

FINANCIAL MANAGEMENT COMMITTEE

May 3, 2021

8:30 am

PRESENT: Brad Johnson, Mayor Patty Woodby, Ginger Holdren, Tracy McAbee, Travis Hill, and Roger Colbaugh, **ABSENT:** Austin Jaynes.

The meeting was called to order by Chairman, Ginger Holdren. Quorum present.

Adopt Agenda: Motion was made by Travis Hill, second by Brad Johnson to approve the agenda. Motion Carried.

Approval of Minutes: Minutes were not presented for the April 22, 2021 meeting due to the resignation of Michael Kennedy and illness of Chairman, Ginger Holdren.

Public Comments: Roy Livingston expressed his concerns going forward regarding the control of money management and expenditure reports being distributed.

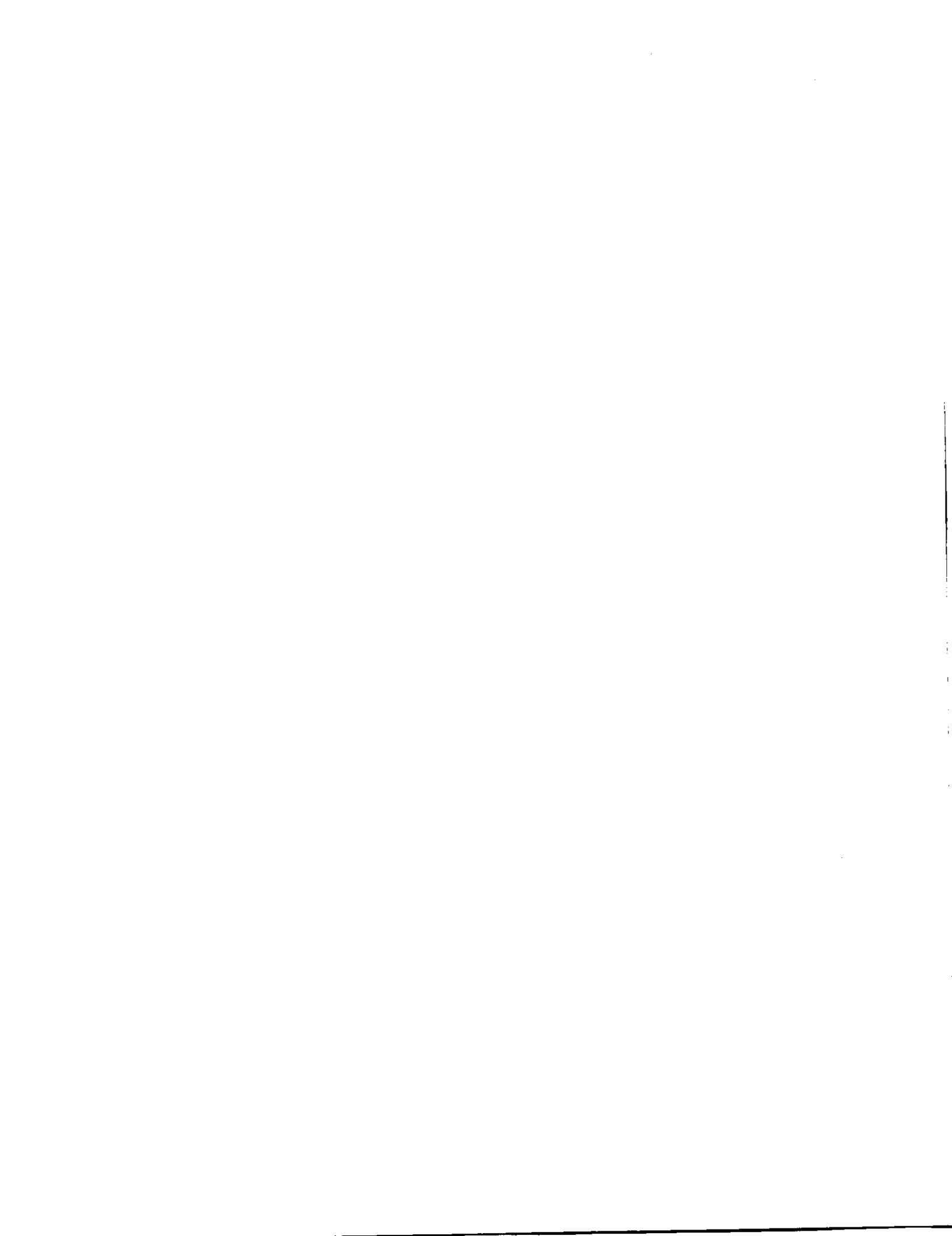
1. Old Business: No old business.

