

RESOLUTION 2023-01

A RESOLUTION ADOPTING A POLICY AUTHORIZING THE FINANCE OFFICER OR CITY CLERK TO PAY CERTAIN BILLS PRIOR TO THE CITY COUNCIL'S APPROVAL.

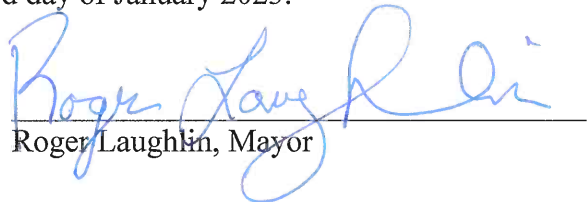
BE IT RESOLVED, by the City Council of the City of West Branch, Iowa:

Section 1. The City Council hereby establishes the following policy authorizing the Finance Officer or City Clerk to pay the following bills prior to the City Council's approval:

- Utility Deposit Refunds
- Payroll
 - Payroll taxes and other checks relative to the Payroll (such as garnishments, insurance, etc.)
- Postage
- Library Bills approved by the Library Board of Trustees
- Trash & Recycling Contract
- Conferences
 - Registration fees, mileage, meals, books and lodging
- Employee Reimbursements
- Recording and Filing Fees
- Loan and Bond Payments
- Authorize the Finance Officer or City Clerk to issue checks for immediate payment of amounts due, which if not paid promptly would result in loss of discount, penalty for late fee or additional interest cost.


Section 2. All Resolutions or parts of Resolutions in conflict with the provisions of this resolution are hereby repealed.

PASSED AND APPROVED, this 3rd day of January 2023.



Roger Laughlin, Mayor

ATTEST:



Leslie Brick, City Clerk