

**MANSFIELD TOWNSHIP
BURLINGTON COUNTY**

RESOLUTION 2013-10-2

**RESOLUTION OF THE TOWNSHIP OF MANSFIELD,
COUNTY OF BURLINGTON, STATE OF NEW JERSEY,
APPROVING A CORRECTIVE ACTION PLAN FOR 2012
AUDIT**

WHEREAS, the Township of Mansfield, County of Burlington, State of New Jersey received its 2012 Audit, dated April 15, 2013 and submitted to the Township for review on July 24, 2013; and

WHEREAS, the Township will implement the 2012 Corrective Action Plan for the findings therein as follows:

**CORRECTIVE ACTION PLAN - 2012 AUDIT
TOWNSHIP OF MANSFIELD
BURLINGTON COUNTY**

Recommendation Number -1 – Over expenditures

It was noted that there were several current year and one prior year over expenditure during the audit year,

Corrective Action:

The finance staff will more closely monitor those accounts that may not have sufficient funds so that transfers may be done in the proper time frame.

Recommendation Number -2 –Supplemental Debt Statement

It was noted that a bond ordinance was introduced without a SDS being filed with the DLGS.

Corrective Action:

SDS's are now filed electronically with the State of NJ .

Recommendation Number-3-Purchasing and Contracts

It was noted that a professional service contract for legal services was not awarded through the fair and open process in accordance with ordinance 2005-08

Corrective Action:

All professional service contracts for the upcoming year are under review. All awards for 2104 will be in accordance with our local ordinance.

Recommendation Number-4-Payroll

It was noted that an employee was paid an hourly rate for overtime, not in accordance with the salary ordinance.

Corrective Action:

The salary ordinances have been amended to reflect the actual working and pay conditions of the township.

NOW THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Mansfield, implement the Corrective Action Plan as outlined above by the Chief Financial Officer; and

BE IT FURTHER RESOLVED, that the Township Clerk of the Township of Mansfield, be directed to forward certified copies of this resolution to the New Jersey Division of Local Government Affairs, in compliance with State statute.

ARTHUR R. PUGLIA, Mayor

JOSEPH P. MONZO, CFO/Treasurer

MOTION: DIGIUSEPPE

SECOND: HIGGINS

ROLL CALL VOTE:

AYES: DIGIUSEPPE, HIGGINS, CLARK, GABLE, PUGLIA

NAYS: NONE

ABSENT: NONE

ABSTAIN: NONE

CERTIFICATION

I, LINDA SEMUS, RMC, Municipal Clerk of the Township of Mansfield, County of Burlington, State of New Jersey, do hereby certify the foregoing to be true and accurate copy of the resolution adopted by the Township Committee of the Township of Mansfield, County of Burlington, State of New Jersey, at their Regular Meeting held on October 9, 2013 at 7:30 pm at the Mansfield Township Municipal Complex.

LINDA SEMUS, RMC
Municipal Clerk