

FINANCIAL MANAGEMENT COMMITTEE

February 1, 2017

8:30 am

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

The meeting was called to order by Ray Lyons.

Quorum present.

Adopt Agenda: Motion was made by Danny Ward, second by Charles VonCannon to approve the agenda. Motion Carried

Approval of Minutes: Motion was made by Dr. Kevin Ward, second by Roger Colbaugh to approve the January 4, 2017 minutes with an amendment to the section regarding Mr. Benny Lyons new position with the Tennessee Solid Waste Association. Ms. Gouge-Dietz stated that Solid Waste director, Benny Lyons, was appointed the position of co-chairman of the East Tennessee Solid Waste Association. Motion Carried.

Public Comments: Mr. Roy Livingston had questions regarding the Fair Labor Standards Act raises that were given last budget season. County Attorney Josh Hardin made comment that the issue was brought up as an executive order from the President of the United States to begin December 1, 2016. Mr. Hardin also stated that the commission made their decision to raise the salaries of the employees impacted to keep these employees exempt from gaining overtime well before a federal judge blocked the order. Mr. Livingston also made comments regarding Blue Cross Blue Shield of Tennessee insurance.

Old Business: None to be discussed

New Business:

- **Tax Relief Discussion:** Financial Management Chairman, Ray Lyons, stated that he wanted to discuss the possibility of forwarding the information discussed at the meeting today to budget committee for consideration of raising the amount of relief for the individuals in the tax relief program. The individuals effected by this tax relief program include: disabled, elderly, veterans, and widows of veterans. Mr. Lyons stated that he has been in discussion with the County Trustee, Randall Lewis, regarding the best possible way to implement more relief for the effected families. After discussion with the Trustee's office, Mr. Lyons stated that if any increase is to be implemented it would be best to do so in the form of a dollar amount rather than percentage. Ray mentioned that the commission approved a twenty dollar tax relief for this group of individuals last year. Carter County Trustee, Randall Lewis, thanked the committee for taking a look at continuing to aid this group of individuals in our community. Mr. Lewis stated that the State gives approximately \$386,544 of tax relief toward our community. Mr. Lewis also commented that about 1,930 individuals use the tax relief program on a yearly basis.

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According to Mr. Lewis, there is a possibility that more individuals in the community are eligible for the relief but have not filled out the necessary paperwork to receive aid.

Motion was made by Danny Ward, second by Bobbie Gouge-Dietz to advance the discussion regarding raising the Tax Relief program contributions to the Budget Committee.

Danny Ward	Aye	Dr. Kevin Ward	Aye
Bobbie Gouge Dietz	Aye	Roger Colbaugh	Aye
Charles VonCannon	Aye	Leon Humphrey	Aye
Ray Lyons	Aye		

All Ayes, Motion Carried

- **Excess Property Sale:** County Attorney, Josh Hardin, mentioned that these fourteen properties mentioned were brought before commission whom approved to list them as excess in order to go forward with the sale. Attorney Hardin stated that the Financial Management Committee is required to set the reserve for each property sale that will be held as a public auction with the Finance Department and Mr. Hardin. According to Mr. Hardin the reserve has to be at least the total cost in property taxes the County paid for each property. Mr. Hardin commented that the auction will be on Friday, March 17, 2017 at 10 a.m.

Motion was made by Mayor Leon Humphrey, second by Roger Colbaugh to set the reserve for these excess properties at the cost the County paid for the property taxes. **All Ayes, Motion Carried.**

- **Carter County Finance Department Copier Lease Agreement:** Deputy Director of Finance, Michael Kennedy, stated that the current copier machine in the finance department is not working properly and that the finance department is past due on getting a new machine.

Motion was made by Mayor Leon Humphrey, second by Bobbie Gouge-Dietz to approve the Finance Departments Copier Lease Agreement. **All Ayes, Motion Carried.**

- **Recent Bids:** Deputy Director of Finance, Michael Kennedy, reviewed a list of recent bids.
- **County General Update:** Not present at the moment.

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- **County Highway Department Update:** Highway Superintendent, Roger Colbaugh, gave an update on Dennis Cove Bridge project. According to Mr. Colbaugh, the Highway Department and TDOT have been working on getting this project off hold. Mr. Colbaugh stated that a conference call occurred regarding this project and the project seems to be back on track. Mr. Colbaugh also stated that he will be receiving more state aid revenue for the Stateline Road Project and will be asking commission to approve this road project. The property on Mitten Hollow road that was approved for the County to get an appraisal to buy is currently at a halt. The property owner believes that the appraisal retrieved from the County is biased and wants another appraisal completed.

