

FINANCIAL MANAGEMENT COMMITTEE

Minutes for August 22, 2017

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

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

Absent – Chairman Eugene Ray

Others – Commissioners Linda Yockey, Tony Barrett, Julie Sanders and Chuck Heflin; Sheriff Austin Swing; Director of Bedford County Jail Tim Lokey; Circuit Court Judge Charles Rich; Circuit Court Clerk Michelle Murray; Chancery Court Clerk Curt Cobb; Bedford County Board of Ed member Chad Graham; HR Director Anita Epperson; Solid Waste Director Diane Forbes; Times Gazette Reporter John Carney; Deputy Director of Finance Lori Schuler and Colette Bales.

1. **Call Meeting to Order** – Vice Chairman Stanley Smotherman
2. **Prayer**- Don Gallagher
3. **Approval of Minutes for July 25, 2017, Financial Management Committee** – Motion made to approve, (Gallagher, Yoes) unanimous.
4. **Old Business** - None

5. **New Business**

A. Solid Waste – Director Diane Forbes stated in her report four hundred tarps with the “Tarp it or Ticket” project were passed out at convenience centers. Fifty tarps were received at each location. Diane also stated the Solid Waste/Highway Department is partnering with the Chamber’s Partners in Education to work on projects that will provide student support, career awareness and academic achievement.

Diane also stated during the month of July she has taken several calls regarding a piece of property in the Maplewood Estates subdivision. She stated without property maintenance ordinances the county has very little legal power to enforce property maintenance on the property owner. July landfill charges were 909.75 tons -- \$22,216.10.

B. Human Resources – HR Director Anita Epperson stated during the month of July she has worked on the following: five (5) new hires, two (2) employee resignations, three (3) employee terminations; four (4) management consultations; five (5) employee relation issues; posted new jobs to Josh Carney to post on county website and Facebook page; posted job to newspaper for Sheriff’s Department; several phone consults and FMLA.

C. Architect - John Davis – Davis was not able to attend the meeting however Robert stated in a report from John the agreement for Cascade High School has been signed and as soon as the ground dries they will begin working. Robert also stated plans for the Regions Bank building were included in the report. Renovation will begin once plans have been completed for the basement. Once the basement is completed they will move onto the 1st floor followed by 2nd and then the 3rd floor last since it will need air conditioning units.

D. Monthly Reports – Robert stated the only tax collected compared to this time last year is Prior Year Tax which is ahead at \$10,875.

- Juvenile Detention report reflects a projected loss of \$172,262
- Traffic School report reflects a projected profit of \$68,594
- Analysis report expenditures average for July was 8.33%.

Year to Date Average for: Travel – 10.08%, Utilities – 6.41%, Natural Gas – 0.70%, Food Supplies – 13.73%, Maintenance of Vehicles – 12.43%, Diesel – 14.10%, Gasoline – 15.77%, Legal Services – 0.00%.

E. Other Monthly Reports

EMS Report – Fiscal Billing vs. Collection rate for July was 60%. Call service for July was 662; average emergency response times were 5 minutes in the city and 10 in the county.

Motion made to approve all monthly reports, (Brothers, Smith) unanimous.

6. Other Business

- Robert made the committee aware the monthly reports in the future will look different. The Finance office upgraded its software; information will be the same, however the look of the report will look different.
- Robert stated there is a Courthouse Security Grant available. The grant will be specified for certain items like wands for certain floors, etc... The grant information was sent to the Sheriff's Department for further review.
- Robert stated the Jaycees of Shelbyville has requested to use the old hospital and parking area for their annual haunted house. Robert stated the request was passed onto the Courthouse and Property Committee for discussion in September.
- Robert passed out a handout regarding the loan pool since calls have been received from a local banker about bidding on a loan. Robert stated a capital outlay note is short term compared to a bond; bids are for 3, 5, 7 and 12 years. When the schools requested to borrow 4.5 million the loan was over twenty years so it would not be considered a capital outlay note. Robert continued to say, "by state law you have two options, you can go to the market, which you would be required to pay a financial advisor or go to the loan pool where fees are minimal; that is why we went to the loan pool for the Cascade High School project, it is basically an add on to the current loan".

7. Announcements: None

8. Adjourned: 4:35 PM (Smith, Brothers) unanimous.