

*REVISED* PENN TOWNSHIP BOARD RESOLUTION 2016-06

Regarding the System of Internal Accounting Control and Designation an of Oversight Committee

PENN TOWNSHIP, ST JOSEPH COUNTY

Whereas, IC 5-11-1-27 provides that the State Board of Accounts shall define the acceptable minimum level of internal control standards for internal control systems of political subdivision, including the following: (1) Control Environment, (2) Risk Assessment, (3) Control Activities, (4) Information and Communication, (5) Monitoring; and

Whereas, the policy of the Township is to implement a system of internal accounting control that provides reasonable assurance that the missions and objectives of the Township are achieved with regard to receiving, processing, depositing, disbursing, or otherwise having access to government funds and complies with the requirements of the State Board of Accounts; and

Whereas, the Township Board recognizes its responsibility as the oversight body of the Township with regard to internal accounting control;

Now, therefore, be it resolved:

Section 1. The Township Board hereby adopts the “Uniform Internal Control Standards for Indiana Political Subdivisions” developed by the State Board of Accounts.

Section 2. The Township Board hereby appoints the following member(s) of the Board to serve as the Internal Control Oversight Committee (the “Oversight Committee”) for the year 2016. The Board delegates all of its internal control authority and responsibilities to the Oversight Committee, subject to action by the full Township Board, provided the Oversight Committee shall promptly report to the full Township Board any weaknesses or failures in internal accounting control that come to its attention.

Member(s) of the Oversight Committee:

Township Board Members

Kent Hizer

David Schmidt

Matthew Lentsch

The Oversight Committee is appointed to serve for the current calendar year and until its successor has been appointed.

Section 3. As early as expediently possible each year, the Township Trustee is asked to report to the Township Board on the establishment and implementation of a system of internal accounting control, addressing the following:

- Control environment
- Risk assessment
- Control activities
- Information and Communication
- Monitoring

Section 4. The Township Board calls on the Trustee, all Township employees, and the general public in cooperating to assure an effective system of internal accounting control for the Township.

Section 5. The Trustee is asked to provide each Township employee who handles public funds, directly or indirectly, a copy of this resolution.

Adopted this 27<sup>th</sup> day of June, 2016.

Matthew M. Lentsch

[Signature]

Kurt O. W.