

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
Purchasing Agent/Personnel or Administrator
Borough Clerk or Administrator
Director of Business Development
Purchasing Agent/CFO/Personnel
Borough Clerk or Administrator
Borough Clerk or Administrator
CFO or Tax Collector
CFO or Tax Collector
CFO or Tax Collector
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

Purchasing Agent 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 Purchasing Agent 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 6, 2023

ROBERT H. CONLEY, Mayor

Attest:

ELIZABETH OSBORNE, Borough Clerk