

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT

BUDGET AND FINANCE COMMITTEE

JANUARY 18, 2022 | 6:00PM | TC COURTHOUSE

MINUTES

Members Present:

Beverly Atwood
Ken Buckmaster
Shane Burton
Gary Claridy

Bill Fergusson
Jerry Ford
Landon Gulley
Richard Harsh

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

Members Absent: T Bubba Gregory, Rachel Jones

Others in attendance: Chris Gregory, Bryan King, Matt Batey, Matt Von Lunen (GNRC), Branden Bellar, Mary Ann Baker

1. The meeting was called to order at 6:00 pm by Chairman Dwight Jewell. Quorum was determined with 12 present / 2 absent.
2. Minutes from the November 15, 2021 meeting were reviewed. Minutes were approved as presented.
3. County Trustee Report / Financial Summary – December 2021
 The Committee reviewed the December 2021 Trustee Trial Balance and Fund Financial Summaries.
 Areas of concerns:
 101 – Beer Board has exceeded their budget due to above average beer license requests.
 111 – The Trash truck debt has been paid off.
 156 – Amy Thomas included an estimate of the ending fund balance of \$244,140 that will be applied to Educational Capital Projects: JSMS Roof Debt per the proposed resolution setting the end date for the Wheel Tax.
 Motion by Gary Walsh to accept the December 2021 financial report; second by Landon Gulley
 MOTION CARRIED

4. Budget Amendments

The Committee reviewed all the proposed budget amendments.

101 – COUNTY GENERAL

2022-101-22FB	Health Insurance Premium Increase	\$	7,104
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Fund Balance Draw: insurance premiums increased on January 1, 2022 from \$507/mo to \$527/mo. It has been the intent of the Commission to provide the minimum PPO option.

Committee asked for clarification of the \$24 allocated to Parks; this is due to the employee being paid out of three funds. The 101 funds 20% of the employee’s compensation.

Motion by Jerry Ford; seconded by Landon Gulley to recommend to full body.

MOTION CARRIED

2022-101-23R	LGSF: Bonus Clean Up	\$	10,090
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LGSF Reserves: Clean up bonus appropriations, moving funds to 118 (BA 2022-118-01)

This includes the funding to Fund 118 for the EMS OT coverage as well as moving funding to cover unfunded positions that came after the budget had passed.

Motion by Richard Harsh; seconded by Jerry Ford to recommend to the full body.

MOTION CARRIED

2022-101-24	Insurance Recovery	\$	8,550
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Morrison Street from lightning strike/tornado and Sheriff Vehicle Damage

Motion by Landon Gulley; seconded by Beverly Atwood to recommend to the full body.

MOTION CARRIED

2022-101-25G	Senior Citizens Center Grant	\$	5,000
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Grant awarded to the Senior Center from TN Commission on Aging and Disability (TCAD). Will be used for promotional materials and equipment at the center.

Motion by Gary Claridy; seconded by Beverly Atwood to recommend to the full body.

MOTION CARRIED

2022-101-26G	Library Grant	\$	27,500
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Grant awarded to the Library from TN Library and Archives. Funds will be used towards books, equipment, and computers.

Motion by Bill Fergusson; seconded by Richard Harsh to recommend to the full body.

MOTION CARRIED

2022-101-27R	Sheriff – Patrol Laptops	\$	3,350
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Adding to BA 2022-101-03R for the laptops for Patrol Cars. Vendor was not able to get the order in before the price increase.

MOTION CARRIED

Per correspondence between Mayor Chambers, Chief Cothron, and Artis Networks: Artis ran into an issue with Dell when placing the order and could no longer order the equipment with the specified hard drive capacity. It was also discovered that prices had increased from the last quote given and the deadline had passed to receive the quoted pricing. Chief Cothron asked for a requote on the equipment. This amendment is to allow for the funding of the offset costs for the equipment.

The Committee requested for Chief Cothron to be present at Commission to assist in the explanation of the change.

Motion by Landon Gulley; seconded by Gary Walsh to recommend to the full body.

Voting occurred by the raise of hands 6 yes 4 no

MOTION CARRIED

111 – URBAN SERVICES

2022-111-01FB	Streetscape Close out	\$	87,475
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Fund Balance Draw: Moving remaining amount from FY21 to cover close out costs for the Streetscape project.

Mayor has been in communication with Ragan Smith to close out this project. There was a reporting error that is in the process of being cleared up with TDoT. The agreed amount over contract for the extra paving was included in the reimbursement process. Mayor Chambers is currently holding invoices from July to present until this matter is cleared. He believes we are being erroneously billed by the engineering firm.

