



BOROUGH OF HIGHLANDS
COUNTY OF MONMOUTH

RESOLUTION 21-222

ADOPTING CORRECTIVE ACTION PLAN FOR THE 2020 MUNICIPAL AUDIT

WHEREAS, the Audit for the year ending December 31, 2020 has been previously received and reviewed by the members of the Mayor and Borough Council, and

WHEREAS, any Recommendations of the Audit requires that a Corrective Action Plan be undertaken, and

NOW, THEREFORE BE IT RESOLVED that the Mayor and Members of the Borough Council hereby adopt the attached Corrective Action Plan, as submitted by the Borough Chief Finance Officer.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be placed on file in the office of the Borough Clerk and that a copy be electronically forwarded to the State of New Jersey.

Motion to Approve R-21-222:

	INTRODUCED	SECOND	AYE	NAY	ABSTAIN	ABSENT
MARTIN			X			
MAZZOLA			X			
MELNYK			X			
OLSZEWSKI		X	X			
BROULLON	X		X			

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF VOTE: December 1, 2021

Michelle Hutchinson, Municipal Clerk
Borough of Highlands

Corrective Action Plan-2020 Municipal Audit

Name of Municipality: Borough of Highlands

Type of Audit: Municipal Audit

Date of Municipal Meeting: December 1, 2021

Contact Person: Patrick J. DeBlasio, CMFO

Telephone Number: 732-872-1224

Recommendation Number: 2020-001

Payments in the aggregate to one vendor exceeded the bid threshold during the year ended December 31, 2020. The Borough should implement controls to ensure payment to vendors are monitored for compliance with N.J.S.A. 40A:11-4

Response: Cumulative expenditures are now monitored by our new Purchasing Agent. The Administrator and Finance Officer held various meetings to ensure compliance. Bids are now being solicited.

Implementation Date: October 1, 2021