

RESOLUTION AUTHORIZING PAYMENT OF CERTAIN CONTRACTUAL OBLIGATIONS  
BETWEEN REGULARLY SCHEDULED PUBLIC MEETINGS

WHEREAS, the Board of Fire Commissioners of Fire District No. 4, Township of Howell, County of Monmouth, State of New Jersey, has certain contractual obligations (i.e. Worker's Compensation Insurance, etc.); and

WHEREAS, the providers of certain contractual services have established payment due dates for remittances owed to them; and

WHEREAS, these providers of certain contractual services are acting within legal and acceptable standards for the conduct of their business; and

WHEREAS, failure to remit payments to the providers of certain contractual services can result in cancellations and/or other interruptions of services; and

WHEREAS, cancellations and/or other interruptions of services create additional clerical responsibilities for the Clerk of the Board and other Commissioners to resolve same; and

WHEREAS, at the direction of the Board of Fire Commissioners of Fire District No. 4, the Clerk of the Board has sought advice from the District Auditor, Barry J. Osborn, C.P.A., on the proper procedure to be followed to best handle these situations.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Fire Commissioners of Fire District No. 4, Township of Howell, County of Monmouth, State of New Jersey, hereby authorizes the Clerk of the Board to prepare for payment any invoice or bill for a contractual obligation that has been submitted between regularly scheduled public meetings of the Board as long as the invoice or bill stipulates a payment due date, including a threat of cancellation or interruption of service if payment is not received on time. The Clerk will submit said invoice or bill and voucher to the Treasurer of the Board; and

BE IT FURTHER RESOLVED, that the Treasurer of the Board of Fire Commissioners of Fire District No. 4 is hereby authorized to issue payment for said invoice or bill following his/her review and verification of the claim and after seeking the review and approval of the payment along with the countersigning of the District check or payment instrument by either the Chairman or the Vice Chairman of the Board; and

BE IT FURTHER RESOLVED, that any and all such payments made in accordance with this Resolution must be reported at the next regularly scheduled public meeting of the Board of Fire

Commissioners of Fire District No. 4 and it must be duly recorded in the official record of that meeting; and

BE IT FURTHER RESOLVED, that the within Resolution shall be effective immediately upon passage; and

BE IT FURTHER RESOLVED, that any resolution or part of a resolution inconsistent herewith is hereby repealed or otherwise revoked; and

BE IT FURTHER RESOLVED, that if any section, paragraph, sentence, clause or phrase in this Resolution is for any reason held or determined to be unconstitutional or invalid, same shall not affect the remainder of this Resolution; and

BE IT FURTHER RESOLVED, that notwithstanding anything set forth herein to the contrary, the Board shall be permitted to amend, modify, repeal or otherwise act as to those topics which are the subject of this Resolution provided said acts are consistent with public policy, Board bylaws, township ordinances, local, state and federal laws and rules and regulations promulgated thereunder; and

BE IT FURTHER RESOLVED, that an original signed, conformed and compared copy of this Resolution be accessible and maintained as an official Board record pursuant to and in accordance with the "Open Public Records Act"; N.J.S.A. 47:1A-1, *et seq.* and the "Destruction of Public Records Law (1953)"; N.J.S.A. 47:3-8.1, *et seq.* as set forth by the State of New Jersey Municipal Agency Record Retention Schedule promulgated by the Division of Archives and Record Management.


#### CERTIFICATION

I, MICHAEL L. ACAMPORA, Clerk of the Board of Fire Commissioners of Fire District No. 4, Township of Howell, County of Monmouth, State of New Jersey, do hereby certify that the foregoing is a true compared and conformed copy of an original Resolution now on file and of record in the District office which was duly adopted at a public meeting held on the 8<sup>th</sup> day of December, 2015.

I do further certify that the said Board of Fire Commissioners of Fire District No. 4, Township of Howell, County of Monmouth, State of New Jersey is composed of - 5 - members, and that - 5 - members were present and - 5 - members voted affirmatively for the adoption of the Resolution and - 0 - members voted against the adoption of the Resolution.

The undersigned further certifies that the above Resolution has not been repealed or amended and remains in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of said Board of Fire Commissioners of Fire District No. 4, Township of Howell, County of Monmouth, State of New Jersey, on this 8<sup>th</sup> day of December, 2015.



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MICHAEL L. ACAMPORA, CLERK  
Board of Fire Commissioners  
Fire District No. 4  
Township of Howell