

---

---

**BUDGET COMMITTEE MINUTES**  
**SEPTEMBER 7, 2023**

---

---

Members Present:

Shain Vowell, Commissioner – Chairman  
Aaron Wells, Commissioner  
Bob Smallridge, Commissioner  
Sabra Beauchamp, Commissioner  
Shelly Vandagriff, Commissioner  
Tracy Wandell, Commissioner  
Jerry White, Commissioner

Members Absent: Michael Foster, Commissioner

Meeting Facilitator: Robby Holbrook, Finance Director

## TRANSFERS (Approved through Consent Agenda)

**THE 0 ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Nathan Sweet, EMS, that the following **TRANSFER** in Ambulance Fund 118 be approved.

Decrease Expenditure Code:

118-55130-413	Drugs & Medical Supplies	\$1,010.00
---------------	--------------------------	------------

Increase Expenditure Codes:

118-55130-359	Disposal Fees	\$50.00
118-55130-351	Rentals	<u>960.00</u>
		\$1,010.00

*Justification:* Both expense codes were increased after budget submitted. Disposal fees for trash at EMS facilities. Rental is for station 5 in Oak Ridge, just started a four year agreement.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Aaron Wells, and passed to approve the transfer request.

Absent: Commissioner Jerry White

**THE 1<sup>st</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Rex Lynch, Circuit Court, that the following **TRANSFER** in General Fund 101 be approved.

Decrease Expenditure Code:

101-53100-337	Maintenance & Repairs	\$2,300.00
---------------	-----------------------	------------

Increase Expenditure Code:  
 101-53100-711 Furniture & Fixtures \$2,300.00

Justification: Replace outdated and failing office furniture.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Aaron Wells, and passed to approve the transfer request.

Absent: Commissioner Jerry White

**THE 2<sup>nd</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank, Senior Center, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Code:  
 101-56300-307 Senior Citizens Assistance-Communication \$96.00

Decrease Expenditure Code:  
 101-56300-333 Senior Citizens Assistance-Licenses \$96.00

Justification: This amendment will allow for transfer of funds to pay for the annual renewal cost (\$995.40) of the operating system licenses for the Senior Center phone system. The vendor gave Anderson Co a discount last year due to the delayed install of equipment. Our budget for the anticipated full annual cost fell a bit short.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Aaron Wells, and passed to approve the transfer request.

Absent: Commissioner Jerry White

**APPROPRIATIONS      REQUIRING      FULL      COMMISSION  
 APPROVAL**

**THE 3<sup>rd</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Kim Towe, Special Education, that the following **APPROPRIATION** in General Purpose School Fund 141 be approved.

Increase Revenue Code:  
 141-43551-SEFFS Special Education Fees for Service \$21,445.44

Increase Expenditure Codes:  
 141-71200-189-SEFFS Other Salaries & Wages \$3,510.40  
 141-71200-201-SEFFS Social Security 217.63  
 141-71200-204-SEFFS State Retirement 210.63  
 141-71200-212-SEFFS Employer Medicare 50.91

141-72220-124-SEFFS	Psychological Personnel	6,713.76
141-72220-189-SEFFS	Other Salaries & Wages	9,000.00
141-72220-201-SEFFS	Social Security	974.26
141-72220-204-SEFFS	State Retirement	540.00
141-72220-212-SEFFS	Employer Medicare	<u>227.85</u>
		\$21,445.44

*Justification:* To appropriate Special Education Fees for Service funds for salary supplements for psychologists, clerical personnel and school to work personnel.

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

Absent: Commissioner Jerry White

**THE 4<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Katrina Oakley, Federal Programs, that the following **APPROPRIATION** in General Purpose School Fund 141 be approved.

Increase Revenue Code:

141-46590	Lottery for Education Afterschool Program	\$325,000.00
-----------	---	--------------

Increase Expenditure Codes:

141-71400-105	Program Director	\$14,700.00
141-71400-116	Teacher Salaries	94,500.00
141-71400-162	Clerical Personnel	10,500.00
141-71400-163	Classified	36,418.99
141-71400-189	Other Salaries & Wages-Site Coordinators	128,205.00
141-71400-201	Social Security-6.2%	17,602.11
141-71400-204	Retirement-6.81/6.00%	18,957.28
141-71400-212	Medicare-1.45%	<u>4,116.62</u>
		\$325,000.00

*Justification:* To appropriate the 2023-2024 Lottery for Education Afterschool Program allocation. The elementary schools involved Briceville, Claxton, Dutch Valley, Grand Oaks, Norris and Norwood as well as Norwood Middle School.

