



CITY OF MARSHALL AGENDA ITEM REPORT

Presenter:	E.J. Moberg
Meeting Date:	Tuesday, January 9, 2024
Category:	CONSENT AGENDA
Type:	ACTION
Subject:	Consider approval of a resolution to authorize the Finance Director to pay certain claims
Background Information:	<p>Minnesota State Statute §412.271, subd. 8 authorizes the council to delegate the authority to pay certain claims made against the city to a city administrative official. Minnesota State Statute §471.425 requires Minnesota cities to pay bills within 35 days from the “date of receipt” defined as the completed delivery of the goods or services or the satisfactory installation, assembly or specified portion thereof, or the receipt of the invoice for the delivery of goods or services, whichever is later.</p> <p>With the Council only scheduled to meet twice a month and with the process to receive, approve and submit claims by city division heads, the timing of the entire process could impact prompt claim approval. For operational efficiency and to comply with state statute for the prompt payment of claims, delegating the authority to pay certain claims prior to Council approval is recommended.</p> <p>Authorization requested annually. No significant changes from previous year.</p>
Fiscal Impact:	
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	Approve the resolution authorizing the Finance Director to pay certain claims.