New Business:

2. **Recent Bids:** Michael Kennedy, Deputy Director of Finance, updated the committee of current bids.
3. **Carter County Trustee Update:** Randal Lewis, Carter County Trustee, updated the committee regarding current investment rates on the Carter County checking accounts and certificate of deposits from different banks and local agencies.
4. **Sequoyah Group Presentation- Insurance renewal update:** Kelly Geer and Colton Birdwell presented several scenarios concerning certain plans and changes that can be selected for the upcoming budget year concerning Carter County employees. After a question-and-answer session the following motion was made.

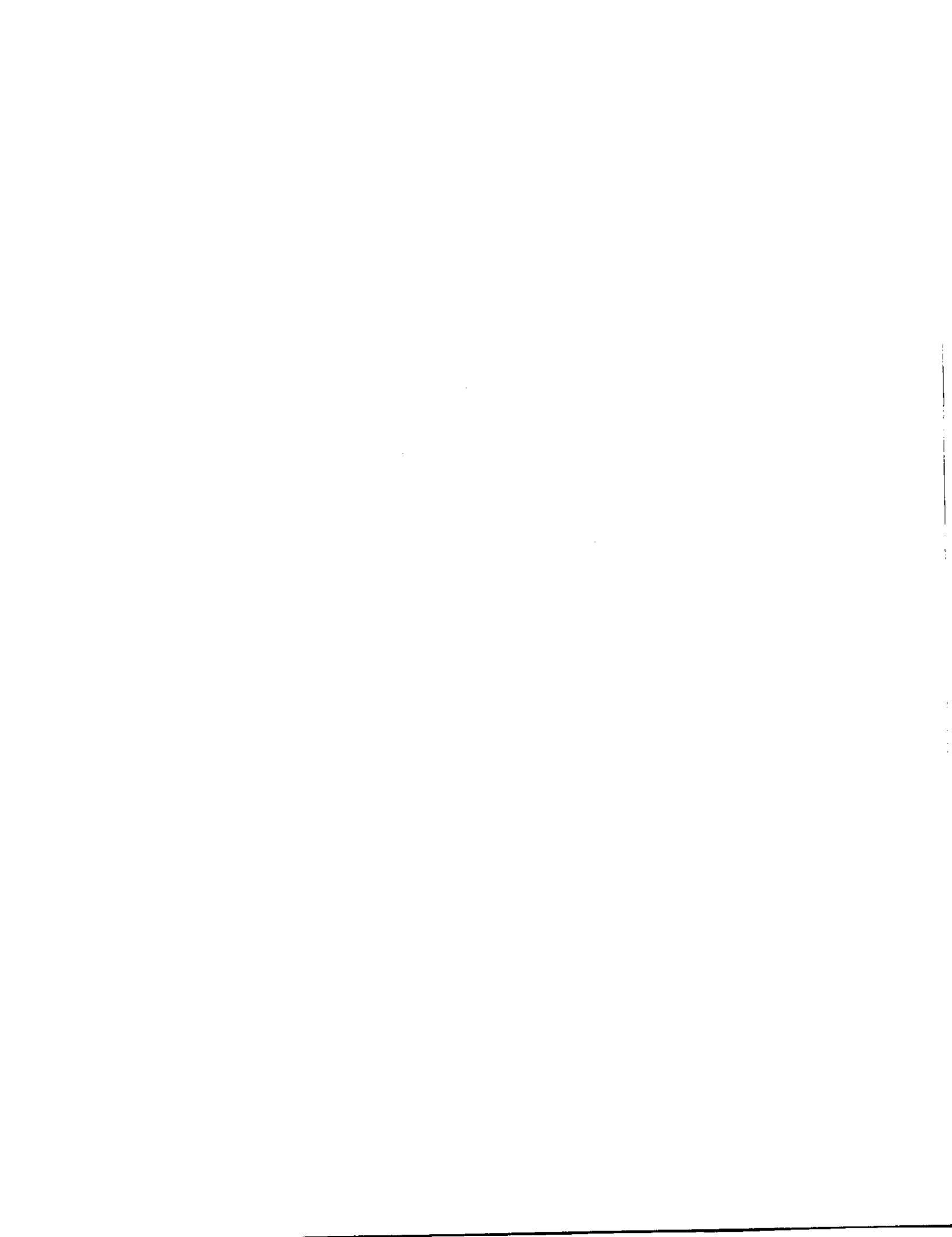
Motion by Brad Johnson, second by Mayor Patty Woodby to recommend continuing with the plans in place, no change, and that Chairman Ginger Holdren present to Budget Committee. This action would result in an increase of approximately \$84,062.00 to the County. Brad Johnson: Aye, Austin Jaynes: Absent, Mayor Patty Woodby: Aye, Ginger Holdren: Aye, Tracy McAbee: Aye, Travis Hill: Aye, Roger Colbaugh: Aye. Motion Carried.

