



Board of Chosen Freeholders

Approved as to Form and Legality

Date Adopted

Committee

February 7, 2018

Administrative

RESOLUTION REMOVING ANY LIABILITY FOR THE FINAL 2017 AND FIRST PAYROLL OF 2018 FOR UTILIZATION OF FORMER STAFF SIGNATURES

WHEREAS, Resolution 2018-033 was approved by the Salem County Board of Chosen Freeholders at its Reorganization Meeting on January 3, 2018 designating Melissa DeCastro, Kelly A. Hannigan, Stacy L. Pennington, and Jeff Ridgeway as signatories for all Salem County bank accounts; and

WHEREAS, Katie Coleman, former Salem County CFO and Jessica Bishop, former Assistant Treasurer and Purchasing Agent, had previously been designated as signatories on Salem County bank accounts; and

WHEREAS, the appointments of Katie Coleman and Jessica Bishop ended on January 3, 2018, when their successors were appointed; and

WHEREAS, the payroll processing company requires 48 to 72 business hours to make any bank account signature changes; and

WHEREAS, Resolution 2018-033 changing signatories was not adopted until January 3; and

WHEREAS, the payroll period ended on January 4, 2018 at 11:59 P.M. and payroll was processed on January 8, 2018 at 1:00 P.M.

WHEREAS, the payroll checks dated January 11, 2018 used the electronic signatures of Katie Coleman and Jessica Bishop without their authorization; and

WHEREAS, The County of Salem desires to absolve Katie Coleman and Jessica Bishop from all liability for said payroll and hold them harmless; and

NOW THEREFORE, BE IT RESOLVED by the Board of Chosen Freeholders of the County of Salem that the County of Salem hereby indemnifies and holds harmless, Katie Coleman and Jessica Bishop from any liability arising from the unauthorized use of their signatures for the payroll dated January 11, 2018.

MELISSA L. DECASTRO, Freeholder Director
Board of Chosen Freeholders

I hereby certify the foregoing to be a true resolution adopted by the Board of Chosen Freeholders of the County of Salem on February 7, 2018.



BRENDA P. BANKS
Clerk of the Board

RECORD OF VOTE

FREEHOLDER	AYE	NAY	ABSTAIN	ABSENT	RESOLUTION MOVED	RESOLUTION SECONDED
L. Ware	✓					✓
C. Hassler	✓				✓	
B. Laury	✓					
S. Griscom	✓					
M. DeCastro	✓					

✓ Indicates Vote