

MEMORANDUM OF UNDERSTANDING  
Non-Union Employees

For Contributions to Health Savings Accounts

This Memorandum of Understanding is made and entered into by and between the City of Waite Park, hereinafter called the EMPLOYER, and the City of Waite Park employees who are not represented by a bargaining unit.

WHEREAS, a number of City of Waite Park employees employed by the Employer, are not members of a bargaining unit (“Non-Union Employees”).

WHEREAS, the Employer has made available a high deductible major medical group plan that qualifies as a High Deductible Health Plan (“HDHP”).

WHEREAS, Employer has Non-Union Employees enrolled in the HDHP.

Now, therefore, all parties hereto, in consideration of their mutual covenants and agreement to be performed, as hereinafter set forth, agree as follow:

**AGREEMENT**

**Article 1. Contributions.**

The Employer will make contributions to the Health Savings Accounts (HSAs) of eligible, qualifying Non-Union Employees, in accordance with the following schedule for the 2021 plan year:

\$3,550.00 in calendar year 2021 for each qualified employee who elects single coverage under the HDHP; and

\$3,745.44 in calendar year 2021 for each qualified employee who elects family coverage under the HDHP.

The Employer is entitled to rely on any statement by the qualifying Non-Union Employees

All contributions to an individual’s HSA shall cease on the date he or she becomes ineligible to receive contributions to an HSA, for any reason.

**Article 2. Payment of Administrative Fee.**

Administrative fees allocable to individual HSAs of active employees who are participants in the HDHP shall be paid by the Employer. Administrative fees allocable to individual HSAs of active employees who have accrued a balance in their HSAs, but are not longer eligible to contribute to the HSA, shall be paid from the HSA. Administrative fees allocable to the individual HSAs of former employees shall be paid from the HSA. If Employer Contributions cease as a result of collective bargaining or any agreement related thereto, administrative fees shall be paid from the HSA.

**Article 3. Effective Date.**

This Agreement is effective January 1, 2021 thru December 31, 2021.

Accepted on behalf of the City of Waite Park

By: \_\_\_\_\_ Dated: \_\_\_\_\_

By: \_\_\_\_\_ Dated: \_\_\_\_\_