

Richland County Committee

Agenda Item Cover

Agenda Item Name: Payroll Signature Authority

Department	Administration	Presented By:	Administrator
Date of Meeting:	25 Mar 2021	Action Needed:	Vote
Disclosure:	Open Session	Authority:	Structure C, E
Date submitted:	24 Mar 2021	Referred by:	

Recommendation and/or action language:

Motion to ... authorize the addition of Josh Bell, Accounting Supervisor and Clinton Langreck, County Administrator as payroll signature authorities of Richland County, through the Richland County Bank; and to remove Derek Kalish, former Accounting Supervisor from the Richland County account.

Background: *(preferred one page or less with focus on options and decision points)*

The current signature authorities for the Richland County account is: Victor Vlasak and Derek Kalish. The bank requires minutes/action by the Richland County Finance and Personnel Committee to add and remove names from the Authorization List. The proposal is to add Josh Bell, Accounting Supervisor and Clinton Langreck, County Administrator as payroll signature authorities of Richland County with intensions of continuing the transfer of financial responsibilities from the Clerk's Office to the Administrator's Office.

Attachments and References:

Financial Review:

(please check one)

<input type="checkbox"/>	In adopted budget	Fund Number	
<input type="checkbox"/>	Apportionment needed	Requested Fund Number	
<input type="checkbox"/>	Other funding Source		
<input checked="" type="checkbox"/>	No financial impact		

(summary of current and future impacts)

No impact. Allows for needed payroll transitions.

Approval:

Review:

Clinton Langreck

Department Head

Administrator, or Elected Office (if applicable)