

Introduced by: Policy &
Procedures Committee
Date: Sept. 17, 1991
Action: Adopted
Vote: Unanimous

KENAI PENINSULA BOROUGH
RESOLUTION 91-115

**A RESOLUTION AUTHORIZING THE PURCHASE OF EQUIPMENT FOR
THE BOROUGH CLERK'S OFFICE**

WHEREAS, the Borough Clerk's Office is in need of various pieces of equipment, furniture and software in order to become more efficient and productive; and

WHEREAS, many times each day the Clerk's Office sends and receives FAXs which come into an unstaffed room and sit for some time before the FAX is routed to the correct office; and

WHEREAS, a scanner, laserjet printer and data base software will assist the Clerk's Office in becoming a part of modern technology and office procedures; and

WHEREAS, the Data Processing Dept. has recommended that the Deputy Clerk attend a systems administrators training session in Anchorage to become the on-site administrator of the Novell network system used in the Clerk's Office; and

WHEREAS, the Assembly's Policy and Procedures Committee met and reviewed these requests on Sept. 5 and unanimously approved transfer of funds to cover these expenditures;

**NOW THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI
PENINSULA BOROUGH:**

Section 1: That \$11,900.00 be transferred from the Assembly Contingency account 100.111010.49999 to the Assembly Clerk accounts for the purchase of data base software, filing cabinets, computer and printer stand, bookcase, laserjet printer, fax machine, scanner as follows:

100.111020.42120	Computer Software	\$ 800
100.111020.42411	Minor Office Furniture	2100
110.111020.48120	Office Machines	9000

Section 2: That \$4,000.00 be transferred from the Assembly Contingency account 100.111010.49999 to the Assembly Office Machines account 100.111010.48120 for the purchase of one Lanier Advocate IV Recorder for the Assembly Chambers and two transcribers.

Section 3: That \$1,245.00 be transferred from the Assembly Contingency account 100.111010.4999 to the Assembly Clerk accounts for the Deputy Clerk to attend a System Administrators training course in Anchorage in November as follows:

100.111020.43260	Training	\$800.00
100.111020.43210	Transport/Subsistence	445.00

Section 4: That \$6,800 be transferred from the Assembly Contingency account 100.111010.4999 to the Assembly Clerk accounts for increased salary for the Deputy Clerk as follows:

100.111020.40110	Salary	\$5000.00
100.111020.40210	FICA	382.50
100.111020.40221	PERS	669.00
100.111020.40322	Life Insurance	13.05
100.111020.40410	Leave	735.45

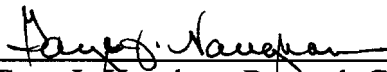
Section 5: That this resolution takes effect immediately upon its adoption.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH
ON THIS 8th DAY OF October, 1991.



James W. Skogstad, Assembly President

ATTEST:



Gaye J. Vaughan, Borough Clerk