

300 – RESOLUTION NO. 01-06-09-2009

A RESOLUTION TO DESIGNATE A COUNCIL MEMBER ON A ROTATING QUARTERLY BASIS TO REVIEW AN UNOPENED BANK STATEMENT (FOR EACH BANK ACCOUNT) AT LEAST ONCE A QUARTER.

WHEREAS, there has been a deficiency in internal controls identified by the independent auditor for the past several years which needs to be addressed.

THEREFORE be it resolved that, there is to be a review of all bank statements at least once a quarter by a designated Council Member, or the Mayor. To include the following requisite verification;

- Examination of unopened statements and canceled checks for identifying unauthorized vendors, unauthorized transfers and unauthorized payer signatures.
- Said statement will be signed, dated, and the title given for the elected official performing the review.
- The elected official will sign off on the audit ledger sheet prepared by the Treasurer for each bank account maintained by the Town of Alpine.

THEREFORE, be it resolved by the Mayor and Town Council, Town of Alpine Wyoming, that the forgoing is true and correct and shall start at the passing of this resolution and will continue each year after.

This resolution passed on and effective this 6th day of January, 2009.

VOTE: 5 Yes; 0 No; 0 Abstain; 0 Absent.



Victoria DeCora
Victoria DeCora, Mayor

ATTEST:

Whitney Heller
Whitney Heller, Clerk