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BUDGET COMMITTEE

December 14, 2020

6:00 P.M.

PRESENT: Willie Campbell, Nancy Brown, Charles VonCannon, Austin Jaynes, Ross Garland, Travis Hill, Aaron Frazier and Robin McKamey

ABSENT: None

CALL TO ORDER: Travis Hill, Chairman

ROLL CALL: Quorum Present

AGENDA: Chairman Hill added Joy McCray with the Chamber of Commerce to the agenda under new business. Motion was made by Aaron Frazier, seconded by Willie Campbell to approve the agenda with the amendment. By a roll call vote of all ayes, motion carried.

MINUTES: Motion was made by Ross Garland, seconded by Aaron Frazier to approve the minutes of the November 9, 2020, meeting. By a roll call vote of all ayes, motion carried.

PUBLIC COMMENTS: None

OLD BUSINESS: Attorney Hardin presented a Resolution fixing the compensation of members of the Carter County Board of Education for attendance at Regular and Special Called meetings and the discharge of their duties. The Resolution set the compensation for Regular meeting at \$100 stating they would not be compensated for a meeting they did not attend. Also, if a member fails to remain at the meeting until the adjournment, they will be compensated in the amount of \$4 which is the State minimum. The compensation for Special Called meetings was set at \$50 and again \$4 if they do not remain at the meeting until the adjournment. After discussing the Resolution and their concerns about the \$4 minimum, motion was made by Ross Garland, seconded by Aaron Frazier to set the minimum for Regular meeting at \$35 and for Special Called meetings at \$25. By a roll call vote of all ayes, motion carried.

NEW BUSINESS: Joy McCray, Executive Director of the Chamber of Commerce, addressed the committee at this time regarding the Omnium Bicycle Race the County hosted last year. She presented a 2020 Omnium Impact Survey that stated all the tourism advantages of hosting the race again this year. She asked the committee to approve \$5,000 for sponsorship fees stating that was the bare minimum needed to bring the race here. She said they needed to purchase banners and do marketing/promotions for the race and if the County was willing to approve \$7,500 that would be more than helpful. As all the committee agreed the race made a positive impact on the economy of the County, motion was made by Ross Garland, seconded by Aaron Frazier to approve \$7,500 be given to the Chamber from unassigned fund balance. By a roll call vote of all ayes, motion carried.

As the funds for the time keeping program at the Jail had already been approved, Brad Burke Presented the committee with a 3 year contract with Time Clock Plus. He stated the initial cost was \$25,000 and was not yet sure how much the monthly cost would be. He said the program was to go live on April 9, 2020, and some test payrolls would be processed at that time. Motion was made by Aaron Frazier, seconded by Willie Campbell to approve the contract with Time Clock Plus. By a roll call vote of all ayes, motion carried.

Brad Burke presented an invoice from Pitney Bowes for new title folding equipment for the County Clerk's Office. He stated the cost would be \$123.75 per month and \$371.25 if billed quarterly. Motion was made by Ross Garland, seconded by Nancy Brown to approve the purchase. By a roll call vote of all

ayes, motion carried.

Captain Smith stated Chief Parrish had asked Brad Burke if there were funds left in the COVID grant and was told there was. Mr. Burke stated there was \$258,036.98 remaining. Captain Smith then requested funds for new bedding for the jail in the amount of \$24,926.45. He said the present bedding had been used for the last 9 years and the mattress covers were splitting. He said they cleaned everyday with bleach and water but felt that the debris in the split mattresses could contain contamination that could not be reached. Motion was made by Ross Garland, seconded by Charles VonCannon to approve the Sheriff Department's request. Mayor Woodby stated she was not sure the grant would cover bedding and Caroline Hurt from the Health Department stated she was unaware that COVID could be transmitted by mattresses/bedding. Mayor Woodby related to the committee that the county was heading into the COVID vaccination period and she was afraid it was going to bring some serious and concerning costs. She stated other counties were beginning to have this problem. She said the Matheson property had been secured for the vaccination site and the County would have to compensate them for their use and the Health Department would take care of administering the vaccine. She stated it would be necessary for a Rescue Squad member to be on site in case of an emergency and Terry Arnold said he had no money in his budget to compensate for that. She said she was just bringing these matters up for consideration because nobody knows what we may be facing to get our County vaccinated and we needed to watch what we spend. Ross Garland rescinded his motion to fund the \$24,926.45 and made a motion, seconded by Willie Campbell, to fund the Sheriff's Department \$8,000 to purchase as many mattresses and bedding as possible. By a roll call vote of 5 nays, and 2 ayes by Ross Garland and Charles VonCannon, the motion failed.

