

FINANCIAL MANAGEMENT COMMITTEE

Minutes for May 23, 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 and Tony Barrett; Sheriff Austin Swing; Rick Castelow, Sheriff's Dept. Chief Administrator; Chief Deputy Jason Williams; Lt Trey Arnold, Bedford County Jail; Ted Hewell, Bedford County Workhouse; Tim Lokey, Director of Bedford County Jail; Randall Bartley, Ag Center Board Chairman; John Davis, County Architect; Ted Cox, EMS Director; Brett Young, EMS Asst. Director; Brian Cantrell, Bedford County Fire Dept.; Paul Cross, State of Tennessee; Diane Forbes, Solid Waste Director; Anita Epperson, HR Director; Times Gazette Reporter John Carney and Lori Schuler, Deputy Director of Finance.

1. **Call Meeting to Order** – Chairman Eugene Ray
2. **Prayer**- Stanley Smotherman
3. **Approval of Minutes for April 23, 2017, Financial Management Committee** – Motion made to approve, (Yoes, Smith) unanimous.
4. **Old Business** - None

5. **New Business**

A. Solid Waste – Mrs. Forbes stated she has been working with vendor, Jerry White on obtaining tarps for distribution at the convenience centers for truck and open trailers. The costs of the tarps are \$8 each and will be paid through the TDOT Litter Grant. Forbes also stated she has been talking with Carol Fulmer with ISWA on upcoming school year projects. Composting is the new recycle program the state is pushing for Solid Waste. Committee member, Tony Smith asked if Solid Waste could work with the 4-H and FFA (Future Farmers of America) on incorporating greenhouses at area schools. Forbes agreed it is a great idea, composting would be a good way of disposing of all the food waste at the schools. Superintendent Don Embry stated Liberty School has just redone their greenhouse and may possibly be interested in participating in the project. Forbes agreed stating Liberty School could be the pilot school for the Greenhouse/Compost project.

Forbes stated she has also been getting new files ready for the upcoming physical year as well as paperwork associated with yearend close. She has also been working on updating personnel & medical files.

April landfill charges were for 814.29 tons -- \$19,884.96.

B. Human Resources – HR Director Anita Epperson stated there were seven (7) new hires and three (3) employees who resigned. Epperson stated during the month of April, she has worked on the following: four (4) management consultations, three (3) employee relation issues, forwarded new job openings to Josh Carney to post on website and newspaper, handled several phone consults, FMLA, wrote job descriptions as well as attended an HR class in Nashville. Epperson also stated they are still awaiting decision to remaining EEOC charges.

C. Architect - John Davis – Mr. Davis stated bids were received for the main bid package for the new Cascade High School. The two (2) bids received were from RG Anderson for \$21,205,000 and Sain for \$20,975,000 with Sain being the lowest bid received. Davis stated the next step is an interview process with them and their subs; making sure they understand the scope of work, making sure the scope of work is covered in their price and any cost savings suggestions they may have. Robert stated the bid does not include the Bell Buckle work and other items at the schools. Davis agreed stating it does not include the Bell Buckle work, furniture at the school or technology. Davis stated they will bring back a comprehensive budget which will include the costs for all these items.

D. Commerce Business Park – On behalf of the Shelbyville Industrial Development Park Committee, committee member Chuck Heflin requested an additional \$50,000 from the Finance Committee for the Commerce Business Park project. Heflin stated when the original engineering was put together for the project it was based on an assumption that the water line was located on the north side of Frank Martin Road. It wasn't until the project was getting ready to start when BCUD alerted them the water line was actually located on the south side of Frank Martin Road. At the time this was found out the bid package had already been accepted and awarded. By the time re-engineering was completed they were already up to \$81,000. After the package was sent to the contractor it came back at close to \$109,000 which ultimately put us in a deficit on our budget Heflin stated. "We weren't anticipating the \$81,000 much less the \$109,000 difference". The City of Shelbyville has already put in \$50,000; the money has already been approved and run through their budget process Heflin stated. Heflin also stated since this is a joint project, whatever monies are left over will be split between the city and county. Committee member Jeff Yoes made a recommendation to send to county commission for approval with Gallagher seconding the recommendation. Chairman Ray asked for a roll call vote; Embry-Yes, Smotherman-Yes, Smith-Yes, Brothers-Yes, Yoes-Yes, Gallagher-Yes. Recommendation passed. *Item to be placed on the June 13, 2017 County Commission agenda.*

E. State Energy Grant – Paul Cross with the State of Tennessee made a presentation to the committee on the benefits of using the grant or loan program for energy improvements at older schools within the county. Cross stated the program was founded in 2008 with \$90 million dollars funded from lottery surplus funds. Cross stated loans under \$1 million have an interest rate of .75% while loans over \$1 million have an interest rate of 1%; with a max term of twelve (12) years. Cross also stated they will not go forward on a project unless the energy savings on an annual basis is going to fund the debt. Chairman Ray recommended Cross talk with Superintendent Embry on the grant program for school related projects.

F. Monthly Reports

- Compared to same time last year, total collections for:
 - Property Tax collections, ahead \$3,430,829
 - Prior Year Property Tax Collections, less \$107,647
 - Circuit Court/Clerk & Master Collections, less \$38,359
 - Sales Tax Collections, less \$325,819
 - Mineral Severance Tax Collections, less \$18,449
- Juvenile Detention report reflects a projected loss of \$288,017
- Traffic School report reflects a projected profit of \$144,414
- Analysis report expenditures average for April was 83.33%.
Year to Date Average for: Travel – 77.53%, Utilities – 64.38%, Natural Gas – 49.16%, Food Supplies – 107.90%, Maintenance of Vehicles – 81.92%, Diesel – 42.67%, Gasoline – 55.14%, Legal Services – 78.86%.

G. Other Monthly Reports

- **EMS Report** – Fiscal Billing vs. Collection rate for April was 55%. Call service for April was 607; average emergency response times were 5 minutes in the city and 10 minutes in the county. Cox stated they have completed the health audit for the year with no findings. Cox also stated collections are about \$400,000 above where they normally are. No other questions or comments were made regarding Monthly Reports. Motion made to approve all monthly reports, (Brothers, Smith) unanimous.

6. Other Business

- **Justice Center** – Robert presented committee members with a handout received from the architect for the Jail and Justice Center. Robert stated after all the additional changes requested the architect was projecting a 3 to 4.5 million dollar increase in the initial budget. Robert stated there are several things involved in the increase such as the economy and the lack of help in doing the work. Robert stated this is one reason the county needs a construction manager. One of the first things the construction manager will do is set down with the architect and look at how and where to cut back so costs are kept within the budget.

7. Announcements

- Study Session meeting scheduled for May 30, 2017 at 9 AM. Meeting will be held at the Bedford County Complex Center, MTEC classroom.

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