

**To:** President and Members of the Munster Town Council

**From:** Wendy Mis, Clerk-Treasurer

**Copy to:** Dustin Anderson, Town Manager  
Jill DiTommaso, Deputy Town Manager  
Steve Gunty, Director-Public Works  
Chris Spolnik, Superintendent of Public Works  
David Pelc, Fire Chief  
Steve Scheckel, Chief of Police  
Tom Vander Woude, Planning Director  
Mark Heintz, Director-Parks & Recreation  
Staff of the Clerk-Treasurer's Office

**Date:** June 10, 2022

**Re:** Standard Mileage Rates for 2022  
January 1, 2022, through June 30, 2022, is 58.5¢ per mile  
June 30, 2022, through 62.5 is 62.5¢ per mile

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The 2022 Salary Ordinance 1849, provided, in part, the following:

"Mileage Reimbursement Rate – Employee use of a privately owned vehicle driven on official Town business shall be reimbursed at the standard mileage rate established by the latest Internal Revenue Service determination for business miles driven."

On June 9, 2022, the Internal Revenue Service announced that beginning July 1, 2022, the standard mileage rate for the use of a vehicle for business purposes will be 62.5¢ per mile for business miles driven. This rate is an *increase* of 4¢ from the rate of 58.5¢ per mile that became effective January 1, 2022.

Claims for mileage reimbursement must be made on General Form No. 101 (1955), available through the Clerk-Treasurer's Office.