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**BUDGET COMMITTEE MINUTES**  
**OCTOBER 5, 2023**

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Members Present:

Shain Vowell, Commissioner – Chairman  
Bob Smallridge, Commissioner  
Jerry White, Commissioner  
Michael Foster, Commissioner  
Shelly Vandagriff, Commissioner  
Tyler Mayes, Commissioner

Members Absent:

Aaron Wells, Commissioner  
Sabra Beauchamp, Commissioner

Meeting Facilitator: Robby Holbrook, Finance Director

**APPROPRIATIONS      REQUIRING      FULL      COMMISSION**  
**APPROVAL**

**THE 1<sup>st</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	\$9,092.00
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Increase Expenditure Codes:

141-71200-171-SEFFS	Speech Pathologists	\$8,000.00
141-71200-201-SEFFS	Social Security	496.00
141-71200-204-SEFFS	State Retirement	480.00
141-71200-212-SEFFS	Employer Medicare	<u>116.00</u>
		\$9,092.00

*Justification:* To appropriate Special Education Fees for service funds for salary supplements for Speech Pathologists.

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

**THE 2<sup>nd</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:

141-46590-STSEP	State Special Education Preschool Grant	\$114,746.92
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Increase Expenditure Codes:

141-71200-163-STSEP	Educational Assistants	\$50,000.00
141-71200-201-STSEP	Social Security	3,448.89
141-71200-204-STSEP	Pensions	3,374.64
141-71200-206-STSEP	Life Insurance	174.00
141-71200-207-STSEP	Medical Insurance	7,500.00
141-71200-212-STSEP	Employer Medicare	806.59
141-71200-429-STSEP	Instructional Supplies & Materials	24,480.54
141-72220-524-STSEP	In-service/Staff Development	20,000.00
141-99100-504-STSEP	Indirect Cost	<u>4,962.26</u>
		\$114,746.92

*Justification:* To appropriate funds allocated to the Special Education Department by the State Special Education Preschool Grant for the 2023/2024 school year.

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

**THE 3<sup>rd</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Margaret Burrell, School Nutrition, that the following **APPROPRIATION** in Central Cafeteria Fund 143 be approved.

Increase Reserve Code:

143-34230	Food Service Reserve	\$1,063,869.00
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Decrease Expenditure Codes:

143-73100-162	Food Service Clerical Personnel	\$520,000.00
143-73100-165	Food Service Cafeteria Personnel	<u>543,869.00</u>
		\$1,063,869.00

*Justification:* There was an error made in the budget process and the budget is balanced with this adjustment and there will be no projected budget shortfall.

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

**THE 4<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Margaret Burrell, School Nutrition, that the following **APPROPRIATION** in Central Cafeteria Fund 143 be approved.

Increase Revenue Code:

143-47114	Food Service USDA SCA Grant	\$128,504.00
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Increase Expenditure Codes:

143-73100-469	Food Service USDA Commodities	\$6,000.00
143-73100-422	Food Service Food Supplies	32,504.00
143-73100-709	Food Service Data Processing	60,000.00
143-73100-718	Food Service Motor Vehicles	<u>30,000.00</u>
		\$128,504.00

*Justification:* A. is a new round, and probably final round, of supply chain assistance grant  
B. Commodity adjustment to reflect increased value of USDA foods received or to be received.  
C. Additional budget for food price increases already seen for October.  
D. Approximately 47 machines and peripherals need updating and with the supply chain monies, this would be a good opportunity to update (9 year old machines now).  
E. We continue to look for food transport vehicles and have seen continued price increases.

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

**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 **TRANSFER (Payroll)** in General Purpose School Fund 141 be approved.

Increase Expenditure Code:

141-72120-213	Payments to Retirees	\$6,300.00
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Decrease Expenditure Code:

141-72120-131	Medical Personnel	\$6,300.00
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*Justification:* To transfer funds for retirement benefit payment initially overlooked in original appropriation.

