

**PARSIPPANY-TROY HILLS FIRE DISTRICT #4
CORRECTIVE ACTION PLAN**

Resolution No. 2015-1

DATE OF BOARD MEETING: JANUARY 5, 2015

CONTACT INFORMATION:

SECRETARY: John J. Wieners III

ADDRESS: PO BOX 115, Lake Hiawathia, NJ

TELEPHONE: 973-334-0423

FAX: 973-334-7738

FINDING/ RECOMMENDATION NUMBER	FINDING	CORRECTIVE ACTION	METHOD OF IMPLEMENTATION	INDIVIDUAL RESPONSIBLE FOR IMPLEMENTATION	COMPLETION DATE OF IMPLEMENTATION
1	The Fire District does not have adequate segregation of duties due to limited personnel.	The Commissioners will review the receipts, disbursements and reconciliations on a monthly basis.	Secretary will prepare and distribute the appropriate reports prior to the monthly meetings.	Chairperson	January 1, 2015

JJW III
Secretary
John J. Wieners III

1-5-15
Date

JJW
Chairperson
John J. Wieners

1-5-15
Date