

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT

FINANCE COMMITTEE

MAY 2, 2023 | 6:00PM | TC COMMUNITY CENTER

BUDGET HEARINGS – NIGHT 1

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, Comm. David Nollner, Comm. Lesley Overman, Comm. David Thomas, Comm. Chris Gregory, Comm. Alan Carman, Dr. Clint Satterfield, BoE Rachel Petty, BoE Barbara Towns, BoE John Kerr, BoE Rob Atwood

The meeting was called to order at 6:00 pm by Chairman Gulley. A quorum was determined with all 5 members present.

FUND 141 – GENERAL PURPOSE SCHOOLS

First order of business was the presentation of Fund 141 – General Purpose Schools by Dr. Clint Satterfield. Dr. Satterfield apologized to the Committee for an error in the TISA 46510 line item. He gave the corrected amount of \$10,147,517.

He gave a basic overview of the TISA funding and calculation components. The TISA funding does include salary increases for all certified and non-certified personnel.

Dr. Satterfield also presented the request for the County to take on debt for the Elementary School roof at about \$900,000. Went into the history of the TCES roof. When submitting a claim for insurance recovery, TNRMT assessed that the damage was not caused by weather, but by poor installation and stated they would no longer insure the roof. The statute of limitations has expired on litigation towards the installation.

The proposed is \$750,000 for a flat roof as it exists or \$893,000 for a slightly pitched roof such as what was installed on JSMS.

Dr. Satterfield went into his plans for capital outlay projects. The first project is the restrooms at the football stadium. The plumbing is cast iron, built in 1963. Several issues arise from the outdated system and structure. The resolution is to go in, cut the floors out, and renovate the rooms. This includes making the restrooms ADA compliant.

The next project is to build a Field House out of the flood plain to house the football team. Will be able to rebuild on the existing field house footprint that lays within the flood way. The fieldhouse would include a weight room and training rooms. This building would also be available to all sports teams and not just the football.

The request is for the Schools to take on the 2.4M capital projects and ask the County to fund \$967,500.

Mr. Gulley stated that if the Commission were to agree to the TCES roof project it would be a debt to take on. Capital Projects are not included in the Maintenance of Effort calculation. Current interest rates are estimated at 5.37%. Referencing the JSMS roof note, that was a 10yr note for a little over 1.04 million at 2.77% - an annual payment would roughly be \$120,000/year.

Dennis asked about the estimated net change over the previous two years. The schools were able to bring in over \$200K both years when budgeted at a loss.

Ford asked about future additions to the Elementary School. Dr. Satterfield said those plans have changed over the years and nothing has come to fruition at this time.

Gulley also pointed out the proposed ending fund balance is now landing at 1.372M. Dr. Satterfield stated he would need to go back to the Board of Education to review the budget due to the error in TISA amount.

Gulley asked the committee for their opinion on a recommendation whether favorable or unfavorable. This decision is more of a debt piece and not a MoE contribution.

The next BoE board meeting is on May 19. Dr. Satterfield can do a special called meeting on Tuesday, May 9 in order to review the changes and reevaluate the proposed numbers. This meeting will be recorded.

BoE chairman Kerr said he is encouraged by the support of the BoE for the schools to restore and enhance their buildings and structures. It is possible that if the County doesn't agree to finance the roof project, the BoE may need to look into rearranging the capital project priorities.

Atwood is not questioning the need for renovations, but it is early in the budget discussions to be able to make a decision.

Gregory motioned for the school board to review and bring it back to the committee on May 11; second by Atwood.

MOTION CARRIED

w/o opposition

Dr. Satterfield reiterated that the elementary school roof is for ALL students.

Chris Gregory asked about the previous project to do maintenance on the TCES roof in 2021. That amount was roughly \$452,000 from the schools' funds. Dr. Satterfield answered that this project was before the tornado that came through and did more damage. David Thomas asked about the funds that were set aside for this project. Dr. Satterfield said the funds were rolled back into fund balance, structural assessment, and also went toward attorney fees.

FUND 151 – DEBT SERVICES

Committee reviewed the budget for Debt Services. Several loans have been paid off over the years.

ARPA funding was considered to pay off the CJC debt.

Gulley asked Amy Thomas to look into the gain on interest on the ARPA funding. She will also reach out to TMBF for options on refunding the variable rates.

Atwood motion to adjourn; seconded by Dennis.

Meeting adjourned at 7:38pm

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT

FINANCE COMMITTEE

MAY 3, 2023 | 6:00PM | TC COMMUNITY CENTER

BUDGET HEARINGS – NIGHT 2

MINUTES

Members Present: 5/5

Landon Gulley, Chair

Bubba Gregory, Vice Chair

Beverly Atwood

Will Dennis

Jerry Ford

Others Present: Amy Thomas – *Secretary*, Mayor Jack McCall, Comm. Lesley Overman, Comm. Chris Gregory, Rebecca Troutt, Soil Conservation Staff, Rosalie Myhan, Jason Evitts, Tommy McFarland, Steve Paxton, VSO Ben Fiock

The meeting was called to order at 6:00 pm by Chairman Gulley. A quorum was determined with all 5 members present. Order of departments was determined by department heads present at the meeting.