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

**THE 6<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:

131-63100-433	Lubricants	\$5,000.00
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Decrease Reserve Code:

131-34550	Restricted For Hwy	\$5,000.00
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Justification: Possible need of more oil and lubricants.

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

**THE 7<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance/Sheriff's Department, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-47590-2000	Other Fed/thru State-Meth Overtime	\$19,000.00
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Increase Expenditure Codes:

101-54110-187-1500	Sheriff Department-Meth Grant Overtime Pay	\$16,588.00
101-54110-201-1501	Social Security	1,023.00
101-54110-204-1502	Retirement	1,150.00
101-54110-212-1503	Medicare	<u>239.00</u>
		\$19,000.00

Justification: Increasing revenue and expenditures for Meth overtime grant for Sheriff's Office.

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

**THE 8<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance/Sheriff's Department, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-46870	Emergency Hospital-Prisoner	\$86,970.40
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Increase Expenditure Code:

101-54210-507	Jail-Medical & Dental	\$86,970.40
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Justification: State reimbursement for contracted prisoner boarding. \$360,000 budget with only \$16,638 available.

Motion by Commissioner Tyler Mayes, seconded by Commissioner Bob Smallridge, 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 John Prince, Finance/General Sessions, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Codes:

101-46980-AEM1	Other State Grants-Revenue (Alt E-Monitoring)	\$13,430.00
101-42310-AEM1	Gen Ses Court-Fines (Alt-E-Monitoring)	4,740.00

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	<u>13,430.00</u>
		\$31,600.00

**(Amendment will be from 101-34530 Restricted Alcohol & Drug Treatment and a JE will replenish the reserve for 39000)**

Increase Expenditure Code:

101-53310-399-AEM1	Gen Ses Judge-Other Contracted Serv (Alt E-Monitoring)	\$31,600.00
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*Justification:* To allocate 2023-2024 Alternate Electronic Monitoring (AEM) Grant funds along with associated match and revenue. This grant will assist in the reimbursement of approximately 158 device months for the electronic monitoring of indigent people.

Motion by Commissioner Tyler Mayes, seconded by Commissioner Bob Smallridge, 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 Brice Kidwell, EMA, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-47235-DHS	Department of Homeland Security Grant	\$28,250.00
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Increase Expenditure Code:

101-54410-499-DHS	Emergency Management-Other Supplies & Materials	\$28,250.00
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*Justification:* To purchase generators and portable lighting for physical protective measures. Along with ReadyOp for enhancing intelligence and information sharing within Anderson County and/or alongside of District 2 Department of Homeland Security.

Motion by Commissioner Shelly Vandagriff, seconded by Commissioner Tyler Mayes, 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 Mark Stephens, Election Commission, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-47590-ELECT	Security Grant/Fed/State Grant	\$9,405.46
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Increase Expenditure Codes:

101-51500-709	Data Processing Equipment	\$6,000.00
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101-51500-790	Other Supplies & Equipment	<u>3,405.96</u>
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\$9,405.96

*Justification:* The remainder of the Security Grant will be spent on printers, ballot bags, upgraded server, additional security software, and battery backups.

Motion by Commissioner Bob Smallridge, seconded by Commissioner Jerry White, 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 AC Library Board, Briceville Public Library, that the following **APPROPRIATION** in Library Fund 115 be approved.

Decrease Reserve Code:

115-34535-1001	Local Restricted Funds-Briceville	\$1,090.05
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Increase Expenditure Code:

115-56500-709-1001	Data Processing Equipment	\$1,090.05
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*Justification:* This is a one-time transfer of funds to cover projected shortages in two accounts.

Motion by Commissioner Shain Vowell, seconded by Commissioner Bob Smallridge, 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 AC Library Board, Norris Community Library, that the following **APPROPRIATION** in Library Fund 115 be approved.

Increase Revenue Code:

115-47590-4001	Other Federal thru State	\$2,556.00
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Increase Expenditure Code:

101-56500-709-4001	Data Processing Equipment	\$2,556.00
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*Justification:* Money to be spent on the 23/24 Technology Grant to purchase technology items for the library. This grant is a 50% match/reimbursement grant.

