



STATE OF INDIANA
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B44004

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August 5, 2014

TO: THE OFFICIALS OF MARION TOWNSHIP, LAWRENCE COUNTY, INDIANA

As authorized under Indiana Code 5-11-1, we performed certain procedures to the accounting records and related documents of Marion Township (Township), for the period of January 1, 2010 to December 31, 2013, to determine compliance with applicable Indiana laws and uniform compliance guidelines established by the Indiana State Board of Accounts.

Our procedures were designed solely to satisfy the requirements of Indiana Code 5-11-1. Because our procedures were not designed to opine on the Township's financial statements, we did not follow *generally accepted auditing standards*. Accordingly, we do not express an opinion on any basic financial statement of the Township.

Management is responsible for preparing and maintaining its accounting records and related documents, as well as compliance with applicable state laws and uniform compliance guidelines established by the Indiana State Board of Accounts.

The Township's Annual Financial Reports filed for years prior to 2011 can be found on the Indiana Transparency Portal website: www.in.gov/itp/annual_reports/. For years 2011 and later, the Annual Financial Reports filed by the Township can be found on the Gateway website: <https://gateway.ifionline.org/>.

The Comments contained herein describe the identified reportable instances of noncompliance found as a result of the procedures we performed. Our procedures were not designed to identify all instances of noncompliance; therefore, noncompliance may exist that is unidentified.

Current Period Comments

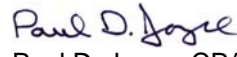
- *The records presented for review indicated the following in excess of budgeted appropriations.*

<u>Year</u>	<u>Fund</u>	<u>Excess Amount Disbursed</u>
2011	Fire Debt	<u>\$ 17,982.26</u>

- *Several payments for credit cards to Wal-Mart and Business Card Statement were observed for which did not contain adequate supporting documentation, such as receipts, invoices, and other public records. Purchases appeared to be for travel, food, and supplies but itemized receipts were not attached to the credit card bills.*
- *The Township paid penalties, interest, and other charges to Business Card Statement in the amount of \$44.84 because the Township did not remit payments on a timely basis.*
- *The Township did not have a credit card policy approved by the Township Board for the review period.*
- *The Township did not timely file a Certified Report of Names, Address, Duties and Compensation of Public Employees (Form 100-R or its equivalent) with the Indiana State Board of Accounts for 2011. The report was filed on March 8, 2012, which is 36 days past the due date.*

This letter is intended for the information and use of the governing body and management of the Township. This restriction is not intended to limit the distribution of this letter, which is a matter of public record.

The contents of this letter were discussed on May 14, 2014, with Ilene L. Hardman, Trustee.


Paul D. Joyce, CPA
State Examiner