



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

B44427

STATE BOARD OF ACCOUNTS
302 WEST WASHINGTON STREET
ROOM E418
INDIANAPOLIS, INDIANA 46204-2769

Telephone: (317) 232-2513
Fax: (317) 232-4711
Web Site: www.in.gov/sboa

November 7, 2014

TO: THE OFFICIALS OF FUGIT TOWNSHIP, DECATUR COUNTY, INDIANA

As authorized under Indiana Code 5-11-1, we performed certain procedures to the accounting records and related documents of Fugit 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.

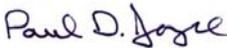
Current Period Comments

- *The records presented for review indicated disbursements were in excess of budgeted appropriations for the Fire Fighting fund by \$886 in 2010 and by \$2,000 in 2012.*
- *The Township did not adopt a resolution establishing salaries of Township and employees for 2010, 2011, 2012, and 2013.*
- *Employees of the Township had Social Security and FICA taxes withheld. The IRS employee rate during 2011 and 2012 for Social Security was 4.2 percent and 1.45 percent for FICA. The unit was withholding 6.2 percent for Social Security and 1.45 percent for FICA taxes. This resulted in an excess of \$294.66 in 2011 and \$268.71 in 2012 of Social Security taxes withheld.*

- *Payments made for the Fire Protection contracts for 2010 to 2012 did not comply with the amount in the written contract by an overpayment of \$3,500 each year.*
- *The Township did not have a Contracting Policy for 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 and 2013.*

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 James M. Geis, Trustee.


Paul D. Joyce, CPA
State Examiner