

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

EXAMINATION REPORT

OF

WARD TOWNSHIP

RANDOLPH COUNTY, INDIANA

January 1, 2006 to December 31, 2007



**FILED**

10/31/2008



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OFFICIALS

Office

Official

Term

Trustee

Mark D. Leeka

01-01-03 to 12-31-10

Chairman of the  
Township Board

Jerry W. Wagner

01-01-06 to 12-31-08



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF WARD TOWNSHIP, RANDOLPH COUNTY, INDIANA

We have examined the financial information presented herein of Ward Township (Township), for the period of January 1, 2006 to December 31, 2007. 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, 2006 and 2007, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

STATE BOARD OF ACCOUNTS

August 26, 2008

WARD TOWNSHIP, RANDOLPH COUNTY  
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES  
ALL GOVERNMENTAL FUND TYPES  
As Of And For The Years Ended December 31, 2006 And 2007

	Cash and Investments 01-01-06	Receipts	Disbursements	Cash and Investments 12-31-06
Governmental Funds:				
Township	\$ 11,507	\$ 18,157	\$ 17,795	\$ 11,869
Township Assistance	2,712	4,022	4,473	2,261
Firefighting	8,383	14,529	12,377	10,535
Cumulative Fire	8,538	9,401	8,296	9,643
Dog	520	190	240	470
Park and Recreation	1,137	-	1,019	118
Levy Excess	-	1,208	-	1,208
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Totals	<u>\$ 32,797</u>	<u>\$ 47,507</u>	<u>\$ 44,200</u>	<u>\$ 36,104</u>

	Cash and Investments 01-01-07	Receipts	Disbursements	Cash and Investments 12-31-07
Governmental Funds:				
Township	\$ 11,869	\$ 12,661	\$ 17,139	\$ 7,391
Township Assistance	2,261	7,977	3,644	6,594
Firefighting	10,535	16,235	11,731	15,039
Cumulative Fire	9,643	10,009	9,000	10,652
Dog	470	-	470	-
Park and Recreation	118	558	400	276
Levy Excess	1,208	-	-	1,208
Rainy Day	-	562	-	562
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Totals	<u>\$ 36,104</u>	<u>\$ 48,002</u>	<u>\$ 42,384</u>	<u>\$ 41,722</u>

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

WARD TOWNSHIP, RANDOLPH 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.

WARD TOWNSHIP, RANDOLPH COUNTY  
EXAMINATION RESULTS AND COMMENTS

LISTS OF EMPLOYEES

Officials or employees of the Township had money due from the Township, but no lists of such employees were certified to the County Treasurer.

Indiana Code 6-1.1-22-14(a) states in part: "On or before June 1 and December 1 of each year . . . the disbursing officer of each political subdivision . . . shall certify the names and addresses of each person who has money due from the political subdivision to the treasurer of each county in which the political subdivision is located."

SALES TAX

A total of \$58.93 in sales tax was paid on purchases.

Governmental funds generally are exempt from the payment of sales tax on qualifying purchases. Respective tax agencies should always be contacted concerning tax exemptions and payments. (Accounting and Uniform Compliance Guidelines Manual for Townships, Chapter 13)

WARD TOWNSHIP, RANDOLPH COUNTY  
EXIT CONFERENCE

The contents of this report were discussed on August 26, 2007, with Mark D. Leeka, Trustee; and Jerry W. Wagner, Chairman of the Township Board. The officials concurred with our findings.