

ORDINANCE NO. 325

AN ORDINANCE ESTABLISHING AN ELECTRONIC FUNDS PAYMENT SYSTEM TO PROVIDE FOR FUNDING AND USE OF THE POSTAGE METER BY PERSONNEL OF THE CITY OF BETHEL HEIGHTS, ARKANSAS NECESSARY IN CONDUCTING BUSINESS OF THE CITY

WHEREAS, in conducting the day to day business of the City, postage is required for the mailing of carious correspondence and other documents and items necessary for conducting such business; and

WHEREAS, the City has employed a postage meter top apply the proper amount of postage to such mailings as required by the United States Post office; and


WHEREAS, the City has determined that the most efficient and economical method for paying for the postage to be credited for use to the postage meter is through Electronic Funds Payment system made through the bank used by the City.

NOW THEREFORE, BE IT HEREBY ORDAINED BY THE CITY COUNCIL OF BETHEL HEIGHTS, ARKANSAS:

Section 1. The City has established an Electronic Funds Payment System through the bank used by the City to pay for postage on the postage meter utilized by the City in conducting the business of the City. Funds are transferred by office personnel of the City as authorized by the Mayor and City Council.


Section 2. Expenditures for loading postage on the meter by way of the Electronic Funds Payment System are reflected in the statements from the bank and are retained for accounting purposes and the postage used from the meter is recorded and retained for accounting purposes as well. These records are retained in the normal course of business of the City.

PASS AND APPROVED this 32 day of May, 2014.

  
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Jeff Hutcherson, Mayor



ATTEST:

  
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Janet Nelson