

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT

BUDGET AND FINANCE COMMITTEE

JANUARY 17, 2022 | 6:00PM | TC COURTHOUSE

MINUTES

Members Present: 5/5

Landon Gulley, Chair

Beverly Atwood

Jerry Ford

Bubba Gregory, Vice Chair

Will Dennis

Others Present: Amy Thomas, Secretary, Mayor Jack McCall, Hon. Branden Bellar, Comm. David Thomas, Comm. Lesley Overman, Tommy McFarland

- 1. The meeting was called to order at 6:00 pm by Chairman Gulley. Quorum was determined with all 5 members present.
- 2. Minutes from the December 5, 2022 regular meeting were reviewed.

Motion to accept the minutes as presented by Ford; second by Atwood.
Minutes accepted as presented.

3. Financial Statements

A. **Trustee Cash Balance | December 2022** Committee Reviewed the December Statement

B. **December 2022 Financial Summaries**

Question was raised over Fund 171 Capital Projects. This fund has previously been used as a pass thru account for the Water & Sewer Dept for their CDBG projects. Currently this fund reflects remaining funding from previous projects and where the annual \$300,000 administrative fee from CoreCivic is received. Dec 2022 balance shows \$318,684.

101 Revenue percentage is greatly skewed due to pending ARPA fund transfers and grant funding. 101 Expenditure percentage is skewed due to projects that have not been expensed.

118 Committee requested a breakdown of the expenditures.

151 Debt Service – There are 2 debts that are variable rates. Current interest rates are budgeted at 3%, however the actual rates are over 4.3% and climbing. The remaining loans are at a fixed rate. A debt schedule was provided to the committee to show the July 1 balance and the anticipated June 20 balances. Over the previous two years, pennies have been moved from Debt Service to assist Ambulance services.

141 Schools – The Revenues were reviewed. Chairman Gulley stated he would talk with the schools for clarification on line items before the next meeting.

111, 116, 121, 122 No concerns noted

C. Purchasing Report 1Q and 2Q for FY2023 was reviewed. It was noted that the state raised the bid limit to \$25,000 from \$10,000. Fuel costs are still a concern. The County’s janitorial services have changed vendors.

4. Budget Amendments

2023-101-08FB Planning Expenses / Archives / Data Processing	\$	10,326
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Planning Office Overtime w/ benefits, legal notices expenses, and GNRC Planning Contract Amount \$6,626. The administrative assistant’s responsibilities have increased that include evening meetings throughout the month. The additional hours have increased the overtime line item as well as the associated benefits.

Archives: Maintenance agreement for archival equipment. Annual amount. \$1,300
Data Processing: 10 VOiP phones need to be replaced in various offices \$2,400 items. The phones are around 6 years old and beginning to fail. Offices currently affected are the jail, sheriff, planning, and public works.

Motion to recommend BA 101-08FB to the full Commission by Gregory; second by Atwood

MOTION APPROVED
voice vote w/ 1 abstention

2023-101-09 Clean Up Entries \$ 12,500

Jail: Moving funding from vacant Guard positions to cover overtime expenses due to short staff.
Senior Center: There was a calculation error during the budget process pertaining to the benefits. Funding needed to be moved from unused hours in the assistants line item to cover benefits.

Motion to recommend BA 101-09 to the full Commission by Gregory; second by Dennis.

MOTION APPROVED
voice vote w/o opposition

2023-101-10G Senior Center Grants – Grocery Programs \$ 49,913

Two grants have been awarded to HTCG Senior Center. The first is \$22,500 towards an extension of the CARES Act Grocery Program from April 2022 through September 2022. The second is \$27,413 from GNRC to continue the Grocery Program for senior citizens. This program will run October 2022 through June 2023.

Motion to recommend BA 101-10G to the full Commission by Ford; second by Atwood

MOTION APPROVED
voice vote w/o opposition

2023-101-11 ARPA: Park Security Cameras \$ 20,000

This amendment includes spending approval from ARPA funds. With the upcoming playground project and recent vandalism at the complex, Public Works director is asking for a camera system to be installed. He has obtained several quotes from area vendors. The public works committee supports the quote from HSS Security Systems for \$16,782. The additional \$3,218 is to cover any other costs associated with the purchase.

Motion to recommend BA 101-11 to the full Commission by Gregory; second by Atwood

MOTION APPROVED
voice vote w/o opposition

2023-141-02 Maintenance Truck \$ 2,700

Schools are purchasing a used maintenance truck in the amount of \$15,000. Need to transfer \$2,700 to transportation to cover the full amount.

Motion to recommend BA 141-02 to the full Commission by Ford; second by Gregory

MOTION APPROVED
voice vote w/o opposition

5. Other Discussion

- A. ARPA Balances – A list was included in the committee packet that had all the appropriations for the ARPA funding to date. HTCG was awarded \$5,539,899 of the ARPA funding. To date, \$4,175,152 has been appropriated to several projects and items. Current unappropriated balance is \$1,384,747. This includes the previously mentioned ARPA transfer for Park Security Cameras. *To add, it was found during discussions that not all the appropriated ARPA funding was used for the Courthouse HVAC system leaving an additional \$316,459 available. This makes the remaining total ARPA funding \$1,681,206 (Remaining in Fund 127: \$8,092 | Remaining in Fund 128: \$1,673,114)*
- B. Courthouse HvAC – The installation of the new HvAC system at the Courthouse has been in process since August 2022. Cliff Sallee has been kept up to date by Trane personnel on the project. The project was paid for in full up front to take advantage of a \$15,000 discount. The contract states that this is to be a “turnkey” installation including the removal of the old boiler system. Recently, Beverly Atwood was asked to accompany Mr. Sallee on a walk through the courthouse to see how the contractors and subcontractors are working. They noted several damages throughout the building. Ms. Atwood wanted to bring this issue up to the Committee to begin to make the Commission aware of what is happening and suggests for the Commission to tour the building. A major hold-up in the process is the supply chain. Mayor McCall noted to contact Trane and make them aware of the damages. Atty Bellar asked for pictures and documentation to be sent to him.

6. Adjourn: With no further business, a motion to adjourn the meeting was made by Gregory; seconded by Atwood.
Adjourned at 6:59 pm

*Minutes submitted by
Amy Thomas*