

WEST DEPTFORD TOWNSHIP

RESOLUTION #2017-227

RESOLUTION OF THE TOWNSHIP OF WEST DEPTFORD ACCEPTING THE CORRECTIVE ACTION PLAN FOR 2016 AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, The Annual Report of Audit for the twelve month period ending December 31, 2016 has been filed by a Registered Municipal Accountant, pursuant to N.J.S.A 40A:5A-15, and a copy has been received by each member of the Governing Body; and


WHEREAS, all members of the Governing Body of the Township of West Deptford have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated in the group affidavit, on July 19, 2017; and

WHEREAS, the Chief Finance Officer have prepared the attached Corrective Action Plan for the 2016 Annual Audit;

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the Township of West Deptford, that the attached Corrective Action Plan for the 2016 Audit is hereby accepted and will be placed on file in the Finance Office and shall be distributed to all affected Township Department Heads.

ADOPTED at a regular meeting of the Township of West Deptford on July 19, 2017.

TOWNSHIP OF WEST DEPTFORD:

BY: 
DENICE DICARLO, MAYOR

ATTEST:


LEE ANN DEHART, RMC

CERTIFICATION

I, Lee Ann DeHart, Registered Municipal Clerk, of the Township of West Deptford, in the County of Gloucester, do hereby certify that the foregoing Resolution was presented and duly adopted by the Township Committee at a meeting of the Township of West Deptford held on July 19, 2017.

A handwritten signature in cursive script that reads "Lee Ann DeHart". The signature is written in black ink and is positioned above a horizontal line.

LEE ANN DEHART, RMC

TOWNSHIP OF WEST DEPTFORD
FINDINGS & RECOMMENDATIONS
2016 AUDIT

Finding 2016-001: There were overexpenditure of an appropriations in Current Fund.

Recommendation: The provisions of NJAC 5:30-5 be followed to avoid overexpenditure of budget line items.

Management Response: The finance department will continue to follow the provisions of NJAC 5:30-5 to monitor expenditures.

Status: Complete.

Finding 2016-002: An analysis of balances of payroll deductions is being prepared. However, there are variances when reconciling amounts withheld to those due the different agencies. The payroll agency trial balance was found to be inaccurate.

Recommendation: A formal analysis of deductions withheld from employees be completed monthly and reconciled to the amounts due to the reporting agencies.

Management Response: The finance department reconciles the monthly deductions to the reporting agencies. Any discrepancies are analyzed and rectified immediately.

Status: Complete

Finding 2016-003: There are numerous interfunds existing at year end.

Recommendation: Interfund receivables and payables be cleared.

Management Response: Interfunds will be identified and cleared in a timely manner.

Finding 2016-004: The grant revenue report does not reflect the proper amount for grant receivables. There are old grant reserve balances.

Recommendation: The grant revenue report corrected to record all grant revenue and receivables. The grant reserves should be reviewed.

Management Response: The grant reserve balances will be analyzed and corrected effective September 30, 2017. The grant receivable balances will be analyzed and corrected by Resolution effective December 31, 2017.