

# WAYS AND MEANS COMMITTEE MEETING

FRIDAY, JANUARY 15, 2016

8:30 A.M.

## MINUTES

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**MEMBERS PRESENT:** Commissioners Roger Eakin- Chair, Terrance Augustine, Joe Brehler, Glenn Freeman, Brian Lautzenheiser, Wally Miars and Jeremy Whittum

**ALSO PRESENT:** Commissioners Blake Mulder; Commissioners Howard Spence, Wayne Ridge; Tim Vandermark, Kimberly Wilkes, Kelly Grandchamp, John Fuentes and Connie Sobie.

The January 15, 2016, regular meeting of the Ways and Means Committee was called to order at 8:30 a.m. by Chairperson Eakin.

Commissioner Whittum moved to approve the meeting minutes of the December 11, 2015 Ways and Means Committee meeting. Commissioner Augustine seconded. Motion carried.

Public Comment: Kimberly Wilkes, 2419 Ionia Road, Vermontville spoke regarding the establishment of a Friend of the Court Citizen Advisory Committee and provided background on the responsibilities and benefits of the Committee. Ms. Wilkes is requesting the Board explore establishing the Committee.

Kelly Grandchamp, SIREN/Eaton Shelter Domestic Violence Program Coordinator, 113 E. Harris St, Charlotte, spoke on regarding the benefits of the Citizen Advisory Committee and expressed support on behalf of Jessica Edell, SIREN/Eaton Shelter Executive Director.

Controller Fuentes will provide additional background for the next meeting, including legislation, other counties' current FOC Citizen Advisory Committee status and input from the Court.

A resolution appointing the remonumentation representative, Mr. Lester, and related contract for 2016 was presented (attached). Commissioner Whittum moved to recommend approval of the resolution to appoint County remonumentation representative and related contract to the Board of Commissioners, as presented. Commissioner Augustine seconded. Motion carried.

An update of the position vacancies was presented (attached). There are two position vacancies – Deputy Clerk – Register of Deeds (General Fund) and Economic Crimes Unit Detective - Prosecuting Attorney (General Fund). Commissioner Whittum moved to refill the position vacancies as presented and to fill the position with temporary personnel in the interim. Commissioner Miars seconded. Motion carried.

An update on the November 2015 Health Insurance expenditures was presented (attached). The report indicates a favorable variance of \$80,608 compared to the renewal budget projection for both the County and Health Department. The County report indicates a favorable variance of \$141,906.

An update of the 2015/2016 Public Improvement Fund expenditures totaling \$9,639 was presented (attached) and a status update regarding projects was provided.

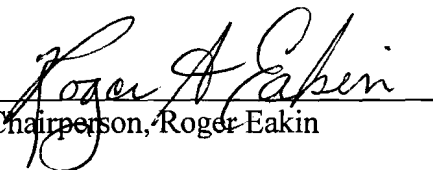
The budget amendments were presented and discussed (attached). Commissioner Lautzenheiser moved to recommend approval of the 2015/2016 Budget Amendments to the Board of Commissioners, as presented. Commissioner Augustine seconded. Motion carried.

A summary report on the Diversity and Inclusion Plan's Utilization Analysis of Incumbents was provided. The Controller's Office is completing further data analysis to provide at a future meeting.

Commissioner Lautzenheiser moved to recommend approval of the payment of the claims against the County in the amount of \$510,763.28 and immediate claims in the amount of \$7,219,074.84 to the Board of Commissioners, as presented. Commissioner Miars seconded. Motion carried.

Commissioner Eakin adjourned the meeting at 9:16 a.m.

The next regularly scheduled meeting of the Ways and Means Committee will be held on Friday, February 12, 2016, at 8:30 a.m. in Board of Commissioners Room at the Courthouse.

  
Chairperson, Roger Eakin

**EATON COUNTY BOARD OF COMMISSIONERS**

**January 20, 2016**

**RESOLUTION TO APPOINT COUNTY  
REMONUMENTATION REPRESENTATIVE  
AND RELATED CONTRACT**

**Introduced by the Ways and Means Committee**

**WHEREAS**, pursuant to Section 9 of PA 345 of 1990, the State Survey and Remonumentation Act, the Board of Commissioners is authorized to appoint a County Representative for all surveying projects in Eaton County approved or initiated by the State Survey and Remonumentation Commission; and

**WHEREAS**, the Ways & Means Committee is recommending entering into a contract with Ronnie M. Lester, which designates Mr. Lester as County Representative; and

**WHEREAS**, Mr. Lester is a surveyor licensed to practice in the State of Michigan and has offered to provide the County, on an independent contractor basis, with the County Representative services it requires.

**NOW, THEREFORE, BE IT RESOLVED**, that the Eaton County Board of Commissioner appoints Ronnie M. Lester as the County Representative under PA 345 of 1990; and

**BE IT FURTHER RESOLVED**, that the Chairperson of the Board of Commissioners or his designee is authorized to sign the contract.

## AGREEMENT

THIS AGREEMENT, made and entered into this 20th day of January, 2016, by and between the EATON COUNTY BOARD OF COMMISSIONERS (hereinafter referred to as the "Board"), acting on behalf of the COUNTY OF EATON, a municipal corporation and political subdivision of the State of Michigan (hereinafter referred to as the "County") and RONNIE M. LESTER, a licensed surveyor, whose address is 3081 Holt Road, Mason, Michigan 48854 (hereinafter referred to as the "Contractor").

### WITNESSETH:

WHEREAS, pursuant to section 9 of PA 1990, No. 345, known as the "State Survey and Remonumentation Act" (hereinafter referred to as "1990 PA 345"), the Board is authorized to appoint a County representative (hereinafter referred to as the "County Representative") for all surveying projects in Eaton County approved or initiated by the State Survey and Remonumentation Commission (hereinafter referred to as the "Commission:"); and

WHEREAS, the Eaton County Ways & Means Committee (hereinafter referred to as the "Ways & Means Committee") has recommended entering into a contract with the Contractor which designates the Contractor as County Representative; and

WHEREAS, the Contractor is a surveyor licensed to practice in the State of Michigan and has offered to provide the County, on an independent contractor basis, with the County Representative services it requires; and

WHEREAS, the Board, upon the recommendation of the Ways & Means Committee, accepts the Contractor's offer and appoints the Contractor County Representative subject to the terms and conditions of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants hereinafter contained, IT IS HEREBY AGREED as follows:

- I. SCOPE OF SERVICES. The Contractor shall perform the following services:
  - A. Submit proposed Eaton County Monumentation Surveyor Contracts to the Ways & Means Committee for its approval and its authorization for execution.
  - B. Establish, schedule meetings of, and chair a peer group which will meet and act as advisors for ratification of corner locations. These meetings shall be in compliance with the Open Meetings Act (1976 PA 267).
  - C. Select monumentation surveyors in compliance with a qualification-based selection (QBS) as set forth in House Concurrent Resolution 206 (June 1987). The Contractor may not be a monumentation surveyor in Eaton County.