This budget amendment is moving the remaining funds allocated to the project to cover any appropriate closeout costs. Amy Thomas will supply the expenditure listing to Committee members and include with the minutes.

Motion by Landon Gulley; seconded by Gary Walsh to recommend to the full body.

Voting occurred by the raise of hands 8 yes 2 no

MOTION CARRIED

2022-111-02R	Trey Park Ground Covering	\$	100,000
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LGSF: Ground covering for Trey Park as part of the Local Parks and Recreation Grant Project.

A vendor has not been chosen as the Mayor is waiting on the final contract for the grant. Landon Gulley asked about the certification requirement for the material as he opined that it seems everything was the same product just some companies had the certification, and some did not obtain the same.

Gary Walsh asked what happens if we did not move forward on this. Mayor Chambers answered that the state would then request the full amount of their match. Moving forward on this is a show of good faith in the project.

Motion by Ken Buckmaster; seconded by Landon Gulley to recommend to the full body.
MOTION CARRIED

5. Discussion Items

A. GNRC ARPA Assistance

The Mayor's office is requesting administrative assistance with the American Rescue Plan Act (ARPA) funding. There are several reporting requirements and deadlines as well as meeting certain criteria for expenditures.

Matt Von Lunen with GNRC went over the contract and explained the different services that were being offered. He emphasized that this was not an all or nothing, but we could pick and choose which services we wanted. The purpose of stating the services this way was to have one contract for the entire grant instead of a separate contract for each project within the grant.

Chairman Jewell asked for clarification on the Project Management breakdown. With HTC being a member of the GNRC network, hourly charges are not needed. Any expenditures above what is stated could be pulled from existing funding within GNRC. The County would not have any additional charges. The "hourly limit" expressed is giving an estimate of value for the work being done. He reiterated that the County would not pay more than the flat fee listed. GNRC would be enlisted on an as needed basis and not involved in every project. The County would decide what project to bring GNRC in to assist.

Chairman Jewell stated that GNRC is in a good position to assist, but asked if GNRC would take any responsibilities for non-compliance of the ARPA guidelines. Mr. Von Lunen stated that GNRC takes the same position as the TN Comptroller's office; they can assist, but cannot make final judgements on if the project is in compliance.

Landon Gulley asked if this item needed to be postponed until the next Committee meeting to give the county attorney time to review the contract. Landon Gulley made the motion to postpone this issue until the next Committee meeting; second by Beverly Atwood.
MOTION CARRIED

B. Little League Light Poles

The Parks and Recreation Committee received a quote from Tri County Electric on poles for the ballfields. Amy Thomas was able to list funding sources, relying heavily on the Local Government Support (LGSF) funds as received in previous years. Committee agreed that taking the steel pole option would be most beneficial. Landon Gulley motioned to move the item to the next meeting in order to receive a firm quote from Tri County; second by Richard Harsh.
MOTION CARRIED

C. Wheel Tax Resolution

A specified date was needed to end the Wheel Tax. This resolution will set that date as May 31, 2022. The resolution will also designate where to apply any remaining funding. It is estimated that the County will have \$244,140 remaining. This funding must go

towards educational capital outlay expenses. Resolution states that this would be put toward the JSMS Roof debt incurred in FY2021.

Motion made by Gary Walsh to recommend Resolution 2022-01-745 to the full Commission; second by Landon Gulley. MOTION CARRIED

- D. The discussion of the Compensation study was postponed to the next meeting in the interest of time.

E. Courthouse HvAC System

Brian Bolin with Trane presented an overview of the existing system and the proposed new system. current system is an “all or nothing” where you either have the whole building cooled or the whole building heated. It is a boiler system and works by circulating water which creates a lot of mold. It does not bring any outside air into the building.

This can be funded by ARPA and meets the Public Health guidelines. The Mr. Bolin is also working with Wilson County and Wayne County on similar projects.

The new system would be a variable refrigerant flow system. The registers would look similar to what is currently in place around the building so there would be minimal change in appearance. The new system brings fresh air into the building, has an air filtration process as well as virus killing techniques. The system would allow separate zones in all rooms/spaces. This is a specification needed to comply with ARPA guidelines. Cost is estimated at \$820,000.

Building Committee approved this proposal. This will need to be voted on by full Commission. Due to Trane being a member of OMNIA cooperative purchasing group; we would be able to piggyback on an existing contract and not have to bid the project.

Richard Harsh motioned to recommend Commission to go forward with Trane and the installation of the system; second by Gary Walsh. MOTION CARRIED

6. Public Comments – *none presented*

7. Adjourn: With no further business to discuss, a motion to adjourn the meeting was made by Gary Walsh. Adjourn at 7:24pm