

**AMENDED AGENDA  
ELECTRONIC MEETING  
AUGUST 22, 2018, 4:00 PM**

**MIDVALLEY IMPROVEMENT DISTRICT** will hold a **Special** Board of Trustees meeting at **4:00 PM, Wednesday, August 22, 2018** at the District Office located at 160 East 7800 South. The following will be on the agenda:

1. Early Retirement Incentive Pay Policy – Discussion/Approval
  
2. **CLOSED MEETING** - Executive Session Pursuant to one or More Provisions of the Open and Public Meetings Act:
  - a. Discussion of the character, professional competence, or physical or mental health of an Individual;
  - b. Strategy session to discuss collective bargaining;
  - c. Strategy session to discuss pending or reasonably imminent litigation;
  - d. Strategy session to discuss the purchase, exchange, or lease of real property including water rights or water shares;
  - e. Strategy session to discuss the sale of real property, including water rights or shares;
  - f. Discussion regarding deployment of security personnel, devices, or systems;
  - g. Investigative proceedings regarding allegations of criminal misconduct; and/or
  - h. Discussion of protected procurement issues, including protected trade secrets.Resume Open Meeting – Announcement of purpose(s) of closed meeting

**ADJOURN**

## RESOLUTION 2018-08-22

### A RESOLUTION OF THE MIDVALLEY IMPROVEMENT DISTRICT ADOPTING AN EARLY RETIREMENT INCENTIVE POLICY

#### Recitals

A. The District Board of Trustees has considered the benefits of providing an early retirement incentive to its long-term employees.

B. The Board finds that the benefits of such a policy are significant to both the District and its employees, including providing a means to transition employees to early retirement, savings associated with replacing a highly-compensated employee with a junior employee, and the opportunity for employees to advance within the organization at dates that might otherwise not be possible.

C. The Board has reviewed and considered the recommendations of District staff and finds that the best interests of the District will be served by approving and adopting the policy attached to this Resolution.

#### Resolution

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MIDVALLEY IMPROVEMENT DISTRICT:

Section 1. Adoption and Approval of Early Retirement Incentive Pay Policy. Attached to this Resolution as Exhibit "A", and incorporated herein by reference, is a policy identified as "9.7 Early Retirement Incentive Pay Policy" (the "Policy"). The Policy is approved and adopted by the District.

Section 2. Implementation. The Policy shall be implemented as follows:

A. The Early Retirement Incentive Pay Policy shall apply to all employees of the District who meet the terms and requirements thereof;

B. Any current employee who meets the 20 years in service requirement of the Policy (§d.1.), and has presently reached the age of full Medicare eligibility (§d.2.) shall be entitled to the benefit provided by the Policy by providing notice of early retirement within six months of the date of this Resolution. The date of such an employee's retirement shall be not earlier than 12 months, nor later than 18 months, following the adoption of this Resolution. The exception described in this subparagraph B shall expire six months after the date of this Resolution.

Section 3. Amendment of Personnel Manual – Communication to Employees. The District staff is directed to include the above-described amendments in the District's Personnel Manual, and to provide written copies of the policy adopted by this resolution to each employee.

Section 4. Effective Date. The effective date of this Resolution shall be the date of its adoption by the District Board of Trustees.

Section 5. Severability. The provisions of this Resolution are severable. If any portion of this Resolution or the policy adopted herein is held invalid or unenforceable, the remainder of the Resolution shall not be affected by said holding, and all sections, parts and divisions of this Resolution shall remain in full force and effect.

PASSED, ADOPTED and MADE EFFECTIVE by the Board of Trustees of the Midvalley Improvement District this \_\_\_\_ day of August, 2018.

MIDVALLEY IMPROVEMENT DISTRICT

\_\_\_\_\_  
By: Quinn A. Sperry  
Its: Chair, Board of Trustees

Attest:

\_\_\_\_\_  
Brent Christensen  
Clerk

Seal:

## **EXHIBIT “A”**

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### **Midvalley Improvement District Early Retirement Incentive Pay Policy**

## 9.7 Early Retirement Incentive Pay Policy

- a. The purposes of this Early Retirement Incentive Pay Policy (ERIP) include: to allow an employee with long-term service to, at his or her election, retire at an earlier date, entering retirement before it may otherwise be available; to provide an income incentive benefit for employees who elect to enter early retirement; to allow the District to offset the expense of the ERIP through long-term savings associated with the hiring of less highly compensated employees; to enable other employees to advance in positions and responsibility at dates earlier than may otherwise be available; and to ensure adequate training time for employees who, as a consequence of an employee's early retirement, enter service with the District.
- b. The ERIP shall apply only to employees with at least 20 years of full time service to Midvalley Improvement District<sup>1</sup> who desire to retire at least one year before the date the employee is eligible for full Medicare benefits. The maximum benefit that may be awarded under this policy shall be based upon the following scale:
  1. Completed at least 20 years of full time service but less than 25, 40% of salary;
  2. Completed at least 25 years of full time service but less than 30, 45% of salary; and
  3. Completed at least 30 years of full time service, 50% of salary.
- c. The benefit shall be paid on the last day of employment, and shall be subject to all applicable federal, state, and local taxes as well as FICA and Medicare taxes. The District will pay the employer's share of FICA and Medicare taxes.
- d. To be eligible for this program the employee must:
  1. Have at least 20 years of full time service with the District;
  2. Make the effective date of his/her retirement not less than one year prior to the date he/she reaches the then-current age of Medicare eligibility; and
  3. Give the District not less than 6 months' prior written notice of his/her intent to take advantage of the ERIP policy. This requirement of 6 months' notice may be waived in the sole discretion of the General Manager if the Manager determines that for health or other significant reasons, less than six (6) months' notice is reasonable and early retirement is in the best interests of the District.
- e. The benefit shall be based solely on the employee's full time base wages paid without benefits for the 12 months immediately preceding the last date of employment, and shall not include or be based upon other income benefits provided by the District such as

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<sup>1</sup> The time in service shall be calculated solely by an employee's time of employment with the District. Years of service with other employers shall not be included in the years of service required under this policy.

overtime, on-call time, vacation leave, medical leave, health insurance, retirement contributions, etc.

- f. An employee shall request the ERIP benefit by submitting a signed and dated written notice to the General Manager. The notice shall state the date on which the employee will qualify for full Medicare benefits, and the date when early retirement shall be effective.
- g. An employee's notice of early retirement shall become irrevocable 30 days after his/her notice is submitted to the District.
- h. If, following a notice of early retirement, an employee dies or by reason of illness or injury is unable to return to work, at the discretion of the General Manager, the benefit under the ERIP may be paid immediately.