

RESOLUTION NO. 2015-02

A RESOLUTION AUTHORIZING THE CITY CLERK TO PAY CERTAIN VENDORS, EMPLOYEES AND COORDINATE PAYMENT FOR EMERGENCY EXPENDITURES AUTHORIZED BY THE MAYOR PRIOR TO SUBMITTING THE BILLS TO THE CITY COUNCIL AND PROVIDING AN EFFECTIVE DATE

WHEREAS, certain vendors that provide services or goods to the City on a regular basis have a billing cycle that requires the bill to be paid prior to the first council meeting of the month and a late fee is charged to the City for later payment and it is the desire of the City Council to avoid payment of late fees; and

WHEREAS, city employees require wages to be paid in a regular and timely manner; and

WHEREAS, emergency situations sometimes require the purchase of goods, services or equipment.


NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the city of Peck that the following pre-authorization for payment of certain bills be adopted:

1. The City Clerk is authorized to pay the following vendors for the listed purposes by the due date on the bill and prior to submitting the bill to the City Council for approval:

QRO Idaho	Internet
Clearwater Power	Electricity/Propane
Frontier	Phone/ Long Distance
Wells Fargo Remittance Center	Credit Card

2. The City Clerk is authorized to prepare payroll checks for City Staff, on the first regular business day of each month.
3. In Emergency situations, the City Clerk is authorized to arrange payment for purchases made or authorized by the Mayor.
4. The City Clerk shall include the above bills in the bills submitted to council for ratification at the first council meeting following the payment of the bill.
5. This Resolution shall be in full force and effect upon its passage and approval.

PASSED by the City Council this 17th day of December, 2015.


Nancy J. Greene, Mayor

Attest:


Tami Firzloff, City Clerk