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

Voting No: Commissioner Shain Vowell

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

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$4,592.50
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Increase Expenditure Code:

101-53500-435	Juvenile Court-Office Supplies	\$4,592.50
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*Justification:* We are in need of 6 new scanners for the Juvenile Court staff. The current scanners that we are using are at least 10 years old, if not older. The scanners are imperative to our daily function in our job duties. Currently it can take up to 7-10 tries to get one document to scan properly which is taking up valuable working time that could be spent on other necessary court tasks. Without the appropriate equipment to work with we cannot effectively and efficiently do our jobs to keep the court running on time and smoothly.

Motion by Commissioner Bob Smallridge, seconded by Commissioner Shelly Vandagriff, 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 Jeff Cole, County Clerk, that the following **APPROPRIATION** in General Fund 101 be approved.

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$10,700.00
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**(Amendment will be from 101-34515-TITLE Restricted for Data Processing and a JE will replenish the reserve for 39000)**

Increase Expenditure Codes:

101-52500-351	Rentals	\$9,500.00
101-52500-335	Maintenance & Repair	<u>1,200.00</u>
		\$10,700.00

*Justification:* Rent for Norris location.

Motion by Commissioner Shain Vowell, seconded by Commissioner Tyler Mayes, 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 John Vickery, Fleet Services, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Codes:

101-54900-399	Other Contracted Services	\$6,000.00
101-54900-450	Tires and Tubes	<u>7,000.00</u>
		\$13,000.00

Increase Revenue Code:

101-48140-FLEET	Contracted Services-Fleet	\$13,000.00
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Justification: Replacement of funds used in these line items.

Motion by Commissioner Jerry White, seconded by Commissioner Shain Vowell, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**Nominations for Budget Committee Chair and Vice-Chair**

Chairman Shain Vowell called for nominations for the Budget Committee Chair:

Commissioner Shelly Vandagriff nominated Commissioner Michael Foster for Committee Chair.

Commissioner Jerry White nominated Commissioner Shain Vowell for Committee Chair.

Motion by Commissioner Jerry White, second by Commissioner Shelly Vandagriff, to cease nominations. Motion Passed.

Voting “Yes” for Commissioner Michael Foster: Commissioners Vandagriff, Mayes, and Foster.

Voting “Yes” for Commissioner Shain Vowell: Commissioners Smallridge, White, and Vowell.

Commissioner Vowell withdrew from consideration.

Voting “Yes” for Commissioner Michael Foster: Commissioners Vandagriff, Mayes, Vowell, Smallridge, White, and Foster. Commissioner Michael Foster elected as Committee Chair.

Motion by Commissioner Tyler Mayes, second by Commissioner Shelly Vandagriff, to add election of a Vice-Chair to the agenda. Motion Passed.



Commissioner Jerry White nominated Commissioner Bob Smallridge for Committee Vice-Chair.

Motion by Commissioner Jerry White, second by Commissioner Shelly Vandagriff, to cease nominations. Motion Passed.

Commissioner Bob Smallridge elected Budget Committee Vice-Chair by acclamation.

**SECTION A, Grant Applications/Election**

Finance Director Robby Holbrook presented a request from the Election Commission to apply for the “State Computer Grant”. (To be used for computer, printers, monitors, and related software.

Motion by Commissioner Bob Smallridge, second by Commissioner Jerry White, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**SECTION B, New Business**

Finance Director Robby Holbrook presented an appropriation request from the County Clerk’s Office.

This is reflected as the “15th item” above.

Finance Director Robby Holbrook presented an appropriation request from Fleet Services.

This is reflected as the “16th item” above.

Finance Director Robby Holbrook presented a request from the Criminal Court/Drug Court to apply for a \$500,000.00 Opioid Abatement Council Grant from the State. (To expand treatment services in the existing Drug Court).

Motion by Commissioner Shain Vowell, second by Commissioner Shelly Vandagriff, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

**SECTION C, Old Business**

None.

Meeting Adjourned.

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Robby Holbrook, Finance Director