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

Absent: Commissioner Jerry White

**THE 5<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Julie Minton, Fiscal Services, that the following **APPROPRIATION** in General Purpose School Fund 141 be approved.

Increase Expenditure Codes:

141-72310-188	Incentive Payments	\$16,000.00
141-72310-201	Social Security	992.00
141-72310-204	State Retirement	1,090.00
141-72310-212	Medicare	<u>232.00</u>
		\$18,314.00

Decrease Reserve Code:

141-39000	Unassigned Fund Equity	\$18,314.00
-----------	------------------------	-------------

*Justification:* To appropriate funds for employee attendance incentive program. Program is designed to reward employees who have not missed a day that particular month.

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

Absent: Commissioner Jerry White

**THE 6<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Marcus Bullock, Fiscal Services, that the following **APPROPRIATION** in General Purpose School Fund 141 be approved.

Increase Revenue Code:

141-46510	Tennessee Investment in Student Achievement	\$1,810,044.60
-----------	---	----------------

Increase Expenditure Codes:

141-71100-116	Teachers	\$144,499.04
141-71100-128	Homebound Teachers	500.00
141-71100-201	Social Security	8,958.94
141-71100-204	Retirement	9,840.38
141-71100-212	Employer Medicare	2,095.24
141-71200-116	Teachers	35,000.00
141-71200-128	Homebound Teachers	700.00
141-71200-201	Social Security	2,215.00
141-71200-204	Retirement	2,435.00
141-71200-212	Employer Medicare	520.00
141-71300-162	Clerical Personnel	4,500.00
141-71300-189	Other Salaries & Wages	14,000.00
141-71300-201	Social Security	1,150.00
141-71300-204	Retirement	1,265.00
141-71300-212	Employer Medicare	270.00

141-72120-105	Supervisor/Director	2,500.00
141-72120-131	Medical Personnel	50,000.00
141-72120-162	Clerical Personnel	1,900.00
141-72120-201	Social Security	3,220.00
141-72120-204	Retirement	3,540.00
141-72120-212	Employer Medicare	755.00
141-72210-189	Other Salaries & Wages	150,000.00
141-72210-201	Social Security	9,300.00
141-72210-204	Retirement	10,215.00
141-72210-212	Employer Medicare	2,175.00
141-72220-105	Supervisor/Director	6,000.00
141-72220-124	Psychological Personnel	52,000.00
141-72220-131	Medical Personnel	45,000.00
141-72220-162	Clerical Personnel	16,500.00
141-72220-189	Other Salaries & Wages	100,000.00
141-72220-201	Social Security	13,615.00
141-72220-204	Retirement	14,950.00
141-72220-212	Employer Medicare	3,185.00
141-72510-103	Assistant(s)	600.00
141-72510-105	Supervisor/Director	775.00
141-72510-119	Accountants/Bookkeepers	2,000.00
141-72510-201	Social Security	210.00
141-72510-204	Retirement	205.00
141-72510-212	Employer Medicare	50.00
141-72520-105	Supervisor/Director	2,400.00
141-72520-201	Social Security	150.00
141-72520-204	Retirement	150.00
141-72520-212	Employer Medicare	36.00
141-72610-105	Supervisor/Director	750.00
141-72610-166	Custodial Personnel	50,000.00
141-72610-201	Social Security	3,150.00
141-72610-204	Retirement	3,050.00
141-72610-212	Employer Medicare	740.00
141-72620-105	Supervisor/Director	17,000.00
141-72620-201	Social Security	1,055.00
141-72620-204	Retirement	1,020.00
141-72620-212	Employer Medicare	250.00
141-72710-162	Clerical Personnel	12,000.00
141-72710-201	Social Security	750.00
141-72710-204	Retirement	725.00
141-72710-212	Employer Medicare	175.00
141-76100-707	Building Improvements	<u>1,000,000.00</u>
		\$1,810,044.60

Justification: To appropriate the remaining funding per the TN Department of Education's final TISA estimate.