FUND 101 – COUNTY GENERAL

- **Soil Conservation (57500) pg35**

Mr. Copas presented their proposal. They are asking for a FT position to be created by the County for a Soil Technician. Other counties employ the USDA soil conservation staff. This position secures grant funding, assists community farmers, soil erosion, and other responsibilities of the office. This position is offset by \$21,000 funding from NRCS/TDA. This amount will need to be included in the revenues. This position would be solely dedicated to Trousdale. Technician is not intending on taking the County's insurance; \$7,056 was removed from the total making the function \$49,280. With the contribution, the total increase requested is estimated \$5,000.

Motion by TB Gregory to recommend this function to the Commission; seconded by Atwood.

MOTION CARRIED

1 abstention - J Ford

- **Ag Extension (57100) pg 35**

Jason Evitts was present to present the requests for the UT Ag Extension Office. The biggest change is in the salaries. The County's MOU sets a 22% contribution towards salaries and benefits. This is truly an estimated budget as the salary number is slightly inflated due to the unknown rate the new employees will be hired as that depends on their credentials.

Motion by Atwood to recommend this function to the Commission; seconded by Ford.

MOTION CARRIED

w/o opposition

- **Animal Shelter (55120) pg 30**

Rebecca Troutt was present to present the department's requests. She is asking for a second part time employee. Veterinary Services are also increasing per the veterinarian offices. Building improvements include upgrading the roof and play yard drainage. Electricity costs are up due to holes in the roof and poor insulation. Would be able to use \$8,000 of her reserves to offset the costs. Mayor asked for an update on the creation of a nonprofit. She has completed the application and has set up a board. Waiting for the federal government to complete the process. The idea is to separate the Shelter from the County within the next year or two. Other counties run with the nonprofit and a contract with an Animal Control officer through the County. Ms. Troutt is the only FT employee in the department and does not plan on taking the County's insurance. Current intake hold is 2-3 weeks; with 12 animals in the shelter. There is a waiting list to have animals come into the shelter. Every intake is altered and vaccinated. Food costs can be offset by donations, but that is not a definite service. She is also requesting 2 computers and a new printer. Committee is asking if she could get by with one computer at this time and the printer.

Motion by TB Gregory to recommend the \$105,020 to the Commission; seconded by Dennis.

MOTION CARRIED

w/o opposition

- **Planning (51720) pg 11**

Rosalie Myhan presented the requests for the Planning office. A handout included the revenues brought in over the previous two years. This handout also included the new fee schedule that was approved by the Commission. Currently, the County is using state inspectors for the county sites. It is still being discussed on how the office will move forward.

106 – A request for the salary of Ms. Myhan to increase by 20% due to the added responsibility of the office. Ms. Myhan stated that the inspections are a small percentage of the office and the main responsibilities include codes enforcement, planning, and office administration. Ms. Myhan is in the process of obtaining certifications for codes and inspection and will be testing in the next few months. At this time the Committee feels that the 20% increase may ruffle feathers amongst other departments. Commissioner Overman suggested that when she earns her certifications her rate could be reevaluated. Commissioner C Gregory stated that the work she is doing is above and beyond the assigned duties. Mayor added that even with the previous director, Ms. Myhan did the majority of the responsibilities of the office. Dennis would like to see how the office will be structured going forward and reevaluate at that time. Mayor advised that an 2.5% increase in current salary with a bonus or supplement during the interim. This discussion will be taken up at a later night.

399 – The increase listed in this line serves as a place holder as the cost for services provided by outside sources. The services provided by the state inspectors run about \$115 per inspection based on a recent invoice. An annual amount may get up to \$36,00. We have also been using Macon County staff for inspections but have not received an invoice.

471 – Requesting a software platform to make the office more accessible and efficient. iWorx runs roughly \$15,000. Software will allow for smoother communication between all parties. The platform will also allow for online payments.

No action taken at this time.

- **Election Commission (51500) pg 9**

Adm of Elections Steven Paxton presented the requests of the Election Commission. Expenses include the move to the Courthouse and the state mandated change to our voting machines. There is a grant for the voting machines (\$129,170). Machines will now print out a confirmation of vote to the voter.

There will be two elections in this budget March 2024 (state will reimburse for the expenses) and one in August 2024. Poll worker rates are also increasing. Mr. Paxton has researched surrounding areas to be comparable with how they pay.

192 – Election Commission rates are also increasing due to duties and the work of two elections. Will be meeting more due to the two elections.

106 – Deputies are year round office workers.

193 – Temporary poll workers during election periods.

