

RESOLUTION NO. 577

WHEREAS, in the absence of the City Administrator/Recorder-Treasurer, Henry Hartley has been selected by Resolution No. 575 to fill the position of Acting City Administrator/Recorder-Treasurer.

WHEREAS, it is necessary for the orderly administration of the affairs of the City of Prineville that there be at all times a person present and available to perform the duties of City Administrator/Recorder-Treasurer, now therefore,

BE IT RESOLVED that Marge Levens, in the absence of Henry Hartley, be authorized to sign all documents which require the signature of Recorder or Treasurer, including checks, time certificates of deposit, deeds, contracts, tax exemption certificates.


Checks written on City of Prineville commercial accounts (General Fund, Sewer Fund and any other fund established by the City Council) may be signed by Marge Levens as Acting City Treasurer and countersigned by either the Mayor or the Chairman of the Finance Committee.

Checks written on City of Prineville Railway accounts may be signed by Marge Levens as Acting City Treasurer and countersigned by either the Railway Manager or Railway Auditor.

Time certificates of deposit shall be signed in the same manner as commercial checking accounts.


APPROVED by the Mayor this 1ST day of October, 1980.

ADOPTED by the City Council this 1ST day of October, 1980.



NELKO GIOVANINI, Mayor

ATTEST:



HENRY HARTLEY,
Acting City Administrator/Recorder