

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT

BUDGET AND FINANCE COMMITTEE

FEBRUARY 22, 2022 | 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

Members Absent: Rachel Jones, Amy Thomas

- The meeting was called to order at 6:00 pm by Chairman Dwight Jewell. Quorum was determined with 12 present / 2 absent.
- Minutes from the January 18, 2022 and February 3, 2022 meeting were reviewed. Minutes were approved as presented.
- County Trustee Report / Financial Summary – January 2022
The Committee reviewed the January 2022 Trustee Trial Balance and Fund Financial Summaries.
Areas of concerns:
101 – Jerry Ford noted the decreased revenues for the Prisoner Board (46915). Sheriff Russell addressed the issue saying that many prisoners were released early during the pandemic. This trend will move into the next year as well.
No other concerns were noted.
Motion by Jerry Ford to accept the January 2022 financial report; second by Landon Gulley

MOTION CARRIED

4. Budget Amendments

The Committee reviewed all the proposed budget amendments.

101 – COUNTY GENERAL

2022-101-28FB	Beer Board funding	\$	1,518
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Fund Balance Draw: Higher occurrence of Beer Board meetings for this year. Clerk expecting at least 3-4 more meetings before year end.

Motion by Shane Burton; seconded by Beverly Atwood to recommend to full body.

MOTION CARRIED

2022-101-29R	LGSF: Little League Lights and Poles	\$	116,287
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LGSF Reserves: Exhausting the FY21 funding and moving to Fund 111 Urban Services for Little League Lights and Poles. The full expense will come out of Fund 111 Urban Services.

Motion by Gary Claridy; seconded by Shane Burton to recommend to full body.

MOTION CARRIED

2022-101-30R	TNCAMS: Sheriff iSOMS Software	\$	63,000
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TNCAMS Reserves: Upgrading the Sheriff’s Office Management Systems software (iSOMS) package. Includes updated software, annual support, and training.

The current software package is out of date and will be out of service in the next few months. Sheriff is requested funding to upgrade the software to remain in compliance. Software does the booking, dispatch, and records management.

Motion by Bubba Gregory; seconded by Beverly Atwood to recommend to full body.

MOTION CARRIED

2022-101-31	Rescue Squad – Other Equipment	\$	15,480
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Reappropriating funds: Moving unused portion of budgeted per diem funding to other line items within the Rescue Squad budget.

This is an annual movement of funding. After the per diems have been paid out for the year, the remaining amount is moved to Other Equipment to expend.

Motion by Richard Harsh; seconded by Gary Walsh to recommend to full body.

MOTION CARRIED

2022-101-32FB	Elections: Redistricting Costs	\$	610
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Fund Balance Draw: Redistricting Expenses of the Election offices

Motion by Bill Fergusson; seconded by Beverly Atwood to recommend to full body.

MOTION CARRIED

111 – URBAN SERVICES

2022-111-03R	LGSF: Little League Lights and Poles	\$	232,645
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LGSF Reserves: Exhausting the FY21 funding to pay for Little League Lights and Poles (see also BA 2022-101-29R). Full amount will be expensed from Fund 111.

Motion by Landon Gulley; seconded by Shane Burton to recommend to full body.

MOTION CARRIED

116 – SOLID WASTE

2022-116-01FB	Vehicle Purchase	\$	34,000
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Fund Balance: Truck purchase for Convenience Center

Vehicle should be available in a few months.

Motion by Shane Burton; seconded by Beverly Atwood to recommend to full body.

MOTION CARRIED

141 – GENERAL PURPOSE SCHOOLS

2022-141-07	uTrust Donation	\$	11,800
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BoE #36: uTrust Donation appropriations

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

MOTION CARRIED

2022-141-08	Baseball/Softball Bleachers	\$	111,405
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BoE #37: Permanent bleachers at the ballfields

Motion by Beverly Atwood; seconded by Bill Fergusson to recommend to full body.

MOTION CARRIED

5. American Rescue Plan (ARPA) Spending

A. **ARPA 127-02 Bonus to County Employees.**

This is something that has been discussed for several months. We have been waiting for the Final Rule to come out for guidelines. The Final Rule opened up more opportunities to use the funding. We will still need to report the methodology used to determine the amounts for employees to the Treasury and TN Comptroller. In order to keep the full amount below \$500,000 and include all departments, amounts were deemed to be \$2,000 for Full Time and \$1,000 for Part Time. Stipulations on length of service are being considered before finalizing the amounts. Employees still within their 6 month probationary period will need to wait until that time has ended before receiving the compensation.

