



**BOROUGH OF EDGEWATER
RESOLUTION**

| COUNCILPERSON | YES | NO | ABSTAIN | ABSENT |
|----------------------|------------|-----------|----------------|---------------|
| GUTIERREZ | | | | |
| LAWLOR | | | | |
| MONTE | | | | |
| VIDAL | | | | |
| MARTIN | | | | |
| BARTOLOMEO | | | | |
| MAYOR | | | | |

DATE: May 19, 2025

RESOLUTION No. 2025-136

INTRODUCED BY: _____

SECOND BY: _____

**CORRECTIVE ACTION PLAN FOR THE AUDIT REPORT OF
DECEMBER 31, 2024**

Prepared by: Joseph Iannaconi Jr. - C.M.F.O.

FINANCE/TREASURER

FINDING # 1 – Not all prior year inter-funds were not liquidated before the close of the current fiscal year.

- A. Analysis: 2024 inter-funds were not closed out as they have been in previous years.
- B. Corrective Action: All inter-funds will be completed prior to the end of the year.
- C. Implementation: To be completed within the calendar year 2025.

FINDING # 2 – There are general capital fund improvement authorizations greater than five-years old that have unfunded portions outstanding:

- A. Analysis: Some ordinances are greater than five years old due to the length of time to complete the project.
- B. Corrective Action: A budget appropriation will be made to all ordinances greater than five-years old as well as funding of ordnances.
- C. Implementation: Immediate.

FINDING # 3 – There were multiple instances in which goods and services were ordered prior to encumbrance.

- A. Analysis: The Borough operates with a centralized purchasing system whereby all goods and services are purchased through an authorization, requisition, and purchase order system through one office however, when the purchasing agent is not available, the administrator will authorize the purchase as needed.
- B. Corrective Action: Follow the established centralized purchasing system.
- C. Implementation: Immediate.

DEPARTMENTS

Finding # 1: In several instances, deposits were not made within 48 hours by the Building Department.

- A. Analysis: Many multi-family buildings will issue checks dated differently for payments for various items such as construction permits or housing inspections. The property manager will submit the different dated checks at one time and the deposit is promptly made.
- B. Corrective Action: Even though checks are dated with dates appearing beyond the 48-hour deposit, the office is depositing checks within 48 hours upon receipt.
- C. Implementation: Immediate.

I hereby certify that the above resolution was adopted by the Governing Body on May 19, 2025.

Michael J. McPartland
Mayor

Stephanie Evans, RMC
Borough Clerk