

February 27, 2025

To the Board of Supervisors
West Vincent Township
Chester Springs, Pennsylvania

We have audited the financial statements of the West Vincent Township as of and for the year ended December 31, 2023, and have issued our report thereon dated February 27, 2025. Professional standards require that we advise you of the following matters relating to our audit.

OUR RESPONSIBILITY IN RELATION TO THE FINANCIAL STATEMENT AUDIT

As communicated in our engagement letter dated January 10, 2024, our responsibility, as described by professional standards, is to form and express an opinion(s) about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in conformity with modified cash basis of accounting. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of the system of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's system of internal control over financial reporting. Accordingly, as part of our audit, we considered the system of internal control of West Vincent Township solely for the purpose of determining our audit procedures and not to provide any assurance concerning such system of internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our comments regarding material weaknesses and other matters noted during our audit in a separate letter to you dated February 27, 2025.

PLANNED SCOPE AND TIMING OF THE AUDIT

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

COMPLIANCE WITH ALL ETHICS REQUIREMENTS REGARDING INDEPENDENCE

The engagement team, others in our firm, as appropriate, and our firm have complied with all relevant ethical requirements regarding independence.

To the Board of Supervisors
West Vincent Township

- 2 -

February 27, 2025

SIGNIFICANT RISKS IDENTIFIED

The following were significant risks identified during our planning process for your audit. These risks were identified for planning purposes and our firm performed specific audit procedures to address these risks. The identified risks do not necessarily indicate a weakness within West Vincent Township's organization or system of internal control:

- Risk of Management Override of Internal controls - Even though system of internal control over financial reporting may appear to be well-designed, controls that are otherwise effective can be overridden by management.
- Risk of Improper Revenue Recognition - Improper timing of revenue recognition happens when an entity inappropriately records revenue in one period that should be recorded in another.

QUALITATIVE ASPECTS OF THE ENTITY'S SIGNIFICANT ACCOUNTING PRACTICES

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the West Vincent Township is included in Note A to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during the year. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are:

Management's estimate of the net pension liability and related deferred inflows and outflows of resources is based on actuarial estimates.

We evaluated the key factors and assumptions used to develop the above estimates and determined that it is reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

To the Board of Supervisors
West Vincent Township

- 3 -

February 27, 2025

Financial Statement Disclosures

The financial statement disclosures are neutral, consistent and clear.

SIGNIFICANT UNUSUAL TRANSACTIONS

For purposes of this communication, professional standards require us to communicate to you significant unusual transactions identified during our audit. No significant unusual transactions were identified during the audit.

SIGNIFICANT DIFFICULTIES ENCOUNTERED DURING THE AUDIT

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

UNCORRECTED AND CORRECTED MISSTATEMENTS

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances, or disclosures and the financial statements as a whole and each applicable opinion unit. Management has corrected all identified misstatements.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. The attached schedule of misstatements that we identified as a result of our audit procedures was brought to the attention of, and corrected by, management.

DISAGREEMENTS WITH MANAGEMENT

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to West Vincent Township's financial statements or the auditors' report. No such disagreements arose during the course of the audit.

REPRESENTATIONS REQUESTED FROM MANAGEMENT

We have requested certain written representations from management, which are included in the management representation letter dated February 27, 2025.

MANAGEMENT'S CONSULTATIONS WITH OTHER ACCOUNTANTS

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

To the Board of Supervisors
West Vincent Township

- 4 -

February 27, 2025

OTHER SIGNIFICANT MATTERS, FINDINGS OR ISSUES

In the normal course of our professional association with the West Vincent Township, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the West Vincent Township's auditors.

This report is intended solely for the information and use of the Board of Supervisors and management of the West Vincent Township and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,



MAILLIE LLP
*Certified Public Accountants and
Business Consultants*

Client: **677584 - West Vincent Township**
Engagement: **2023 Audit - West Vincent Township**
Period Ending: **12/31/2023**
Workpaper: **3510.01 - Adjusting Journal Entries Report**

Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries JE # 1		TB		
Escrow - to adjust beginning balances by prior year audit entries				
50-11000	Accounts Receivable		171,682.00	
50-24100	Audit Adjustment		920.00	
50-248.01	Carolyn & John Heathcote		17,520.00	
50-248.02	Marc & Maureen Duey		1,500.00	
50-248.03	Birchrun Builders, Inc.		10,000.00	
50-32000	Unrestricted Net Assets		125,844.00	
50-12000	Undeposited Funds			10,000.00
50-230.01	Due to General Fund			316,466.00
50-248.14	1011-Rotelle 23 St Andrews			1,000.00
Total			327,466.00	327,466.00
Adjusting Journal Entries JE # 2				
To reclass current year deposits to revenue account for reporting in compliance with GASB 84				
50-12000	Undeposited Funds		10,000.00	
50-248.04	Schelkopf - BARN		10,000.00	
50-248.05	Tom Rowinsky SEPTIC 25-4-151.1		2,500.00	
50-248.06	Tom Rowinsky SEPTIC 25-4-151.2		2,500.00	
50-248.07	Kim Kranyecz SEPTIC 25-4-141.3		2,500.00	
50-248.08	Jen McMaster SEPTIC 25-4-141.1		2,500.00	
50-248.10	BOP SEPTIC 25-8-18.5		5,000.00	
50-248.11	Martini SEPTIC 25-4-172		2,500.00	
50-248.63	Ernest George SEPTIC 25-8-18.8		2,500.00	
50-389.00	Escrow Deposit			40,000.00
Total			40,000.00	40,000.00
Adjusting Journal Entries JE # 3				
To reclass current year refunds to expense account for reporting in compliance with GASB 84				
50-400.01	Escrow Refund		7,682.00	
50-248.12	Joseph DiMartini 356 Black Hors			7,682.00
Total			7,682.00	7,682.00
Adjusting Journal Entries JE # 4		TB		
General - to adjust beginning balances by prior year audit entries				
01-2000	ACCOUNTS PAYABLE		17,820.00	
01-2105	NATIONWIDE 457 ROTH w/h		32,162.00	
01-389.00	OTHER UNCLASSIFIED REVENUE		126.00	
01-32000	RETAINED EARNINGS			1,254.00
01-32000	RETAINED EARNINGS			48,854.00
Total			50,108.00	50,108.00
Adjusting Journal Entries JE # 5		GL		
Cap Equip - \$169,043 purchase needs reclassified from due to GF, to an expense acct. Was pd to GF on 11.14 and needs to be reflected in				
22-430.74	Capital Purch-Vehicles/Machine		169,043.00	
22-230.01	Due to General Fund			169,043.00
Total			169,043.00	169,043.00
Adjusting Journal Entries JE # 6		GL		
Cap Equip - To reclass proceeds from a Due from account, to a revenue account				
22-130.01	Due from General Fund		45,500.00	
22-391	Proceeds of Gen. Fixed Asset			45,500.00
Total			45,500.00	45,500.00

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Adjusting Journal Entries JE # 7		GL		
General - two charges for service revenue accounts had debit balances, as expenses and reimbursements were being netted. This entry moves				
01-408.00	ENGINEERING SERVICES		131,301.00	
01-361.32	ENGINEERING FEE REIMB			110,610.00
01-362.00	PUBLIC SAFETY			20,691.00
Total			131,301.00	131,301.00
Adjusting Journal Entries JE # 8		GL		
ARPA fund - to record November and December interest income				
80-103	Victory Bank - ARPA - SWEEP		1,142.00	
80-341.00	Interest Earnings			1,142.00
Total			1,142.00	1,142.00
Adjusting Journal Entries JE # 9		GL		
To reclass funds transferred from Capital Project Reserve fund to Capital Equipment Fund				
22-391	Proceeds of Gen. Fixed Asset		12,289.00	
22-392.01	Transfer from General Fund			12,289.00
Total			12,289.00	12,289.00
Adjusting Journal Entries JE # 10		GL		
To zero out closed acct balance				
22-289	Refunds		19,029.00	
22-100.300	Victory-Cap Equip Chk-100967809			19,029.00
Total			19,029.00	19,029.00
Adjusting Journal Entries JE # 11		GL		
To zero out closed cash account. \$15,135 balance at year end represents a transfer to the GF checking acct on 1/10 as engineering				
20-408.66	408.66 -+ Capital Road Engineering Fees		15,135.00	
20-103.00	Victory - Road Imp Fund - SWEEP			15,135.00
Total			15,135.00	15,135.00
Adjusting Journal Entries JE # 12		GL		
to zero out acct for mis-recorded interest income				
20-341	341.00 -+ Interest - Capital Road		1,881.00	
20-106	106.00 -+ PLGIT Prime(Savings) Rd Improv			1,881.00
Total			1,881.00	1,881.00
Adjusting Journal Entries JE # 13		GL		
To zero out closed bank account				
01-150.00	Exchange		3,833.00	
01-103.4	Victory-GF MM-Check-200967827			3,833.00
Total			3,833.00	3,833.00
Adjusting Journal Entries JE # 14		GL		
To adjust payroll cash balance to correct balance by eliminating duplicate \$100,000 entry on 10/25				
01-230.01	Due from General Fund		100,000.00	
01-103.2	Victory Bank-Payroll-100967671			100,000.00
Total			100,000.00	100,000.00
Adjusting Journal Entries JE # 15		GL		
To reverse 12/31 transfer from the GF to Capital Equipment that is not reflected on the bank reconciliation or the Capital Equipment fund				
01-103	VICTORY - GF - 100967698		100,000.00	
01-130.032	Transfer TO CAP EQUIP			100,000.00
Total			100,000.00	100,000.00

