

(Published in the official county newspaper on the 24th day of April, 2013)

RESOLUTION NO. 12 - 2013

A RESOLUTION ESTABLISHING CERTAIN FINANCIAL CONTROLS AND MANAGEMENT PROCEDURES.

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF CHEROKEE COUNTY, KANSAS:

WHEREAS, the County in the form of its duly elected governing body has the authority under K.S.A. § 19-101 to determine its local affairs and government, and;

WHEREAS, the County in the form of its duly elected governing body has the authority under K.S.A. § 19-212 to exercise control over the County's financial matters, and;

WHEREAS, the Board of County Commissioners of Cherokee County, Kansas, meeting in regular session, this 22nd day of April, 2013, does hereby resolve as follows:

Section 1. Reconciliation of Accounts. All county department heads shall assure the reconciliation and balancing, at least monthly, of all bank accounts maintained by such department.

Section 2. Remittances; Receipts. All county offices shall remit, at least weekly, to the county treasurer all funds collected by that office. The county treasurer shall issue a receipt for all such funds collected to the respective departments by the end of the next day in which the treasurer's office is open.


Section 3. Fixed Assets Inventory. All county departments shall maintain an inventory of assets of a value of \$50.00 or greater that are kept by the respective departments. These inventories shall be fully developed by July 31, 2013. Annually an updated inventory shall be made listing the assets as such exist on December 31st of each successive year commencing with December 31, 2013. On or before January 15th of each successive year, a copy of the most recent annual inventory shall be provided to the county clerk's office which shall maintain a

central file for the inventory lists. The inventory shall list the individual assets and report any disposal of assets that are no longer in the inventory that was reported in the last year.

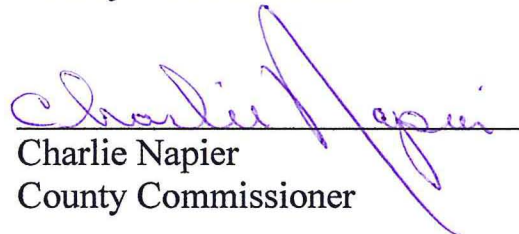
Section 4. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase in this resolution, or the application thereof to any circumstances, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this resolution.

Section 5. Effective Date. This resolution shall take effect and be in full force from and after its passage and publication once in the official county newspaper.


Adopted this 22nd day of April, 2013, by the BOARD OF COMMISSIONERS OF CHEROKEE COUNTY, KANSAS.


Patrick W. Collins
County Commissioner


Richard J. Hilderbrand
County Commissioner


Charlie Napier
County Commissioner

ATTEST:


Rodney Edmondson
County Clerk of Cherokee County,
Kansas
Resolution No. 12 - 2013

Prepared by:
Kevin Cure, Attorney