- D. Recommend payment to the monumentation surveyors as provided by their contracts.
- E. Submit annually a grant application and supporting documents to the Commission prior to December 31<sup>st</sup>. Such application shall be reviewed and approved by the Ways & Means Committee prior to its submission.

Supporting documents shall include as a minimum:

1. For the current year projects, a description of the work area completed, the work area projected to be completed by December 31, and the work area remaining to be completed.
  2. A general work-progress report for all previously-awarded contracts.
  3. The work program and a grant request for the following year. The work program shall indicate:
    - a) the area where the public land survey corners and property-controlling corners are proposed to be monumented and/or remonumented within the next contract year;
    - b) the area where the public land survey corners and property-controlling corners are to be researched in the next contract year;
    - c) the area where horizontal and vertical control stations are to be researched and located; and
    - d) the area where horizontal and vertical coordinates are to be established.
- F. Create and maintain a filing system for each corner, which contains all survey information compiled.
  - G. Submit documentation as required by the Commission.
  - H. Create and maintain a filing system for horizontal and vertical geodetic monumentation information obtained from the National Geodetic Survey, U.S. Geological Survey and other sources.
  - I. Coordinate the densification of horizontal and vertical geodetic monumentation with the Commission's Geodetic Advisors.
  - J. Perform other duties indicated under "Plan Execution".
  - K. Chair the Steering Committee.

L. Ascertain, through periodic on-site inspections and review, that the work performed under monumentation contracts have been satisfactorily completed, before recommending final payment be made by the County.

M. Provide such other services as may be required by the Board and/or Commission.

II. COMPENSATION. The Contractor shall be compensated for the services performed under this Agreement at the rate of Seventy Dollars (\$70.00) per hour up to, but not to exceed, the sum of \$14,560.00 as specified in the Budget of the Grant Application.

The Contractor shall monthly submit a bill to the Director of the County's Equalization Department. Each bill shall indicate the number of hours in which services have been performed, description of services provided and the total amount due contractor for the month covered. Upon the verification of the accuracy of a bill by the Director of the County's Equalization Department, each bill and the sum due thereunder shall be processed and paid in accordance with the County's expenditure procedure of Accounts Payable.

III. HOURS OF WORK. The Contractor shall have control over determining the days and hours in which he performs work under this Agreement.

IV. CONTRACTOR'S OFFICE, TOOLS AND EQUIPMENT. The Contractor shall maintain and utilize his own office while performing services required by this Agreement. The Contractor shall also at his own expense, supply all tools, equipment, supplies and vehicles he needs to perform the services required by this Agreement.

V. LICENSING. Throughout the term of this Agreement, the Contractor must maintain a license as a Professional Land Surveyor in the State of Michigan. If, for any reason, the Contractor's license is revoked, suspended, or otherwise not in effect, such shall be deemed to be an immediate and material breach of this Agreement. This Agreement shall be deemed terminated on the date that the Contractor is no longer licensed as a surveyor in the State of Michigan.

VI. APPLICABLE LAW AND VENUE. This Agreement shall be construed according to the laws of the State of Michigan. It is expressly understood and agreed that in the event any actions in law or in equity arising under this Agreement are brought by either party against the other party, the venue for such actions shall be Eaton County, Michigan.

VII. COMPLIANCE WITH THE LAW. The Contractor shall render the services required by this Agreement in complete compliance with all applicable Federal, State and local laws, ordinances, rules and regulations. Failure to comply with the provisions of this section shall be regarded as a material breach of this Agreement, and grounds for its immediate termination by the County.

VIII. NON-DISCRIMINATION. The Contractor, as required by law, shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, sexual preference, height, weight, marital status, political affiliation or beliefs or handicap which is unrelated to the individual's ability to perform the duties of a particular job or position.

The Contractor shall adhere to all applicable Federal, State and local laws, ordinances, rules and regulations prohibiting discrimination, including but not limited to the following:

- A. The Elliott Larsen Civil Rights Act, 1976 PA 453, as amended.
- B. The Michigan Handicappers Civil Rights Act, 1976 PA 220, as amended.
- C. Section 504 of the Federal Rehabilitation Act of 1973, P.L. 93-112, 87 Stat 394, as amended, and regulations adopted thereunder.
- D. The Americans with Disabilities Act of 1990, P.L. 101-336, 104 Stat 328 (42 USDA §12101 et seq), as amended, and regulations promulgated thereunder.

Breach of this section shall be regarded as a material breach of this Agreement. In the event the contractor is found not to be in compliance with this section, the county may terminate this Agreement effective as of the date of delivery of written notification to the Contractor.

IX. INDEPENDENT CONTRACTOR. It is expressly understood and agreed that the Contractor is an independent contractor. The Contractor and any persons employed by him shall in no way be deemed to be and shall not hold themselves out as employees, servants or agents of the County and shall not be entitled to any fringe benefits of the County, such as, but not limited to, health and accident insurance, life insurance, longevity, paid sick or vacation leave. The Contractor shall be responsible for paying the wages of his personnel and for the withholding and payment of all income and social security taxes to the proper Federal, State and local governments. The Contractor shall also be responsible for providing its personnel with workers' compensation and unemployment compensation coverage, as required by law.

X. INDEMNIFICATION AND HOLD HARMLESS. The Contractor shall, at his own expense, protect, defend, indemnify and save harmless the County, and its elected and appointed officers, employees and agents from all claims, damages, costs, law suits and expenses, including, but not limited to all costs from administrative proceedings, court costs and attorney fees that they may incur as a result of any acts, omissions or negligence of the Contractor or any of his officers, employees or agents which may arise out of this Agreement.

