

FINANCIAL MANAGEMENT COMMITTEE

Minutes for October 25, 2016

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

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

Absent – Jeff Yoes and Tony Smith

Others – Commissioners Chuck Heflin, Linda Yockey, Tony Barrett and Bobby Fox; Sheriff's Dept. Chief Administrator Rick Castelow; Ted Hewell w/Bedford County Workhouse; EMS Asst. Director Brett Young; Director of IT Josh Carney; 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 September 27, 2016 Financial Management Committee**- Motion made to approve (Smotherman, Brothers) unanimous.
4. **Old Business** – None
5. **New Business**
 - A. **Solid Waste** – Mrs. Forbes stated the No. 1 & 2 recyclable plastic container boxes are now set at the Normandy and El Bethel convenience centers. Forbes also stated they have responded to a lot of roadside trash calls resulting in over 15,000 pounds of trash. Some of the most heavily used area trash locations were Mill Rd., New Hope Rd. and Carr Creek Rd. Forbes stated they are considering putting in cameras in some of these high dump areas in hopes of catching some of the litterers. September landfill charges were for 816.49 tons - \$19,938.69. Quarterly reports included.
 - 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** – Mr. Davis was unable to attend meeting however Chairman Eugene Ray stated the courthouse renovation project was just about complete as they are almost done painting. Chairman Ray stated Davis has been working with the director at Animal Control. Davis has recently talked with Jim Tracy and Pat Marsh regarding the intersection at the new Cascade High School. Ray also stated Davis is still working on the Regions Bank project.
 - D. **Monthly Reports**
 - Compared to same time last year, total collections for:
 - Property Tax collections, ahead \$54,463
 - Prior Year Property Tax Collections, less \$368
 - Circuit Court/Clerk & Master Collections, less \$35,014
 - Sales Tax Collections, ahead \$71,868
 - Mineral Severance Tax Collections, \$0
 - Juvenile Detention report reflects a projected loss of \$219,212
 - Traffic School report reflects a projected profit of \$84,314
 - Analysis report expenditures average for September was 25.00%.
Year to Date Average for: Travel – 23.72%, Utilities – 21.50%, Natural Gas – 1.13%, Food Supplies – 31.88%, Maintenance of Vehicles – 30.92%, Diesel – 18.18%, Gasoline – 21.92%, Legal Services – 49.65%.

E. Other Monthly Reports

- EMS Report – Fiscal Billing vs. Collection rate for September was 55%. Director Ted Cox stated compared to same time last year for the quarter they have billed \$196,000 more and collected \$190,000 more. They have recently hired a replacement in the billing office to replace employee who left in June. Cox stated they are answering about eighteen (18) calls per day. Cox also stated the remount from last year should be done within the next few weeks and have already ordered a chassis for the remount that was approved for this year. No questions or comments were made.

F. Quarterly Financials – Robert stated financials are basically same information as the Monthly Report. Recommendation made to approve Quarterly Financials (Gallagher, Smotherman) unanimous. *Item to be placed on the November 8, 2016 County Commission agenda.*

G. Board of Education – Budget Amendment No. 1 – Robert stated the budget amendment consists of the Arts Commission Grants, Safe Schools Grant, the MSP4 Grant Adjustment, Refunds and Reimbursements and the removal of the Adult Ed Budget.

H. County – Budget Amendment No. 1 – Robert stated the budget amendment consists of the Health Dept. Grant Adjustment, Pet Smart Grant, Homeland Security Grant, Refunds and Reimbursements and Donations. Recommendation made to send Board of Education and County Budget Amendments to county commission, (Brothers, Gallagher) unanimous. *Board of Education and County Budget Amendments to be placed on the November 8, 2016 County Commission agenda.*

I. Internet Contract for the Jail – IT Director, Josh Carney stated right now the county is in year two (2) of a five (5) year agreement with Charter Internet Service. The contract is for 20 megabytes per second dedicated fiber connection. Carney stated what they are requesting to do is scale that back from the twenty (20) megabytes per second to five (5) megabytes per second. Currently the county is paying \$700 per month; the contract is set to end August 2019 with a remaining balance of \$24,000. Carney stated if we scale back to the five (5) megabytes the monthly rate will be \$300 per month. Comparing the two side by side Carney stated would result in a savings of \$6,000 over the life of the contract. Carney stated Charter is letting the county stop this contract if we start the other. Recommendation made to send item to county commission, (Brothers, Gallagher) unanimous. *Item to be placed on the November 8, 2016 County Commission agenda.*

J. Proposed Modification of School Facilities Tax – Currently the county allows individuals to defer the School Facilities Tax when building or adding living area(s). Allowing the deferral increases costs with the Delta and Permit software currently being used. Director Chris White is requesting the county eliminates the deferral of the School Facilities Tax and request the builder or owner pay the tax up front when paying for other permit and zoning costs. Recommendation made to send to county commission, (Smotherman, Brothers) unanimous. *Item to be placed on the November 8, 2016 County Commission agenda.*

K. Request from BCFD for Surplus Buses – Bedford County Fire Department is requesting two (2) surplus buses to use for training of rescue and extrication operations involving school buses. The school board has already approved giving them two (2) buses. Embry stated he believes the costs of the buses were around \$500 - \$600 for both. Recommendation made to send to county commission, (Gallagher, Embry) unanimous. *Item to be placed on the November 8, 2016 County Commission agenda.*

6. Other Business

- Robert made the committee aware that recently the TBI bought a fingerprint machine for the Sheriff's Department through a grant. Recommendation made to forward the donation to county commission for approval, (Brothers, Gallagher) unanimous. *Item to be placed on the November 8, 2016 County Commission agenda.*
- Robert made the committee aware of the legal fees regarding the Cunningham lawsuit. As of September 2016 the fees were totaling \$101,494.80.
- Robert made the committee aware of why the county uses the TN Loan Pool instead of using a bank. Robert stated when the county issued the bond for the jail and school the county went through the state loan pool and used the Public Building Authority (City of Clarksville). By doing so the county saved a lot in fees. Robert stated he has had individuals call and state the county did not give banks a chance to bid on the projects. Robert stated if a bank wants to be involved in the bidding they can go to the loan

pool and be one of the lenders there but they would have to work with the loan pool. That would be the only way the county could use a bank on large projects.

7. Announcements –

- Commissioner Chuck Heflin stated the city county owned Commerce Park has been approved as one of premier select sites and is now listed on the Tennessee Department of Economic Development site. Chairman Ray stated the site will make the park a lot more marketable.
- Robert stated CTAS will be holding core classes in 2017. Commissioners are eligible to go to at no charge.

8. Adjourned: 4:43 PM (Brothers, Gallagher) unanimous.