



# SPECIAL BIG PLAINS WATER SPECIAL SERVICE DISTRICT MEETING (RESCHEDULED FROM MARCH 20, 2024)

BOARD OF DIRECTORS, REGULAR MEETING  
1777 N Meadowlark Dr, Apple Valley  
Thursday, March 28, 2024 at 6:00 PM

## AGENDA

Notice is given that a meeting of the Water District of the Town of Apple Valley will be held on **Thursday, March 28, 2024**, commencing at **6:00 PM** or shortly thereafter at **1777 N Meadowlark Dr, Apple Valley**.

**Vice Chairman** | Harold Merritt

**Board Members** | Michael Farrar | Ross Gregerson | Matt Politte |

Please be advised that the meeting will be held electronically and broadcast via Zoom. Persons allowed to comment during the meeting may do so via Zoom. Login to the meeting by visiting:

<https://us02web.zoom.us/j/82661513795>

if the meeting requests a password use 1234

To call into meeting, dial (253) 215 8782 and use Meeting ID 8266151 3795

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### ROLL CALL

### DECLARATION OF CONFLICTS OF INTEREST

### WATER OPERATOR REPORT

### BOARD UPDATE

1. Canaan Spring Water System Update

### DISCUSSION AND ACTION

2. Resolution-BPW-R-2024-04, A Resolution Appointing District Officers.
3. Add Signers (x2) and remove Barratt Nielson and Jauna McGinnis from State Bank of Southern Utah.  
\*Note Board Member Ross Gregerson is only current authorized signer.
4. PEHP Benefits
5. Resolution-BPW-R-2024-03, Utah Public Treasurers' Investment Fund Certification Of Authorized Individuals (PTIF).

### CONSENT AGENDA

The Consent Portion of the Agenda is approved by one (1) non-debatable motion. If any Board Member wishes to remove an item from the Consent Portion of the agenda, that item becomes the first order of business on the Regular Agenda.

6. Disbursement Listing for February 2024.
7. February 2024 Water Usage Comparison.
8. Budget Report for Fiscal Year 2024 through February 2024.
9. Budget Report for Fiscal Year 2024 through March 12, 2024.

### APPROVAL OF MINUTES

10. Approval of Minutes: February 21, 2024.

### REQUEST FOR A CLOSED SESSION

### ADJOURNMENT

CERTIFICATE OF POSTING: I, Jenna Vizcardo, as duly appointed Recorder for the Town of Apple Valley, hereby certify that this Agenda was posted at the Apple Valley Town Hall, the Utah Public Meeting Notice website <http://pmn.utah.gov>, and the Town Website [www.applevalleyut.gov](http://www.applevalleyut.gov).

**THE PUBLIC IS INVITED TO PARTICIPATE IN ALL COMMUNITY EVENTS AND MEETINGS**

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify the Town at 435-877-1190 at least three business days in advance.

**BIG PLAINS WATER SPECIAL SERVICE DISTRICT**

**RESOLUTION NO. BPW-R-2024-04**

***A RESOLUTION APPOINTING DISTRICT OFFICERS***

**WHEREAS**, the Big Plains Water Special Service District (“District”) is a Utah Special Service District; and

**WHEREAS**, the District is required to elect appropriate persons to serve as officers pursuant to the Utah Code Annotated 17B-1-309 (the “Code”); and

**WHEREAS**, the District deems it necessary to elect and/or re-elect all offices; and

**WHEREAS**, at a meeting of the District, duly called, noticed and held on the 28<sup>th</sup> day of March 2024, and upon motion duly made and seconded:

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the District to elect \_\_\_\_\_ as Chairman, \_\_\_\_\_ as Vice Chairman, and \_\_\_\_\_ as Treasurer.

**PASSED** this 28th day of March 2024.

BIG PLAINS WATER SPECIAL SERVICE DISTRICT

\_\_\_\_\_  
Chairman \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Jenna Vizcardo, Recorder

AYE      NAY      ABSTAIN      ABSENT

Chairman | \_\_\_\_\_

Board Member | \_\_\_\_\_

Board Member | \_\_\_\_\_

Board Member | \_\_\_\_\_

Board Member | \_\_\_\_\_

## PEHP Worksheet

The highlighted offerings are the ones that were selected. In addition, the District policy offers a life insurance policy that will cost an additional \$6.45.

This is the email that was sent to Barratt, Mayor, Jenna, and Mikey;

The current policy of the district is that full time employees receive health, dental, and vision insurance benefits. This benefit includes 100% payment of premiums for the employee and 50% of the yearly deductible for HSA savings. I requested and received a bid from PEHP (our health insurance provider) on our benefit options. I have included the HSA plan information as that is what our personnel policy mentions.

PEHP health HSA monthly rates:

Summit Star HSA Option 1- \$667.48 (Yearly \$8,009.76, HSA benefit is \$800.00, Total expense \$8809.76)

Summit Star HSA Option-2 \$660.38 (Yearly \$7924.56, HSA benefit is \$800.00, Total expense is \$8724.56)

Summit Star HSA Option 3- \$620.58 (Yearly \$7446.96, HSA benefit is \$1,000.00, Total expense \$8446.96)

Summit Star HSA Option 4- \$660.86 (Yearly \$7930.32 HSA benefit \$1250.00, Total expense \$9180.32)

Summit Star HSA Option 5- \$569.32 (Yearly \$6831.84 HSA benefit is \$1500.00, total expense \$8331.84)

Vision Plan Offerings:

PEHP EyeMed plan Full; \$7.51 (Yearly \$90.12 includes prescriptions and exam)

PEHP EyeMed Eyewear only: \$6.53 ( Yearly 78.36)

Opticare Full- \$8.31 (Yearly \$99.72 includes prescriptions and exam)

Opticare Eyewear only: \$6.45 (Yearly \$77.40)

DentalPlan Offerings:

The two cheapest offerings, with no waiting period;

Preferred Dental care no waiting period- \$49.64 (Yearly \$595.68)

Essential Dental care no waiting period- \$44.84 (Yearly \$538.08)

This expense should be approved by the board yearly, normally this would come up with the board during budget talks and approval. Because it was not, it's not currently in the approved budget. Regardless of this, these benefits are guaranteed by our policies and we must offer them this year. With this in mind, Jenna, does this expense need to be on the agenda for the next board meeting? Mayor and Mikey, will this require a budget amendment? With next year's budget it might be a good idea to look at the health benefit option the town is using as a cheaper alternative.

I have attached the bid documents if you would like to review them. Just keep in mind many of the plans listed in these documents will not apply to us. If you have any questions please contact me and I can go over it with you.

Michelle

# Employer Health Insurance Agreement

Between Big Plains Water Special Service District  
and  
Utah Retirement Systems Public Employees' Health Program  
April 1, 2024, through December 31, 2024

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## SECTION 1 – INTRODUCTION

### 1.1 Contract

1.1.1 This Employer Health Insurance Agreement (“Agreement”) is made and entered into, pursuant to Utah Code Annotated Title 49, Chapter 20, by and between Big Plains Water Special Service District (“Employer”), a body corporate and politic of the State of Utah, and the UTAH RETIREMENT SYSTEMS, by and through its Employer benefit and insurance division, the PUBLIC EMPLOYEES’ HEALTH PROGRAM (“PEHP”).

1.1.2 In exchange for Employer’s payment of Rates, PEHP provides defined healthcare Benefits to Members. Any payment of Rates will constitute Employer’s agreement to the terms of this Agreement, regardless of whether Employer has actually signed the Agreement.

1.1.3 NOW, THEREFORE, for and in consideration of the agreements and provisions hereinafter contained, the parties hereby agree and enter into this Agreement.

### 1.2 Scope of Agreement

1.2.1 PEHP will make available to Employer’s Eligible Employees, Eligible retirees under age 65, and Eligible dependents, the health and prescription drug plans listed in Appendix A. All terms, definitions, and conditions of the health and prescription drug plans are hereby incorporated into this Agreement.

1.2.2 Any and all other documents attached hereto are hereby made a part of this Agreement as fully as though detailed herein.

1.2.3 The parties acknowledge that for purposes of paying fees required by the Affordable Care Act, PEHP shall act as the plan sponsor of Employer’s benefit plans. All programs and plans offered by PEHP are subject to change in order to adapt to the changes and trends in the health care industry. Further, the Benefits in this Agreement are not necessarily the benefits of the Employer's previous insurance carrier. This contract does not guarantee benefits payable under the previous carrier will be payable under PEHP.

1.2.4 No Member of PEHP has a vested right to any Benefits. Changes to the Agreement may be made without notification, consultation or the consent of Members. However, material mid-plan year changes to the Benefits must be made with approval of the Employer and with 60 days notice to the Members. The rights and interest of Members at any particular time depend on the Agreement terms in effect at that time.

1.2.5 PEHP may adopt reasonable policies, rules and procedures to help in the administration of the Agreement. Employer agrees to abide by all such reasonable policies, rules, and procedures that are not inconsistent with the Agreement.

1.2.6 PEHP has discretion to determine Eligibility for Benefits and to interpret the terms and conditions of the Benefit plan(s). PEHP's determinations under this Section do not prohibit or prevent a Member from seeking an appeal of claims or an administrative review by following the appeals procedure established by the Master Policy and Utah Code Ann. § 49-11-613.

## SECTION 2 – ELIGIBILITY AND ENROLLMENT

### 2.1 Eligibility

2.1.1 PEHP shall provide coverage to those Eligible Employees and their Eligible Dependents in accordance with the terms of the PEHP Master Policy attached as Appendix A.

