

LAKE CHELAN RECLAMATION DISTRICT

MANSON, WASHINGTON

**RESOLUTION 2023-02**

AMENDING THE DISTRICT EMPLOYEE MANUAL

**Background:** The Board of Directors believes it is necessary to amend the District's Employee Manual with updated policy addressing HRA VEBA Employee payments, as determined by employee consensus.

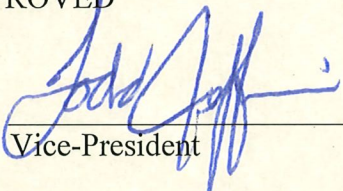
**Resolution:** NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the Lake Chelan Reclamation District approves the following actions:

Addition of monthly payments made by eligible employees into an HRA VEBA account as outlined in attached Exhibit A.

The Employee Manual change shall become effective January 1, 2023.

**Adoption:** Adopted at the regular meeting of the Board of Directors of Lake Chelan Reclamation District on Tuesday, December 13, 2022.

APPROVED

By:   
Vice-President

ATTEST

By:   
Secretary-Manager

## EXHIBIT 'A'

### HRA VEBA EMPLOYER POLICY

Lake Chelan Reclamation District ("Employer") has adopted the health reimbursement arrangement (HRA) plans offered and administered by the Voluntary Employees' Beneficiary Association Trust for Public Employees in the Northwest ("Plan"). The Plan is designed with a variety of coverage options to allow for the maximum benefit permitted by applicable law. Employer agrees to deduct from employee's compensated pay to contribute to the Plan on behalf of all eligible employees ("Group") defined as eligible to participate in the Plan, in accordance with Plan and regulatory limitations. The Plan must receive an enrollment file for each eligible employee to become a participant and become eligible for benefits under the Plan.

Contributions on behalf of each eligible employee shall be based on the following selected funding sources/formulas:

**Sick, Vacation, Personal and Other Leave Contributions - Retirement:** Eligibility is limited to employees who retire with leave cash-out rights during the term hereof. Employer contributions shall include the cash-out value of unused leave days (sick, vacation, personal, etc.) accrued and available for cash-out upon retirement per Employee Manual.

**Sick, Vacation, Personal, and Other Leave Contributions – Annual:** Eligibility is limited to employees with annual leave cash-out rights during the term hereof. Employer contributions shall include the cash-out value of leave days (sick, vacation, personal, etc.) accrued and available for annual cash-out per Employee Manual.

**Mandatory Employee Contributions (no individual elections permitted):** The employer shall change the Group's compensation package such that eligible employees shall contribute from their compensated pay in the form of HRA VEBA Plan contributions determined by employee consensus, which shall be contributed on a monthly basis and each eligible employee's salary shall be reduced by said amount. Such contributions shall be made on behalf of all Group employees defined as eligible and shall be considered and referred to as Employee contributions.

**Optional Direct Employer Contributions:** Employer contributions shall be equal to an amount, and which shall be contributed on the basis as determined by the Board of Directors, on behalf of all eligible Group employees.

**Other:** All full-time employees will be considered eligible for Plan participation. All part-time employees will not be eligible for Plan participation.

The term of this Employer Policy shall be from January 1, 2023, until terminated by Employer or amended by Employer by Resolution.