
BUDGET COMMITTEE MINUTES
JANUARY 5, 2023

Members Present:

Shain Vowell, Commissioner – Chairman
Catherine Denenberg, Commissioner
Bob Smallridge, Commissioner
Jerry White, Commissioner
Michael Foster, Commissioner
Sabra Beauchamp, Commissioner
Shelly Vandagriff, Commissioner
Tracy Wandell, Commissioner

Meeting Facilitator: Robby Holbrook, Finance Director

TRANSFERS (Approved through Consent Agenda)

THE 1st ITEM, to be presented to the Anderson County Budget Committee, was a written request from Art Miller, Dental Clinic, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Code:

101-55160-307-2100	Communications	\$400.00
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Decrease Expenditure Code:

101-55160-435	Office Supplies	\$400.00
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Justification: Cell phone cost per month.

Motion by Commissioner Bob Smallridge, seconded by Commissioner Catherine Denenberg, and passed to approve the transfer requests.

THE 2nd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Steve Payne, EMA, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Code:

101-54410-599	Other Charges	\$5,000.00
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Decrease Expenditure Code:

101-54410-719	Other Equipment	\$5,000.00
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Justification: To purchase supplies and materials for the remainder of the fiscal year.

Motion by Commissioner Bob Smallridge, seconded by Commissioner Catherine Denenberg, and passed to approve the transfer requests.

THE 3rd ITEM, to be presented to the Anderson County Budget Committee, was a written request from John Vickery, Fleet Services, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Code:

101-54900-338	Repairs and Maintenance Vehicles	\$20,000.00
101-54900-707	Building Improvements	<u>22,453.61</u>
		\$42,453.61

Decrease Expenditure Code:

101-54900-453-1000	Vehicle Parts-Other Departments Maintenance	\$42,453.61
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Justification:

101-54900-338: Due to the availability of new ambulances, we have to keep our fleet longer. This money is to help with repairs to these vehicles.

101-54900-707: Reconstruction of offices from storm damage, funds will be transferred back into 101-54900-453-1000 when we receive check from insurance.

Motion by Bob Smallridge, seconded by Commissioner Catherine Denenberg, and passed to approve the transfer requests.

APPROPRIATIONS REQUIRING FULL COMMISSION APPROVAL

THE 4th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mark Stephens, Election Commission, that the following **TRANSFER (PAYROLL)** in General Fund 101 be approved.

Increase Expenditure Code:

101-51500-169	Part Time Help	\$5,000.00
101-51500-189	Machine Techs	<u>600.00</u>
		\$5,600.00

Decrease Expenditure Code:

101-51500-193	Election Workers	\$5,600.00
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Justification: This transfer is necessary to cover the additional labor for our Election Technicians during the November Election, and for additional part time funds to offset the reliance of part time employees used when the office was down one full employee.

Motion by Commissioner Michael Foster, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

Motion Failed

Voting Yes: Commissioner Michael Foster and Commissioner Shane Vowell
Voting No: Commissioner, Tracy Wandell
Commissioner, Shelly Vandagriff
Commissioner, Sabra Beauchamp
Commissioner, Bob Smallridge
Commissioner, Catherine Denenberg
Absent, Jerry White

THE 5th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mayor Frank, County Mayor's Office, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-51300-399-ORRC1 ORRCA Website Hosting \$560.00

Increase Revenue Code:

101-48990-ORRC1 Other Local Revenue-ORRCA \$560.00
Website

Justification: Mayor Frank is currently serving as chairwoman of Oak Ridge Reservation Communities Alliance. One of the duties of the Chair is responsibility for the ORRCA website, <https://orrcatn.com>, and regular posting of DOE/TDEC correspondence for the public. This amendment is to set up specific codes to pay for web hosting for the site. Expenses will be reimbursed through a grant that funds ORRCA.

Motion by Commissioner Catherine Denenberg, seconded by Commissioner Michael Foster, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 6th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Roger Lloyd, Buildings & Grounds, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

121-58836-335-GA014 County Buildings-Repair & Maintenance \$18,635.00

Decrease Reserve Code:

121-34512 ARP Funds \$18,635.00

Justification: Anderson County owns 11- bell Slover Chimes atop the Courthouse. Verdin Co. renovated the bells in 1997, which included current control system. In 2016, the chimes began experiencing problems and a couple of on-site calls were conducted in attempts to keep older system operational. Chimes need new Master Control system. New system can be connected to LAN, allowing scheduling of chimes. Proposal is to design, fabricate, and install new Master Control to include digital bell ringing controller and new electric panel. This request is a one-time cost, but post installation, our plans are to contract for annual maintenance of \$1,345 that we would

cost, but post installation, our plans are to contract for annual maintenance of \$1,345 that we would incorporate into each annual budget. This would include cleaning/servicing of each bell and striker, adjustment and testing of until and bells.

Motion to approve by Commissioner Catherine Denenberg, seconded by Commissioner Shain Vowell.

Motion to amend from fund 101 to fund 121 by Commissioner Michael Foster, seconded by Commissioner Catherine Denenberg.

Motion as amended passed unanimously.

