

**OPERATIONS & PERSONNEL COMMITTEE MEETING
DECEMBER 17, 2012
5:30 P.M.**

MEMBERS PRESENT

Chair Patty Cox
Bryan Smith
Pat Dawson
Gary Minich
Susanna Zimmerman
Jerry Potts

COUNTY PERSONNEL PRESENT

Jay Dunn, County Board Chairman
Amy Stockwell, Auditor
Randy Waks, State's Attorney's Office
Mike Baggett, State's Attorney's Office
Carol Reed, Auditor's Office
Jeannie Durham, County Board Office

MEMBERS ABSENT

Verzell Taylor

This meeting was called to order by Chair Patty Cox at the Macon County Office Building. Robyn McCoy had nothing to present or bring forward to committee and would not be in attendance.

MINUTES

Motion to approve minutes of prior meeting made by Jerry Potts, seconded by Susanna Zimmerman, and motion carried 6-0.

APPROVAL OF PAYROLL AND CLAIMS

Motion to approve payroll as presented made by Gary Minich, seconded by Susanna Zimmerman, and motion carried 6-0.

Motion to approve presented claims made by Bryan Smith, seconded by Susanna Zimmerman, and motion carried 6-0.

REPORTS

Auditor

Amy Stockwell reported on two bills. Jay Scott's Public Officials Bond, effective starting 12/1 for \$325. Discussion on the limits and face value of the bond followed. Amy clarified, stating that the statutory limits on all the bonds are low and we have had considerable discussions on that issue with our insurance carrier in the process of the General Liability renewal and a recommendation to increase some of the office holders' bonds will be forthcoming. The second bill was also a self insurance item for \$1,462.38 which is payment to a third party and legal fees connected to a fender bender that involved another party. It has been substantially settled. It involved the Highway Department. Motion was made to pay the bills as presented by Bryan Smith, seconded by Gary Minich and motion carried 6-0.

Resolution Accepting One Year Proposal from Safety National for Workers Compensation Excess Liability Insurance Coverage

Carol Reed presented the resolution. She explained that the current policy has a \$425,000 retention and the Law Enforcement is at \$525,000. The new policy will have a retention of \$500,000 and \$600,000 for Law Enforcement. That is an increase. We continue to have no claims that meet the retention, but this is our safety net if there is a catastrophic claim. We had 2 different quotes. One was to take the retention to the \$500,000 / \$600,000 that we recommended and the other one was for a lower \$425,000/\$525,000. The difference in premium was not all that much and so we recommended going with the \$500,000 / \$600,000. We have had a couple of pretty good years in the open claims area. We currently had, in 2012, nineteen claims so far. The 19th one just occurred today. We've paid out \$35,543. We have also paid some money for prior years of \$12,000. So, the total we paid out in one year's time as of right now was \$47,000. That is on our own. Last year, at this same time, we paid out \$131,000. Things have kind of calmed down in that area. We are encouraged by that. This resolution is for the excess coverage that we hope we don't – because we are self insured. The premium did go up this year. The expiring one was \$35,000 and the new estimated premium is \$50,000. Ted Miller, at Gallagher, says the market was pretty tough this year and this is the best they could do.

Motion to approve was made by Jerry Potts, seconded by Gary Minich, and motion carried 6-0.

Resolution Accepting Proposal from Arthur J. Gallagher Insurance for Property & Inland Marine Insurance

Amy explained that inland property includes the main buildings that are owned and insured by the Building Commission but are insured by us for non-commission owned contents. We also carry insurance on the Health Department, the Highway Department, the ancillary buildings at the Highway Department and a small paint recycling center. Inland Marine Insurance is for movable items that do not have licenses. That means voting machines, trailers, highway equipment, etc... We are constantly keeping that list up to date for the insurance company. This market has also gone up and we have seen big changes in insurance, primarily because of the huge number of claims on the east coast due to storm damage as well as general inflation. Because of the delays in the General Liability coverage, this is not a full proposal, but kind of a sketch of a proposal. They are working very hard on getting a full blown proposal and I am hoping that we will have that prior to Board action in 3 or 4 weeks from now. They have to audit our equipment list and spell out the proposal. It just couldn't get done until prior to today. Gary Minich questioned whether it would be a problem to wait until we have it, but Amy explained that yes, it is a problem because of the renewal dates. In a normal year, general liability would not have taken so much time. Next year, hopefully general liability will be more straightforward and more time can be spent on this piece of the insurance. While this is important, it's many fewer dollars than the general liability premium and exposure. I have written the proposal to have a top level premium number in it. This coverage would remain with the Harford where we have had good service. We actually made a claim this year and they were very quick to work with us on it and get it resolved. We are happy with them and our insurance advisor believes that we have the best carrier.

Motion to approve was made by Gary Minich, seconded by Susanna Zimmerman. Amy will provide the committee with the information and will advise if there is anything unsuspected in it. Bryan Smith questioned whether it would be beneficial to get bids “BIG TIME” and get the best bid we can like we did 10 years ago. Amy agreed that absolutely we would do that. It absolutely makes sense to make the bigger effort on it next year, but we need to have the coverage this year. Patty Cox questioned how long it had been since it had been put out for bids. Amy stated 2 to 3 years. Motion carried 6-0.

Resolution Approving an Increase in the Mileage Reimbursement Rate

Amy explained that the IRS has increased their allowable mileage reimbursement. At various times in the past, the county has either been in sync or not in sync with the IRS and it is completely up to you.

Motion to approve was made by Jerry Potts, seconded by Gary Minich. Chair Patty Cox asked for discussion as to whether we want to increase to 56 ½ cents or leave it at the current 55 ½ cents. Discussion as to who this affected indicated that it was the Coroner and the Health Department mostly. The Health Department has drivers out visiting clients almost every day. Amy explained that we do not have many departments where we have mileage because of the county cars. General fund has about \$3,400, Health Dept about \$12,000 and other departments about \$6,000. About \$22,000 a year total – not a huge amount. Bryan Smith commented that it does not begin to cover the cost for the personal vehicle when considering insurance and everything. It was agreed to go with the IRS rate of 56 ½ cents. Motion carried 6-0.

County Board

Nothing to report.

County Clerk

Nothing to report.

Recorder

Nothing to report,

Workforce Investment

Nothing to report.

Citizens' Remarks

Nothing to report

Old Business

Nothing

New Business

Amy stated that the Chairman is going to reorganize the Safety Committee and they will be reporting to this group. Jay added that he will be the chairman and Jeannie will be co-chair. We

are right now, trying to determine the size of the committee. We would like to have 2 people from each building for a total of 10 or 12 people. Jeannie has had some experience in running safety committees in her former employment. We are going to make this a little more active than in the past and make the county a safer place to work.

Bryan Smith questioned Jay whether we were going to do anything in the future about updating the rules of the board. Jay replied that the SRO committee can re-look at it. Bryan commented that a lot of the time, we forget that we have. Copies were distributed to the new board members. We need to remember that we have that. Jay and Amy stated that there are organizations such as the UCCI and IACBMC that invite us to training and send out info.

CLOSED SESSION

None needed

NEXT MEETING

Tuesday, January 22, 2013

ADJOURNMENT

Motion to adjourn made by Gary Minich , seconded by Susanna Zimmerman , motion carried 6-0, and meeting adjourned at 5:48 p.m.

Minutes submitted by Jeannie Durham
Macon County Board Office