

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

SUPPLEMENTAL COMPLIANCE REPORT

OF

TOWN OF FERDINAND

DUBOIS COUNTY, INDIANA

January 1, 2018 to December 31, 2019



FILED
11/18/2020

TABLE OF CONTENTS

<u>Description</u>	<u>Page</u>
Schedule of Officials	2
Transmittal Letter	3
Clerk-Treasurer:	
Audit Result and Comment:	
Internal Controls	6
Exit Conference	7

SCHEDULE OF OFFICIALS

<u>Office</u>	<u>Official</u>	<u>Term</u>
Clerk-Treasurer	Tamara M. Miller	01-01-18 to 12-31-20
President of the Town Council	Kenneth J. Sicard	01-01-18 to 12-31-20
Superintendent of Electric Utility	Stephen R. Becher	01-01-18 to 12-31-20
Superintendent of Water and Wastewater Utilities	Roger L. Schaefer	01-01-18 to 12-31-20
Town Manager	Christopher N. James	01-01-18 to 12-31-20



STATE OF INDIANA
AN EQUAL OPPORTUNITY EMPLOYER

STATE BOARD OF ACCOUNTS
302 WEST WASHINGTON STREET
ROOM E418
INDIANAPOLIS, INDIANA 46204-2769

Telephone: (317) 232-2513
Fax: (317) 232-4711
Web Site: www.in.gov/sboa

TO: THE OFFICIALS OF THE TOWN OF FERDINAND, DUBOIS COUNTY, INDIANA

This report is supplemental to our audit report of the Town of Ferdinand (Town), for the period from January 1, 2018, to December 31, 2019. 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 Statement Audit Report of the Town, which provides our opinions on the Town's financial statement. 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

November 16, 2020

(This page intentionally left blank.)

CLERK-TREASURER
TOWN OF FERDINAND

CLERK-TREASURER
TOWN OF FERDINAND
AUDIT RESULT AND COMMENT

INTERNAL CONTROLS

Condition and Context

The Town had not separated incompatible activities related to financial close and reporting. The failure to establish internal controls could have enabled material misstatements to occur and remain undetected.

One individual entered the Town's financial information into the Indiana Gateway for Government Units financial reporting system, which was the source of the financial statement. There was no evidence that an oversight, review, or approval process was in place to ensure the accuracy of the information entered.

Criteria

The Indiana State Board of Accounts (SBOA) is required under Indiana Code 5-11-1-27(e) to define the acceptable minimum level of internal control standards. To provide clarifying guidance, the State Examiner compiled the standards contained in the manual, *Uniform Internal Control Standards for Indiana Political Subdivisions*. All political subdivisions subject to audit by SBOA are expected to adhere to these standards. The standards include adequate control activities. According to this manual:

"Control activities are the actions and tools established through policies and procedures that help to detect, prevent, or reduce the identified risks that interfere with the achievement of objectives. Detection activities are designed to identify unfavorable events in a timely manner whereas prevention activities are designed to deter the occurrence of an unfavorable event. Examples of these activities include reconciliations, authorizations, approval processes, performance reviews, and verification processes.

An integral part of the control activity component is segregation of duties. . . .

There is an expectation of segregation of duties. If compensating controls are necessary, documentation should exist to identify both the areas where segregation of duties are not feasible or practical and the compensating controls implemented to mitigate the risk. . . ."

CLERK-TREASURER
TOWN OF FERDINAND
EXIT CONFERENCE

The contents of this report were discussed on November 16, 2020, with Tamara M. Miller, Clerk-Treasurer; Kendra N. Schipp, Deputy Clerk-Treasurer; Kenneth J. Sicard, President of the Town Council; Debra Johnson, Town Council member; and Ron Weyer, Town Council member.