TB Gregory to recommend to full Commission; seconded by Atwood

MOTION CARRIED
w/o opposition

- **Veteran Services (58300) pg 36**

TB Gregory to recommend to full Commission; seconded by Atwood

MOTION CARRIED
w/o opposition

- **County Commission (51100) pg 7**

TB Gregory to recommend to full Commission; seconded by Ford

MOTION CARRIED
w/o opposition

- **Beer Board (51220) pg 7**

Dennis to recommend to full Commission; seconded by Ford

MOTION CARRIED
w/o opposition

- **County Attorney (51400) pg 8**

Atwood to recommend to full Commission; seconded by TB Gregory

MOTION CARRIED
w/o opposition

- **Register of Deeds (51600) pg 10**

Atwood to recommend to full Commission; seconded by Dennis

MOTION CARRIED
w/o opposition

- **Archives (51910) pg 13**

TB Gregory to recommend to full Commission; seconded by Ford

MOTION CARRIED
w/o opposition

- **Property Assessor (52300) pg 14**

Dennis to recommend to full Commission; seconded by TB Gregory

MOTION CARRIED
w/o opposition

- **County Trustee (52400) pg 15**

TB Gregory to recommend to full Commission; seconded by Atwood

MOTION CARRIED
w/o opposition

- **County Clerk (52500) pg 16**

Atwood questioned needed equipment for the office transition. Any equipment would come from the Clerk's reserves and be as a budget amendment at a later time.

Atwood to recommend to full Commission; seconded by Dennis

MOTION CARRIED
w/o opposition

- **Data Processing (52600) pg 16**

Increases include an upgrade to the Gmail platform to include auditing services and purchase of new phones.

Ford motioned to recommend to full Commission; seconded by Atwood

MOTION CARRIED
w/o opposition

- **Circuit Court (53100) pg 17**

- **General Sessions (53300) pg 18**

- **Chancery Court (53400) pg 18**

- **Judicial Commissioners (53700) pg 19**

All court and judicial functions were reviewed together.

TB Gregory motioned to recommend to full Commission; seconded by Atwood

MOTION CARRIED
w/o opposition

- **Juvenile Services (54240) pg 25**

Atwood motioned to recommend to full Commission; seconded by Dennis

MOTION CARRIED
w/o opposition

- **Health Dept (55110) pg 29**

Ford motioned to recommend to full Commission; seconded by Dennis

MOTION CARRIED
w/o opposition

- **Litter Program (55720) pg 31**

This is an annual TDOT Grant Funded program

Atwood motioned to recommend to full Commission; seconded by Dennis

MOTION CARRIED
w/o opposition

- **Senior Center (56100 / 56300) pg 32**

Ford motioned to recommend to full Commission; seconded by TB Gregory

MOTION CARRIED
w/o opposition

- **Libraries (56500) pg 33**

TB Gregory motioned to recommend to full Commission; seconded by Dennis

MOTION CARRIED
w/o opposition

- **Other Charges (58400) pg 37**

735 – Health Equipment. AED program \$1,680 per unit per year. County received 7 units in 2017 from a local group to be disbursed to County Buildings. After a recent inspection, these units are outdated and need to be replaced.

- **Employee Benefits (58600) pg 37**

This function holds funds for unemployment claims against the County

- **Nonprofit Contributions (58900) pg 37**

TB Gregory motioned to recommend to full Commission; seconded by Dennis

MOTION CARRIED
w/o opposition

- County Mayor (51300) pg 8

No discussion or action taken to be moved to another night.

Ford asked about the salary increase as compared to last year. The compensation piece was based on whether the county could financially carry the burden. Ms. Thomas will provide the numbers with no step increases to the Committee.

Motion to adjourn by Ford; Atwood.
Meeting adjourned at 8:27pm

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT

FINANCE COMMITTEE

MAY 4, 2023 | 6:00PM | TC COMMUNITY CENTER

BUDGET HEARINGS – NIGHT 3

MINUTES

Members Present: 5/5

Landon Gulley, Chair

Bubba Gregory, Vice Chair

Beverly Atwood

Will Dennis

Jerry Ford

Others Present: Amy Thomas – *Secretary*, Mayor Jack McCall, Comm. Lesley Overman, Comm. Chris Gregory, PW Director Cliff Sallee, Comm Lonnie Taylor, Mark Beeler, Tommy McFarland, and Bill Scruggs

The meeting was called to order at 6:00 pm by Chairman Gulley. A quorum was determined with all 5 members present. Order of departments was determined by department heads present at the meeting.

FUND 131 – HIGHWAY DEPARTMENT

Peggy Taylor included notes for the departments' budget. Bill Scruggs was present to answer questions from the Committee. The total local revenues represent the 5yr average or the maintenance of effort for the department. A 2.5% increase for employee wages is included. Atwood asked about overtime use. Scruggs is keeping an eye on the hours and can alternate employees to keep the costs down. Overtime is mainly used during storm clean up. Ford asked about the insurance contributions for employees. Scruggs did not have that information ready at the meeting. Gulley stated that the bottom line is that the department is not asking for any additional funding and it is able to carry the expenditures within their funding.

