

CHAPTER 58  
COUNTY-OWNED VEHICLES

- 58.01 INVENTORY OF COUNTY-OWNED VEHICLES
- 58.02 REPORT OF INVENTORY
- 58.03 IDENTIFICATION OF COUNTY VEHICLES

58.01 INVENTORY OF COUNTY-OWNED VEHICLES. By April 30 of each even-numbered year, each Department Head shall prepare an inventory of all motor vehicles assigned to that Department setting forth the year and model of each vehicle, the type of vehicle, the purpose for which the vehicle is used, the staff persons to whom the vehicle is assigned, and the policy under which the Department Head proposes to allow the vehicles to be used by County officials or employees for personal use, including overnight use.

58.02 REPORT OF INVENTORY. Each Department Head shall report the inventory to the Department's Liaison Committee as part of that Committee's first meeting in May after the Committee's organizational meeting. The Department Head shall provide copies to the Administrative Coordinator and the County Purchasing Agent. The Committee shall approve, reject, or modify the Department Head's policy for use of County-owned vehicles. This policy shall remain in effect for the Department for the remainder of the Liaison Committee's term unless changed by the Liaison Committee during its term.

58.03 IDENTIFICATION OF COUNTY VEHICLES. All County-owned vehicles, with the exception of vehicles assigned to the Sheriff's Department, shall bear a writing and/or logo as approved by the Executive Committee clearly identifying the vehicle as belonging to Sheboygan County.