

FINANCIAL MANAGEMENT COMMITTEE
September 5, 2012
8:30 am

APPROVED

PRESENT: Jo Ann Blankenship, Tom Bowers, Jack Perkins, Pat Hicks, Russell Kyte, Mayor Humphrey and Dr. Kevin Ward.

The meeting was called to order by Jo Ann Blankenship.

Quorum present.

Motion made by Pat Hicks second by Russell Kyte, to approve the agenda. Motion carried.

Elect Committee Chairperson- Motion was made to nominate Jo Ann Blankenship as Chairperson of the Financial Management Committee by Pat Hicks, second by Tom Bowers. No other nominations were made, motion carried.

Motion made by Leon Humphrey, second by Tom Bowers to approve the August 1, 2012 minutes. Motion carried.

Old Business

- **Financial Management Software:** Ingrid Deloach stated she met with Adam Eberle from Skyward. She informed him that there is no money in this year's budget to purchase new Financial Management Software. Ingrid said the Finance Department has received its first bill from Saratoga Technologies and noted cost had increased over previous charges from Bridge Computers.
- **Litigation Taxes:** Mayor Humphrey noted there currently is a balance of \$327,291 from Litigation Taxes that could be applied to roof the old jail.
- **Jail Pod Removal:** Finance Director Ingrid Deloach has been informed by the buyer of the Jail Pods that they are in the process of getting the pods removed. The buyer is currently working on logistics of getting the pods out and is considering cutting them to avoid interference with above ground utilities. They have until the middle of September to remove pods.

New Business

- **Recent Bids:** Finance Director Ingrid Deloach reviewed a list of recent bids and noted the bid for Inmate Healthcare would be opened the following day.
- **County General Update:** Mayor Humphrey stated the Animal Shelter Advisory Board has requested estimates for the construction of the Animal Shelter per the plans. He feels confident the current plans can be built turnkey by a contractor with using inmate labor only for painting and landscaping. Bids will be opened September 27, 2012 and will be presented to Elizabethton City Council and County Commission in October. Mayor Humphrey is hopeful the building can be completed in 6-9 months. There was an ad placed for a Project Manager to oversee construction of the Animal Shelter. However, no interviews were conducted as the Animal Shelter Advisory

Board is currently unsure if the shelter will be constructed primarily by inmate labor or by a construction company.

Mayor Humphrey also presented a letter written by Planning Director Chris Schuettler. This letter was to inform Animal Shelter Director April Jones that the Animal Control Officer Chris Pierce was promised a \$0.50/hour raise after completion of a ninety day probationary period. Finance Director Ingrid Deloach noted that Mr. Pierce was hired as a part time employee but is working full time hours. She said there is not enough money in the budget to support the hours Mr. Pierce is working even without a pay increase. Mayor Humphrey stated he feels the animal control officer needs to be a full time position. The Mayor will be contacting the Animal Shelter Director to inform her that Mr. Pierce should not work more than thirty hours per week.

Motion made by Russell Kyte, second by Dr. Ward to take this issue to County Attorney Keith Bowers for immediate follow up then send this issue to the Budget Committee. Motion Carried.

- **County Highway Department Update:** Jack Perkins said the recent flood cost the Highway Department about \$15,000, but he believes all roads have been repaired and are now passable. Mr. Perkins also said the Highway Department has finished work on Dennis Cove and will be starting State Aid work on Sally Cove.
- **County Schools Department Update:** Interim Director of Schools Dr. Kevin Ward said there is currently a BEP lawsuit pending that has the potential to result in funds being disbursed to the School System. Dr. Ward discussed an event being held at Happy Valley Elementary School in honor of the school being named one of Tennessee's Reward Schools.
- **Tom Bowers:** Mr. Bowers discussed a recent County Technical Assistance Service meeting which 11 Carter County Commissioners attended.
- **Pat Hicks:** No report.
- **Russell Kyte:** Mr. Kyte stated he has received positive comments about the School's Maintenance Department.
- **Public Comments:** from Roy Livingston.

Motion by Russell Kyte, second by Pat Hicks to adjourn. Motion carried.

Respectfully submitted,

Christa Byrd

APPROVED


Jo Ann Blankenship, Approved for File