

RESOLUTION NO. 718

A RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF BIRCH BAY WATER AND SEWER DISTRICT, WHATCOM COUNTY,  
WASHINGTON, UPDATING AUTHORIZATION AND GOVERNANCE OF PAYMENTS  
OF DISTRICT FUNDS

WHEREAS, RCW 42.24.180 allows local governments to authorize the issuance of warrants or checks for payment of claims before the District Commissioners have acted to approve the claims, under certain circumstances and after the provisions of this RCW have been met, in order to expedite the payment of claims; and

WHEREAS, the Board of Commissioners desire to amend District Code 2.08.020 and 2.08.030 to reflect RCW 42.24.180,

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Birch Bay Water and Sewer District, Whatcom County, Washington as follows:

Section 1. District Code 2.08.020 Treasurer Payment Duties and District Code 2.08.030 General Manager and Treasurer Audit, Attestation and Payment Duties shall be amended to read as follows:

**2.08.020 Treasurer Payment Duties.** Generally, the Treasurer shall sign accounts payable warrants after the Board approves vouchers for those warrants. In limited circumstances, for the principal purpose of avoiding late payment penalties, the Treasurer may sign accounts payable warrants after the General Manager approves vouchers for those warrants. A list of all such vouchers shall be submitted to the Board of Commissioners for their approval at the next regularly scheduled public meeting. All provisions of RCW 42.24.180 shall be followed, and individual fidelity bonds shall be provided for the District Management at the District's expense in the sum of \$50,000 or as set forth by RCW 42.24.180. The Treasurer shall execute payments for bonded indebtedness by wire transfer and present them for Board approval after payment is made. The Treasurer shall sign warrants for payroll pursuant to Board-approved employment contracts and the Budget document and present them for Board approval in the form of a payroll register after payment is made. The Treasurer shall execute payments by wire transfer for federal and state taxes and electronic withdrawals for bank and credit card fees pursuant to the Budget document and state and federal laws and present such payments for Board approval after payment is made. The Treasurer shall propose transfers within the Maintenance Fund and present them for General Manager approval before the transfer has been made.

**2.08.030 General Manager and Treasurer Audit, Attestation and Payment Duties.** The General Manager and Treasurer shall both audit all claims against the District and shall attest to all warrants and wire transfers prior to the Treasurer's presentation of such claims, warrants and wire transfers for Board approval. Both the Treasurer and General Manager shall attest to all transfers within the Maintenance Fund prior to the transfers. The General Manager may sign warrants in the Treasurer's absence, in which case, the General Manager shall assign the audit function to other staff of the District. The General Manager may delegate his authority to audit

claims, sign warrants and attest to warrants and wire transfers to the Assistant General Manager as the General Manager deems appropriate for effective and efficient management of the District.

Section 2. BE IT FURTHER RESOLVED that any resolutions or parts of resolutions in conflict herewith are hereby repealed insofar as they conflict with the provisions of this resolution.

Section 3: If any section, subsection, sentence, clause or phrase of this Resolution is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Resolution. The Board hereby declares that it would have passed this code and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases has been declared invalid or unconstitutional, and if, for any reason, this Resolution should be declared invalid, or unconstitutional, then the original Resolution shall be in full force and effect.

Section 4: This Resolution shall be effective immediately.

PASSED by the Board of Commissioners of Birch Bay Water & Sewer District, Whatcom County, Washington, at a regular meeting held the 28 day of June, 2012.

  
COMMISSIONER

  
COMMISSIONER

  
COMMISSIONER

THIS IS TO CERTIFY that the above is a true and correct copy of Resolution No. 718 of Birch Bay Water & Sewer District, Whatcom County, Washington, adopted at the regular meeting of the Board of Commissioners on June 28, 2012.

  
SECRETARY