

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT

BUDGET AND FINANCE COMMITTEE

NOVEMBER 15, 2021 | 6:00PM | TC COURTHOUSE

MINUTES

Members Present:

Beverly Atwood
Ken Buckmaster
Shane Burton
Gary Claridy
Bill Fergusson

Jerry Ford
T. Bubba Gregory
Landon Gulley
Richard Harsh
Gary Walsh

Dwight Jewell, Comm Chair
Mayor Stephen Chambers
Amy Thomas, Budget Director

Members Absent: Rachel Jones

1. The meeting was called to order at 6:00 pm by Chairman Dwight Jewell. Quorum was determined with 13 present / 1 absent.
2. Minutes from the October 18, 2021 meeting were reviewed. Landon Gulley asked how many were being serviced by the Senior Center CARES funding. Funding assists roughly 30-31 citizens each month. Minutes were approved as presented.
3. Election of Officers. Nominations were opened for Chair, Vice Chair, and Secretary. Nominations were closed with a motion to approve by acclamation for each position.

Chair – Dwight Jewell
Vice Chair – Jerry Ford
Secretary – Amy Thomas

4. County Trustee Report / Financial Summary – October 2021

The Committee reviewed the September 2021 Trustee Trial Balance and the Financial Statements for County Funds. Motion made by T. Bubba Gregory to accept the Trustee’s Trial Balance as presented; second by Gary Claridy MOTION CARRIED

Financial Summaries for each fund were reviewed. As shown by the comparison chart to Oct 20, the property tax percentages are up for FY21. Several property owners have taken advantage of the discounted rate for paying early.

Landon Gulley asked about revenue from recycled materials and if that was from the cardboard that was being held for a period of time. Cliff Sallee will be asked about this, and an answer sent out at a later time.

No other concerns were presented from the financial summaries. Motion by Gary Claridy to accept the October 2021 financial summaries; second by Beverly Atwood. MOTION CARRIED

5. Budget Amendments

The Committee reviewed all the proposed budget amendments.

101 – COUNTY GENERAL

2022-101-16FB	Animal Shelter Director Compensation	\$	5,200
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Fund Balance Draw: Request to increase Animal Shelter Director Compensation to \$15/hr.

In August 2021, the Director and Assistant resigned. The director position has been advertised in the local paper, Facebook, and on Indeed.com. Several candidates have expressed interest, but none will take the position for less than \$15/hr. Comm Walsh asked about the State Retirement line item. This is budgeted for all full time employees to participate in the TCRS program. Comm Gulley asked for a brief job description and responsibilities. Mayor went over the main needs of the position. There is a requirement of previous veterinary experience or professional animal care. Position has been in place since 2018 as a paid position and is budgeted at 40 hours per week. It is suggested that this position sets their hours to regular business hours and have an emergency number in place for any after hour calls. The request is to also preserve the part time assistance option should

the Director wish to have help at the Shelter. Comm Claridy asked about adoption fees and where they were recorded. Any revenues that come in explicitly for the shelter is moved to a reserve account at year end to assist in covering future maintenance on the building. Expenses include not only the salaries, but for travel to transport animals to rescues, veterinary costs, and repairs to the building. Comm Fergusson asked who is responsible for the Shelter per state law. Mayor stated that if a department doesn't fall under a designated elected official, it will automatically fall to the Mayor. Fergusson also asked how many employees make under \$15/hr. Mayor answered that this is a department head position and there are no other department heads that make less than \$15/hr.

A motion to recommend BA 2022-101-16FB to the full Commission made by Gary Walsh; second by T. Bubba Gregory	<i>Electronic Voting</i>
	Yes <u>5</u> No <u>6</u> Absent <u>1</u>

Motion failed. Will go to Commission without a recommendation from this Committee.

2022-101-17	Veteran Services MOU w/ Sumner County	\$	5,000
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Entering into an MOU with Sumner County Veteran Services to have access to services in the County. Amount based on \$350 per diem, 2x a month, beginning January 2022. Amount rounded up to \$5,000.

Mayor passed a handout showing the timeline of this request. Comm Jewell explained a resolution will be before the Commission to establish a research committee for the VSO. Comm Buckmaster stated that the MOU will bridge the gap and allow the Committee time to review the need for the County. Comm Gulley asked if there was a clause within the MOU to allow termination before the end of the contract. Mayor confirmed that such a clause existed on page 3, Item 4.b Termination of Understanding. Mayor is to be the point of contact; however, any decisions would come before the Commission and not be unilaterally made.