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

Absent: Commissioner Jerry White

**THE 7<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Gary Long, Highway Department, that the following **APPROPRIATION** in Highway Fund 131 be approved.

Increase Expenditure Code:

131-62000-443	Signs	\$10,000.00
---------------	-------	-------------

Decrease Reserve Code:

131-34550	Restricted For Highway	\$10,000.00
-----------	------------------------	-------------

*Justification:* Needed for additional signs for ACHD roads.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Shelly Vandagriff, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

Absent: Commissioner Jerry White

**THE 8<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Brice Kidwell, EMA, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-47590-DOE	DOE Grant	\$16,000.00
---------------	-----------	-------------

Increase Expenditure Code:

101-54410-499-DOE	Emergency Management-Other Supplies & Materials	\$16,000.00
-------------------	---	-------------

*Justification:* To purchase portable radios to be utilized with any DOE event/disaster within Anderson County.

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

**THE 9<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from AC Library Board, Norris Community Library, that the following **APPROPRIATION** in Library Fund 115 be approved.

Increase Revenue Code:  
115-47590-4001      Local Restricted Funds      \$1,842.00

Increase Expenditure Code:  
115-56500-709-4001      Data Processing Equip.      \$1,842.00

*Justification:* Money to be spent on the 23/24 Training Opportunities Grant to purchase wireless access points for the library.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Shelly Vandagriff, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 10<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from AC Library Board, Clinton Library, that the following **APPROPRIATION** in Library Fund 115 be approved.

Increase Expenditure Code:  
115-56500-437-2000      Periodicals      \$1,000.00

Decrease Reserve Code:  
115-34535-2000      Clinton Local Reserve      \$1,000.00

*Justification:* To fund our periodicals for this fiscal year.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Shelly Vandagriff, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**THE 11<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Stephanie Wells, Tourism, that the following **APPROPRIATION** in Tourism Fund 128 be approved.

Increase Revenue Code:  
128-46980-ARPA      ARPA Grant      \$51,730.00

Increase Expenditure Code:  
128-58110-302-ARPA      Advertising-ARPA Grant      \$51,730.00

*Justification:* Appropriation for revenue and expenses associated with Tourism Marketing ARPA Grant.

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

**THE 12<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank, Senior Center, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-46140-TCAD	Senior Center TCAD Grant	\$8,000.00
----------------	--------------------------	------------

Increase Expenditure Code:

101-56300-499-TCAD	Senior Center Assistance-Other Supplies & Materials	\$8,000.00
--------------------	---	------------

*Justification:* Anderson County applied for and was awarded an \$8,000 grant through TCAD for the purpose of improving effectiveness of the Anderson Co. Senior Center’s already successful and well received health education program. Planned purchases include: health related education materials, such as wall charts; talking-point cards that can help seniors jump-start health conversations with friends and family members; a medical grade scale; basic medical supplies. Grant funds may also be used to purchase additional exercise equipment, to expand options for seniors to safely exercise at the facility. Additionally, funds may be used to secure some equipment (desk, chairs, storage bins, etc.) for health educator’s office.

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

**THE 13<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance/Mayor, that the following **APPROPRIATION** in General Fund 101 be approved.

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$43,334.00
-----------	-------------------------	-------------

**(Amendment will be from 101-34510-ECA Restricted for General Government-ECA Energy Communities Alliance and a JE will replenish the reserve for 39000)**

Increase Expenditure Codes:

101-58900-169-ECA	Miscellaneous-Part-Time Wages-Energy Communities Alliance	\$8,000.00
101-58900-189-ECA	Miscellaneous-Other Salaries & Wages Energy Communities Alliance	10,023.00
101-58900-201-ECA	Social Security	1,116.00
101-58900-204-ECA	Retirement	600.00
101-58900-212-ECA	Medicare	261.00



101-58900-399-ECA	Other Contracted Services	22,334.00
101-58900-499-ECA	Other Supplies & Materials	<u>1,000.00</u>
		\$43,334.00

Justification: Energy Communities Alliance Grant. These funds are still available from FY 22/23 for this grant. We still have until February 24 to spend leftover funds.

