

FINANCIAL MANAGEMENT COMMITTEE

July 11, 2018

8:30 am

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

The meeting was called to order by Danny Ward.

Quorum present.

Adopt Agenda: Motion was made by Bobbie Gouge-Dietz, second by Charles VonCannon to approve the agenda. Motion Carried.

Approval of Minutes: Motion was made by Roger Colbaugh, second by Brad Johnson to approve the June 6, 2018 minutes. Motion Carried.

Public Comments: Mr. Roy Livingston discussed his worries regarding the budget that will be brought before commission.

Old Business: Mr. Charles VonCannon wanted to know where the committee stood in regards to sending the letter to CTAS about doing a study on the Jail. Danny Ward stated that the letter has been sent and we are currently awaiting a response.

New Business:

- **Recent Bids:** Director of Finance, Brad Burke, reviewed a list of recent bids.
- **Updates from Finance Director:**
 - **Financing for Courthouse Security Project:** Finance Director, Brad Burke, stated that the budget committee recently approved to take \$100,000 from Litigation Tax Reserve and \$500,000 from an inter-fund loan to fund the Courthouse Security project.
 - **Status of Revised Travel Policy:** Mr. Burke stated that he is still currently working on getting the Revised Travel Policy written to be brought before the Financial Management Committee for approval. Mr. Burke said that the policy will be presented at the next committee meeting.
- **County General Update:** Mayor Leon Humphrey commented that his office was made aware via email from Sammy Arnold that the Community Block Grants will be awarded in the near future. Mr. Humphrey also mentioned the EOC grant valuing \$300,000 will be awarded soon as well.

- **County Highway Department Update:** Highway Superintendent, Roger Colbaugh, shared with the committee that the Highway department is still mowing. He also stated that the drainage issues from the recent flooding has been mitigated. Mr. Colbaugh also mentioned the two bridge projects at the Highway department.
- **County School Department Update:** School Superintendent, Dr. Kevin Ward, stated that the Literacy Bus has been a huge success this year. Dr. Ward mentioned that the bus had tremendous participation. Dr. Ward also reminded the committee that the Carter County Back to School Bash will be held on July 28, 2018 at 10 AM with Harmony Church sponsoring the event.
- **Bobbie Gouge-Dietz:** Mrs. Bobbie Gouge-Dietz made the committee aware that the Budget Committee has approved the funding for the Landfill to purchase five trucks and trailer. The purchase will be made to save the County money in transporting waste. The current company that does this transport for the County is going out of business and no current company will do it for a comparable price.
- **Brad Johnson:** Mr. Brad Johnson asked the Finance Director questions in regards to purchases from Fund Balance from year to year. Mr. Brad Burke told him that items purchased from Fund Balance should be budgeted the next year if it's a continuing cost.
- **Charles VonCannon:** Mr. Charles VonCannon expressed his concerns with the current conditions of Carter County creeks and log jams. Mr. VonCannon asked the Committee which County agency is responsible for County creeks.
- **Danny Ward:** Mr. Danny Ward stated that there will not be an Education Committee meeting in the month of July.
- **Adjourn:** Motion made by Brad Johnson, second by Bobbie Gouge-Dietz. **Motion Carried.**

Respectfully submitted,

Michael Kennedy

Danny Ward, Approved for File

FINANCIAL MANAGEMENT COMMITTEE

June 6, 2018

8:30 am

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

The meeting was called to order by Danny Ward.

Quorum present.

Adopt Agenda: Motion was made by Mayor Leon Humphrey, second by Charles VonCannon to approve the agenda with the addition of Finance Directors Comments after Recent Bids. Motion Carried.

Approval of Minutes: Motion was made by Bobbie Gouge-Dietz, second by Dr. Kevin Ward to approve the May 9, 2018 minutes with corrections. Motion Carried.

Public Comments: Roy Livingston made budget related comments.

Old Business: Charles VonCannon made comment that we should look at getting someone in to look at the cost versus income analysis of finishing the third floor of the Carter County Jail. Mr. VonCannon stated that he believes CTAS would be the most appropriate agency to do this analysis. Brad Johnson agreed that the County needs to bring in a third party person to look at the feasibility of finishing the third floor of the jail. Brad Johnson stated that it would be best to bring in the Carter County Sheriff in order to get finite numbers on cost of staffing another floor of the jail. Mr. Johnson also mentioned that the cost of finishing the third floor of the jail will be more expensive than the first two floors.

Motion was made by Mayor Leon Humphrey, second by Bobbie Gouge-Dietz to have the Chair of the Financial Management Committee, Danny Ward, to make contact via letter with CTAS to put together a team to make an assessment on the use of the third floor of the Carter County Jail.