The contractor's indemnification responsibilities under this section shall include the sum of damages, costs and expenses which are in excess of the sum paid out on behalf of or reimbursed to the County, its officers, employees and agents by the insurance coverage obtained and/or maintained by the contractor pursuant to the requirement of this Agreement.

XI. LIABILITY INSURANCE.

A. The Contractor shall procure, pay the premium on, keep and maintain during the term of this Agreement, liability insurance coverage with limits of not less than the following:

1. Workers' Compensation: When and as required by law.
2. Employers' Liability: When and as required by law.
3. General Liability (occurrence basis only) with the following coverage inclusions:
  - a) Broad Form General Liability Endorsement or equivalent, if not in policy proper.
  - b) Independent Contractor Coverage.
  - c) Contractual Liability.
4. Vehicle Liability Coverage, and Michigan No-Fault Coverages including all owned, non-owned, and hired vehicles.
5. If available to the Contractor, the Contractor shall name as an Additional Insured the County, its elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities, and their board members, employees and volunteers for liability they incur which arises out of this Agreement and/or the services to be provided under this Agreement. It is expressly understood and agreed that the Contractor's General Liability coverage required by this subsection shall be primary to the Additional Insured and not contributing with any other insurance or similar protection available to the Additional Insured, whether said other available coverage be primary, contributing or excess.

In the event the Contractor is unable to meet the Additional Insured coverage requirements of this section, he shall advise the County of such inability and provide the County with a letter from his insurance agent verifying his inability to provide such Additional Insured coverage.



6. Limits of Liability for Items 4 and 5 above shall not be less than \$500,000.00 per occurrence, and/or aggregate, combined single limit for Personal Injury, Bodily Injury and Property Damage.

B. The Contractor shall, during each year in which this Agreement is in effect, provide the Eaton County Controller with certificates of insurance showing the acquisition of the insurance coverage required by this section. The certificates of insurance shall contain a provision stating that coverages afforded under the policies will not be changed or canceled until at least thirty (30) days prior written notice has been given to the County.

C. In the event that the Contractor's insurance coverage is at any time reduced or terminated during the duration of this Agreement, the County may terminate this Agreement effective immediately upon delivery of notice of termination to the Contractor.

D. The Contractor may maintain such other insurances as he deems appropriate for his own protection.

XII. WAIVERS. No failure or delay on the part of either the County or the Contractor in exercising any right, power or privilege hereunder shall operate as a waiver thereof, nor shall a single or partial exercise of any right, power or privilege preclude any other or further exercise of any other right, power or privilege. No modification, amendment, or waiver of any provision of this Agreement, nor consent to any departure from any provision of the Agreement by either party hereto, shall in any event be effective unless the same is in writing and signed by the other party, and then such waiver or consent shall be effective only in the specific instance and for the purpose for which given.

XIII. MODIFICATION OF AGREEMENT. Modifications, amendments or waivers of any provisions of this Agreement may be made only by the written mutual consent of the parties hereto.

XIV. ASSIGNMENT OR SUBCONTRACTING. The parties to this Agreement may not assign, subcontract or otherwise transfer their duties and/or obligations under this Agreement.

XV. DISREGARDING TITLES. The titles of the sections set forth in this Agreement are inserted for the convenience of reference only and shall be disregarded when construing or interpreting any of the provisions of this Agreement.

XVI. COMPLETENESS OF THE AGREEMENT. This Agreement contains all the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind any of the parties hereto.

XVII. AGREEMENT PERIOD. The Contractor shall commence performance of the services and obligations required of it hereunder on the 1<sup>st</sup> day of January, 2016 and continue through the 31<sup>st</sup> day of December, 2016, at which time this Agreement shall be terminated. Time being of the essence.

Notwithstanding any other provision in this Agreement to the contrary, this Agreement may be terminated by the County upon thirty (30) days' written notice to the Contractor, in the sole discretion of the County. In the event of early termination of this Agreement, the County shall reimburse the Contractor for the services rendered by the Contractor up to the effective date of termination.

XVIII. SEVERABILITY OF INVALID PROVISIONS. If any part of this Agreement is declared by any Court having jurisdiction to be invalid, unconstitutional, or beyond the authority of either party to enter into or carry out, such part shall be deemed deleted and shall not affect the validity of the remainder of this Agreement, which shall continue in full force and effect. If the removal of such provision would result in the illegality and/or unenforceability of this Agreement, this Agreement shall terminate as of the date in which the provision was found invalid, unconstitutional or beyond the authority of the parties and the Contractor shall be reimbursed for all services which it has provided under this Agreement up to the date of termination.

XIX. CERTIFICATION OF AUTHORITY TO SIGN AGREEMENT. The persons signing this Agreement on behalf of the parties hereto certify by their signatures that they are duly authorized to sign this Agreement on behalf of said parties and that this Agreement has been authorized by said parties.

IN WITNESS WHEREOF, the authorized representatives of the parties hereto have fully executed this Agreement on the day and year first above written.

WITNESSED BY:

COUNTY OF Eaton County

\_\_\_\_\_  
Date 1/20/16 By \_\_\_\_\_  
Blake Mulder, Chairperson  
County Board of Commissioners

\_\_\_\_\_  
Date 1/20/16 By \_\_\_\_\_  
Diana Bosworth, County Clerk

\_\_\_\_\_  
Date 1/20/16 By \_\_\_\_\_  
Ronnie M. Lester  
Surveyor

**WAYS & MEANS COMMITTEE**  
**Positions Update**  
 January 15, 2016

<u>DEPARTMENT</u>	<u>POSITION OPENING</u>	<u>STATUS</u>	<u>GRADE/STEP</u>
Controller's Office	Human Resources Specialist	Reviewing	Grade 7
District Court	Probation Officer	Filled	Grade 7
Friend of the Court	Investigator/Conciliator - Intermittent	Interviewing	Grade 7
Juvenile Court	Juvenile Caseworker	Filled	Grade 7
Physical Plant	Groundskeeper	Interviewing	Contract
Sheriff's Office	Jail Medical Assistant	Interviewing	Grade 5
	Corrections Deputy	Interviewing	Contract
	Deputy (2)	Filled	Contract
Technology Services	GIS Administrator	Filled	Grade 10

