

TOWN OF NEW HAVEN
Resolution #2023-01

Resolution for establishing a minimum refund policy for overpayments

WHEREAS, in the process of collecting payments of property taxes, dog licenses, permits and other monies on behalf of the Town, the Treasurer occasionally receives payment that exceeds the actual amount due; and

WHEREAS, the Town Board recognizes that the cost to taxpayers to process such refunds often exceeds the amount of the refund due, and it is not cost-effective to refund nominal overpayments in the absence of a demand for refund; and

WHEREAS, the Town Board has determined that it is in the best interest of the Town to establish a policy to retain nominal overpayments absent a demand by the payor for a refund.

NOW THEREFORE, BE IT RESOLVED that the Town of New Haven does hereby authorize the Town Clerk to issue refunds on all overpayments of \$5.00 or more for any tax, fee, or other obligation to the Town and less than \$5.00 only upon request of the payer of the overpayment within 60 days of the overpayment. Any amounts not refunded and retained by the Town shall be credited to the general fund.

This Resolution shall be effective immediately.

PASSED AND ADOPTED this 22nd day of August, 2023.

Jeff Carlson
Jeff Carlson, Chair

Lisa Pederson
Lisa Pederson, Supervisor

Stewart Bartz
Stewart Bartz, Supervisor

Attested:

Katie Bovee
Katie Bovee, Clerk

Posted on August 25, 2023 at the Town Shop, Town Hall, and Town of New Haven website:
www.townofnewhavenwi.com.