

STATE BOARD OF ACCOUNTS
302 West Washington Street
Room E418
INDIANAPOLIS, INDIANA 46204-2765

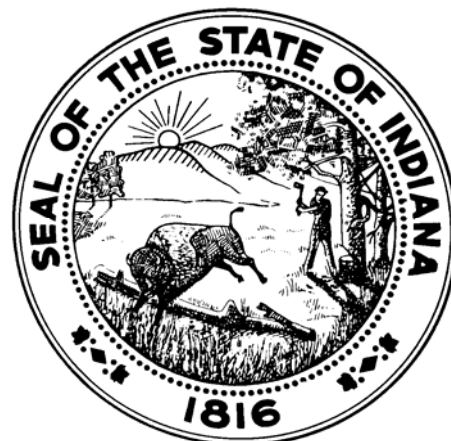
AUDIT REPORT

OF

COUNTY SHERIFF

HANCOCK COUNTY, INDIANA

January 1, 2005 to December 31, 2005



FILED
08/09/2006

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COUNTY OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Sheriff	Nicholas R. Gulling	01-01-03 to 12-31-06
President of the County Council	Thomas Roney	01-01-05 to 12-31-06
President of the Board of County Commissioners	Armin B. Apple Brian Kleiman	01-01-05 to 12-31-05 01-01-06 to 12-31-06



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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TO: THE OFFICIALS OF HANCOCK COUNTY

We have audited the records of the County Sheriff for the period from January 1, 2005 to December 31, 2005, 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 Audit Results and Comments. The financial transactions of this office are reflected in the Annual Report of Hancock County for the year 2005.

STATE BOARD OF ACCOUNTS

July 6, 2006

COUNTY SHERIFF
HANCOCK COUNTY
AUDIT RESULTS AND COMMENTS

INMATE TRUST - BANK ACCOUNT RECONCILIATIONS

Information presented for audit indicated the reconciled bank balance and Inmate Trust Fund balances were not in agreement as of December 31, 2005. A similar comment has appeared in several prior audit reports.

At all times, the manual and/or computerized records, subsidiary ledgers, control ledger, and reconciled bank balance should agree. If the reconciled bank balance is less than the subsidiary or control ledgers, then the responsible official or employee may be held personally responsible for the amount needed to balance the fund. (Accounting and Uniform Compliance Guidelines Manual for Counties, Chapter 1)

Indiana Code 5-13-6-1(e) states in part: "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."

RECEIPT ISSUANCE (Applies to Commissary Fund)

Receipts were not issued or recorded for the Commissary Fund. A similar comment appeared in the prior Audit Report B25394.

The Sheriff shall maintain a record of the fund's receipts and disbursements.

Subsequent to the audit period, the administrative Commissary Fund began using an approved receipt form. Officials are in the process of getting the receipts used for the Inmate Commissary approved.

In order to comply with these provisions it will be necessary for the sheriff to obtain and use General Form 352, General Receipt, General Form 353, General Warrant; and General Form 358, Ledger of Receipts, Disbursements and Balances. A separate bank account must be opened exclusively for the commissary fund and must be reconciled each month. Do not post these transactions to the Sheriff's Cash Book. (County Bulletin and Uniform Compliance Guidelines, Volume 332, April 2001)

COUNTY SHERIFF
HANCOCK COUNTY
EXIT CONFERENCE

The contents of this report were discussed on July 6, 2006, with Nicholas Gulling, Sheriff. The official concurred with our audit findings.