Motion by TB Gregory to send to Commission with favorable recommendation; seconded by Atwood

MOTION CARRIED

w/o opposition

FUND 101 – COUNTY GENERAL

51800 – County Buildings

707 – Building Improvements | Administration Building with the moving of offices and repairs to flooring where the Water department used to be. UT Extension office needs a roof replaced; however, this may occur in FY23. Moving to LED lighting in all county buildings. The goal for FY24 is the library lighting. Savings have been showing around \$20-30 a month.

A generator will need to be purchased for the Administration building. The current one is on its last legs.

Motion by Atwood to send to Commission with favorable recommendation; seconded by TB Gregory

MOTION CARRIED

w/o opposition

56700 – Parks & Recreation

We now have a groundskeeper in place to oversee the parks. He is being trained to do playground equipment inspections. We will need to continue doing weekly inspections on the playground especially with the upcoming new equipment.

790 – Ford asked if we could purchase the camera system with ARPA funding. This is an appropriate use should the Committee move in that direction. Cameras would be in the ballfield areas and the walking track. Lines have already been installed in preparation for the expense. This was during the installation of the ballfield lights.

Motion by Ford to use ARPA funding for 790 Other Equipment and send to Commission with favorable recommendation; seconded by Atwood

MOTION CARRIED

w/o opposition

91150 – LPRF Project

Project is moving forward. The Public Works Committee will be reviewing design ideas at their next meeting (May 17).

Motion by Dennis to send to Commission with favorable recommendation; seconded by TB Gregory

MOTION CARRIED
w/o opposition

FUND 116 – SOLID WASTE

Fund was presented with two options on expenditures. The blue column contains requested vehicles, and the orange shows without. Mr. Sallee is asking for a Roll Off Truck, Backhoe, and Baler head.

55732 Convenience Center

147 Truck Drivers A supervisory role was created within the line item to delegate some of the workload. This person would be supervising around 10 employees. Mr. Sallee will still be the director of the departments.

207 Insurance \$588/mo. We are only keeping up with the cost of insurance.

718 Motor Vehicles Current vehicles are nearing their end of life. Current roll off is a continuous maintenance nightmare as it needs attention every 2-3 weeks. Asking for a Western Star \$230,000. Would like to move away from the Mack trucks. Two year lead time; *order today, delivery would be in 2025.*

790 Backhoe Current backhoe is also nearing end of life. Hydraulic lines are failing, several leaks throughout. Committee is appreciative of the hard work

Motion by Ford to use \$397,500 of ARPA for the purchase of the Roll Off, Pick Up Truck, and backhoe and to send to Commission with favorable recommendation; seconded by Atwood

MOTION CARRIED
w/o opposition

55751 Recycling Center

Baler head requested at \$25000.

Dennis asked about the Sales of Recycled materials revenue. Sallee said he had 5 tons out for sale, but have not seen the income from this as of today. The estimated revenue for FY23 will increase once this is received.

Motion by Ford to use \$25,000 of ARPA for the purchase of the baler head and to send to Commission with favorable recommendation; seconded by Atwood

MOTION CARRIED
w/o opposition

55759 OTHER WASTE DISPOSAL

Disposal fees charged by the Smith County Landfill. Amount of waste has been increasing annually. Still locked into the 5 year tipping fees of \$37 per ton. However the growth of residential areas within the County means more waste being taken to the landfill. Mr. McFarland offered that we do take the leachate from Smith County and charge them for the services. There is a definite give and take relationship in this area with Smith County.

Motion by TB Gregory to send to Commission with favorable recommendation; seconded by Ford

MOTION CARRIED
w/o opposition

55770 POSTCLOSURE CARE COSTS

Two landfills at the end of Gammons Lane. We continue to maintain these areas. Inspections have been passed each year. We are required to test quarterly. It's possible this could be lessened within the next year. There is some confusion on the state level as to how the landfills are listed in their system. Sallee is working with the state to get this corrected. State is satisfied with the current conditions.

58400 OTHER CHARGES

Motion by TB Gregory to send to Commission with favorable recommendation; seconded by Atwood
MOTION CARRIED
w/o opposition

FUND 111 URBAN SERVICES

55731 Waste Pickup

Not at a full staff at this time. No concerns were noted at this time.

Motion by TB Gregory to send to Commission with favorable recommendation; seconded by Ford
MOTION CARRIED
w/o opposition

54310 Volunteer Fire Department

FUND 101 COUNTY GENERAL

Interim Chief Mark Beeler presented requests for the volunteer fire department. Several equipment pieces are being repaired and maintained. His main request is for a Brush Truck to replace the new one totaled in December 2022. Unfortunately the insurance recovery will not cover the purchase of a new truck. Mayor McCall opted to keep the damaged truck and attempt to repair to a serviceable vehicle. Blankenship may be able to straighten the damaged chassis. Beeler would like to take the insurance recovery combined with ARPA funding to order a new truck for a total of \$245,000. Lead time is about 6 months to a year. This vehicle would come partially equipped. There are hoses, radios, rakes, etc that would need to be added to the truck. 7:31pm watch video for truck models.