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Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries JE # 16		GL		
To zero out balance in transfer account related to equipment sale proceeds				
01-130.032	Transfer TO CAP EQUIP		400.00	
01-391.1	SALE GENERAL ASSETS			400.00
Total			400.00	400.00
Adjusting Journal Entries JE # 17				
To reverse transaction from February 2023 in exchange acct and showing as outstanding on bank rec				
01-103	VICTORY - GF - 100967698		44,138.00	
01-150.00	Exchange			44,138.00
Total			44,138.00	44,138.00
Adjusting Journal Entries JE # 18				
To reverse transaction from June 2023 in exchange acct and showing as o/s on bank rec				
01-103	VICTORY - GF - 100967698		23,286.00	
01-150.00	Exchange			23,286.00
Total			23,286.00	23,286.00
Adjusting Journal Entries JE # 19				
To clear out January 2023 o/s item from bank rec and unneeded AJE to cable franchise fee revenue a/c				
01-103	VICTORY - GF - 100967698		10,144.00	
01-321.80	CABLE TV FRANCHSE FEE			10,144.00
Total			10,144.00	10,144.00
Adjusting Journal Entries JE # 20				
DVHT Inv #23882 was expensed 11/7/23 and also expensed on 5/22/23 when repaid. original check needs reversed				
01-103	VICTORY - GF - 100967698		32,758.00	
01-405.196	SEC HEALTH INSURANCE			4,543.00
01-410.196	POLICE HEALTH INSURANCE			22,107.00
01-413.196	CODE - HEALTH INSURANCE			947.00
01-430.196	PW HEALTH INSURANCE			5,161.00
Total			32,758.00	32,758.00
Adjusting Journal Entries JE # 21		3510.03		
To reclass expenses noted as public works that were posted to police function office supplies				
01-430.210	OFFICE SUPPLIES		1,744.00	
01-410.210	OFFICE SUPPLIES			166.00
01-410.210	OFFICE SUPPLIES			478.00
01-410.210	OFFICE SUPPLIES			1,100.00
Total			1,744.00	1,744.00
Adjusting Journal Entries JE # 22		3510.04		
To adjust exchange account for operating grant posted in 2022 and incorrectly posted in 2023 but never reversed in 2023				
01-354.00	STATE CAPITAL & OPERATING GRANT		109,064.00	
01-150.00	Exchange			109,064.00
Total			109,064.00	109,064.00
Adjusting Journal Entries JE # 23				
To zero out receivables and adjust EIT to confirmation				
01-144.01	TAX LIENS		3,453.00	
01-150.00	Exchange		13,357.00	
01-310.20	EARNED INCOME TAX			14,891.00
01-383-389	UNCLASSIFIED OPERATING REVENUES			1,919.00
Total			16,810.00	16,810.00

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Account	Description	W/P Ref	Debit	Credit
Adjusting Journal Entries JE # 24		GL		
To zero out payables/accruals to cash basis				
01-2101	WVT ASSOC POLICE DUES W/H		1,238.00	
01-2104	POLICE PMRS PENSION W/H		12,842.00	
01-2105	NATIONWIDE 457 ROTH w/h		8,860.00	
01-2107	Tuition Reimbursement		500.00	
01-2300	REIMBURSABLE ESCROWS		1,254.00	
01-2000	ACCOUNTS PAYABLE			14,235.00
01-2100	PAYROLL LIABILITIES			58.00
01-2102	SS WAGE GARNISHMENT			365.00
01-2103	AFSCME Union Dues W/H			9,898.00
01-383-389	UNCLASSIFIED OPERATING REVENUES			138.00
Total			24,694.00	24,694.00