

FINANCIAL MANAGEMENT COMMITTEE

March 7, 2021

8:30 am

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**PRESENT:** Mayor Patty Woodby, Chairman Brad Johnson, Commissioner Ginger Holdren, Director of Schools Dr. Tracy McAbee, Commissioner Austin Jaynes, Superintendent Roger Colbaugh

**ABSENT:** Vice Chairman Mark Tester

The meeting was called to order by Chairman Johnson at 8:35a.m. and the roll was called. Quorum was present.

**ATTENDING:** Deputy Director Audra Gerty, Finance Director Carolyn Watson, Deputy Director Jerry Andrieszyn, Teresa Montgomery, Ivan Sanders, Chief James Parrish, Donnie Cable and Roy Livingston.

**Addition to Agenda:** A request for the use of "Reserve Funds" from the Sheriff's Department for the purchase of vehicles. Chairman Johnson asked to add it to "New Business" as A1.

**Adopt Agenda:** Motion was made to adopt agenda by Mayor Woodby, second by Commissioner Holdren. Motion carried.

**Approval of Minutes:** Superintendent Colbaugh noted that the February minutes should be edited in his update that the Powell Road Bridge project should be completed by March but the minutes should say that the project will start in March. Motion to approve minutes with correction by Commissioner Holdren, seconded by Director McAbee. Motion carried.

**Public Comments:** Chairman Johnson welcomed Donnie Cable. Mr. Cable spoke on behalf having a multi-purpose building built on the Sluder property in the Elk Mills/Poga area. The building would be utilized by the fire department, EMS, and the county highway department to store salt for roads. He thanked the committee for any support on this project.

**Old Business:**

- a. **Hunter Elementary Renovation Project:** Director McAbee stated that he had spoken to the architects. The project will be completed in three phases and the bids are to be opened on April 17. He said the preliminary plan is to keep the school open during the renovation by moving classrooms around during that time. Chairman Johnson stated that he had asked Finance Director Watson to find ways to finance the project. He also advised Director McAbee that if the Finance Committee passed this item, it would then go to the full commission and that he should plan on being at that meeting because there would be multiple questions. Director Watson passed out information on different scenarios for financing the project. The committee reviewed the options and Director Watson stated that the rates listed are for 60 days only and those could change. Commissioner Holdren stated that we needed to lock in a rate as soon as we know the costs of the project. Chairman Johnson asked that when the school gets the total costs of the project after the bid opening to bring that amount back to the May finance meeting. Commissioner Holdren stated that the information needs to go to the full commission this month so they are advised of the item and can ask any questions they may have. Item to be deferred until May 2022.

## New Business:

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**A1. Use of Reserve funds for vehicles:** Deputy Parrish discussed the request to use \$315K of reserve funds to purchase vehicles. He stated that one car usually costs around \$45,000 and if they could buy vehicles with these funds that the sheriff's department fleet would be up to date. He said they have several cars that have high mileage, and it wasn't safe for the deputies to use them. He also stated that they have applied for a grant to help fund a new heat and air system. This request was referred to Budget Committee for consideration.

