

Town of Phelps
Vilas County, Wisconsin

Resolution No 2025-01
Refund for Overpayments to the Town

WHEREAS, in the process of collecting payments of property taxes, permit fees and other monies on behalf of the Town, the Clerk/Treasurer occasionally receives payment that exceeds the amount owed to the Town through error, inadvertence or oversight; and

WHEREAS, the past policy of the Town has been to refund any such overpayments to the payor, regardless of amount; and

WHEREAS, the Town Board recognizes that the cost to the taxpayers to process such refunds can often exceed the amount of the refund itself; and

WHEREAS, the Town Board determined that it is not cost effective to process refunds of nominal overpayment; and

WHEREAS, the Town Board determined that it is in the interest of the Town to establish a policy for refund of overpayments to the town.

NOW THEREFORE, BE IT RESOLVED, the Town Board of the Town of Phelps, Vilas County, Wisconsin does hereby authorize the Town Clerk/Treasurer to issue a refund for all overpayments in excess of five dollars (\$5.00); and

BE IT FURTHER RESOLVED, the Town Board does hereby authorize the Town Clerk/Treasurer to issue refunds for overpayments that are less than five dollars (\$5.00) only by written request of the payor; any amount not refunded will be held in the general checking account of the Town of Phelps.


Adopted this 12th day of February 2025.



Steve Doyen, Town Board Chairman



Maureen Robinson, Town Board Supervisor



Jeremy Ryan, Town Board Supervisor



Steve Waier, Town Board Supervisor



David Selby, Town Board Supervisor

Attest:



Sheryl Ward, Clerk/Treasurer