

Protecting Local Government Retirement and Benefits Act Corrective Action Plan: Retirement Health Benefit Systems

Issued under authority of Public Act 202 of 2017.

1. MUNICIPALITY INFORMATION

Local Unit Name: Wexford County Road Commission Six-Digit Muni Code: 830100
Retirement Health Benefit System Name: Wexford CRC
Contact Name (Administrative Officer): Andrea Herman
Title if not Administrative Officer: Finance & Business Manager
Email: finance@wexford crc.org Telephone Number: 231-775-9731 x3026

2. GENERAL INFORMATION

Corrective Action Plan: An underfunded local unit of government shall develop and submit for approval a corrective action plan for the local unit of government. The local unit of government shall determine the components of the corrective action plan. This Corrective Action Plan shall be submitted by any local unit of government with at least one retirement health benefit system that has been determined to have an underfunded status. Underfunded status for a retirement health system is defined as being less than 40% funded according to the most recent audited financial statements, and, if the local unit of government is a city, village, township, or county, the annual required contribution for all of the retirement health systems of the local unit of government is greater than 12% of the local unit of government's annual governmental fund revenues, based on the most recent fiscal year.

Due Date: The local unit of government has **180 days from the date of notification** to submit a corrective action plan to the Municipal Stability Board. The Board may extend the 180-day deadline by up to an additional 45 days if the local unit of government submits a reasonable draft of a corrective action plan and requests an extension.

Filing: Per Sec. 10(1) of PA 202 of 2017 (the Act), this Corrective Action Plan must be approved by the local government's administrative officer and its governing body. **You must provide proof of your governing body approving this Corrective Action Plan and attach the documentation as a separate PDF document.** Per Sec. 10(4) of the Act, failure to provide documentation that demonstrates approval from your governing body will result in a determination of noncompliance by the Board.

The completed plan must be submitted via email to Treasury at LocalRetirementReporting@michigan.gov for review by the Board. **If you have multiple underfunded retirement systems, you are required to complete separate plans and send a separate email for each underfunded system.** Please attach each plan as a separate PDF document in addition to all applicable supporting documentation.

The subject line of the email(s) should be in the following format: **Corrective Action Plan-2017, Local Unit Name, Retirement System Name** (e.g. Corrective Action Plan-2017, City of Lansing, Employees' Retirement System OPEB Plan). Treasury will send an automatic reply acknowledging receipt of the email. Your individual email settings must allow for receipt of Treasury's automatic reply. This will be the only notification confirming receipt of the application(s).

Municipal Stability Board: The Municipal Stability Board (the Board) shall review and vote on the approval of a corrective action plan submitted by a local unit of government. If corrective action is approved, the Board will monitor the corrective action for the following two years, and the Board will report on the local unit of government's compliance with the Act not less than every two years.

Review Process: Following receipt of the email by Treasury, the Board will accept the corrective action plan submission at the next scheduled meeting of the Board. The Board shall then approve or reject the corrective action plan within 45 days from the date of the meeting.

Considerations for Approval: A successful corrective action plan will demonstrate the actions for correcting underfunded status as set forth in Sec. 10(7) of the Act (listed below), as well as any additional solutions to address the underfunded status. Please also include steps already taken to address your underfunded status, as well as the date prospective actions will be taken. A local unit of government may also include in its corrective action plan a review of the local unit of government's budget and finances to determine any alternative methods available to address its underfunded status. A corrective action plan under this section may include the development and implementation of corrective options for the local unit of government to address its underfunded status. The corrective options as described in Sec. 10(7) may include, but are not limited to, any of the following:

- (i) Requiring cost sharing of premiums and sufficient copays.
- (ii) Capping employer costs.

Implementation: The local unit of government has up to 180 days after the approval of a corrective action plan to begin to implement the corrective action plan to address its underfunded status. The Board shall monitor each underfunded local unit of government's compliance with this act and any corrective action plan. The Board shall adopt a schedule, not less than every 2 years, to certify that the underfunded local unit of government is in substantial compliance with the Act. If the Board determines that an underfunded local unit of government is not in substantial compliance under this subsection, the Board shall within 15 days provide notification and report to the local unit of government detailing the reasons for the determination of noncompliance with the corrective action plan. The local unit of government has 60 days from the date of the notification to address the determination of noncompliance.

