

RESOLUTION APPROVING THE CORRECTIVE ACTION PLAN

WHEREAS, the Division of Local Government Services has promulgated a regulation that each municipality shall prepare and submit a Corrective Action Plan that “shall cover all findings and recommendations in the audit report, including state, federal, and general findings, as well as the status of all prior year findings and recommendations” and that the governing body shall approve the Corrective Action Plan, and

WHEREAS, the members of the governing body have reviewed the Corrective Action Plan submitted by the Chief Financial Officer, as evidenced by the group affidavit form of the governing body, and

WHEREAS, such resolution of certification shall be adopted by the governing body no later than forty-five days after the receipt of the annual audit, as per the regulations of the Local Finance Board, and

WHEREAS, all members of the governing body have approved the Corrective Action Plan submitted by the Chief Financial Officer, and

WHEREAS, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 to wit:

R.S. 52:27BB-52 - “A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provision of the Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.”

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Town of Phillipsburg, hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey dated July 30, 1968 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

CERTIFICATION

I, Lorraine Loudenberg, Acting Municipal Clerk for the Town of Phillipsburg, do hereby certify that the foregoing is a true copy of a resolution duly adopted by the Town Council at their August 16, 2022 meeting.

Lorraine Loudenberg, Acting Municipal Clerk

**Town of Phillipsburg
Corrective Action Plan
For Audit as of December 31, 2021**

Finding #2021-001 – Minutes be prepared and approved for all of the 2021 meetings of the Town Council.

- Description of Finding: Although agendas and/or summaries of action were available for all of 2021 meetings of the Town Council, certain meeting minutes were not prepared and approved as of the date of this report.
- Corrective Action: Town clerk is working on preparing missing minutes with an expected completion date by the end of August.
- Implementation Date: Immediately