

FREDON TOWNSHIP  
RESOLUTION 2024- 28

Resolution Authorizing a Change in Procedure for Claimant Certification Requirement

WHEREAS, N.J.A.C. 5:30-9A.6 and 5:31-4.1 allows for greater flexibility for local units when implementing the claimant certification requirement set forth in N.J.S.A. 40A:5-16(a); and

WHEREAS, the local units are now given discretion to require a claimant certification as it deems necessary and appropriate; and

WHEREAS, the Chief Financial Officer of the Township of Fredon recommends that a claimant signature only be required for Refunds, Advance Payments, Employee Reimbursements, or for services provided exclusively and entirely by an individual (i.e. sole proprietors); and

WHEREAS, the Chief Financial Officer and Township recommends the adoption of this Claimant Signature policy.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Fredon that, effective immediately, claimant's signatures will only be required for Refunds, Advance Payments, Employee Reimbursements, or for services provided exclusively and entirely by an individual.

Explanatory Statement: The requirement for a claimant's signature on all purchase orders is a time-consuming and unnecessary exercise. Payments are not made without a valid invoice and certification from the departments that the goods or services have been received. Kerri Womack, CFO

CERTIFICATION

I hereby certify that the above is a true copy of a Resolution passed by the Fredon Township Committee at a Regular Meeting of that body held on January 10, 2024.

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Suzanne Boland, RMC  
Municipal Clerk