

**BOARD OF FIRE COMMISSIONERS
HOPEWELL BOROUGH FIRE DISTRICT NO. 1**

RESOLUTION 2023-28

**A RESOLUTION AUTHORIZING THE REMOVAL OF THE CLAIMANT'S
CERTIFICATION & DECLARATION PROCESS ON PURCHASE ORDERS WHEN
APPROPRIATE**

WHEREAS, the NJ Department of Community Affairs Local Finance Notice 2018-13 dated March 29, 2018 authorizes Fire Districts to remove the claimant certification and declaration process on certain purchase orders; and

WHEREAS, N.J.A.C. 5:30-9A.6(c) and 5:31-4.1 contain specific language allowing the Fire District to not require claimant certification and declaration under certain circumstances; and

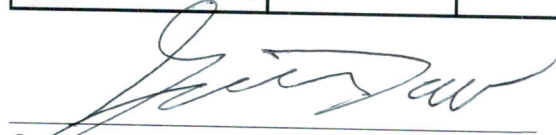
WHEREAS, the Fire District understands that waiving the claimant certification is not allowed for the advance or reimbursement of employee expenses, or for the services provided exclusively and entirely by an individual; and

WHEREAS, the Fire District auditing firm has approved removing the claimant certification and declaration process on purchase orders that meet the intention of the regulation and under our \$2,625 threshold; and

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of Fire District No. 1 in the Borough of Hopewell, County of Mercer that the Board authorizes the removal of the claimant certification and declaration process on certain purchase orders that meet the intention of the Local Finance Notice 2018-13.

RECORD OF BOARD VOTE ON PASSAGE

Commissioner	Moved	Second	Aye	Nay	Abstain	Absent
Myers			✓			
Evans		✓	✓			
Davies	✓		✓			
Blasi			✓			
Morehouse			✓			



Gregory Davies, Secretary

Wednesday, April 12, 2023

A CERTIFIED COPY