**CURRENT POSITION OPENINGS:**

Prosecutor's Office	Economic Crimes Unit Detective	Recommended	Grade 8
Register of Deeds	Deputy Clerk	Recommended	Grade 1

**Eaton County**  
**All: Blue Cross Claims Analysis -- January 1, 2015 Through December 31, 2015**  
**ALL COUNTY AND BEDHD ACTIVE EMPLOYEES AND RETIREES**

**Worst Case Scenario:**

Contracts	430
Adm Fee	\$56.98
Specific and Aggregate Stop Loss*	\$289.77
Attachment Point	\$12,351.00
<b>TOTAL WORST CASE (MED ONLY)</b>	

\* Specific Deductible Is: \$40,000

Fixed Costs	\$1,789,230
Maximum Aggregate Liability:	\$5,310,930
Total Worst Case Medical:	\$7,100,160

Date	Blue Cross	Blue Shield	Drug	Stop Loss	Medical Total	Vision	MI Tax	Fixd Costs	Amount Pd	Qtrly Totals
Jan-15	\$252,686	\$168,382	\$141,120	(\$6,117)	\$556,071	\$4,129	\$3,947	\$149,103	\$713,249	
Feb-15	\$257,795	\$124,765	\$83,537	(\$138,088)	\$328,009	\$3,858	\$3,386	\$149,103	\$484,355	
Mar-15	\$172,665	\$129,927	\$84,195	(\$46,324)	\$340,463	\$3,668	\$2,803	\$149,103	\$496,037	<b>\$1,693,641 1st Qtr</b>
Apr-15	\$237,598	\$135,591	\$95,049	(\$119,466)	\$348,772	\$2,636	\$3,370	\$149,103	\$503,880	
May-15	\$116,375	\$152,460	\$91,174	(\$38,351)	\$321,658	\$4,417	\$2,578	\$149,103	\$477,756	
Jun-15	\$165,685	\$151,313	\$101,204	(\$122,533)	\$295,670	\$2,833	\$3,078	\$149,103	\$450,683	<b>\$1,432,320 2nd Qtr</b>
Jul-15	\$166,291	\$147,683	\$127,587	(\$102,830)	\$338,731	\$20	\$3,072	\$149,103	\$490,925	
Aug-15	\$124,934	\$126,322	\$92,159	(\$79,151)	\$264,264	\$5,387	\$2,503	\$149,103	\$421,256	
Sep-15	\$139,638	\$114,952	\$97,813	(\$101,839)	\$250,564	\$3,840	\$2,561	\$149,103	\$406,068	<b>\$1,318,249 3rd Qtr</b>
Oct-15	\$353,993	\$189,652	\$89,140	(\$249,391)	\$383,393	\$5,138	\$4,594	\$149,103	\$542,227	
Nov-15	\$293,842	\$142,396	\$99,580	(\$259,077)	\$276,740	\$4,971	\$3,848	\$149,103	\$434,662	
Dec-15	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	<b>\$976,888 4th Qtr</b>
<b>Totals</b>	<b>\$2,281,501</b>	<b>\$1,583,444</b>	<b>\$1,102,558</b>	<b>(\$1,263,167)</b>	<b>\$3,704,336</b>	<b>\$40,897</b>	<b>\$35,738</b>	<b>\$1,640,128</b>	<b>\$5,421,099</b>	
<b>% Of Total</b>	<b>42.09%</b>	<b>29.21%</b>	<b>20.34%</b>	<b>-23.30%</b>	<b>68.33%</b>	<b>0.75%</b>	<b>0.66%</b>	<b>30.25%</b>	<b>100.00%</b>	

<b>2015 BUDGET</b>			
<b>BCBS ILLUS RATES</b>			
<b>\$6,001,862</b>			
	<b>Comp To Budg</b>		<b>Surp/(Def) YTD</b>
	<b>Budget</b>	<b>Surp/(Def)</b>	
Jan-15	\$500,155	(\$213,094)	(\$213,094)
Feb-15	\$500,155	\$15,800	(\$197,294)
Mar-15	\$500,155	\$4,118	(\$193,176)
Apr-15	\$500,155	(\$3,725)	(\$196,901)
May-15	\$500,155	\$22,399	(\$174,502)
Jun-15	\$500,155	\$49,472	(\$125,030)
Jul-15	\$500,155	\$9,230	(\$115,800)
Aug-15	\$500,155	\$78,899	(\$36,901)
Sep-15	\$500,155	\$94,088	\$57,186
Oct-15	\$500,155	(\$42,071)	\$15,115
Nov-15	\$500,155	\$65,493	\$80,608
Dec-15		\$0	\$80,608

<b>Reconciliation</b>		
County	BEDHD	Total
\$141,906	(\$61,298)	\$80,608

**Eaton County**  
**All: Blue Cross Claims Analysis -- January 1, 2015 Through December 31, 2015**  
**ALL COUNTY ACTIVE EMPLOYEES AND RETIREES**

**Worst Case Scenario:**

Contracts	386
Adm Fee	\$56.98
Specific and Aggregate Stop Loss*	\$289.77
Attachment Point	\$12,351.00

