

**BEFORE THE BOARD OF COMMISSIONERS
FOR BONNEVILLE COUNTY**

RESOLUTION NO. 15-05

Resolution to Autopay Sams Club Direct Account

WHEREAS, many departments of Bonneville County utilize a Sam's Club Direct account for the purchase of county supplies, food, and other items necessary for the specific department, which are authorized and approved by the specific department head.

WHEREAS, when one cardholder is late in turning in an invoice for payment to the Clerk's Office, following the required claims process, the Sam's Club Direct account is suspended, ceasing all further use of said account, until the account is paid in full. This places a hardship on the departments that depend on use this account for their day-to-day operations, and further often times places a financial hardship on the personal finances of the employees who might use personal funds to make a purchase on behalf of the county with the intent of reimbursement.

WHEREAS Sam's Club has indicated it is unable to suspend a single cardholder from use, where the account is considered a Direct Account and all users are billed on a single billing.

WHEREAS the specific account has been suspended twice in the last six (6) months, causing substantial interruption in the County's day-to-day use of this credit account.

WHEREAS, use of personal funds to make purchases on behalf of the county does not qualify under the county's qualified exempt status, thereby generating a sales tax which acts to the County's detriment upon reimbursement to an individual employee.

WHEREAS, sound accounting practices and policies are necessary for ensuring the integrity of financial standing of Bonneville County's credit worthiness and the establishment of a card user policy would benefit the County for this specific account to avoid misappropriation or misuse of public funds/property.


NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF BONNEVILLE COUNTY, that an account shall be established at the discretion of the Bonneville County Treasurer, for automatic payment of the monthly invoice from Sam's Club Direct, thus ensuring the integrity of the County's day to day operations,

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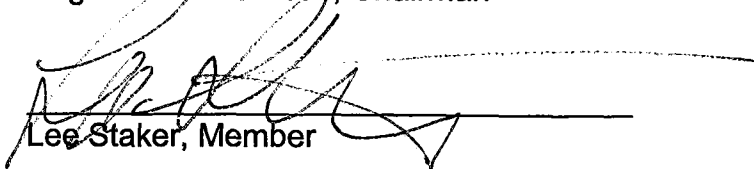
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reducing the cost to the County, and positively impacting the financial standing of Bonneville County's credit worthiness. A minimum balance will be maintained in the account to ensure sufficient funds to cover payments on the Sam's Club credit account. This account will be replenished by the responsible offices or department budgets as claims are submitted for reimbursement for a purchase from the specific cardholder. Cardholders shall continue to be held to the same standards defined in the Bonneville County Credit Card Policy. The Clerk's and/or Treasurer's Offices shall have general oversight of the use of the Sam's Club Direct account to see that charges are paid to Sam's Club Direct and to reconcile the related bank account. The Clerk's and/or Treasurer's Offices shall also notify the employee or department head regarding any irregularities discovered on the various accounts.

APPROVED BY BONNEVILLE COUNTY BOARD OF COMMISSIONERS THIS _____
DAY OF JUNE, 2015.



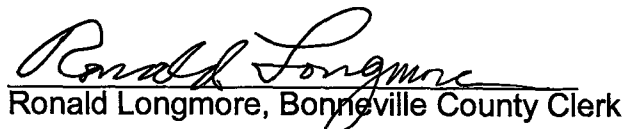
Roger S. Christensen, Chairman



Lee Staker, Member

Dave Radford, Member

ATTEST:



Ronald Longmore, Bonneville County Clerk