

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

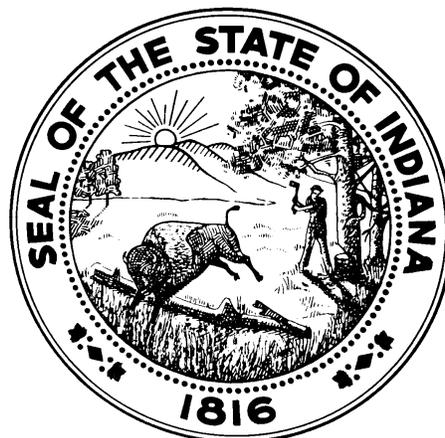
AUDIT REPORT

OF

COUNTY AUDITOR

BENTON COUNTY, INDIANA

January 1, 2008 to December 31, 2008



FILED

12/22/2009

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COUNTY OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Auditor	Joan Schluttenhofer Patricia A. Clouse	01-01-05 to 12-31-08 01-01-09 to 12-31-12
President of the County Council	Bruce Buchanan Alan Adwell	01-01-08 to 12-31-08 01-01-09 to 12-31-09
President of the Board of County Commissioners	Mel A. Budreau Leon R. Cyr	01-01-08 to 12-31-08 01-01-09 to 12-31-09



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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TO: THE OFFICIALS OF BENTON COUNTY

We have audited the records of the County Auditor for the period from January 1, 2008 to December 31, 2008, 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 Examination Results and Comments. The financial transactions of this office are reflected in the Annual Report of Benton County for the year 2008.

STATE BOARD OF ACCOUNTS

October 13, 2009

COUNTY AUDITOR
BENTON COUNTY
EXAMINATION RESULTS AND COMMENTS

OVERDRAWN FUND BALANCES

The Extradition Fund, Collection Agency Fees Fund, Homeland Security Grant Fund, 05 SHSP Fund, and Surplus Dog Fund were overdrawn at December 31, 2008, by \$2,230, \$14, \$295, \$201, and \$10, respectively.

The balance of any fund may not be reduced below zero. Routinely overdrawn funds could be an indicator of serious financial problems which should be investigated by the governmental unit. (Accounting and Uniform Compliance Guidelines Manual for County Auditors of Indiana, Chapter 14)

TAX SALE SURPLUS FUNDS

The County was holding \$1828.26 in Tax Sale Surplus, at December 31, 2008, which has been held for more than three years.

IC 6-1.1-24-7(d) states: "An amount deposited in the tax sale surplus fund shall be transferred by the county auditor to the county general fund and may not be disbursed under subsection (b) if it is not claimed within the three (3) year period after the date of its receipt."

PAYROLL WITHHOLDINGS FUND

Controls for the Payroll Fund are insufficient. The Payroll Fund had numerous accounts with negative balances, accounts for programs no longer in use by the County, and accounts with unexplained excess balances. There was an immaterial unknown excess in the fund of \$92.22.

Controls over the receipting, disbursing, recording, and accounting for the financial activities are necessary to avoid substantial risk of invalid transactions, inaccurate records and financial statements and incorrect decision making. (Accounting and Uniform Compliance Guidelines Manual for Counties, Chapter 1)

RECONCILIATION OF SUBSIDIARY LEDGERS - DRAIN MAINTENANCE FUND

Posting errors were not discovered in a timely manner because reconcilements were not made between the subsidiary ledgers, the control account and the Fund ledger. At December 31, 2008, the Drainage Maintenance detail was \$28,078 less than the Control Ledger and Fund ledger which were \$646,174.

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)

OVERPAYMENT COLLECTIONS

An overpayment of \$989.05 was made from the Tax Sale Surplus Fund during 2008. A refund had not been received as of October 13, 2009.

Governmental units should collect any overpayments made. (Accounting and Uniform Compliance Guidelines Manual for County Auditors of Indiana, Chapter 14)

COUNTY AUDITOR
BENTON COUNTY
EXIT CONFERENCE

The contents of this report were discussed on October 13, 2009, with Patricia A. Clouse, Auditor; Brian Berry, Board of County Commissioners; and Leon R. Cyr, President of the Board of County Commissioners. The officials concurred with our audit findings.

The contents of this report were discussed on October 13, 2009, with Joan Schluttenhofer, former Auditor.