

RESOLUTION NO. 2022-0516

**AN RESOLUTION TO ESTABLISH A POLICY FOR REIMBURSEMENT OF
COMMERCIAL DRIVER'S LICENSE FEES FOR
WARREN COUNTY, INDIANA**

WHEREAS, several departments of the Warren County, Indiana government have several job positions that require a Commercial Driver's License (CDL);

WHEREAS, the Board of Commissioners of Warren County, Indiana desires to assist employees with obtaining their Commercial Driver's License;

WHEREAS, the Board of Commissioners of Warren County desires to provide an incentive to obtaining a Commercial Driver's License, if it is in the best interest of the County for that employee to do so;

WHEREAS, the Board of Commissioners of Warren County desires to establish a policy to recover the cost of the Commercial Driver's License exam from Warren County employees who voluntarily leave employment with Warren County, Indiana to accept other employment.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Warren County:

Departments of the Warren County, Indiana government may require an employee to obtain a Commercial Driver's License to successfully perform his or her job duties.

In the event that a department supervisor has requested that an employee obtain a Commercial Driver's License, either Warren County shall reimburse a County employee for the cost of one (1) Commercial Driver's License test, or Warren County shall pay the cost of the test. All other tests shall be at the employee's expense.

The employee is required to provide his or her supervisor with a detailed receipt showing proof of payment for a CDL examination.

In the event the fees for the initial CDL certification are paid or reimbursed by Warren County, the employee is required to sign the CDL Reimbursement Agreement form.

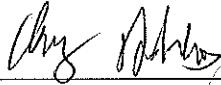
Warren County employees whose fees to obtain a Commercial Driver's License were paid by Warren County shall be required to reimburse Warren County for such fees, in the event the employee voluntarily leaves employment with Warren County government within five (5) years of their exam passage date, within thirty (30) days of their last date of employment with Warren County, according to following schedule. If the employee leaves:

- | | |
|----------------------------|---|
| a. Within one (1) year: | All fees associated with obtaining a CDL |
| b. Within two (2) years: | 4/5 of all fees associated with obtaining a CDL |
| c. Within three (3) years: | 3/5 of all fees associated with obtaining a CDL |
| d. Within four (4) years: | 2/5 of all fees associated with obtaining a CDL |
| e. Within five (5) years: | 1/5 of all fees associated with obtaining a CDL |

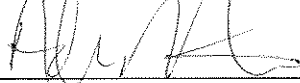
This policy shall be in full force and effect from the date of passage.

SO RESOLVED, this 16th day of May, 2022.

BOARD OF COMMISSIONERS OF
WARREN COUNTY, INDIANA



Clay Andrews, President




Adam Hanthorne



Craig Greenwood

ATTEST:


Robin Weston-Hubner
Warren County Auditor

AGREEMENT FOR REIMBURSEMENT OF COSTS AND PAY

I, _____, agree that in consideration of Warren County, Indiana paying for the costs of my Commercial Driver's License (CDL) on _____, 20____, I will be required to reimburse Warren County, and do agree to reimburse Warren County, for those costs, in the event I voluntarily leave employment with Warren County within five (5) years of my hiring date, according to the following schedule. If the employee leaves:

- a. Within one (1) year: All fees associated with obtaining a CDL
- b. After one (1) year and within two (2) years: 4/5 of all fees associated with obtaining a CDL
- c. After two (2) years and within three (3) years: 3/5 of all fees associated with obtaining a CDL
- d. After three (3) years and within four (4) years: 2/5 of all fees associated with obtaining a CDL
- e. After four (4) years and within five (5) years: 1/5 of all fees associated with obtaining a CDL

Such repayment shall be made within 30 days of my termination of employment with Warren County, Indiana.

Signed: _____

Dated: _____

Witness: _____

Dated: _____