

RESOLUTION #2021-66

**RESOLUTION APPROVING POLICY FOR PAYMENT OF CLAIMS,
CLAIMANT'S SIGNATURE FOR PAYMENT**

WHEREAS, N.J.S.A. 40A:5-16 requires that the governing body of any local unit shall not pay out of its monies unless:

(a) the person claiming or receiving payment first presents a detailed bill of items or demand, specifying particularly how the bill or demand is made up (the Invoice), with the certification of the party claiming payment that the bill or demand is correct (the Claimant Certification).

(b) the payment carries a written or electronic certification of some officer or duly designated employee of the local unit having knowledge of the facts that the goods have been received by, or the services rendered to, the local unit (certification of the user department); and

WHEREAS, NJAC 5:30-9A.6 gives local units discretion to not require claimant certification by enacting a standard policy by resolution for vendors or claimants who do not provide such certification as part of its normal course of business; and

WHEREAS, generally, vendors do NOT provide such certification as part of the normal course of business which has created unnecessary confusion and delay in processing claims for payment; and

WHEREAS, the Claimant certification cannot be waived for reimbursement of employee expenses, or for services provided exclusively and entirely by an individual; and

WHEREAS, the Comptroller has reviewed and communicated internal accounting controls to finance employees and has determined same to be sufficient to avoid errors and fraud in the processing of claims for payment; and

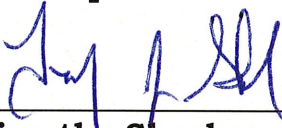
NOW, THEREFORE, BE IT RESOLVED by the Mantua Township Municipal Utilities Authority (MTMUA), that pursuant to NJAC 5:30-9A.6 the MTMUA exercises its discretion to not require claimant certifications except as required for reimbursement of employee expenses, or for services provided exclusively and entirely by an individual.

BE IT FURTHER RESOLVED by the Mantua Township Municipal Utilities Authority, that the change in internal accounting controls presented above by the Comptroller are adopted as Authority Policy for Payment of Claims.

BE IT FURTHER RESOLVED by the Mantua Township Municipal Utilities Authority that this resolution is effective upon its adoption and that all claims paid after January 18, 2022 will adhere to the new policy approved in this resolution.

THIS RESOLUTION duly adopted at the meeting of the Mantua Township Municipal Utilities Authority held on January 18, 2022.

**The Mantua Township
Municipal Utilities Authority**

By: 
Timothy Sheehan, Chairman

ATTEST:


John Parks, Secretary

Governing Body	Recorded Vote		Res. 2021-66: Claimant Certification Resolution	
	Aye	Nay	Abstain	Absent
Timothy Sheehan, Chairman	✓			
Mario Dilisciandro, Vice Chairman	✓			
Daniel Hauss, Treasurer				✓
John Parks, Secretary	✓			
Victor Torino	✓			
Howard Bruner, Alternate No. 1				✓