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AMENDING COUNTY VEHICLE POLICY AND THE 2024 BUDGET TO ACCOMMODATE CHANGE IN POLICY

WHEREAS, the County allows vehicles to be assigned to employees for use to fulfill their job duties, and

WHEREAS, current policy allows assigned vehicles to be taken home if in the best interest of the County and advantageous for the employee to perform their job, and

WHEREAS, County personnel policy requires Sheriff’s deputies to live within 25 miles of the County line, but if a deputy does not reside within the County boundaries their squad vehicles must remain within the County boundary, and

WHEREAS, in order to attract and retain employees it has been discussed to revise the take home vehicle policy and vehicles to go to employee residences outside of the County, and

WHEREAS, the Public Safety Committee has recommended that Deputies who reside outside of the County be allowed to take their squad car to their residence, and

WHEREAS, current policy will need to be amended to allow this change as would a 2024 budget amendment to accommodate the increased cost due to the change in policy.

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors does hereby amend the County Personnel Policy as below to allow assigned employee vehicles to be taken home outside of the County boundaries.

I. NEW EMPLOYEE RECRUITMENT AND ONBOARDING

RESIDENCY REQUIREMENT

3. Department Policies. The following departments or positions will have the following requirements:

- a. Sheriff Office Deputy employees will need to live within 25 miles by road of the county line. ~~However, if an employee does not reside within the County boundaries the county squad car must remain within County boundaries.~~

Newly hired employees will be required to meet the residency requirements within one year of hire.

IV. FACILITIES EQUIPMENT AND VEHICLES

USE OF COUNTY VEHICLES

36 4. Commuting for Sheriff and Highway Department Employees. Use of County vehicles
37 for purposes of commuting between an employee's residence and principal place of
38 work, provided such use is in the best interests of the County, will require authorization
39 of the Department Director and County Administrator. In order to ensure appropriate
40 fiscal control, a reporting system including: vehicle identification, vehicle mileage,
41 purpose, principal operator of the vehicle, and business and commuting mileage driven,
42 will be developed and used by each employee.

43 There may be occasions when it is advantageous to the County for an employee to take
44 a County-owned vehicle to his/her home with the Department Director's permission.
45 This typically occurs when a worksite is closer to the employee's home than the County
46 Courthouse or employee's work-base and will save significant transportation time
47 during the workday. If an employee takes a County-owned vehicle home the use of the
48 vehicle at that point is taxable under applicable IRS regulations, he/she must report the
49 trip(s) on his/her payroll sheet for that pay period.

50 Employee use of County vehicles for purposes of commuting between an employee's
51 residence and principal place of work will be subject to the applicable provisions of the
52 Internal Revenue Code and Regulations as may be subsequently amended or modified.

53 Employees assigned a take home vehicle for the purposes of performing their job duties
54 under this section will be allowed to take their vehicle residence if they reside outside of
55 the County. If the employee resides within 15 road miles of the County line they will be
56 taxed under applicable IRS regulations for commuting. If the employee resides beyond
57 15 road miles of the County line they will be required to reimburse the County for all
58 miles beyond the first 15 miles at the Federal IRS rate.


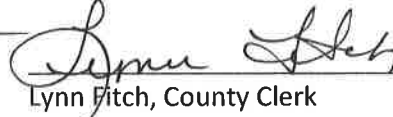
59 **BE IT FURTHER RESOLVED**, that the 2024 Budget be amended to provide additional funds to the Sheriff
60 and Highway Departments operational budgets for the increase expenses of take home vehicles.

61 Additional Funds from the General Fund

62	Sheriff Department	\$7,000
63	Highway Department	\$2,500

64 _____

65 _____
66 This Resolution is hereby adopted by the Sawyer County Board of Supervisors this 15th day of February,
67 2024.

68  _____
69  _____
70 Tweed Shuman, Sawyer County Board of Supervisors Lynn Fitch, County Clerk
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