



# Central Whidbey Island Fire & Rescue

1164 Race Road  
Coupeville, WA 98239

Professionalism • Integrity • Compassion • Excellence

(360) 678-3602

[www.cwfire.org](http://www.cwfire.org)

**IN THE MATTER OF  
Opening a Bank Account  
at Key Bank**

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**Resolution 14-01**

**WHEREAS**, Central Whidbey Island Fire & Rescue (the 'District') wishes to establish payroll direct deposit as a benefit to the employees and to do so requires that the District open a bank account at Key Bank, and;

**WHEREAS**, the District wishes to authorize Island County to transfer funds from the maintenance and operations account into the designated account at Key Bank for payroll and bank fees, and;

**WHEREAS**, the only authorized people to request the transfer amounts will be the island County Treasurer's Office with the Direction from the District Fire Chief, the Deputy Fire Chief (in the Fire Chief's absence) and the District Finance Manager, and;

**WHEREAS**, the designated account will be a holding account for Bias Payroll Service to electronically withdraw the funds and distribute to employee's predetermined checking accounts and for payment of service fees.

**THEREFORE BE IT RESOLVED** that upon adoption of this resolution, the Board of Fire Commissioners approves that the District open a bank account at Key Bank for payroll and bank fees.

**ADOPTED** at the regular meeting of the Central Whidbey Island Fire & Rescue Board of Commissioners, this 10<sup>th</sup> Day of July 2014.

Commissioner Cheryl Engle, Chairperson

Commissioner Paul Messner

Commissioner Steve Hutchinson

Attest:

  
Kim Harpe, District Secretary