

FINANCIAL MANAGEMENT COMMITTEE

September 6, 2017

8:30 am

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

The meeting was called to order by Danny Ward.

Quorum present.

Adopt Agenda: Motion was made by Mayor Leon Humphrey, second by Roger Colbaugh to approve the agenda with the addition of Carter County Election Commission Copier Lease agreement. Motion Carried

Approval of Minutes: Motion was made by Ray Lyons, second by Mayor Leon Humphrey to approve the August 2, 2017 minutes with two changes. The first change is the name of the road brought up by Roger Colbaugh to Miller Hollow Road and the second change is the company name Design Sensory Solutions instead of Design Control Solutions.

Public Comments: Mr. Roy Livingston made comments regarding debt service issues that he is worried about. Finance Director, Christa Byrd, explained the issues that Mr. Livingston had in regards to debt service. Mr. John Lewis had questions regarding the ending balances for each office holder in the 16-17 year end budget.

Old Business: No Old Business to be discussed

New Business:

- **Copier Lease Agreement:**
 - Carter County Assessor's Office
 - Carter County Sheriff's Department
 - Carter County Election Commission

Finance Director, Christa Byrd, began by reviewing all three Copier Lease Agreements. It was brought up by John Lewis that the County should inquire on the ability to consolidate all Copier Lease Agreements in an attempt to save money. Mrs. Byrd stated that the idea of consolidating Copier Lease Agreements has been looked at in the past. Due to the previous attempt to consolidate most offices have either Appalachia Business or NovaCopy Copier Lease agreements. Mrs. Byrd also stated that it would be very difficult to attempt consolidation of Copier leases because each office holder has the right to choose which vendor they want to work with.

Motion was made by Mayor Leon Humphrey, second by Roger Colbaugh to approve the Copier Lease Agreements for the Assessor's Office, Sheriff Department, and the Election Commission.

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

All Ayes, Motion Carried

- **Quote Limit Policy:** Finance Director, Christa Byrd, explained her concerns with the current purchasing policy in regards to purchases over \$10,000 but under \$25,000 in value. Currently the purchasing policy for items that fall in this dollar range is that the Finance Department recommends where practical to receive three quotes. Mrs. Byrd stated that this reading restricts her ability to enforce offices to get the proper quotes where practical. Mrs. Christa Byrd asked that the committee change the policy to read require where practical to receive three quotes on purchase that fall between \$10,000 and \$25,000 in value.

Motion was made by Dr. Kevin Ward, second by Mayor Leon Humphrey to approve the change on the policy in regards to the Quote Limit Policy making it a requirement to get three quotes where practical.

Leon Humphrey	Aye	Danny Ward	Aye
Roger Colbaugh	Aye	Dr. Kevin Ward	Aye
Charles VonCannon	Aye		

All Ayes, Motion Carried

- **Recent Bids:** Director of Finance, Christa Byrd, reviewed a list of recent bids.
- **County General Update:** Mayor Leon Humphrey stated that he is excited to see the footage for the Corporate Attraction Video. Mayor Humphrey stated that the comments he is getting from Design Sensory is that Carter County's assets outreach other counties they have seen. He also mentioned that the Three Star grant money has been received and the County has contracted with the Development District working with the schools. The total value of the Three Star grant is \$25,000. Mayor Humphrey mentioned that he and his staff have had multiple meetings with hotel investors and will have more by the end of this month.
- **County Highway Department Update:** Highway Superintendent, Roger Colbaugh, stated that the Highway Department is getting prepared to start on some of the Highway State Aid paving projects soon after the County gets dry weather.

- **County School Department Update:** Carter County School Board Superintendent, Kevin Ward, commented that the company, Essilor Group, is working with Carter County Schools to aid kid's K-12 with vision issues. This company is offering free eye exams to the students, along with repairs to existing glasses, helping find the right prescription, and producing glasses for students at Carter County Schools. The Principals are meeting to figure out what kind of fundraisers they are wanting to participate in to help aid the individuals impacted by hurricanes in Houston.
- **Bobbie Gouge-Dietz:** Not Present.
- **Ray Lyons:** Mr. Lyons left the meeting at 9 A.M.
- **Charles VonCannon:** Mr. Charles VonCannon mentioned issues he had noticed with Carter County roads.
- **Danny Ward:** Mr. Danny Ward mentioned that the Carter County Landfill is getting closer to phase 3. According to Mr. Ward, the County has a decision to make within the next three years when it comes to the Carter County Landfill. Mr. Danny Ward urges the committee that this situation should be looked at as soon as possible.
- **Adjourn:** Motion made by Mayor Leon Humphrey, second by Charles VonCannon.

Respectfully submitted,

Michael Kennedy

Ray Lyons, Approved for File