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

EXAMINATION REPORT
OF
RICHLAND TOWNSHIP
STEUBEN COUNTY, INDIANA
January 1, 2008 to December 31, 2009



FILED
05/05/2010

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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Trustee	Barbara Cleverly	01-01-07 to 12-21-10
Chairman of the Township Board	Charles Knight	01-01-08 to 12-31-08
	Dennis Gilbert	01-01-09 to 12-31-09
	Doug Enfield	01-01-10 to 12-31-10



STATE OF INDIANA
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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF RICHLAND TOWNSHIP, STEUBEN COUNTY, INDIANA

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

STATE BOARD OF ACCOUNTS

April 8, 2010

RICHLAND TOWNSHIP, STEUBEN COUNTY
 SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES
 ALL GOVERNMENTAL FUND TYPES
 As Of And For The Years Ended December 31, 2008 And 2009

	Cash and Investments 01-01-08	Receipts	Disbursements	Cash and Investments 12-31-08
Governmental Funds:				
Township	\$ 37,721	\$ 15,996	\$ 12,642	\$ 41,075
Township Assistance	20,250	1,821	-	22,071
Firefighting	50,672	16,799	9,890	57,581
Cumulative Fire	<u>29,982</u>	<u>3,650</u>	<u>-</u>	<u>33,632</u>
Totals	<u>\$ 138,625</u>	<u>\$ 38,266</u>	<u>\$ 22,532</u>	<u>\$ 154,359</u>
	Cash and Investments 01-01-09	Receipts	Disbursements	Cash and Investments 12-31-09
Governmental Funds:				
Township	\$ 41,075	\$ 21,586	\$ 13,090	\$ 49,571
Township Assistance	22,071	3,061	894	24,238
Firefighting	57,581	27,863	13,548	71,896
Cumulative Fire	<u>33,632</u>	<u>5,117</u>	<u>12,000</u>	<u>26,749</u>
Totals	<u>\$ 154,359</u>	<u>\$ 57,627</u>	<u>\$ 39,532</u>	<u>\$ 172,454</u>

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

RICHLAND TOWNSHIP, STEUBEN 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.

RICHLAND TOWNSHIP, STEUBEN COUNTY
EXIT CONFERENCE

The contents of this report were discussed on April 8, 2010, with Barbara Cleverly, Trustee. Our examination disclosed no material items that warrant comment at this time.