

TABLED
RESOLUTION NO. 1999-56

RESOLUTION AUTHORIZING THE IMPLEMENTATION OF
A CELLULAR TELEPHONE PHONE POLICY FOR WEAKLEY COUNTY, TN

WHEREAS, it is the policy of the County of Weakley, to provide for communication services and equipment necessary to promote and encourage the efficient conduct of business; and

WHEREAS, some employees may be authorized to purchase and/or use cellular phones in the course and scope of their employment with the County of Weakley; and

WHEREAS, the cellular phones are to be used strictly for business use only for the County of Weakley; and

NOW, THEREFORE BE IT RESOLVED, by the county legislative body of Weakley County, Tennessee assembled in regular session on this the 17th day of May, 1999 in Dresden, Tennessee that the following policy for use of cellular telephones is hereby adopted:


1. Authorization for purchase and/or use of phones must be signed by the Department Head; and
2. A list of employees who presently have cellular phones will be provided to the Director of Finance; and
3. Employees are discouraged from making personal calls on the cellular phones. Reimbursement must be made for all personal calls; and
4. A detailed billing of all calls must be attached to the monthly invoice to be presented for payment, with personal calls highlighted, if applicable; and
5. The invoice is to be correctly coded, with proper signatures before payment will be made. Please attach paid receipt for all personal calls; and
6. Forward invoice to the Finance Department for payment; and
7. Failure to adhere to these procedures, as with other policies, procedures, rules and regulations may result in disciplinary action, up to and including termination of employment; and

SECTION 1. BE IT FURTHER RESOLVED, that all resolutions of the Board of County Commissioners of Weakley County, Tennessee, which are in conflict with this resolution are hereby repealed.

SECTION 2. BE IT FURTHER RESOLVED, that this resolution take effect from and after its passage, the public welfare requiring it. This resolution shall be spread upon the minutes of the, Board of County Commissioners.

Pursuant To The Rules Of The Commission, This Resolution Is Sponsored By The Following Members Of The Weakley County Board Of County Commissioners:

SPONSORED BY:



SPONSORED BY:



ACKNOWLEDGED AND APPROVED:


Chairman, Financial Management Committee

Motion made by _____ that the foregoing resolution be adopted:
Motion seconded by _____.

Upon being put to a roll call vote, Motion _____ by a vote of _____ Yeas, _____ Nays,
_____ Passed and _____ Absent.

Attested:

Approved:

Pat Scarbrough, County Clerk

Ron Gifford, County Executive

THIS THE 17th DAY OF MAY, 1999.