

FINANCIAL MANAGEMENT COMMITTEE

Minutes for April 25, 2017

Bedford County Business Complex – Suite 110, 4:15 PM

Present – Chairman Eugene Ray, Stanley Smotherman, Janice Brothers, Don Gallagher, Jeff Yoes, Don Embry, Tony Smith and Ex-Officio, Robert Daniel.

Absent – None

Others – Commissioners Chuck Heflin, Linda Yockey, Bob Davis, John Brown and Tony Barrett; Sheriff Austin Swing; Sheriff's Dept. Chief Administrator Rick Castelow; Chief Deputy Jason Williams; Major Nikia Elliott; Ted Hewell w/Bedford County Workhouse; Secretary to Board of Zoning Appeals Randall Bartley; County Architect John Davis; EMS Asst. Director Brett Young; Solid Waste Director Diane Forbes; Times Gazette Reporter John Carney and Deputy Director of Finance Lori Schuler.

1. **Call Meeting to Order** – Chairman Eugene Ray
2. **Prayer**- Don Gallagher
3. **Approval of Minutes for March 28, 2017, Financial Management Committee** – Motion made to approve, (Brothers, Smith) unanimous.
4. **Old Business** - None

5. New Business

A. Solid Waste – Mrs. Forbes stated the Jerry White Magical Entertainment Group event was a huge success at the annual Pet Day event held on April 8, 2017. The entertainment group will also show for the Senior Citizens group and the summer library group in June. Forbes stated they have put in surveillance cameras throughout areas in the county with hopes of catching individuals who are dumping illegally.

Since enforcing the law to tarp or cover trash items being hauled in back of open vehicles, Forbes stated they are looking into locating a vendor to purchase low cost tarps from. The tarps will be covered through the TDOT grant and would be given out to owners of open vehicles & trailers who bring trash to the centers.

Forbes also stated she has taken several calls regarding litter on private property. Since Bedford County does not have an ordinance on property maintenance there is not much the county can do except send a letter to the property owner.

March landfill charges were for 869.75 tons -- \$21,239.32, Forbes stated this is up 100 tons since last month.

B. Human Resources – HR Director Anita Epperson was not able to attend meeting however report stated there were four (4) full time new hires and two (2) employees who resigned; two (2) management consultations and six (6) employee relation issues. Report also stated one of the EEOC charges was settled and still awaiting decision to remaining EEOC charges. New job openings were sent to IT Director Josh Carney to post on county website.

C. Architect - John Davis – Mr. Davis stated the Cascade High School bid package has been sent out; bid opening is set for May 18 at 2 PM. Pre-bid meeting date is set for May 4, 2017 at 10 AM. Both the bid opening and the pre-bid meeting will be held at the Bedford County Complex Center, Suite 110. Current bid includes the school and all improvements on the site down to Fairfield Pike. There will be a separate bid package which will include the utilities on Fairfield Pike.

Regions Bank - Robert stated since the county did not get the energy grant they will be meeting with John on making some adjustments.

Animal Control – Robert stated they will have to meet with Director Jack Cooper of Animal Control since bids for improvements exceeded what was budgeted.

D. Monthly Reports

- Compared to same time last year, total collections for:
 - Property Tax collections, ahead \$3,451,636
 - Prior Year Property Tax Collections, less \$107,823
 - Circuit Court/Clerk & Master Collections, less \$44,799
 - Sales Tax Collections, ahead \$334,524
 - Mineral Severance Tax Collections, ahead \$6,848

- Juvenile Detention report reflects a projected loss of \$276,284
- Traffic School report reflects a projected profit of \$128,363
- Analysis report expenditures average for March was 75.00%.
Year to Date Average for: Travel – 75.94%, Utilities – 58.82%, Natural Gas – 45.22%, Food Supplies – 110.10%, Maintenance of Vehicles – 71.45%, Diesel – 40.64%, Gasoline – 51.51%, Legal Services – 72.95%.

E. Other Monthly Reports

- **EMS Report** – Fiscal Billing vs. Collection rate for March was 54%. Call service for March was 602; average emergency response times were 5 minutes in the city and 11 minutes in the county. EMS Asst. Director Brett Young stated currently they are fully staffed, however if a paramedic were to leave they do not have any paramedic applications on file nor have they had any in months. Young continued to state they are maintaining their employees but have not been able to bring in any new paramedics. Young also stated their billing office has done very well; they have brought their collections down within thirty days, whereas last year they were backed up in collections. Commissioner Gallagher asked what the average length of stay was and did he think the lack of applications was due to wage structure. Young stated they have not had a paramedic leave in several months; “the pay is very comparable to surrounding counties however, the insurance is not as good as other counties”.

F. Quarterly Financials – Robert stated Quarterly Financials are basically the same as Monthly Financials. Motion made to approve all monthly reports, (Smith, Brothers) unanimous.

Quarterly Financials to be placed on the May 9, 2017, County Commission agenda.

6. Other Business

- Scheduled Budget Hearings:
 - Department Budget Hearings – Tuesday, May 2, 2017 starting at 9 AM.
 - Nonprofit Budget Hearings – Tuesday, May 9, 2017 starting at 9 AM.
 Both budget hearings will be held at the Bedford County Complex Center, Suite 110.
- Athena Tower Lease – Robert stated the current lease includes one (1) tower and Athena wants to do more than one (1) tower; another change is a change in the termination of the lease. Robert stated the lease has to go to commission because it is a five (5) year lease. Motion made to send to County Commission (Brothers, Gallagher) unanimous. *Athena Tower Lease to be placed on the May 9, 2017, County Commission agenda.*
- Committee member Stanley Smotherman asked if there has been anymore interest in the old Central High School. Chairman Ray stated they are continuing on with the survey but are looking at who the actual owners of the building are.

7. Announcements – None

8. Adjourned: 4:52 PM (Yoes, Brothers) unanimous.