

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

SUPPLEMENTAL COMPLIANCE REPORT

OF

TOWN OF CHESTERFIELD

MADISON COUNTY, INDIANA

January 1, 2013 to December 31, 2017



FILED
10/24/2018

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SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Clerk-Treasurer	Deborah Dunham	01-01-12 to 12-31-19
President of the Town Council	Jack Taylor	01-01-13 to 12-31-18
Superintendent of Water Utility	Daniel Wooten	01-01-13 to 12-31-18
Superintendent of Wastewater Utility	Dustin Bennett	01-01-13 to 12-31-18



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

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TO: THE OFFICIALS OF THE TOWN OF CHESTERFIELD, MADISON COUNTY, INDIANA

This report is supplemental to our audit report of the Town of Chesterfield (Town), for the period from January 1, 2013 to December 31, 2017. It has been provided as a separate report so that the reader may easily identify any Audit Results and Comments that pertain to the Town. It should be read in conjunction with our Financial Statements Audit Report of the Town, which provides our opinions on the Town's financial statements. This report may be found at 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 Audit Result and Comment contained herein describes the identified reportable instance 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 Audit Result and Comment, incorporated within this report, was not verified for accuracy.

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

September 12, 2018

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CLERK-TREASURER
TOWN OF CHESTERFIELD

CLERK-TREASURER
TOWN OF CHESTERFIELD
AUDIT RESULT AND COMMENT

BANK RECONCILIATIONS

Depository reconciliations of the fund balances to the bank account balances were conducted; however, the reconciliations did not balance for all five years of the audit period. The Clerk-Treasurer only performed a reconciliation for one of their bank accounts, which did not balance. When we included the ending bank balances from the other accounts in the reconciliation, the amounts still did not agree to the fund balance. As of December 31, 2017, the bank accounts and financial records did not reconcile by \$5,342.

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

At all times, the manual and/or computerized records, subsidiary ledgers, control ledger, and reconciled bank balance must agree. If the reconciled bank balance is less than the subsidiary or control ledgers, the amount needed to balance may be the personal obligation of the responsible official or employee. (Accounting and Uniform Compliance Guidelines Manual for Cities and Towns, Chapter 1)

9/20/2018

Response to Public Finding

We have changed the process of our internal controls to insure balance we receive from computer matches a manual bank reconciliation. We have reached out to a third party to review, research and balance to ensure proper corrections are made.

Deborah Dunham

Town of Chesterfield

Clerk Treasurer

CLERK-TREASURER
TOWN OF CHESTERFIELD
EXIT CONFERENCE

The contents of this report were discussed on September 12, 2018, with Deborah Dunham, Clerk-Treasurer; Scott Hardin, Town Council member; and Ed Leonard, Town Council member.