

RESOLUTION 18-23

A RESOLUTION ESTABLISHING CELL PHONE COMMUNICATION, EQUIPMENT ALLOWANCE, AND PHONE CALL REIMBURSEMENT

WHEREAS, the County recognizes that certain job functions require the use of a cell phone to conduct official business; and

WHEREAS, the County, in compliance with antiquated IRS rules and practices, finds it is necessary to alter its cell phone policy; and

WHEREAS, it is in the best interest of county employees to have set procedures, policies, and guidelines regarding the use of cell phones for business purposes and the methods available to accomplish this purpose; and

WHEREAS, the Daggett County has duly adopted policies related to the County's use of cell phones; and

WHEREAS, the County Commission recognizes the need for some flexibility to be provided to department heads and elected officials in setting stipends and equipment allowance according to specific job duties.

IT IS HEREBY RESOLVED by the Board of County Commissioners for Daggett County that the following allowance will be provided only to eligible employees after the submission of the appropriate "Communication Allowance Request Form" to the Auditor's Office:

- 1) County policy authorizes up to a \$80.00 monthly supplemental taxable compensation for a personal cell phone contract.
- 2) County policy authorizes a \$15.00 monthly supplemental taxable compensation for equipment purchases. It is the employee's responsibility to purchase their own equipment and accessories.
- 3) Subject to budgetary constraints, increases to these allowances, or the addition of other services like data services and text messaging, may be approved by having the department head or elected official authorizing such increase on the "Communication Allowance Request Form" and submitting said form to the County Commission for approval before being submitted to the Auditor's Office.

It is understood that such increases to the eligible employee's allowance will be deducted from their respective department's or office's budget. It is the responsibility of the department head or elected official to ensure that there are sufficient funds to cover these increases.

- 4) Infrequent business use on a personal cell phone may be reimbursed at the rate of \$0.25 per minute. Procedures for obtaining reimbursement are outlined in the Daggett County Personnel Policies and Procedures Manual.

IT IS FURTHER RESOLVED that this resolution shall be effective immediately upon adoption.

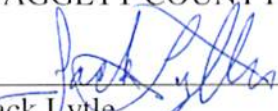
DATED this 4th day of December, 2018.

ATTEST:



Brian Raymond
County Clerk/Treasurer

DAGGETT COUNTY:



Jack Lytle
Commission Chairman



Clyde Slaugh, Commissioner



Randy Asay, Commissioner