THE 7th ITEM, to be presented to the Anderson County Budget Committee, was a written request from AC Library Board, Rocky Top Library, that the following **APPROPRIATION** in Library Fund 115 be approved.

Decrease Reserve Code:

115-34535-3001	Dedicated Reserve	\$810.00
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Increase Expenditure Codes:

115-56500-317-3001	Data Processing Services	\$347.00
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115-56500-435-3001	Office Supplies	<u>463.00</u>
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		\$810.00
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Justification: I need to make purchases with my LSTA grant money. Deep Freeze protection for public computers for 3 years, a flatbed scanner for Patron use and a new computer monitor.

Motion by Commissioner Tracy Wandell, seconded by Commissioner Catherine Denenberg, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 8th ITEM, to be presented to the Anderson County Budget Committee, was a written request from AC Library Board, Janine Brewer, that the following **APPROPRIATION** in Library Fund 115 be approved.

Decrease Reserve Code:

115-34535	AC Library restricted for other purposes	\$212.00
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Increase Expenditure Code:

115-56500-351	Rental of PO Box	\$212.00
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Justification: Rental of PO Box at Clinton Post Office, 1 year (12/01/2022-11/30/2023)

Motion by Commissioner Tracy Wandell, seconded by Commissioner Catherine Denenberg, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 9th ITEM to be presented to the Anderson County Budget Committee, was a written request from Annette Prewitt, County Commission, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-51100-399	Other Contracted Services	\$1,750.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$1,750.00
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Justification: To pay the other half of Open Meeting subscription fees for the voting system for 1/1/23 through 6/30/23.

Motion by Commissioner Bob Smallridge, seconded by Commissioner Tracy Wandell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 10th ITEM, to be presented to the Anderson County Budget Committee, was a written request from John Vickery, Fleet Services, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Codes:

101-54900-435	Office Supplies	\$4,212.62
101-54900-424	Garage Supplies	763.40
101-54900-453	Vehicle Parts	1,358.76
101-54900-446	Small Tools	142.94
101-54900-451	Uniforms	2,594.77
101-54900-709	Data Processing Equipment	4,319.92
101-54900-790	Other Equipment	<u>1,756.35</u>
		\$15,148.76

Increase Revenue Code:

101-49700	Insurance Recovery	\$15,148.76
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Justification: This is to move insurance money (from the flood damage in July 2022) into the line items above for replacement of the items that were lost in the flood.

Motion by Commissioner Tracy Wandell, seconded by Commissioner Michael Foster, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 11th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Gary Long, Road Superintendent, that the following **APPROPRIATION** in Highway Fund 131 be approved.

Increase Expenditure Code:

131-68000-714	Highway Equipment	\$200,000.00
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Decrease Reserve Code:

131-34550	Restricted For Hwy	\$200,000.00
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Justification: In case Highway Department needs more equipment.

Motion by Commissioner Tracy Wandell, seconded by Commissioner Catherine Deneburg, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 12th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Jeff Cole/Regina Copeland, County Clerk/Trustee, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-49700	Insurance Recovery	\$23,356.00
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Increase Expenditure Codes:

101-52500-790	County Clerk-Other Equipment	\$8,431.00
101-52400-790	Trustee-Other Equipment	<u>14,925.00</u>
		\$23,356.00

Justification: See attached incident report that is a result of freezing temperatures that caused frozen water pipes and power outages. All equipment and hardware lost.

Motion by Commissioner Tracy Wandell, seconded by Commissioner Catherine Deneburg, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 13th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Sheriff Russell Barker, Sheriff's Department, that the following **APPROPRIATION** in Fund 122 be approved.

Increase Expenditure Code:

122-54150-718	Motor Vehicle	\$45,000.00
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Decrease Reserve Code:

122-34525-1000	Restricted For Public Safety	\$45,000.00
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Justification: This money will be used to purchase two replacement vehicles for narcotic investigations. Once they are purchased we will surplus current vehicles in the narcotics unit. The monies from the sale of those vehicles will go back in the restricted code.

Motion by Commissioner Catherine Deneburg, seconded by Commissioner Michael Foster, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

SECTION A, FY 23/24 Budget

Finance Director Robby Holbrook presented the FY2023-2024 Budget Guidelines, Forms, and Calendar for Committee Approval.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Catherine Denenberg, and passed to approve the Budget Guidelines, Forms, and Calendar as presented.

Motion passed unanimously via voice vote.

SECTION B, Highland Communications Site-Prep Costs/Mayor Frank

Clerical error. Item removed from agenda.

SECTION C, New Business

1. Finance Director Robby Holbrook presented an appropriation request on behalf of County Clerk Jeff Cole and Trustee Regina Copeland.

Motion by Commissioner Tracy Wandell, seconded by Commissioner Catherine Denenberg, and passed to refer to the Anderson County Board of Commissioners with a recommendation for approval.

This is reflected as the “12th item” above.

2. Finance Director Robby Holbrook presented an appropriation request on behalf of the Sheriff’s Office.

Motion by Commissioner Catherine Denenberg, seconded by Commissioner Michael Foster, and passed to refer to the Anderson County Board of Commissioners with a recommendation for approval.

This is reflected as the “13th item” above.

Meeting adjourned.



Robby Holbrook, Finance Director