.....	5
Examination Result and Comment:	
Penalties, Interest and Other Charges	6
Exit Conference	7

OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Trustee	Frances Rottet	06-03-04 to 12-31-06
	Thomas Estabrook	01-01-07 to 12-31-10
Chairman of the Township Board	Paul Scott	01-01-05 to 12-31-05
	Robert McKee	01-01-06 to 12-31-06
	Paul Scott	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 VIGO TOWNSHIP, KNOX COUNTY, INDIANA

We have examined the financial information presented herein of Vigo 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

August 27, 2007

VIGO TOWNSHIP, KNOX 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	\$ 35,550	\$ 66,104	\$ 39,385	\$ 62,269
Dog	1,122	724	822	1,024
Township Assistance	16,588	33,165	19,033	30,720
Firefighting	14,602	13,358	11,250	16,710
Fire Equipment Debt	2,514	28,379	15,036	15,857
Cumulative Fire	39,851	7,263	407	46,707
Totals	<u>\$ 110,227</u>	<u>\$ 148,993</u>	<u>\$ 85,933</u>	<u>\$ 173,287</u>

	Cash and Investments 01-01-06	Receipts	Disbursements	Cash and Investments 12-31-06
Governmental Funds:				
Township	\$ 62,269	\$ 72,092	\$ 35,753	\$ 98,608
Dog	1,024	600	1,624	-
Township Assistance	30,720	7,663	25,897	12,486
Firefighting	16,710	9,675	7,500	18,885
Fire Equipment Debt	15,857	17	-	15,874
Cumulative Fire	46,707	3,998	15	50,690
Totals	<u>\$ 173,287</u>	<u>\$ 94,045</u>	<u>\$ 70,789</u>	<u>\$ 196,543</u>

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

VIGO TOWNSHIP, KNOX 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.

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.

VIGO TOWNSHIP, KNOX COUNTY
EXAMINATION RESULT AND COMMENT

PENALTIES, INTEREST AND OTHER CHARGES

Penalties and interest totaling \$167.22 were paid to the Internal Revenue Service on September 25, 2006, for the tax period ending December 31, 2004.

Officials and employees have the duty to pay claims and remit taxes in a timely fashion. Failure to pay claims or remit taxes in a timely manner could be an indicator of serious financial problems which should be investigated by the governmental unit.

Additionally, officials and employees have a responsibility to perform duties in a manner which would not result in any unreasonable fees being assessed against the governmental unit.

Any penalties, interest or other charges paid by the governmental unit may be the personal obligation of the responsible official or employee. (Accounting and Uniform Compliance Guidelines Manual for Townships, Chapter 13)

VIGO TOWNSHIP, KNOX COUNTY
EXIT CONFERENCE

The contents of this report were discussed on August 27, 2007, with Thomas Estabrook, Trustee. The official concurred with our finding.