

**BUDGET COMMITTEE**

**March 11, 2019**

**6:00 P.M.**

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PRESENT: Willie Campbell, Patty Woodby, Ronnie Trivett, Isaiah Grindstaff, Ross Garland, Travis Hill, Ray Lyons and Kelly Collins

ABSENT: None

CALL TO ORDER: Ross Garland, Chairman

ROLL CALL: Quorum Present

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- Adoption of Agenda: Chairman Garland amended the agenda to switch Items 5 and 6. Motion was made by Travis Hill, seconded by Kelly Collins to approve the agenda with the amendment. By voice roll call vote, motion carried.
- Adoption of Minutes: Motion was made by Kelly Collins, seconded by Ronnie Trivett to approve the minutes of the February, 2019, meeting as presented. By voice roll call vote, motion carried.
- Public Comments: Roy Livingston requested a worksheet of all revenue coming into the county, designated and undesignated. Brad Burke, Financial Director, said he would supply that to him but was told he had to make a formal written request to the finance department.

City Councilman Michael Simerly addressed the committee stating the City was now in the budget process and he was there to hear the insurance presentation. He said he wanted to observe the way the county was addressing the employee insurance issues.

- Presentation by Community Corrections Institute (CCI): Jason Cody explained the CCI was a probation alternative sentencing business. He said on the misdemeanor side of the court system, they worked with the judges and courts themselves, partnering to assure all probationers pay their court costs. He stated all probation officers had a four (4) year college degree, and CCI was audited annually by a local firm and monitored by the State of Tennessee Comptrollers Office. He said they were there to serve the county and currently operating from a temporary office. He introduced Christina Peters, Program Director, who was asked to explain the Community Reinvestment Program. She stated the program was started fifteen (15) years ago and provided for a percentage or portion of any surplus funds generated from probation fees be given back to the counties in the form of grants at the end of the fiscal year. The grants were provided for non-profit organizations. She stated within the last fifteen (15) years, they had given back over \$300,000 to the counties they serve. Questions from the committee were answered and an overview of the steps CCI takes to aid in the rehabilitation of parolees given.
- Presentation by Sequoyah Group: At this time, the meeting was turned over to Tim Helton and Kelly Geer representing the Sequoya Group, Inc., insurance company. A slide show was presented regarding needs, costs, coverage, etc. of the plan they offered.
- Old Business: Chairman Garland presented the committee members with construction plans for the proposed project in the Trustee's Office. He stated Randall Lewis had requested the installation of a barrier/sneeze guard on the counter in his office above the employees. He pointed out, it was both for health and security reasons. Patty Woodby suggested the other officials be asked if they needed a similar project in their offices. It was decided to go forward with the Trustee's request following the recently established rules for county projects involving the Planning Commission and the appointment of a Project Manager.

Sheriff Lunceford reported they had received three (3) bids for the inmate telephone system and went with Securis Technologies. He said the contract was still being "tweaked" and he would

have the County Attorney review it and present it to the full commission on Monday.

Randall Jenkins presented a quote confirmation from CDW\*D for the Commissioner email software packages. The amount of the quote was \$952.56. He stated if the county plans to go digital in the future in an effort to produce paperless packets for the commission, committee, etc. meetings, this was the 1<sup>st</sup> step. He also presented a cost analysis compiled by Abby Frye for the commission packets each month. It showed an annual cost for printing commission packets of \$1,239.66. Commissioner Jenkins stated this would offset a portion of the software packages. Motion was made by Ray Lyons, seconded by Mike Hill to proceed with the purchasing of the software packages. By roll call vote as follows, motion carried.

Willie Campbell	nay	Patty Woodby	aye
Ronnie Trivett	nay	Isaiah Grindstaff	aye
Ross Garland	aye	Travis Hill	aye
Ray Lyons	aye	Kelly Collins	aye

Chairman Garland presented an amended In Lieu of Performance Bond between the City of Elizabethton/Carter County and the Tennessee Department of Environment and Conservation for proper operation and closure and/or post-closure of the Elizabethton/Carter County Sanitary Landfill. Motion was made by Kelly Collins, seconded by Isaiah Grindstaff to accept the contract for presentation to the full commission. By roll call vote as follows, motion carried.

Willie Campbell	aye	Patty Woodby	aye
Ronnie Trivett	absent	Isaiah Grindstaff	aye
Ross Garland	aye	Travis Hill	aye
Ray Lyons	aye	Kelly Collins	aye

- Budget Amendments: On motion by Willie Campbell, seconded by Ray Lyons, General Fund #101, Budget Amendment #9, Items #1 thru #29 in the amount of \$591,300.83 were approved as presented. Roll call vote as follows:

Willie Campbell	aye	Patty Woodby	aye
Ronnie Trivett	absent	Isaiah Grindstaff	aye
Ross Garland	aye	Travis Hill	aye
Ray Lyons	aye	Kelly Collins	aye

On motion by Isaiah Grindstaff, seconded by Patty Woodby, Solid Waste/Sanitation Fund #116, Budget Amendment #4, Item #1 thru Item #5 in the amount of \$288,236.16 was approved as presented. Roll call vote as follows:

Willie Campbell	aye	Patty Woodby	aye
Ronnie Trivett	absent	Isaiah Grindstaff	aye
Ross Garland	aye	Travis Hill	aye
Ray Lyons	aye	Kelly Collins	aye

