

RESOLUTION 24 - 2023

**A RESOLUTION AMENDING REIMBURSEMENT RATES PAYABLE
TO OFFICERS AND EMPLOYEES FOR MEALS.**

WHEREAS, from time to time County officers and employees are required to travel for County business and in connection with such, officers and employees incur travel related expenses; and
WHEREAS, it is necessary to reimburse such officers and employees at set rates;
NOW THEREFORE BE IT RESOLVED that the following reimbursement rates for meals shall apply as of September 1, 2023:

MEALS:

To be eligible for the meal allowance, an employee must have been in a travel status for more than three (3) continuous hours outside of the employees' defined service area. Employees will be reimbursed at the following rates (Note – no receipts are required or needed. These are the allowable reimbursement amounts):

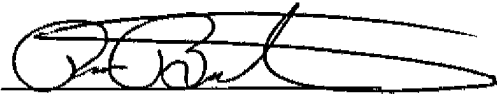
In-State Meal Rates: \$13.00 for the morning meal, \$15.00 for the midday meal, and \$22.00 for the evening meal.

Out-of-State Meal Rates: \$14.00 for the morning meal, \$18.00 for the midday meal, and \$28.00 for the evening meal

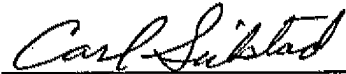
- 1.) Maximum one meal allowed per normal work shift.
- 2.) Maximum two meals allowed if travel commenced more than one hour before or terminated more than one hour after employee's assigned work shift.
- 3.) Elected Officials, Department Heads, or their designees, attending meetings as part of their job responsibilities, may be reimbursed for meals at a rate consistent with those outlined above. Per IRS ruling, these meals are taxable if NO OVERNIGHT stay occurs.
- 4.) Meals included in registration fees are not reimbursed.

PASSED AND APPROVED THIS 11 DAY OF SEPTEMBER 2023.

BOARD OF COMMISSIONERS



Ross Butcher, Presiding Officer

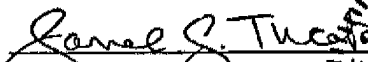


Carl Seilstad, Member



Jennifer Saunders, Member

ATTEST:


Daniel Tucek, Clerk & Recorder