Would like to have two brush trucks in the fleet to assist with the numerous brush fires. There are more brush and grassland fires than structural. It would also lend to the idea of satellite stations for a truck to be stationed away from the main station.

790 Other Equipment – Turn out gear is approximately \$3,200 a set. Proposing \$30,000 for 9-10 sets.

Received a grant for \$11,400 for thermal camera and 6 SCBA bottles.

Motion by Ford to use \$126,000 of ARPA toward the purchase of the Brush Truck and to send to Commission with favorable recommendation; seconded by Atwood
MOTION CARRIED
w/o opposition

FUND 111 URBAN SERVICES

Still have fire expenses in urban services due to the way the urban district was set up through the 2001 Charter. Residents within the urban services do get some benefits in their home insurance.

790 – Asking for SCBA bottles, extension ladders, and certify current SCBA bottles to come from the Urban Services funding.

Ford asked to cut back to last year’s budget amount of \$9,500; Beeler obliged.

Motion by Ford to send to Commission with favorable recommendation; seconded by TB Gregory
MOTION CARRIED
w/o opposition

Notice – the May 11 meeting will be at the Water & Sewer Department conference room at 7pm.

Urban Services moved to May 15 at 5:30pm.

Motion to adjourn by Ford; seconded by Dennis.

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT

FINANCE COMMITTEE

MAY 9, 2023 | 6:00PM | TC COMMUNITY CENTER

BUDGET HEARINGS – NIGHT 4

MINUTES

Members Present: 5/5

Landon Gulley, Chair

Bubba Gregory, Vice Chair

Beverly Atwood

Will Dennis

Jerry Ford

Others Present: Amy Thomas – *Secretary*, Sheriff Ray Russell, Mayor Jack McCall, Comm. Lesley Overman, Comm. Chris Gregory,

The meeting was called to order at 6:00 pm by Chairman Gulley. A quorum was determined with all 5 members present. Tonight’s agenda concerns all the Sheriff Departments.

FUND 101 – COUNTY GENERAL

53290 Courtroom Security

A decrease in the department is scheduled for this year due to positions transitioning to other areas. He is now using a court liaison to assist in streamlining the process. Court use is picking back up as court was in session every day last week. Cases from TTCC do run through our court system. Most likely will be below the proposed amount.

Motion by Atwood to send to Commission with favorable recommendation; seconded by Ford

MOTION CARRIED

w/o opposition

54110 Sheriff

Increasing the officers by 4 deputies to have an added officer on each shift – 3 in general and 1 in urban services. Aims to hire from the Jail staff. Also increasing the dispatchers to 4. Dispatchers are being asked to stay on the lines longer with more responsibilities. The increase will allow 2 dispatchers for each shift. Staff is spread out amongst different areas including investigation, SO Registry duties, and patrol. The School Resource Officers will be funded through a state grant and have been moved to 54120 Special Patrol. This will allow a more accurate account of expenses.

Each new officer would include a new vehicle. Normally asks for 3 new vehicles, this year is asking for 7 to cover the new officers and keep the momentum of new vehicles.

Committee asked if overtime could be trimmed down to \$100,000 since he is working a full staff. Sheriff agreed to do so. Also reduced the travel line item to \$8,500.

Motion by Ford to use \$290,000 of ARPA for the vehicle purchases and to send to Commission with favorable recommendation; seconded by TB Gregory

MOTION CARRIED

w/o opposition

54120 Special Patrol | SRO

State will be funding School Security positions in the amount of \$230,000. Funding can only be used for school security. Will be moving the SROs from compensated time to an overtime system. To keep a better account of these expenses, the SRO expenses have been separated into their own function.

Motion by TB Gregory to send to Commission with favorable recommendation; seconded by Atwood

MOTION CARRIED

w/o opposition

54150 Drug Enforcement

No major changes. Does include the step increase

Motion by Atwood to send to Commission with favorable recommendation; seconded by TB Gregory
MOTION CARRIED
w/o opposition

54160 SO Registry

Budgeted the same each year. Offset by SOR fees. Includes computers, software, or any items specifically for SOR use.

Motion by Atwood to send to Commission with favorable recommendation; seconded by TB Gregory
MOTION CARRIED
w/o opposition

54210 Jail

Adding a Warrant Clerk to the staff. State is recommending the Sheriff add a specific position to only handle warrants. As it is now, too many hands are in the process and things are getting missed. This position would be housed at the jail facility. Sheriff said the overtime could be dropped to \$15,000. Committee also dropped the travel line item to \$5,000 and the food to \$55,000. New total to \$1,436,564.

