

Edwards Township
PO Box 563
West Branch MI 48661

September 24, 2023

State of Michigan

RE: Audit Corrective Action Plan

Dear Sirs,

This letter is in response to your letter dated September 21, 2023. Our response is as follows:

In 2018...Clerk Dennis Stephens was recalled. Brandy Curtis was appointed.
In 2019..Brandy Curtis resigned in May, 2019. Yvonne Mahl was appointed.

2019-2020 Yvonne ran the business as usual. She struggled with the budget items but made corrections through-out the year.

In 2020 (due to recently finding emails from Yvonne) The emails to the CPA stated that she had no idea what she was doing

Sept 4, 2020, Yvonne admitted to have qualifying statements done and will have the board approve the F-65. This was not done. Audit was scheduled around this time.

April 12, 2021, email from Yvonne admitting she has a major problem with the bank recs. She continued to email CPA, unbeknownst to the board, regarding the issues.

July 24, 2022, the clerk/friend from another municipality was helping to correct her software

November/December 2022, Clerk/friend came to the board meetings to inform us of the progress that was being made. It appeared that we were getting back on track.

Yvonne did not show up for the November and December 2023 Board Meetings. Her deputy Katie Pfeiffer attended in her absence.

January 2023, the board voted to ask her to resign, Soon after that, she resigned on her own listing health reasons.

February, 2023, Korey Kripli was appointed as Clerk

Eileen Fournier, Treasurer & Korey Kripli visited the CPA several times to try to get back on track. During that time the computer crashed and we lost all information.

CPA had backup from March 2019, so we purchased Quick Books and the CPA put in the figures from last good audit and Korey entered and balanced all bank recs until current.

We are now current on all bank recs.

The CPA office is working on clearing the issues with the State of Michigan and payroll.

Federal payroll penalties are all paid and current.

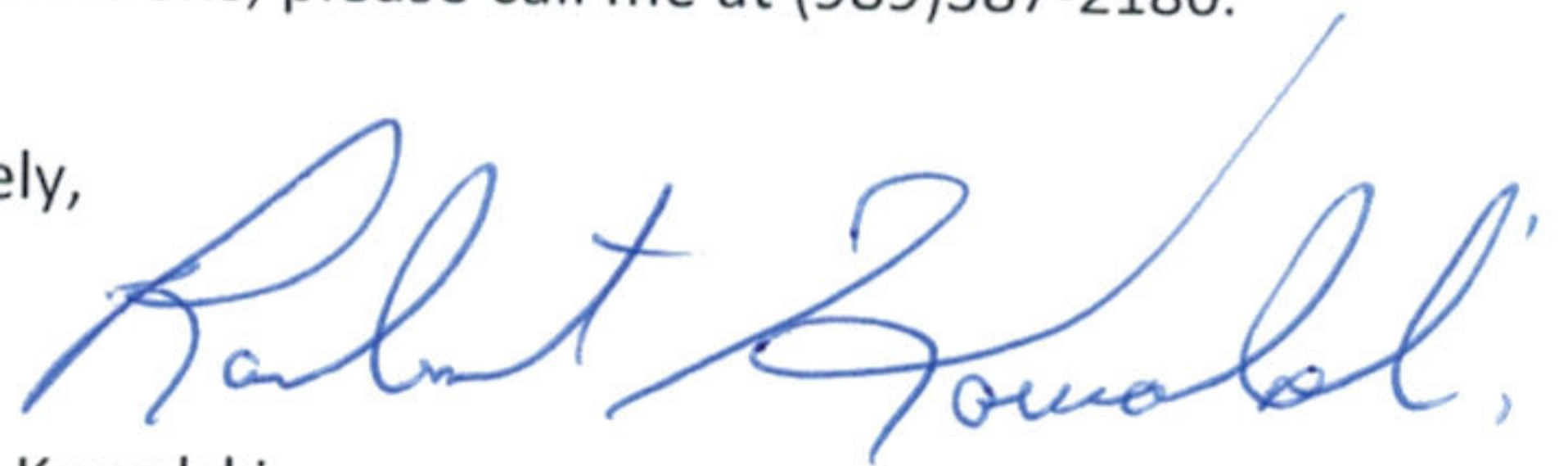
Pension is up to date.

Audits are current.

F-65's are current.

If you have any further questions or need further questions, please call me at (989)387-2180.

Sincerely,



Robert Kowalski

Supervisor