

FINANCIAL MANAGEMENT COMMITTEE

February 3, 2016

8:30 am

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

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.

Charles VonCannon requested that the previous minutes reflect his discussion on electric powered vehicles rather than electronic cars.

Motion was made by Mayor Humphrey with a second by Charles VonCannon to approve the January 6, 2016 minutes as amended. Motion carried.

Public Comments: Roy Livingston asked when the audit would be released. Richard Tester discussed the Governor's purposed 2016-17 budget.

Old Business

- **Review of updated Financial Policies and Procedures Manual:** Finance Director, Christa Byrd, presented the committee with an updated policy and procedure manual. Mrs. Byrd said the manual reflects changes made in the last meeting. Mayor Humphrey asked that the running list of amendments also be updated at the front of the document.

New Business

- **Finance Department Closure Policy:** Christa Byrd said she has been questioned about the Finance Department's policy on who has the authority to close the office in the event of inclement weather. Mrs. Byrd said historically the Mayor was the one that closed the Finance Department as needed. She also noted no policy can be found on who has the authority to close the Finance Department. Mrs. Byrd said she does not have a problem with the Mayor continuing to have the authority to close the Finance Department but she would like to have a policy in place. Danny Ward state that he felt the Finance Director should have the authority to close the office. Charles VonCannon discussed creating a universal policy for all offices. Mayor Humphrey said he would like to start inviting all office holders to attend weather updates so an informed decision can be made.
Motion was made by Danny Ward, second by Bobbie Gouge-Dietz to give the Finance Director the authority to make the determination of office closure in the event of inclement weather. All ayes, motion carried.
- **Recent Bids:** Finance Director, Christa Byrd, reviewed a list of recent bids.
- **County General Update:** Mayor Humphrey said projects are moving right along.
- **County Highway Department Update:** Roger Colbaugh asked that the committee approve a new Walmart card for the Highway Department. Mr. Colbaugh said he can get some supplies cheaper at Walmart and would like to have another Walmart card so he does not have to tie up the County's card regularly.
Motion was made by Mayor Humphrey, second by Bobbie Gouge-Dietz to allow the Highway Department to have a Walmart card. Motion carried.
Roger Colbaugh said the Highway Department bought new salt spreaders. He stated there is a preconstruction conference later this week on the Cedar Grove Road project. Mr. Colbaugh anticipates that the project will start in April unless a winter plan is approved. He also said two bridges have been approved by TDOT while

the others are still in the design phase. Ray Lyons commended the Highway Department for their work during the recent heavy snowfall.

- **County School Department Update:** Dr. Carol Whaley said the School Board will be hearing a proposal for a salary study on February 11, 2016 at 4:00. She also said the School Board applied for a grant with Watauga Mental Health. The proposed grant would provide a counselor to each school at no cost.
- **Bobbie Gouge-Dietz:** No report.
- **Ray Lyons:** Chairman Lyons said he thinks the committee is doing good work together.
- **Charles VonCannon:** Mr. VonCannon discussed the school voucher program that will be voted on tomorrow. He discussed the option of purchasing through NACO and discussed that the County is no longer a member of NACO. Mr. VonCannon also complimented Commissioner John Lewis for his work.
- **Danny Ward:** No report.

Adjourned.

Respectfully submitted,

Christa Byrd

Ray Lyons, Approved for File