We are including County General employees, Highway Department employees, Water & Sewer Department employees, and the noncertified School employees. An agreement will be made between the Highway, Water, and Schools to ensure funding will be appropriately distributed.

Mayor wishes to still use some of the Premium Pay guidelines to determine who would receive the bonuses. In accordance with those guidelines, McFarland would not be eligible to receive the bonus. If an employee makes more than \$64,000, they are not eligible to receive the bonus. There are several other stipulations that will be followed such as public contact, hours in the office, etc.

Landon Gulley asked Water Superintendent Tommy McFarland about the Water Department Christmas bonuses. McFarland stated that each employee, including himself, received \$450. McFarland also received a performance bonus of \$5,000. Gulley suggests subtracting the Christmas bonus from the Covid bonus amount for the Water department in an effort to keep the compensation fair.

Gary Walsh suggested paying the employees on a prorated plan over the 2 year period. Mayor stated the qualified dates would be March 22, 2020 through March 9, 2022. The suggested plan would have one month equals 4.17%. Calculation can be made based on the hire date of the employees. An example would be an employee who has been with the County since May 9, 2021 or 10 months of employment would receive 41.7% of \$2,000 or \$834.

The School amount includes cooks, janitors, bus drivers, and bookkeepers; all non-certified employees. Beverly Atwood asked about the funding used for the certified school personnel and is there any funding available to use towards the noncertified. Dr. Satterfield stated that the ESSR guidelines have been rigid over time and must be used towards learning loss. Dr. Satterfield stated that the funding could have possibly been used to compensate the noncertified employees.

It was stated that these funds would not be considered in the Maintenance of Effort calculation for the Highway and Schools.

Departments not included are the Department of Health and the Agriculture extension office because they are considered state employees. It also does not include the County Attorney, the County Medical Examiner, or the Judicial Commissioners. The County Attorney is a professional that has been hired by the County. The Medical Examiner is an appointed position and not an employee of the County. The Judicial Commissioners are also officials and contracted by the County and not employees.

Gary Walsh made the motion to approve the bonus compensation with the prorated calculation and evaluate the bonus amount at the Commission meeting; seconded by Bill Fergusson.

MOTION CARRIED

B. Proposed Projects

Mayor briefly reviewed the proposed projects:

<u>Approved Projects</u>		<i>Remaining Balance</i>	
ARPA	Courthouse HvAC System	820,000	4,719,899
127-01			
<u>Proposed Projects</u>			
	Water System TDEC Grant Match	\$ 900,000	\$ 3,819,899
	COVID Bonus to Employees	500,000	3,319,899
	Ambulance w/ equipment	300,000	3,019,899
	Health Department Expansion	125,000	2,894,899
	Tourism Support	15,000	2,879,899

Projects Continued
Affordable Housing
County Buildings Ventilation Systems
Economic Development
Parks & Recreation Facilities
Small Business Assistance

6. 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 reviewed the proposed agreement. Any flat fee would be honored regardless of the job. Mr. Bellar has reviewed the agreement and approved the agreement.

Any expenditures would come before the Committee individually as projects are proposed.

Gary Walsh made a motion to approve and recommend to the full body; second by Ken Buckmaster. Raise of hands 4 yes / 6 no. MOTION FAILED

B. Compensation Study Implementation

The EMS and Sheriff Departments were able to provide data from surrounding counties. In comparison with the compensation study, the steps and grade levels would need to be adjusted for these departments. The study still shows July 2021 data and needs to be adjusted to current rates or cost of labor (COLA).

Ken Buckmaster would like to see the compensation competitive now in order to fill our vacancies now rather than wait until July.

Director Batey asked for an immediate increase in order to retain his current employees and to be able to continue recruiting. Shane Burton made the motion to recommend to Commission an increase for the EMS employees (Paramedics, EMTs, AEMTs) by \$1.04/hr immediately effective March 9, 2022; seconded by Bill Fergusson. MOTION CARRIED

Sheriff Ray Russell was asked about his employees’ compensation. Sheriff stated he would like to go by the compensation study, with a few adjustments. Sheriff requests that the Patrol officers increase by \$2.00/hr on the pay scale. Committee reviewed the surrounding area data submitted by the Sheriff. Due to the requested adjustments, Chairman Jewell asked for the Committee to come back together on March 17, 2022 at 6pm to discuss the Sheriff Department compensation.

7. Public Comments

Bryan King asked about the proposed Covid Bonuses being taxable. The bonuses will be taxed through payroll. It is still considered income to the employees.

8. Adjourn: With no further business to discuss, a motion to adjourn the meeting was made by Gary Walsh. Adjourn at 7:45pm