

RESOLUTION

OF THE

UNION COUNTY UTILITIES AUTHORITY

Resolution No.: 11-2026
 Date: February 18, 2026

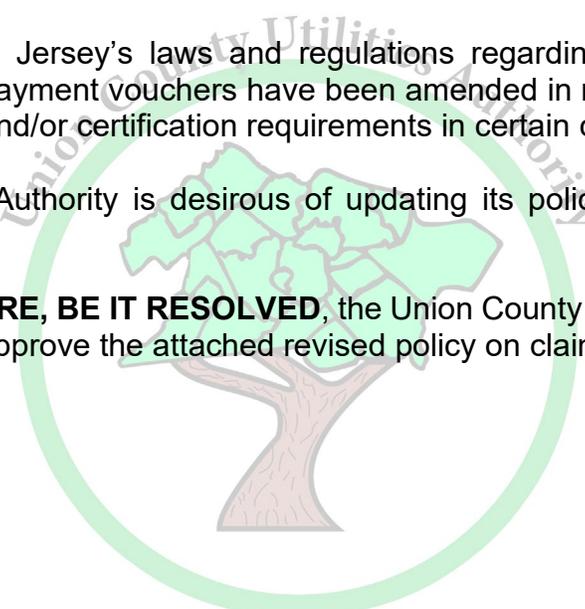
Approved as to form:
Bianka Vargas, Clerk
 Approved as to sufficiency of funds:
 _____, Acting Comptroller
 YES NO NONE REQUIRED

AMENDMENT TO POLICY FOR CLAIMANT'S CERTIFICATION

WHEREAS, New Jersey's laws and regulations regarding the requirements for a claimant's signature on payment vouchers have been amended in recent years, including the elimination of signature and/or certification requirements in certain circumstances; and

WHEREAS, the Authority is desirous of updating its policies consistent with these amendments.

NOW, THEREFORE, BE IT RESOLVED, the Union County Utilities Authority Board of Commissioners hereby approve the attached revised policy on claimant's certifications.



	PRESENT	ABSENT	AYE	NAY	ABSTAIN	MOTION	SECOND
<i>Eastman</i>		✓					
<i>Figueiredo</i>	✓		✓				
<i>Holder</i>	✓		✓				✓
<i>Jackus</i>	✓		✓				
<i>Kahn</i>	✓		✓				
<i>McManus</i>	✓		✓				
<i>Rachlin</i>	✓		✓			✓	
<i>Scutari</i>	✓		✓				
<i>Szpond</i>	✓		✓				
<i>Alma, Alternate No. 1</i>	✓		✓				
<i>Scott-Bey, Alternate No. 2</i>	✓						

Attachment A
UNION COUNTY UTILITIES AUTHORITY
POLICY ON CLAIMANT'S CERTIFICATION

N.J.A.C. 5:30-9A et seq. allows greater flexibility for authorities implementing the claimant certification requirements set forth in N.J.S.A. 40A:5-16(a). In accordance therewith, the policy of the Union County Utilities Authority is as follows:

A. Claimant certification not required. Except as otherwise set forth herein, a claimant certification is not required where the vendor or claimant does not provide such certification as part of its normal course of business.

B. EFT payments. A claimant certification is not required for transactions where the Authority makes payment to a vendor or claimant through standard electronic funds transfer (EFT) technologies.

C. Payments in advance. A claimant certification is not required for payments in advance of delivery of materials or services as permitted by N.J.A.C. 5:30-9A et seq., including the following:

- 1) Advancing administrative or direct service costs of a shared services agreement;
- 2) Payment obligations to the State or federal government;
- 3) Educational courses;
- 4) Registration for a conference or convention sponsored by a non-profit organization; and,
- 5) Website hosting, including registration and maintenance of a domain name.

D. Exceptions. Claimant certification shall not be waived:

- 1) For the advance or reimbursement of Authority employee expenses;
- 2) For services provided exclusively and entirely by an individual (e.g. sole proprietors).
- 3) For services provided by Professionals and Consultants as noted in Resolution 13-2026.

E. Discretion to require claimant certification. The Acting Comptroller shall have discretion to require a claimant certification whenever necessary or appropriate for the protection of the Authority's interests, provided such discretion is applied in a non-arbitrary manner.