



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS  
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September 19, 2023

TO: THE OFFICIALS OF MOUND TOWNSHIP, WARREN COUNTY, INDIANA

As authorized under Indiana Code 5-11-1, we performed certain procedures to the accounting records and related documents of Mound Township (Township), Warren County, for the period of January 1, 2019 to December 31, 2022, to determine compliance with applicable Indiana laws and uniform compliance guidelines established by the Indiana State Board of Accounts.

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 by management can be found on the Indiana Gateway for Government Units financial reporting system website: [www.gateway.ifionline.org](http://www.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.

***Comments***

**CERTIFICATION ON INTERNAL CONTROL STANDARDS**

***Condition and Context***

The Township incorrectly certified on its Annual Financial Report that the Township had adopted internal control standards and had trained personnel regarding the internal controls; however, the Township had not adopted internal control standards and personnel had not been trained.

***Criteria***

Indiana Code 5-11-1-4(a) states:

"The state examiner shall require from every audited entity financial reports covering the full period of each fiscal year. These reports shall be prepared, verified, and filed with the state examiner not later than sixty (60) days after the close of each fiscal year. The reports must be in the form and content prescribed by the state examiner and filed electronically in the manner prescribed under [IC 5-14-3.8-7](#)."

## **ADOPTION OF, AND TRAINING ON, INTERNAL CONTROL STANDARDS**

### *Condition and Context*

The Township had not adopted the acceptable minimum level of internal control standards as defined by the Indiana State Board of Accounts and had not trained personnel regarding internal control standards and procedures adopted by the Township.

### *Criteria*

Indiana Code 5-11-1-27(g) states:

"After June 30, 2016, the legislative body of a political subdivision shall ensure that:

- (1) the internal control standards and procedures developed under subsection (e) are adopted by the political subdivision; and
- (2) personnel receive training concerning the internal control standards and procedures adopted by the political subdivision."

## **BANK ACCOUNT RECONCILIATIONS**

### *Condition and Context*

The Township did not reconcile their bank account monthly for any month during the engagement period.

### *Criteria*

Indiana Code 5-13-6-1(e) states: "All local investment officers shall reconcile at least monthly the balance of public funds, as disclosed by the records of the local officers, with the balance statements provided by the respective depositories."

## **ANNUAL FINANCIAL REPORT**

### *Condition and Context*

The Township did not submit the Annual Financial Report (AFR) in a timely manner. In 2019, the AFR was submitted on July 6, 2020, which was 127 days past the due date. The 2020 and 2021 AFRs were submitted on March 16, 2021, and March 16, 2022, respectively, which were both 14 days past the due date.

### *Criteria*

Indiana Code 5-11-1-4(a) states:

"The state examiner shall require from every audited entity financial reports covering the full period of each fiscal year. These reports shall be prepared, verified, and filed with the state examiner not later than sixty (60) days after the close of each fiscal year. The reports must be in the form and content prescribed by the state examiner and filed electronically in the manner prescribed under [IC 5-14-3.8-7](#)."

This report is intended solely for the information and use of management, governance, and others within the organization. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

The Schedule of Cash and Investment Balances - Regulatory Basis is presented as other information. It has not been subjected to any auditing procedures, and, accordingly, we do not express an opinion or provide any assurance on it.

SCHEDULE OF CASH AND INVESTMENT  
BALANCES - REGULATORY BASIS  
For the Year Ended December 31, 2022

Fund	Cash and Investments 12-31-22
Township	\$ 67,716
Township Assistance	37,327
Fire Fighting	66,744
Rainy Day	<u>2,104</u>
Total	<u>\$ 173,891</u>

Any Official Response to the Comments, incorporated within this report, was not verified for accuracy.

The contents of this report were communicated to Jill Fulton, Trustee; John R. Fulton, Chair of the Township Board; and Marsha Fulton, Township Board member, on August 25, 2023.

Respectfully,



Beth Kelley, CPA, CFE  
Deputy State Examiner