2.1.2 In consultation with PEHP and within PEHP's stated Eligibility parameters, if Employer has 100 Subscribers or more, Employer shall decide which categories of Employees and Dependents are Eligible to become Members and establish related Eligibility requirements. Employer agrees to implement standards that are nondiscriminatory and is solely liable if any standards are determined to be discriminatory.

2.1.3 Notwithstanding Section 2.1.2, if Employer is community rated or all Employers in Employer's risk pool are paying the same Rates, then Employer shall be subject to PEHP's Eligibility parameters and shall not have discretion to set its own standards.

2.1.4 Eligibility standards (including termination standards) determined by Employer must be reported to and approved by PEHP each plan year, at least ninety (90) days prior to the start of the plan year. **Employer shall inform PEHP of its eligibility standards on the PEHP Benefit Selection Form.** If Eligibility standards vary from plan year to plan year, PEHP may revise Rates correspondingly, in accordance with sound actuarial principles.

2.1.5 Employer may not change, extend, expand, or waive the Eligibility criteria without first obtaining the advance, written approval of an officer of PEHP. Eligibility standards may not be changed mid-plan year.

2.1.6 Employer's Eligibility parameters must meet PEHP's criteria which include the following:

- All retirement-eligible Employees are Eligible;
- Any elected officials are Eligible;
- Any appointed officials who are required to work the same hours as other Employees are Eligible;
- Otherwise Eligible Employees with other coverage may waive coverage with the Employer under the Plan;
- At least 80% of the above listed Eligible individuals, who have not demonstrated proof of other coverage, must participate in the Plan, or, if Employer employs fewer than five (5) individuals, 100% of individuals must participate in the Plan;
- Independent contractors are not Eligible;



Only individuals who continuously satisfy the Eligibility criteria of the Agreement may be enrolled and continue as Members. Employer, Subscribers, and their Dependents are responsible for obtaining and submitting to PEHP evidence of Eligibility.

2.1.7 Notwithstanding this Section 2, PEHP reserves the right to deny coverage to an otherwise Eligible Employee and/or their Eligible Dependent(s), in accordance with the PEHP Master Policy, if that individual commits fraud upon PEHP, forges prescriptions, commits criminal acts associated with coverage, misuses or abuses Benefits or breaches the conditions of the PEHP Master Policy. Notwithstanding any other provision of this Agreement, if such an individual retains Coverage with PEHP at the request of an Employer after a recommendation by PEHP to address either the fraud, criminal acts associated with coverage, or a breach of the PEHP Master Policy, Employer shall be solely and completely responsible for all claims incurred for this individual. In such a circumstance, the individual's claims shall be adjudicated separately from the Employer's experience, and no claims for this individual, either in specific or aggregate, shall be eligible for payment by PEHP reinsurance.

## 2.2 Enrollment Requirements

2.2.1 In order for an Eligible individual to receive Benefits, Employer must enroll the individual, PEHP must accept the individual as a Member, and Employer must pay the applicable Rates. Employer agrees to limit enrollment to Eligible Employees and their Dependents.

2.2.2 Any Employee who does not enroll in the Employer Plan during their first 60 days of employment with the Employer will not be Eligible to enroll until the next annual enrollment period.

2.2.3 Except as otherwise provided in this Agreement, enrollment and enrollment changes for existing Employees and their Dependents may only be made during an open enrollment period.

2.2.4 PEHP shall allow for a special enrollment period for specific circumstances listed in Section 2.2.5. The terms governing special enrollment for PEHP are also contained in the Master Policy attached hereto as part of Exhibit A.

2.2.5 Employer must notify PEHP within 60 days whenever there is a change in a Member's family and or employment status that may affect Eligibility or enrollment. Family or employment status includes the following events:

- a) Adoption of a child, birth of a child, or gaining legal guardianship of a child;
- b) Child loses Dependent status;
- c) Death;
- d) Divorce;
- e) Marriage
- f) Involuntary loss of other coverage;
- g) Member called to active military duty;
- h) Member receives a Qualified Medical Child Support Order (QMCSO);

- i) Reduction in employment hours;
- j) Member takes, returns from, or does not return from a leave of absence; and
- k) Termination of employment.

2.2.6 If Employer fails to notify PEHP within 60 days of a Member's termination from employment or other family and/or employment change that results in the loss of a Member's Eligibility, Employer agrees to promptly pay PEHP any amounts paid as Benefits for such Member after the Member became ineligible and before PEHP was notified.

2.2.7 PEHP agrees to supply certification of creditable coverage to all terminated Subscribers and their Eligible Dependents losing coverage in accordance with federal law. The terms governing certification and disclosure are contained in the Master Policy attached hereto as part of Exhibit A.

2.2.8 Employer hereby agrees the Effective Date for new Employees is based upon the Employer's enrollment polices as stated on the Group Renewal Form.

2.2.9 PEHP will enroll Dependents as a result of a valid court order. Any requirement for the Plan to comply with court orders, including Qualified Medical Child Support Orders (QMCSOs) and/or Divorce Decrees is Employer's responsibility. When Employer directs PEHP to enroll an individual on the basis of a court order, PEHP reserves the right to review and confirm that the order is qualified.

2.2.10 PEHP may decline to enroll Employees, former Employees, or Dependents who do not satisfy the Eligibility criteria of the Agreement. Also, PEHP may initially decline to issue coverage if Employer fails to meet the minimum enrollment or minimum contribution requirements.

### **2.3 Continuation of Coverage (COBRA / Mini-COBRA) and Conversion Coverage**

2.3.1 Employer's Members who lose coverage under a Plan made available by PEHP may be permitted to continue such Coverage in accordance with the requirements of the Consolidated Omnibus Budget Reconciliation Act of 1986 (COBRA), or Utah mini-COBRA, Utah Code Ann. § 31A-22-722 (collectively, "Continuation Coverage").

2.3.2 Employer agrees to administer Continuation Coverage according to state and federal law. PEHP agrees to support and assist Employer in the administration of the Continuation Coverage. Employer agrees to provide sufficient documentation of a Member's Eligibility for Continuation Coverage. PEHP will determine if the documentation provided is sufficient.

2.3.3 Employer agrees to timely:

- a) notify PEHP of a Members' death;
- b) notify PEHP of a Member's termination of employment or reduction of hours, (Employer must notify PEHP if a termination is due to gross misconduct);
- c) notify PEHP of a Member's entitlement to the benefits under Title XVII of the Social Security Administration, which would cause the Member to lose coverage;

- d) notify PEHP of any other COBRA Qualifying Event that would affect a Member's Eligibility for coverage.

2.3.4 PEHP agrees that, at enrollment, termination of employment, or upon receipt of written notice of a COBRA Qualifying Event, in addition to Employer's function as COBRA plan administrator, to notify Members of their Continuation rights, if such rights exist, in accordance with state and federal law. PEHP will not be responsible to notify Members of their Continuation rights if PEHP does not receive notice from Employer of a Qualifying Event, as defined in the PEHP Master Policy, in a timely manner.

2.3.5 Domestic Partners are eligible for Continuation Coverage with PEHP if they would have otherwise been eligible for COBRA coverage as a Dependent as defined by PEHP and Employer in Appendix A.

2.3.6 PEHP agrees to provide Employer's Members notice of their Conversion rights in accordance with state and federal law. Employer's Members who lose coverage under a COBRA or a Mini-COBRA plan made available by PEHP may be permitted to enroll in a Conversion plan, in accordance with Utah Code Ann. § 31A-22-723.

2.3.7 PEHP and Employer agree that if this Agreement is terminated, Continuation Coverage with PEHP will terminate. Employer will be responsible for obtaining alternate coverage for those Members who are receiving Continuation Coverage.

2.3.8 PEHP agrees to bill and collect Rates from Members for Continuation and Conversion Coverage.

2.3.9 PEHP agrees to provide COBRA, Mini-COBRA, and Conversion Coverage for the minimum time and only to the minimum extent required by applicable state and federal law. PEHP will not provide Continuation or Conversion Coverage if Employer or the Member fails to strictly comply with all applicable notice and other requirements and deadlines.

## **2.4 Early Retiree Eligibility**

2.4.1 Employer, at Employer's sole discretion, may offer the Employer Plan(s) to the Employer's Early Retirees and their Eligible Dependents according to Eligibility standards adopted by the Employer and provided to PEHP under the terms of this Agreement and attached in Appendix A. Employer shall make available to their Eligible Early Retirees copies of any rules, regulations, and restrictions limiting their options for coverage.

2.4.2 Early Retirees and Eligible Spouses, as specified in Appendix A, upon reaching age 65, and no longer working, will be eligible to convert their Early Retiree coverage to the Public Employees' Medicare Supplement Plan if they elect to enroll in Medicare Plans A and B.

2.4.3 Early Retirees and Eligible Spouses, as specified in Appendix A, upon reaching age 65, and no longer working, will be eligible to convert their Early Retiree coverage to Medicare Part D at any time.

2.4.4 The rate for Early Retiree coverage may be higher than the rate charged for active Employees. Specific rates may be included in Appendix A.

2.4.5 Termination of Early Retiree coverage does not constitute a qualifying under COBRA. If an Employee elects Early Retiree coverage, the Employee is not eligible for COBRA coverage thereafter.

## **2.5 Long-Term Disability Continuation of Coverage**

2.5.1 Eligible Employees who are approved for long-term disability benefits with PEHP's Long-Term Disability Program under Utah Code Annotated, Title 49, Chapter 21 ("Disabled Employee"), are Eligible to continue coverage with PEHP until the earlier of: 1) the Disabled Employee is no longer receiving long-term disability benefits, 2) the Disabled Employee fails to make the required payment to PEHP each month as set forth below, 3) Employer cancels medical coverage with PEHP, or 4) the Disabled Employee or his/her spouse attains the age of 65.

