

# Warren County Board of Supervisors

## RESOLUTION NO. 455 OF 2016

**Resolution introduced by Supervisors Sokol, Simpson, Seeber, Frasier, Strough, Vanselow, McDevitt, MacDonald and Braymer**

**AUTHORIZING THE CHAIRMAN OF THE BOARD OF SUPERVISORS OR THE DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES TO ENTER INTO AND EXECUTE AGREEMENTS WITH VARIOUS VENDORS OR CONTRACTORS REGARDING SERVICES REQUIRED FROM TIME TO TIME BY THE HEALTH SERVICES DEPARTMENT, SUBJECT TO CERTAIN CONDITIONS**

WHEREAS, in the regular course of performing its customary and usual governmental functions or performing functions assigned to it by the Board of Supervisors, the Warren County Department of Health Services utilizes minor routine and/or emergency services of a number of vendors or contractors for services such as, but not limited to after hours on-call answering services, paging services, miscellaneous repairs and/or maintenance, and

WHEREAS, the Director of Public Health/Patient Services budgets for these types of services which generally range in cost from a few hundred dollars to a few thousand dollars, and

WHEREAS, the Director of Public Health/Patient Services is requesting that she be allowed to enter into and execute agreements with various vendors or contractors regarding routine and/or emergency services, repair and/or maintenance as set forth above, required from time to time by the Warren County Department of Health Services, provided any one of these agreements does not exceed Five Thousand Dollars (\$5,000) in any fiscal year, and

WHEREAS, the aforesaid services are not usually something that would be done in house and approval of these agreements by the Board of Supervisors appears to be routine and ministerial due to the obvious need for same, and

WHEREAS, the budget process provides an opportunity for adequate review and approval of these types of services and expenses and the Board of Supervisors desires to avoid needless additional paperwork and resolutions concerning agreements for the aforesaid services, now, therefore, be it

RESOLVED, that, until such time as this resolution is repealed, the Chairman of the Board of Supervisors or the Director of Public Health/Patient Services be, and hereby are, authorized, from time to

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time and without the need for additional separate resolutions, to enter into and execute agreements on behalf of Warren County with various vendors or contractors with regard to various services within the budget of the Warren County Department of Health Services, subject to the following conditions:(1) any agreement may not individually exceed the aggregate amount of Five Thousand Dollars (\$5,000) in any fiscal year; (2) the services must have been budgeted for; there must be budgeted funds available to pay for the same, and purchase orders and/or computer data entries required by the County's accounting software must occur; (3) the established Purchasing Policy must still be followed (with the exception of the need to acquire resolutions); and (4) any required agreements must be approved by the Director of Public Health/Patient Services and in a form approved by the County Attorney.