



STATE OF INDIANA
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B44852

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February 27, 2015

TO: THE OFFICIALS OF HANGING GROVE TOWNSHIP, JASPER COUNTY, INDIANA

As authorized under Indiana Code 5-11-1, we performed certain procedures to the accounting records and related documents of Hanging Grove Township (Township), for the period of January 1, 2011 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

- *Employees of the Township, except for the Trustee, were paid without the Township withholding federal, state, and local taxes.*
- *W-2s were not issued to Township Board members for 2011 and 2012.*
- *The wages reported on the W-2s issued for 2013 did not agree with the actual amounts paid to Board members. Per the resolution, each Board member was to receive \$320, but the wages reported on the W-2s were \$346.51.*
- *Township Assistance Standards were not established in accordance with Indiana Code 12-20-5.5-1.*

- *Each elected officer did not certify in writing that the officer had not violated Indiana Code 36-1-20.2 (Nepotism) by December 31, 2013.*
- *The Township Trustee did not certify in writing that she had not violated Indiana Code 36-1-21 (Contracting With a Unit) by December 31, 2012, and December 31, 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 November 6, 2014, with Rebecca Brandenburg, Trustee.


Paul D. Joyce, CPA
State Examiner