

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

EXAMINATION REPORT  
OF  
LAUGHERY TOWNSHIP  
RIPLEY COUNTY, INDIANA  
January 1, 2006 to December 31, 2007



**FILED**

01/20/2009



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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Trustee	Sandra L. Nobbe	01-01-03 to 12-31-10
Chairman of the Township Board	Mary Mays Helen Ellinghausen	01-01-06 to 12-31-06 01-01-07 to 12-31-08



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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF LAUGHERY TOWNSHIP, RIPLEY COUNTY, INDIANA

We have examined the financial information presented herein of Laughery 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

December 8, 2008

LAUGHERY TOWNSHIP, RIPLEY 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, 2006 And 2007

	Cash and Investments 01-01-06	Receipts	Disbursements	Cash and Investments 12-31-06
Governmental Funds:				
Township	\$ 194,493	\$ 4,599	\$ 27,035	\$ 172,057
Dog	359	138	497	-
Township Assistance	7,281	25,482	18,103	14,660
Firefighting	19,508	11,804	13,050	18,262
Park and Recreation	3,354	533	500	3,387
Levy Excess	192	-	-	192
Fiduciary Fund:				
Payroll Withholdings	371	1,209	769	811
Totals	<u>\$ 225,558</u>	<u>\$ 43,765</u>	<u>\$ 59,954</u>	<u>\$ 209,369</u>

	Cash and Investments 01-01-07	Receipts	Disbursements	Cash and Investments 12-31-07
Governmental Funds:				
Township	\$ 172,057	\$ 2,733	\$ 27,627	\$ 147,163
Township Assistance	14,660	9,846	18,199	6,307
Firefighting	18,262	20,445	13,050	25,657
Park and Recreation	3,387	394	500	3,281
Levy Excess	192	-	-	192
Fiduciary Fund:				
Payroll Withholdings	811	1,606	1,606	811
Totals	<u>\$ 209,369</u>	<u>\$ 35,024</u>	<u>\$ 60,982</u>	<u>\$ 183,411</u>

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

LAUGHERY TOWNSHIP, RIPLEY 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.

LAUGHERY TOWNSHIP, RIPLEY COUNTY  
EXAMINATION RESULTS AND COMMENTS

SALARY APPROVALS

The Township did not use Form 17 (Resolution Recommending Salaries of Township Officers and Employees) to document approval of salaries for Township Officers and Employees.

Officials and employees are required to use State Board of Accounts prescribed or approved forms in the manner prescribed. (Accounting and Uniform Compliance Guidelines Manual for Townships, Chapter 13)

A similar comment was reported in prior Report B28908.

MEALS FOR TOWNSHIP OFFICIALS

The Township paid \$118.74 for meals in the year 2007. Saundra Nobbe, Trustee, stated this was for meals served at a meeting attended by the Township officials. The following is additional information regarding the meals purchased:

1. The supporting documentation did not provide for the purpose of the meeting and did not identify persons receiving the meals.

All claims, invoices, receipts, and accounts payable vouchers regarding reimbursement for meals and expenses for individuals must have specific detailed information of the names of all individuals for which amounts are claimed, including the nature, name, and purpose of the business meeting. Payments which do not have proper itemization showing the business nature of the claim, may be the personal obligation of the responsible official, employee or other person for whom the claim is made. (Accounting and Uniform Compliance Guidelines Manual for Townships, Chapter 13)

2. No travel policy was presented for examination authorizing reimbursements of meals.

Each governmental unit should adopt a written travel policy in conformity with applicable statutes. (Accounting and Uniform Compliance Guidelines Manual for Townships, Chapter 13)

A similar comment was reported in prior Report B28908.

OFFICIAL BOND

No official bond was on file in the Office of the County Recorder for Saundra Nobbe, Township Trustee and no official bond was presented for examination.

Indiana Code 5-4-1-5.1(b) states in part: "Every elected or appointed officer, official, deputy, or employee of a political subdivision . . . shall file the bond in the office of the county recorder . . ."

Indiana Code 5-4-1-9 states: "An officer required to give an official bond shall give the bond before the commencement of his term of office. If the officer fails to give the bond before that time, the officer may not take office."

LAUGHERY TOWNSHIP, RIPLEY COUNTY  
EXIT CONFERENCE

The contents of this report were discussed on December 8, 2008, with Sandra L. Nobbe, Trustee.