

**CASS COUNTY BOARD OF COMMISSIONERS  
REGULAR MEETING**

**March 17, 2016**

The County Board of Commissioners met in regular session on Thursday, March 17, 2016 in the Commission Chambers.

Chair Williamson called the meeting to order at 7:12 p.m. Commissioner File provided the Invocation. Commissioner Cobb led the Pledge of Allegiance to the Flag of the United States of America.

Clerk/Register Monica Kennedy called roll:

COMMISSIONERS PRESENT: Robert Wagel, Annie File, Dwight Dyes, Roseann Marchetti, Bernie Williamson, Robert Ziliak and E. Clark Cobb.

COMMISSIONERS ABSENT: None.

STAFF PRESENT: Finance Director Angie Steinman, Deputy Clerk/Register Amanda Smego and Clerk/Register Monica Kennedy.

**INTRODUCTION OF VISITORS**

Visitors introduced themselves.

**APPROVAL OF THE AGENDA**

Commissioner Wagel moved, seconded by Commissioner Dyes, to approve the March 17, 2016 Cass County Board of Commissioner's Agenda with a copy of M-37-16 provided to correct a mistake in the meeting packet. Motion to approve agenda as amended carried by voice vote.

**PUBLIC COMMENT**

There was no public comment.

**CONSENT AGENDA**

Commissioner Ziliak moved, seconded by Commissioner Marchetti, that the following items be voted on at one time by roll call vote and be considered as a consent agenda by the Board of Commissioners:

**(M-37-16)** A motion to approve Claims dated 3/11/16

**(M-28-16)** A motion to amend the Self-Insurance Fund Policy

**County of Cass, Michigan  
Cash Balance and Fund Balance Policy**

## **Self-Insurance Fund**

**Introduction** – The Self-Insurance Fund (677) is used to collect premiums for health and dental insurance from the County and employees. Those dollars are then used to pay providers.

The purpose of this policy is to establish both cash balance and fund balance goals for Fund 677. The policy also states what will be done when the cash balance and the fund balance are less than or greater than the goals.

### **Definitions:**

*Cash balance* is the actual dollars in the fund at any point in time.

*Fund balance* is the cumulative difference of all revenues and expenses from the fund's creation. It is the difference between fund assets and fund liabilities.

**Cash Balance and Fund Balance Goals** – Since Blue Cross is paid weekly by wire and there is a penalty for late payment, it is essential that there are sufficient funds available to pay them weekly. This can be accomplished by having a cash balance in the fund of \$1.2 million. The fund balance should be maintained at an amount equal to or greater than the cash balance.

**Action** – When the cash balance and fund balance are less than the goals on July 1<sup>st</sup>, of each year, the premium rates provided by the insurance carrier for the new plan year shall be increased according to the Premium Cost Increase Table attached to this policy.

When the reserve and fund balance are three times greater than the goals on July 1<sup>st</sup> of each year, the premium rates for the year beginning September 1<sup>st</sup> will be decreased by an amount not to exceed 10% to achieve the goals again.

In the event adequate cash is not available in the self-insurance cash fund, a loan in the amount of \$200,000.00 shall be transferred from the general fund to the self-insurance fund to maintain an adequate cash balance. To maintain an adequate cash balance in times of heavy claims, the loan may be in increments of \$200,000.00 until the cash balance fund is adequate.

## PREMIUM COST INCREASE TABLE

### No Money Owed to County

| <u>Insurance Carrier % Increase</u> | <u>Add'l Increase to Reach Goal</u> | <u>Total Potential Increase</u> |
|-------------------------------------|-------------------------------------|---------------------------------|
| 0%-5%                               | 10%                                 | 15%                             |
| 5.1%-10%                            | 10%                                 | 20%                             |
| 10.1%-15%                           | 7%                                  | 22%                             |
| 15.1%-20%                           | 3%                                  | 23%                             |
| Greater than 20.1%                  | 0%                                  | Carrier % Only                  |

### \$100,000 or less Owed to County

| <u>Insurance Carrier % Increase</u> | <u>Add'l Increase to Reach Goal</u> | <u>Total Potential Increase</u> |
|-------------------------------------|-------------------------------------|---------------------------------|
| 0%-5%                               | 15%                                 | 20%                             |
| 5.1%-10%                            | 12%                                 | 22%                             |
| 10.1%-15%                           | 8%                                  | 23%                             |
| 15.1%-20%                           | 5%                                  | 25%                             |
| Greater than 20.1%                  | 2%                                  | Carrier % + 2%                  |

### \$100,000-\$200,000 Owed to County

| <u>Insurance Carrier % Increase</u> | <u>Add'l Increase to Reach Goal</u> | <u>Total Potential Increase</u> |
|-------------------------------------|-------------------------------------|---------------------------------|
| 0%-5%                               | 15%                                 | 20%                             |
| 5.1%-10%                            | 15%                                 | 25%                             |
| 10.1%-15%                           | 10%                                 | 25%                             |
| 15.1%-20%                           | 5%                                  | 25%                             |
| Greater than 20.1%                  | 3%                                  | Carrier % + 3%                  |

