

PORT OF COUPEVILLE
ISLAND COUNTY, WASHINGTON

RESOLUTION NO. 292

A RESOLUTION of the Port Commission of the Port of Coupeville, Island County, Washington relating to the EXECUTION OF A SEMI-MONTHLY PAYROLL PROCESS AND OPENING OF A BANK ACCOUNT AT HERITAGE BANK TO ENABLE DIRECT DEPOSIT FOR PAYROLL.

BE IT RESOLVED BY THE PORT COMMISSION OF THE PORT OF COUPEVILLE, ISLAND COUNTY, WASHINGTON, A RESOLUTION as follows:

WHEREAS, the Port of Coupeville is a special purpose district established under the laws of the State of Washington, and;

WHEREAS, the Port of Coupeville wishes to establish a semi-monthly payroll process as a benefit to employees, and;

WHEREAS, direct deposit as a benefit to employees requires the Port of Coupeville to open a bank account for this purpose at Heritage Bank, and;

WHEREAS, the Port of Coupeville wishes to authorize Island County to transfer funds from the maintenance and operation account into the designated account at Heritage Bank for payroll and bank fees, and;

WHEREAS, the only persons authorized to request the transfer amounts shall be the Island County Treasurer's office with direction from Branch Business Services authorized personnel, and;

WHEREAS, the designated account shall be a holding account for employee payroll services to electronically withdraw funds and distribute them to employee's predetermined checking accounts and for payment of service fees;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Port of Coupeville to authorize the process of semi-monthly payroll and the opening of a bank account for direct deposit for payroll payments and service fees.

ADOPTED by the Board of Commissioners of the Port of Coupeville at the regular open public meeting thereof held this 26th day of January 2022, and duly authenticated in open session by the signatures of the Commissioners being present and voting.

David Day

David Day

JOHN S MISHAEK

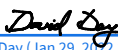
John Mishasek

Patrick Kennedy

Patrick Kennedy

ATTEST: *This 26th day of January 2022*

Chris Michalopoulos, Executive Director

Signature: 

David Day (Jan 29, 2022 15:01 PST)

Email: commissioner1@portofcoupeville.org

Signature: 

Patrick Kennedy (Jan 31, 2022 17:56 PST)

Email: commissioner3@portofcoupeville.org

Signature: 

JOHN S MISHAEK (Jan 28, 2022 10:10 PST)

Email: commissioner2@portofcoupeville.org











Resolution 292 Semi Monthly Payroll and Checking Account for Direct Deposit

Final Audit Report

2022-02-01

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