

UNION COUNTY COMMISSIONERS JOURNAL 2022  
April 13, 2022

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**RESOLUTION NO. 22-114:****Amending Resolution No. 18-164 Amendment to Meal Reimbursement Policy for All Union County Employees-Commissioners**

The Commissioners do hereby approve the following revision to the meal reimbursement policy for all union County Employees:

**Whereas**, meals incurred qualify pursuant to IRS reg. § 1.274-2 (c) and (d) while on official County business, such as attending approved meetings, trainings, workshops or conferences as an employee of Union County; and

**Whereas**, Amending policy section 5.08 of the Union County Personnel Policy Manual.

**Now Therefore Be It Resolved By The Union County Commissioners** that effective April 20, 2022:

- Breakfast - Cost of food and a non-alcoholic beverage, up to \$15.00, provided departure is before 7:00 a.m. and return after 10:00 a.m.
- Lunch - Cost of food and a non-alcoholic beverage, up to \$20.00, provided departure is before 11:00 a.m. and return after 3:00 p.m.
- Dinner - Cost of food and a non-alcoholic beverage, up to \$35.00, provided departure is before 4:00 p.m. and return after 7:00 p.m.

In addition to the cost of the food and a non-alcoholic beverage, reimbursement for sales tax and a tip, not in excess of 15% of the meal amount, **will be allowed**.

\*Meal reimbursements for overnight stays shall be submitted for reimbursement via Purchase Order.

\*Meal reimbursements for day trips shall be submitted for reimbursement via Payroll.

The Board finds and determines that all of its formal actions concerning and relating to adopting this Resolution occurred in an open meeting of this Board, and that all deliberations of this Board that resulted in such formal action were in meetings open to the public and in compliance with all legal requirements including Revised Code §121.22.

Motion was moved by Steve Robinson and seconded by Christiane Schmenk that this resolution be adopted and was carried by the following vote:

Steve Robinson, Yea  
Dave Burke, Yea  
Christiane Schmenk, Yea

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