Motion was made by Dr. Kevin Ward, second by Bobbie Gouge-Dietz to allow the property owner to pay for another appraisal on the Mitten Hollow property. **All Ayes, Motion Carried.**

- **County School Department Update:** Dr. Kevin Ward made mention that the School Department will not be bringing any summer projects to the budget committee for review until the March meeting. Dr. Ward stated that Carter County Schools have only missed five school days thus far leaving them with eight snow days for the rest of the school year. Director of Schools, Dr. Kevin Ward, also stated that the Director of TCAT, Dean Blevins, will be coming to the February School Board workshop to discuss dual enrollment opportunities for Carter County kids. Dr. Ward also mentioned that Nate Morabito has been visiting the Carter County schools to check on safety procedures. Dr. Ward stated that they are taking care of all issues pertaining to drills in our Carter County Schools.
- **Bobbie Gouge-Dietz:** Not present at the moment.
- **Ray Lyons:** No comment.
- **Charles VonCannon:** Mr. Charles VonCannon stated that he attended the open house at Central and believes that this project is one of the best pieces of workmanship he has seen in a public building. Mr. VonCannon made comment on the importance of the EMA Grant surveys.
- **Danny Ward:** Mr. Danny Ward made mention that there are a lot of good things occurring in the County. He also mentioned that he too attended the Central open house and believed that an awesome job was done. Mr. Ward mentioned that the Education Committee attended the School Board workshop and will be doing so once a quarter. Mr.

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Ward also mentioned the new group IDEALS. The Group meets the first Friday of the month at different locations.

- **Adjourn:** Motion made by Dr. Kevin Ward, second by Roger Colbaugh.

Respectfully submitted,

Michael Kennedy

Ray Lyons, Approved for File

Department	Item Description	Quantity	Unit Price	Total Price	Notes
Sheriff's Office	Patrol Vehicle Laptop Mounts	12	1,175.00	12,175.00	
County	Printing & Mailing of Tax Statements	14	188.94	2,645.16	
Highway Dept	35 Ton Paver Trailer	1	28,680.00	28,680.00	
County	Courthouse Window Maintenance	12	300.00	3,600.00	
County & Schools	Vehicle Fuel Bid	1	46,450.00	46,450.00	
County	Trustee's Computer Hardware	38	250.00	9,500.00	
Highway Dept	Bridge Deck Demo	1	29,813.00	29,813.00	
Highway Dept	Bridge Deck Panels	25	287.35	7,183.75	
County	Heat Tape & Fiberglass Insulation @ Animal	1	8,500.00	8,500.00	
County	Courthouse Technology	1	29,527.00	29,527.00	
County	Court System Collection Services	1	29,813.00	29,813.00	
Solid Waste	112 Ton Pick Up Truck	1	25,287.35	25,287.35	
School System	Sidewalk Covering	1	8,500.00	8,500.00	
School System	Food Service Equipment	1	29,813.00	29,813.00	
School System	Modular Lease	1	25,287.35	25,287.35	
School System	Demonition Work @ Central Elementary	1	8,500.00	8,500.00	
School System	Mowing Services	1	29,527.00	29,527.00	
Solid Waste	Modular Relocation (rebid)	1	29,813.00	29,813.00	
School System	Recycle Containers	1	8,500.00	8,500.00	
School System	Lawn Maintenance-District D	1	25,287.35	25,287.35	
School System	Two Class C Buses	1	893,000.00	893,000.00	
School System	Spent Oil Collection	1	80.25/gallon	80.25	
Highway Dept	Ridgeway Bridge	1	568,398.25	568,398.25	
School System	Public Address (PA System)	1	27,978.00	27,978.00	
School System	PR Integration	1	109,895.00	109,895.00	
School System	Gym Ceiling Painting	1	22,300.00	22,300.00	
School System	Modular Relocation	1	573,782.00	573,782.00	
Highway Dept	Asphalt Paver	1	364,147.24	364,147.24	
Sheriff's Office	Jail Milk	1	106,418.24	106,418.24	
Sheriff's Office	Sheriff's Department Vehicle Maintenance	1	2,800/gallon \$/Min. \$2.80/gallon 1%		
Sheriff's Office	Salvageable Goods	1	11,192.22/gallon	11,192.22	
School System	Propane	1	85.65	85.65	
Highway Dept	Road Salt	1	13.00	13.00	
Highway Dept	CRUSHER STONE	1	17.50	17.50	
Highway Dept	#2 AND #4 SIZED STONE	1	60.00-\$64.00		
Highway Dept	ASPHALT MIXES	1			
Highway Dept	Asphalt State aid in place	1			
Highway Dept	GUARDRAIL	1			
Highway Dept	HWY MARKING	1			
Highway Dept	PIPE CULVERT	1			
Highway Dept	2 Trucks/4 Cars	1			
County	Hazard Mitigation Plan	1			
County	Re-Roof Of Carter County Courthouse	1			
County	Auction Services	1			
County	Food Service Equipment	1			
County	Cometary road Maintenance	1			
School System	Aluminum sidewalk coverings	1			
School System	Paint Booth	1			
County	Gasoline & Diesel Fuel -Delivered	1			
County	Car Room Addition @ Animal Shelter	1			
County	Transit Van - Animal Shelter	1			
County	Conversion of Animal Shelter Transit Van	1			
School System	Toilet Renovations at Hunter	1			
School System	Demolition of 10 Modular Classrooms	1			

