

Township of West Milford
Passaic County, New Jersey

~ Resolution 2016 - 201 ~

**RESOLUTION OF THE TOWNSHIP OF WEST MILFORD, COUNTY OF PASSAIC AND STATE OF
NEW JERSEY APPOINTING ALLISON J. ZELTNER TO THE POSITION OF ACTING
TREASURER/CFO**

WHEREAS, Section 15-42(A)(2) of the Township Code provides “Each warrant-check shall bear the signature of the Mayor or Council President and the Treasurer or Acting Treasurer”; and

WHEREAS, effective March 29, 2016 the Chief Financial Officer/Treasurer position for the Township has become vacant and the Township is searching for a successor to fill such vacancy; and

WHEREAS, the Township must continue to administer the day-to-day operations of the municipality which includes the expenditure and disbursement of funds and the designation of an acting CFO/Treasurer to execute budget documents and other financial papers for the Township; and

WHEREAS, the Township has sufficient safeguards to continue to process such expenditure of funds by requiring that in the absence of the Chief Financial Officer, the Assistant Treasurer shall serve in the capacity of Acting CFO/Treasurer and she shall authorize and execute payment of funds and such other documents that are necessary for the continued function of the finance department; and

WHEREAS, the Township Attorney and the Township Auditor are of the opinion that there are sufficient internal controls in place for the Township to continue to function and authorize the expenditure and disbursement of funds in the interim until such time that a permanent appointment is made to the Chief Financial Officer position.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Council of the Township of West Milford, in the County of Passaic and State of New Jersey that the Township’s Assistant Treasurer is hereby designated to serve as the acting CFO/Treasurer to oversee the finance department and execute all required documents on behalf of the municipality.

This Resolution shall take effect immediately.

Adopted: May 18, 2016

Adopted the 18th day of May, 2016
and certified as a true copy of an original.

Antoinette Battaglia, Township Clerk