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

**THE 14<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Reserve Code:

101-39000	Unassigned Fund Balance	\$200,000.00
-----------	-------------------------	--------------

**(Amendment will be from 101-34790-48991 Opioid Past Remediation and a JE will replenish the reserve for 39000)**

Increase Expenditure Code:

101-99100-590-0118	Transfers Out to Other Funds	\$200,000.00
--------------------	------------------------------	--------------

Justification: FY 23/24 Budget funding for EMS from Opioid revenue.

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

**THE 15<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance, that the following **APPROPRIATION** in General Fund 101 be approved.

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$87,494.00
-----------	-------------------------	-------------

Increase Expenditure Code:

101-51900-599	Other General Administration-Other Charges	\$87,494.00
---------------	--	-------------

Justification: TN Risk Management payment for workers compensation, vehicle and equipment insurance, liability insurance and buildings and contents insurance increased \$130,563 from last fiscal year. FY 23/24 budget was increased \$33,859. This will cover the increase that has already been paid on July 1<sup>st</sup> due to a 2% discount which amounts to \$24,825.

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

**THE 16<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Randy Walters, Finance, that the following **APPROPRIATION** in ARPA Fund 121 be approved.

Increase Revenue Code:

121-47901-DC001	ARPA Direct Federal Revenue-Dental Clinic Bldg. Improvements	\$500,000.00
-----------------	--	--------------

Increase Expenditure Code:

121-91401-707-DC001	Dental Clinic Bldg. Improvements	\$500,000.00
---------------------	----------------------------------	--------------

*Justification:* To allocate ARPA grant funds Redesign/Relocation of Dental Clinic (FY24).

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

**SECTION A, Grant Applications**

1. EMS Director Nathan Sweet presented a request to apply for the “Gary Sinise Foundation First Responder Grant”. (To be used for automated external defibrillators –AED’s.)

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

2. Finance Director Robby Holbrook presented a request from the Highway Department for approval to apply for a TDOT grant to fund planning and design for the Brooks Gap Road bridge replacement.

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

**SECTION B, Longevity Pay**

Director of Human Resources & Risk Management Kim Jeffers-Whitaker presented a proposed employee longevity program on behalf of the HR Advisory Committee.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Aaron Wells, to defer the topic for discussion at the Strategic Planning Workshop scheduled for October 26<sup>th</sup> and 27<sup>th</sup>.

Motion Passed. Voting No: Commissioner Jerry White.

**SECTION C, AC Health Department/Dental Clinic ARPA Request**

Mayor Terry Frank presented a request to set aside \$500,000.00 in ARPA funds to move the Dental Clinic to the end of the building to allow for more a more efficient design and layout of the Health Department and Dental Clinic.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval for allocation of up to \$500,000.00 in ARPA funds for this purpose.

This is reflected as “THE 16<sup>th</sup> Item” above.

**SECTION D, Volunteer Fire Depts. ARPA Funds**

As referred to the Budget Committee from County Commission, Finance Director Robby Holbrook presented the request from the Fire Commission for \$50,000.00 for each Fire Department and the Rescue Squad for the purchase of specific items.

Motion by Commissioner Tracy Wandell, seconded by Commissioner Aaron Wells, to approve payment to the eight (8) entities that have submitted the appropriate paperwork.

Motion passed.

**SECTION E, BOE Request**

Director of Schools Dr. Timothy Parrott presented a request for the allocation of \$1,507,204.00 in ARPA funds for Waste Water Treatment Systems upgrades for the Briceville and Dutch Valley Elementary Schools.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Shelly Vandagriff, to defer the topic for discussion at the Strategic Planning Workshop scheduled for October 26th and 27th.

Motion Passed. Voting No: Commissioner Jerry White.

**SECTION F, Solid Waste Commission Funds Update**

Finance Director Robby Holbrook presented the policy and currently available funds for each County Commissioner.

No action taken.

**SECTION G, New Business**

None.

**SECTION H, Old Business**

None.

Meeting Adjourned.

---

Robby Holbrook, Finance Director