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**BUDGET COMMITTEE MINUTES**  
**NOVEMBER 9, 2023**

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Members Present:

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

Meeting Facilitator: Robby Holbrook, Finance Director

## TRANSFERS (Approved through Consent Agenda)

**THE 1<sup>st</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Stephanie Wells, Tourism, that the following **TRANSFER** in Tourism Fund 128 be approved.

Increase Expenditure Code:

128-58110-307-0100	Cellular Communications	\$680.00
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Decrease Expenditure Codes:

128-58110-307	Communication	\$500.00
128-58110-451	Uniforms	<u>180.00</u>
		\$680.00

Justification: Transfer funds to purchase cellular phone and pay for monthly service. The phone will be used by the department to create and post videos and pictures to Facebook and Instagram.

Motion by Commissioner Bob Smallridge, seconded by Commissioner Michael Foster.

Motion to amend amount to \$680 by Commissioner Tyler Mayes, seconded by Commissioner Aaron Wells, and passed to approve the transfer request.

Voting No: Commissioner Michael Foster

**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 **TRANSFER** in General Purpose School Fund 141 be approved.

Increase Expenditure Code:

141-71200-429-STSEP Instructional Supplies and Materials \$4,962.26

Decrease Expenditure Code:

141-99100-504-STSEP Indirect Cost \$4,962.26

*Justification:* To transfer funds to reflect budget as approved by State Department of Education. Indirect cost has been determined to be an unallowable cost of this State funded grant.

Motion by Commissioner Tyler Mayes, seconded by Commissioner Shelly Vandagriff, and passed to approve the transfer request.

**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 **TRANSFER** in Fund 143 be approved.

Increase Expenditure Codes:

143-73100-336	Food Service Repair & Maintenance	\$40,000.00
143-73100-435	Food Service Office Supplies	3,000.00
143-73100-499	Food Service Other Supplies	5,000.00
143-73100-711	Food Service Furniture & Fixtures	<u>7,000.00</u>
		\$55,000.00

Decrease Expenditure Code:

143-73100-710 Food Service Equipment \$55,000.00

*Justification:* A. Additional repairs to equipment and coolers and freezers above what was anticipated. B. Office supplies, new regulations are requiring more documents to be printed, thus more printers costs. C. Planning on doing some painting projects over break. We usually use this code for paint, etc. D. About 4 manager offices need furniture with bigger desks to accommodate 2 monitors. E. This decrease leaves the equipment fund with a healthy balance that can accommodate all needs for the year.

Motion by Commissioner Shelly Vandagriff, seconded by Commissioner Bob Smallridge, and passed to approve the transfer request.

## **APPROPRIATIONS REQUIRING FULL COMMISSION APPROVAL**

**THE 4<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 Revenue Code:

141-48990 Jobs for the Future \$6,650.00

Increase Expenditure Codes:

141-72230-189-JFTF	Other Salaries & Wages	\$5,809.00
141-72230-201-JFTF	Social Security	360.00
141-72230-204-JFTF	State Retirement	395.00
141-72230-212-JFTF	Medicare	<u>86.00</u>
		\$6,650.00

Justification: To appropriate Jobs for the future funding at ACCTC.

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 5<sup>th</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:

141-46990-TSW	Other State Grants-Transition School to Work	\$167,200.00
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Increase Expenditure Codes:

141-71200-189-TSW	Other Salaries & Wages	\$111,200.00
141-71200-201-TSW	Social Security	8,298.24
141-71200-204-TSW	State Retirement	8,854.87
141-71200-206-TSW	Life Insurance	148.68
141-71200-207-TSW	Medical Insurance	36,757.49
141-71200-212-TSW	Employer Medicare	<u>1,940.72</u>
		\$167,200.00

Justification: Appropriation of funds allocated by State Grant Transition School to work for the 2023-2024 school year.

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 6<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:

141-72610-213	Payments to Retirees	\$4,900.00
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Decrease Expenditure Code:

141-72610-166	Custodians	\$4,900.00
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Justification: To transfer funds for retirement bonus to custodial employee.

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 7<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.

Decrease Reserve Code:

141-39000	Unassigned Fund Balance	\$1,125,000.00
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Increase Expenditure Code:

141-99100-590	Transfer to other funds	\$1,125,000.00
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Justification: To appropriate funds to eliminate cash flow issues in School Federal Projects fund per audit recommendation. Due to an increase in federal grant awards, cash flow has not been as fluid as recommended. This appropriation will help alleviate that particular audit concern.

Motion by Commissioner Tyler Mayes, seconded by Commissioner Jerry White, 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 Resolution #23-11-1134 to transfer funds from General purpose school fund to school federal projects funds.

Motion to approve with language change suggested by Mayor Frank.

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 9<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Tim Shelton, Register of Deeds, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-51600-799	Capital Outlay	\$12,215.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$12,215.00
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**(Amendment will be from 101-34510 Data Processing Reserve Fund and a JE will replenish the reserve for 39000)**

Justification: Map Cabinet envelopes and white canvas index book jackets.

