

Washington County

Board of Commissioners Resolve No. 2026-4

Standing Authorization to Sign Warrants

WHEREAS, the Board of Commissioners ("Board" or "Commissioners") recognizes the importance of County governmental operations and transparency to ensure the integrity of financial procedures; and

WHEREAS, County government expenditures often require warrant(s) authorization in between regular meetings of the Commissioners; and

WHEREAS, the Board is responsible for exercising its authority over County operations pursuant to 30-A M.R.S. § 102; and

WHEREAS, the County Treasurer applies county funds to expense as the Commissioners direct by written order, and County claims must be itemized and declared public records pursuant to 30-A M.R.S. § 173; and

WHEREAS, timely execution of warrants for expenditures may be necessary or prudent to ensure continuity of County operations; and

WHEREAS, in the Commissioners' judgment adoption of a written resolution to clearly demonstrate Commissioners approval of said warrants is desirable.

NOW THEREFORE, BE IT RESOLVED, that each of the Commissioners, acting singly, is hereby authorized to sign warrants on behalf of the Board for authorized expenditures when necessary or prudent to ensure continuity of County operations; and

BE IT FURTHER RESOLVED, that this authority applies to expenditures chargeable to approved budgets and applicable financial policies and procedures, and that, before signing, a Commissioner must be provided the warrant and supporting documentation sufficient to confirm the applicable authorization and budget charge; and

BE IT FURTHER RESOLVED, that each warrant signed under this Resolve must identify the signing Commissioner and the date of signature, and must be retained with the supporting documentation in the County's financial records; and

BE IT FURTHER RESOVLED, the County Treasurer or other designated County Staff in the Finance Office shall continue to distribute said warrants and supporting documentation to the Commissioners prior to all regular meetings; and

BE IT FURTHER RESOLVED, that the Commissioners shall have warrants as a standing agenda item for regular meetings for review and discussion, if necessary or desired; and

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BE IT FURTHER RESOLVED, that, for avoidance of any doubt, all prior warrants executed by a Commissioner or Commissioners are hereby ratified, confirmed, and adopted; and

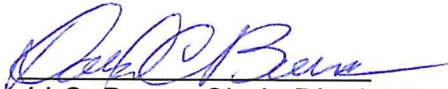
BE IT FURTHER RESOLVED, that the Commissioners shall consider at the beginning of each fiscal year whether a similar resolve is desirable and prudent for County governmental operations for that fiscal year, it being understood this Resolve shall remain in effect unless and until superseded or modified by a subsequent resolution of the Commissioners; and

BE IT FURTHER RESOLVED, that the County Administrator, on behalf of the Commissioners, is hereby directed to distribute this Resolve to all affected persons and entities; and

BE IT FURTHER RESOLVED, that the County Administrator, as County Clerk, shall cause this Resolve to be placed on file as a record of the Commissioners' action.

Dated this 8th day of October 2026 in Machias, Maine.

Washington County Board of Commissioners



David C. Burns, Chair, District 2

William Howard, District 1



Courtney Hammond, District 3

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