

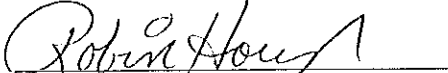
BOROUGH OF FRANKLIN
COUNTY OF SUSSEX
RESOLUTION 2017-47

WHEREAS, a Corrective Action Plan for the Audit Report Year of 2016 has been prepared and filed by Chief Financial Officer, Monica Miebach; and

WHEREAS, said Plan has been reviewed by the Mayor and Council of the Borough of Franklin.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Franklin that the Corrective Action Plan for the Audit Report Year of 2016 is accepted and approved for filing in the Borough Clerk's Office.

CERTIFICATION: I, Robin Hough, Municipal Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin at a regular meeting held on May 23, 2017.


Robin Hough, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
ROBERT DABINETT	x			
DAWN FANTASIA	x			
JOSEPH LIMON	x			
MICHAEL RATHBUN	x			
STEPHEN SKELLENGER	x			
GILBERT SNYDER	x			
MAYOR GIORDANO (Tie Only)				

BOROUGH OF FRANKLIN
CORECTIVE ACTION REPORT
2016 AUDIT REPORT

Borough of Franklin
May 2017

Sussex County

Date of Audit Report
May 9, 2017

Finding #1 Finance

1. Description: That adequate segregation of duties within the Tax Collector and Water/Sewer Utility Collector Departments be maintained.
2. Analysis: Due to the limited number of employees within the Tax Collection and Water/Sewer Utility Collection departments there is not always a segregation of duties
3. Corrective Action: The Borough will strengthen internal control within reason of costs, benefits derived and budget constraints.
4. Implementation Date: May 17, 2017.

Finding #2 Finance

1. Description: That requisition/purchase orders be issued prior to the purchase of goods or services rendered.
2. Analysis: Some purchases were made prior to the funds being encumbered.
3. Corrective Action: That all purchase orders are encumbered prior to the purchase being made. Blanket purchase orders will be maintained.
4. Implementation Date: May 17, 2017