

ORDINANCE NO. 1076

ORDINANCE TO SET COUNCIL MEETINGS ONCE MONTHLY

Whereas the City Council of Stafford, Kansas has been meeting two times per month,

And Whereas the City Council has decided to meet one time per month on the second Monday of each month unless there is a holiday wherein the meeting will be held on the Tuesday following the second Monday of each month.

And Whereas the City still needs to pay bills which become due before the next regularly scheduled City Council meeting:

Now therefore be it ordained.

1. The City Council meeting shall hereafter be scheduled on the second Monday of each month unless there is a holiday wherein the meeting will be held on the Tuesday following the second Monday of each month.

2. All accounts payable and payroll that can be paid on or before the regularly scheduled meeting shall be paid at said meeting.

3. Accounts payable and payroll that are not known before said meeting date may be paid by the clerk which consist of the following types of payables and payroll which have accrued.

A. Payroll due to be paid to employees as well as payroll generated vendor payments on or before the next scheduled council meeting.

B. Accounts payable for vendors which are due to be paid by the end of the month including the following:

a. Midwest Energy Bill

b. Stanion Wholesale

c. Kansas Department of Revenue

d. Any future routine monthly vendor may be added by resolution.

C. Any contractual and bond payments that are known due and payable before the next council meeting.

4. Any payables that exceed the spending authority of the City Administrator, Chief of Police, or City Superintendent shall be held until the next regular Council meeting.

5. Before any of the payroll or accounts payable are made following a council meeting, the Mayor and one council member shall review the payroll and accounts payable that have to be paid before the regularly scheduled council meeting.

6. Payables that were not approved at the regular meeting, shall be approved with the following months appropriation ordinance by the council.

6. In the event of an emergency, the City Administrator shall call a special council meeting to approve any extraordinary expenditure that exceeds their authority that has to be paid before the next regular meeting.

This ordinance is hereby approved this 25th day of November, 2024 and shall take effect after its publication in the official city website.

Don Hardin, Mayor

ATTEST:

Jami Downing, City Administrator