

# EMPLOYEE NEWSLETTER

## SEPTEMBER 2021

### Birthday Wishes

09/01	Tracy Salsberry	Sheriff's Office
09/01	Rose Montgomery	Sheriff's Office
09/09	John Axsom	Sheriff's Office
09/10	Rusty Harris	Road & Bridge
09/10	Randall Snyder	Road & Bridge
09/21	Pat Shoush	Recorder

### Service Anniversaries

09/17	3 yrs.	Hayden Coin	Road & Bridge
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### Important 2021 Dates

Monday September 6	Labor Day County Offices Closed
Wednesday September 22	First Day of Autumn
Monday October 11	Columbus Day County Offices Closed
Saturday October 16	Boss's Day
Sunday October 31	Halloween

### Welcome New Employees

Chanler Baird	Sheriff's Office
Matthew Guerra	Sheriff's Office
Taylor Hurley	Sheriff's Office

New Roof Installed on the Courthouse *(pictures courtesy of Lori Smith and Tiffany Haley)*





## SUPPLEMENTAL DENTAL INSURANCE INFORMATION

Employees can add dental insurance during open enrollment period (November 2021)

### COST

Coverage	Dental Premiums per paycheck (24)	Coverage	Dental Premiums per paycheck (24)
Employee Only	\$16.50	Employee & Spouse Only	\$34.50
Employee & Child(ren)	\$29.50	Employee & Full Family	\$43.50

Premium costs may vary slightly in 2022

### BENEFIT OVERVIEW

Dental Benefit Deductible and Benefit Limit Summary	Amount
Annual deductible per participant (no deductible for Class 1 services)	\$25
Maximum number of deductible for family	X2 (\$50)
Maximum annual benefit limit for Class 1, 2, and 3 services	\$1,000
Maximum lifetime benefit limit for Class 4 services (Orthodontics)	NOT COVERED

Class Coverage	Example of Services	Benefit Paid by GBS
Class 1 Services Preventative Care	<ul style="list-style-type: none"> <li>Routine oral examinations (once every 6 mos.)</li> <li>Cleaning, scaling, polishing (once every 6 mos.)</li> <li>Bitewing x-rays (once every 6 mos.)</li> <li>Full or Panoramic x-rays (once every 60 mos.)</li> </ul>	100% of *customary costs
Class 2 Services Repair and Restoration	<ul style="list-style-type: none"> <li>Fillings</li> <li>Simple extractions</li> <li>Capping</li> <li>Root canal treatment</li> </ul>	90% of *customary costs
Class 3 Services Major Dental Repair	<ul style="list-style-type: none"> <li>Gold fillings</li> <li>Crowns</li> <li>Partial dentures</li> <li>Periodontal scaling</li> <li>Oral surgery (wisdom teeth extractions may not be covered-call GBS prior to any oral surgery)</li> </ul>	60% of *customary costs
Class 4 Services Orthodontics	<ul style="list-style-type: none"> <li>All orthodontic related services</li> </ul>	Not Covered

\* GBS dental coverage does not have an In-Network provider system (members can go to their dentist of choice). However, GBS only pays dental claims based on the usual and customary cost of dental services (not on actual cost of a service). For example: The usual and customary cost for a crown is \$600, but the provider charges \$800. GBS will only pay 60% on the usual and customary of \$600 (which means GBS will only pay \$360 towards the \$800 bill).

Employees: The above information is a summary of coverage. If you would like a detailed description of all covered and excluded dental services through our supplemental dental insurance plan please call or email Heather in Human Resources at (660)234-7914 or [hkelley@adaircomo.com](mailto:hkelley@adaircomo.com)



## SUPPLEMENTAL VISION INSURANCE INFORMATION

Employees can add vision insurance during open enrollment period (November 2021)

Coverage	Vision Premiums per paycheck (24)	Coverage	Vision Premiums per paycheck (24)
Employee Only	\$3.81	Employee & Spouse Only	\$9.23
Employee & Child(ren)	\$7.78	Employee & Full Family	\$12.00
<i>Premium costs may vary slightly in 2022</i>			

Vision Benefit Deductible and Benefit Limit Summary	Amount
Annual deductible per participate (Maximum deductible charge 2 per family)	\$50
Vision coinsurance % (Employee pays 10%/GBS pays 90%)	90%
Maximum annual benefit per participant	\$600

Covered Expenses	Benefit Paid
Eye exam, per person, in a 12 month period	\$100 Maximum
Single vision, frame type lenses, per pair, in a 12 month period	\$120 Maximum
Bi-focal, frame type lenses, per pair, in a 12 month period	\$130 Maximum
Tri-focal, frame type lenses, per pair, in a 12 month period	\$140 Maximum
Lenticular, frame type lenses, per pair, in a 12 month period	\$150 Maximum
Frames, per pair, in a 24 month period	\$130 Maximum
Contact Lenses in a 12 month period	90/10 (Plan limit)

### Covered Expenses

Subject to the limits in the summary of benefits, the plan pays the **Usual and Customary Fees** for vision care services, as follows:

- Eye Refractions.** Eye refractions, eyeglasses, contact lenses, or vision examination for prescribing or fitting eyeglasses or contact lenses, and
- Recommended.** Recommended and approved by a physician or optometrist.

### Exclusions and Limitations (Note: this is not a comprehensive list of exclusions or limitations)

**Benefit Limitations.** Participants can use the benefit to secure either eye glasses with frames or contact lenses (not both).

**Greater Coverage.** Any charges that are covered under a medical or health plan that reimburses greater than this plan amount.