Motion by Dennis to send to Commission with favorable recommendation; seconded by Atwood
MOTION CARRIED
w/o opposition

54220 Workhouse

The assessment for the guards found that the staff members are more on the maintenance side of responsibilities. The Sheriff believes they were designated too low per the wage study and requested an adjustment to their rates. The positions have evolved past what they were hired at for their position. Besides overseeing inmates, they do building maintenance, install flooring, paint buildings, maintain equipment, construction, etc. This moves the two positions from a grade 6 to a grade 7. Last year they were classified at a lower rate than an entry level guard and the Sheriff asks to adjust them to where they should be for the work they do. Overtime was moved to \$500.

Motion by TB Gregory to send to Commission with favorable recommendation; seconded by Dennis
MOTION CARRIED
w/o opposition

55170 Alcohol and Drug Programs

Money is used for classes and instruction. Have not held the class in a few years. Funds drug treatment for inmates.

Motion by Atwood to send to Commission with favorable recommendation; seconded by Dennis
MOTION CARRIED
w/o opposition

FUND 111 – URBAN SERVICES

54110 Sheriff

Adjustments were made to the deputy line item, overtime, insurance, and vehicle maintenance bringing the final total to \$743,595.

Motion by TB Gregory to use ARPA for \$100,000 for the purchase of new vehicles and recommend to the commission; seconded by Atwood
MOTION CARRIED
w/o opposition

FUND 122 – COUNTY DRUG FUND

No major concerns noted

Motion by Atwood to send to Commission with favorable recommendation; seconded by TB Gregory

MOTION CARRIED

w/o opposition

Adjourn Atwood; Ford 7:58pm

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT

FINANCE COMMITTEE

MAY 10, 2023 | 6:00PM | TC COMMUNITY CENTER

BUDGET HEARINGS – NIGHT 5

MINUTES

Members Present: 5/5

Landon Gulley, Chair

Bubba Gregory, Vice Chair

Beverly Atwood

Will Dennis

Jerry Ford

Others Present: Amy Thomas – *Secretary*, Mayor Jack McCall, Comm. Lesley Overman, Comm. Chris Gregory, Comm. David Thomas, Comm. David Nollner, Daniel Harris, Matt Batey, Jay Woodard

The meeting was called to order at 6:00 pm by Chairman Gulley. A quorum was determined with all 5 members present. Tonight's agenda will address the Water Department, Volunteer Rescue Squad, Emergency Management Agency, Ambulance Services, and the Mayor's Office.

FUND 101 – COUNTY GENERAL

54420 Volunteer Rescue Squad

Daniel Harris presented his requests to the Committee. Harris introduced himself to the Committee and described his background. He decided to volunteer to make a difference in the community and help get the County to where it needs to be to provide services.

Contributions have increased due to the membership growing from 13 to 20. The call volume has also increased over the year. Members are paid December – November. Max membership is 20 due to the bylaws of the group. Members are also paid for trainings as well as meetings. The unused amount can be moved to the equipment line item – this has been a regular transfer over the years. Average amount of calls is 15-22 per month. Rescue goes out on manpower, medical calls, vehicle accidents, etc. Rescue does respond to all medical calls; this would involve all available members. There are members that are also on the Fire Department.

316 – moved to \$15,000

335 – Repairs to the office area. Bathroom has had water leaks and drywall needs to be replaced from the damage; flooring has been destroyed from storm water coming in through the doors. Will work with Public Works to see what can be done to help the drainage around the building. The space also needs better lighting. Exterior wall was blown out by the last severe storm that came through the area. Originally was going to request \$10,000; but marked down to \$5,000 to at least get the bathrooms remodeled. Committee feels the drainage needs to be the priority before doing the repairs to the building. Gulley would like to see a quote into the repairs before moving forward and asks to move the amount to \$1,000.

451 – Uniforms. Moving to purchasing Class B uniforms for the members. More professional look. Shirts \$88 each, \$40 for collared shirt, and \$80 for pants. Could also be for badges \$120 each. This will be for all 20 members. Committee stated this is a volunteer department. Agrees that unified shirts would be warranted, but believes the request for the more expensive attire for a volunteer group is excessive. Move amount to \$2,500

708 – Communication equipment. Several members are also on Fire and do not need a second radio. Does not have any extras for new members or those that leave the fire department. Not able to communicate with surrounding counties due to lack of frequency to reach them. Also asking for computers/tablets to do the run tickets for the group. There is no county owned computer tied to the rescue squad. Asking for 2 computers and 3 tablets. Computers would be used for patient information – secured station, and the other would be for member training and office work. Tablets will be used for recording the run tickets. The run tickets are also used to track call attendance for per diem pay. Had an issue in 2022 with tickets not being properly recorded; therefore, some members did not get paid appropriately. Projected cost of a computer is \$600-1,000. Tablets run about \$1,600 for iPad pros. Tablets would be mounted in the vehicle. Estimated cost of a multiband radio is \$5,200. A single band radio is around \$1,510. Moving the line item to \$7,500

