



STATE OF INDIANA
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B44135

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August 27, 2014

TO: THE OFFICIALS OF PLEASANT RUN TOWNSHIP, LAWRENCE COUNTY, INDIANA

As authorized under Indiana Code 5-11-1, we performed certain procedures to the accounting records and related documents of Pleasant Run 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 Annual Financial Report filed on Gateway for 2011 contained a number of errors and did not properly reflect the financial activity of the Township as shown in the table below:*

Year	Fund	Category	(Beginning Balance, Receipt, Disbursements, and End Balance)		
			Amount Per Gateway	Amount Per Township Ledger	Difference
2011	Township	Beginning balance	\$ 38,184.54	\$ 37,983.94	\$ (200.60)
2011	Township	Disbursements	18,459.32	18,883.52	424.20
2011	Township Assistance	Disbursements	10,359.80	10,035.80	(324.00)

- *The Township did not adopt a resolution establishing salaries of Township officers and employees for 2010, 2011, 2012, and 2013.*
- *Compensation paid to employees was not in accordance with the approved budgeted amount for 2010. The Trustee was overpaid \$650 and reimbursed the Township on January 6, 2011.*
- *The Township paid \$43,200 of compensation to in advance of the actual date the services were provided.*
- *Each elected officer did not certify in writing that the officer had not violated Indiana Code 36-1-20.2 (Nepotism) by December 31, 2012 or 2013.*
- *Each elected officer did not certify in writing that the officer had not violated Indiana Code 36-1-21 (Contracting With a Unit) by December 31, 2012 or 2013.*
- *The Township did not timely file a Certified Report of Names, Addresses, Duties and Compensation of Public Employees (Form 100-R or its equivalent) with the Indiana State Board of Accounts for 2010 or 2011. The report was filed on February 22, 2011, and February 13, 2012, respectively, which is 22 and 13 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 June 9, 2014, with Michael Nicholson, Trustee.


Paul D. Joyce, CPA
State Examiner