

RESOLUTION

NO.: _____

VILLAGE OF PINCKNEY

DATE: January 2025

The Village Council of the Village of Pinckney, pursuant to MCL 129.266 et seq, hereby authorizes the issuing of credit cards to officers and employees of the Village of Pinckney subject to the following provisions:

1. The officer/employee designated by the credit card policy is responsible for village's credit card issuance, accounting, monitoring, retrieval, and general overseeing.
2. The credit card may only be used for goods or services for official business purposes of the Village of Pinckney.
3. The officer/employee using the credit card issued by the village shall provide documentation detailing the goods or services purchased.
4. The officer/employee issued a credit card is responsible for its protection and custody and shall immediately notify the village if it is lost or stolen.
5. All credit cards issued by the village shall be returned immediately upon termination of employment.
6. All credit card statements will be reviewed and approved by either the President, Clerk or Treasurer before payment.
7. Credit card balances, including any interest shall be paid in full within 60 days of each statement.
8. Any unauthorized use of credit cards by any officer/employee will result in disciplinary measures.

Village Council Member _____ offered the foregoing Resolution and moved its adoption. The motion was second by Village Council Member _____, and upon being put to a vote, the vote was as follows:

Jeffrey Buerman, President	_____
Stacy Conquest, President Pro-Tem	_____
Justin Bierman, Trustee	_____
Tim Kane, Trustee	_____
Robert Coppersmith III, Trustee	_____
Jeffrey Spencer, Trustee	_____
Joseph Hartman, Trustee	_____

The President thereupon declared this Resolution approved and adopted by the Village Council of the Village of Pinckney this ____day of _____, 2025.

Jeffrey Buerman, Village President

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Village Council of the Village of Pinckney, County of Livingston, Michigan, at a regular meeting held on _____, 2025.

Andrea McCall, Village Clerk