

BUDGET COMMITTEE

January 11, 2021

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

Chairman Hill had informed the committee at the last meeting if he was appointed Chairman of the County Commission, he would be stepping down as Budget Committee Chairman and the committee would have to elect a new one. As he had been elected to this position, Charles VonCannon nominated Austin Jaynes for the Chair position. Motion was made and seconded to cease nominations and Austin Jaynes was elected by a roll call vote of all ayes.

AGENDA: Motion was made by Aaron Frazier, seconded by Charles VonCannon to approve the agenda as presented. By a roll call vote of all ayes, motion carried.

ELECTION OF VICE-CHAIRMAN: At this time, the floor was opened for nominations for Vice-Chairman of the Budget Committee. Charles VonCannon nominated Ross Garland and a motion was made and seconded for nominations to cease. By a roll call vote of all ayes, Ross Garland was duly elected Vice-Chairman.

MINUTES: Motion was made by Ross Garland, seconded by Willie Campbell to approve the minutes of the December 2020, Budget meeting. By a roll call vote of all ayes, motion carried.

PUBLIC COMMENTS: None

OLD BUSINESS: None

NEW BUSINESS: Next the payout for the EMA Director, Gary Smith, who will be retiring in February 2021, was discussed. Finance Director, Brad Burke, informed the committee the total payout values as of 12/26/2020, was \$6,898.47. Mayor Woodby informed the committee she had researched a couple of surrounding counties regarding how they handle the salary of their EMA Directors stating some were salaried employees which allowed for no overtime. After discussing who dispatched the EMA and their duties thereafter, Mayor Woodby stated this matter needed to be readdressed before the hiring of a new EMA employee in order to decide which would be of more benefit to the county, a full time or part time employee, etc. Motion was made by Aaron Frazier, seconded by Willie Campbell to approve the request from the EMA Office in the amount requested to be taken from the salary line item and later refunded once the exact amount was known. By a roll call vote of all ayes, motion carried.

Mayor Woodby informed the committee they had just learned from Ron Kirby there was a leak in the roof of the Carter County Election's building, stating it would need to be replaced. She stated the Building/Grounds Committee had requested \$40,000 be allocated from the Capital Improvements Fund in order for the repairs to move forward once estimates were received. She said it would depend on the estimates as to whether the replacement would fall under Capital Improvements or have to be bid out. Motion was made by Ross Garland, seconded by Nancy Brown to approve the request from the Building/Grounds Committee with the funds coming from Capital Improvements. By a roll call vote of all

ayes, motion carried.

Michael Kennedy presented a list of excess property for the committee's approval to be disposed of via GovDeals. List of these items on file in the clerk's office. Motion was made by Travis Hill, seconded by Aaron Frazier to approve these items to be sold. By a roll call vote of all ayes, motion carried.

The committee was informed the Carter County Planning and Zoning Office had submitted a request in the amount of \$20,000 for additional salary for a full time Electrical Inspector passed in their committee meeting on December 15, 2020. The figures for electric permits issued for the last two years was submitted in the amounts of \$57,140 for 2018-2019, \$50,814 for 2019-2020 and \$20,295 as of January 2021, for the committee to review. These fees are presently collected by the State with the County retaining \$5.00 per permit issued. It was explained if there was a full time electrical inspector on staff in the county, they stood to retain up to 85% of those fees. Chris Schuettler stated the additional employee would also be performing building inspection duties. Motion was made by Charles VonCannon, seconded by Nancy Brown to approve the request for the Planning/Zoning Office with the Financial Director determining the proper line items to increase/decrease for accounting purposes. By a roll call vote of all ayes, motion carried.

The Planning/Zoning Office next requested a budget amendment of \$3,000 to be taken from line item 355 for travel and transferred to line item In-service/Staff Development in their budget. The explanation for this request was the fact, due to the COVID, meetings had gone virtual and this money was needed to purchase manuals/study guides for staff development to move forward. Motion was made by Travis Hill, seconded by Ross Garland to approve this request. By a roll call vote of all ayes, motion carried.