3. DESCRIPTION OF PRIOR ACTIONS

Prior actions are separated into three categories below: System Design Changes, Additional Funding, and Other Considerations. Please provide a brief description of the prior actions implemented by the local government to address the retirement system's underfunded status within the appropriate category section. Within each category are sample statements that you may choose to use to indicate the changes to your system that will positively affect your funded status. For retirement systems that have multiple divisions, departments, or plans within the same retirement system, please indicate how these changes impact the retirement system as a whole.

- **Please Note:** If applicable, prior actions listed within your waiver application(s) may also be included in your corrective action plan.

Please indicate where in the attached supporting documentation these changes are described and the impact of those changes (i.e. what has the local unit of government done to improve its underfunded status, and where can we find the proof of these changes in the supporting documentation?).

Note: Please provide the name of the system impacted, the date you made the change, the relevant page number(s) within the supporting documentation, and the resulting change to the system's funded ratio.

Category of Prior Actions:

- System Design Changes** - System design changes may include the following: Changes to coverage levels (including retiree co-payments, deductibles, and Medicare eligibility), changes to premium cost-sharing, eligibility changes, switch to defined contribution retiree health care plan, changes to retiree health care coverage for new hires, etc.

Sample Statement: *Benefit levels of the retired membership mirrors the current collective bargaining agreement for each class of employee. On January 1, 2017, the local unit entered into new collective bargaining agreements with the Command*

Officers Association and Internal Association of Firefighters that increased employee co-payments and deductibles for healthcare. These coverage changes resulted in an improvement to the retirement system's funded ratio. Please see page 12 of the attached actuarial analysis that indicates the system is 40% funded as of June 30, 2017.

Please see attachment 7a.1.

- Additional Funding** – Additional funding may include the following: paying the annual required contribution in addition to retiree premiums, voluntary contributions above the annual required contribution, bonding, millage increases, restricted funds, etc.

Sample Statement: *The local unit created a qualified trust to receive, invest, and accumulate assets for retirement healthcare on June 23, 2016. The local unit of government has adopted a policy to change its funding methodology from Pay-Go to full funding of the Annual Required Contribution (ARC). Additionally, the local unit has committed to contributing \$500,000 annually, in addition to the ARC for the next five fiscal years. The additional contributions will increase the retirement system's funded ratio to 40% by 2022. Please see page 10 of the attached resolution from our governing body demonstrating the commitment to contribute the ARC and additional \$500,000 for the next five years.*

On August 29, 2018 the WCRC Board passed a resolution for implementing the MERS Retiree Health Funding Vehicle (RHFV) trust and to change its funding methodology from Pay-Go to full funding of the ARC each year. Please see attachment 1a & 5a, page 2. The ARC is currently \$26,380 per year (see attachment 2a.2, page IV). Along with these actions we will continue to pay the retirees premium payment. Please see attachment 4a to reflect the initial payment. This funding will increase the OPEB funded ratio to over 40% by 2025 (see attachment 3a).

- Other Considerations** – Other considerations may include the following: outdated Form 5572 information, actuarial assumption changes, amortization policy changes, etc.

Sample Statement: *The information provided on the Form 5572 from the audit used actuarial data from 2015. Attached is an updated actuarial valuation for 2017 that shows our funded ratio has improved to 42% as indicated on page 13.*

Our plan is closed. We have 16 retirees, at an average age of 75, that receive our insurance. By funding our RHFV with the ARC each year we anticipate the funding level to be 58.83% in 8 years (see attachment 3a).

4. DESCRIPTION OF PROSPECTIVE ACTIONS

The corrective action plan allows you to submit a plan of prospective actions which are separated into three categories below: System Design Changes, Additional Funding, and Other Considerations. Please provide a brief description of the prospective actions implemented by the local government to address the retirement system's underfunded status within the appropriate category section. Within each category are sample statements that you may choose to use to indicate the changes to your system that will positively affect your funded status. For retirement systems that have multiple divisions, departments, or plans within the same retirement system, please indicate how these changes impact the retirement system as a whole.

