

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

AUDIT REPORT
OF
COUNTY AUDITOR
JEFFERSON COUNTY, INDIANA
January 1, 2006 to December 31, 2006



FILED
12/17/2007

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COUNTY OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Auditor	Sandra J. Shelton	01-01-03 to 12-31-10
President of the County Council	David J. Craig	01-01-06 to 12-31-07
President of the Board of County Commissioners	Michael Frazier Julie Berry	01-01-06 to 12-31-06 01-01-07 to 12-31-07



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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TO: THE OFFICIALS OF JEFFERSON COUNTY

We have audited the records of the County Auditor for the period from January 1, 2006 to December 31, 2006, and certify that the records and accountability for cash and other assets are satisfactory to the best of our knowledge and belief, except as stated in the Audit Results and Comments. The financial transactions of this office are reflected in the Annual Report of Jefferson County for the year 2006.

STATE BOARD OF ACCOUNTS

November 5, 2007

COUNTY AUDITOR
JEFFERSON COUNTY
AUDIT RESULTS AND COMMENTS
(Continued)

RECONCILIATION OF SURPLUS TAX SALE AND TAX SALE REDEMPTION FUNDS

Reconciliations of the Surplus Tax Sale Fund ledger balance and the Tax Sale Redemption Fund ledger balance to the detail records were not performed. As a result, posting errors were not discovered and corrected in a timely manner.

At all times, the manual and computerized records, subsidiary ledgers, control ledger, and reconciled bank balance should agree. If the reconciled bank balance is less than the subsidiary or control ledgers, then the responsible official or employee may be held personally responsible for the amount needed to balance the fund. (Accounting and Uniform Compliance Guidelines Manual for County Auditors, Chapter 14)

TAX SALE

The County did not have a tax sale of eligible delinquent properties as required by State statutes. A certified list was prepared by the county treasurer and presented to the county auditor. However, the county auditor did not send or prepare a notice of tax sale to mortgagees or property owners.

Indiana Code 6-1.1-24-2 states in part: ". . . Sec. 2(a) . . . each county auditor shall prepare a notice. . . ."

Indiana Code 6-1.1-24-3 states in part: ". . . (b) At least twenty-one (21) days before the application for judgment is made, the county auditor shall mail a copy of the notice . . . by certified mail, return receipt requested, to any mortgagee who annually requests, by certified mail, a copy of the notice. . . ."

Indiana Code 6-1.1-24-4 states in part: "(a) Not less than twenty-one (21) days before the earliest date on which the application for judgment and order for sale of real property eligible for sale may be made, the county auditor shall send a notice of the sale by certified mail to:

- (1) the owner of record of real property with a single owner; or
- (2) to at least one (1) of the owners of real property with multiple owners;. . ."

COUNTY AUDITOR
JEFFERSON COUNTY
AUDIT RESULTS AND COMMENTS
(Continued)

APPROPRIATIONS

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

<u>Fund</u>	<u>Excess Amount Expended</u>
County Health	\$ 65,898
County Drug Free Community	38,182
Supplemental Juvenal Probation	2,634
Pretrial Diversion	9,604
Local Emergency Planning and Right to Know	8,612
Cumulative Court House	15,915
Cumulative Jail	63,444
Riverboat - MIDCOR	60,000
Casino - Revenue	119,513
Clerk's Record Perpetuation	3,259
Riverboat - General	119,205

Indiana Code 36-2-5-2(b) states: "The county fiscal body shall appropriate money to be paid out of the county treasury, and money may be paid out of the treasury only under an appropriation made by the fiscal body, except as otherwise provided by law."

Indiana Code 36-2-9-14(c) states: "A warrant may be drawn on a county treasury only if the county fiscal body has made an appropriation for the money for the calendar year in which the warrant is drawn and that appropriation had not been exhausted."

COUNTY AUDITOR
JEFFERSON COUNTY
EXIT CONFERENCE

The contents of this report were discussed on November 5, 2007, with Sandra J. Shelton, Auditor; Julie Berry, President of the Board of County Commissioners; and David J. Craig, President of the County Council. The officials concurred with our audit findings.