

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

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| 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 |

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| 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

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| 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 5, 2020

ROBERT H. CONLEY, Mayor

Attest:

ELIZABETH OSBORNE, Borough Clerk