

Town of Milladore Resolution #3
Travel Expense and/or Cost Reimbursement for Town Employees and Officials

STATE OF WISCONSIN

Town of Milladore
Wood County

The Town board of the Town of Milladore, Wood County, Wisconsin, by this resolution, adopted by a majority of the town board on a roll call vote with a quorum present with proper notice having been given, resolves and orders as follows:

Reimbursement by the town is authorized for elected and appointed town officers and employees for travel expenses authorized and incurred by these officers and employees in their duties for the town. The rates and travel costs and expenses authorized for any travel follow the state mileage reimbursement rate. In addition, other approved essential supplies (e.g. paper, printer ink, stamps, envelopes, etc.)

Reimbursement for mileage or supplies occurs upon proper written proof of payment or receipts timely submitted to the town clerk by a town officer or employee for authorized travel costs and expenses. Demonstrating the specific travel costs and expense incurred by the officer or employee, the town shall provide, by the town clerk, timely payment to officer or employee. The town shall not be required to make payment or reimbursement for expenses or costs not timely received as determined by the town board or its designee.

State Statute 60.321

Resolution Approved May 2, 2021

Chair: Connie Milz
Supervisor: Leon Kundinger
Supervisor: Hank Nigh