The County's carrier for Dental is Delta and the committee discussed with Sequoyah reps as to the participation of County Employees. After discussion, Roger Colbaugh made the motion to maintain Delta as our dental carrier, second by Mayor Patty Woodby. Brad Johnson: Aye, Austin Jaynes: Absent, Mayor Patty Woodby: Aye, Ginger Holdren: Aye, Tracy McAbee: Aye, Travis Hill: Aye, and Roger Colbaugh: Aye. Motion carried.



After discussing premiums for dental including both County and Employee contributions, Travis Hill made the motion that going forward that both the employee pay 50% of the premium and County to supplement 50% and that this be presented to full Commission. Brad Johnson: Aye, Austin Jaynes: Absent, Mayor Patty Woodby: Aye, Ginger Holdren: Aye, Tracy McAbee: Aye, Travis Hill: Aye, and Roger Colbaugh: Aye. Motion carried.

5. **Request for Lowes credit card for Carter County Maintenance Department – credit limit of \$5000:** Motion made by Travis Hill, second by Roger Colbaugh to approve the request for a Lowes credit card in the amount of \$5000 for County Maintenance Department. Brad Johnson: Aye, Austin Jaynes: Absent, Patty Woodby: Aye, Ginger Holdren: Aye, Tracy McAbee: Aye, Travis Hill: Aye, and Roger Colbaugh: Aye. Motion carried.
6. **Request for Napa Auto Parts credit account for Carter County School's CTE Department- credit limit of \$3,000:** Motion made by Roger Colbaugh, second by Mayor Patty Woodby to approve credit account with Napa Auto Parts for the Carter County School's CTE department not to exceed \$3000. Brad Johnson: Aye, Austin Jaynes: Absent, Mayor Patty Woodby: Aye, Ginger Holdren: Aye, Tracy McAbee: Aye, Travis Hill: Aye and Roger Colbaugh: Aye. Motion carried.
7. **Request for credit card limit increase for Hampton High School from \$3,000 to \$6,000:** Motion to increase the limit from \$3000 to \$6000 for Hampton High's Cardmember credit card was made by Travis Hill, second by Mayor, Patty Woodby. Brad Johnson: Aye, Austin Jaynes: Absent, Mayor Patty Woodby: Aye, Ginger Holdren: Aye, Tracy McAbee: Aye, Travis Hill: Aye, and Roger Colbaugh: Aye. Motion Carried.
8. **Discussion regarding 3-Star grant requirements:** Abby Frye, updated the Committee of the approval of this grant and that it would be used strictly for the County CTE Department of the Carter County Board of Education. This is to benefit the County High Schools with specific supplies and equipment to aid in their successful accomplishments. Brad Burke, Finance Director, suggested that another department or persons be responsible for the management, accountability, and approval of funds regarding this grant other than the Finance Department. Tracy McAbee made the motion that the Carter Co. Board of Education, the CTE Department and specifically, Debbie Madgett assist the Mayor's Office with the management and accountability of this grant, second Travis Hill. Brad Johnson: Aye, Austin Jaynes: Absent, Mayor Patty Woodby: Aye, Ginger Holdren: Aye, Tracy McAbee: Aye, Travis Hill: Aye, and Roger Colbaugh: Aye. Motion carried.
9. **Updates from Finance Director:**
 - a. **Discuss Summary of Auditor's Findings for Fiscal Year End 2020 & Discuss Managements Corrective Action Plan for Fiscal Year End 2020:**
Brad Burke discussed with the committee Audit findings for the Year Ended June 30, 2020.



