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
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
317 Vehicle Maintenance-Fire

**SANITATION**
455 Sewerage Processing
456 Madison/Chatham Joint Meeting
457 Sewer Line Maintenance
465 Garbage & Trash Removal

**HEALTH & WELFARE**
330 Board of Health
340 Dog Regulation
360 Aid to Child Care Center

**RECREATION & EDUCATION**
370 Recreation & Playgrounds
371 Celebration of Public Events
390 Free Public Library
391 Technology
392 Museum of Early Trades
393 Senior Citizens Programs

**UNCLASSIFIED, DEFERRED CHARGES & STATUTORY EXPENDITURES**
470 Contingent
471 Public Employees’ Retirement System
472 Social Security System
474 Consolidated Police & Firemen’s Pen Fd
475 Police & Firemen’s Retirement System
870 Emergency Authorizations
900 Capital Improvement Fund
920 Principal on Bonds
925 Principal on Notes
930 Interest on Bonds
935 Interest on Notes
950 Interest on Loan
955 Principal on Loan

**UTILITY EXPENSE - BULK PURCHASES**
430 Electricity-HDM
431 Electricity-C.H.
432 Electricity-DPW/Sewers
433 Electricity-Health
434 Electricity-Police
440 Telephone
445 Water
446 Natural Gas
460 Gasoline

**PUBLIC UTILITIES**
05-500 Water Utility Administration
05-501 Water Utility Operations
05-502 Water Capital Improvement Fund
05-503 Water Municipal Debt Service
05-504 Public Employees’ Retirement System
05-505 Water Social Security System
09-500 Electric Utility Administration
09-501 RoseNet
09-502 Electric Utility Operations
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 5, 2020

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ROBERT H. CONLEY, Mayor

Attest:

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ELIZABETH OSBORNE, Borough Clerk