

**PERKASIE BOROUGH  
RESOLUTION NO. 2026-4**

**A RESOLUTION OF THE PERKASIE BOROUGH COUNCIL ESTABLISHING  
PROCEDURES FOR THE PAYMENT OF CERTAIN BILLS BETWEEN PUBLIC  
MEETINGS, UPON PRIOR APPROVAL BY COUNCIL.**

WHEREAS, the Borough Council of Perkasio Borough recognizes that certain routine and recurring obligations of the Borough become due between regularly scheduled public meetings and prior to the approval of Council; and

WHEREAS, failure to pay such obligations in a timely manner may result in late fees, service interruptions, operational disruptions, or the Borough not being able to take advantage of early payment discounts that might be available.

WHEREAS, Borough Council desires to authorize the payment of specific categories of bills between public meetings, provided that such expenditures have been previously approved by Council through the adoption of the annual budget, an executed contract, collective bargaining agreement, or other formal Council action; and

WHEREAS, Borough Council further desires to maintain transparency and accountability by identifying vendors eligible for payment between meetings through the Borough's purchasing policy;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of Perkasio Borough, as follows:

**1. Authorization to Pay Certain Bills Between Meetings**

Any two (2) approved Borough check signers are hereby authorized to pay the following categories of bills between regularly scheduled public meetings of Borough Council, without the need for additional prior approval at each meeting:

a. Payroll and payroll-related expenses, including wages, salaries, employer payroll taxes, pension contributions, and employee benefits, as authorized by the Borough's adopted budget, personnel policies, collective bargaining agreements, or employment contracts;

b. Utility bills, including but not limited to electric, water, sewer, natural gas, telecommunications, internet, and similar services necessary for the continued operation of Borough facilities and services;

c. Bills for services provided under contracts previously approved by Borough Council, including professional services, maintenance agreements, and other contractual obligations, provided such services are rendered in accordance with the approved contract terms; and

d. Any other routine or recurring operating expenses specifically authorized by Council action and reflected in the approved budget.

**2. Vendor Listing in Purchasing Policy**

A current list of vendors eligible for payment under this Resolution shall be maintained as part of the Borough's adopted purchasing policy. The vendor list shall be updated periodically by the administration and presented to Borough Council as part of any purchasing policy update or amendment.

**3. Reporting Requirement**

All bills paid pursuant to this Resolution shall be clearly identified and listed on a separate payment register, distinct from the regular bill list, for ease of identification and review. It shall be presented to Borough Council for review and ratification at the next public meeting of Council.

**4. Limitation of Authority**

This Resolution shall not authorize the payment of capital expenditures, new contractual obligations, or expenditures not previously approved by Council, unless separately authorized by Council action.

**5. Purpose**

This Resolution is adopted to ensure the timely payment of Borough obligations while maintaining transparency, accountability, and Council oversight of all Borough expenditures.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon adoption.

THIS RESOLUTION DULY ADOPTED this 5<sup>th</sup> day of January, 2026, by the Borough Council of Perkasio Borough, Bucks County, Pennsylvania.

**ATTEST:**

**BOROUGH OF PERKASIE:**

  
Andrea L. Coaxum, Secretary

  
Council President