



REQUEST FOR COUNCIL ACTION

AGENDA DATE: May 12, 2025

AGENDA ITEM: Consider Voiding Lost Accounts Payable Check and Issue a Replacement Check.

PREPARED BY: Laura Pfeifer

BACKGROUND:

Accounts payable check #159125 issued to Northern Drug Screening, Inc. on January 21, 2025 for \$95.00 is lost. An authorized representative of payee has completed the required Affidavit of Lost Check.

Accounts payable check #159874 issued to Statt LLC on April 15, 2025 for \$1,950.00 is lost. An authorized representative of payee has completed the required Affidavit of Lost Check.

REQUESTED COUNCIL ACTION:

Make a motion to void lost accounts payable checks #159125 and #159874, issue new checks and waive bond requirements for the check to Northern Drug Screening, Inc. and Statt LLC in the amount of \$95.00 and \$1,950.00, respectively.