

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

SUPPLEMENTAL COMPLIANCE REPORT

OF

GREEN TOWNSHIP

MADISON COUNTY, INDIANA

January 1, 2012 to December 31, 2016



**FILED**  
09/08/2017



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SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Trustee	Greg Valentine	01-01-11 to 12-31-18
Chairman of the Township Board	Jerry Mangus	01-01-12 to 12-31-17



**STATE OF INDIANA**  
AN EQUAL OPPORTUNITY EMPLOYER

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TO: THE OFFICIALS OF GREEN TOWNSHIP, MADISON COUNTY, INDIANA

This report is supplemental to our examination report of Green Township (Township), Madison County, for the period from January 1, 2012 to December 31, 2016. It has been provided as a separate report so that the reader may easily identify any Examination Results and Comments that pertain to the Township. It should be read in conjunction with our Financial Statements Examination Report of the Township, which provides our opinion on the Township's financial statements. This report may be found at [www.in.gov/sboa](http://www.in.gov/sboa).

As authorized under Indiana Code 5-11-1, we performed procedures to determine compliance with applicable Indiana laws and uniform compliance guidelines established by the Indiana State Board of Accounts. The Examination Results and Comments contained herein describe the identified reportable instances of noncompliance found as a result of these procedures. Our tests were not designed to identify all instances of noncompliance; therefore, noncompliance may exist that is unidentified.

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

*Paul D. Joyce*  
Paul D. Joyce, CPA  
State Examiner

July 19, 2017

GREEN TOWNSHIP, MADISON COUNTY  
EXAMINATION RESULTS AND COMMENTS

**OVERDRAWN CASH BALANCES**

The following funds had overdrawn balances at December 31:

Years	Fund	Amount Overdrawn
2014	Township Assistance	\$ 3,794
2014	Fire Fighting	52,282
2015	Township Assistance	825

The cash balance of any fund may not be reduced below zero. Routinely overdrawn funds could be an indicator of serious financial problems which should be investigated by the unit. (Accounting and Uniform Compliance Guidelines Manual for Townships, Chapter 1)

**CONTRACT FOR ACCOUNTING SERVICES**

Annual payments for accounting services were \$8,535 in 2013; \$16,154 in 2014; \$15,400 in 2015; and \$24,385 in 2016. A contract was not entered into with the accounting firm for the services that were to be provided. Additionally, invoices were not presented for all payments that were made.

Payments made or received for contractual services must be supported by a written contract. Each unit is responsible for complying with the provisions of its contracts. (Accounting and Uniform Compliance Guidelines Manual for Townships, Chapter 1)

**APPROPRIATIONS**

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

Fund	Years	Excess Amount Expended
Township	2012	\$ 9,613
Fire Fighting	2012	71,815
Cumulative Fire	2012	2,500
Township	2013	761

GREEN TOWNSHIP, MADISON COUNTY  
EXAMINATION RESULTS AND COMMENTS  
(Continued)

Fund	Years	Excess Amount Expended
Fire Fighting	2013	25,829
Township	2014	2,636
Township Assistance	2014	15,086
Fire Fighting	2014	40,705
Township	2015	1,876
Township Assistance	2015	708
Fire Fighting	2015	15,078
Fire Fighting	2016	8,031

Indiana Code 6-1.1-18-4 states: "Except as otherwise provided in this chapter, 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."

**OFFICIAL BOND**

The Trustee's Surety Bond was insufficient per the Indiana Code. The annual bond was for \$15,000 rather than the required \$30,000.

Indiana Code 5-4-1-18(e) states in part:

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

- (1) The amount 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 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 for the officer or employee. . . ."

GREEN TOWNSHIP, MADISON COUNTY  
EXIT CONFERENCE

The contents of this report were discussed on July 19, 2017, with Greg Valentine, Trustee.