

RESOLUTION OF THE TOWNSHIP OF IRVINGTON, NJ

No. DRF 14-1015-49

Date of Adoption OCTOBER 15, 2014

APPROVED AS TO FORM AND LEGALITY ON THE BASIS OF FACTS SET FORTH BY

Legislative Research Officer

PRESENTED BY COUNCIL MEMBER JONES

SECONDED BY HUDLEY

RESOLUTION REQUESTING APPROVAL OF THE DIRECTOR OF THE DIVISION OF LOCAL GOVERNMENT SERVICES TO CHANGE THE CUSTODIAN OF PETTY CASH FUNDS FOR THE FIRE DEPARTMENT

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund, and

WHEREAS, Fire Chief Gary Shumlich was the custodian of the Fire Department petty cash in the amount of \$300.00; and

WHEREAS, in accordance with N.J.S.A. 40:5-21, the Township of Irvington is changing custodians to John Brown, Fire Director for an amount not to exceed \$300.00.

WHEREAS, John Brown is bonded by virtue of a surety bond.

NOW, THEREFORE, BE IT RESOLVED, the governing body of the Township of Irvington, County of Essex, New Jersey, hereby authorizes such action and two copies of this resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

RECORD OF COUNCIL VOTE

X = Indicates Vote

N.V. = No Vote

A.B. = Absent

COUNCIL MEMBER	YES	NO	N.V.	A.B.	COUNCIL MEMBER	YES	NO	N.V.	A.B.
BURGESS, 1ST VICE PRESIDENT	X				JONES, 2ND VICE PRESIDENT	X			
COX	X				LYONS	X			
HUDLEY	X				FREDERIC, PRESIDENT	X			
INMAN				X					

PRESIDENT OF COUNCIL Cox MUNICIPAL CLERK Sheld & Men DATE OCT. 15, 2014

I hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Municipal Council. In witness whereof I have hereunto set my hand and the Corporate Seal of the Township of Irvington

MUNICIPAL CLERK Sheld & Men DATE OCT. 15, 2014

BA ☐ BLDG ☐ CFO ☒ COURT ☐ DHS ☐ DHW ☐ DPW ☐ ENG ☐ FIRE ☒ INIC ☐ JUDGE ☐ LIBR ☐ LICEN ☐ LEGAL ☐ MAYOR ☐ OCDP~DIR ☐ OCDP~AD ☐ P&R ☐ PAYROLL ☐ POL~DIR ☐ POL~CF ☐ PURCH ☐ SEC~PB/BA ☐ TA ☐ TAX~AS ☐ TAX~COL ☐ TRAFFIC ☐ UEZ ☐ ZONING~OFF ☐ DLGS ☒ GNCD ☐ OTHER(S): _____

BUDGET FORM

NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS DIVISION OF LOCAL GOVERNMENT SERVICES

APPLICATION TO ESTABLISH A PETTY CASH FUND

Township Irvington OF Essex COUNTY OF Essex

Pursuant to the provisions of N.J.S. 40A:5-21 application is hereby made for permission to establish a petty cash fund for the following office or department and amount:

Fire Department \$ 300.00

The petty cash fund will be used by the aforementioned office or department to pay claims specifically described as follows:

Small Purchase under \$25.00 (Petty cash)

It is estimated that the maximum amount of such claims to be paid in any one month will be:
\$ 300.00

It is estimated that the maximum amount of such claims to be paid in any fiscal year will be:
\$ 300.00

Certification is hereby made that the person having custody of the fund will be bonded with corporate surety in an amount not less than \$1,000 or the amount of the fund, whichever is greater.

The custodian of such fund and the amount of surety bond will be as follows:

John Brown \$ 300.00

Petty Cash Funds Currently In Existence and Approved By The Division of Local Government Services

Board of Health	\$ <u>100.00</u>	\$ _____
Finance and Revenue	\$ <u>200.00</u>	\$ _____
Free Public Library	\$ <u>150.00</u>	\$ _____

This application was authorized at a meeting of the Municipal Council of the Township of Irvington, County of Essex held on the 15th day of October, 2014 and upon approval of the Director of Local Government Services, authorization will be given for the issuance of a check to the fund custodian in the amount set forth in the application.

I hereby certify that the above charges are for emergency purchases and are not of such nature that should be processed through an encumbrance system.

CFO

10/7/14
Date

I hereby certify that this application was authorized by the governing body as indicated in the application.

Clerk

10/15/14
Date

Approved by: _____
Duly Appointed Designee of the Director, Division of Local Government Services Date