A motion to recommend BA 2022-101-17 to the full Commission made by Ken Buckmaster; second by Gary Walsh	<i>Electronic Voting</i>
	Yes <u>10</u> No <u>1</u> Absent <u>1</u>

MOTION CARRIED

2022-101-18FB	General Sessions Judge Compensation	\$	54,752.74
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Fund Balance Draw: Per the Administration of Courts, the 2020 Census data has placed HTC in Class 6 and has ordered a salary increase effective **April 1, 2020.**

A motion to recommend BA 2022-101-18FB to the full Commission made by Gary Walsh; second by Richard Harsh	<i>Electronic Voting</i>
	Yes <u>11</u> No <u>0</u> Absent <u>1</u>

MOTION CARRIED

2022-101-19FB	Election – May 2022 Judicial Primaries	\$	17,984
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Fund Balance Draw: The Trousdale County Republican Party Executive Committee and the Trousdale County Democratic Party Executive Committee have each requested a county primary in May 2022 for the judicial offices on the August 2022 ballot. A primary election must be conducted in the same manner as a general election. The estimated amounts are based on the August 2020 general election actual costs.

A motion to recommend BA 2022-101-19FB to the full Commission made by Gary Walsh; second by Bill Fergusson	<i>Electronic Voting</i>
	Yes <u>11</u> No <u>0</u> Absent <u>1</u>

MOTION CARRIED

2022-101-20G	Archives Grants	\$	8,070
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The County Archives is the recipient of two grants from the State.
 Secretary of State Archives Development Grant \$675 for office supplies
 TN State Library & Archives ARPA Grant Program \$7,395 for microfiche equipment

A motion to recommend BA 2022-101-20G to the full Commission made by Jerry Ford; second by Beverly Atwood	<i>Electronic Voting</i>
	Yes <u>11</u> No <u>0</u> Absent <u>1</u>

MOTION CARRIED

2022-101-21G	Senior Center GNRC Grant	\$	7,800
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GNRC Grant to the Senior Center portion to go towards compensation. Annual grant.

A motion to recommend BA 2022-101-21G to the full Commission made by Richard Harsh; second by Jerry Ford	<i>Electronic Voting</i>
	Yes <u>11</u> No <u>0</u> Absent <u>1</u>

MOTION CARRIED

118 – AMBULANCE SERVICES

2022-118-01	EMS Bonus Pay	\$	9,120
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Coming out of the Local Government Support Reserves. Overtime portion of the EMS pay omitted from the Bonus paid out on November 5, 2021.

The intention of the Commission was for the bonuses to be equal to their regular paycheck. Due to the EMS having a routine of scheduling a set amount of overtime hours for their employees each week, the majority of the Committee recommends paying out overtime as part of the bonus. After talking with Director Batey and Mark Carman, it was decided a fair amount equaling 28 hours of overtime be paid out to the EMS department. The EMS staff alternates on a “long week” of 120 scheduled hours (80 Reg, 40 OT) and a “short week” of 96 (80 Reg, 16 OT) scheduled hours. The average between the two weeks being 28 hours (40+16=56 /2=28). A handout was given to show the overtime earned for pay period ending Nov 3 that will be paid out on November 19.

It was asked if other departments had the same issue. The accounting offices did not receive any negative feedback from others. Sheriff Russell was asked about his department, and he thought it was relatively minimal, but that he would look into it.

A motion to recommend BA 2022-118-01R to the full Commission made by Richard Harsh; second by Landon Gulley	<i>Electronic Voting</i>
	Yes <u>10</u> No <u>2</u> Absent <u>1</u>
<i>Student Representative Ethan Boles came into the meeting late and registered his vote.</i>	

MOTION CARRIED

6. Public Comments

Commissioner David Nollner approached asking about displaying the vote on the monitors.
 - It is something that we are able to do, but it will take some time to learn that aspect of the system.

7. Adjourn: With no further business to discuss, a motion to adjourn the meeting was made by Gary Walsh.
 Adjourn at 7:15pm

Meeting details

Date	Start	End	Recording	Room name
11/15/2021	6:52	8:13	No	unicos_cu

Attendance

Name

Beverly	Atwood
Ken	Buckmaster
Shane	Burton
Gary	Claridy
Bill	Fergusson
Jerry	Ford
T Bubba	Gregory
Landon	Gulley
Richard	Harsh
Dwight	Jewell
Amy	Thomas
Gary	Walsh
Ethan	Boles

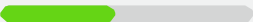
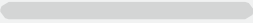

Overall votings summary

 Overview

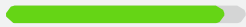
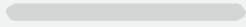
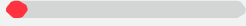
Voting question	Votes	Start
Voting question	Votes	Start
BA 101-16 Animal Shelter Director	11/11	7:30
BA 101-17 VSO MOU with Sumner	11/11	7:37
BA 101-18FB GS Judge Compensation	11/11	7:40
BA 101-19FB Special Election	11/11	7:42
BA 101-20 Archives Grants	11/11	7:44
BA 101-21G Senior Center Grants	11/11	7:45
BA 118-01R EMS OT Bonus Amount	12/12	8:06