2.5.2 Upon turning age sixty-five (65), the Disabled Employee or his/her spouse will be Eligible to continue with a PEHP-sponsored Medicare Supplement plan, but will be required to pay the full monthly Rate. The Disabled Employee or spouse who is younger than 65, or any other Eligible Dependents covered on the plan younger than 65, will remain Eligible for PEHP coverage until they meet one of the other criteria listed above or no longer meet Dependent Eligibility criteria.

2.5.3 Each Disabled Employee who qualifies for PEHP coverage must pay a portion of the monthly PEHP payment to remain Eligible for PEHP Benefits as set by PEHP and outlined in the Master Policy attached in Appendix A.

## **SECTION 3 – RESPONSIBILITIES OF EMPLOYER**

### **3.1 In General**

3.1.1 In addition to the responsibilities addressed throughout this Agreement, Employer agrees to the following responsibilities and obligations.

### **3.2 Rate Payments**

3.2.1 Employer is responsible to collect and remit Rates to PEHP. By remitting Rates to PEHP, Employer certifies to PEHP that the Employer/Employee Rate share complies with the affordability standards of PPACA. Other than as required by state or federal law, nothing contained in this Agreement shall obligate the Employer to contribute any specific percentage of the contribution, nor to provide any specified credits for sick leave conversion, etc. to any Employee.

3.2.2 To the extent Employer requires its Employees to contribute to Rates, Employer agrees to collect those contributions from its Employees and remit the same to PEHP together with a copy of a remittance report. Such contributions and report will be submitted to PEHP monthly following the appropriate payroll dates. By remitting Rates, Employer certifies that all Employees meet the Eligibility requirements agreed upon under this Agreement.

3.2.3 Employer's obligation to pay the full Rates to PEHP is not contingent upon Employer's ability to collect any percentage of the Rates that Employer requires to be paid by Subscribers.

3.2.4 Rates will be considered late if received more than thirty days after the date of the corresponding invoice from PEHP.

3.2.5 Notwithstanding any other provision of this Agreement, if Employer is late in any required payment to PEHP, PEHP shall assess Employer a 5% penalty on late payments.

3.2.5 Notwithstanding any other provision of this Agreement, if Employer fails to pay a required invoice to PEHP within sixty (60) days after the date of the corresponding invoice from PEHP, PEHP shall immediately suspend payment of claims until payment is made in full; in such case, the Employer shall be responsible for any payment to Providers, including any late fees, as applicable; or immediately terminate this Agreement in accordance with Section 7.2.

### **3.3 Employment Verification and Status**

3.3.1 To the extent Employer is responsible to determine Eligibility standards under this Agreement, Employer agrees to provide those standards to PEHP at least ninety (90) days prior to the start of the Plan Year, as provided in Section 2.1.

3.3.2 Employer agrees to verify employment status and date of employment information contained in any new applications filed by Employees, and Employer agrees to inform PEHP of any change in Employee or Dependent status or of the termination of coverage of any Employee or Dependent, including any COBRA Qualifying Events, on a semi-monthly basis, in accordance with Section 2.4.

3.3.3 It is the responsibility of the Employer to obtain and maintain updated, accurate records specifying enrollment information, Member files, Eligibility information, Effective Dates, and Employee status information. Employer agrees, to the extent requested by PEHP, to provide PEHP with current and updated copies of all completed enrollment forms and other documentation as deemed necessary by PEHP.

3.3.4 Payment of Rates shall constitute Employer's certification that Employer and all its Members meet the Eligibility standards as outlined in Utah Code Annotated Title 49, Chapter 20, and as established under this Agreement.

### **3.4 Compliance**

3.4.1 Employer is responsible for its own compliance with applicable laws, rules, and regulations, including requirements to provide information to Members about their coverage. This includes all applicable requirements under PHSa, HIPAA, PPACA, COBRA, and any other state and federal requirements that apply to the Plan.

3.4.2 Employer agrees to notify PEHP when Employer receives Medicare secondary payer information.

3.4.3 Employer shall distribute to Employees all forms, documents, and notices as required by law (i.e. Summary of Benefits and Coverage, Benefit Summaries). In accordance with Section 4.4, PEHP may assist Employer in the production of such forms, documents and notices. Employer maintains sole responsibility to ensure compliance with federal law.

### **3.5 Miscellaneous**

3.5.1 Employer certifies it is a political subdivision of the State of Utah and that both Employer and its Eligible Employees qualify to participate with PEHP, and Employer agrees to notify PEHP prior to its losing Eligibility to participate with PEHP.

3.5.2 It is Employer's responsibility to provide Subscribers a 30-day written notice of the Agreement's termination.

3.5.3 Except as modified in this Agreement, Employer shall be responsible for all tax consequences or penalties resulting from participation in the PEHP plans or programs.

## **SECTION 4 – RESPONSIBILITIES OF PEHP**

### **4.1 Plan Services**

4.1.1 Employer hereby agrees that it is the sole responsibility and right of PEHP to contract with, negotiate policies, procedures, and plan provisions, in reference to physicians, hospitals, facilities, corporations, or other service Providers. PEHP agrees to establish and maintain its usual hospital and physician relations activities, Subscriber service activities, investigative and claim review procedures, legal review and defense services, and shall take all reasonable measures to prevent the allowance and payment of improper claims for Employer.

4.1.2 PEHP shall provide Employer with all administrative services provided by PEHP to its other policy holders. A monthly fee for administrative services shall be included in the Rate amount, on a Per Member Per Month ("PMPM") basis, at the Rate specified in Appendix A.

4.1.3 PEHP shall provide Reinsurance coverage as provided for in Section 5. PEHP will charge a monthly reinsurance fee, on a PMPM basis, at the Rate specified in Appendix A. The reinsurance fee is included in the Employer Rate.

4.1.4 At Employer's request, PEHP may facilitate an on site medical clinic for Employer's employees in accordance with the terms in Appendix B.

4.1.5 PEHP shall make available to Members an electronic enrollment process via the [www.pehp.org](http://www.pehp.org) website. PEHP shall also furnish to the Employer appropriate enrollment forms for distribution to new Eligible Employees. Upon receipt and processing of enrollment information, PEHP will distribute identification/prescription cards and Benefit brochures to Subscribers.

## 4.2 Reporting

4.2.1 These reporting provisions are subject to the confidentiality provisions of Section 6.

4.2.2 PEHP shall provide Employer with regular reports of the total amount paid to Providers in Employer's risk pool.

4.2.3 If Employer employs over 100 Subscribers, PEHP shall provide Employer with Employer-specific quarterly utilization reports. These Employers may request additional ad hoc reports as needed. However, to the extent that any specific requested reports may be unique and costly to produce, Employer agrees to pay PEHP the reasonable cost of assembling and preparing such additional information and reports, so long as the cost of any such report has been made available to Employer in advance and Employer has agreed in writing to pay such costs. PEHP may decline to produce reports if PEHP determines that doing so would violate state or federal law.

4.2.4 If Employer employs over 100 Subscribers, Employer and/or its designated Business Associates, as defined by HIPAA, shall be entitled, upon written request from Employer, to receive a copy of individual data pertaining to Employer in accordance with Utah Code Ann. § 49-11-618 and applicable Board resolutions for the sole purpose of reviewing claims and utilization experience for individuals covered by the program. PEHP shall not provide diagnosis information unless specifically requested by Employer, and Employer has demonstrated to the satisfaction of PEHP that the individual diagnosis is essential to the review process, in which case, PEHP may require a separate release statement. Employer hereby agrees to never share or otherwise divulge this individual data to any other person or unit of government, unless subpoenaed by a court or governmental entity having proper jurisdictional authority. When requesting this data, Employer will designate an officer or employee responsible for receipt and custody of the data and hereby agrees to indemnify and hold PEHP harmless against any claims, loss, damage, injury or other liability resulting from the disclosure of confidential medical data by any officer or employee of Employer.

4.2.5 Subject to the foregoing provisions, PEHP may provide specialized or additional reports to Employer, at Employer's request. PEHP may charge a fee to Employer for such special reporting requests as negotiated between the parties.

#### **4.3 Record Retention and Review**

4.3.1 PEHP shall maintain, or cause to be maintained, records covering claims submitted to PEHP hereunder as well as payment disbursed by it. The records shall be maintained for the same period of time that PEHP retains like records in connection with its claims administration.

#### **4.4 Claims Payment, Customer Service and Appeals**

4.4.1 PEHP shall adjudicate claims within forty-five (45) days upon receipt of all information necessary to accurately make a claim determination pursuant to PEHP's policies and procedures. Necessary information to adjudicate claims shall include, but is not limited to, information regarding coordination of benefits ("COB") from the primary insurance carrier, if applicable.

4.4.2 PEHP shall notify Members of paid or rejected claims and the reason for the rejection through an explanation of benefits, which shall be sent within one (1) week of PEHP's adjudication of the claim.

4.4.3 PEHP shall advise and aid claimants in meeting requirements for additional information and proper completion of claim forms.

4.4.4 PEHP shall maintain customer service staff and telephone numbers to provide information and response to inquiries of Members regarding program coverage and Benefits as well as specific information concerning claims, such as: status of claim, date paid/denied, amount, and Provider.

4.4.5 PEHP shall provide a website with general Plan information, specific claims information, and cost tools for evaluating and finding Providers.

