

B36422

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

EXAMINATION REPORT
OF
DEMOCRAT TOWNSHIP
CARROLL COUNTY, INDIANA
January 1, 2008 to December 31, 2009



FILED
04/26/2010

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OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Trustee	Clayton C. Hutson	01-01-07 to 12-31-10
Chairman of the Township Board	Theodore Enoch	01-01-08 to 12-31-08
	William McCarty	01-01-09 to 12-31-09
	Carol Bordner	01-01-10 to 12-31-10



STATE OF INDIANA
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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF DEMOCRAT TOWNSHIP, CARROLL COUNTY, INDIANA

We have examined the financial information presented herein of Democrat Township (Township), for the period of January 1, 2008 to December 31, 2009. 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, 2008 and 2009, based on the criteria set forth in the uniform compliance guidelines established by the Indiana State Board of Accounts.

STATE BOARD OF ACCOUNTS

March 23, 2010

DEMOCRAT TOWNSHIP, CARROLL COUNTY
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES
ALL GOVERNMENTAL FUND TYPES
As Of And For The Years Ended December 31, 2008 And 2009

	Cash and Investments 01-01-08	Receipts	Disbursements	Cash and Investments 12-31-08
Governmental Funds:				
Township	\$ 23,462	\$ 26,400	\$ 20,831	\$ 29,031
Township Assistance	8,846	2,755	9,119	2,482
Firefighting	10,855	33,936	29,794	14,997
Rainy Day	1,198	1,384	-	2,582
Cumulative Fire	<u>20,499</u>	<u>10,064</u>	<u>5,063</u>	<u>25,500</u>
Totals	<u>\$ 64,860</u>	<u>\$ 74,539</u>	<u>\$ 64,807</u>	<u>\$ 74,592</u>

	Cash and Investments 01-01-09	Receipts	Disbursements	Cash and Investments 12-31-09
Governmental Funds:				
Township	\$ 29,031	\$ 22,044	\$ 20,626	\$ 30,449
Township Assistance	2,482	9,497	5,206	6,773
Firefighting	14,997	35,143	37,032	13,108
Rainy Day	2,582	627	2,600	609
Cumulative Fire	<u>25,500</u>	<u>9,312</u>	<u>28,797</u>	<u>6,015</u>
Totals	<u>\$ 74,592</u>	<u>\$ 76,623</u>	<u>\$ 94,261</u>	<u>\$ 56,954</u>

The accompanying notes are an integral part of the financial information.

DEMOCRAT TOWNSHIP, CARROLL 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, culture and recreation, 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.

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.

DEMOCRAT TOWNSHIP, CARROLL COUNTY
EXAMINATION RESULTS AND COMMENTS

APPROPRIATIONS

The records presented for examination indicated the following expenditures in excess of budgeted appropriations:

<u>Fund</u>	<u>Years</u>	<u>Excess Amount Expended</u>
Fire	2008	\$ 494.37
Cum Fire	2008	62.43
Fire	2009	6,732.22

IC 6-1.1-18-4 states in part: ". . . the proper officers of a political subdivision shall appropriate funds in such a manner that the expenditures for a year do not exceed its budget for that year as finally determined under this article."

PENALTIES, INTEREST, AND OTHER CHARGES

Penalties and interest totaling \$33.94 were paid to the Internal Revenue Service on August 3, 2009, for the period of January to March 2009.

The Trustee repaid the Township \$33.94 on March 24, 2010.

Officials and employees have the duty to pay claims and remit taxes in a timely fashion. Failure to pay claims or remit taxes in a timely manner could be an indicator of serious financial problems which should be investigated by the governmental unit.

Additionally, officials and employees have a responsibility to perform duties in a manner which would not result in any unreasonable fees being assessed against the governmental unit.

Any penalties, interest or other charges paid by the governmental unit may be the personal obligation of the responsible official or employee. (Accounting and Uniform Compliance Guidelines Manual for Townships, Chapter 13)

DEMOCRAT TOWNSHIP, CARROLL COUNTY
EXIT CONFERENCE

The contents of this report were discussed on March 23, 2010, with Clayton C. Hutson, Trustee. The official concurred with our findings.