

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

AUDIT REPORT

OF

COUNTY TREASURER

VIGO COUNTY, INDIANA

January 1, 2011 to December 31, 2011



FILED
09/13/2012

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COUNTY OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Treasurer	David Crockett	01-01-10 to 12-31-12
President of the County Council	Mark D. Bird Kathy Miller	01-01-11 to 12-31-11 01-01-12 to 12-31-12
President of the Board of County Commissioners	Michael Ciolli	01-01-11 to 12-31-12



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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TO: THE OFFICIALS OF VIGO COUNTY

We have audited the records of the County Treasurer for the period from January 1, 2011 to December 31, 2011, 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 Audit Result and Comment. The financial transactions of this office are reflected in the Annual Report of Vigo County for the year 2011.

STATE BOARD OF ACCOUNTS

July 16, 2012

COUNTY TREASURER
VIGO COUNTY
AUDIT RESULT AND COMMENT

INTERNAL CONTROLS - SURPLUS TAX FUND

The Treasurer's office did not have procedures in place to properly account for surplus tax funds. At settlement, tax overpayments and the surplus tax receipts are reported as a single item to post to the Surplus Tax fund. Overpayments and surplus tax are processed differently by the County and the co-mingling in the Surplus Tax fund prevents a proper reconciling by the County Auditor of the surplus tax receipts, disbursements, and balance on hand to the Surplus Tax subsidiary ledger. We found a difference of \$8,520.08 at December 31, where the subsidiary records were less than the control account.

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 County Treasurers of Indiana, Chapter 10)

COUNTY TREASURER
VIGO COUNTY
EXIT CONFERENCE

The contents of this report were discussed on July 16, 2012, with David Crockett, Treasurer, and Patricia Hoxworth, Head Cashier.