4.4.6 PEHP shall discuss claims, where applicable, with physicians and other Providers of services.

4.4.7 PEHP shall obtain and furnish information, as necessary, regarding non-duplication of payment or COB.

4.4.8 PEHP will correct payment of claim errors for up to 12 months following the adjudication of a claim. For claims involving COB, PEHP will have up to 15 months following the adjudication of such claims to make adjustments. These time frames will not apply in instances where PEHP determines that the claims were paid due to fraud.

4.4.9 PEHP shall provide a claims adjudication and appeals process to resolve any disputes regarding Benefits under this Agreement. Members and Providers are required to cooperate with this process in any dispute with PEHP as outlined in the Master Policy attached in Appendix A.



4.4.10 PEHP shall provide additional Member Services, including Case Management, Disease Management, and Wellness Programs.

4.4.11 If Employer requests for correctly-paid claims to be reprocessed, Employer agrees to pay the administrative costs of reprocessing in accordance with PEHP's policies and procedures.

#### **4.5 Information for Members**

4.5.1 Employer, with cooperation from PEHP, shall produce any required forms or documents required by law to be distributed to Employees. Employer shall bear the responsibility to distribute such documents, in accordance with Section 3.4. PEHP may assist Employer with creation and production of documents, as specified in this Section.

4.5.2 PEHP shall assist Employer in its distribution by making available Plan-specific Benefits Summaries, Master Policies, Rates, forms and documents online at [www.pehp.org](http://www.pehp.org), which will include the ability for Members to check status of claims and other information.

### **SECTION 5 – FUNDING**

#### **5.1 Self-Funded Status**

5.1.1 Employer acknowledges and agrees that through this Agreement Employer participates in a self-insured plan, and that plan is part of a self-insured risk pool. Employer maintains the financial risk associated with that plan and the risk pool. Such risk includes, but is not limited to claims expenses for covered Benefits and any interest required to be paid.

5.1.2 Risk pool reserves held by PEHP are owned by, returned to, and credited for interest earnings to Employer in accordance with Section 5.3 and Appendix A.

#### **5.2 Establishment of Rates**

5.2.1 PEHP shall have sole discretion to determine Rates, which are set forth in Appendix A. The Rates will remain the same until the end of the plan year. However, upon notice to Employer, PEHP may reasonably modify the Rates mid-year if federal or state laws or regulations mandate an adjustment of Benefits under the Agreement, or if contingency reserves fall below the level required by the PEHP actuary.

5.2.2 It is understood and agreed that Appendix A outlines the Rates to be paid by Employer for the Plan(s) in which Employer participates during the current term. Rates include administrative fees and reinsurance fees as determined necessary by PEHP, and as listed in Appendix A. The PEHP rate setting process takes into account all of the health experience of the Employer, including but not limited to, the

health experience of Employees, Dependents, Early Retirees, LTD Participants, and other Members covered under active, early retiree, and/or COBRA Coverage.

5.2.3 It is further understood and agreed that PEHP will provide notice to Employer of estimated regular Rate changes ninety (90) days prior to the end of the contract term, with the Rate change to be effective on the date of renewal of the plan year.

5.2.4 Notice of Rate increases relating to Medicare Supplement programs offered by PEHP will be provided by PEHP unless Medicare benefits change information has not yet been made available to PEHP by the Medicare authorities. All changes will become effective on January 1 of each year.

### **5.3 Reserves**

5.3.1 Pursuant to Utah Code Annotated § 49-20-301, PEHP plans “shall be maintained on a financially and actuarially sound basis by payments from covered employers and covered individuals.” Utah Code Annotated § 49-20-402(1) provides, “The reserves in a risk pool in a given fiscal year shall be maintained at the level recommended by the program’s consulting actuary and approved or ratified by the Board. If the reserves drop below that level, covered employers in the risk pool are required to cure any deficiency in the reserve.”

5.3.2 PEHP shall provide Employer with reserve recommendations from its consulting actuary upon request from Employer. PEHP shall provide Employer with financial statements regarding the level of reserves in Employer’s risk pool.

5.3.3 If the reserves in Employer’s risk pool drop below the recommendation of the consulting actuary, Employer shall be responsible to pay the difference (or the pro-rata difference if Employer is in a multi-Employer risk pool) to PEHP within fifteen (15) days following the request. In the case of a deficit in reserves, Employer agrees to pay PEHP interest of 1% per month for each month after the end of the month in which Employer maintains a deficit.

5.3.4 PEHP, upon recommendation of its consulting actuary, shall determine when “substantial excess reserves” have been accrued in accordance with Utah Code Annotated § 49-20-402. In such a case, and upon Board approval, PEHP shall refund reserves to Employer (on a pro-rata basis if Employer is in a multi-Employer risk pool) in a manner approved by the Board.

### **5.4 Claims Reinsurance**

5.4.1 All Employers participating in PEHP health plans shall participate in a self-funded PEHP Reinsurance Risk Pool governed by the Utah State Retirement Board (the "Board"), as described in Appendix A.

5.4.2 The reinsurance fee associated with the PEHP Reinsurance Risk Pool is included within the Employer’s Rate and includes both a specific stop loss and aggregate reinsurance cost. The

Reinsurance fee is set forth in Appendix A. Reinsurance fees are not self-insured, and the Employer shall have no recourse to recover any of these amounts paid.

## 5.5 Administrative Costs

5.5.1 Employer is responsible to pay its share of administrative costs on a PMPM basis. The administrative fee is included in the Employer Rate, according to the schedule in Appendix A. Administrative fees are not self-insured, and Employer shall have no recourse to recover any of these amounts paid.

## SECTION 6 – CONFIDENTIALITY

**6.1 HIPAA.** The parties agree that the acts, duties and obligations required by this Agreement shall be performed in compliance with the Privacy and Security Rules as promulgated under HIPAA.

**6.2 Utah Law.** Employer understands that under Utah Code Annotated § 49-11-618, “All data in the possession of [PEHP] is confidential, and may not be divulged by [PEHP] except as permitted by board action.” Employer acknowledges and agrees that this Agreement is subject to this rule of confidentiality.

**6.3 Definition of Data.** For the purpose of this Agreement, "data" means any information pertaining to Employer’s participation with PEHP, Plan Rates, this Agreement, PEHP or its business practices, or the personal health information (as defined by federal law) of any individual participating in the Plan administered by PEHP.

## SECTION 7 – TERM AND TERMINATION

### 7.1 Term of Agreement

7.1.1 Unless sooner terminated as herein provided, this Agreement shall be effective for a one year term and pertain to claims incurred during the period April 1, 2024 through December 31, 2024.

7.1.2 This Agreement shall be renewed automatically for one year terms unless Employer notifies PEHP of its intent to terminate as provided herein.

### 7.2 Termination

7.2.1 This Agreement, and coverage for all Members under this Agreement, can terminate for the reasons listed below.

7.2.2 This Agreement may be terminated by Employer by providing PEHP with written notice prior to the Employer’s open enrollment period for the next one year term. PEHP will not accept retroactive termination dates.

7.2.3 PEHP may immediately terminate Employer's coverage upon written notice if PEHP determines that Employer is in breach of this Agreement. The following circumstances constitute a breach:

- a. Employer fails to pay the required Rates in accordance with this Agreement;
- b. Partial payment will be treated as nonpayment unless PEHP, at its sole discretion, indicates otherwise in writing;
- c. Employer performs an act or practice that constitutes fraud or makes an intentional misrepresentation of material fact under the terms of the coverage;
- d. Employer's status changes to an entity that is not a political subdivision of the State of Utah;
- e. Employer's membership in an entity through which this Agreement was made available ceases; or
- f. Employer fails to satisfy the minimum Employer participation requirements in Section 2.1.6 of this Agreement.

7.2.4 Employer agrees that if proper written notice of termination is not given within the designated time parameters, a penalty of up to one percent (1%) of total annual Rate may be assessed on Employer at the sole discretion of PEHP.

7.2.5 It is Employer's responsibility to provide Subscribers a 30-day written notice of the Agreement's termination. PEHP will provide a sample notice upon request.

7.2.6 Upon termination or expiration of this Agreement, PEHP shall continue to process and pay claims for services obtained or charges incurred by Employer's Members prior to the date of termination or expiration of this Agreement for a period of 12 months after the date of termination ("Run-Out Period"). PEHP shall not pay for Services obtained or charges incurred after the date of termination, regardless of when a condition arose and despite care or treatment anticipated or already in progress.

7.2.7 If Employer breaches this Agreement in accordance with Section 7.2.3 of this Agreement, which results in termination of this Agreement, PEHP shall pay no further claims, regardless of the date incurred. Employer shall be responsible for any such claims. Employer shall be responsible to pay PEHP for all reinsurance and administrative costs due prior to the date of termination, regardless of any other provision in this Agreement.

7.2.8 Upon termination of this Agreement, Employer shall be responsible for any deficits in the risk pool as determined by PEHP.

## SECTION 8 – GENERAL TERMS

**8.1 Interpretation.** The attached Appendices are complementary to this Agreement and what is called for by any one of them shall be binding as if called for by all. In the event of any inconsistency between the provisions of the Agreement and the documents accompanying this Agreement, the inconsistency shall be resolved by giving precedence first to the Appendices and then to this Agreement. This Agreement will be interpreted and enforced according to the laws and regulations of the State of Utah and any applicable federal laws or regulations. If an inconsistency exists between the Agreement and any

applicable law, this Agreement will be construed to include the minimum requirements of the applicable law.