Please indicate where in the attached supporting documentation these changes are described and the impact of those changes (i.e. what will the local unit of government do to improve its underfunded status, and where can we find the proof of these changes in the supporting documentation?).

Category of Prospective Actions:

- System Design Changes** - System design changes may include the following: Changes to coverage levels (including retiree co-payments, deductibles, and Medicare eligibility), changes to premium cost-sharing, eligibility changes, switch to defined contribution retiree health care plan, changes to retiree health care coverage for new hires, etc.

Sample Statement: The local unit will seek to align benefit levels for the retired membership with each class of active employees. Beginning with summer 2018 contract negotiations, the local unit will seek revised collective bargaining agreements with the **Command Officers Association and Internal Association of Firefighters** to increase employee co-payments and deductibles for healthcare. These coverage changes would result in an improvement to the retirement system's funded ratio. Please see page 12 of the attached actuarial analysis that indicates the system would be 40% funded by fiscal year 2020 if these changes were adopted and implemented by fiscal year 2019.

The WCRC is currently working with MERS, Mercer 365, and our labor attorney to negotiate a monthly stipend, for current retirees. The stipend will be deposited into their health care savings program (HCSP), to purchase their insurance through the marketplace with Mercer 365. We anticipate implementing this change in 2019.

- Additional Funding** – Additional funding may include the following: meeting the annual required contribution in addition to retiree premiums, voluntary contributions above the annual required contribution, bonding, millage increases, restricted funds, etc.

Sample Statement: The local unit will create a qualified trust to receive, invest, and accumulate assets for retirement healthcare by **December 31, 2018**. The local unit of government will adopt a policy to change its funding methodology from Pay-Go to full funding of the Annual Required Contribution (ARC) by **December 31, 2018**. Additionally, beginning in fiscal year 2019, the local unit will contribute **\$500,000** annually in addition to the ARC for the next five fiscal years. The additional contributions will increase the retirement system's funded ratio to 40% by 2022. Please see page 10 of the attached resolution from our governing body demonstrating the commitment to contribute the ARC and additional **\$500,000** for the next five years.

- Other Considerations** – Other considerations may include the following: outdated Form 5572 information, actuarial assumption changes, amortization policy changes, etc.

Sample Statement: Beginning in fiscal year 2019, the local unit will begin amortizing the unfunded portion of the healthcare liability using a **level-dollar amortization method over a closed period of 10 years**. This will allow the health system to reach a funded status of **42% by 2022** as shown in the attached actuarial analysis on page 13.

The Pay-Go method, which was utilized in 2017, resulted in \$62,776 cost for retiree healthcare (see attachment 7a.4, page 30). This amount is more than affordable for our organization. With our population of retirees growing older, the changes we've already made, and changes we are proposing, our UAAL will be zero by 2034 (see attachment 2a.3, page 5). Our Annual Actuarial Valuation will be updated as of December 31, 2018.

5. CONFIRMATION OF FUNDING

Please check the applicable answer:

Do the corrective actions listed in this plan allow for (insert local unit name) Wexford County Road Commission to make, at a minimum, the retiree premium payment, as well as the normal cost payments for all new hires (if applicable), for the retirement health benefit system according to your long-term budget forecast?

Yes

No

If No, Explain:

6. DOCUMENTATION ATTACHED TO THIS CORRECTIVE ACTION PLAN

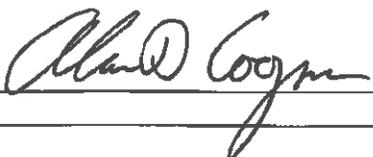
Documentation should be attached as a .pdf to this corrective action plan. The documentation should detail the corrective action plan that would be implemented to adequately address the local unit of government's underfunded status. Please check all documents that are included as part of this plan and attach in successive order as provided below:

Naming convention: when attaching documents please use the naming convention shown below. If there is more than one document in a specific category that needs to be submitted, include a, b, or c for each document. For example, if you are submitting two supplemental valuations, you would name the first document "Attachment 2a" and the second document "Attachment 2b".

