



# Board of County Commissioners Agenda Request

## 7A

Agenda Item #

**Requested Meeting Date:** June 28, 2022

**Title of Item:** Vehicle Agreement

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
<b>Submitted by:</b> Jessica Seibert		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator		<b>Estimated Time Needed:</b> 10 min.
<b>Summary of Issue:</b>  <p>The County entered into an accountable plan vehicle agreement with County Engineer, John Welle, on September 25, 2001. This agreement was revised to a taxable, non-accountable plan on June 8, 2011. The agreement was last reviewed in 2013.</p> <p>It should be noted that the stated minimum insurance coverages listed in the agreement are below the recommended MCIT amounts of \$500,000 per claimant and \$1,500,000 per occurrence, however the Board has the authority to approve the lower limits.</p> <p>The Personnel Committee recommends adoption of the attached vehicle agreement extending the current payment amount until July 1, 2024 while the County Engineer collects mileage data to be reviewed at that time by the Personnel Committee.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>  <div style="border: 1px solid black; height: 40px; width: 100%;"></div>		
<b>Recommended Action/Motion:</b> Motion to approve County Engineer Vehicle Agreement		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping?</i> \$ 1,028 monthly <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

Legally binding agreements must have County Attorney approval prior to submission.

## Vehicle Agreement

This vehicle agreement is made and entered into this 28th day of June, 2022 between Aitkin County (Employer) and Aitkin County Engineer John Welle (Employee).

The Employer agrees to pay to the Employee, during the term of this Agreement and in addition to other salary and benefits provided, the sum of \$1,028 per month as a vehicle mileage reimbursement allowance to be used to purchase, own, operate, and maintain a personal vehicle. The vehicle mileage reimbursement allowance is being provided in accordance with MN Statute 471.665 which states, "...the governing body or town board of any city, county, town, or school district may pay any officer or employee thereof as compensation or reimbursement for the use by the officer or employee of a personal automobile in the performance of official duties a monthly or periodic allowance."

The Employee shall be responsible for paying for liability, property damage, and comprehensive insurance coverage upon such vehicle with minimum coverage amounts of \$250,000 per claimant to \$500,000 per occurrence and shall further be responsible for gas, oil and all expenses attendant to the purchase, operation, maintenance, repair, and regular replacement of said vehicle.

The vehicle mileage reimbursement allowance is being provided in lieu of any mileage reimbursement described in the Aitkin County Personnel Policy.

This agreement shall expire on July 1, 2024. The Employee will track all work-related mileage with the exception of mileage to and from home to the main Highway Department office location. Either party may request a review of the terms of the agreement prior to this date by submitting a 30-day written notice to the County Administrator.

\_\_\_\_\_  
County Board Chair Signature

\_\_\_\_\_  
County Engineer Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Administrator Signature

\_\_\_\_\_  
Date