\* Specific Deductible Is: \$40,000

Date	Blue Cross	Blue Shield	Drug	Stop Loss	Medical Total	Vision	MI Tax	Fixd Costs	Amount Pd	Qtrly Totals	
Jan-15	\$223,417	\$161,406	\$136,922	(\$6,117)	\$515,627	\$4,129	\$3,647	\$133,846	\$657,249		
Feb-15	\$241,801	\$114,980	\$77,416	(\$138,088)	\$296,109	\$3,858	\$3,149	\$133,846	\$436,962		
Mar-15	\$123,892	\$114,759	\$77,574	(\$25,643)	\$290,582	\$3,668	\$2,278	\$133,846	\$430,375	<b>\$1,524,586</b>	<b>1st Qtr</b>
Apr-15	\$217,681	\$124,576	\$88,303	(\$112,591)	\$317,969	\$2,636	\$3,091	\$133,846	\$457,541		
May-15	\$107,715	\$140,666	\$88,721	(\$35,108)	\$301,994	\$4,417	\$2,409	\$133,846	\$442,665		
Jun-15	\$151,993	\$140,460	\$93,418	(\$113,064)	\$272,807	\$2,833	\$2,838	\$133,846	\$412,324	<b>\$1,312,530</b>	<b>2nd Qtr</b>
Jul-15	\$156,675	\$138,638	\$118,525	(\$99,098)	\$314,740	\$20	\$2,866	\$133,846	\$451,472		
Aug-15	\$109,154	\$116,213	\$84,721	(\$78,190)	\$231,898	\$5,387	\$2,257	\$133,846	\$373,387		
Sep-15	\$123,424	\$102,268	\$91,351	(\$97,515)	\$219,527	\$3,840	\$2,301	\$133,846	\$359,513	<b>\$1,184,372</b>	<b>3rd Qtr</b>
Oct-15	\$340,380	\$175,350	\$81,194	(\$206,925)	\$389,999	\$5,138	\$4,331	\$133,846	\$533,313		
Nov-15	\$258,594	\$127,760	\$91,555	(\$222,598)	\$255,312	\$4,971	\$3,418	\$133,846	\$397,546		
Dec-15	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	<b>\$930,859</b>	<b>4th Qtr</b>
<b>Totals</b>	<b>\$2,054,724</b>	<b>\$1,457,077</b>	<b>\$1,029,700</b>	<b>(\$1,134,936)</b>	<b>\$3,406,566</b>	<b>\$40,897</b>	<b>\$32,584</b>	<b>\$1,472,301</b>	<b>\$4,952,347</b>		
<b>% Of Total</b>	<b>41.49%</b>	<b>29.42%</b>	<b>20.79%</b>	<b>-22.92%</b>	<b>68.79%</b>	<b>0.83%</b>	<b>0.66%</b>	<b>29.73%</b>	<b>100.00%</b>		

<b>2015 BUDGET</b>			
<b>BCBS ILLU. RATES</b>			
<b>\$5,557,367</b>			
	<b>Comp To Budg</b>		<b>Surp/(Def) YTD</b>
	<b>Budget</b>	<b>Surp/(Def)</b>	
Jan-15	\$463,114	(\$194,135)	(\$194,135)
Feb-15	\$463,114	\$26,152	(\$167,983)
Mar-15	\$463,114	\$32,739	(\$135,244)
Apr-15	\$463,114	\$5,573	(\$129,671)
May-15	\$463,114	\$20,449	(\$109,222)
Jun-15	\$463,114	\$50,790	(\$58,432)
Jul-15	\$463,114	\$11,642	(\$46,790)
Aug-15	\$463,114	\$89,727	\$42,937
Sep-15	\$463,114	\$103,601	\$146,537
Oct-15	\$463,114	(\$70,199)	\$76,338
Nov-15	\$463,114	\$65,568	\$141,906
Dec-15		\$0	\$141,906

**Eaton County**  
**All: Blue Cross Claims Analysis -- January 1, 2015 Through December 31, 2015**  
**EATON COUNTY ACTIVE EMPLOYEES**

**Worst Case Scenario:**

Contracts	270
Adm Fee	\$56.98
Specific and Aggregate Stop Loss*	\$289.77
Attachment Point	\$12,351.00

\* Specific Deductible Is: \$40,000

Date	Blue Cross	Blue Shield	Drug	Stop Loss	Medical Total	Vision	MI Tax	Fixd Costs	Amount Pd	Qtrly Totals
Jan-15	\$133,864	\$130,384	\$81,688	(\$6,117)	\$339,818	\$3,990	\$2,489	\$93,623	\$439,920	
Feb-15	\$190,495	\$98,750	\$48,789	(\$104,248)	\$233,786	\$3,820	\$2,529	\$93,623	\$333,758	
Mar-15	\$105,812	\$95,397	\$49,821	(\$11,838)	\$239,191	\$3,623	\$1,881	\$93,623	\$338,318	<b>\$1,111,996 1st Qtr</b>
Apr-15	\$179,952	\$105,629	\$56,971	(\$94,152)	\$248,399	\$2,578	\$2,492	\$93,623	\$347,092	
May-15	\$80,139	\$123,889	\$52,864	(\$22,924)	\$233,968	\$4,238	\$1,874	\$93,623	\$333,702	
Jun-15	\$122,992	\$111,841	\$54,231	(\$83,602)	\$205,462	\$2,590	\$2,149	\$93,623	\$303,823	<b>\$984,617 2nd Qtr</b>
Jul-15	\$112,016	\$116,716	\$71,057	(\$65,329)	\$234,460	\$20	\$2,154	\$93,623	\$330,257	
Aug-15	\$84,619	\$99,917	\$46,706	(\$39,848)	\$191,395	\$5,190	\$1,724	\$93,623	\$291,932	
Sep-15	\$73,476	\$87,147	\$50,160	(\$49,516)	\$161,267	\$3,644	\$1,565	\$93,623	\$260,098	<b>\$882,286 3rd Qtr</b>
Oct-15	\$135,678	\$150,590	\$40,259	(\$108,905)	\$217,622	\$5,006	\$2,366	\$93,623	\$318,617	
Nov-15	\$103,852	\$98,172	\$44,260	(\$65,796)	\$180,488	\$4,811	\$1,744	\$93,623	\$280,665	
Dec-15	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	<b>\$599,282 4th Qtr</b>
<b>Totals</b>	<b>\$1,322,895</b>	<b>\$1,218,431</b>	<b>\$596,805</b>	<b>(\$652,274)</b>	<b>\$2,485,857</b>	<b>\$39,510</b>	<b>\$22,968</b>	<b>\$1,029,848</b>	<b>\$3,578,182</b>	
<b>% Of Total</b>	<b>36.97%</b>	<b>34.05%</b>	<b>16.68%</b>	<b>-18.23%</b>	<b>69.47%</b>	<b>1.10%</b>	<b>0.64%</b>	<b>28.78%</b>	<b>100.00%</b>	

