

RESOLUTION # 9-2017

Resolution offered by the Supervisors of the Administration Committee

Resolved by the Board of Supervisors of Oneida County, Wisconsin:

WHEREAS, Oneida County has multiple banking and investment accounts; and
WHEREAS, each account referenced above requires a different number of signatures from County officials and employees in order to open/access/use those accounts; and
WHEREAS, Oneida County does not have an official policy on the creation of banking/investment accounts or what County official or employees signatures are required to open/access/use those accounts; and
WHEREAS, the Treasurer recommends the following policy regarding official Oneida County banking/investment accounts:

- 1. All accounts with manual checks written should require 2 signatures. Exception- Clerk of Courts for the following reasons: They may be starting to use e-signing and it would only allow one. Their largest checks are made to the County Most are refund checks They have positive pay
2. Accounts that only transfer funds by wire, ACH (online transfers out) or letter of instructions to the bank would have transfers performed by Treasurers staff only. These transfers require one Treasurer staff to set up the transfer, and one to verify and release it. The Treasurers staff are the only ones allowed to move the money between accounts online or pay fees by ACH/WIRE from these accounts. The majority of transfers are by direction of the Finance Department with all other requests from other County Departments, State of Wisconsin, or the Federal Government.
3. Any manually written checks by the Treasurer's office require 2 signatures-one signature from the Treasurer or staff and one from the County Clerk or staff.
4. Any department opening an account must notify the Treasurer prior to opening the account, provide the banking information and forward any monthly bank statements to the Treasurer and Finance Director.

NOW, THEREFORE, BE IT RESOLVED, by the Oneida County Board of Supervisors that the above referenced policy as proposed the Treasurer is hereby adopted.

Vote Required: Majority = _____ 2/3 Majority = _____ 3/4 Majority = _____

The County Board has the legal authority to adopt: Yes [initials] No _____ as reviewed by the Corporation Counsel, [signature], Date: 1/9/17

Approved by the Administration Committee this 9th day of January, 2017.

49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79

Consent Agenda Item: YES NO

Offered and passage moved by:

D. J. ...
Supervisor

Bob Mott
Supervisor

Walter ...
Supervisor

Jul ...
Supervisor

Robert ...
Supervisor

Ayes

Nays

Absent

Abstain

Adopted

by the County Board of Supervisors this _____ day _____, 2017.

Defeated

Tracy Hartman, County Clerk

David Hintz, County Board Chair