Finding 2020-002, County Officials Not Paid in Compliance with State Statute was discussed and a motion by Mayor Woodby, second by Tracy McAbee was made to send this to County Commission to request payment to qualified Office Holders to clear this item from future Audits. Brad Johnson: Aye, Austin Jaynes: Absent, Mayor Patty Woodby: Aye, Ginger Holdren: Aye, Tracy McAbee: Aye, Travis Hill: Aye, Roger Colbaugh: Abstain. Motion carried.

Finding 2020-003, Deficiencies in Budget Operations. After discussion a motion was made by Brad Johnson, second by Roger Colbaugh to instruct all Office Holders to list in their budget employees identified by name, position and salary including vacant positions to be filled, second Roger Colbaugh. Motion carried.

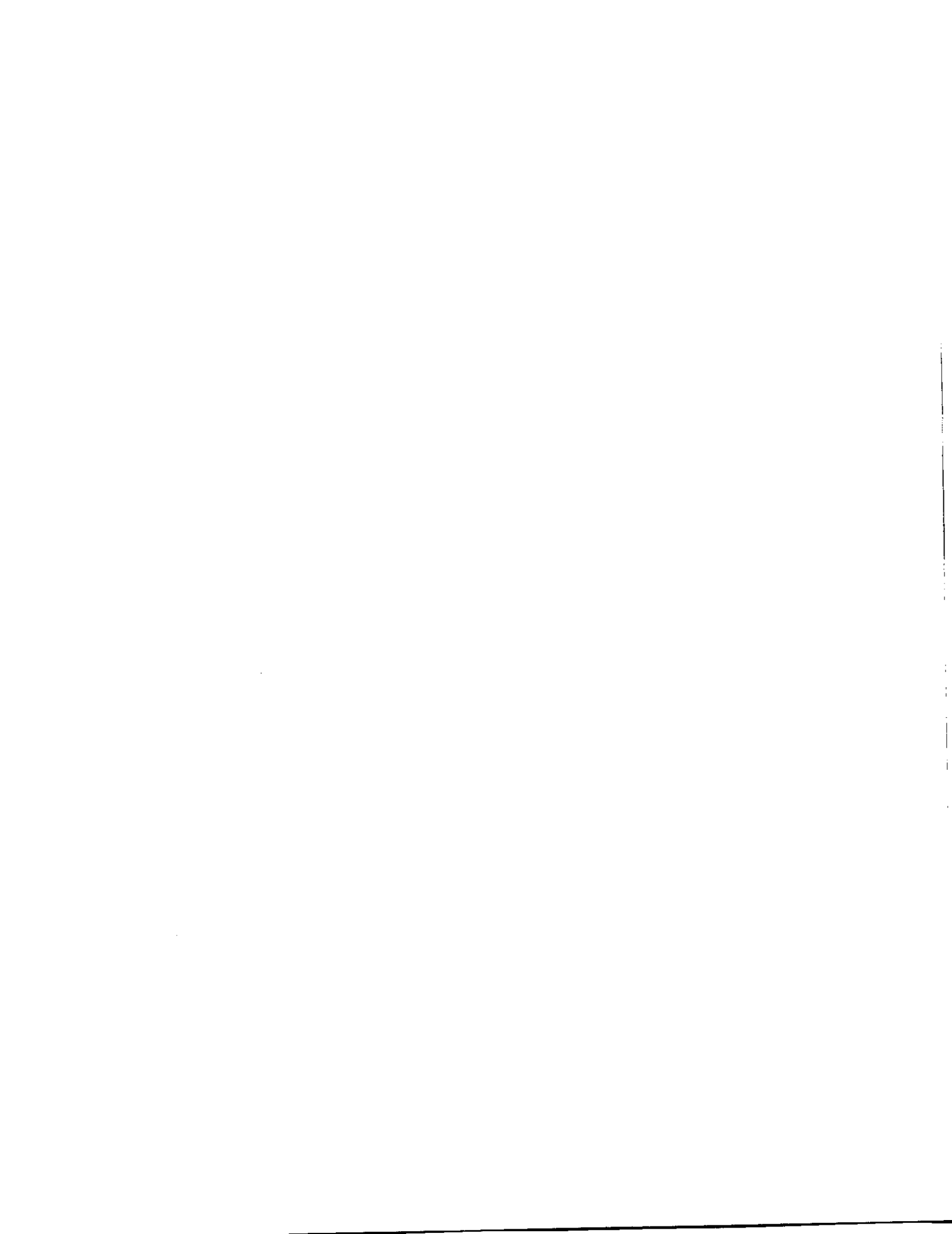
Finding 2020-004, Solid Waste/Accounting Deficiencies. After discussion on the matter Ginger Holdren expressed her disappointment that this had reoccurred and volunteered to attend the next meeting of Solid Waste to try to resolve this issue and stress timely deposits. She also stated that she would reach out to Sheriff, Dexter Lunceford, and Benny Lyons, Director of Solid Waste to request that they attend the next Financial Management meeting to discuss the findings and corrective action.

