



**Auditor of  
Public Accounts  
Allison Ball**

## **Bath County Clerk's Fee Account Audit**

**FRANKFORT, Ky.** – State Auditor Allison Ball released the audit of the 2024 financial statement of Bath County Clerk Roger Coyle. State law requires the auditor to conduct annual audits of county clerks and sheriffs.

Auditing standards require the auditor's letter to communicate whether the financial statement presents fairly the receipts, disbursements, and excess fees of the Bath County Clerk in accordance with accounting principles generally accepted in the United States of America. The clerk's financial statement did not follow this format. However, the clerk's financial statement is fairly presented in conformity with the regulatory basis of accounting, which is an acceptable reporting methodology. This reporting methodology is followed for all 120 clerk audits in Kentucky.

### **Finding: Fourth quarter report was materially misstated.**

The county clerk's fourth quarter financial report was materially misstated and required adjustments and reclassifications to present an accurate reporting of the financial activity during calendar year 2024. Several errors were made when totaling the fourth quarter report and one item was included in the financial statement twice. Receipts were misstated by \$132,816 compared to actual bank activity. The county clerk did not have procedures in place to ensure that amounts reported for receipts were accurate on the fourth quarter financial report. As a result, the county clerk's quarterly report submitted to the Department for Local Government was materially misstated.

### **Recommendations**

We recommend the county clerk ensure that all quarterly financial reports are accurate prior to submission to the Department for Local Government.

### **County Officials Response**

*County Clerk's Response: The county clerk did not provide a response.*

### **Finding: Lacks adequate segregation of duties.**

The Bath County Clerk's Office lacks adequate segregation of duties. All employees of the county clerk's office collect receipts. The county clerk or assigned deputy prepares the daily, weekly, and monthly reports. The county clerk posts to the receipts and disbursements ledgers and prepares financial reports. The county clerk has implemented compensating controls to mitigate this control weakness, however, the controls in place did not work as designed and misstatements were noted on the fourth quarter financial statement.

### **Recommendations**

We recommend the county clerk segregate the duties of accounting functions. If segregation of duties is not feasible due to lack of staff, we recommend the county clerk mitigate this control weakness by implementing and documenting stronger effective compensating controls in the form of strong oversight from an employee who is not involved in the performance of these functions.

## County Officials Response

*County Clerk's Response: The county clerk did not provide a response.*

The county clerk's responsibilities include collecting certain taxes, issuing licenses, maintaining county records, and providing other services. The clerk's office is funded through statutory fees collected in conjunction with these duties.

The audit report can be found on the [auditor's website](#).

###

