

FINANCIAL MANAGEMENT COMMITTEE

July 8, 2015

8:30 am

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MARY GOUGE  
COUNTY CLERK

APPROVED

**PRESENT:** Roger Colbaugh, Bobbie Gouge-Dietz, Mayor Leon Humphrey, Ray Lyons, Charles VonCannon, Danny Ward and Dr. Carol Whaley.

The meeting was called to order by Ray Lyons.

Quorum present.

Motion was made by Mayor Humphrey, second by Bobbie Gouge-Dietz to approve the agenda. Motion carried.

Motion was made by Charles VonCannon with a second by Bobbie Gouge-Dietz to approve the June 3, 2015 minutes. Motion carried.

Public Comments: No comments were made.

### New Business

- **Budget Process Update:** Finance Director Ingrid Deloach said a public hearing for the 2015-16 budget will be held on July 13, 2015. Commission is scheduled to vote on the budget on July 20, 2015.
- **Recent Bids:** Ingrid Deloach reviewed a list of recent bids. Charles VonCannon asked why the School Department went to high bay fluorescent fixtures. Mrs. Deloach said it was supposed to be more cost effective and brighter. She suggested Mr. VonCannon contact Phillip Nave with detailed questions about the project.
- **County General Update:** Mayor Humphrey said funds have been received from the State of Tennessee for the renovation of the Health Department. A special needs funding meeting has been setup to put together an application for ARC funding for the project. Mayor Humphrey hopes to have the Health Department renovation project out for bid by this time next year. He also reported that the bulk of renovations to the new Election Commission location should be completed by the end of July.
- **County Highway Department Update:** Roger Colbaugh said the Highway Department is in the process of purchasing a dump truck. He noted older equipment was sold to assist in the purchase of the dump truck. The Highway Department has been working on pothole patching and brush trimming until paving jobs are setup. A new master mechanic will be starting soon to fill a vacant position. Roger Colbaugh said the new mechanic should be able to help reduce costs of outside repairs. He also mentioned that a backhoe was vandalized over the weekend.
- **County Schools Department Update:** Dr. Whaley said chemistry lab updates and bus camera installations are currently underway. The drop ceiling project has been completed at Unaka High. Dr. Carol Whaley also said the gym lighting updates have made a big difference.
- **Bobbie Gouge-Dietz:** No report.
- **Ray Lyons:** Chairman Lyons said he would like to take a minute to review progress the committee has made over the last year. Ray Lyons said the committee has come together as a team to work with department heads and other Commissioners. The committee has had bumps in the road but has been able to work as a cohesive team. Mr. Lyons said the committee has worked to understand their roll over the last year. Mr. Lyons feels it was a good decision to interview insurance brokers before making a decision. Chairman Lyons said he is proud that this committee as well as County Commission approved lagging of county payroll. He thanked Finance Director Ingrid Deloach and her staff for their work. Mr. Lyons asked committee members to bring goals or projects they would like to see worked on over the upcoming year to the next meeting.
- **Charles VonCannon:** Mr. VonCannon said the bridges in the county are in need of repair. He feels most commissioners do not understand the condition of the bridges because they have not had a report on the condition. He would like to see a report that includes school bus routes, traffic counts, and number of

accidents. Roger Colbaugh said he tried to modify the order in which bridges are repaired to work on bridges that he feels are most crucial, but the state would not allow him to do so. Mr. VonCannon asked Finance Director Ingrid Deloach how much fund balance should be for the General Fund, Highway Department, and School Department. Mrs. Deloach said she would like for fund balance to be between three and four million for both the General Fund and Highway Department. She stated the School Department is required to have 3 percent of operating expenditures in fund balance, which is about \$1.2 million. She noted the required minimum is not an amount she is comfortable with. Mrs. Deloach would like for the School Department to have between two and three million in fund balance.

- **Danny Ward:** No report.

Roger Colbaugh said he wanted to mention that he is under the impression that when the new Gap Creek Road is opened the old Gap Creek Road will become a county road. He discussed repairs to culverts he would like to be made before that road is transferred from the state.

Motion was made by Charles VonCannon, second by Danny Ward to have Mayor Humphrey draft a letter to John Holsclaw Jr., Rusty Crowe, and Timothy Hill requesting repairs be made to the culverts on Gap Creek Road. All ayes, motion carried.

Ingrid Deloach said she wanted to make the committee aware that the Finance Department is going to start placing bid notifications in the Johnson City Press instead of the Elizabethton Star. Mrs. Deloach said she is making the change due to increasing cost of the notifications and decreasing subscription rates. She was also recently told that bid notifications have to be sent to Alabama to be processed. Clerk and Master Melissa Moreland said her office had trouble with the Star posting legal notices by Alabama code not Tennessee code.

Motion was made by Bobbie Gouge-Dietz, second by Roger Colbaugh to have Finance Director Ingrid Deloach communicate with the Elizabethton Star to explain why the county will no longer be placing bid notifications in their publication. All ayes, motion carried.

John Lewis said he would like for the county to sale vehicles, guns and equipment at a local auction. Danny Ward said online auctions give everyone a chance to bid on items. He noted those without a computer can use one at the library. Charles VanCannon said he feels the citizens are being taken care of by the county getting the most money out of the items for sale.

Mayor Humphrey said a new Animal Shelter Director will be starting next week. He hopes to have the custodial position filled by next week as well. Mayor Humphrey said he will be working with the Sheriff's Department to get an animal control officer.

Motion to adjourn was made by Mayor Leon Humphrey, second by Danny Ward. Motion carried.

Respectfully submitted,

Christa Byrd

  
Ray Lyons, Approved for File