



## Gig Harbor Fire & Medic One

**RESOLUTION 2021-10**  
**May 25, 2021**

**WHEREAS**, RCW 42.24.180 authorizes the legislative body of local governments to authorize issuance of warrants in payment of claims, after the designated officer has approved or signed the warrants or checks; and

**WHEREAS**, the Board of Fire Commissioners has determined that it would be in the best interest of the District and its citizens to appoint an auditing officer or officers, and it would promote effectiveness and efficiency in the administration of the accounts payables and payroll of the District to implement this enabling resolution; and

**WHEREAS**, the Board of Fire Commissioners has previously adopted a Resolution establishing and adopting policies and procedures for contracting, hiring, purchasing, and disbursing of funds, all of which implement effective internal controls over funds and property of the District; and

**WHEREAS**, the Pierce County Office of Budget and Finance processes Voucher Approvals submitted by Pierce County Fire District #5 and produces warrants in the amount of the Voucher Approvals at the District's request;

**NOW, THEREFORE BE IT HEREBY RESOLVED AS FOLLOWS:**

Section 1. The Fire Chief and the Assistant Chief of Finance and Administration are appointed the Auditing Officers of the District. The Auditing Officers shall each be required to furnish an official bond for the faithful discharge of their duties in the amount of \$50,000.

Section 2. Whenever this authorizing Resolution is used to support issuance of a Voucher Approval and subsequent warrants prior to Board review and approval of supporting documentation, such review of supporting documentation shall occur at the next regularly scheduled public meeting of the Board of Commissioners, subject to any Continuation of Government Resolution adopted by the Board, in which case the Board's review of the necessary supporting documentation may occur at its next special or emergency meeting. If the Board's review of the supporting documentation does not occur at its next regularly scheduled public meeting or at a special or emergency meeting, called pursuant to a Continuation of Government Resolution within four weeks of Voucher Approval, such claim or claims shall be deemed disapproved and Section 3 shall apply.

Section 3. Upon review by the Board, if the Board disapproves one or more claims, the Auditing Officers shall jointly cause the disapproved claim or claims to be recognized (and shown on the District's financial books and records) as accounts receivable of the District. They shall diligently

pursue collection of such accounts receivable until the amounts are collected or until the Board is satisfied and approves such claims or claims.

Approved at a regular meeting of the Board of Fire Commissioners, Pierce County Fire District No. 5, this 25<sup>th</sup> day of May 2021.

PIERCE COUNTY FIRE DISTRICT NO. 5

Attest:




District Secretary

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Alex Wilsie (May 26, 2021 15:53 PDT)


Chairman

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Thomas A Sutich (May 26, 2021 14:46 PDT)

Commissioner

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Kevin L Entze (May 26, 2021 14:53 PDT)

Commissioner

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Bryce Nelson (May 26, 2021 20:53 PDT)

Commissioner

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Joe Urzina (May 26, 2021 14:57 PDT)

Commissioner