



Dave Yost • Auditor of State





# Dave Yost • Auditor of State

August 15, 2014

Village of Neville  
Clermont County  
608 Main Street  
PO Box 126  
Neville, Ohio 45156

We have completed certain procedures in accordance with Ohio Rev. Code Section 117.01(G) to the accounting records and related documents of the Village of Neville, Clermont County, Ohio (the Village) for the years ended December 31, 2013 and 2012.

Our procedures were designed solely to satisfy the audit requirements of Ohio Rev. Code Section 117.11(A). Because our procedures were not designed to opine on the Village's financial statements, we did not follow *generally accepted auditing standards*. We do not provide any assurance on the Village's financial statements, transactions or balances for the years ended December 31, 2013 or 2012.

The Village's management is responsible for preparing and maintaining its accounting records and related documents. Our responsibility under Ohio Rev. Code Section 117.11(A) is to examine, analyze and inspect these records and documents.

## Current Year Observations

1. We noted the payroll withholdings for Ohio income tax, Medicare, and Ohio Public Employees Retirement System were not remitted for year ending December 31, 2013. We recommend the Village remit these withholdings in a timely fashion to avoid penalties.
2. We examined the bank reconciliation prepared as of December 31, 2013. It included an unexplained reconciling item of \$74, which results in fund balances exceeding actual available cash by this amount. We also noted a variance in the investment ledger of \$47. The fiscal officer was unable to determine what these amounts represented. There was also no documentation of the governing board review of the bank statement or reconciliations.

Reconciling cash is a critical control in assuring all transactions are posted accurately and in the proper accounting period. Unidentified differences result in inaccurate fund cash balance information, and conceivably could cause deficit spending. The fiscal officer should review transactions recorded since the last reconciliation and correct the error.

Also, the Village's small size requires governing board involvement with critical accounting processes (such as bank reconciliation) to compensate for the inability to segregate these duties. The absence of these reviews may be a material weakness in internal accounting control, resulting in inaccurate cash balances, or even undetected theft.

A handwritten signature in black ink that reads "Dave Yost". The signature is written in a cursive style with a large, looping initial "D" and a long, sweeping tail on the "y".

**Dave Yost**  
Auditor of State

Columbus, Ohio

August 15, 2014



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**VILLAGE OF NEVILLE**

**CLERMONT COUNTY**

**CLERK'S CERTIFICATION**

**This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.**

*Susan Babbitt*

**CLERK OF THE BUREAU**

**CERTIFIED  
SEPTEMBER 02, 2014**