

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

EXAMINATION REPORT

OF

RANDOLPH TOWNSHIP

OHIO COUNTY, INDIANA

January 1, 2004 to December 31, 2005



FILED

12/19/2006

TABLE OF CONTENTS

<u>Description</u>	<u>Page</u>
Officials	2
Independent Accountant's Report	3
Financial Information: Schedules of Receipts, Disbursements, and Cash and Investment Balances	4
Notes to Financial Information.....	5
Examination Results and Comments: Cemetery Contracts	6
Disbursements	6
Exit Conference	7

OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Trustee	Michael L. Beckett	01-01-03 to 12-31-06
Chairman of the Township Board	Mike Peters	01-01-04 to 12-31-04
	Sissy Potter	01-01-05 to 12-31-05
	Nanette M. Williams	01-01-06 to 12-31-06



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF RANDOLPH TOWNSHIP, OHIO COUNTY, INDIANA

We have examined the financial information presented herein of Randolph Township (Township), for the period of January 1, 2004 to December 31, 2005. The Township's management is responsible for the financial information presented herein. Our responsibility is to express an opinion based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence supporting the financial information presented herein and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

In our opinion, the financial information referred to above presents fairly, in all material respects, the financial information of the Township for the years ended December 31, 2004 and 2005, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

STATE BOARD OF ACCOUNTS

November 16, 2006

RANDOLPH TOWNSHIP, OHIO COUNTY
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES
ALL GOVERNMENTAL AND FIDUCIARY FUND TYPES
As Of And For The Years Ended December 31, 2004 And 2005

	Cash and Investments 01-01-04	Receipts	Disbursements	Cash and Investments 12-31-04
Governmental Funds:				
General	\$ 22,138	\$ 26,394	\$ 22,356	\$ 26,176
Dog	491	164	276	379
Township Assistance	3,813	6,935	6,071	4,677
Firefighting	17,690	17,187	23,300	11,577
Rainy Day	-	5,150	-	5,150
Fiduciary Fund:				
Payroll Withholdings	906	2,549	2,371	1,084
Totals	<u>\$ 45,038</u>	<u>\$ 58,379</u>	<u>\$ 54,374</u>	<u>\$ 49,043</u>

	Cash and Investments 01-01-05	Receipts	Disbursements	Cash and Investments 12-31-05
Governmental Funds:				
General	\$ 26,176	\$ 28,421	\$ 22,193	\$ 32,404
Dog	379	316	285	410
Township Assistance	4,677	5,757	6,883	3,551
Firefighting	11,577	18,123	24,800	4,900
Rainy Day	5,150	-	-	5,150
Fiduciary Fund:				
Payroll Withholdings	1,084	3,076	3,076	1,084
Totals	<u>\$ 49,043</u>	<u>\$ 55,693</u>	<u>\$ 57,237</u>	<u>\$ 47,499</u>

The accompanying notes are an integral part of the schedules.

RANDOLPH TOWNSHIP, OHIO COUNTY
NOTES TO FINANCIAL INFORMATION

Note 1. Introduction

The Township was established under the laws of the State of Indiana. The Township provides the following services: public safety, health and social services, and general administrative services.

Note 2. Fund Accounting

The Township uses funds to report on its cash and investments and the results of its operations on a cash basis. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental functions or activities.

Note 3. Budgets

The operating budget is initially prepared and approved at the local level. In addition, funds for which property taxes are levied are subject to final approval by the Indiana Department of Local Government Finance.

Note 4. Property Taxes

Property taxes levied are collected by the County Treasurer and are distributed to the Township in June and December. State statute (IC 6-1.1-17-16) requires the Indiana Department of Local Government Finance to establish property tax rates and levies by February 15. These rates were based upon the preceding year's March 1 (lien date) assessed valuations adjusted for various tax credits. Taxable property is assessed at 100% of the true tax value (determined in accordance with rules and regulations adopted by the Indiana Department of Local Government Finance). Taxes may be paid in two equal installments which become delinquent if not paid by May 10 and November 10, respectively. All property taxes collected by the County Treasurer and available for distribution were distributed to the Township on or prior to December 31 of the year collected.

Note 5. Deposits and Investments

Deposits, made in accordance with Indiana Code 5-13, with financial institutions in the State of Indiana at year end were entirely insured by the Federal Depository Insurance Corporation or by the Indiana Public Deposit Insurance Fund. This includes any deposit accounts issued or offered by a qualifying financial institution.

State statute (IC 5-13-9) authorizes the Township to invest in securities including, but not limited to, federal government securities, repurchase agreements, and certain money market mutual funds. Certain other statutory restrictions apply to all investments made by local governmental units.

RANDOLPH TOWNSHIP, OHIO COUNTY
EXAMINATION RESULTS AND COMMENTS

CEMETERY CONTRACTS

Records presented for audit indicate payments were made to Sunset Ridge, Inc., for cemetery mowing for \$2,920 in 2004 and \$3,084 in 2005 without a contract.

Payments made or received for contractual services should be supported by a written contract. Each governmental unit is responsible for complying with the provisions of its contracts. (Accounting and Uniform Compliance Guidelines Manual for Townships, Chapter 13)

DISBURSEMENTS

Disbursements to the Heart House, Inc., were paid from the Township Assistance fund instead of the Township Fund.

Sources and uses of funds should be limited to those authorized by enabling statute; ordinance, or grant agreement. (Accounting and Uniform Compliance Guidelines Manual for Townships, Chapter 13)

RANDOLPH TOWNSHIP, OHIO COUNTY
EXIT CONFERENCE

The contents of this report were discussed on November 16, 2006, with Michael L. Beckett, Trustee.