**8.2 Indemnification.** PEHP agrees to indemnify Employer from and against any claims or other liability, including attorney fees, based upon PEHP's failure to comply with its obligations under the Agreement. Employer agrees to indemnify PEHP from and against any claims or other liability, including attorney fees, based upon Employer's failure to comply with its obligations under the Agreement.

**8.3 Amendment and Assignment.** As benefits under this Agreement may be modified from year to year, this Agreement may be modified or amended unilaterally by PEHP within 30 days prior to a new plan year by providing Employer with written notice of the Amendment. If Employer objects to any unilateral amendments, Employer shall inform PEHP in writing to its objection within 30 days of receipt of the amendment. At all other times of the plan year, and for all other amendments or modifications to this Agreement, this Agreement shall be amended only by a written instrument executed by duly authorized officers of the parties hereto. This Agreement may not be assigned by either party without the written consent of the other party.

**8.4 Default.** If either party defaults in the performance of this Agreement or any of its obligations hereunder, the defaulting party shall pay all costs and expenses, including reasonable attorney's fees, which may arise or accrue from enforcing the Agreement or from pursuing any remedy provided hereunder.

**8.5 Force Majeure.** Neither party will be responsible for a delay in performing its obligations under the Agreement due to circumstances reasonably beyond its control, such as natural disaster, epidemic, riot, war, terrorism, or nuclear release.

**8.6 Dispute Resolution.** This Agreement is entered into in the State of Utah and shall be governed by the laws of said state, notwithstanding any conflicts of laws principles. Any dispute arising out of this Agreement will be subject to the exclusive jurisdiction of the administrative hearing process found in Utah Code Annotated § 49-11-613.

**8.6 Conflict of Interest.** PEHP represents that it has not knowingly influenced, and hereby promises that it will not knowingly influence, an Employer officer or employee, or former Employer officer or employee, to breach any ethical standards applicable to Employer. Employer represents that it has not knowingly influenced, and hereby promises that it will not knowingly influence any PEHP officer or employee or former PEHP officer or employee to breach any ethical standard applicable to PEHP.

**8.7 Severance.** In the event any portion of this Agreement is determined to be unconstitutional, unlawful or otherwise unenforceable in the State of Utah, only the unconstitutional portion of the Agreement will be severed and the remaining portion of the Agreement will continue in effect and be binding on the Parties, provided that such holding of invalidity or unenforceability does not materially affect the essence of the Agreement.

## **8.8 Notice.**

8.8.1 Any notice required herein of PEHP shall be addressed to Employer at the address listed in Appendix A, and when required of Employer, shall be addressed to PEHP, Marketing Department, Public Employees' Health Program, 560 East 200 South, Salt Lake City, Utah 84102-2004, or kurt.murray@pehp.org (or current Marketing Manager).

8.8.2 All required notices shall be sent by at least first-class mail or electronic mail.

8.8.3 Any notice PEHP is required to send will be sufficient if:

- a. For notice to Employer, notice is sent to the address listed in Appendix A;
- b. For notice to a Subscriber, notice is sent to the address PEHP has on record; and
- c. For notice to a Dependent, notice is sent to the Subscriber.

8.8.4 Any notice Employer is required to send will be sufficient if sent to the address listed above.

**8.9 Waiver.** Failure by either party to insist upon strict compliance with any part of this Agreement or with any procedure or requirement will not result in a waiver of its right to insist upon strict compliance in any other situation.

**8.10 Workers' Compensation Insurance.** The Agreement does not provide or replace workers' compensation coverage for Employer's Employees. Employment-related injuries are not covered under the Agreement.

**8.11 Relationship of the Parties.** This Agreement is a contract for services and does not create an agency relationship. Employer does not have the authority to act as PEHP's agent. PEHP is not Employer's agent for any purpose.

## **SECTION 9 – DEFINITIONS**

**9.0 In General.** This Agreement contains certain defined terms that are capitalized in the text and described in this Section. Words that are not defined have their usual meaning in everyday language.

**9.1 Agreement.** This Employer Health Insurance Agreement, including the Employer Application and all other documents expressly referred to and incorporated by reference.

**9.2 Benefit(s).** The payments and privileges to which Members are entitled by this Agreement.

**9.3 Continuation or COBRA Coverage.** Coverage required by the Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA) and/or coverage allowed under Utah Code Annotated § 31A-22-722 (Mini-COBRA).

**9.4 Conversion Coverage.** Coverage provided under Utah Code Annotated § 31A-22-723.

**9.5 Dependent(s).** An Employee's lawful spouse (or Domestic Partner if allowed by Employer) and any child who meets the Eligibility criteria under this Agreement.

**9.6 Domestic Partner.** If Employer accepts Domestic Partners as Dependents, the qualifications agreed upon by Employer and PEHP will be included in Appendix A.

**9.7 Early Retiree.** A former Employee of Employer who is under age 65 and who meets Employer's Eligibility criteria as defined by Employer in Appendix A.

**9.8 Effective Date.** The date on which coverage for a Member begins.

**9.9 Employee.** An individual employed by Employer.

**9.10 Employer Plan (or "Plan(s)").** The group health and/or other Benefit plan(s) elected and sponsored by Employer under this Agreement and attached in Appendix A.

**9.11 Eligible, Eligibility.** The criteria or standards, established by Employer and/or PEHP under this Agreement and Appendix A, in order to participate in a PEHP health plan.

**9.12 HIPAA.** The Health Insurance Portability and Accountability Act found at 45 C.F.R. §§ 160 and 164, as amended.

**9.13 Master Policy.** The document(s) considered part of this Agreement, which describe(s) the terms and conditions of the health insurance Benefits with PEHP, including the Benefit Summary, and which is available online at the address listed in Appendix A, or by request.

**9.14 Member.** As defined in the Master Policy attached in Appendix A, a Subscriber, including an Employee, Early Retiree, LTD Participant, COBRA Participant, Conversion Coverage Participant, and any Dependent, when properly enrolled in the Plan and accepted by PEHP.

**9.15 PHSA.** The Public Health Service Act of 1944, codified in United States Code, Title 42, as amended.

**9.15 PPACA.** The Patient Protection and Affordable Care Act, Pub. L. No. 111-148, as amended, including the Health Care Education Reconciliation Act of 2010, Pub. L. No. 111-152, as amended.

**9.16 Provider.** A vendor of healthcare Services as defined in the Master Policy.

**9.17 Rate(s).** The amount paid periodically by Employer and/or Subscribers to PEHP as consideration for providing Benefits under the Plan. The Contribution rate is specified in Appendix A.

**9.18 Service(s).** Services provided by a Provider, including medical practices or care, treatment, tests, supplies, equipment, devices, or drugs.

**9.19 Subscriber.** An Employee that enrolls with PEHP, as defined in the Master Policy.

**SECTION 10 – SIGNATURE PAGE**

EXECUTED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

UTAH RETIREMENT SYSTEMS  
PUBLIC EMPLOYEES HEALTH PROGRAM



By \_\_\_\_\_  
Chet Loftis  
Director, Public Employees Health Program

EXECUTED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

[Employer Name]

By \_\_\_\_\_  
[Name]  
[Title]



## APPENDIX A

**Plan Year:** April 1, 2024, through December 31, 2024.

### A-1 Benefits

#### A Employer Plans/Programs

Master Policy & Benefit Grid – members can access at [www.pehp.org](http://www.pehp.org) or on Employer’s website.

Summary of Benefits & Coverage (SBC) – members can access at [www.pehp.org](http://www.pehp.org) or on Employer’s website.

Provider Directory - Provider directories for the Employer plans are found online at [www.pehp.org](http://www.pehp.org). Provider directories are subject to change without notice. PEHP shall make reasonable efforts, as determined by PEHP, to inform Employer and Members if a material disruption shall occur to provider networks during the term of this Agreement.

#### Wellness Programs

PEHP offers the Healthy Utah wellness program for Employer. If Employer elects to offer additional wellness programs to employees, Employer shall be solely responsible for any federal law compliance related to such additional program, included taxability of rebates and tracking applicable wellness limits for employees.

By participating in PEHP’s Healthy Utah wellness program, Employer understands that PEHP will provide incentives and rebates to Member in conjunction with that program. PEHP will withhold taxes from those rebates in accordance with federal law requirements. These Member incentives are paid as claims from the Local Governments Risk Pool.

In addition to Member incentives, PEHP Healthy Utah may also incentivize Employers to encourage worksite wellness programs and activities through mini-grants and work well-being awards. These employer incentives are provided by PEHP through PEHP’s administrative costs, and not funded through the Local Governments Risk Pool reserves. While PEHP makes every effort to ensure these Employer incentives comply with Utah and federal law, Employer maintains sole responsibility regarding the appropriation and disbursement of these funds, and PEHP shall maintain no liability regarding these funds once provided to the Employer.

#### Early Retiree

Employer may elect to provide Early Retiree benefits to its Early Retirees. PEHP shall only enroll Employer’s retirees if the following conditions are met:

1. Employer takes official action (i.e. City Council resolution; board action; etc.) to adopt an early retiree benefit policy and provides such policy to PEHP. Such policy shall define the eligibility standards for early retirees, including the time frames associated with early retiree coverage.
2. PEHP shall accept early retirees prospectively from the date of the official action forward. Employer acknowledges that early retirees are not eligible for continuing benefits (COBRA or mini-COBRA) after their early retiree period.
  - a. Early retiree rates shall be 102% of the active employee monthly rate prior to 18 months.
  - b. 130% of the active employee monthly rate after 18 months.
3. Employer shall pay all rates associated with early retirees. Any amounts owed by early retirees for coverage, shall be collected by Employer.

