

Zion Township

Resolution

2013-R-03

WHEREAS, the Zion Township Board of Trustees supports the payment of, but not limited to, utility bills, health insurance related bills, payroll and maintenance contracts in advance of the due date each month, without the prior approval of the Board of Trustees, if the date of the Board meeting falls after the invoice due date, and

THEREFORE BE IT RESOLVED that bills are to be paid as due per month and on time as not to incur late fees or penalty charges. Some of these invoices include, but are not limited to:

- Payroll related expenses
- Electric bills
- Gas bills
- Phone bills
- Cellular bills
- Health insurance bills
- Water bills (City of Zion and drinking)
- Internet & website bills
- Monthly contracts (maids, copy machine rental, IT, Web, etc.)

BE IT FURTHER RESOLVED that in the event invoices are paid prior to the Board of Trustees meeting, they will be included in the monthly financial report presented to the Trustees for approval at the next regular Township Board of Trustees meeting.

DATED this 15th day of October, 2013.

Cheri L. Neal, Chairman

ATTEST:

Town Clerk

Presented, read and passed at a regular meeting of the Town Board of the Township of Zion, held on the 15th day of October, 2013.

ROLL CALL:

AYES:

NAYS:

ABSENT:

RESOLUTION PASSED.