

RESOLUTION OF THE BOROUGH OF MADISON AUTHORIZING SIGNATURES FOR PURCHASE ORDER REQUISITIONS

BE IT RESOLVED by the Council of the Borough of Madison in the County of Morris and State of New Jersey, that the persons listed below be and are hereby appointed to sign requisitions for Purchase Orders for the various Borough Departments:

DEPARTMENTS

GENERAL GOVERNMENT

100 General Administration
102 Municipal Support Services
103 Elections
104 Downtown Development Commission
105 Human Resources
110 Mayor & Council
120 Borough Clerk
130 Financial Administration
135 Auditor
145 Revenue Administration
150 Assessment of Taxes
155 Legal Services
165 Engineering
175 Historic Preservation
180 Planning Board
185 Zoning Board
186 Environmental Commission
210 Liability Insurance
215 Workers Comp. Insurance
220 Health Insurance
225 Unemployment Insurance
310 Public Buildings & Grounds
361 Civic Center

PUBLIC SAFETY

195 State Uniform Construction Code
240 Police
241 First Aid Organization
252 Emergency Management Services
265 Fire
267 Fire Safety Program
275 Municipal Prosecutor
362 Public Safety Complex
491 Municipal Joint Court
495 Public Defender

STREETS & ROADS

300 Public Works
302 Parks
303 Shade Tree Authority
315 Vehicle Maintenance

AUTHORIZE APPROVALS

Administrator or Executive Assistant
QPA/Personnel Director or Administrator
Borough Clerk or Administrator
ABA or Administrator
QPA/ CFO or Administrator
Borough Clerk or Administrator
Borough Clerk or Administrator
CFO or Chief Accountant
CFO or Chief Accountant
CFO or Chief Accountant
CFO or Tax Assessor
CFO or Administrator
Engineer or Administrator
Engineer or Administrative Official
Engineer or Administrative Official
Engineer or Administrative Official
Engineer or Administrative Official
CFO or Administrator
CFO or Administrator
CFO or Administrator
CFO or Administrator
Director of PW or Administrator
Director of PW or Administrator

Construction Code Official or Engineer
Police Chief or Administrator
Police Chief or Administrator
Police Chief or Administrator
Police Chief or Administrator
Fire Chief or Administrator
Fire Chief or Administrator
Court Administrator or Administrator
Police Chief and Fire Chief
Court Administrator or Administrator
Court Administrator or Administrator

Director of PW or Administrator
Director of PW or Administrator
Director of PW or Administrator
Director of PW or Administrator

316 Vehicle Maintenance-Police	Police Chief or Administrator
317 Vehicle Maintenance-Fire	Fire Chief or Administrator
SANITATION	
455 Sewerage Processing	CFO or Administrator
456 Madison/Chatham Joint Meeting	CFO or Administrator
457 Sewer Line Maintenance	Director of PW or CFO
465 Garbage & Trash Removal	Director of PW or CFO
HEALTH & WELFARE	
330 Board of Health	Health Officer or Administrative Officer
340 Dog Regulation	Health Officer or Board Secretary
360 Aid to Child Care Center	Health Officer or Board Secretary
RECREATION & EDUCATION	
370 Recreation & Playgrounds	Recreation Director or Administrator
371 Celebration of Public Events	Recreation Director or Administrator
390 Free Public Library	CFO or Administrator
391 Technology	Library Director
392 Museum of Early Trades	Administrator or CFO
393 Senior Citizens Programs	Senior Citizen Coordinator or Administrator
UNCLASSIFIED, DEFERRED CHARGES & STATUTORY EXPENDITURES	
470 Contingent	CFO or Administrator
471 Public Employees' Retirement System	CFO or Confidential Assistant II
472 Social Security System	CFO or Confidential Assistant II
474 Consolidated Police & Firemen's Pen Fd	CFO or Confidential Assistant II
475 Police & Firemen's Retirement System	CFO or Confidential Assistant II
870 Emergency Authorizations	CFO or Administrator
900 Capital Improvement Fund	CFO or Administrator
920 Principal on Bonds	CFO or Administrator
925 Principal on Notes	CFO or Administrator
930 Interest on Bonds	CFO or Administrator
935 Interest on Notes	CFO or Administrator
950 Interest on Loan	CFO or Administrator
955 Principal on Loan	CFO or Administrator
UTILITY EXPENSE - BULK PURCHASES	
430 Electricity-HDM	Director of PW or Administrator
431 Electricity-C.H.	Director of PW or Administrator
432 Electricity-DPW/Sewers	Director of PW or Administrator
433 Electricity-Health	Health Officer or Administrative Officer
434 Electricity-Police	Police Chief or CFO
440 Telephone	QPA/Personnel Director or Administrator
445 Water	Director of PW or Administrator
446 Natural Gas	Director of PW or Administrator
460 Gasoline	Director of PW or Administrator
PUBLIC UTILITIES	
05-500 Water Utility Administration	CFO or Utility Collector
05-501 Water Utility Operations	Director of PW or Engineer
05-502 Water Capital Improvement Fund	CFO or Administrator
05-503 Water Municipal Debt Service	CFO or Administrator
05-504 Public Employees' Retirement System	CFO or Confidential Assistant II
05-505 Water Social Security System	CFO or Confidential Assistant II
09-500 Electric Utility Administration	CFO or Utility Collector
09-501 RoseNet	Administrator or Director of Technology
09-502 Electric Utility Operations	Electric Utility Superintendent or Administrator

09-503 Electric Capital Improvement Fund	CFO or Administrator
09-504 Public Employees' Retirement System	CFO or Confidential Assistant II
09-505 Social Security System	CFO or Confidential Assistant II

STATE GRANTS

242 Body Armor Grant	Police Chief or CFO
243 Walk Safety Program	Police Chief or CFO
331 NJ Dept. of Health & Senior Services	Health Officer or CFO
332 H1N1 Grant	Health Officer or CFO
333 H1N1 Corrective Action Grant	Health Officer or CFO
700 Alcohol Education Grant	Court Administrator or CFO
701 Drunk Driving Enforcement	Police Chief or CFO
702 Cops In Shops	Police Chief or CFO
703 Clean Communities Act	Director of PW or CFO
704 MAASA Grant	Health Officer or CFO
705 Priority Health Funding Act	CFO or Confidential Assistant II

BE IT FURTHER RESOLVED that the Administrator, Assistant Borough Administrator/CFO and the QPA/Personnel Director are hereby authorized to approve requisitions for Purchase Orders for all Borough Departments; and

BE IT FURTHER RESOLVED that the Receiving Certificates on material or services received be signed by a responsible person receiving same or by the Department Head.

ADOPTED AND APPROVED
January 2, 2019

ROBERT H. CONLEY, Mayor

Attest:

ELIZABETH OSBORNE, Borough Clerk