### **B Vesting Standards for LGRP**

1. Employer hereby acknowledges that it participates in the Local Governments Risk Pool (“LGRP”) sponsored by PEHP, which is a multi-employer self-funded risk pool. Participation in the LGRP requires meeting PEHP’s vesting requirement, which include:
  - a. An Employer is vested with PEHP when either:
    - i. the Employer provides two years of specific plan benefits and claims costs to PEHP to appropriately determine rates; or
    - ii. the Employer continuously participates with PEHP in the LGRP for three years.
  - b. If an Employer is vested with PEHP, the Employer may terminate this agreement with no further obligation to LGRP. At the time of termination, the Employer shall not receive any LGRP reserve funds, and shall not pay any deficits incurred or paid by Employer to LGRP.
  - c. If Employer is not vested with PEHP and terminates this Agreement before becoming vested, Employer will immediately pay PEHP for any deficits incurred during its participation with LGRP. Deficits mean the difference between claims paid by PEHP, including administrative costs, and the rates paid by Employer, including all Employer allocated investment earnings or deficits. Deficits shall be solely determined by PEHP. Any calculations regarding deficits will include Employer's claims presented and paid by PEHP over the 12 months following Employer's termination of this Agreement.
  - d. Any surpluses attributable to the Employer (when rates exceed premiums), whether vested or non-vested, will remain with PEHP for the benefit of the Employers participating in the LGRP.
2. Employer IS NOT deemed vested by PEHP.

### **C Reinsurance**

1. Each Employer shall participate in the PEHP Reinsurance Risk Pool and pay the applicable fees for such services. Reinsurance fees are included in the Employer's Rate, as outlined in Appendix Section A-2. The PEHP Reinsurance Risk Pool covers for the Employer:
  - a. Medical and pharmacy claims eligible under this Agreement and the Master Policy, according to the following limits and subject to the exclusions herein;
  - b. Large claims exceeding \$100,000 annually, calculated on an incurred in 12 months and paid in 15 months basis (specific stop loss coverage);
  - c. Aggregate risk pool claims that total between 120% to 135% of expected risk pool claims (aggregate stop loss coverage); and
  - d. Other purposes that PEHP and the Board may approve.
  
2. The PEHP Reinsurance Risk Pool specifically excludes coverage for any claims incurred:
  - a. Outside of the eligibility standards of this agreement or the Master Policy;
  - b. For benefits not specifically covered by the Master Policy;
  - c. That are excluded by PEHP's commercial reinsurance carrier;
  - d. By an Employee or Eligible Dependent who has committed fraud, criminal acts, or other breach of the Master Policy, as described in Section 2.1.7 of this Agreement; or
  - e. That are approved by Employer for processing and payment, despite being ineligible for payment under this Agreement, the Master Policy or the Employer plan benefit documents that have been approved by PEHP.
  
3. If the Employer approves claims or benefits not covered by this Agreement or the Master Policy, the Employer shall be responsible for all claims expenses associated with such charges. Notwithstanding any other provision of this Agreement, PEHP shall have no liability to pay any claims, benefits or make other payments that are not specifically stated in this Agreement or the Master Policy.
  
4. PEHP shall evaluate claims and pay reinsurance amounts on a monthly basis. PEHP shall pay claims which are paid under the Employer's plan year in accordance with the PEHP Master Policy.

#### A-1 ACA Reporting

##### **D. IRS Reporting**

1. Employer hereby asserts to PEHP that it is not an “applicable large employer” as defined by federal law for ACA reporting purposes.
2. If necessary, Employer agrees to provide PEHP with information, as solely determined by PEHP, and in a manner approved by PEHP, to accurately and timely comply with the federal law reporting requirements.
3. PEHP agrees to fill out all required reports under ACA Section 6055 and 6056 to the IRS, as well provide Employer’s full-time employees with the required notification. PEHP will work with employers to file the required reports.
4. The parties understand and agree that PEHP shall fill out these notifications and reports based on the information Employer provides to PEHP. Under no circumstances shall PEHP be responsible for any liability, penalty or damages of any kind or imposed by any entity for the Employer’s failure to provide timely, accurate or complete information to PEHP. PEHP’s liability in producing these reports, if any, is solely and strictly limited to those penalties imposed by federal law for reporting violations. As required by federal law, Employer shall be solely liable for any tax penalties imposed under IRC Section 4980H. PEHP shall never be liable to Employer for any damages, penalties or any other available remedy for a violation(s) of the ACA reporting requirements.
5. Failure by the Employer to provide timely or accurate information to PEHP as PEHP reasonably requests may, at PEHP’s sole discretion, void the obligations of PEHP under this Appendix A-1, D. In such a case, Employer shall remain responsible for any and all reporting requirements under federal law.

A-2 Rates

Summit Exclusive STAR HSA Option 5	\$569.32	\$1178.48	\$1594.08
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A-3 Additional Terms

- A Following termination of this Agreement, PEHP shall pay claims incurred prior to termination of this Agreement for 12 months.
- B Conflict of Interest – Employer acknowledges that PEHP is a public employer, and that no employee or officer is related to any employee or officer of PEHP within two degrees of consanguinity except as has been previously disclosed to PEHP.
- C Additional Reporting Requests - PEHP shall provide regular reports to Employer as described in the Agreement. PEHP may provide additional reports to Employer as negotiated between Employer and PEHP. If such additional reports are agreed upon and authorized by PEHP, Employer agrees to pay PEHP the reasonable costs of producing such reports at the rate of \$20/hour and \$.10/page for printed reports.
- D Notice to Employer – Address

1777 N Meadow Dr.  
Apple Valley, UT 84737

#### A-4 Employer Portal

The PEHP Employer Portal through the website [www.pehp.org](http://www.pehp.org) if available for Employers 24 hours per day, seven days a week at no additional administrative charge to Employer. PEHP may temporarily suspend PEHP Employer Portal access and services at its discretion for maintenance or other quality control issues.

Employer will use PEHP Employer Portal in a manner consistent with applicable laws. Employer is solely responsible for all use of Employer's PEHP Portal website account and for any violation of the terms of this section.

For purposes of this section, Employer's "use"

(a) means

- (i) use by Employer's employees, agents or contractors;
- (ii) use by Employer's employees, agents or contractors, who following their separation from employment or engagement from Employer were enabled by the use of Employer's signature obtained in their employment or engagement;
- (iii) use by any person who obtains Employer's signature because of Employer's negligence; and
- (iv) use by any person who obtains Employer's signature from any person described in (i), (ii) or (iii) above; and

(b) specifically excludes the unauthorized use of Employer's PEHP Employer Portal website account by any person who is not described in (a)(i) – (iv) above or who accesses or uses Employer's signature without authorization from Employer."

**BIG PLAINS WATER SPECIAL SERVICE DISTRICT**

**RESOLUTION NO. BPW-R-2024-03**

**UTAH PUBLIC TREASURERS' INVESTMENT FUND CERTIFICATION OF AUTHORIZED INDIVIDUALS**

**WHEREAS**, the Big Plains Water Special Service District ("District") invests funds in the Utah Public Treasurers' Investment Fund (PTIF) as authorized by the Utah Money Management Act; and

**WHEREAS**, the District Board has the authority to designate individuals to make changes to PTIF accounts, such as adding or deleting users to access and/or transact with PTIF accounts, add, delete, or make changes to bank accounts tied to PTIF accounts, open or close PTIF accounts, and complete any necessary forms in connection with such changes; and

**WHEREAS**, The Utah State Treasurer requires that the District Board designate the individuals authorized to make changes to PTIF accounts by adopting the Public Entity Resolution attached hereto; and

**WHEREAS**, at a meeting of the Big Plains Water Special Service District, Utah, duly called, noticed and held on the 28th day of March, 2024, and upon motion duly made and seconded:

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the Big Plains Water Special Service District of the Town of Apple Valley that Michael Lee Farrar, Apple Valley Town Mayor, and Robin Whitmore, Apple Valley Town Treasurer, are designated as authorized individuals for PTIF transactions outlined above.

Michelle Kinney, Apple Valley Finance Director, is designated as an authorized user for online management. Apple Valley Town Treasurer, Robin Whitmore, is hereby authorized to execute the Public Entity Resolution attached hereto. This resolution is effective immediately.

**EFFECTIVE DATE** This Resolution shall be in full force and effect from March 28, 2024.

**PASSED** this 28th day of March 2024.

BIG PLAINS WATER SPECIAL SERVICE DISTRICT

\_\_\_\_\_  
\_\_\_\_\_, Chairman

ATTEST:

\_\_\_\_\_  
Jenna Vizcardo, Clerk/Recorder

	AYE	NAY	ABSENT	ABSTAIN
Chairman   _____	_____	_____	_____	_____
Board Member   _____	_____	_____	_____	_____
Board Member   _____	_____	_____	_____	_____
Board Member   _____	_____	_____	_____	_____
Board Member   _____	_____	_____	_____	_____



**Big Plains Water Special Service District  
Disbursement Listing  
Checking - SBSU Operating - 02/01/2024 to 02/29/2024**

Item 6.

