

RESOLUTION 2013-5

A RESOLUTION ESTABLISHING THE HANDLING AND COLLECTION OF RETURNED CHECKS AND PROVIDE FOR A NEW CHAPTER TO ODESSA MUNICIPAL CODE (O.M.C.), TITLE 3, REVENUE AND FINANCE

WHEREAS, it is beneficial for the Town of Odessa Town Council to establish the handling and collection of returned checks; and

WHEREAS, the Town of Odessa Town Council intends by this resolution to adopt a system for the implementation of said handling and collection of returned checks; and

WHEREAS, the Revised Code of Washington, (RCW) 62.3-104 and 62.A.3-515 are used as a reference for said polices; and

NOW, THEREFORE BE IT RESOLVED THAT THE ODESSA TOWN COUNCIL ADOPTS the following policies for the handling and collection of returned check and provides that a new chapter is added to O.M.C. Title 3, Revenue and Finance;

Definition:

A returned check is defined as any check, money order, cashiers or traveler's check that is dishonored and returned unpaid to the Town.

Policy:

1. It shall be the policy of the Town of Odessa that any check returned unpaid through the Town's bank will be considered a fair and owing debt to the Town.
2. All returned checks will incur a \$30.00 handling fee. This fee will cover the bank costs and processing fees associated with handling a returned check. Additionally, a returned item may be subject to collection fees and interest as prescribed by RCW 62A.3-515.
3. Returned checks will be held in the Clerks' Office for fifteen (15) day grace period, during which time the maker of the negotiable item may redeem the item, with guaranteed funds for the check face value plus the \$30.00 handling fee.
4. Payments for returned checks are to be made only to the Clerks' Office. Other departments are not to take payment for returned checks from any customer. It is the responsibility of the customer redeeming a returned check to inform the Clerks' Office if a payment is being made to redeem a returned item.
5. Once a check has been referred to the Town Police Department for processing, the Clerks' Office may no longer accept payment for that item, and the check must be redeemed with the Police Department.
6. Once two returned checks have been received by the Town from the same person or entity, all future payments must be made by cash, cashier check or money order.

NOW, THEREFORE, BE IT RESOLVED BY THE ODESSA TOWN COUNCIL that Town returned check policies are now established for the Town of Odessa.

ADOPTED THIS 22nd DAY OF APRIL, 2013, BY THE TOWN COUNCIL OF THE TOWN OF ODESSA, WASHINGTON.

Douglas Plinski, Mayor

ATTEST:

Gail Kiesz, Clerk-Treasurer