

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT

BUDGET & FINANCE COMMITTEE

APRIL 15, 2024 | 5:45 PM | TC COURTHOUSE

MINUTES

Members Present: 7/8

Landon Gulley, Chair

Bubba Gregory, Vice Chair

Beverly Atwood

Tommy Belcher

Will Dennis

Jerry Ford

Lesley Overman

Members Absent: Grant Cothron

The meeting was called to order at 5:45pm by Chairman Gulley for the Purchasing Subcommittee. This subcommittee consists of Beverly Atwood, Will Dennis, Jerry Ford, Bubba Gregory, and Landon Gulley. A quorum was determined with all five members present.

The subcommittee reviewed the 3rd quarter purchases over \$5,000 to a single vendor. Clarification was asked on the Smith County Solid Waste Expenses. *[Following information comes from research after the meeting] Report is based on when the expenses were PAID. The 1st quarter includes invoices paid in August and September; July's payment was for June expenses and therefore marked as payable for June 2023. The average invoice was \$8,847. The 2nd quarter includes invoices paid in October, November, and December; average invoice was \$9,024. The 3rd quarter includes invoices paid in January, February, and March; average invoice was \$8,050.*

With no other questions, a motion was made by B. Gregory to accept the report as presented; seconded by Ford. **REPORT ACCEPTED**

Meeting was set in recess until 6:00pm.

The full Finance Committee was called to order at 6:00pm by Chairman Gulley. A quorum was determined with seven members present.

Review Minutes from the March 18 meeting.

Atwood made a motion to accept minutes as presented; seconded by Ford.

MINUTES ACCEPTED

Financial Statements

Committee reviewed the following:

- Trustee Cash Balance Statement – March 2024 | This report was omitted from the packet and will be emailed to the Commission for the Third Quarter review.
- Financial Summaries – March 2024 75.0% of budget
 - o Fund 151 Debt Services. Members asked about 44110 Investment Income and if this included the interest from the CDs invested in the fall. *[Following information comes from research after the meeting] Trustee and Accounting have been waiting for correspondence from the Comptroller on the correct process to handle this. Ultimately all interest on investments automatically goes into Fund 101 General.*
 - o Fund 171 Capital Projects. Ford asked if the County was going to get back the \$10,000 from the Option to Purchase transaction. The County and Seller held the Option to Purchase for 6 months as stated in the agreement; however, the Seller did not decide to extend the agreement.

Motion by Ford to accept financial statements as presented; seconded by Atwood.

STATEMENTS ACCEPTED

Budget Amendments

101-20F	Sheriff Overtime & Salary Supplements	\$	66,073
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Overtime for the Sheriff Patrol and Jail departments has increased due to holidays now being counted as time worked (creates more overtime hours) and being short staffed within the departments. The new calculation for Holiday Pay was a recommendation from the 2021 Wage Study that went into effect September 2022. Compensatory time was also discontinued with the current personnel policy. Due to that change, this added to the overtime expense.

Committee requests a breakdown of the overtime expense from the Sheriff’s departments. Previous discussions mentioned the inmate transports also being a contributing factor to overtime expenses. Committee would like more clarification from the Sheriff.

The amount requested should carry through the remainder of the fiscal year.

Motion by Ford to recommend **BA 101-20F** to the full commission; seconded by Atwood.

MOTION CARRIED

101-21	Senior Center	\$	650
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Senior Center has advertised for its open position of Activities Coordinator and incurred evaluation expenses for candidates. Moving funds within their budget to fund those line items.

Motion by B. Gregory to recommend **BA 101-21** to the full commission; seconded by Ford.

MOTION CARRIED

101-22	Insurance Recovery – Sheriff	\$	8725.42
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Insurance Recovery from the March 31 incident involving a Sheriff patrol vehicle.

Motion by Ford to recommend **BA 101-22** to the full commission; seconded by Belcher.

MOTION CARRIED

111-06F	Sheriff Overtime	\$	40,914
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Same discussion as above. Overtime for the Sheriff Patrol and Jail departments has increased due to holidays now being counted as time worked (creates more overtime hours) and being short staffed within the departments. The new calculation for Holiday Pay was a recommendation from the 2021 Wage Study that went into effect September 2022. Compensatory time was also discontinued with the current personnel policy. Due to that change, this added to the overtime expense.

Motion by Atwood to recommend **BA 111-06F** to the full commission; seconded by Overman.

MOTION CARRIED

111-07	Old City Employee Pension Increase	\$	800
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Pension rates increased for old city employees.

Motion by Overman to recommend **BA 111-07** to the full commission; seconded by Atwood.

MOTION CARRIED

118-04	EMS Overtime	\$	28,000
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Moving funds from 131 Medical Staff that has vacant positions, to 187 Overtime to keep from exceeding the budgeted amount. Though the report shows the 187 line item to be at 75%, the salary line items are behind by two weeks. The amount requested should carry through the remainder of the fiscal year.

With budget hearings approaching, Gulley urged members to review overtime expenses over the previous years and do their due diligence on topics of concern.

Motion by B Gregory to recommend **BA 118-04** to the full commission; seconded by Ford.

MOTION CARRIED

131-02	Line Items	\$	133,900
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Cleaning up line items and adding the Revenue line item of Hybrid/Electric Vehicle Registration.

Motion by Ford to recommend **BA 131-02** to the full commission; seconded by Atwood.

MOTION CARRIED

141-11	TCES Nurse Position	\$	22,625
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Funds transferred from 71100 Regular Instruction Program to cover costs for additional nurse added at the elementary school.

Motion by Atwood to recommend **BA 141-11** to the full commission; seconded by B Gregory.

MOTION CARRIED

141-12	Insurance Recovery – Schools	\$	7,285.65
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Insurance recovery from bus accident.

Motion by Ford to recommend **BA 141-12** to the full commission; seconded by Belcher.

MOTION CARRIED

Discussion

- A. Administration Building Generator. Public Works Director Cliff Sallee is gathering quotes for a new generator. Commissioner Alan Carman was able to get the draw of the building for a more accurate size needed for the building.
- B. Budget Hearings. Hearings are scheduled for May 6-9 and May 13-16. Mayor will be in discussions with department heads over the next week or two before numbers are available to the Commission.

Public Comment

- Commissioner Chris Gregory inquired on the expenses budgeted in line item 101-58190. This is the line item that carries the upcoming expenses for the 2022 CDBG Housing Grant. This grant is currently in progress and will cross into FY25.

Adjourn

Motion by B Gregory; second by Dennis
Meeting adjourned at 6:53pm