

**RESOLUTION 2004-08**

**A RESOLUTION ENACTING TOOELE COUNTY PERSONNEL POLICIES  
AND PROCEDURES SECTION 31 REGARDING CLAIMS AND LAWSUITS**

**WHEREAS**, it is necessary to establish a policy and procedure to address how personnel should handle claims and lawsuits filed against the county,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF TOOELE COUNTY THAT** Section 31 of the Tooele County Personnel Policies and Procedures is hereby enacted to read:

**SECTION 31  
CLAIMS AND LAWSUITS**

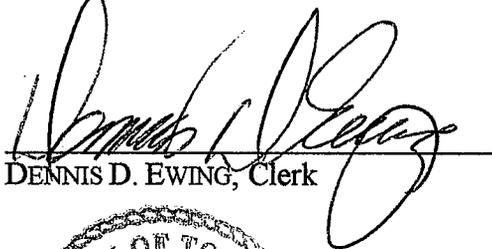
All lawsuits and notices of claims received shall be date stamped when received and forwarded immediately to the county clerk. The county clerk shall send a copy of all claims by certified mail, fax, or electronic means to the insurance claims manager within two business days.

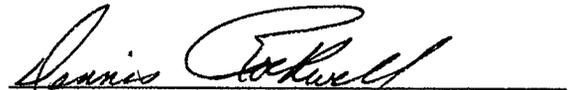
**EFFECTIVE DATE:** This resolution shall take effect immediately upon passage.

**DATED** this 25<sup>th</sup> day of May 2004.

**ATTEST:**

**TOOELE COUNTY LEGISLATIVE BODY**

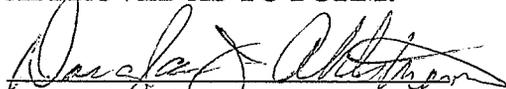
  
DENNIS D. EWING, Clerk

  
DENNIS ROCKWELL, Chairman



Commissioner Rockwell voted aye  
Commissioner White voted aye  
Commissioner Lawrence voted aye

**APPROVED AS TO FORM:**

  
DOUGLAS J. AHLSTROM  
Tooele County Attorney