

RESOLUTION  
of the  
Tompkins County Soil and Water Conservation District

Resolution No.: 2016-7

Date: 1/11/2016

*Approval of routine expenditures for signature by Chair/Treasurer/Assistant Treasurer before board meeting*

**WHEREAS**, The Tompkins County Soil and Water Conservation District Board of Directors has fiduciary responsibility for all purchases of the District; and

**WHEREAS**, The District Board wishes to not incur late fees, interest charges, or diminished credit ratings; and

**WHEREAS**, The Board Chair, Treasurer, and Assistant Treasurer have signature authority for the District's Checking account at Tompkins Trust Company; and

**WHEREAS**, Routine bills with fixed payment amounts are processed by the District Monthly;

**NOW THEREFORE BE IT RESOLVED**, by the Tompkins County Soil and Water Conservation District Board of Directors that,

- 1.) The following recurring bills can be paid each month by the District Chair/Treasurer/Assistant Treasurer ahead of the next regularly scheduled District Board meeting:
  - a. Excellus BC/BS – Dental Insurance/Vision Insurance – Lifetime Benefits Solutions
  - b. Tompkins County Municipal Health Insurance
  - c. Clarity Connect – Web/Email Hosting
  - d. Harvest – Employee Time Tracking software
  - e. Verizon Wireless – Wireless Internet device contracts
  - f. Tompkins County ITS Phone contract
  - g. Tompkins County Printer/Scanner contract
  - h. Employee Wages/Liabilities
  - i. Invoices for work completed under a previously approved contract budget with appropriate documentation of Engineering certification/District BMP certification and that all BMP's under SWCD-Landowner agreement have been completed with appropriate landowner match shown.
- 2.) All bills must be presented at the next monthly meeting for approval by the entire Board
- 3.) This Resolution shall take effect immediately

Board Chairman Signature \_\_\_\_\_

Dan Carey: Present- Y( ) N ( ) , Vote- Y( ) N( )

Alan Teeter: Present- Y( ) N ( ) , Vote- Y( ) N( )    Aaron Ristow: Present- Y( ) N ( ) , Vote- Y( ) N( )

Jim Dennis: Present- Y( ) N ( ) , Vote- Y( ) N( )    David McKenna: Present-Y( ) N( ) ,Vote-Y( ) N( )