

RESOLUTION No. 2021-02 Procedure to Post-Audit Certain Township Bills

WHEREAS, the Leelanau Township Board recognizes that all payments (with the exception of the current-year tax collection disbursement account) must be approved by the township board prior to payment; and

WHEREAS, certain claims may be due prior to the next board meeting, such as:

1. (1) Payroll (*election workers, BOR, ZBA, PC, regular wages, and payroll taxes, etc.*);
2. (2) Utility bills (phone, internet, electric, gas, etc.);
3. (3) Emergency service bills;
4. (4) Training Seminars (that may become due prior to the next meeting);
5. (5) Invoices with penalties or discounts that would be incurred if payment is not received prior to the board meeting where claims will be approved;
6. (6) Contractual Obligations; and
7. (7) The Supervisor may authorize emergency expenditures up to \$1,000.00 when deemed essential due to the imminent threat to the health, safety and welfare of the township.

NOW, THEREFORE BE IT RESOLVED, that the Leelanau Township Board hereby authorizes the Clerk and Treasurer to disburse funds for claims as detailed above, and that claims paid under order of this resolution shall be post-audited at the next board meeting following their issuance.

Adopted on motion by _____, second by _____

– Upon Roll Call Vote the following voted:

“aye” _____

“nay” _____ “abstain” _____

The Supervisor declared the resolution adopted.

STATE OF MICHIGAN COUNTY OF LEELANAU

I, Monica Diaz, Clerk of the Township of Leelanau, Leelanau County, Michigan, certify that the above is a true and correct copy of the resolution which was adopted by the Township Board at a meeting held on May 11, 2021.

Monica Diaz, Clerk

May 12, 2021