On motion by Travis Hill, seconded by Willie Campbell, Drug Control Fund #122, Budget Amendment #5, Item #1 was approved as presented. Roll call vote as follows:

Willie Campbell	aye	Patty Woodby	aye
Ronnie Trivett	absent	Isaiah Grindstaff	aye
Ross Garland	aye	Travis Hill	aye
Ray Lyons	aye	Kelly Collins	aye

On motion by Isaiah Grindstaff, seconded by Kelly Collins, Highway/Public Works Fund #131, Budget Amendment #4, Items #1 thru #5 in the amount of \$411,254.24 was approved as presented. Roll call vote as follows:

Willie Campbell	aye	Patty Woodby	aye
Ronnie Trivett	absent	Isaiah Grindstaff	aye
Ross Garland	aye	Travis Hill	aye
Ray Lyons	aye	Kelly Collins	aye

On motion by Isaiah Grindstaff, seconded by Patty Woodby, General Purpose School Fund #141, Budget Amendment #7, Items #1 thru #24 in the amount of \$1,517,787.68 was approved as presented. Roll call vote as follows:

Willie Campbell	aye	Patty Woodby	aye
Ronnie Trivett	absent	Isaiah Grindstaff	aye
Ross Garland	aye	Travis Hill	aye
Ray Lyons	aye	Kelly Collins	aye

On motion by Ray Lyons, seconded by Travis Hill, School Federal Projects Fund #142, Budget Amendment #3, Item #1 was approved as presented. Roll call vote as follows:

Willie Campbell	aye	Patty Woodby	aye
Ronnie Trivett	absent	Isaiah Grindstaff	aye
Ross Garland	aye	Travis Hill	aye
Ray Lyons	aye	Kelly Collins	aye

On motion by Travis Hill, seconded by Isaiah Grindstaff, the Walmart donations to the Animal Shelter for the month of February 2019, in the amount of \$1,334.66 were approved as presented. Roll call vote as follows:

Willie Campbell	aye	Patty Woodby	aye
Ronnie Trivett	absent	Isaiah Grindstaff	aye
Ross Garland	aye	Travis Hill	aye
Ray Lyons	aye	Kelly Collins	aye

On motion by Mike Hill, seconded by Kelly Collins, the donations to the Animal Shelter in the amount of \$140.00, the Drug Fund in the amount of \$499.03 and the Carter County Schools in the amount of \$3,200.00 were approved as presented. Roll call vote as follows:

Willie Campbell	aye	Patty Woodby	aye
Ronnie Trivett	absent	Isaiah Grindstaff	aye
Ross Garland	aye	Travis Hill	aye
Ray Lyons	aye	Kelly Collins	aye

Travis Hill discussed the need for the county to come up with a way to fund Other Postemployment Benefits (OPEB) in the future. OPEB are benefits a state or local government employee receives as part of their package of retirement benefits and at present were not mandatory. He stated he felt within the next decade they would become mandatory and suggested the proper committee start discussing how they could be funded.

Brad Burke informed the committee the Friends of the Shelter, complying with the State's Audit of the Animal Shelter in December 2017, had paid back approximately \$7,700 to the shelter, The audit reflected a shortage of \$9,516 in ECCAS funds and determined it was money put in the Friends of the Shelter's account from fundraisers and such that should have actually been put

in the ECCAS account. He stated the difference in the amounts could be written of by the county if the commission gave their approval. Sonja Culler stated the audit took place under a completely different administration and since then all of the policies and procedures of the shelter had been updated. Chris Schuettler, now acting Project Manager for the shelter, related to the committee he had no documentation for work orders for the shelter submitted in the past and had noted multiple code violations.

Chris Schuettler presented a proposal from Appalachia Business Communications for renewing the lease on the copier in his office. Motion was made by Willie Campbell, seconded by Kelly Collins to approve the lease renewal. By roll call vote as follows, motion carried.

Willie Campbell	aye	Patty Woodby	aye
Ronnie Trivett	absent	Isaiah Grindstaff	aye
Ross Garland	aye	Travis Hill	aye
Ray Lyons	aye	Kelly Collins	aye

Chairman Garland stated the Sheriff was to present his proposed budget to the Budget Committee on April 8, 2019, but due to a conflict it needed to be changed. Therefore, the date was changed to April 22, 2019, at 6:00. Motion was made by Mike Hill, seconded by Isaiah Grindstaff to amend the Budget Calender for publication. By roll call vote as follows, motion carried.

Willie Campbell	aye	Patty Woodby	aye
Ronnie Trivett	absent	Isaiah Grindstaff	aye
Ross Garland	aye	Travis Hill	aye
Ray Lyons	aye	Kelly Collins	aye

Isaiah Grindstaff stated in his opinion, it was too late in this budget process to look at a change in insurance brokerage. He suggested once this budget process was complete, they request the Financial Management Committee to start "prepping" a RFP for future brokerage services and be issued out in order to give the Budget Committee ample time to review all of the insurance options for employees.

At this time employee insurance was once again discussed, and due to the fact no one knew whether or not an RFP had to be issued out for insurance brokers, the matter was left to the Finance Department to find out and report to the full commission.

On motion by Travis Hill, seconded by Patty Woodby the meeting was adjourned.

Respectfully submitted,

Approved for entry:

Suzi Wallace

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Ross Garland, Chairman