

BUDGET COMMITTEE

December 9, 2019

6:00 P.M.



RECEIVED
12-11-19 @ 3:30 pm
AJ

PRESENT: Willie Campbell, Patty Woodby, Charles VonCannon, Isaiah Grindstaff, Ross Garland, Travis Hill, Aaron Frazier and Kelly Collins
ABSENT: none
CALL TO ORDER: Ross Garland, Chairman
ROLL CALL: Quorum Present

Under New Business, Chairman Garland added Capt. Smith with a software contract for the jail and a Parks & Rec Resolution. He also added under budget amendments a request from ARM for an HVAC system.

- Approval of Agenda: Motion was made by Charles VonCannon, seconded by Aaron Frazier to approve the agenda with the amendments. By voice roll call vote, motion carried.
- Approval of Minutes: Motion was made by Isaiah Grindstaff, seconded by Patty Woodby to approve the minutes of the November 2019, meeting. By voice roll call vote, motion carried.
- Public Comments: Roy Livingston asked the committee if they would walk him through how the budget process works. Several committee members answered the specific questions he asked in an effort to satisfy his request.
- Old Business: none
- New Business: On behalf of the Buildings & Grounds Committee, Austin Jaynes requested \$106,060 be earmarked for the paving of the parking lot at the Workforce Development complex. He stated the B&G Committee had voted to contract an AE to provide a professional evaluation of updating the complex but the paving of the parking lot next to the BP needed to be done as soon as possible. The lowest of the three (3) bids received for the project was from the Carter County Highway Department. Motion was made by Aaron Frazier, seconded by Isaiah Grindstaff to earmark the funds requested coming from Capital Outlay funds. By a roll call vote of 7 ayes and 1 nay (Travis Hill) motion carried.

On behalf of the Financial Management Committee, Brad Johnson informed the committee they had received several bids for the employee compensation study and had selected two(2) of those. They were Condrey & Associates in the amount of \$44,500 and Evergreen in the amount of \$26,000. He requested reserving the a maximum of \$44,500 in line item unclaimed property (44170) . He said both the companies were to give a presentation to the Financial Management Committee in January 2020, and their recommendation would be passed on to the full commission. Motion was made by Aaron Frazier, seconded by Kelly Collins to reserve the funds requested not to exceed \$44,500. By a roll call vote of all ayes, motion carried.

Financial Director Brad Burke informed the committee the package they voted on for the Roll Call Pro was incorrect and the one they wanted for a six year plan was \$1,200 more than the four year plan voted on by the committee. Motion was made by Aaron Frazier, seconded by Charles VonCannon to approve the additional \$1,200 to purchase the six year plan. By a roll call vote of 7 ayes and 1 nay by Willie Campbell, motion carried.

On behalf of the Rules & By Laws Committee, Randall Jenkins requested \$5,000 be set aside

from fund balance to purchase laptop/tablets at a price of approximately \$200 each for the commissioners. During discussion, it was stated that for around a \$100 more for each tablet, a more efficient chrome touch tablet could be purchased. Kelly Collins amended his request to \$7,500 to cover that cost. Motion was made by Kelly Collins, seconded by Patty Woodby to approve the request and set aside \$7,500 from fund balance for the purchase of the laptops. By a roll call vote of 7 ayes and 1 nay from Willie Campbell, motion carried.

Representing the Sheriff's Department, Chief Parrish addressed the committee requesting to replace their current records management system as their present system was scheduled to shut down by the end of next year. He stated EPD and 911 also used the same system and they had made a collaborative effort to find an alternative. The contract selected was presented to the committee for discussion. He said the Sheriff Department's part of the cost is \$344,342 and they were able to pay for the system from a surplus of imates board bill and would be asking that 50% of the cost to be transferred in the General Fund, an amount of \$172,141, for the 1st payment after approval of the contract. Motion was made by Travis Hill, seconded by Aaron Frazier to approve the contract and present it to the full commission. By a roll call vote of 7 ayes and Isaiah Grindstaff abstaining, motion carried.

Motion was made by Aaron Frazier, seconded by Isaiah Grindstaff to approve the resolution presented by Parks and Recreation to increase their meetings from ten (10) to twelve (12) per year. By a roll call vote of 7 ayes and 1 nay from Travis Hill, motion carried.

