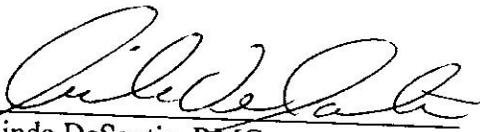


**RESOLUTION OF THE MAYOR AND BOROUGH COUNCIL
OF THE BOROUGH OF MOUNT ARLINGTON, COUNTY OF MORRIS,
NEW JERSEY, APPROVING THE CORRECTIVE ACTION PLAN RECOMMENDED
IN THE ANNUAL REPORT OF AUDIT FOR 2013**

BE IT RESOLVED that the attached Corrective Action Plan, submitted by Carolyn Rinaldi, CFO, be approved and submitted by the Borough Clerk to the Division of Local Government Services.

BE IT FURTHER RESOLVED that a copy will be placed on file in the Borough Clerk's Office and made available for public inspection within the next 45 days.

I hereby certify this to be a true and correct Resolution of the Mayor and Borough Council of the Borough of Mount Arlington and adopted on July 1, 2014.


Linda DeSantis, RMC
Borough Clerk

Borough of Mount Arlington, County of Morris
Corrective Action Plan for the year ended December 31, 2013 Audit Report

Finding Number 1:

1. **Description:** An adequate segregation of duties be maintained with respect to the recording and treasury functions.
2. **Analysis:** Adequate segregation of duties in the Finance Office is not being maintained.
3. **Corrective Action:** The Borough has reviewed and discussed various alternatives to improve this area. Some adjustments in responsibilities have been made but due primarily to budget constraints and limited number of personnel a complete resolution cannot be made at this time.
4. **Implementation Date:** Uncertain.

Finding Number 2:

1. **Description:** The Fixed Assets inventory records of the client be reconciled to the appraisal report.
2. **Analysis:** The reconciliation for the fixed assets was not accurate.
3. **Corrective Action:** A complete reconciliation will be done to accurately show the Borough's assets at year end. A post-audit report will be provided to American Appraisal to reconcile.
4. **Implementation Date:** September 30, 2014

Finding Number 3:

1. **Description:** Greater care be taken in preparing and reviewing all reconciliations and deposits to ensure they are prepared accurately.
2. **Analysis:** A reconciliation report was not accurate and payroll deposit transaction not completed prior to year end.
3. **Corrective Action:** Treasurer will ensure all deposits and transactions (including electronic) are completed before end of calendar year. Chief Financial Officer will review all reconciliations to ensure they are prepared accurately.
4. **Implementation Date:** January 1, 2014

Respectfully Submitted,



Carolyn Rinaldi
Chief Financial Officer