<b>2015 BUDGET</b>			
<b>BCBS ILLU. RATES</b>			
<b>\$4,239,860</b>			
Comp To Budg			<b>Surp/(Def) YTD</b>
<b>Budget</b>	<b>Surp/(Def)</b>		
Jan-15	\$353,322	(\$86,598)	(\$86,598)
Feb-15	\$353,322	\$19,564	(\$67,035)
Mar-15	\$353,322	\$15,004	(\$52,031)
Apr-15	\$353,322	\$6,230	(\$45,801)
May-15	\$353,322	\$19,619	(\$26,182)
Jun-15	\$353,322	\$49,498	\$23,317
Jul-15	\$353,322	\$23,065	\$46,382
Aug-15	\$353,322	\$61,390	\$107,771
Sep-15	\$353,322	\$93,224	\$200,995
Oct-15	\$353,322	\$34,705	\$235,700
Nov-15	\$353,322	\$72,656	\$308,357
Dec-15	\$0	\$0	\$308,357

**Eaton County**  
**All: Blue Cross Claims Analysis -- January 1, 2015 Through December 31, 2015**  
**EATON COUNTY RETIREES**

**Worst Case Scenario:**

Contracts	116
Adm Fee	\$56.98
Specific and Aggregate Stop Loss*	\$289.77
Attachment Point	\$12,351.00

\* Specific Deductible Is: \$40,000

Date	Blue Cross	Blue Shield	Drug	Stop Loss	Medical Total	Vision	MI Tax	Fixd Costs	Amount Pd	Qtrly Totals
Jan-15	\$89,553	\$31,022	\$55,234	\$0	\$175,809	\$139	\$1,158	\$40,223	\$217,329	
Feb-15	\$51,305	\$16,230	\$28,627	(\$33,840)	\$62,324	\$38	\$620	\$40,223	\$103,204	
Mar-15	\$18,081	\$19,361	\$27,754	(\$13,805)	\$51,391	\$45	\$398	\$40,223	\$92,057	<b>\$412,590 1st Qtr</b>
Apr-15	\$37,729	\$18,947	\$31,333	(\$18,439)	\$69,570	\$57	\$599	\$40,223	\$110,449	
May-15	\$27,576	\$16,777	\$35,857	(\$12,184)	\$68,026	\$179	\$534	\$40,223	\$108,962	
Jun-15	\$29,001	\$28,620	\$39,187	(\$29,462)	\$67,345	\$244	\$689	\$40,223	\$108,501	<b>\$327,913 2nd Qtr</b>
Jul-15	\$44,659	\$21,922	\$47,468	(\$33,768)	\$80,280	\$0	\$712	\$40,223	\$121,215	
Aug-15	\$24,534	\$16,296	\$38,014	(\$38,342)	\$40,503	\$197	\$532	\$40,223	\$81,455	
Sep-15	\$49,948	\$15,121	\$41,191	(\$48,000)	\$58,260	\$196	\$737	\$40,223	\$99,416	<b>\$302,086 3rd Qtr</b>
Oct-15	\$204,702	\$24,761	\$40,935	(\$98,020)	\$172,377	\$132	\$1,964	\$40,223	\$214,697	
Nov-15	\$154,742	\$29,589	\$47,296	(\$156,802)	\$74,824	\$160	\$1,674	\$40,223	\$116,880	
Dec-15	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	<b>\$331,577 4th Qtr</b>
<b>Totals</b>	<b>\$731,829</b>	<b>\$238,646</b>	<b>\$432,896</b>	<b>(\$482,662)</b>	<b>\$920,709</b>	<b>\$1,387</b>	<b>\$9,617</b>	<b>\$442,453</b>	<b>\$1,374,165</b>	
<b>% Of Total</b>	<b>53.26%</b>	<b>17.37%</b>	<b>31.50%</b>	<b>-35.12%</b>	<b>67.00%</b>	<b>0.10%</b>	<b>0.70%</b>	<b>32.20%</b>	<b>100.00%</b>	

<b>2015 BUDGET</b>			
<b>BCBS ILLU. RATES</b>			
<b>\$1,317,507</b>			
<b>Comp To Budg</b>		<b>Surp/(Def) YTD</b>	
	<b>Budget</b>	<b>Surp/(Def)</b>	
Jan-15	\$109,792	(\$107,537)	(\$107,537)
Feb-15	\$109,792	\$6,588	(\$100,949)
Mar-15	\$109,792	\$17,736	(\$83,213)
Apr-15	\$109,792	(\$657)	(\$83,870)
May-15	\$109,792	\$830	(\$83,040)
Jun-15	\$109,792	\$1,291	(\$81,749)
Jul-15	\$109,792	(\$11,423)	(\$93,172)
Aug-15	\$109,792	\$28,337	(\$64,835)
Sep-15	\$109,792	\$10,377	(\$54,458)
Oct-15	\$109,792	(\$104,904)	(\$159,363)
Nov-15	\$109,792	(\$7,088)	(\$166,451)
Dec-15	\$0	\$0	(\$166,450.60)

**Eaton County**  
**All: Blue Cross Claims Analysis -- January 1, 2015 Through December 31, 2015**  
**BEDHD ACTIVE EMPLOYEES AND RETIREES**

**Worst Case Scenario:**

Contracts	44
Adm Fee	\$56.98
Specific and Aggregate Stop Loss*	\$289.77
Attachment Point	\$12,351.00

