

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (“Agreement”) is entered into by and between Renville County (hereafter “County”) and the exclusive representative of AFSCME Council 65 Human Services (“Union”). The County and Union are referred to at times in this Agreement individually as a “Party” and collectively as the “Parties.”

WHEREAS, the County and the Union are parties to a Labor Agreement in effect from January 1, 2024 through December 31, 2026; and

WHEREAS, employees are required to travel for duties related to their positions in Human Services; and

WHEREAS, it would be beneficial for employees to utilize the updated Human Services mileage reimbursement policy.

NOW, THEREFORE, parties agree as follows:

1. Human Services employees traveling less than eight (8) miles (round trip) from the office have the option to take their own vehicle and be reimbursed at the full IRS business mileage rate.
2. Time and mileage reimbursement shall be paid for the most reasonable and shortest route, either from employee’s residence or from work.
 - A. When traveling from the normal work location to an alternate work site and returning to the normal work location, the time and mileage allowance is the actual time and miles traveled. When a County vehicle is available, the mileage rate will be \$ 0.15 less than the IRS business rate.
 - B. When traveling to an alternate work site and departing from the employee’s residence, the County will reimburse time and mileage for actual travel time and miles incurred between either the employee’s residence and the alternate work site, or from the normal work location to the alternate work site, whichever is the lesser of the two. The mileage rate will be \$ 0.15 less than the IRS business rate.
 - C. When traveling from an alternate work site and returning to the employee’s residence, the County will reimburse time and mileage for actual miles incurred between either the alternate work site and the employee’s residence, or from the normal work location to the alternate work site, whichever is the lesser of the two. The mileage rate will be \$ 0.15 less than the IRS business rate.
3. Overtime or compensatory time, mileage for matters outside the normal business day, and an employee’s use of their personal vehicle, must be approved in advance by the employee’s supervisor, at the supervisor’s discretion.

IN WITNESS WHEREOF, this Memorandum of Agreement has been executed on the latest date affixed to the signature below.

Renville County:

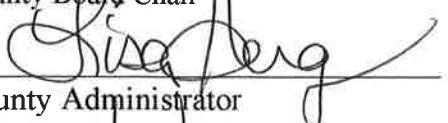
FOR LOCAL UNION 1686, COUNCIL 65
AFSCME, AFL-CIO



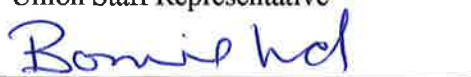
County Board Chair



Union Staff Representative



County Administrator



Date: 5/14/24

Date: 5/7/24