

STANDING RULE:
EFFECTIVE DATE:
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Preauthorized Payments
04/03/2209/17/26
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#002

As allowed by Disbursements Policy #836, the District's Board shall determine by rule any preauthorized disbursements.

The District's Board authorizes the District's Treasurer to ensure the following bills are paid on time, regardless of the date and time of the next meeting of the District's Board of Directors:

<u>Expenditure</u>	<u>Vendor Name</u>
Water	Public Water Supply District #3 of Henry County
Telephone	CentryTel/Lumen <u>Straight Talk Wireless</u>
Internet	Rocket Connect <u>Conexcon</u>
Elections	Henry County Collector <u>Clerk</u>
Electricity	Osage Valley Electric Cooperative
Insurance/Bonds	Mike Keith Insurance and Traveler's Insurance
Propane	MFA Oil
Fuel	WEX and MFA Oil
Trash removal	Golden Valley Trash Disposal LLC
Purchase card	Card Services*

*For individual purchases not greater than the spending limit established by Standing Rule #06

The District's Board also authorizes the District's Treasurer to execute agreements for automatic, electronic payment services whenever possible for the expenditures listed above.

Directors still must review all expenditures already paid by preauthorized payments.

If the District's Treasurer believes payment of a particular, preauthorized expenditure should be reviewed by the District's Board, then the District's Treasurer should not allow that expenditure to be paid, but submit that expenditure for payment authorization at the next meeting of the District's Board.

STATUTORY REFERENCES
RSMo §§321.220(12) and 321.600(12)

REVISION HISTORY

Revision Date	Author	Revision Details
August 18, 2021	Monte Olsen	Initial version
April 3, 2022	Monte Olsen	Added fuel vendors; added footer and removed District name from rule; replaced "Treasurer" with "District's Treasurer"; replaced "bill" and "bills" with "expenditure" and "expenditures"; added reference to Disbursements Policy #836; and clarified that a preauthorized expenditure must be reviewed, and a preauthorized payment should not be paid until reviewed by the District's Board
<u>September 17, 2026</u>	<u>Monte Olsen</u>	<u>Updated current vendor names for telephone and internet expenditures; corrected vendor to Henry County Clerk for election expenses; clarified review of preauthorized expenditure is after payment of a preauthorized expenditure; added hyperlinks to Standing Rule #002 and statutory references</u>