Tuesday, August 18, 2015 On Duty Depot
 Friday, August 21, 2015 County Records Service
 Thursday, August 27, 2015 Kraisman, Inc
 Friday, August 28, 2015 Higgins Painting
 Thursday, October 1, 2015 Petroleum Traders
 Monday, October 13, 2015 Under Review
 Monday, October 19, 2015 Telf & Frye
 Monday, October 19, 2015 Permalite
 Monday, October 26, 2015 No Bids
 Monday, October 26, 2015 No Bids
 Friday, December 4, 2015 Under Review
 Monday, December 7, 2015 Erwin Motors
 Tuesday, December 8, 2015 Custom Gutting & Siding L
 Thursday, December 17, 2015 Katom & Douglas
 Tuesday, January 6, 2016 Under Review
 Tuesday, January 6, 2016 E. Luke Greene
 Friday, March 4, 2016 Under Review
 Friday, March 4, 2016 Under Review
 Monday, March 7, 2016 Baker's Waste Equipment
 Wednesday, March 16, 2016 Under Review
 Tuesday, April 5, 2016 Mid South Bus Center
 Tuesday, April 5, 2016 Blue Ridge Biocules
 Thursday, April 28, 2016 Sirason Construction
 Monday, May 2, 2016 Telecommunications
 Monday, May 2, 2016 Telecommunications
 Monday, May 2, 2016 A-team Painting
 Tuesday, May 10, 2016 Southstream Home Movers
 Thursday, June 30, 2016 PFG Hale
 Thursday, June 30, 2016 Borden Dairy
 Thursday, June 30, 2016 Custom Muffler & Brake
 Thursday, June 30, 2016 No Bids
 Thursday, June 30, 2016 Heritage Propane
 Thursday, June 30, 2016 Compess Minerals
 Thursday, June 30, 2016 Aggregates USA
 Thursday, June 30, 2016 Aggregates USA
 Thursday, June 30, 2016 Aggregates USA
 Thursday, June 30, 2016 Construction Asphalt Paving
 Thursday, June 30, 2016 Summers Taylor
 Thursday, June 30, 2016 Highway Markings
 Thursday, June 30, 2016 Highway Markings
 Thursday, June 30, 2016 The Plumbers Hardware
 Thursday, June 30, 2016 Erwin Motors
 Thursday, June 30, 2016 Integrated Solutions
 Thursday, June 30, 2016 Leonard Roofing
 Tuesday, August 16, 2016 Under review
 Wednesday, August 17, 2016 Strategic Equipment
 Thursday, October 6, 2016 No Bid
 Wednesday, October 12, 2016 Custom Gutting & Siding L
 Tuesday, November 1, 2016 Shopix, Inc.
 Tuesday, November 3, 2016 Lykes Energy Solutions
 Tuesday, November 15, 2016 Trademark of VA, Inc.
 Monday, November 28, 2016 Erwin Motors
 Monday, November 28, 2016 Erwin Motors
 Tuesday, February 21, 2017
 Wednesday, March 8, 2017

Taxus @ 18,719.10, 4x4 F-150 \$24,929.20, 4x2 F-150 \$21,606.20
 \$ 45,688.86
 \$40,730
 \$74,619.39
 \$ 22,015.00
 Total Cost of \$61,011 (includes a \$10,000 est for install)
 Cost plus 0.238 Gasoline / Cost plus .0256 Diesel
 \$348,928 Base Bid
 \$ 28,872.28

EMERGENCY PURCHASES

If an emergency exists during working hours, the department of finance shall be notified and direction received from the Finance Director as to proper steps to be taken. If the emergency occurs when the finance department is closed, every effort should be made to obtain at least three (3) bids (oral or written) and authorization written for an emergency purchase. Then a requisition should be given to the department of finance (the next day) indicating the purchase and a description of the emergency that existed.