

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

EXAMINATION REPORT

OF

WABASH TOWNSHIP

JAY COUNTY, INDIANA

January 1, 2007 to December 31, 2008



FILED

12/22/2009

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OFFICIALS

Office

Official

Term

Trustee

Arleen Miller

01-01-07 to 12-31-10

Chairman of the
Township Board

Thomas Post

01-01-07 to 12-31-09



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF WABASH TOWNSHIP, JAY COUNTY, INDIANA

We have examined the financial information presented herein of Wabash Township (Township), for the period of January 1, 2007 to December 31, 2008. 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, 2007 and 2008, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

STATE BOARD OF ACCOUNTS

September 28, 2009

WABASH TOWNSHIP, JAY COUNTY
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES
ALL GOVERNMENTAL FUND TYPES
As Of And For The Years Ended December 31, 2007 And 2008

	Cash and Investments 01-01-07	Receipts	Disbursements	Cash and Investments 12-31-07
Governmental Funds:				
Township	\$ 8,749	\$ 12,132	\$ 9,686	\$ 11,195
Township Assistance	7,383	489	410	7,462
Firefighting	4,013	8,933	11,128	1,818
	<u>20,145</u>	<u>21,554</u>	<u>21,224</u>	<u>20,475</u>
Totals	<u>\$ 20,145</u>	<u>\$ 21,554</u>	<u>\$ 21,224</u>	<u>\$ 20,475</u>

	Cash and Investments 01-01-08	Receipts	Disbursements	Cash and Investments 12-31-08
Governmental Funds:				
Township	\$ 11,195	\$ 12,462	\$ 10,776	\$ 12,881
Township Assistance	7,462	422	743	7,141
Firefighting	1,818	10,871	11,312	1,377
	<u>20,475</u>	<u>23,755</u>	<u>22,831</u>	<u>21,399</u>
Totals	<u>\$ 20,475</u>	<u>\$ 23,755</u>	<u>\$ 22,831</u>	<u>\$ 21,399</u>

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

WABASH TOWNSHIP, JAY 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, 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.

WABASH TOWNSHIP, JAY 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 have been certified to the County Treasurer since 2006.

IC 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 the person from the political subdivision to the treasurer of each county in which the political subdivision is located."

TOWNSHIP TRUSTEES ANNUAL REPORTS

The Township Trustees Annual Reports had incorrect balances for two funds and misclassified some receipts. Also, each fund's total receipts and disbursements listed on Part 1 did not agree with the totals of the detailed transactions reported in Parts 2 and 3.

Governmental units should file accurate reports required by federal and state agencies. (Accounting and Uniform Compliance Guidelines Manual for Townships, Chapter 13)

WABASH TOWNSHIP, JAY COUNTY
EXIT CONFERENCE

The contents of this report were discussed on September 28, 2009, with Arleen Miller, Trustee; and Thomas Post, Chairman of the Township Board.