

## **RESOLUTION 2024-02**

A RESOLUTION of the Board of Commissioners of Midway Sewer District  
Appointing of auditing officer(s) for the purpose of authorizing the issuance of warrants  
and electronic transactions prior to Board of Commissioners approval.

WHEREAS, there may be circumstances when the Board of Commissioners  
does not meet prior to a day in which they would need to approve vouchers for the  
District's warrants and claims;

WHEREAS there is a need by the District to process warrants and electronic  
payments in a timely and consistent manner;

WHEREAS it would be of financial benefit to appoint Auditing Officers to certify  
the voucher approval document for the correct and certified submission of vouchers to  
the King County Finance Office without awaiting a Board meeting to authorize specific  
payments;

WHEREAS RCW 42.24.180 authorizes the issuance of warrants before approval  
of the vouchers by the Board in order to expedite the payment of claims;

WHEREAS this agency shall enact the following policies and procedures  
pursuant to RCW 42.24.180:

1. All routine operating claims against Midway Sewer District will be pre-audited  
and signed by the Auditing Officer.
2. The Auditing Officer shall be bonded for no less than \$50,000 to assure the  
faithful discharge of their duties.
3. Resolution 2015-11 establishes the necessary purchasing and disbursing  
procedures that implements effective internal control for issuance of warrants

and claims.

4. The Board shall review and approved the claims paid at its next regularly scheduled public meeting; and
5. If the Board disapproves some claims, the Auditing Officer will recognize these claims as receivables of the District and will pursue collection diligently until the amounts are either collected or the Board approves the claim.

BE IT RESOLVED by the Board of Commissioners of Midway Sewer District does hereby authorize the Auditing Officers of Marc Montieth & Cordelia Ford, to submit vouchers for payment and disbursement in accordance with Resolution 2015-11 prior to the Board taking action to approve said claims;

ADOPTED by the Board of Commissioners of Midway Sewer District at a regular meeting thereof held this 14<sup>th</sup> day of February, 2024.

MIDWAY SEWER DISTRICT

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PRESIDENT

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COMMISSIONER

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SECRETARY

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COMMISSIONER

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COMMISSIONER