

October 28, 2021

Division of Local Government Services  
Community Affairs  
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101 South Broad Street  
Trenton, NJ 08625-0830

### Corrective Action Plan Report

Borough of Bellmawr  
County of Camden  
Audit Report 2021

#### **Finding No. 2020-001**

##### **CONDITION**

The Borough did not process payroll in accordance with established guidelines.

##### **RECOMMENDATION**

That the Borough review procedures with respect to payroll process, and adhere to pension guidelines, including information contained in Local Finance Notices issued by the State of New Jersey, Division of Local Government Services.

##### **CORRECTIVE ACTION**

The incorrect amounts reported on the quarterly PERS and PFRS reports were corrected by sending an excel file to the audit department at the Division of Pensions and Benefits. It was an oversight when the reporting was completed. The Certifying Agent and the Supervisor will review the quarterly reports prior to sending to the Division of Pension.

#### **Finding No. 2020-002**

##### **CONDITION**

The Borough had several interfund balances as of December 31. The interfund balances between funds in respective general ledger were not in agreement prior to audit adjustments.

##### **RECOMMENDATION**

That all transactions between Borough funds (interfund) be reviewed prior to the end of the year and that all activity be posted to the respective general ledgers of the Borough.

#### **CORRECTIVE ACTION**

The CMFO will review all accounts to be sure that all interfund are posted to the respective general ledgers of the Borough and will liquidate the interfund within a reasonable period.