

ST. CLAIR COUNTY COMMISSION
POLICY # 69
Policy Regarding Unnegotiated Checks

SECTION I. Scope of Policy

This Policy shall apply to all checks issued by St. Clair County, Alabama (“the County”), that are not negotiated within ninety (90) days of their issuance by the County. This Policy applies to all offices, divisions, and entities of the County over which the County Commission holds supervisory authority, to all entities that expend public funds of the County, and to all entities for whom the County expends funds.

SECTION II. Checks Not Negotiated within Ninety Days

The County shall stop payment, void, or otherwise cause payment not to be made on any check issued within the scope of this Policy.

Section III. Exception

The County Commission may, by affirmative vote in such cases as it deems necessary or convenient, provide for any payment subject to this Policy to be excepted therefrom. The County Commission Chairman or County Administrator may except any payment subject to this Policy from this Policy when adherence to the Policy would cause a delay in critical services, would subject the County to liability, or would otherwise be deemed detrimental to the good of the public. In such cases, the Chairman or Administrator excepting such payment shall report the fact of such exception and the reason for the same to the County Commission at the next regular meeting of the Commission. In any case where an exception is to be made to this Policy under this Section, the check so excepted shall be identified with particularity (to include, at least, the check number, intended recipient and the reason for such exception shall be recorded in the minutes of the Commission meeting at which the exception is made/reported.

ADOPTED and **APPROVED**, this the 9 day of August, 2022.