\* Specific Deductible Is: \$40,000

Date	Blue Cross	Blue Shield	Drug	Stop Loss	Medical Total	MI Tax	Fixd Costs	Amount Pd	Qtrly Totals	
Jan-15	\$29,268.92	\$6,976	\$4,198	\$0	\$40,444	\$300	\$15,257	\$56,000		
Feb-15	\$15,994.14	\$9,785	\$6,120	\$0	\$31,900	\$237	\$15,257	\$47,393		
Mar-15	\$48,772.80	\$15,168	\$6,621	(\$20,681)	\$49,881	\$524	\$15,257	\$65,662	<b>\$169,056</b>	<b>1st Qtr</b>
Apr-15	\$19,917.59	\$11,015	\$6,746	(\$6,875)	\$30,803	\$279	\$15,257	\$46,339		
May-15	\$8,660.55	\$11,794	\$2,453	(\$3,243)	\$19,664	\$170	\$15,257	\$35,091		
Jun-15	\$13,692.70	\$10,852	\$7,786	(\$9,469)	\$22,862	\$240	\$15,257	\$38,359	<b>\$119,790</b>	<b>2nd Qtr</b>
Jul-15	\$9,615.63	\$9,045	\$9,063	(\$3,732)	\$23,991	\$205	\$15,257	\$39,453		
Aug-15	\$15,780.03	\$10,109	\$7,438	(\$961)	\$32,366	\$246	\$15,257	\$47,870		
Sep-15	\$16,214.34	\$12,684	\$6,462	(\$4,324)	\$31,037	\$260	\$15,257	\$46,554	<b>\$133,877</b>	<b>3rd Qtr</b>
Oct-15	\$13,613.13	\$14,301	\$7,945	(\$42,467)	(\$6,607)	\$263	\$15,257	\$8,913		
Nov-15	\$35,247.47	\$14,636	\$8,025	(\$36,479)	\$21,429	\$430	\$15,257	\$37,116		
Dec-15	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0	\$0	<b>\$46,029</b>	<b>4th Qtr</b>
<b>Totals</b>	<b>\$226,777.30</b>	<b>\$126,366</b>	<b>\$72,858</b>	<b>(\$128,231)</b>	<b>\$297,770</b>	<b>\$3,154</b>	<b>\$167,827</b>	<b>\$468,751</b>		
<b>% Of Total</b>	<b>48.38%</b>	<b>26.96%</b>	<b>15.54%</b>	<b>-27.36%</b>	<b>63.52%</b>	<b>0.67%</b>	<b>35.80%</b>	<b>100.00%</b>		

<b>2015 BUDGET</b>			
<b>BCBS ILLU. RATES</b>			
<b>\$444,495</b>			
<b>Comp To Budg</b>			<b>Surp/(Def) YTD</b>
<b>Budget</b>	<b>Surp/(Def)</b>		
Jan-15	\$37,041	(\$18,959)	(\$18,959)
Feb-15	\$37,041	(\$10,352)	(\$29,311)
Mar-15	\$37,041	(\$28,621)	(\$57,932)
Apr-15	\$37,041	(\$9,298)	(\$67,230)
May-15	\$37,041	\$1,950	(\$65,280)
Jun-15	\$37,041	(\$1,318)	(\$66,598)
Jul-15	\$37,041	(\$2,412)	(\$69,010)
Aug-15	\$37,041	(\$10,828)	(\$79,838)
Sep-15	\$37,041	(\$9,513)	(\$89,351)
Oct-15	\$37,041	\$28,128	(\$61,223)
Nov-15	\$37,041	(\$75)	(\$61,298)
Dec-15	\$0	\$0	(\$61,298)



PUBLIC IMPROVEMENT FUND  
2015/2016

Ways and Means Committee Meeting  
January 15, 2016

				<b>ADJUSTED</b>		
	<b>2015/2016</b>	<b>BUDGET</b>	<b>ADJUSTMENTS</b>	<b>BUDGET</b>	<b>EXPENSES</b>	<b>BALANCE</b>
24516-1	Complex - Roof Maintenance	5,000.00		5,000.00		5,000.00
24516-2	Complex - Control Upgrade	5,000.00		5,000.00		5,000.00
24516-3	Complex - Concrete	5,000.00		5,000.00		5,000.00
24516-4	Complex - Parking Maintenance	5,000.00		5,000.00		5,000.00
24516-5	Courthouse - Courtroom Improvements*	0.00	65,000.00	65,000.00		65,000.00
24516-7	Parks - Furnace	6,500.00		6,500.00	6,355.00	145.00
24516-8	Juvenile - Furnace	14,000.00		14,000.00		14,000.00
24516-9	551 Bldg - Furnace	12,000.00		12,000.00		12,000.00
24516-10	Sheriff - Fixtures	15,000.00		15,000.00		15,000.00
24516-11	Sheriff - Carpet	34,000.00		34,000.00		34,000.00
24515-6	DHS, HD - Parking Lot Repave		90,000.00	90,000.00		90,000.00
24515-9	Courthouse - CC Security Remodel		8,059.00	8,059.00	3,284.00	4,775.00
24515-10	Courthouse - DC Judges Restroom/Office Addition		200.00	200.00		200.00
24515-13	Courthouse - IT/Server Rms Mechanical Improvements		65,030.00	65,030.00		65,030.00
24515-14	HD - Generator Design/Plans		15,000.00	15,000.00		15,000.00
	<b>TOTAL PROPOSED EXPENDITURES</b>	<b>101,500.00</b>	<b>243,289.00</b>	<b>344,789.00</b>	<b>9,639.00</b>	<b>335,150.00</b>
	15-16 Public Improvement Fund Expend.xls					
	245-901-901-24516-					
	* Combo of 2015 CH CC Security & CH DC Restroom Projects					

**EATON COUNTY BOARD OF COMMISSIONERS**

**JANUARY 20, 2015**

**RESOLUTION TO APPROVE  
2015/2016 BUDGET AMENDMENTS**

**Introduced by the Ways and Means Committee**

Commissioner Eakin moved for the approval of the following resolution.

**WHEREAS**, the Eaton County 2015/2016 Appropriations Act of September 16, 2015 states that any amendment to increase a salary and/or a Capital Outlay line-item in excess of \$2,500.00 or any amendment to increase the total budget of any fund or department in excess of \$2,500.00 shall be amended by the Board of Commissioners, except that any amendment to decrease the General Fund Contingency shall be approved by the Board of Commissioners; and

**WHEREAS**, such amendments are needed in order to comply with the Uniform Budgeting and Accounting Act of 1978, P.A. 621.

**NOW, THEREFORE BE IT RESOLVED**, that the following budget amendments be approved and added to the 2015/2016 Eaton County Budget:

**SPECIAL REVENUE FUND**

**RESOURCE RECOVERY – 228**

Increase	County Projects	\$ 15,000
Increase	Fund Balance Carryover	\$ 15,000

To increase the total budget for electronic recycling contract.

**COMPUTER FUND – 298**

Increase	Computer Equipment	\$127,870
Increase	Wage and Fringe (Intern)	\$ 10,000
Increase	Fund Balance Carryover	\$137,870

To increase the total computer fund for carryover projects from 2014/2015 and increase the total intern hours per the recommendation of the Information Technology and Communications Committee.

