

FINANCIAL MANAGEMENT COMMITTEE
Minutes for August 28, 2018
Bedford County Business Complex – Suite 110, 4:15 PM

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

Absent – Jeff Yoes, Eugene Ray

Others – Commissioners Linda Yockey, Bill Anderson, Julie Sanders; Sheriff Austin Swing; Sheriff's Dept. Chief Administrator Rick Castelow; Chief Deputy Jason Williams; EMS Asst Director Brett Young; Trustee Tonya Davis; Probation Director Joyce Reed; MTSN Director Kimberly Warren; Solid Waste Director Diane Forbes; HR Director {Commissioner-elect} Anita Epperson; BCAC director Jack Cooper; BCAC Assistant Director Maria Hughes; BCAC Senior Officer Josie Lowery; Times Gazette Reporter John Carney; Deputy Director of Finance Lori Schuler and Kelley Hall;. Also attending, Mayor-elect Chad Graham, Commissioner-elect Sylvia Pinson; Commissioner-elect Chasity Gunn

1. **Call Meeting to Order** – 4:15 PM Stanley Smotherman-Welcome Don Embry back
2. **Prayer** – Commissioner Tony Smith
3. **Approval of Minutes for July 24, 2018 Financial Management Committee** – Motion made to approve (Gallagher, Smith), unanimous.
4. **Old Business** – None.
5. **New Business**
 - A. **Solid Waste** – Diane Forbes stated in her report the following:
 - Good amount of activity at the fair booth-with information and promotional items, “Nobody Trashes Tennessee”.
 - Environmental Week is September 18-20th at the AG Center. Approximately 1300 elementary students and 150 teachers and volunteers will be attending. Carol Fulmer, ISWA, will be doing classes on recycling.
 - Plans to work with BCLA with recycling needs again this year.
 - Asked Cort Huffman, principal at Liberty to have cafeteria workers avoid parking too close to the canisters. This has been an ongoing problem with drivers trying to pick up trash.
 - Bedford County Convenience Centers will be closed Monday, September 3 and will reopen Tuesday, September 4 in observance of Labor Day.
 - July landfill charges were \$23,263.53 – 920.60 tons.
 - Thank Stanley Smotherman for his diligence in working with the county for 40 years.
 - B. **Human Resources** – HR Director Anita Epperson stated in her August report she has worked on the following:
 - Eleven (11) new hires, four (4) employee dismissals, three (3) resignations, five (5) management consultations and six (6) employee relation issues. Forwarded new job openings to Josh Carney in order to post on county website, newspaper, Indeed.com and Facebook page, as well as Title VI surveys and FMLA. Commissioner Gallagher asked for an explanation of what Title VI surveys were and Anita provided an explanation.
 - C. **Architect - John Davis**- Mr. Davis was unable to attend but Robert stated that he is working with Josh on specs for wiring on Regions Bank building.
 - D. **Monthly Reports** – Robert stated that the only tax collected compared to this time last year is Prior year Tax which is a loss of \$6455.00:
 - Juvenile Detention report reflects a projected loss of \$182,893.64
 - Traffic School report reflects a projected profit of \$68,241.50
 - Analysis report expenditures average was 8.33%.Year to Date Average for: Travel – 11.52%, Utilities – 7.16%, Natural Gas – 0.31%, Food Supplies – 15.25%, Maintenance of Vehicles – 11.20%, Diesel – 14.05%, Gasoline – 14.46%, Legal Services – 0.00%.
 - E. **Other Monthly Reports**

- **EMS Report** – Financial report for July states budget is currently at 8.5%. Based on 8.3% per month, they should be at 8.3%. Fiscal Billing vs. Collections Percentage is 65%. Call service for June was 685; fiscal year to date calls for service was 685. Average emergency response times were five minutes in the city and 10 in the county. There are two full time EMS openings and no applications. Motion made to approve (Gallagher, Brothers) unanimous.

F. Animal Control Proposal-(referred by Law Enforcement Committee)-Bill Anderson explained the memo concerning the Interlocal agreement between the City of Shelbyville and Bedford County. The proposal states that the City of Shelbyville would pay Bedford County 50% of its current annual control budget (approximately \$65,855.00), which would cover two new employees, in exchange, Bedford County would also serve City of Shelbyville. Jack Cooper explained that he had been asked by Jan Phillips and Brian Crews to provide services as interim over the summer due to employee vacations but with no benefits to the county. He explained this is what prompted the proposal. Robert mentioned that Jack would need to get with John T. Bobo to draft an Interlocal agreement with a term. A motion was made to defer action until the Interlocal agreement comes to Finance committee before sending to full commission (Gallagher, Smith) unanimous.

6. Other Business

- Linda Yockey asked about salary study. Robert said he met with someone from Marshall County and we will bid it.

7. Announcements – Study session for all new commissioners immediately following September Finance Meeting. Gallagher asked that the time be changed to 5:00 for the Finance meeting in September to allow new commissioners to attend. Study session would still follow Finance Meeting. This is for September only. Motion made to change meeting time to 5:00 September only (Gallagher, Brothers) unanimous.

Tonya Davis asked if the new commissioners could take a “field trip day” to visit each office and see responsibilities of each office on a day to day basis.

8. Adjournment: 4:36 PM (Smith, Brothers) unanimous.