Brad Burke addressed the committee at this time concerning the discrepancy in the sales tax for the year of 2017. He stated he hoped the committee members had a chance to review the e-mail and spread sheet in their packets concerning this matter for better understanding. He stated sales tax was collected by the County, City of Elizabethton, City of Watauga and Johnson City (portion in County) each month and submitted to the Trustee. He explained the first 50% was allocated for education and distributed to County/City schools according to the ADA. He further explained how the remainder of the taxes were disbursed. He stated the State had found a discrepancy in the sales tax collections from the Dollar General Store in 2017 and the County stood to owe the City an approximate amount of \$48,951.03 per the worksheets presented by Tennessee Department of Revenue. The committee requested this matter be referred to the Financial Management Committee for review and confirmation.

Brad Burke presented a cost analysis he was asked to do for the Animal Shelter to conclude the estimated annual and daily total costs and estimated average cost per animal per day. Brad Johnson told the committee this matter was an ongoing examination by the Financial Management Committee, as well as the Animal Shelter Committee Chairwoman, Ginger Holdren and Vetnet. He stated they were interviewing other shelters inside and outside the general area for comparison. He said he felt this matter was best deferred to the Financial Management Committee until Ms. Holdren reported their findings. Chairman Jaynes stated he would put it on a future agenda.

Brad Burke directed the committee members to a letter in their packet from the Comptroller's Office acknowledging receipt of a certified copy of the fiscal year 2021 budget. He referred them to the section Insufficient Appropriations-Budgeted Transfers Not Appropriated. They were as follows:

- . \$169,000 from General Fund to Health Department Fund
- . \$ 75,000 from General Fund to Sports/Recreation Fund
- . \$ 31,400 from General Purpose School Fund to School Federal Projects Fund
- . \$154,000 from Central Cafeteria to General Purpose School Fund

Mr. Burke stated he had spoken with the Regional Financial Analyst for the Comptroller's Office for the Division of Local Finance and was told the first two (2) items should not have been in the letter as they were actually included in the Budget Appropriation Resolution, but the second two (2) were not. Therefore, she stated a "budget amendment" would need to be made to the Budget Appropriation Resolution and presented to the State. Then the County would be sent a revised letter. Motion was made by Aaron Frazier seconded by Willie Campbell to set up the necessary budget amendments for the \$31,400 and \$154,000. By a roll call vote of all ayes, motion carried.

BUDGET AMENDMENTS: Motion was made by Aaron Frazier, seconded by Nancy Brown, to approve General Fund #101, Budget Amendment #7, Items #1 thru #6 in the amount of \$281,379.30. By a roll call vote of all ayes, motion carried.

Motion was made by Travis Hill, seconded by Willie Campbell, to approve Drug Control Fund #122, Budget Amendment #3, Items #1 thru #3 in the amount of \$2,714.50. By a roll call vote of all ayes, motion carried.

Motion was made by Ross Garland, seconded by Nancy Brown, to approve General Purpose School Fund #141, Budget Amendment #6, Item #1 in the amount of 4,075.74. By a roll call vote of all ayes, motion carried.

Motion was made by Aaron Frazier, seconded by Nancy Brown, to approve the monetary donations to the Animal Shelter for the month of December 2020, in the amount of \$3,200. By a roll call vote of all ayes, motion carried.

Motion was made by Nancy Brown, seconded by Aaron Frazier, to approve the non-monetary donations from Walmart in the amount of \$829.67 and several donors including Eagle Scout projects, school project donations, Elizabethton Elks Club, AY McDonald and anonymous donors in the amount of \$3,214.50, a total of \$4,044.17. By a roll call vote of all ayes, motion carried.

COMMISSIONER COMMENTS: Aaron Frazier, Nominating Committee Chairman, stated there was no business on the agenda and would be no meeting tonight.

Travis Hill questioned if the committee wanted to address the COVID Relief Leave Plan as the Federal Government had made no changes. Motion was made by Nancy Brown, seconded by Aaron Frazier, to extend the present policy procedures the county was following for another month ending February 28, 2021. By a roll call vote of all ayes, motion carried.

On motion by Charles VonCannon, seconded by Aaron Frazier, the meeting adjourned.

Respectfully submitted,

Suzi Wallace

Approved for entry:

Austin Jaynes, Chairman