1. **Recent Bids:** Deputy Director Gerty stated that the communication project bid is the only pending bid and is due to be opened on March 15.
2. **Building and Grounds** – The committee has requested to sell the modular building located on the Sluder property on State Route 421. This building unit was donated to the county and the school system gave us the building to place on the property. The Building and Grounds committee would like to sell the modular building on govdeals.com as the county has no use for it and the school system doesn't want it back. After the building is gone, they want to build a multipurpose building to house the fire department, EMS and have a place for the county to store salt for the roads in the Poga and Elk Mills area. Superintendent Colbaugh made a motion to sell the modular building on Govdeals.com, with the buyer paying the costs to move the unit. He stated if it is not sold that it be taken to the land field to be demolished and the frame be saved for recycling. Commissioner Jaynes seconded the motion. Motion passed.
3. **Financial Director Updates:** Finance Director Watson gave an update on the budget process. Some budgets are not in yet, but everything is pretty close to schedule. Director Watson stated she has no additions to the Employee Bonus Policy that was handed out last month and it will come up next month for review and adoption. Commissioner Holdren asked how the sheriff's office bonuses were going, Director Watson stated that they would be paid at the end of the week. Director Watson told the committee the raises have not been processed because Sheriff Lunceford has not signed off on them and they want to add two employees that are not jailers to the list. Director Watson said she had told Sheriff Lunceford that the two employees could not be added to the jailers raises and if he wanted a raise for those employees he would have to go back to the commission for that approval. The state comptroller's office told Director Watson to go specifically with what the commission approved. Chairman Johnson stated that he had asked Director Watson to do what the resolution stated. He also stated that the sheriff's department needs to explain to their employees why they are holding up their money. Chairman Johnson stated that the department heads need to submit their employee job titles to the finance/payroll department. Director Watson then gave an audit update. She stated she has a preliminary report and that the auditors will return in late March or early April, and they will look at the budgets for this year. Director Watson thanked the committee for approving the monies for her and the deputy directors to attend the conference last week. She stated it was very informative.
4. **Mayor Woodby Update:** Mayor Woodby stated the Dual Enrollment Legislation has passed and it will be starting here in Carter County. She also stated that there are several grants that her office is working on for submission.
5. **Superintendent of Roads Roger Colbaugh Update:** Superintendent Colbaugh said his department is working on asphalt patching. He gave an update on the Blevins Hollow Bridge project and he is working on getting the "right of way" in order to complete the project. Superintendent Colbaugh stated that county employees are essential and that is why he had asked for money for the employees from the ARPA funds. He said that he had requested \$12,000 for each employee and encouraged the committee to pay this money. Superintendent Colbaugh stated he is also asking for \$3000 to fix a drainage problem on Dennis Cove Road.
6. **Richard Church Schools Update: (Director McAbee had to attend a meeting)** - Mr. Church stated that overhaul on BEP Funds will be increasing the money received per child to \$6,860 which would be an increase of funds of around \$3.9 million for Carter County. Also included in the funding formula is the

possibility of receiving funds more based students enrolled in CTE. He stated that there is also a new program that will help individuals that would like to teach earn their teaching degree. This is through a company by the name of “I Teach”. He stated they need teachers and that this program could actually have an employee teaching while earning their degree.

7. **Commissioner Ginger Holdren:** Commissioner Holdren stated that she thought there was a resolution regarding how the reserve funds for the sheriff’s office were to be spent and that the resolution needed to be researched. She also asked how the county stands with the salary study with Evergreen. Director Watson stated she had spoken to them, and the study will be started but not completed this budget year. Director Watson said she would ask how long it is going to take and let everyone know. Chairman Johnson then questioned whether the study was worth doing since the revenue and expenses will be difficult to estimate due to the global issues. Commissioner Holdren then requested that the contract be reviewed to find out how to end it given the uncertainties of the time and difficulties it would present. Commissioner Holdren stated she would like for everyone in the county to have a county email address to keep employees up to date on insurance, raises, office closings, etc. Mayor Woodby stated that some office holders do not want their employees to have email addresses. Commissioner Jaynes stated that you could do a “push email” to their personal email addresses. With this type it is a no reply email. Mayor Woody suggested sending out newsletters. Commissioner Holdren asked if there was any information on the insurance costs for next year. Director Watson stated that they have a meeting on Friday with the insurance company. Commissioner Jaynes stated he would like for the insurance representatives to come to the financial committee meeting to discuss changes and / or increases.
8. **Commissioner Austin Jaynes** – Commissioner Jaynes suggested borrowing from our own funds for the school project, the funds being bonds and savings from the trustee’s office. He stated it could be discussed with the county attorney.
9. **Chairman Brad Johnson** – Chairman Johnson thanked the finance department for their service.
10. **Motion to adjourn:** Made by Commissioner Jaynes and seconded by Commissioner Holdren. Motion passed. The meeting adjourned at 11:20a.m.

Respectfully Submitted to File:

Suzanne Archer, Finance Department

Audra Gerty, Deputy Finance Director

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Brad Johnson, Chairman - Approved for File