Motion was made by Aaron Frazier, seconded by Travis Hill to approve a bonus in the amount of \$250 for full time employees and \$150 for part time employees to be given before the end of the year. His motion further stated that if employee bonuses were approved in the next year's budget they be given at the end of the fiscal year rather than the end of a calendar year. By a roll call vote of 5 ayes and 3 abstaining (Willie Campbell, Patty Woodby and Isaiah Grindstaff) motion carried.

Chairman Garland presented the 2020-2021 Budget Committee Calendar to the committee. Motion was made by Isaiah Grindstaff, seconded by Patty Woodby to approve the calendar as presented. By a roll call vote of all ayes, motion carried.

Brad Burke stated he had submitted the Resolution authorizing the issuance, sale, and payment of three year interfund loan capital outlay notes not to exceed \$272,186.88 for the purchase of law enforcement equipment in the form of police vehicles to the state and it was not approved. They stated it needed some additional wording/language. Atty. Hardin revised the resolution and stated the one in their packet had been preapproved. Motion was made by Kelly Collins, seconded by Aaron Frazier to approve the resolution as amended. By a roll call vote of 7 ayes and Isaiah Grindstaff abstaining, motion carried.

As the Head Start Fund operates on a reimbursements basis and has a cash deficit at various times throughout the fiscal year due to a slow turn-around time for reimbursements from the Upper East Tennessee Human Development Agency, a Resolution was presented to the commission requesting funds in the amount of \$100,000 be transferred to the Head Start Fund from the General Purpose School Fund. The resolution states the GAAP considers a cash deficit in any fund to be a significant deficiency in internal control. Motion was made by Travis Hill, seconded by Aaron Frazier to approve the transfer of funds per the resolution. By a roll

call vote of all ayes, motion carried.

Ray Lyons informed the committee the heating unit at the ARM facility had gone out and as they operated on donations/gifts from churches and individuals were unable to fund a replacement HVAC. Mr. Lyons presented a letter from Faye Ingram with ARM relating the services they provided and praised the organization for all its assistance to county residents. Asking for help from the county to replace the HVAC, motion was made by Travis Hill, seconded by Aaron Frazier to fund the replacement of the unit in the amount of \$7,613 as set out in the estimate submitted by Climate Controllers. By a roll call vote of all ayes, motion carried.

- Budget Amendments: Motion was made by Charles VonCannon, seconded by Kelly Collins to approve General Fund #101, budget amendment #5, Items #1 thru #23 in the amount of \$469,009.38. By a roll call vote of all ayes, motion carried.

Motion was made by Isaiah Grindstaff, seconded by Patty Woodby to approve Solid Waste/Sanitation Fund #116, budget amendment #4, Items #1 thru #2 in the amount of \$137,007.00. By a roll call vote of all ayes, motion carried.

Motion was made by Aaron Frazier, seconded by Kelly Collins to approve Drug Control Fund #122, budget amendment #4, Items #1 thru #2 in the amount of \$14,129.00. By a roll call vote of all ayes, motion carried.

Motion was made by Aaron Frazier, seconded by Patty Woodby to approve Sports and Recreation Fund #123, budget amendment #3, Item #1 in the amount of \$1,000.00. By a roll call vote of all ayes, motion carried.

Motion was made by Isaiah Grindstaff, seconded by Travis Hill to approve Highway/Public Works Fund #131, budget amendment #5, Items #1 thru #4 in the amount of \$29,420.60. By a roll call vote of all ayes, motion carried.

Motion was made by Isaiah Grindstaff, seconded by Patty Woodby to approve General Purpose School Fund #141, budget amendment #5, Items #1 thru #16 in the amount of \$342,864.29. By a roll call vote of 7 ayes and 1 abstaining vote from Aaron Frazier, motion carried.

Motion was made by Travis Hill, seconded by Isaiah Grindstaff to approve Central Cafeteris Fund #143, budget amendment #4, Items #1 thru #2 in the amount of \$5,508.20. By a roll call vote of all ayes, motion carried.

Motion was made by Aaron Frazier, seconded by Isaiah Grindstaff to approve the monetary donations to the Animal Shelter for November 2019, in the amount of \$1,345.00. By a roll call vote of all ayes, motion carried.

Motion was made by Aaron Frazier, seconded by Patty Woodby to approve the non-cash donations to the Animal Shelter in the amount of \$530.11. By a roll call vote of all ayes, motion carried.

On motion by Patty Woodby, seconded by Aaron Frazier and by voice roll call vote, the meeting

was adjourned.

Respectfully submitted,

Suzi Wallace

Approved for entry:

Ross Garland, Chairman