

**WILLISTOWN TOWNSHIP
CHESTER COUNTY, PENNSYLVANIA**

RESOLUTION NUMBER 3 OF 2025

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF WILLISTOWN
TOWNSHIP, CHESTER COUNTY, SETTING THE POLICY FOR
REVIEW OF INVOICES AND AUTHORIZING THE TOWNSHIP
MANAGER TO APPROVE AND RELEASE CERTAIN DISBURSEMENTS
DURING THE INTERVALS BETWEEN MEETINGS.**

WHEREAS, the Township is governed by the Second Class Township Code of the Commonwealth of Pennsylvania, Act of May 1, 1933, P.L. 103, No. 69, reenacted and amended November 9, 1995, P.L. 350, No. 60, as amended (the "Code"); and

WHEREAS, the Board of Supervisors reviews and takes action on proposed expenditures and interfund transfers of the Township during its regularly scheduled public meetings; and

WHEREAS, the Township Treasurer prepares the List of Expenditures and circulates it for review by the Board of Supervisors before each meeting; and

WHEREAS, the Board of Supervisors is granted the authority pursuant to Section 1301(b) of the Code to delegate, subject to recall, any of their nonlegislative powers and duties to the township manager; and

NOW, THEREFORE, BE IT RESOLVED and ADOPTED by the Board of Supervisors of Willistown Township, Chester County, that the Willistown Township Manager is hereby authorized to approve and release disbursements, as requested by the Township Treasurer, which become due and payable in the intervals between meetings in such amounts as may be necessary to pay salaries and wages of employees of Willistown Township and all other usual and ordinary expenses in amounts up to and including \$60,000 each. A report of all such disbursements approved and released by the Township Manager shall be submitted to the Board of Supervisors for review and ratification at the Board of Supervisors' next regularly scheduled public meeting.

RESOLVED and ADOPTED this 6th day of January, 2025.

**BOARD OF SUPERVISORS
WILLISTOWN TOWNSHIP**

Robert T. Lange
ROBERT T. LANGE, Chair

Molly H.B.P.
MOLLY H.B. PERRIN, Vice Chair

William R. Shoemaker
WILLIAM R. SHOEMAKER, Member

ATTEST

Shanna Lodge
Shanna Lodge, Secretary