Director of Finance Brad Burke presented the County's and the Sheriff's Department compensatory policies to the committee. These are on file in the County Clerk's Office.

Motion was made by Aaron Frazier, seconded by Willie Campbell to approve the Budget calendar presented to the committee by Brad Burke for the fiscal year ending June 30, 2021. By a roll call vote of all ayes, motion carried.

Director Burke addressed the committee concerning the expiration of the Coronavirus Acts. He stated we had been under this Federal Act since April 1, 2020, and it was set to expire December 31, 2020. He said he felt like there needed to be a contingency plan in place. A copy of the letter he submitted to the committee is attached to the minutes for better understanding. Documentation of paid leave due to an employee having the virus, a family member having the virus, quarantine periods, etc. was discussed. For the protection of the employees, motion was made by Ross Garland, seconded by Aaron Frazier to extend the Federal benefits and follow the Federal guidelines regarding paid leave for the COVID virus until February 1, 2021. By a roll call vote of all ayes, motion carried.

Motion was made by Aaron Frazier, seconded by Willie Campbell to refer the above issue to the Health & Welfare Committee and Rules & Bylaws Committee to review and make a decision or give a recommendation on how to proceed after the February 1, 2021, deadline. By a roll call vote of all ayes, motion carried.

Brad Burke updated the committee on the appropriation of Unassigned Fund Balance with a balance of \$1,180,458.41, the CARES Act funds with a balance of \$258,036.98 and the Governor's Support Grant with a balance of -0-.

BUDGET AMENDMENTS: Motion was made by Aaron Frazier, seconded by Ross Garland to approve General Fund 101, Budget Amendment #6, Items #1 thru #18 in the amount of \$2,277,072.54. It was questioned if Item #2, to appropriate unassigned fund balance for additional cost for back door in Clerk and Masters office in the amount of \$2,000 could not be taken from Capital Outlay instead of unassigned fund balance. Mr .Burke agreed that it could and stated he would make that correction. By a roll call vote of all ayes, motion carried.

Motion was made by Aaron Frazier, seconded by Willie Campbell to approve the Solid Waste/Sanitation Fund #116, budget amendment #2, item #1 in the amount of \$39,375.39. By a roll call vote of all ayes, motion carried.

Motion was made by Austin Jaynes, seconded by Nancy Brown to approve Health Department Fund #117, budget amendment #1, Item #1 in the amount of \$500. By a roll call vote of all ayes, motion carried.

Motion was made by Ross Garland, seconded by Nancy Brown to approve the Drug Control Fund #122, budget amendment #2, items #1 thru #2 in the amount of \$15,000. By a roll call vote of all ayes, motion carried.

Motion was made by Nancy Brown, seconded by Austin Jaynes to approve Highway/Public Works Fund #131, budget amendment #1, Item #1 in the amount of \$5,566.31. By a roll call vote of all ayes, motion carried.

Motion was made by Austin Jaynes, seconded by Willie Campbell to approve General Purpose School Fund #141, budget amendment #5, Items #1 thru #6 in the amount of \$608,740.27. By a roll call vote of all ayes, motion carried.

Motion was made by Austin Jaynes, seconded by Nancy Brown to approve School Federal Projects Fund #142, budget amendment #5, Items #1 thru #2 in the amount of \$155,000. By a roll call vote of all ayes, motion carried.

