

RESOLUTION R-2008-34

A RESOLUTION BY THE COUNCIL OF THE VILLAGE OF WINDHAM ESTABLISHING A POLICY FOR ROUTINE AND NON-ROUTINE TRANSACTIONS TO PURCHASE GOODS AND ENTER INTO CONSULTING CONTRACTS WHICH DO NOT EXCEED \$3,000 AND DECLARING AN EMERGENCY

WHEREAS, the Village Fiscal Officer and Village Administrator wish Council to establish a policy for routine and non-routine transactions; and

WHEREAS, this matter is an emergency measure necessary to preserve the public health, safety and general welfare of the residence of the Village of Windham;

NOW THEREFORE, BE IT RESOLVED by the Council of the Village of Windham three-fourths or more of the members elected thereto concurring that:

Section 1: That the Council of the Village of Windham hereby establish the following policy concerning routine and non-routine transactions:

Policy on Routine and Non-Routine Transactions

The Village Administrator shall have the authority to purchase goods and enter into contracts which do not exceed \$3,000 as we consider these to be routine daily decisions which need to be made to continue the day to day operations. All purchases above \$3,000 must be brought before Council for their express approval as we consider all purchases of goods and consulting contracts above \$3,000 to be non-routine transactions needing express approval by Council.

In the case of emergencies, the Village Administrator, in consultation with the Mayor, may enter into agreement with a vendor to eliminate the emergency. However, at the earliest possible time the Village Administrator and Mayor must provide Council with the nature of the emergency and all related expenses related to such emergency for express permission through Resolution.

Section 2: It is hereby found and determined that all formal actions of this Council concerning and relating to the adoption of this resolution were adopted in an open meeting of this Council, and that all deliberations of this Council, and of any of its committees that resulted in such formal actions, were in meetings open to the public in compliance with all legal requirements of Section 121.22 of the Ohio Revised Code.

Section 3: This Resolution is hereby declared to be an emergency measure and become effective upon its passage by Council and approved by the Mayor, and to further insure the health, safety and morals of the Village of Windham.

Passed in Council this 24th day of June, 2008

Vote of Council: Ayes: R. Barrett, S. Garrett, M. McManus, R. Slusher, P. Snyder

Nays: L. Rininger

ATTEST:

APPROVED:

Village Fiscal Officer

Mayor Robert Donham

I do hereby certify the above Resolution was posted at the five (5) public notice locations in the Village of Windham, Ohio on the _____ day of _____, 2008.

Village Fiscal Officer