

Borough of Franklin, County of Sussex

Resolution #2026-66

WHEREAS, a Corrective Action Plan for the Audit Report Year of 2025 has been prepared and filed by Chief Financial Officer, Michelle LaStarza; 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 2025 is accepted and approved for filing in the Borough Clerk's Office.

CERTIFICATION: I, Colleen L. Little, 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 June 23, 2026.

Colleen L. Little, Municipal Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
PATRICIA CARNES	X			
CONCETTO FORMICA	X			
RACHEL HEATH	X			
JOSEPH LIMON				X
STEPHEN SKELLENGER	X			
GILBERT SNYDER	X			
MAYOR SOWDEN (Tie Only)				

Attachment to Resolution 2026-66

**BOROUGH OF FRANKLIN
COUNTY OF SUSSEX
CORRECTIVE ACTION PLAN
2025 AUDIT REPORT**

As required by Local Finance Notice #92-15

Finding #1 Finance

1. Description: The Borough does not maintain an adequate segregation of duties with respect to the recording and treasury functions.
2. Analysis: Deposits for outside offices are input by tax collector, cash books for the outside offices are checked by the finance clerk, tax and water collections are checked by the CFO. Disbursements are input by the department requesting the purchase, approved by their department heads and council, recorded on the bills list by the treasurer, and the bills list is checked and approved by the CFO. That is as proper a segregation of duties as possible with our staff.
3. Corrective Action: None

Finding # 2 Finance

1. Description: All interfund balances be liquidated and every effort made to avoid or limit interfund transactions
2. Analysis: All interfund balances were a result of corrections made by the auditors. There were no interfund balances recorded prior to audit.
3. Corrective Action: Interfund transfers were made June 16, 2026.