Motion was made by Nancy Brown, seconded by Austin Jaynes to approve Central Cafeteria Fund #143, budget amendment #2, Item #1 in the amount of \$26,350. By a roll call vote of all ayes, motion carried.

Motion was made by Austin Jaynes, seconded by Nancy Brown to approve Head Start Fund #145, budget amendment #3, Item #1 in the amount of \$133,939.04. By a roll call vote of all ayes, motion carried.

Motion was made by Aaron Frazier, seconded by Nancy Brown to approve the donations to the Animal Shelter for November 2020, in the amount of \$1,346.50. By a roll call vote of all ayes, motion carried.

Motion was made by Austin Jaynes, seconded by Ross Garland to approve the non-monetary donations to the Animal Shelter from WalMart for the month of November 2020, in the amount of \$744.04

Motion was made by Aaron Frazier, seconded by Charles VonCannon to continue with the matching funds with the City regarding the Animal Shelter and follow the current agreement. By a roll call vote of all ayes, motion carried.

Travis Hill informed the committee if he took the Chairman of the Commission position next week, he would in turn step down as Budget Committee Chairman and Austin Jaynes would step up as Chairman.

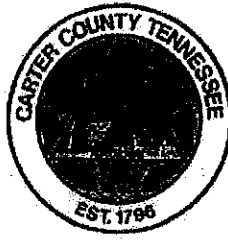
On motion by Aaron Frazier, seconded by Charles VonCannon and by voice roll call vote, meeting adjourned.

Respectfully submitted,

Approved for entry:

Suzi Wallace

Travis Hill, Chairman



Carter County, Tennessee
Finance Department
Brad Burke, Finance Director

Courthouse - Suite 203
801 East Elk Avenue
Elizabethton, TN 37643

December 17, 2020

Carter County Budget Committee and County Commission

Expiration of Coronavirus Acts

Provisions of the Families First Coronavirus Response Act (FFCRA) and benefits under the Emergency Paid Sick Leave Act (EPSLA) and the Emergency Family and Medical Leave Expansion Act (EFMLEA) apply to Carter County Government from April 1, 2020 through December 31, 2020. These Acts require employers to provide the following benefits to qualifying employees: up to 80 hours of paid sick leave at their regular rate of pay to full-time employees and lesser amounts to part-time employees (EPSLA), and up to 10 weeks more paid sick and expanded family and medical leave at 2/3 of their regular rate of pay (EFMLEA). Paid leave is required when the employee (1) is subject to a local, State, or federal quarantine or isolation order; (2) has been advised by a healthcare provider to self-quarantine; (3) is experiencing symptoms and is seeking a medical diagnosis; (4) is caring for an individual subject to an order noted in (1) or (2); or (5) is caring for a child whose school or place of care is closed. However, employers can require absent employees to telework (unless the employee is unable to do so) and not provide paid leave.

I am not aware of any approved extension of the current expiration date of December 31, 2020 or implementation of a similar Act. The persistent deadlock in Washington, DC, seriously increases the possibility that no federal requirements will be in place from January 1, 2021 through at least January 20, 2021 (inauguration day).

On March 16, 2020, County Commission approved paid sick leave only for those employees testing positive for Coronavirus. I recommend that the other qualifying circumstances described above be reviewed and revisions to the current policy, if any, be made prior to January 1, 2021. If paid leave will not be provided for any circumstance other than that approved in the existing policy, no further action is necessary. If paid leave will be provided, a contingency plan which includes the following details should be in place and communicated promptly to all County

Officials and employees: (1) qualifying reasons for paid absences; (2) employee classifications (full-time, part-time) eligible for paid leave; (3) number of paid hours and amount paid for each day of sick/family and medical leave; (4) maximum daily and total pay; (5) maximum number of paid hours to be provided; and (6) expiration date for this local provision.

Contact me if you have any questions or need any additional information.

Thank you,

Brad Burke

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