<u>Payee Name</u>	<u>Reference Number</u>	<u>Payment Date</u>	<u>Payment Amount</u>	<u>Void Date</u>	<u>Void Amount</u>	<u>Source</u>
Payroll	0209241200	02/09/2024	\$64.64			Paycheck
Payroll	0223241200	02/23/2024	\$64.64			Paycheck
Sunrise Engineering Inc.	1506	02/06/2024	\$28,480.00			Purchasing
Sunrise Engineering Inc.	1507	02/06/2024	\$6,720.00			Purchasing
Nelson, Price W.	1508	02/02/2024	\$200.00			Purchasing
Timeless Awards Company	1509	02/08/2024	\$9.99			Purchasing
Town of Apple Valley	1510	02/08/2024	\$21.57			Purchasing
Ruesch & Reeve	1511	02/13/2024	\$3,180.00			Purchasing
Southwest Utah Public Health Departme	1512	02/13/2024	\$75.00			Purchasing
ChemTech-Ford Laboratories	1513	02/14/2024	\$86.00			Purchasing
Hinton Burdick CPA's	1514	02/26/2024	\$4,500.00			Purchasing
Kinetic Enterprises LLC	1515	02/26/2024	\$2,016.10			Purchasing
Sunrise Engineering Inc.	1516	02/26/2024	\$2,430.00			Purchasing
Town of Apple Valley	1517	02/27/2024	\$113.70			Purchasing
Ace Hardware	1518	02/29/2024	\$36.30			Purchasing
Internal Revenue Service	EFTPS2232024	02/23/2024	\$10.72			Payroll
Internal Revenue Service	EFTPS292024	02/09/2024	\$10.72			Payroll
Rocky Mountain Power Company	RMP02162024	02/16/2024	\$877.27			Purchasing
State Bank of Southern Utah	SBSU272024	02/07/2024	\$287.73			Purchasing
Superior Technical Solutions, LLC	STS02022024	02/02/2024	\$101.20			Purchasing
USDA Rural Development	USDA02152024	02/15/2024	\$1,269.00			Purchasing
USDA Rural Development	USDA02152024	02/15/2024	\$9,271.00			Purchasing
				02/15/2024	\$10,540.00	
			<b>\$59,825.58</b>		<b>\$10,540.00</b>	



**Big Plains Water Special Service District**

**WATER USAGE ANALYSIS**

	COMPARABLE ACCTS			TOTAL SYSTEM		
	2023/2022	2022/2021	Over/ (Under)	2023/2022	2022/2021	Over/ (Under)
<b>JUL 2022</b>	6,117,230	6,451,930	(334,700)	8,059,327	6,572,750	1,486,577
<b>AUG</b>	4,484,140	6,052,550	(1,568,410)	5,337,420	6,073,830	(736,410)
<b>SEP</b>	4,465,090	6,266,750	(1,801,660)	5,540,460	6,304,990	(764,530)
<b>OCT</b>	3,002,500	2,967,370	35,130	3,813,180	2,971,340	841,840
<b>NOV</b>	1,656,380	2,797,940	(1,141,560)	2,327,480	2,900,120	(572,640)
<b>DEC</b>	2,293,220	2,507,480	(214,260)	2,956,200	2,556,930	399,270
<b>JAN 2023</b>	1,543,380	1,671,920	(128,540)	2,406,879	1,675,760	731,119
<b>FEB</b>	1,418,710	1,534,640	(115,930)	1,715,637	1,549,020	166,617
<b>MAR</b>	1,394,930	2,553,470	(1,158,540)	1,599,322	2,590,750	(991,428)
<b>APR</b>	3,974,645	3,419,640	555,005	5,297,632	3,453,490	1,844,142
<b>MAY</b>	5,551,174	5,423,820	127,354	6,129,554	5,533,460	596,094
<b>JUNE</b>	6,252,024	7,173,918	(921,894)	6,566,554	7,778,244	(1,211,690)
<b>FY2023 SUBTOTALS</b>	<b>42,153,423</b>	<b>48,821,428</b>	<b>(6,668,005)</b>	<b>51,749,645</b>	<b>49,960,684</b>	<b>1,788,961</b>
	<b>2024/2023</b>	<b>2023/2022</b>	<b>Over/ (Under)</b>	<b>2024/2023</b>	<b>2023/2022</b>	<b>Over/ (Under)</b>
<b>JULY 2023</b>	5,123,809	5,898,027	(774,218)	5,842,633	6,331,327	(488,694)
<b>AUG</b>	6,141,865	5,063,370	1,078,495	6,441,915	5,211,090	1,230,825
<b>SEP</b>	3,788,901	5,161,060	(1,372,159)	3,981,642	5,390,410	(1,408,768)
<b>OCT</b>	4,291,217	3,599,910	691,307	5,033,377	3,654,850	1,378,527
<b>NOV</b>	1,794,348	1,714,050	80,298	3,253,550	2,248,490	1,005,060
<b>DEC</b>	2,406,783	2,793,370	(386,587)	2,614,903	2,854,790	(239,887)
<b>JAN 2024</b>	1,321,046	1,356,140	(35,094)	2,235,026	1,639,460	595,566
<b>FEB</b>	1,532,848	1,600,597	(67,749)	1,706,948	1,625,727	81,221
<b>FY2024 SUBTOTALS</b>	<b>23,546,923</b>	<b>24,229,787</b>	<b>(682,864)</b>	<b>27,168,020</b>	<b>25,690,957</b>	<b>1,477,063</b>

Comparable Accounts: Had usage in both years

Total System: All usage

**Big Plains Water Special Service District**  
**Operational Budget Report**  
**51 Big Plains Water & Sewer SSD - 07/01/2023 to 02/29/2024**  
**66.67% of the fiscal year has expired**

Item 8.

	Prior YTD	Current Month	Current YTD	Annual Budget	Percent Used
<b>Income or Expense</b>					
<b>Income From Operations:</b>					
<b>Operating income</b>					
5140 Water Sales	220,481.03	27,348.92	242,448.11	361,600.00	67.05%
5150 Water Standby Fees	24,800.26	2,811.59	23,155.33	36,300.00	63.79%
5310 Connection Fees	5,030.00	0.00	0.00	9,000.00	0.00%
5410 Late Penalties and Fees	2,523.30	297.99	2,179.34	5,000.00	43.59%
5490 Other Operating Income	111,324.45	(677.71)	17,674.86	2,250.00	785.55%
<b>Total Operating income</b>	<b>364,159.04</b>	<b>29,780.79</b>	<b>285,457.64</b>	<b>414,150.00</b>	<b>68.93%</b>
<b>Operating expense</b>					
6010 Clerical Contractor Labor	0.00	283.50	283.50	300.00	94.50%
6011 Town Interlocal Agreement Costs	5,646.96	0.00	9,669.52	44,350.00	21.80%
6013 Water Salaries and Wages	35,428.00	140.00	940.00	18,065.00	5.20%
6014 Water Benefits	15,274.83	10.72	75.56	6,000.00	1.26%
6023 Travel	0.00	0.00	269.73	800.00	33.72%
6024 Training	295.00	0.00	1,102.37	1,200.00	91.86%
6025 Books/Subscriptions/Memberships	2,177.00	0.00	2,360.00	2,800.00	84.29%
6030 Admin Supplies and Expenses	3,689.13	132.76	3,912.40	5,000.00	78.25%
6032 Postage	91.03	0.00	108.80	200.00	54.40%
6035 Bank Service Charges	0.00	0.00	0.00	100.00	0.00%
6040 Professional Service	39,433.95	2,146.50	19,734.90	25,000.00	78.94%
6043 Accounting & Audit Fees	11,200.00	4,500.00	16,100.00	16,100.00	100.00%
6044 Water Testing	5,594.09	161.00	6,032.22	8,000.00	75.40%
6045 Legal Fees	11,742.85	3,180.00	33,655.00	35,000.00	96.16%
6050 System Maintenance and Repairs	9,450.47	2,016.10	9,487.74	10,000.00	94.88%
6051 System Equipment	10,833.40	0.00	10,264.41	11,000.00	93.31%
6052 Well Maintenance and Repairs	26,168.04	0.00	19,907.07	22,000.00	90.49%
6053 Tank Maintenance and Repairs	1,251.72	0.00	951.86	1,000.00	95.19%
6060 Equipment Costs Other than Fuel	2,844.68	36.30	8,626.63	9,000.00	95.85%
6061 Equipment Fuel	4,948.19	113.70	1,170.18	2,000.00	58.51%
6067 Utilities	16,440.26	877.27	12,149.79	24,200.00	50.21%
6068 Telephone & Internet	0.00	0.00	1,026.00	1,500.00	68.40%
6070 Insurance	5,907.41	0.00	1,101.01	6,600.00	16.68%
6095 Depreciation Expense	90,042.80	13,403.10	104,847.21	145,000.00	72.31%
<b>Total Operating expense</b>	<b>298,459.81</b>	<b>27,000.95</b>	<b>263,775.90</b>	<b>395,215.00</b>	<b>66.74%</b>
<b>Total Income From Operations:</b>	<b>65,699.23</b>	<b>2,779.84</b>	<b>21,681.74</b>	<b>18,935.00</b>	<b>114.51%</b>
<b>Non-Operating Items:</b>					
<b>Non-operating income</b>					
5510 Grants	0.00	0.00	26,740.00	0.00	0.00%
5520 Impact Fees	22,894.09	0.00	50,788.00	60,000.00	84.65%
5610 Interest Income	4,704.69	2.73	7,131.36	7,800.00	91.43%
5690 Sundry Revenue	(29.00)	0.00	(6.00)	100.00	-6.00%
<b>Total Non-operating income</b>	<b>27,569.78</b>	<b>2.73</b>	<b>84,653.36</b>	<b>67,900.00</b>	<b>124.67%</b>
<b>Non-operating expense</b>					
6080 Interest Expense	53,907.02	6,988.61	52,209.61	87,110.00	59.94%
<b>Total Non-operating expense</b>	<b>53,907.02</b>	<b>6,988.61</b>	<b>52,209.61</b>	<b>87,110.00</b>	<b>59.94%</b>
<b>Total Non-Operating Items:</b>	<b>(26,337.24)</b>	<b>(6,985.88)</b>	<b>32,443.75</b>	<b>(19,210.00)</b>	<b>-168.89%</b>
<b>Total Income or Expense</b>	<b>39,361.99</b>	<b>(4,206.04)</b>	<b>54,125.49</b>	<b>(275.00)</b>	<b>-19,682.00%</b>

**Big Plains Water Special Service District**  
**Operational Budget Report**  
51 Big Plains Water & Sewer SSD - 07/01/2023 to 03/12/2024  
75.00% of the fiscal year has expired

Item 9.

