

FINANCIAL MANAGEMENT COMMITTEE

Minutes for December 19, 2017

Bedford County Courthouse – Third Floor Courtroom, 4:00 PM

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

Absent –Don Gallagher

Others – Commissioners Ed Castleman, Tony Barrett, Linda Yockey, Bob Davis; Sheriff Austin Swing; Chief Deputy Jason Williams; Director of Bedford County Jail Tim Lokey; EMS Director Ted Cox; EMS Assistant Director Brett Young; Probation Director Joyce Reed; Solid Waste Director Diane Forbes; Times Gazette Reporter John Carney and Deputy Director of Finance Lori Schuler and Colette Bales.

1. **Call Meeting to Order** – Vice-Chairman Stanley Smotherman
2. **Prayer** – Stanley Smotherman
3. **Approval of Minutes for November 28, 2017, Financial Management Committee** – Motion made to approve, (Ray, Smith) unanimous.
4. **Old Business** - None
5. **New Business**
 - A. **Solid Waste** – Director Diane Forbes stated in her report she has been working on the following:
 - Met with Emily Wilson, principal at Bedford County Learning Academy, to schedule training with students on composting and recycling programs.
 - Continuing work on the Debris Management Program.
 - Quarterly reports
 - November landfill charges were 907.07 tons -- \$22,540.69
 - B. **Human Resources** – HR Director Anita Epperson was not able to attend. HR report stated during the month there were five (5) new hires, zero (0) resignations and one (1) dismissal. Report also states the following: two (2) management consultations, two (2) employee relation issues, forwarded new job openings to Josh Carney to post on county website, Facebook page and website Indeed.com; handled FMLA as well as several phone consults.
 - C. **Architect - John Davis** – John Davis was not able to attend the meeting. Robert stated they have looked at and are analyzing some of the materials used at the bank; as of now they do not have a report on the findings.
 - D. **Monthly Reports** – Compared to same time last year, total collections for:
 - Property Tax collections, less \$446,984
 - Prior Year Property Tax Collections, ahead \$37,007
 - Circuit Court/Clerk & Master Collections, ahead \$3.835
 - Sales Tax Collections, ahead \$4,141
 - Mineral Severance Tax Collections, less \$549
 - Juvenile Detention report reflects a projected loss of \$196,896
 - Traffic School report reflects a projected profit of \$143,652
 - Analysis report expenditures average for November was 41.67%.Year to Date Average for: Travel – 43.16%, Utilities – 40.22%, Natural Gas – 21.84%, Food Supplies – 55.58%, Maintenance of Vehicles – 42.56%, Diesel – 31.19%, Gasoline – 36.34%, Legal Services – 30.02%.

E. Other Monthly Reports

- **EMS Report** – December financial report states budget is currently at 44%. Based on 8.3% per month, they should be at 42%. Fiscal Billing vs. Collections Percentage is 49%. Call service for November was 562; average emergency response times were 5 minutes in the city and 11 in the county.

No questions or comments were made regarding any of the monthly reports. Motion made to approve all monthly reports, (Brothers, Smith) unanimous.

6. Other Business - None

7. Announcements: Robert stated the county has received its audit report, “this is the 2nd year in a row the county has not received any audit findings”.

8. Adjourned: 4:07 PM (Yoes, Brothers) unanimous.