

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

EXAMINATION REPORT
OF
VAN BUREN TOWNSHIP
MADISON COUNTY, INDIANA
January 1, 2007 to December 31, 2009



FILED
04/27/2010

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OFFICIALS

Office

Official

Term

Trustee

Harvey Stitt

01-01-07 to 12-31-10

Chairman of the
Township Board

Jerry Bair
Charles Coates

01-01-07 to 12-31-07
01-01-08 to 12-31-10



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF VAN BUREN TOWNSHIP, MADISON COUNTY, INDIANA

We have examined the financial information presented herein of Van Buren Township (Township), for the period of January 1, 2007 to December 31, 2009. 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, 2008 and 2009, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

The Schedule of Long-Term Debt, as listed in the Table of Contents, is presented for additional analysis and is not a required part of the basic financial information. It has not been subjected to the examination procedures applied to the basic financial information and, accordingly, we express no opinion on it.

STATE BOARD OF ACCOUNTS

March 25, 2010

VAN BUREN TOWNSHIP, MADISON 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, 2007, 2008 And 2009

	Cash and Investments 01-01-07	Receipts	Disbursements	Cash and Investments 12-31-07
Governmental Funds:				
Township	\$ 80,346	\$ 12,826	\$ 43,270	\$ 49,902
Township Assistance	18,183	1,392	3,902	15,673
Firefighting	45,564	94,584	96,842	43,306
Emergency Ambulance	44,453	43,187	38,165	49,475
Levy Excess	7,727	3,467	7,727	3,467
Fire Equipment Debt	5,057	21,265	26,322	-
Cumulative Fire	11,517	28	997	10,548
Fiduciary Funds:				
Cecil Vinson Perpetual	6,000	-	-	6,000
Mary Little Grave Maintenance	1,012	-	34	978
Totals	\$ 219,859	\$ 176,749	\$ 217,259	\$ 179,349

	Cash and Investments 01-01-08	Receipts	Disbursements	Cash and Investments 12-31-08
Governmental Funds:				
Township	\$ 49,902	\$ 93,175	\$ 72,135	\$ 70,942
Township Assistance	15,673	6,336	6,216	15,793
Firefighting	43,306	140,718	116,948	67,076
Emergency Ambulance	49,475	48,195	47,809	49,861
Levy Excess	3,467	-	3,467	-
Fire Equipment Debt	-	27,845	22,364	5,481
Cumulative Fire	10,548	10,745	1,564	19,729
Fiduciary Funds:				
Cecil Vinson Perpetual	6,000	-	-	6,000
Mary Little Grave Maintenance	978	-	-	978
Totals	\$ 179,349	\$ 327,014	\$ 270,503	\$ 235,860

	Cash and Investments 01-01-09	Receipts	Disbursements	Cash and Investments 12-31-09
Governmental Funds:				
Township	\$ 70,942	\$ 104,691	\$ 96,980	\$ 78,653
Township Assistance	15,793	4,036	8,505	11,324
Firefighting	67,076	79,227	132,432	13,871
Emergency Ambulance	49,861	19,265	49,849	19,277
Levy Excess	-	-	-	-
Fire Equipment Debt	5,481	-	5,481	-
Cumulative Fire	19,729	7,667	9,936	17,460
Building Loan Fund	-	350,000	346,201	3,799
Fiduciary Funds:				
Cecil Vinson Perpetual	6,000	-	-	6,000
Mary Little Grave Maintenance	978	78	-	1,056
Totals	\$ 235,860	\$ 564,964	\$ 649,384	\$ 151,440

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

VAN BUREN TOWNSHIP, MADISON 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).

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.

VAN BUREN TOWNSHIP, MADISON COUNTY
NOTES TO FINANCIAL INFORMATION
(Continued)

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.

Note 6. Pension Plan

Public Employees' Retirement Fund

Plan Description

The Township contributes to the Indiana Public Employees' Retirement Fund (PERF), a defined benefit pension plan. PERF is an agent multiple-employer public employee retirement system, which provides retirement benefits to plan members and beneficiaries. All full-time employees are eligible to participate in this defined benefit plan. State statutes (IC 5-10.2 and 5-10.3) govern, through the PERF Board, most requirements of the system, and give the Township authority to contribute to the plan. The PERF retirement benefit consists of the pension provided by employer contributions plus an annuity provided by the member's annuity savings account. The annuity savings account consists of members' contributions, set by state statute at 3% of compensation, plus the interest credited to the member's account. The employer may elect to make the contributions on behalf of the member.

PERF administers the plan and issues a publicly available financial report that includes financial statements and required supplementary information for the plan as a whole and for its participants. That report may be obtained by contacting:

Public Employees' Retirement Fund
Harrison Building, Room 800
143 West Market Street
Indianapolis, IN 46204
Ph. (317) 233-4162

Funding Policy and Annual Pension Cost

The contribution requirements of the plan members for PERF are established by the Board of Trustees of PERF.

VAN BUREN TOWNSHIP, MADISON COUNTY
 SUPPLEMENTARY INFORMATION
 SCHEDULE OF LONG-TERM DEBT
 December 31, 2009

The Township has entered into the following debt:

Description of Debt	Ending Principal Balance	Principal and Interest Due Within One Year
Governmental activities:		
Notes and loans payable	\$ 350,000	\$ 34,372

VAN BUREN TOWNSHIP, MADISON COUNTY
EXAMINATION RESULT AND COMMENT

PUBLIC WORKS PROJECT

The Township contracted with a number of vendors during 2008, for the construction of a fire station building. The total amount of the project was approximately \$500,000. There was no evidence presented for examination that sealed bids were requested or received.

IC 36-1-12-4 states in part:

- "(a) This section applies whenever the cost of a public work project will be: . . .
- (2) at least fifty thousand dollars (\$50,000) in a political subdivision or an agency not described in subdivision (1).
- (b) The board must comply with the following procedure: . . .
- (1) The board shall prepare general plans and specifications describing the kind of public work required, but shall avoid specifications which might unduly limit competition . . .
 - (2) The board shall file the plans and specifications in a place reasonably accessible to the public, which shall be specified in the notice required by subdivision (3).
 - (3) Upon the filing of the plans and specifications, the board shall publish notice in accordance with IC 5-3-1 calling for sealed proposals for the public work needed . . ."

VAN BUREN TOWNSHIP, MADISON COUNTY
EXIT CONFERENCE

The contents of this report were discussed on March 25, 2010, with Harvey Stitt, Trustee. The official concurred with our finding.