



Commonwealth of Virginia

Auditor of Public Accounts
P.O. Box 1295
Richmond, Virginia 23218

Walter J. Kucharski, Auditor

February 11, 2009

Neena Putt
Chairman
P.O. Box 222
Mathews, VA 23109

County of Mathews

Dear Ms. Putt:

We have reviewed the Commonwealth collections and remittances of the Treasurer, Commissioner of the Revenue, and Sheriff of the locality indicated and for the year ended June 30, 2008. Our primary objectives were to determine that the officials have maintained accountability over Commonwealth collections, established internal controls, and complied with state laws and regulations.

The results of our tests found the Treasurer, Sheriff and Commissioner of Revenue complied, in all material respects, with state laws, regulations and other procedures relating to the receipt, disbursement and custody of state funds, except as follows.

The Sheriff did not comply with state laws and regulations as described below.

Properly Calculate and Report Sales Commissions

The Sheriff did not accurately calculate or properly report to the State Treasurer the commission from a Sheriff sale. The Sheriff calculated only a 5% commission and reported the collections as local monies rather than Commonwealth monies. Subsequently, this collection has gone to the State Treasurer. Section 8.01-499 of the Code of Virginia requires the Sheriff collect a 10% sales commission for each Sheriff's sale and turn over the collected commission to the Treasurer as state collections.

The Sheriff should either recover the commission not collected and disbursed to the recipients of the Sheriff's sale or personally pay the uncollected commission to the Commonwealth. In the future the Sheriff should comply with the Code of Virginia and follow the procedures outlined in the Virginia Sheriff's Accounting Manual for sales in the Sheriff's office.

We discussed this comment with the Sheriff on January 26, 2009, and we acknowledge the cooperation extended to us during this review.

Sincerely,

Auditor of Public Accounts

WJK:kmk

cc: Stephen K. Whiteway, County Administrator
Wendy H. Stewart, Treasurer
Raymond A. Hunley, Commissioner of the Revenue
Danny C. Howlett, Sheriff