

B36438

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

EXAMINATION REPORT
OF
HENDRICKS TOWNSHIP
SHELBY COUNTY, INDIANA
January 1, 2007 to December 31, 2009



FILED
04/27/2010

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OFFICIALS

Office

Official

Term

Trustee

Wray Emerick

01-01-07 to 12-31-10

Chairman of the
Township Board

Jerry Parmer

01-01-07 to 12-31-10



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INDEPENDENT ACCOUNTANT'S REPORT

TO: THE OFFICIALS OF HENDRICKS TOWNSHIP, SHELBY COUNTY, INDIANA

We have examined the financial information presented herein of Hendricks Township (Township), for the period of January 1, 2007 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, 2007, 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

April 8, 2010

HENDRICKS TOWNSHIP, SHELBY COUNTY
SCHEDULES OF RECEIPTS, DISBURSEMENTS, AND CASH AND INVESTMENT BALANCES
ALL GOVERNMENTAL FUND TYPES
As Of And For The Years Ended December 31, 2007, 2008, And 2009

	Cash and Investments 01-01-07	Receipts	Disbursements	Cash and Investments 12-31-07
Governmental Funds:				
Township	\$ 13,966	\$ 17,608	\$ 23,119	\$ 8,455
Township Assistance	10,276	253	1,280	9,249
Firefighting	2,788	5,410	8,110	88
Totals	<u>\$ 27,030</u>	<u>\$ 23,271</u>	<u>\$ 32,509</u>	<u>\$ 17,792</u>

	Cash and Investments 01-01-08	Receipts	Disbursements	Cash and Investments 12-31-08
Governmental Funds:				
Township	\$ 8,455	\$ 14,131	\$ 17,113	\$ 5,473
Township Assistance	9,249	260	2,007	7,502
Firefighting	88	4,240	4,250	78
Rainy Day	-	501	77	424
Totals	<u>\$ 17,792</u>	<u>\$ 19,132</u>	<u>\$ 23,447</u>	<u>\$ 13,477</u>

	Cash and Investments 01-01-09	Receipts	Disbursements	Cash and Investments 12-31-09
Governmental Funds:				
Township	\$ 5,473	\$ 29,586	\$ 27,056	\$ 8,003
Township Assistance	7,502	1,750	1,468	7,784
Firefighting	78	14,866	11,515	3,429
Rainy Day	424	231	-	655
Totals	<u>\$ 13,477</u>	<u>\$ 46,433</u>	<u>\$ 40,039</u>	<u>\$ 19,871</u>

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

HENDRICKS TOWNSHIP, SHELBY 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.

HENDRICKS TOWNSHIP, SHELBY COUNTY
NOTES TO FINANCIAL INFORMATION
(Continued)

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.

Note 6. Restatement of Funds

The prior examination report included a Cemetery Fund. The Township does not report the Cemetery Fund as a separate fund, but as part of the Township Fund. The portion of the Township Fund that is specifically for Cemetery use is invested in a Certificate of Deposit.

We have reclassified the balance reported as the Cemetery Fund at December 31, 2006, and included it in the January 1, 2007, balance of the Township Fund.

HENDRICKS TOWNSHIP, SHELBY COUNTY
EXAMINATION RESULTS AND COMMENTS

OFFICIAL BOND

The Trustee's official bond does not comply with current requirements. The bond is for the term January 1, 2010 to January 1, 2014, and coverage is limited to \$15,000.

Effective July 1, 2009, IC 5-4-1-18 states in part:

"(c) Except as provided in subsections (h) and (i), the fiscal bodies of the respective units shall fix the amount of the bond of . . . township trustees . . . as follows:

- (1) The amount of annual coverage must equal thirty thousand dollars (\$30,000) for each one million dollars (\$1,000,000) of receipts of the officer's office during the last complete fiscal year before the purchase of the bond, subject to subdivision (2).
- (2) The amount of annual coverage may not be less than thirty thousand dollars (\$30,000) nor more than three hundred thousand dollars (\$300,000) unless the fiscal body approves a greater amount of annual coverage for the officer or employee."

DELINQUENT LIABILITIES

The Township contracts with the Marietta Volunteer Fire Department for fire protection services. The Township owed an additional \$4,265 at December 31, 2008, for the 2008 contract. The final installment of local tax distributions for year 2008 was received May 18, 2009. The balance due was paid May 27, 2009.

The Township owed an additional \$4,690 at December 31, 2009, for the 2009 contract. The final installment of local tax distributions for year 2009 was received on February 28, 2010. The balance due remained unpaid at April 7, 2010.

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)

HENDRICKS TOWNSHIP, SHELBY COUNTY
EXIT CONFERENCE

The contents of this report were discussed on April 8, 2010, with Wray Emerick, Trustee; and Linda Emerick, Trustee Clerk.