

**MIDWAY SEWER DISTRICT  
RESOLUTION AUTHORIZING GENERAL MANAGER AND OFFICE MANAGER  
TO REPRESENT DISTRICT IN SMALL CLAIMS COURT**

**RESOLUTION NO. 2017-03**

**Background:** Midway Sewer District is occasionally involved in disputes in the small claims department of the District Court “Small Claims Court.”

Small Claims Court is limited by Chapter 12.40 RCW to monetary claims under \$5,000.

Small Claims Court does not permit attorneys to appear in proceedings before the Court.

Traditionally, the General Manager or Office Manager of Midway Sewer District has represented the District when it has appeared in Small Claims Court.

On occasion the Small Claims Court Judge may require documentation that the District’s representative has the authority to represent the District.

The Board of Commissioners, recognizing the limited nature and limited liability exposure to the District relating to claims adjudicated in Small Claims Court, believes it is reasonable and necessary to authorize the General Manager or the Office Manager to represent the District in all disputes involving the District which are adjudicated in Small Claims Court.

**Resolution:** NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Midway Sewer District that the General Manager or Office Manager is authorized to represent Midway Sewer District in all proceedings occurring within the jurisdiction of the Small Claims Court.

**Adoption:** ADOPTED at a regular meeting of the Board of Commissioners of Midway Sewer District the following Commissioners being present and voting.

Dated: \_\_\_\_\_, 2017.

By : \_\_\_\_\_  
Commissioner

By : \_\_\_\_\_  
Commissioner

By : \_\_\_\_\_  
Commissioner

By : \_\_\_\_\_  
Commissioner

By : \_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Secretary