

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

SPECIAL INVESTIGATIVE REPORT

OF

WARREN TOWNSHIP

WARREN COUNTY, INDIANA

January 1, 2010 to December 31, 2013



FILED
11/25/2014

TABLE OF CONTENTS

<u>Description</u>	<u>Page</u>
Officials	2
Transmittal Letter	3
Results and Comments:	
Compensation Overpayment.....	4
Office Rent Overpayment.....	4-5
Official Bond	5
Exit Conference.....	6
Summary of Charges	7
Affidavit	9

OFFICIALS

Office

Official

Term

Trustee

Nanette Cronk

01-01-07 to 12-31-14

Chairman of the Township Board

Wilbur Pearson
Shelly Foran
Wilbur Pearson

01-01-10 to 12-31-11
01-01-12 to 12-31-12
01-01-13 to 12-31-14



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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

TO: THE OFFICIALS OF WARREN TOWNSHIP, WARREN COUNTY

We have reviewed the records of Warren Township for the period from January 1, 2010 to December 31, 2013, 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 Results and Comments.

STATE BOARD OF ACCOUNTS

October 15, 2014

WARREN TOWNSHIP, WARREN COUNTY
RESULTS AND COMMENTS

COMPENSATION OVERPAYMENT

Nanette Cronk, Trustee, received \$2,800 each year in 2010, 2011, 2012, and 2013 for compensation. A budget was not approved for 2010, 2011, 2012, and 2013. Therefore, the budget reverted back to the last approved budget which was for 2007. The amount approved in 2007 for the Trustee salary was \$2,500. This resulted in an overpayment of compensation of \$300 in each of 2010, 2011, 2012, and 2013 as shown in the table below:

<u>Years</u>	<u>Amount</u>
2010	\$ 300
2011	300
2012	300
2013	<u>300</u>
Total	<u>\$ 1,200</u>

All compensation and benefits paid to officials and employees must be included in the labor contract, salary ordinance, resolution or salary schedule adopted by the governing body unless otherwise authorized by statute. Compensation should be made in a manner that will facilitate compliance with state and federal reporting requirements. (Accounting and Uniform Compliance Guidelines Manual for Townships, Chapter 13)

Nanette Cronk, Trustee, was requested to reimburse the Township \$1,200 for the compensation overpayment. (See Summary of Charges, page 7)

OFFICE RENT OVERPAYMENT

Nanette Cronk, Trustee, received \$560 each year in 2010, 2011, 2012, and 2013 for office rent. A budget was not approved for 2010, 2011, 2012, and 2013. Therefore, the budget reverted back to the last approved budget which was for 2007. The amount approved in 2007 for office rent was \$360. This resulted in an overpayment of office rent of \$200 in each of 2010, 2011, 2012, and 2013 as shown in the table below:

<u>Years</u>	<u>Amount</u>
2010	\$ 200
2011	200
2012	200
2013	<u>200</u>
Total	<u>\$ 800</u>

The annual appropriations of a township for the expenses of renting an office and telephone expenses must, as nearly as is possible, be equal to the actual cost of those items. If the township trustee uses a part of this residence as his office, the township board shall appropriate a reasonable sum for that office space. (Accounting and Uniform Compliance Guideline Manual for Townships, chapter 1)

WARREN TOWNSHIP, WARREN COUNTY
RESULTS AND COMMENTS
(Continued)

Nanette Cronk, Trustee, was requested to reimburse the Township \$800 for the office rent overpayment. (See Summary of Charges, page 7)

OFFICIAL BOND

Nanette Cronk, Trustee, had the following bonds on file at the County Recorder's Office:

<u>Company</u>	<u>Term</u>	<u>Amount</u>	<u>Bond Number</u>
Ohio Casualty Insurance Company	01-01-09 to 01-01-11	\$ 15,000	4-005-158
Auto-Owners Insurance Company	01-01-10 to 01-01-11	30,000	66071974
Auto-Owners Insurance Company	01-01-11 to 01-01-12	30,000	66071974
Ohio Casualty Insurance Company	01-01-12 to 01-01-14	30,000	601017013

Bond Number 601017013 was cancelled as of January 1, 2013.

Indiana Code 5-4-1-5.1(b) states in part: "Every elected or appointed officer, official, deputy, or employee of a political subdivision . . . shall file the bond in the office of the county recorder . . ."

Indiana Code 5-4-1-18 states in part:

"(a) . . . the following . . . township officers and employees shall file an individual surety bond: . . .

(4) Township trustee."

Indiana Code 5-4-1-5.1(b) states in part:

"Every elected or appointed officer . . . of a political subdivision who is required by section 18 of this chapter to file an official bond for the faithful performance of duty . . . shall file the bond in the office of the county recorder in the county or residence of the officer, official, deputy, or employee."

WARREN TOWNSHIP, WARREN COUNTY
EXIT CONFERENCE

The contents of this report were discussed on October 15, 2014, with Nanette Cronk, Trustee.

WARREN TOWNSHIP, WARREN COUNTY
SUMMARY OF CHARGES

	<u>Charges</u>	<u>Credits</u>	<u>Balance Due</u>
Nanette Cronk, Trustee:			
Compensation Overpayment, page 4	\$ 1,200	\$ -	\$ 1,200
Office Rent Overpayment, pages 4 and 5	800	-	800
Totals	\$ 2,000	\$ -	\$ 2,000

This report was forwarded to the Office of the Indiana Attorney General and the local prosecuting attorney.

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AFFIDAVIT

STATE OF INDIANA)
)
Monroe COUNTY)

I, Gina Gambaiani, Field Supervisor, being duly sworn on my oath, state that the foregoing report based on the official records of Warren Township, Warren County, Indiana, for the period from January 1, 2010 to December 31, 2013, is true and correct to the best of my knowledge and belief.

Gina Gambaiani
Field Supervisor

Subscribed and sworn to before me this 30th day of October, 2014.

Janice Kersie Rose
Notary Public

My Commission Expires: 10/11/2021

County of Residence: Monroe

