

**RESOLUTION AMENDING CLAIMANT CERTIFICATION REQUIREMENT
(NJSA 40:5-16.5)**

WHEREAS, NJAC 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 NJSA 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 recommends that the 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, as a continued internal control, NJSA 40A:5-16(b) still requires local units a written or electronic certification of some officer or duly designated employee of a local unit having knowledge of the facts that the goods have been received by, or the services rendered to, the local unit prior to any disbursement of funds; and

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

NOW, THEREFORE BE IT HEREBY RESOLVED by the Council of the Borough of Tinton Falls that, effective immediately, claimant’s signatures will only be required for Refunds, Advanced Payments, Employee Reimbursements, or for services provided exclusively and entirely by an individual.

Risa Clay, Council President

BOROUGH OF TINTON FALLS COUNCIL

Council Member	Moved	Second	Ayes	Nays	Absent	Abstain
Ms. Buckley						
Mrs. Clay						
Dr. Dobrin						
Mr. Nesci						
Mr. Manginelli						

CERTIFICATION

I, Michelle Hutchinson, Borough Clerk of the Borough of Tinton Falls, hereby certify the foregoing to be a true copy of a resolution adopted by the Tinton Falls Borough Council at their meeting held January 16, 2024.

WITNESS, my hand and the seal of the Borough of Tinton Falls this 16th day of January 2024.

Michelle Hutchinson
Borough Clerk