

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

AUDIT REPORT

OF

COUNTY AUDITOR

NOBLE COUNTY, INDIANA

January 1, 2007 to December 31, 2007



FILED

05/12/2008

TABLE OF CONTENTS

<u>Description</u>	<u>Page</u>
County Officials	2
Transmittal Letter	3
Audit Results and Comments:	
Cash and Investment Overdraft.....	4
Capital Assets.....	4
City and Town Court Cost Fund	5
Exit Conference.....	6

COUNTY OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Auditor	Jacqueline L. Knafel	01-01-07 to 12-31-10
President of the County Council	Robert Scott Harold A. Troyer	01-01-07 to 08-05-07 08-06-07 to 12-31-08
President of the Board of County Commissioners	Mark L. Pankop	01-01-07 to 12-31-08



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS
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TO: THE OFFICIALS OF NOBLE COUNTY

We have audited the records of the County Auditor for the period from January 1, 2007 to December 31, 2007, 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 Financial Report of Noble County for the year 2007.

STATE BOARD OF ACCOUNTS

March 31, 2008

COUNTY AUDITOR
NOBLE COUNTY
AUDIT RESULTS AND COMMENTS

CASH AND INVESTMENT OVERDRAFT

At December 31, 2007, the following funds had cash and investment overdrafts as follows:

<u>Fund</u>	<u>Amount</u>
Family and Children	\$ 4,435
Public Health Coordinator	4,941
Operation Pullover	98
Juvenile Incentive Block Grant	3,151
Active Parenting Program	73
Intensive Supervision	429
Drug and Alcohol Education Books	5,000

The cash balance of any fund may not be reduced below zero. (Accounting and Uniform Compliance Guidelines Manual for County Auditors, Chapter 14)

CAPITAL ASSETS

As stated in prior Reports B19362, B21276, B23202, B25358, B27737, and B31352, there were no capital asset records for the audit period. The capital assets ledger was deleted in 2000 when new software was installed. Additions and deletions to capital assets from that period to date have not been maintained. A complete inventory has not been conducted for all departments of the County for several years.

Every governmental unit should have a complete inventory of all fixed assets owned which reflect their acquisition value. Such inventory should be recorded on the applicable General Fixed Asset Account Group Form. 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 County Auditors, Chapter 14)

COUNTY AUDITOR
NOBLE COUNTY
AUDIT RESULTS AND COMMENTS
(Continued)

CITY AND TOWN COURT COST FUND

As stated in prior Report B31352, the Auditor has not been using the proper percentages to distribute the City and Town Court Cost Fund to the qualifying cities and towns since 2004. The Auditor calculated the proper percentages in 2007 and is correcting the prior distributions.

Indiana Code 33-37-7-6(b) and (c) state in part:

"(b) The county auditor shall determine the amount to be distributed to each city and town qualified under subsection (a) as follow:

STEP ONE: Determine the population of the qualified city or town.

STEP TWO: Add the populations of all qualified cities and towns determined under STEP ONE.

STEP THREE: Divide the population of each qualified city and town by the sum determined under STEP TWO.

STEP FOUR: Multiply the result determined under STEP THREE for each qualified city and town by the amount of the qualified municipality share.

(c) The county auditor shall distribute semiannually to each city and town described in subsection (a) the amount computed for that city or town under STEP FOUR of subsection (b)."

COUNTY AUDITOR
NOBLE COUNTY
EXIT CONFERENCE

The contents of this report were discussed on March 31, 2008, with Jacqueline L. Knafel, Auditor; Mark L. Pankop, President of the Board of County Commissioners; and Jack W. Herendeen and J. Hal Stump, County Commissioners. The officials concurred with our audit findings.