BEFORE THE BOARD OF STEVENS COUNTY COMMISSIONERS

IN THE MATTER OF COUNTY FUNDS

) RESOLUTION NO. 20-2019

) CHANGING A CUSTODIAN OF THE STEVENS

) COUNTY SHERIFF'S AMBULANCE REVOLVING

) FUND

WHEREAS, the Board finds that a petty cash revolving fund was created and established on January 31, 2012 by Resolution #4-2012 in the **maximum amount of $100.00**; and

WHEREAS, Operations Manager Bill Buscher and Office & Personnel Manager Julie Buscher were designated as joint custodians of the fund on June 3, 2013 by Resolution No. 23-2013; and

WHEREAS, Sheriff Manke has requested a separation of duties for the office management personnel.

NOW, THEREFORE, IT IS HEREBY RESOLVED AND ORDERED:

- **Office Assistant Rachel Dalthorp** is hereby designated one of the two custodians of the Stevens County Sheriff's Ambulance petty cash revolving fund to replace Bill Buscher.
- **Office and Personnel Manager Julie Buscher** remains one of the two custodians of the Stevens County Sheriff's Ambulance petty cash revolving fund.
- The fund shall at all times equal $100 either in cash or a combination of cash and receipts and the fund shall be reimbursed by voucher at least monthly.
- Expenditures require the signature of either custodian; reconciling requires the signature of both custodians.
- Resolution #23-2013 is repealed and replaced with this resolution.

Passed by the Board of County Commissioners meeting in regular session at Colville, Washington, by the following vote, then signed by its membership and attested to by its Clerk in authorization of such passage the 5th day of February, 2019.

3 YEA; 0 NAY: 0 ABSTAIN; and 0 ABSENT

**BOARD OF COUNTY COMMISSIONERS**
**OF STEVENS COUNTY, WASHINGTON**

**Chairman Wes McCart**

**Commissioner Don Dashiel**

**Commissioner Steve Parker**

**ATTEST:**

**Polly Coleman, Clerk of the Board**