

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