Naming Convention	Type of Document
<input checked="" type="checkbox"/> Attachment – 1	This Corrective Action Plan (Required)
<input checked="" type="checkbox"/> Attachment – 1a	Documentation from the governing body approving this Corrective Action Plan (Required)
<input checked="" type="checkbox"/> Attachment – 2a	Actuarial Analysis (annual valuation, supplemental valuation, projection)
<input checked="" type="checkbox"/> Attachment – 3a	Internally Developed Projection Study
<input type="checkbox"/> Attachment – 4a	Documentation of additional payments in past years that is not reflected in your audited financial statements (e.g. enacted budget, system provided information).
<input checked="" type="checkbox"/> Attachment – 5a	Documentation of commitment to additional payments in future years (e.g. resolution, ordinance)
<input type="checkbox"/> Attachment – 6a	A separate corrective action plan that the local unit has approved to address its underfunded status, which includes documentation of prior actions, prospective actions, and the positive impact on the system's funded ratio
<input checked="" type="checkbox"/> Attachment – 7a	Other documentation, not categorized above

7. LOCAL UNIT OF GOVERNMENT'S ADMINISTRATIVE OFFICER APPROVAL OF CORRECTIVE ACTION PLAN

I Alan Cooper, as the government's administrative officer (enter title) Manager (City/Township Manager, Executive director, and Chief Executive Officer, etc.) approve this Corrective Action Plan and will implement the prospective actions contained in this Corrective Action Plan.

Signature  Date 8-29-18

LORNE HAASE, CHAIRMAN
HAROLD FALAN, VICE-CHAIRMAN
HARRY HAGSTROM, MEMBER
DEAN JURIK, MEMBER
JIM LEGGETT, MEMBER

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WEXFORD COUNTY ROAD COMMISSION

OUR MISSION IS TO IMPROVE AND MAINTAIN A SAFE AND EFFICIENT ROAD SYSTEM

Regular Meeting

August 29, 2018

The meeting was called to order by the Chairman, Lorne Haase, at 9:00 a.m.

Pledge of Allegiance

Present:

Commissioners: Messrs. Haase, Falan, Hagstrom, Jurik and Leggett

Manager: Alan Cooper

Finance and Business Manager: Andrea Herman

Asst. Superintendent: Don Patnode

Engineer: Karl Hanson

Visitor(s): Les Housler, Tim Trudell

A motion was made by Commissioner Falan and seconded by Commissioner Hagstrom to approve the minutes from the regular meeting of June 29, 2018, as presented. Roll call on the motion: Commissioner Leggett, yes; Commissioner Falan, yes; Commissioner Jurik, yes; Commissioner Hagstrom, yes; Commissioner Haase, yes. Motion unanimously approved.

Additions or Deletions to the Agenda: Postpone Request for Sale of Property: Plett & 13th Street until September meeting.

Public Comment: None

Previous Business: None

New Business:

After discussion, a motion was made by Commissioner Jurik and seconded by Commissioner Falan to table the Request for Sale of Property: M-55 until a policy for handling excess property is developed. Roll call on the motion: Commissioner Hagstrom, yes; Commissioner Leggett, yes; Commissioner Jurik, yes; Commissioner Falan, yes; Commissioner Haase, yes. Motion unanimously approved.

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5a. A motion was made by Commissioner Jurik and seconded by Commissioner Leggett to adopt the MERS Retiree Health Funding Vehicle Resolution as presented and authorize Andrea Herman to sign it. Roll call on the motion: Commissioner Falan, yes; Commissioner Hagstrom, yes; Commissioner Jurik, yes; Commissioner Leggett, yes; Commissioner Haase, yes. Motion unanimously approved.

5a. A motion was made by Commissioner Hagstrom and seconded by Commissioner Falan to fund the Retiree Health Funding Vehicle (RHFV) with the Annual Required Contribution (ARC) until fully funded. Roll call on the motion: Commissioner Jurik, yes; Commissioner Falan, yes; Commissioner Leggett, yes; Commissioner Hagstrom, yes; Commissioner Haase, yes. Motion unanimously approved.

A motion was made by Commissioner Jurik and seconded by Commissioner Hagstrom to accept the 2nd Qtr. Financial reports as presented. Roll call on the motion: Commissioner Leggett, yes; Commissioner Jurik, yes; Commissioner Hagstrom, yes; Commissioner Falan, yes; Commissioner Haase, yes. Motion unanimously approved.