718 – Motor Vehicles. Currently two vehicles are inoperable. The extrication truck is in Lafayette for repairs. The only working vehicle is a 2500 truck that is currently carrying all the equipment for the department. Has a 2022 Tahoe on hold at Wilson Chevrolet / General Motors for roughly \$40,000. This is being priced on the FY22

state contract. Other makes of vehicles are not available for another 2 years. A 2500 truck is not available at this time. The allotted amount to the dealership have already been spoken for by other entities. There is a 2500 Crew Cab V8 available. It would be able to pull the equipment except the swift water trailer. His main concern is that the fleet is down by two vehicles out of the four. If the Tahoe is purchased, it would be purchased on the FY23 budget and delivered on May 16.

Gulley stated his concern on the 1500 model has been discussed in the past and didn't have the needed power for pulling equipment.

The amount of the vehicle purchase is around \$75,000. The additional funding is for the marking and equipping the vehicles for rescue use. Harris also produced TCA codes addressing the required lighting for emergency vehicles. Equipment and lighting must be installed by professionals for it to meet the requirements. Installation estimate is \$13,500 for the Tahoe and \$10,331 for the pick up truck. The \$108,000 amount would cover both vehicles in the purchase and equipping of the two vehicles.

Commissioner Thomas asked about a used vehicle option. There are websites offering used rescue vehicles that are partially equipped. Harris said that he isn't asking for a rescue vehicle, but for a multipurpose vehicle that can be used in different scenarios.

Recommendation from the committee is to look for a good quality used vehicle ¾ ton or larger vehicle to be able to pull the equipment. Vehicle should be in the range of \$45,000 to \$55,000.

Ford recommends that the Tahoe is purchased this year FY23 from \$50,000 ARPA funding and remove funding for FY24.

Striking the \$108,000 completely. Moving \$20,100 from ARPA to FY23 budget to cover the purchase of the Tahoe and lighting. The striping of the vehicle would be expensed from the FY24 budget.

790 – Other Equipment. Will be used for remaining needs of turnout gear – 4 sets. Can remove the funding for computer mounts. Also needs a hydraulic ram for a full set of extrication equipment. General equipment throughout the year such as swift water, rope gear, and others. Move line to \$20,000.

Motion by Atwood to send to Commission with favorable recommendation; seconded by Ford

MOTION CARRIED
w/o opposition

54490 Emergency Management Agency (EMA)

No major concerns for this department.

Motion by TB Gregory to send to Commission with favorable recommendation; seconded by Ford

MOTION CARRIED
w/o opposition

54610 County Coroner / Medical Examiner

Motion by Atwood to send to Commission with favorable recommendation; seconded by Ford

MOTION CARRIED
w/o opposition

FUND 118 – AMBULANCE SERVICES

Chief Batey presented the requests for Ambulance Funds. Currently not fully staffed; short 5 paramedics. Requesting 5 part time positions to cover periods of short staffing. Most of the requested increase overall is in the part time line item. Batey does fill in when short staffed. Does not stay the full 24 hour shift but does assist when he can.

169 – Part time employees. Committee removed this amount and will amend the budget throughout the year as part time help is used. The Committee stresses that Chief Batey can hire on part time or PRN workers and the funding will be addressed throughout the year.

207 – Medical Insurance. Not all employees take insurance. Move to 12 employees at \$84,672

335 – Building remodel needed. Flooring is needed, drywall, awning work. Gulley suggested asking the Sheriff’s workhouse crew to assist with the needed repairs. Leave at 30,000

Motion by Atwood to send to Commission with favorable recommendation; seconded by TB Gregory MOTION CARRIED <i>w/o opposition</i>
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Tomorrow’s meeting will be at the Water Department’s conference.

Motion to adjourn Atwood; Gregory 8:02pm

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT

FINANCE COMMITTEE

MAY 11, 2023 | 7:00PM | WATER & SEWER DEPARTMENT

BUDGET HEARINGS – NIGHT 6

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, Comm. Lesley Overman, Comm. Chris Gregory, Comm. David Thomas, Comm. David Nollner, Clint Satterfield, Angie Williams, members of the School Board, Heather Bay, Tommy McFarland, Rosalie Myhan,

The meeting was called to order at 6:00 pm by Chairman Gulley. A quorum was determined with all 5 members present. Tonight's agenda will address the Water Department, Schools, Planning Office, and the Mayor's office.

FUND 141 – Schools Fund

In a special called meeting of the Board of Education on May 9, the Board approved a revised budget to present to the committee. An update to the State Funding was made – 46510 TISA \$10,147,516. The contributions 48130 also shows \$967,500 which would be the amount the County General would make to the Schools. The contributions line item would not affect the Maintenance of Effort.

