

FINANCIAL MANAGEMENT COMMITTEE

Minutes for August 23 2016

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

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

Absent – None

Others – Commissioners Julie Sanders and Chuck Heflin; Sheriff's Dept. Chief Administrator Rick Castelow; Ted Hewell w/Bedford County Workhouse; Probation Director Joyce Reed; EMS Director Ted Cox; EMS Asst. Director Brett Young; County Architect John Davis; Solid Waste Director Diane Forbes; Times Gazette Reporter John Carney; Deputy Director of Finance Lori Schuler and Colette Bales.

1. Call Meeting to Order – Chairman Eugene Ray

2. Prayer- Don Gallagher

3. Approval of Minutes for July 26, 2016 Financial Management Committee- Motion made to approve (Smith, Gallagher) unanimous.

4. Old Business – None

5. New Business

A. Solid Waste – Diane Forbes stated she has been receiving more calls than usual about property maintenance and mosquito issues due to abandoned swimming pools.

Forbes stated items were donated to the Chamber of Commerce for the Firehouse BBQ event held Sept. 19, 2016 at the TN Fire Academy. The event will benefit local fireman.

Forbes stated she will have educational information and promotional items at the annual Flea Market held at the AG center on September 27, 2016.

Forbes also stated she has been gathering information together for the 2015-2016 audit that is being conducted. July landfill charges were 768.59 tons @ \$18,768.96. Forbes stated there was a \$.22 cent increase per ton for landfill charges; the county has to pay \$24.42 a ton to get rid of garbage.

B. Human Resources – Mrs. Moore was unable to attend meeting, however monthly report was included in committee member's packet. No questions or comments made regarding report.

C. Architect - John Davis

- Davis stated the Workhouse project is complete.
- Davis stated the school maintenance projects are about 90% complete. They still have a little more work to do on the Thomas Magnet School roof and the Harris Middle School cooling tower.
- Davis stated they have spent most of their time this month working on the Cascade High School; they've met with the user groups at the school, they have received the maintenance staffs input on systems and brands they would like to use. Davis stated the geo-tech field work has been done; the additional borings that were requested were done. Davis stated they are moving forward with the high intensity study area on the soils of about 7 or 8 acres. These acres were designated the best areas for a septic system with the intent of moving forward with either a conventional or low pressure system.
- Committee member, Jeff Yoes asked Davis who they confer with regarding the possible turning lanes at the Cascade High School. Davis stated they will have to work with the Department of Transportation.
- Davis stated he plans on having the bids for the columns at the Courthouse at the next Finance meeting.

D. Monthly Reports

- Compared to same time last year, total collections for:
 - Property Tax collections, ahead \$149
 - Prior Year Property Tax Collections, ahead \$4,924
 - Circuit Court/Clerk & Master Collections, \$0
 - Sales Tax Collections, ahead \$412,469
 - Mineral Severance Tax Collections, \$0
 - Juvenile Detention report reflects a projected loss of \$185,237

- Traffic School report reflects a projected profit of \$65,697
- Analysis report expenditures average for July was 8.33%.
Year to Date Average for: Travel – 5.30%, Utilities – 6.65%, Natural Gas – .37%, Food Supplies – 10.29%, Maintenance of Vehicles – 17.74%, Diesel – 14.87%, Gasoline – 18.79%, Legal Services – .12%.

E. Other Monthly Reports

- EMS Report – Fiscal Billing vs. Collection rate for July was 58%. Director Ted Cox stated their response time has gone back down this month, they at 5 in the city and 10 in the county. Cox stated they finished the year with the most calls ever run; over 7,000. Bids for the ambulance remount have come in; they will be waiting until after the horse show to select and pick out a bid. Cox also stated they have been working with Lori at Finance to get their accounts receivables numbers corrected. Due to a glitch in the software, receivables were off; however payments and collections were right. Committee Chairman, Eugene Ray congratulated Cox on being elected to the Tennessee Ambulance Association.

Motion made to approve all monthly reports, (Yoes, Smotherman) unanimous.

6. Other Business

- Robert stated we have a Surety Bond that we're required to have; we've paid the fee for but it needs to be recorded by Registrar's Office. Motion made and recommended to send to county commission for approval, (Yoes, Brothers) unanimous. ***Item to be placed on the September 13, 2016 County Commission agenda.***
- Bid 17-3, Banking Services. Robert stated the bid information was not included in the packet because it is a very complex bid that is done every 3 to 4 years. What they are looking for in the bids are interest rates received for checking along with fees charged for checks, cd images, etc. Robert stated they have received four (4) bids. Along with Tonya Davis at the Trustees Office, Robert stated, they are recommending Pinnacle Bank, this would be a change from the current bank, First Bank. Robert stated they feel like Pinnacle Bank has the best bid with a somewhat higher interest rate. Pinnacle will give half a percent for a year and then will adjust it on the fed rate. Committee member, Stanley Smotherman asked how many years this is good for. Robert stated it is for four (4) years, "this is determined by state law, you can do three or four years and we do four years".

Motion made to approve bid, (Brothers, Gallagher) unanimous.

7. Announcements – None

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