Leon Humphrey	Aye	Danny Ward	Aye
Roger Colbaugh	Aye	Bobbie Gouge-Dietz	Aye
Charles VonCannon	Aye	Brad Johnson	Aye
Dr. Kevin Ward	Aye		

All Ayes, Motion Carried

New Business:

- **Recent Bids:** Director of Finance, Brad Burke, reviewed a list of recent bids. Mr. Charles VonCannon commented that the County Schools need a long term plan regarding Schools building rather than continuous patches. Dr. Kevin Ward stated that you do not see the energy savings from window replacements all the time but the comfort of the children is

the most important factor. Dr. Ward also mentioned that there is benefits of having double pane windows over the single pane windows that have been in the Schools sometimes up to fifty years. Mayor Leon Humphrey mentioned that it would be best for the School Department to pool monies that are currently being used to patch School buildings and place that money in a reserve account for new Capital Buildings. Mayor Humphrey requested a long term Capital Improvement plan form the Board of Education to make certain it is feasible putting band aids on these building. Dr. Ward stated that the Board of Education will be filling to vacancies in the coming months and once those vacancies are filled they will begin discussion on a Capital Improvement plan in the School system.

- **Finance Director Update:** Finance Director, Brad Burke, mentioned that the Finance Department has been having billing issues with some of our Individual insurance policies offered by the County. Mr. Burke mentioned the letter brought into the meeting by Deputy Director of Finance, Michael Kennedy, was to explain any changes during open enrollment. Mr. Burke stated that this letter was distributed to all elected officials to distribute to employees. The letter is an explanation of the changes that will occur during open enrollment this year. According to Brad Burke, the changes to insurance will be dropping Aflac, Liberty National, American General, and Life of Alabama from payroll deduction. Brad Burke stated that all policies that are being dropped from payroll deduction are Individual policies that can be kept by the individual on a direct draft basis. The moving away from these insurance companies will not negatively affect any employee as they will be able to keep the current benefit at the current cost. Brad also mentioned that the County will be offering new companies that cover the same insurance needs that have comparable pricing/benefit with guaranteed approval at time of open enrollment this year. Finance Director Burke stated the importance of the employees showing up to these open enrollment meetings to get information on the changes.
- **County General Update:** County Mayor, Leon Humphrey, stated that the County was presented with a check from the Tourism Enhancement Grant last week. He also mentioned that the County received a letter this week regarding the Home Grant which is \$500,000 that the County will be receiving. The County Mayor stated that his office is satisfied with the number of grants coming to the County. Charles VonCannon asked what the future of Grant writing in the County will look like after the new administration. Mayor Leon Humphrey stated that he has no idea what the Mayor elects plans will be for future Grant writing. Mr. Humphrey did state that it would be a bad idea for the Mayor elect to not keep the current Grant writing employee in the Mayor's office.

- **County Highway Department Update:** Highway Superintendent, Roger Colbaugh, stated that the Highway department is currently dealing with rising water issues from all the rain recently. He also mentioned that the Highway Department has begun their mowing cycles.
- **County School Department Update:** Carter County Schools Superintendent, Dr. Kevin Ward, stated that there was a bus accident earlier that had no serious injuries and the fault was not on the School bus driver. Dr. Ward also mentioned that Carter County Schools just finished the Inspiring Principals Program. Dr. Ward commented that fifty teachers participated in this program. He also mentioned that the New Teachers Academy just wrapped up as well. Dr. Kevin Ward wrapped up his comments by giving his support to the new Commissioner of Education.
- **Bobbie Gouge-Dietz:** Mrs. Bobbie Gouge-Dietz updated the Financial Management Committee on the Landfill. She mentioned that a tree had uprooted at the landfill causing damages to a house owned by the County. Mrs. Gouge-Dietz explained that insurance has been contacted and the tree has been removed. Mrs. Gouge-Dietz ended her discussion by saying that the footings for the new Landfill building has been started.
- **Brad Johnson:** Mr. Brad Johnson mentioned some of the projects that came out of the Buildings and Grounds Committee. The two projects he discussed was the installation of cameras/doors and the single point of access for the Carter County Courthouse. Brad mentioned that he is talking with the Finance Director on funding of these projects.
- **Charles VonCannon:** Mr. Charles VonCannon mentioned that he read a 2012 study of the Carter County School Systems by Jerry McMahan. He mentioned that this plan had some good points.
- **Danny Ward:** Mr. Danny Ward stated that the next Financial Management meeting will be on July 11, 2018. He also stated that there will be no Education meeting in July. Mr. Ward also proclaimed that communication in the County is an issue.
- **Adjourn:** Motion made by Bobbie Gouge-Dietz, second by Charles VonCannon. **Motion Carried.**

Respectfully submitted,

Michael Kennedy

Danny Ward, Approved for File