



Dave Yost • Auditor of State



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Village of Fultonham
Muskingum County
P.O. Box 285
Fultonham, Ohio 43738

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 Fultonham, Muskingum County, Ohio (the Village), for the years ended December 31, 2012 and 2011.

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, 2012 or 2011.

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.

Based on the results of our procedures, we found no significant compliance or accounting issues to report.

Current Year Observations

1. We examined the bank reconciliation prepared as of December 31, 2012. It included an unexplained reconciling item of \$260. The Fiscal Officer was unable to determine what this amount represented. 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. The Fiscal Officer should review transactions recorded and correct the error.
2. We noted the Village withheld State of Ohio Income Taxes in the amount \$107 from salaries during 2012; however, these amounts were not remitted to the Treasurer of the State of Ohio. We also noted OPERS remittances were remitted twelve days past the required due date. We recommend that the Village take the necessary action to repay amounts to the Treasurer of the State of Ohio, and that amounts withheld are remitted in a timely manner.

Current Status of Matters we reported in our Prior Engagement

1. The prior audit for years ended December 31, 2010 and 2009 noted that the Village did not properly certify the availability of funds prior to incurring purchase commitments. We noted the Village had not corrected this matter during the current period. We recommend the Village Council obtain the Fiscal Officer's certification of the availability of funds prior to the commitment being incurred.

Current Status of Matters we reported in our Prior Engagement (Continued)

2. The prior audit for years ended December 31, 2010 and 2009 noted that tax settlements were posted at the net amount received, rather than the gross settlement amount. This results in receipts and disbursements being understated for the year. We noted the Village had not corrected this matter during the current period. We recommend the Fiscal Officer record all tax settlements at the gross amount received. The corresponding fees charged to the Village should be as memorandum disbursements.
3. The prior audit for years ended December 31, 2010 and 2009 noted improper posting of estimated resources and appropriations to the Village's accounting system, untimely remitting of withholdings of taxes to the Internal Revenue Service, appropriations were greater than actual resources, and appropriations exceeded estimated resources. We noted during our inquiry of the Fiscal Officer and review of the Village's minutes and accounting journals that these matters appeared to be corrected during for the current audit period.



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May 7, 2013



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VILLAGE OF FULTONHAM

MUSKINGUM 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
MAY 23, 2013