* Student Rep Ethan Boles came in late an recorded his vote on BA 118-01R


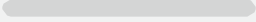
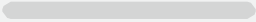
Individual votings

	Start	End	Results
Voting question			Yes 5 
BA 101-16 Animal Shelter Director	7:30	7:31	Abstain 0 
			No 6 


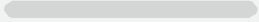
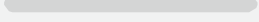
Name	Vote
Beverly Atwood	Yes 
Ken Buckmaster	No 
Shane Burton	No 
Gary Claridy	No 
Bill Fergusson	No 
Jerry Ford	No 
T Bubba Gregory	Yes 
Landon Gulley	No 
Richard Harsh	Yes 
Dwight Jewell	Yes 
Amy Thomas	
Gary Walsh	Yes 

	Start	End	Results	
Voting question			Yes	10 
BA 101-17 VSO MOU with Sumner	7:37	7:38	Abstain	0 
			No	1 


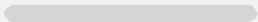
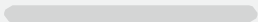
Name		Vote
Beverly	Atwood	Yes 
Ken	Buckmaster	Yes 
Shane	Burton	Yes 
Gary	Claridy	Yes 
Bill	Fergusson	Yes 
Jerry	Ford	No 
T Bubba	Gregory	Yes 
Landon	Gulley	Yes 
Richard	Harsh	Yes 
Dwight	Jewell	Yes 
Amy	Thomas	
Gary	Walsh	Yes 

	Start	End	Results	
Voting question			Yes	11 
BA 101-18FB GS Judge Compensation	7:40	7:41	Abstain	0 
			No	0 


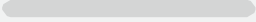
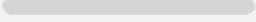
Name	Vote
Beverly Atwood	Yes 
Ken Buckmaster	Yes 
Shane Burton	Yes 
Gary Claridy	Yes 
Bill Fergusson	Yes 
Jerry Ford	Yes 
T Bubba Gregory	Yes 
Landon Gulley	Yes 
Richard Harsh	Yes 
Dwight Jewell	Yes 
Amy Thomas	
Gary Walsh	Yes 


Voting question	Start	End	Results
BA 101-19FB Special Election	7:42	7:43	Yes 11 
			Abstain 0 
			No 0 

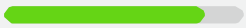
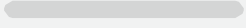
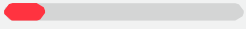
Name	Vote
Beverly Atwood	Yes 
Ken Buckmaster	Yes 
Shane Burton	Yes 
Gary Claridy	Yes 
Bill Fergusson	Yes 
Jerry Ford	Yes 
T Bubba Gregory	Yes 
Landon Gulley	Yes 
Richard Harsh	Yes 
Dwight Jewell	Yes 
Amy Thomas	
Gary Walsh	Yes 

	Start	End	Results	
Voting question			Yes	11 
BA 101-20 Archives Grants	7:44	7:44	Abstain	0 
			No	0 

Name	Vote
Beverly Atwood	Yes 
Ken Buckmaster	Yes 
Shane Burton	Yes 
Gary Claridy	Yes 
Bill Fergusson	Yes 
Jerry Ford	Yes 
T Bubba Gregory	Yes 
Landon Gulley	Yes 
Richard Harsh	Yes 
Dwight Jewell	Yes 
Amy Thomas	
Gary Walsh	Yes 

	Start	End	Results	
Voting question			Yes	11 
BA 101-21G Senior Center Grants	7:45	7:46	Abstain	0 
			No	0 

Name		Vote
Beverly	Atwood	Yes 
Ken	Buckmaster	Yes 
Shane	Burton	Yes 
Gary	Claridy	Yes 
Bill	Fergusson	Yes 
Jerry	Ford	Yes 
T Bubba	Gregory	Yes 
Landon	Gulley	Yes 
Richard	Harsh	Yes 
Dwight	Jewell	Yes 
Amy	Thomas	
Gary	Walsh	Yes 

	Start	End	Results	
Voting question			Yes	10 
BA 118-01R EMS OT Bonus Amount	8:06	8:06	Abstain	0 
			No	2 

Name	Vote
Beverly Atwood	Yes 
Ken Buckmaster	Yes 
Shane Burton	Yes 
Gary Claridy	No 
Bill Fergusson	Yes 
Jerry Ford	Yes 
T Bubba Gregory	Yes 
Landon Gulley	Yes 
Richard Harsh	Yes 
Dwight Jewell	Yes 
Amy Thomas	
Gary Walsh	No 
Boles Ethan	Yes 

Student Rep Ethan Boles entered the meeting late and recorded a vote for this issue.