1a. A motion was made by Commissioner Jurik and seconded by Commissioner Falan to approve the Protection Local Government Retirement and Benefits Act Corrective Action Plan (Form #5597), under the authority of PA 202 of 2017, and authorize Alan Cooper to sign it. Roll call on the motion: Commissioner Hagstrom, yes; Commissioner Falan, yes; Commissioner Leggett, yes; Commissioner Jurik, yes; Commissioner Haase, yes. Motion unanimously approved.

A motion was made by Commissioner Jurik and seconded by Commissioner Hagstrom to award the culvert bid on Pole Rd. (USFS) to J & N Construction in the amount of \$73,749.08. Roll call on the motion: Commissioner Falan, yes; Commissioner Jurik, yes; Commissioner Hagstrom, yes; Commissioner Leggett, yes; Commissioner Haase, yes. Motion unanimously approved.

A motion was made by Commissioner Jurik and seconded by Commissioner Hagstrom to award the culvert bid on 14 Rd. to J & N Construction in the amount of \$69,750.53. Roll call on the motion: Commissioner Jurik, yes; Commissioner Leggett, yes; Commissioner Falan, yes; Commissioner Hagstrom, yes; Commissioner Haase, yes. Motion unanimously approved.

A motion was made by Commissioner Falan and seconded by Commissioner Leggett to award the tandem truck bid for 2019 bringing to Michigan Kenworth in the amount of \$131,639.00 each. Roll call on the motion: Commissioner Leggett, yes; Commissioner Falan, yes; Commissioner Jurik, yes; Commissioner Hagstrom, yes; Commissioner Haase, yes. Motion unanimously approved.

A motion was made by Commissioner Jurik and seconded by Commissioner Hagstrom to award the plow truck bid to Grand Traverse Diesel in the amount of \$128,000.00. Roll call on the motion: Commissioner Hagstrom, yes; Commissioner Leggett, yes; Commissioner Jurik, yes; Commissioner Falan, yes; Commissioner Haase, yes. Motion unanimously approved.

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A motion was made by Commissioner Falan and seconded by Commissioner Hagstrom to refurbish four (4) plow trucks. Roll call on the motion: Commissioner Falan, yes; Commissioner Hagstrom, yes; Commissioner Jurik, yes; Commissioner Leggett, yes; Commissioner Haase, yes. Motion unanimously approved.

Ms. Herman conducted the annual Title VI Training for the Board and attending Administrative Staff.

A motion was made by Commissioner Jurik and seconded by Commissioner Falan to vote for the three candidates listed on the CRASIF ballot. Roll call on the motion: Commissioner Jurik, yes; Commissioner Falan, yes; Commissioner Leggett, yes; Commissioner Hagstrom, yes; Commissioner Haase, yes. Motion unanimously approved.

Public Comment: None

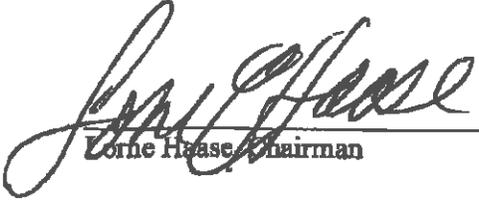
Mr. Hanson updated the Board on this seasons' road projects. He also informed the Board on the magnitude of the storm damage last night in Lakewood on the Green.

Mr. Cooper updated the Board on Don Patnode's decision to retire at the end of 2018.

Regular Vouchers	7-10-18	106,083.80
	7-25-18	128,708.27
	8-10-18	893,254.94
HRA Vouchers	6-26-18	161.00
	7-3-18	1,246.67
	7-10-18	165.94
	7-17-18	277.94
	7-24-18	30.00
	7-31-18	199.72
	8-7-18	15.00
	8-14-18	845.78
	8-21-18	15.00
Payroll	7-5-18	55,423.79
	7-19-18	53,688.03
	8-2-18	55,648.22
	6-21-18	53,261.73
		\$ 1,349,005.82

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There being no further business, the meeting was adjourned at 10:18 a.m.


Lorne Haase, Chairman


Andrea Herman, Finance and Business Manager