In speaking with TMBF, a loan was figured that included both a \$1,000,000 for the schools and the \$900,000 for the TCES Roof project. By combining the two projects into an amount over \$1,000,000, TMBF was able to shop the loan to more banks and get a rate at 4.797%. The schools would pay the principal and interest of the \$1,000,000 portion and the County General would pay the principal and interest of the \$900,000 portion.

The shared expenses are included in 76100-399 for the \$67,500 architecture fees and 76100-707 \$900,000 TCES Roof.

Another addition was to the 73400 Early Education, a teacher position was added to the department. The addition includes salary and benefits.

This proposed budget would Annual expenses to the County would be \$145,334. Dennis looked into the financing and said if we take this on as a 10 year, but pay as an 8 year we could save \$50,000 in interest. Loan would be fixed at 4.797% for five years. Loan is set up as a draw loan, only pay interest during the time of the draw. When the project is complete you will begin payment of the principal.

Dr. Satterfield called TMBF for answers to Dennis' questions. The rate begins on Day 1 of the loan, 3 year draw period, 2 years of payback. On year 6, the rate would be reassessed, and we would have the option of continuing with the new rate or refund the debt with other banks. Dennis feels we would need to pay the loan as set in the amortization schedule from day one. Additional principal payments may need to be made during the first three years. This thought would concern only the county's portion of the debt.

Ford motioned to recommend the budget and the County taking on the debt for the TCES roof at \$967,500; second by Atwood.

MOTION CARRIED

w/o opposition

WATER & SEWER DEPARTMENT

Tommy McFarland presented the proposed budget. No rate increase included. Did budget on a 2.5% increase in revenue due to growth. Expenses are up due to the economy affecting the cost of supplies. Office employees are 3FT and 1PT and a bookkeeper. As staff members retire or step away, will need to look in bringing new staff into the office.

Implementing a hydrant system that is able to be retrofitted which saves in costs, Also looking into getting a camera system for the sewer lines to find the areas that need work and submit data for grant funding. Many of the projects are capitalized to help reduce the costs. Dennis asks if the older hydrants that are being pulled could be placed in the rural areas of the county. McFarland said many of those are sold. The water lines areas also not available to service the hydrants.

New equipment is being purchased to help clean out the lines from leaves and debris. Will also assist in the camera system that is being implemented. Two trucks are being rotated out due to age and wear.

Motion by TB Gregory to recommend to the full Commission; second by Dennis.

MOTION CARRIED
w/o opposition

FUND 121 SPECIAL FUND

This fund handles the monies for TTCC from the state. Atwood would like to see an increase in the annual funding. Previous administration was able to get it to \$300,000.

Motion by Atwood to recommend to the full Commission; second by Ford.

MOTION CARRIED
w/o opposition

101 – GENERAL FUND

51720 – Planning Office

Rosalie Myhan handed out job descriptions for the Planning office. She highlighted the items of the Building Inspector that she has had to take in the interim since March 2023. Following up on the previous discussion, a salary supplement was suggested. Ms. Thomas followed up on a 20% supplement for Ms. Myhan during the interim.

Gulley asked if we are using an outside source, why is work being done outside of the office? The state inspector is available on Tuesday and Thursday. Ms. Myhan does go out to sites and takes pictures in working with the inspector to get the different phases approved and signed off. Ms. Myhan only signs off on documents approved by the inspector and makes that notation.

Ford stated that we went through the wage study to adjust the positions to a market rate.

Ms. Myhan does attend the Planning Commission meetings, Codes & Zoning Committee meetings, and prepares the paperwork for planning.

The software line item includes the software platform that would streamline the procedures of the office. The new fee system for the planning applications

Motion by TB Gregory to add the \$2,750 bonus to the office manager and recommend to the full Commission; second by Ford.

MOTION CARRIED
w/o opposition

51300 Mayor’s Office

Review of the mayor’s staffed positions. The Exec Admin Asst/Budget Director position to be changed to Chief Administrative Officer and moving from an hourly position to salary position set at \$65,000 (*Grade 12, Step 2*). This position also handles the grant administration and can be supplemented by fees through the grants. Moving to a salary position will eliminate overtime for this position. Responsibilities of this position have not changed and will still include overseeing the Accounting Department, managing the Mayor’s office, grant administration, and Commission assistant.

Mayor has asked for a discretionary fund that will be reviewed by the Committee for any expense from this funding. Expenses could include luncheons, business meals, and other miscellaneous expenses. Committee set the amount at \$10,000.

Motion by Atwood to adjust the title of the Executive Administrative Assistant/Budget Director to Chief Administrative Officer with a set salary of \$65,000 and recommend to the full Commission; second by Dennis.

MOTION CARRIED
w/o opposition

118 Ambulance Services

Gulley wanted to clarify on the Fund 118 Ambulance Services Budget that the Director can hire part time. The adjustments to the budget would be made as needed during the year by budget amendments.

Debt Services will be revisited on Monday night at the regular Finance Committee meeting.

Motion to adjourn Atwood; Gregory 8:58pm