




Madison County Human Resources Department

Shelton Vance, County Administrator ▪ Loretta D. Phillips, Human Resources Director

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TO: Board of Supervisors
FROM: Loretta D. Phillips 
Human Resources Director
DATE: June 9, 2020
RE: Retire Insurance Payment

Insurance premium was withheld in error on Kim Sievers. This error has resulted in an overpayment of \$212.50 into the insurance fund. Please authorize the following refund. Thank you.