



CITIZENS SUMMARY

Findings in the audit of Village of Centertown

Accounting Controls and Procedures	The former Village/Waterworks Clerk did not perform bank reconciliations for any of the village's 6 bank accounts for the year ended May 31, 2017. The Board of Trustees could not provide a budget for the year ended May 31, 2017, and there was no documentation to indicate the Board had approved a budget. The village did not publish financial statements as required until the semiannual financial statement for the 6 months ended November 30, 2017, was published in the December 6, 2017, newspaper. The former clerk did not maintain a capital asset list or perform a periodic inventory of capital assets. The current clerk does not restrictively endorse checks or money orders until a deposit is prepared.
Payroll Controls and Procedures	The village did not ensure payroll records were accurate. The village did not have an ordinance indicating the pay rate for the former clerk.
Utilities	The village does not periodically reconcile customer refundable water security deposit balances reported in the utility system to the security deposit bank account. Penalties were incorrectly assessed twice during one month for 3 of the 60 delinquent water accounts tested.
Sunshine Law Compliance	The former clerk did not prepare minutes for all Board meetings. The village's closed meeting procedures did not always comply with the Sunshine Law.
Data Backup	Data backups are not stored at an offsite location, and village officials do not periodically test backup data.

In the areas audited, the overall performance of this entity was **Good**.*

*The rating(s) cover only audited areas and do not reflect an opinion on the overall operation of the entity. Within that context, the rating scale indicates the following:

- Excellent:** The audit results indicate this entity is very well managed. The report contains no findings. In addition, if applicable, prior recommendations have been implemented.
- Good:** The audit results indicate this entity is well managed. The report contains few findings, and the entity has indicated most or all recommendations have already been, or will be, implemented. In addition, if applicable, many of the prior recommendations have been implemented.
- Fair:** The audit results indicate this entity needs to improve operations in several areas. The report contains several findings, or one or more findings that require management's immediate attention, and/or the entity has indicated several recommendations will not be implemented. In addition, if applicable, several prior recommendations have not been implemented.
- Poor:** The audit results indicate this entity needs to significantly improve operations. The report contains numerous findings that require management's immediate attention, and/or the entity has indicated most recommendations will not be implemented. In addition, if applicable, most prior recommendations have not been implemented.