# RESOLUTION NO. 2014- /53

## A RESOLUTION ESTABLISHING MILEAGE ALLOWANCE FOR TOWNSHIP EMPLOYEES PROVIDING FOR REIMBURSEMENT EXPENSES, AND DISPENSING WITH THE SECOND READING

WHEREAS, the Board of Township Trustees of Sycamore Township is desirous of establishing mileage allowance and providing for the reimbursement to employees for costs incurred on behalf of the Township;

NOW THEREFORE, BE IT RESOLVED, by the Board of Trustees of Sycamore Township, Hamilton County, State of Ohio:

**SECTION 1.** Any Township employee who uses his or her own motor vehicle in the furtherance of Township business shall be reimbursed at the rate per mile established as the standard mileage rate by the Internal Revenue Service for deducting automobile expenses in 2015. The employee shall keep accurate mileage records and shall provide them to the Township prior to reimbursement.

**SECTION 2.** Any Township employee who expends his or her own funds on behalf of the Township shall be reimbursed for such expended funds providing the employee provides a receipt to the Township for such expenses and provided the expenses were approved by the Board of Trustees or Township Administrator, if within his spending authority, prior to purchase.

**SECTION 3.** The Trustees of Sycamore Township upon at least a majority vote do hereby dispense with the requirement that this resolution be read on two separate days, and hereby authorize the adoption of this resolution upon its first reading.
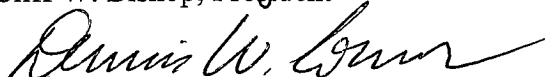
**VOTE RECORD:**
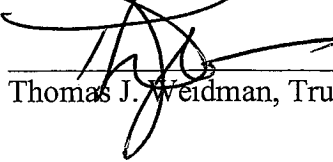
Mr. Bishop _Aye_    Mr. Connor _Aye_    Mr. Weidman _Aye_

**PASSED** at the meeting of the Board of Trustees this 4th day of December, 2014.
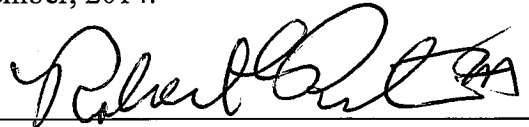
_____
Cliff W. Bishop, President

_____
Dennis W. Connor, Vice-President
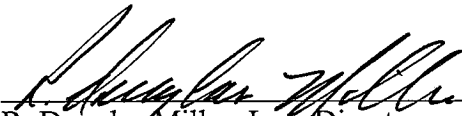
_____
Thomas J. Weidman, Trustee

## AUTHENTICATION

This is to certify that this resolution was duly passed, and filed with the Sycamore Township Fiscal Officer, this 4th day of December, 2014.

_____
Robert C. Porter III
Sycamore Township Fiscal Officer

APPROVED AS TO FORM:

_____
R. Douglas Miller, Law Director

L:\Local Government\Sycamore\Resolutions\2014\YearEndMileageReimbursement