**Radial Keratotomy.** Radial keratotomy or other plastic surgeries on the cornea in lieu of eyeglasses.

**Safety Goggles or Sunglasses.** Charges for safety goggles or sunglasses.

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### Employees, did you know?

Participants in the GBS Medical Plan can get reimbursed **up to \$100** for basic eye exam costs annually **without being enrolled in the supplemental vision coverage**. If provider does not bill insurance, employees need to complete a claim form and submit it to GBS with a paid eye exam receipt. Call Human Resources at (660)234-7914 or email [hkelley@adaircomo.com](mailto:hkelley@adaircomo.com) for information.

## Paycheck Deduction Codes

Do you know what is taken out of your check each pay period? It is always a good idea to look at your paystub. See below information on payroll deduction codes.

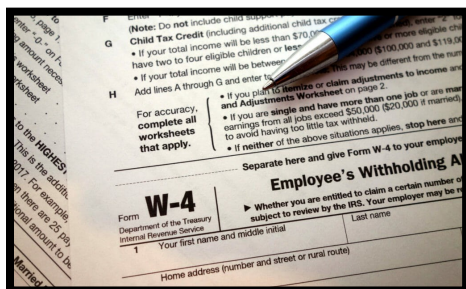
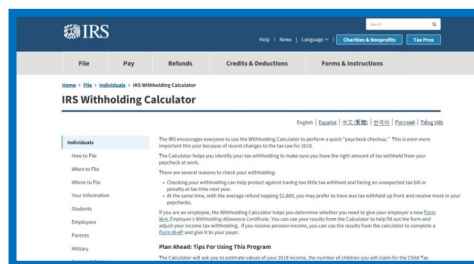
*****Direct Deposit Stub*****						
Adair County						
01-0507 Doe, Jane			Period End; 06/30/2018 CHECK #: 999999			
=====EARNINGS=====				=====DEDUCTIONS=====		
	HOURS	CURRENT	YTD		CURRENT	YTD
HOURLY	70	1,131.69	17,667.05	AFLAC	24.10	361.50
SICK		0.00	226.34	CERF MAN	22.63	359.11
COMP TAKEN		0.00	64.68	CERF DED	10.00	150.00
VACATION		0.00	129.34	DENTAL	16.50	247.50

Payroll Code	Description
AFLAC	Taxed AFLAC Policies
AFLAC CANCER	AFLAC Cancer Policy
AFLAC DEFCOM	Pre-Tax AFLAC Policies
CERF DED	457(b) \$ Amount Contributed
CERF DED%	457(b) % Amount Contributed
CERF MAN	CERF Public Pension
CERF MAN PT	CERF Public Pension Part-Time Employees

Payroll Code	Description
DEP HEALTH	GBS Spouse/Dependent/Buy-up Plan Coverages
DEP LIFE	GBS-Spouse/Dependent Life Insurance
DENTAL	GBS Supplemental Dental
FLEX SPEND	GBS Flexible Spending Account
GBS MAXI HTH	GBS Maxi-Care
VISION-GBS	GBS Supplemental Vision
YMCA	YMCA Membership

## IT IS NOT TOO LATE TO CHANGE YOUR TAX WITHHOLDINGS

The Federal Tax Withholding Calculator is a great way to “check-up” on your current paycheck withholdings. The Federal Tax Withholding Calculator not only tells you the status of your current withholdings (if you are putting in too little or too much), but it also tells you exactly how to complete your new Federal W-4 Form in order to appropriately adjust your withholdings.



Employees can change their Federal (or state) Form W-4 (the form that indicates how much in taxes you will have withheld from your paycheck) at any time during the year.



If you would like to complete a new Federal (or Missouri State) Form W-4 please contact Human Resources at (660)234-7914 or email [hkelley@adaircomo.com](mailto:hkelley@adaircomo.com).

To use the Calculator go to: <https://www.irs.gov/individuals/irs-withholding-calculator> and answer a few question (you will need to know how much in Federal taxes came out of your last paycheck).



## News From Around the County

### Collop & Smith Attend Bicentennial Celebration



County Clerk Sandy Collop and Treasurer Lori Smith attended Missouri's Bicentennial Celebration in Jefferson City on August 10th, 2021. Missouri's Attorney General, Eric Schmitt, hosted part of the celebration in his office meeting and taking pictures with attendees.

*Pictured above left to right: County Clerk Sandy Collop, Attorney General Eric Schmitt, and Treasurer Lori Smith.*

### Surprise Surprise!



When work crews attempted to move a concrete flower planter on the south courthouse lawn they found a surprise. Under the flower planter was a 6 foot wide, 30 foot deep rain water cistern. Fortunately for the equipment operator the skid steer loader straddled the cistern opening and no one was injured. A second rain water cistern was found on the north side of the courthouse lawn as well. Adair County Road & Bridge crew members were called in to fill the cistern up with rock so that work could continue.

Thank you Road & Bridge Crew for jumping in and quickly fixing the problem!

### Courthouse Offices Relocating

Courthouse offices will be moving in mid-September while construction work begins inside the building. Most offices will be moving just one block north of the courthouse on Elson Street. The Circuit Clerk's Office and Courts will be moving to the former Standard Register building on Industrial Road and the Commission Office will be moving to the Road & Bridge property on Potter Trail.



*The County Clerk's Office and Treasurer's Office will move to 311 N Elson.*



*Circuit II Clerk's Office and Courts will move to 3010 N. Industrial Road.*



*The Collector's Office, Assessor's Office, Recorder's Office, and Human Resources will move to 310 N Elson.*



*The Commission Office will move to 23016 Potter Trail.*



## Check Out These Amazing Drone Pictures of the Courthouse Roof Install

*(Pictures provided by roofing contractor Everest Exteriors)*

