

RESOLUTION NO. 2022-13

**A RESOLUTION AUTHORIZING LIMITED USE OF DIGITAL
AND STAMPED SIGNATURES**

WHEREAS, checks and drafts must be issued in payment or ordinary and necessary expenditures for the City of Mills, Wyoming, but be signed by at least two officials, as otherwise set forth by resolution of the City of Mills; and

WHEREAS, one signature on such checks and drafts must be that of an elected official appropriately designated to sign the same by the City of Mills by resolution; and

WHEREAS, it is not always possible to have an elected official present to sign the checks and drafts such that they may be presented to those to be paid on a timely and efficient basis

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF MILLS, that the following be authorized that signature of the Mayor may be affixed to a check or draft electronically or via a stamp or seal, provided that:

- a. The Mayor is not physically present for the affixation of the Mayor's signature; and
- b. The Mayor gives the Mayor's assent to the signature being fixed in this fashion on the date on which it is done, with that assent being memorialized in writing by the City Clerk
- c. The cosigner on the check or draft is the City Clerk; and
- d. A list of all checks or drafts issued in this fashion is kept and memorialized in the form of a report to the City Council at the next City Council meeting

Nothing in this Resolution shall be read to create a blanket authorization for the issuance of checks and drafts outside of the provisions of this Resolution and, further, this Resolution shall not apply to claims, demands or warrants which fall outside of the ordinary course of municipal business, including claims, demands or warrants for liabilities. Further, no such check or draft may be so issued to any municipal official

PASSED, APPROVED AND ADOPTED THIS 22nd day of March, 2022.

Mayor, Seth Coleman

Councilman, Sara McCarthy

Councilman, Darla R. Ives

Councilman, James Hollander

Councilman, Brad Neumiller

ATTEST:

City Clerk, Christine Trumbull

CERTIFICATE

I, Christine Trumbull, City Clerk, hereby certify that the foregoing Resolution was adopted by the City of Mills at a public meeting held on March 22, 2022, and that the meeting was held accordingly to law; and that said Resolution 2022-13 has been duly entered in the record of the City of Mills.

City Clerk, Christine Trumbull