



TOWN OF DEERPARK

KARL A. BRABENEC, SUPERVISOR
DAVID M. HOOVLER, COUNCILMAN
GARY SPEARS, COUNCILMAN
ARTHUR T. TROVEI, COUNCILMAN

RESOLUTION #9 OF 2010 **IMPLEMENTATION VOUCHER QUALITY CONTROL**

WHEREAS, the Deerpark Town Board, utilizes a vouchering system that complies with Town Law §§ 118 and 119, and

WHEREAS, these Town Law sections describe the manner, method, and system to be used in claims paid by the Town, and

WHEREAS, the Deerpark Town Board believes that to ensure complete and accurate audits can be timely performed in the future, and

WHEREAS, the Deerpark Town Board, after consultation with the Comptroller's Office and our Town accountant, believes strict quality control over fiscal matters and claims to be paid by the Town must be maintained, this Town Board requires that in addition to information mandated on our vouchers by Town law, the Town Board will require an additional detailed explanation relating what items, or services are being paid for on each voucher, with attached invoices or receipts indicating the purchase. Furthermore, if the purchase involved the use of the Town's procurement policy, any written quotes, or oral quotes should be documented with necessary information to confirm the details of the quote. Public works bids, and reoccurring Town expenses, such as utilities, that are self explanatory or that are regulated by other Town Laws, Local Laws, or other New York State regulation, are exempted from this resolution.

NOW, THEREFORE, BE IT RESOLVED as follows: That the Town Board does hereby mandate that all vouchers submitted for payment comply with this resolution.

Drafted for approval by Resolution by:

Karl A. Brabenec
Town Supervisor

David M. Hoovler
Gary Spears
Art Trovei
Councilmen
Town of Deerpark

VOTE RECORD:

Motion by _____;

Second _____

Roll Call vote:

Councilman Trovei _____

Councilman Spears _____

Councilman Hoovler _____

Supervisor Brabenec _____

This the 1st day of February, 2010.

Karl A. Brabenec, Town Supervisor

David M. Hoovler, Councilman

Gary Spears, Councilman

Arthur T. Trovei, Councilman

Recorded by,

**Florence T. Santini,
Town Clerk**