	<u>Prior YTD</u>	<u>Current Month</u>	<u>Current YTD</u>	<u>Annual Budget</u>	<u>Percent Used</u>
<b>Income or Expense</b>					
<b>Income From Operations:</b>					
<b>Operating income</b>					
5140 Water Sales	243,683.03	0.00	242,448.11	361,600.00	67.05%
5150 Water Standby Fees	27,691.26	0.00	23,155.33	36,300.00	63.79%
5310 Connection Fees	5,030.00	0.00	0.00	9,000.00	0.00%
5410 Late Penalties and Fees	2,607.73	0.00	2,179.34	5,000.00	43.59%
5490 Other Operating Income	64,681.76	0.00	17,674.86	2,250.00	785.55%
<b>Total Operating income</b>	<b>343,693.78</b>	<b>0.00</b>	<b>285,457.64</b>	<b>414,150.00</b>	<b>68.93%</b>
<b>Operating expense</b>					
6010 Clerical Contractor Labor	0.00	0.00	283.50	300.00	94.50%
6011 Town Interlocal Agreement Costs	5,646.96	0.00	9,669.52	44,350.00	21.80%
6013 Water Salaries and Wages	39,596.00	20.00	960.00	18,065.00	5.31%
6014 Water Benefits	17,196.52	1.53	77.09	6,000.00	1.28%
6023 Travel	121.83	0.00	269.73	800.00	33.72%
6024 Training	295.00	0.00	1,102.37	1,200.00	91.86%
6025 Books/Subscriptions/Memberships	2,177.00	0.00	2,360.00	2,800.00	84.29%
6030 Admin Supplies and Expenses	4,674.67	536.30	4,448.70	5,000.00	88.97%
6032 Postage	91.03	0.00	108.80	200.00	54.40%
6035 Bank Service Charges	25.00	0.00	0.00	100.00	0.00%
6040 Professional Service	12,698.77	0.00	19,734.90	25,000.00	78.94%
6043 Accounting & Audit Fees	11,200.00	0.00	16,100.00	16,100.00	100.00%
6044 Water Testing	7,736.08	0.00	6,032.22	8,000.00	75.40%
6045 Legal Fees	12,142.85	0.00	33,655.00	35,000.00	96.16%
6050 System Maintenance and Repairs	9,450.47	174.01	9,661.75	10,000.00	96.62%
6051 System Equipment	10,928.40	0.00	10,264.41	11,000.00	93.31%
6052 Well Maintenance and Repairs	38,203.35	0.00	19,907.07	22,000.00	90.49%
6053 Tank Maintenance and Repairs	1,251.72	0.00	951.86	1,000.00	95.19%
6060 Equipment Costs Other than Fuel	3,313.05	145.95	8,772.58	9,000.00	97.47%
6061 Equipment Fuel	5,557.63	0.00	1,170.18	2,000.00	58.51%
6067 Utilities	16,440.26	0.00	12,149.79	24,200.00	50.21%
6068 Telephone & Internet	0.00	344.98	1,370.98	1,500.00	91.40%
6070 Insurance	6,501.41	0.00	1,101.01	6,600.00	16.68%
6095 Depreciation Expense	101,298.15	0.00	104,847.21	145,000.00	72.31%
<b>Total Operating expense</b>	<b>306,546.15</b>	<b>1,222.77</b>	<b>264,998.67</b>	<b>395,215.00</b>	<b>67.05%</b>
<b>Total Income From Operations:</b>	<b>37,147.63</b>	<b>(1,222.77)</b>	<b>20,458.97</b>	<b>18,935.00</b>	<b>108.05%</b>
<b>Non-Operating Items:</b>					
<b>Non-operating income</b>					
5510 Grants	0.00	0.00	26,740.00	0.00	0.00%
5520 Impact Fees	22,894.09	0.00	50,788.00	60,000.00	84.65%
5610 Interest Income	5,474.85	0.00	7,131.36	7,800.00	91.43%
5690 Sundry Revenue	(29.00)	0.00	(6.00)	100.00	-6.00%
<b>Total Non-operating income</b>	<b>28,339.94</b>	<b>0.00</b>	<b>84,653.36</b>	<b>67,900.00</b>	<b>124.67%</b>
<b>Non-operating expense</b>					
6080 Interest Expense	61,009.26	0.00	52,209.61	87,110.00	59.94%
<b>Total Non-operating expense</b>	<b>61,009.26</b>	<b>0.00</b>	<b>52,209.61</b>	<b>87,110.00</b>	<b>59.94%</b>
<b>Total Non-Operating Items:</b>	<b>(32,669.32)</b>	<b>0.00</b>	<b>32,443.75</b>	<b>(19,210.00)</b>	<b>-168.89%</b>
<b>Total Income or Expense</b>	<b>4,478.31</b>	<b>(1,222.77)</b>	<b>52,902.72</b>	<b>(275.00)</b>	<b>-19,237.35%</b>



# BIG PLAINS WATER SPECIAL SERVICE DISTRICT MEETING

BOARD OF DIRECTORS, REGULAR MEETING

1777 N Meadowlark Dr, Apple Valley

Wednesday, February 21, 2024 at 6:00 PM

## MINUTES

**Chairman** | Barratt Nielson

**Board Members** | Michael Farrar | Harold Merritt | Ross Gregerson | Matt Politte |

**CALL TO ORDER**- Chairman Nielson called the meeting to order at 6:00 p.m.

**PLEDGE OF ALLEGIANCE**

**PRAYER**- Prayer offered by Board Member Merritt.

**ROLL CALL**

**PRESENT**

Chairman Barratt Nielson

Board Member Michael Farrar

Board Member Harold Merritt

Board Member Matt Politte

**ABSENT**

Board Member Ross Gregerson

**DECLARATION OF CONFLICTS OF INTEREST**

None declared.

**CHAIR REPORT**

Chairman Nielson discussed progress on the pipeline project between Apple Valley and Cedar Point, including meetings with the Washington County Water Conservancy and Interstate Rock. They decided to have weekly meetings to keep the project moving. The Division of Drinking Water's director will visit next week for a tour, and the Board will present their funding application to the board. They Board also discussed inspections for hydrants, office space for Dale Harris, and potential solar power projects to reduce costs.

**DISCUSSION AND ACTION**

1. Approval of Resolution-BPW-R-2024-02, Website Privacy Policy.

Chairman Nielson discussed Resolution-BPW-R-2024-02, Website Privacy Policy, which was a state requirement. There were no questions or concerns raised, and the board members agreed with it.

**MOTION:** Board Member Farrar motioned we approve of Resolution-BPW-R-2024-02, the Website Privacy Policy

**SECOND:** The motion was seconded by Board Member Merritt.

**VOTE:** Chairman Nielson called for a Roll Call vote:

Board Member Merritt - Aye

Chairman Nielson - Aye

Board Member Farrar- Aye



# BIG PLAINS WATER SPECIAL SERVICE DISTRICT MEETING

BOARD OF DIRECTORS, REGULAR MEETING

1777 N Meadowlark Dr, Apple Valley

Wednesday, February 21, 2024 at 6:00 PM

## MINUTES

Board Member Politte - Aye

The vote was unanimous and the motion carried.

### CONSENT AGENDA

2. Disbursement Listing for January 2024.
3. Budget Report for Fiscal Year 2024 through January 2024.
4. January 2024 Water Usage Comparison.
5. Approval of Minutes: January 10, 2024.
6. Approval of Minutes: January 17, 2024.

**MOTION:** Board Member Farrar motioned that we approve agenda items, 2, 3, 4, 5, and 6, Consent Agenda.

**SECOND:** The motion was seconded by Board Member Merritt.

**VOTE:** Chairman Nielson called for a vote:

Board Member Merritt - Aye  
 Chairman Nielson - Aye  
 Board Member Farrar- Aye  
 Board Member Politte - Aye

The vote was unanimous and the motion carried.

### TRAINING

7. Open and Public Meeting Training 2024.
8. Special District & Special Service District Board Member Training 2024.

### REQUEST FOR A CLOSED SESSION: IF NECESSARY

No request.

### ADJOURNMENT



# BIG PLAINS WATER SPECIAL SERVICE DISTRICT MEETING

BOARD OF DIRECTORS, REGULAR MEETING

1777 N Meadowlark Dr, Apple Valley

Wednesday, February 21, 2024 at 6:00 PM

## MINUTES

**MOTION:** Board Member Farrar motioned to adjourn the meeting.

**SECOND:** The motion was seconded by Board Member Merritt.

**VOTE:** Chairman Nielson called for a vote:

Board Member Merritt - Aye

Chairman Nielson - Aye

Board Member Farrar- Aye

Board Member Politte - Aye

The vote was unanimous and the motion carried.

The meeting was adjourned at 7:03 p.m.

Date Approved: \_\_\_\_\_

Approved BY: \_\_\_\_\_

Chairman | \_\_\_\_\_

Attest BY: \_\_\_\_\_

Town Clerk/Recorder | Jenna Vizcardo