### \$200,000 or more Owed to County

| <u>Insurance Carrier % Increase</u> | <u>Add'l Increase to Reach Goal</u> | <u>Total Potential Increase</u> |
|-------------------------------------|-------------------------------------|---------------------------------|
|-------------------------------------|-------------------------------------|---------------------------------|

|                    |     |                |
|--------------------|-----|----------------|
| 0%-5%              | 18% | 23%            |
| 5.1%-10%           | 15% | 25%            |
| 10.1%-15%          | 10% | 25%            |
| 15.1%-20%          | 6%  | 26%            |
| Greater than 20.1% | 5%  | Carrier % + 5% |

**(M-34-16)** A motion to approve a budget amendment to adjust the General Fund Civil Council Department, which will soon be over budget for the 2015/2016 Fiscal Year.

| Description              | General Ledger # | Current Bdgt | Proposed Bdgt | Change in Budget |
|--------------------------|------------------|--------------|---------------|------------------|
| <u>Revenues</u>          |                  |              |               |                  |
| Fund Balance Allocation  | 101-000-699.999  | \$33,991     | \$58,991      | \$25,000         |
| <u>Expenses</u>          |                  |              |               |                  |
| Civil Council Legal Fees | 101-210-807.000  | \$50,000     | \$75,000      | \$25,000         |

**(M-32-16)** A motion to approve the purchase of a 2016 Chevrolet Tahoe from C. Wimberley in the amount of \$37,593.00. This vehicle will be paid for out of the K-9 Drug Dog Fund (272).

**(M-33-16)** A motion to approve the purchase of two Digital Ally In Car Mobile Video units with funds awarded through the MMRMA RAP Grant with one-third reimbursement of total costs not to exceed \$3,000. The total for the two cameras will be \$8,050 with \$2,663.06 to be paid out of line item 273.316.980.000 and \$5,386.94 to be paid out of line item 661.000.148.000.

Approval of the February 26, 2016 Workshop Minutes and the March 3, 2016 Regular Meeting Minutes

Commissioner Wagel stated the budget amendment did not set a good example for other county departments.

The Chair instructed the Clerk to call roll:

Yes (6): Commissioners File, Dyes, Marchetti, Williamson, Ziliak and Cobb.

No (1): Commissioner Wagel.

The Consent Agenda carried by roll call vote.

### **COMMITTEE REPORTS**

Commissioners Marchetti, File, Ziliak and Cobb furnished committee reports.

## **ADMINISTRATOR'S REPORT**

Finance Director/Deputy Administrator Angie Steinman provided a written Administrator's Report.

### **NEW BUSINESS**

There was no new business.

### **OLD BUSINESS**

There was no old business.

## **BOARD MEMBER COMMENTS OR ANNOUNCEMENTS**

Commissioners Ziliak and Williamson provided announcements.

### **M-38-16**

Commissioner Ziliak moved, seconded by Commissioner Cobb, to enter into Closed Session under Section 8(a) of the Open Meetings Act with Equalization Director Julie Kolbe, Deputy Clerk/Register Amanda Smego and Clerk/Register Monica Kennedy.

The Chair instructed the Clerk to call roll:

Yes (7): Commissioners File, Dyes, Marchetti, Williamson, Ziliak, Cobb and Wagel.

No (0): None.

Motion to enter into closed session carried by roll call vote. The meeting moved to closed session at 7:30 p.m. Chair Williamson announced the board would take action after the meeting returned to open session.

The meeting returned to open session at 8:10 p.m.

### **M-31-16**

Commissioner Cobb moved, seconded by Commissioner File, to fill the full time property appraiser position with a contractual employee. Discussion followed.

Board members agreed to remove motion M-31-16 from the agenda.

### **M-39-16**

Chair Williamson moved, seconded by Commissioner Ziliak, to accept – by mutual agreement the resignation of JuliAnn L. Kolbe as Cass County Equalization Director, effective immediately; thereby releasing both parties of the originally agreed upon 30-day notice, and with the understanding that,

following payment for work performed this week, no further payment will be made to, or on behalf of, Ms. Kolbe.

The Chair instructed the Clerk to call roll:

Yes (6): Commissioners Marchetti, Williamson, Ziliak, Cobb, Wagel and File.

No (1): Commissioner Dyes.

Motion M-39-16 carried by roll call vote.

Chair Williamson stated the county will request a session with the union to discuss options.

**PUBLIC COMMENT**

Tina Butler thanked the board for removing motion M-31-16.

**ADJOURNMENT**

Commissioner Wagel moved, seconded by Commissioner File, to adjourn. Motion carried by voice vote.

The meeting adjourned at 8:15 p.m.

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

\_\_\_\_\_  
Bernie Williamson, Chairperson

\_\_\_\_\_  
Monica Kennedy, Clerk/Register