

**RESOLUTION ESTABLISHING MILEAGE REIMBURSEMENT FOR
TOWN OF FRANKFORT OFFICIAL BUSINESS**

Whereas, the elected or appointed officials and/or employees of the Town of Frankfort, Pepin County, WI, may, at times, be required to use their personal vehicles to travel to conduct official Town business, beyond the local travel involved in their regular prescribed duties; and

Whereas, the Town Board of the Town of Frankfort wishes to fairly recompense said Town officials and/or employees for said business use of their personal vehicles;

Now therefore be it resolved that the Town Board of the Town of Frankfort hereby sets the official mileage reimbursement rate for personal vehicular travel for Town business to be equal to the official Standard Mileage Rate for business use of a vehicle, as set by the U.S. Internal Revenue Service, which is currently in force on the date when the reimbursable vehicle use takes place.

Town officials or employees wishing to be reimbursed by the Town for Town business use of their vehicle should submit, in writing or orally, a request to the Town Clerk for reimbursement, which includes the date, destination, total miles traveled, and Town business reason for travel. Requests for mileage reimbursement will be subject to the same process of review and approval as all other Town monetary expenditures.

Be it further resolved, that this resolution shall supersede any prior town ordinance or resolution setting mileage reimbursement for Town of Frankfort official business.

Signed this 10th day of October, 2017

Effective this 10th day of October, 2017

/s/ Bryce Black, Chairman

/s/ Richard McDermott, Supervisor

Curt Stine, Supervisor - absent

Donna Juleff, Supervisor - absent

/s/ Kay Hamilton, Supervisor

Certified by:

/s/ Maureen Manore, Town Clerk