**Utilization Analysis:  
Placement of Incumbents in  
Job Categories**

<b>Job Category</b>	<b>Total # of Incumbents</b>	<b># of Females</b>	<b>Female Incumbency %</b>	<b># of Minorities</b>	<b>Minority Incumbency %</b>
1	26	11	42.31%	3	11.54%
2	60	32	53.33%	6	10.00%
3	19	5	26.32%	0	0.00%
4	118	24	20.34%	4	3.39%
5	15	14	93.33%	3	20.00%
6	85	80	94.12%	1	1.18%
8	19	8	42.11%	0	0.00%
9	46	26	56.52%	0	0.00%

**CLAIMS AUDITED BY WAYS & MEANS JANUARY 15, 2016**

<b>FUND#</b>	<b>DEPT#</b>	<b>DEPARTMENT</b>	<b>AMOUNT</b>
101	101	BOARD OF COMMISSIONERS	\$ 1,024.96
101	131	CIRCUIT COURT	\$ 21,767.28
101	136	DISTRICT COURT	\$ 11,110.50
101	141	FRIEND OF THE COURT	\$ 939.04
101	147	COUNTY GUARDIAN	\$ 5,000.00
101	148	PROBATE COURT	\$ 4,354.04
101	149	JUVENILE COURT	\$ 13,705.75
101	215	COUNTY CLERK	\$ 6,367.42
101	223	CONTROLLER	\$ 94,003.21
101	225	EQUALIZATION	\$ 1,581.35
101	229	PROSECUTING ATTORNEY	\$ 301.39
101	232	ECONOMIC CRIMES UNIT	\$ 400.64
101	236	REGISTER OF DEEDS	\$ 531.00
101	253	COUNTY TREASURER	\$ 1,343.25
101	265	BUILDING AND GROUNDS	\$ 22,564.83
101	275	DRAIN COMMISSION	\$ 7,558.20
101	301	SHERIFF DEPARTMENT	\$ 14,018.03
101	302	SHERIFF CORRECTIONS	\$ 36,704.02
101	303	SHERIFF DELTA	\$ 20,888.86
101	402	TRI-COUNTY REGIONAL PLAN	\$ 26,633.50
101	405	COMMUNITY DEVELOPMENT	\$ 311.94
101	430	ANIMAL CONTROL	\$ 656.50
101	648	MEDICAL EXAMINER	\$ 13,850.00
101	649	COMMUNITY MENTAL HEALTH	\$ 98,581.75
101	681	VETERANS	\$ 507.51
101	851	INSURANCE & BONDS	\$ 13,366.00
101	901	CAPITAL OUTLAY	\$ 15,011.84
240	400	CONSTRUCTION CODE	\$ 160.00
240	901	CAPITAL OUTLAY	\$ 3,284.00
255	245	REMONUMENTATION	\$ 16,294.50
261	325	CENTRAL DISPATCH	\$ 16,586.67
261	901	CAPITAL OUTLAY	\$ 2,605.00
266	301	SHERIFF ROAD CREW	\$ 132.10
292	356	YOUTH FACILITY	\$ 1,284.46
292	359	COMMUNITY BASED TREATMENT	\$ 118.99
292	665	OTHER REIMB EXPENSES	\$ 814.87
292	666	DAY TREATMENT	\$ 1,767.46
298	863	COMPUTER FUND	\$ 34,632.42
		<b>GRAND TOTAL</b>	<b>\$ 510,763.28</b>

**CLAIMS AUDITED BY WAYS & MEANS JANUARY 15, 2016**

<b>FUND#</b>	<b>DEPT#</b>	<b>DEPARTMENT</b>	<b>AMOUNT</b>
101	083	DUE FROM EMPLOYEES	\$ 174.54
101	118	PREPAID EXPENSE	\$ 14,739.74
101	125	DEFERRED EXPENSE	\$ 1,001.60
101	126	COST ALLOCATION	\$ 2,433.09
101	276	RECEIPTS REFUNDABLE	\$ 27,711.60
101	101	BOARD OF COMMISSIONERS	\$ 4,044.52
101	131	CIRCUIT COURT	\$ 15,301.56
101	136	DISTRICT COURT	\$ 16,041.50
101	141	FRIEND OF THE COURT	\$ 696.56
101	148	PROBATE COURT	\$ 5,466.85
101	149	JUVENILE COURT	\$ 4,156.50
101	215	COUNTY CLERK	\$ 478.55
101	223	CONTROLLER	\$ 802.30
101	224	INFORMATION SYSTEMS	\$ 3,319.51
101	225	EQUALIZATION	\$ 710.29
101	229	PROSECUTING ATTORNEY	\$ 1,126.78
101	232	ECU	\$ 602.33
101	253	COUNTY TREASURER	\$ 1,251.93
101	257	MSU EXTENSION	\$ 183.98
101	265	BUILDING AND GROUNDS	\$ 26,541.85
101	275	DRAIN COMMISSION	\$ 1,145.17
101	301	SHERIFF DEPARTMENT	\$ 55,291.72
101	302	SHERIFF CORRECTIONS	\$ 30,574.60
101	303	SHERIFF DELTA	\$ 8,449.82
101	333	SHERIFF ROAD PATROL	\$ 249.37
101	405	COMMUNITY DEVELOPMENT	\$ 435.38
101	430	ANIMAL CONTROL	\$ 2,295.28
101	681	VETERANS	\$ 110.00
208	691	PARKS ADMINISTRATION	\$ 744.67
208	717	FITZGERALD PARKS	\$ 3,891.20
208	718	FOX PARK	\$ 364.54
208	719	BELLEVUE	\$ 36.33
208	720	LINCOLN PARK	\$ 679.10
228	528	RESOURCE RECOVERY	\$ 327.88
228	529	COUNTY PROJECTS	\$ 247.45
236	696	CDBG-HOUSING	\$ 61.24
240	400	CONSTRUCTION CODE	\$ 2,730.21
255	245	REMONUMENTATION	\$ 7,951.75
257	236	REGISTER OF DEEDS	\$ 1,794.62
261	325	CENTRAL DISPATCH	\$ 20,708.88
261	426	EMERGENCY SERVICES	\$ 227.50
261	901	CAPITAL OUTLAY	\$ 706.00
266	301	SHERIFF ROAD CREW	\$ 282.08
271	138	DRUG COURT III	\$ 2,075.00
271	140	DRUG COURT TETHER FEES	\$ 1,061.76
272	138	VETERAN'S COURT	\$ 3,947.00

