

TOWNSHIP OF CHESTERFIELD

ORDINANCE NO. 2021-17

AN ORDINANCE OF THE TOWNSHIP OF CHESTERFIELD, COUNTY OF BURLINGTON, STATE OF NEW JERSEY TO AMEND CHAPTER 13, "CLAIMS", ARTICLE I "PAYMENT OF CLAIMS"

BE IT ORDAINED AND ENACTED by the Township Committee of the Township of Chesterfield, County of Burlington, and State of New Jersey as follows:

ARTICLE I. AMENDED SECTIONS. The following Sections of Article I, "Payment of Claims", within Chapter 13 of the Code of the Township of Chesterfield are hereby amended:

A. Section 13-3, "Approval of Claims", is hereby amended to change the title and text of said Section to now read as follows:

"13-3. Presentation of Claims in the form of a Bill List.

"It shall be noted on the claim by either the Township Clerk, or Township Administrator, and counter-signed by the Chief Financial Officer, indicating the claim is in order, at which time it shall be the duty of the Chief Financial Officer to prepare such a list of all claims in the form of a Bill List. The Bill List shall then be presented to the Township Committee for approval."

B. Section 13-4, "Disapproval of Claims", is hereby amended to now read as follows:

"13-4. Approval/Disapproval of Claims.

"Claims shall be considered by the Township Committee, which may deny a particular claim by vote of the majority of the Committee Members present, stating reason for rejection. Any disapproved claim shall be referred back to the Chief Financial Officer of the township with such instructions as the Township Committee may give at the time of disapproval. Remaining claims shall be considered by the Township Committee, and approved by majority vote of the Committee Members present."

C. Section 13-5, "Record of Committee's action to be kept", is hereby amended by revising the text of said Section to now read as follows:

"13-5. Record of Committee's Action To Be Kept.

"It shall be the responsibility of the Clerk of the township to record the decision of the Township Committee regarding the bill list. The Clerk of the township shall ensure in the official minutes that said Township Committee has by formal action approved or disapproved said Bill List."

D. Section 13-6, "Notations to be made on Approved Claims", is hereby amended as to the text of said Section to now read as follows:

"13-6. Notations To Be Made On Approved Claims.

"It shall be the duty of the Chief Financial Officer of the Township to indicate on said claims that they have been approved for payment with the date of approval and the check number noted on the claim."

E. Section 13-7, "Preparation of Distribution of Checks", is hereby amended as to the text of said Section to now read as follows:

"13-7. Preparation and Distribution of Checks.

"After the Clerk of the Township has certified that the Bill List has been approved, the Chief Financial Officer shall forthwith prepare the necessary checks for the payment thereof, which checks shall be signed by either of the Township Clerk, or Township Administrator, and countersigned by the Chief Financial Officer, and thereafter distribute the checks to the claimants."

ARTICLE II. REPEALER, SEVERABILITY AND EFFECTIVE DATE.

- A. Repealer. Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.
- B. Severability. In the event that any clause, section, paragraph or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason, then the Township Committee hereby declares its intent that the balance of the

Ordinance not affected by said invalidity shall remain in full force and effect to the extent that it allows the Township to meet the goals of the Ordinance.

- C. Effective Date. This Ordinance shall take effect upon proper passage in accordance with the law.

CHESTERFIELD TOWNSHIP COMMITTEE

Introduced: October 14, 2021

Adopted: November 10, 2021

RECORD OF VOTE													
INTRODUCTION							ADOPTION						
TWP COMMITTEE	AYE	NAY	NV	AB	ORD	SEC	TWP COMMITTEE	AYE	NAY	NV	AB	ORD	SEC
Dhopte	X					X	Dhopte	X				X	
Koetas-Dale							Koetas-Dale	X					
Panfili	X				X		Panfili	X					X
Russo	X						Russo				X		
Liedtka	X						Liedtka	X					
X – Indicates Vote							NV – Not Voting AB – Absent ORD – Motion SEC - Seconded						

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