b. Sales Tax Issue update: Mayor, Patty Woodby made a motion to send to budget to approve the payment of these taxes owed to the City of Elizabethton, to be paid by Carter County and the Carter County Board of Education from their Unassigned Fund Balance, second by Roger Colbaugh. Brad Johnson: Aye, Austin Jaynes: Absent, Mayor Patty Woodby: Aye, Tracy McAbee: Aye, Travis Hill: Abstain, Roger Colbaugh: Aye. Motion carried

c. Resignation Letter – Deputy Director of Finance: The resignation letter of Michael Kennedy, Deputy Director Carter Co. Finance Department, was presented and accepted. The Finance Director and most all Committee members thanked him for his service of six years and wished him the very best in the future.

10. County General Update: County Mayor, Patty Woodby presented no new updates.

11. County Highway Department Update: Roger Colbaugh reported that within the next two months that his department will be paving the parking lots for HVH and HVM schools and the lower parking lot at Unaka High. Ginger Holdren made him aware that interest has been shown that his department also pave the back parking lot at Workforce Development. Mr. Colbaugh also reported that the river project is nearing completion and there will be an 80% reimbursement from the State.



12. **County School Department Update:** Tracy McAbee, Director of Carter County Schools, gave the committee an update regarding the Innovative High Schools Grant and stressed how very helpful that it will be to the school system.
13. **Austin Jaynes: Absent**
14. **Travis Hill:** No presentation
15. **Ginger Holdren:** Chairman Ginger Holdren informed everyone that the applicants for Finance Director were not qualified for the position. The process has been extended for a week and discussed reaching out and advertising to a broader area. She also reminded all members of the Special Called Meeting on Monday, May 10, 2021 from 3:00 to 5:00 pm.
16. **Brad Johnson:** No presentation, made a motion to adjourn the meeting. All Ayes.

Respectfully Submitted to File:

Rita Ford, Finance Department

Ginger Holdren, Approved for File