Motion by Commissioner Jerry White, seconded by Commissioner Tyler Mayes, 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 John Prince, Sheriff's Office/Finance, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-46980-SMHT4      Other State Grants-State Mental Health Grant 4      \$227,743.00

Increase Expenditure Code:

101-54210-312-SMHT4      Jail-Contracts with Private Agencies-State Mental Health 4      \$227,743.00

Justification: To allocate FY24 State Appropriations Grant for Mental Health Patient Transport. Motion by Commissioner, seconded by Commissioner, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

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 11<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Sheriff Russell Barker/Steve Owens, Sheriff's Department, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-54490-187      Other Emergency Management Overtime Pay      \$45,000.00

Increase Revenue Code:

101-48140-DISPT      Contracted Services-Dispatch Revenue Form      \$45,000.00

Justification: This is to cover overtime and supplemental pay for dispatchers.

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 AC Library Board, Clinton Public Library, that the following **APPROPRIATION** in Library Fund 115 be approved.

Decrease Reserve Code:  
115-34535-2001      Restricted Reserve      \$5,040.00

Increase Expenditure Code:  
115-56500-307-2000      Communications      \$5,040.00

*Justification:* This is to provide our circulating Wi-Fi service. We've been providing this service since 2015, but was trimmed from this year's budget to offset the possibility of not having appropriate funds to cover pay increases.

Motion by Commissioner Jerry White, 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 13<sup>th</sup> ITEM**, was omitted.

**THE 14<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-ENGR      Tourism Enhancement Grant      \$100,000.00

Decrease Reserve Code:  
128-34785      Capital Projects-Tourism Fund Balance      \$100,000.00

Increase Expenditure Code:  
128-58110-302-ENGR      Capital Projects-Enhancement Grant      \$200,000.00

*Justification:* Appropriation for revenue and expenses associated with Tourism Enhancement Grant Anderson County Park Parking Lot Project. Grant application approved in August Budget meeting.

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 15<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Stephanie Wells, Tourism, that the following **TRANSFER (Payroll)** in Tourism Fund 128 be approved.

Increase Expenditure Code:  
128-58110-399      Other Contracted Services      \$4,000.00

Decrease Expenditure Code:

128-58110-169	Part Time Employees	\$4,000.00
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Justification: Transfer funds to contracted services to contract with a talent agency that will be providing a spokesperson for a video series that the tourism council will be producing from January to June 2024.

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.

**THE 16<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank, Mayor/Animal Shelter, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Codes:

101-55120-189	Animal Control Officers	\$27,500.00
101-55120-201	Social Security	1,705.00
101-55120-204	Retirement	750.00
101-55120-209	Short-Term	100.00
101-55120-212	Medicare	400.00
		<u>\$30,455.00</u>

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$30,455.00
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**(Amendment will be from 101-34530-ANML Restricted for Public Health & Welfare-Animal Holding and a JE will replenish the reserve for 39000)**

Justification: So far this year, we have lost two animal control officers to other employment. Requesting funds to balance the salary codes to year end to address the shortfall for vacation/compensation payouts. Another officer completed the Sheriff's Department Reserve Officer Training Academy, and I would like to increase his salary to more closely align to compensation schedules with the Sheriff's Department in light of achieving his full certification.

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

**THE 17<sup>th</sup> ITEM**, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank, Mayor/EMA, that the following **TRANSFER (Payroll)** in General Fund 101 be approved.

Increase Expenditure Codes:

101-54410-105	Civil Defense-Supervisor/Director	\$10,000.00
101-54410-201	Social Security	620.00
101-54410-204	Retirement	1,150.00

101-54410-209	Short-Term	50.00
101-54410-212	Medicare	<u>145.00</u>
		\$11,965.00

Decrease Expenditure Code:

101-54410-499-EMPG	Civil Defense-Other Supplies & Materials Emergency Management Performance Grant	\$11,965.00
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*Justification:* AC EMA receives a grant from the State of TN, Dept. of Military, TEMA to assist with EMA related activities. We would like to transfer approximately 1/3 of this year’s grant funds to utilize for eligible salary expenses for Anderson County EMA.

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

**THE 18<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 Expenditure Code:

101-51900-707-WTNR	Other General Administration-Building Improvements Witness Rooms	\$38,682.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$38,682.00
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**(Amendment will be from 101-34520-CSJDG Restricted for Admin of Justice-Courthouse Security by Judges and a JE will replenish the reserve for 39000)**

*Justification:* Witness Room change orders requested by Judges.

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

**SECTION A, Longevity Pay Update/HR Advisory Committee**

Finance Director Robby Holbrook presented an update on the HR Advisory Committee’s discussions on a Longevity Pay program.

No action taken.

**SECTION B, Witness Room Change Orders/Mayor Frank**

Mayor Frank presented four (4) change orders for approval.



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

This is reflected as the “18th item” above.

**SECTION C, UT Extension/ Seth Whitehouse**

Anderson County UT Extension Director Seth Whitehouse presented a request for \$10,000.00 to be included in their FY24 fourth quarter invoice for operating supplies, if funding available.

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

**SECTION D, City of Clinton Traffic Light Request**

Finance Director Robby Holbrook presented a request, on behalf of the City of Clinton, for \$200,000.00 in county funding for the addition of two new traffic signals (i.e., Doe Run Blvd. at N. Charles C. Seivers Blvd., and Hillvale Rd. at Tanner Lane).

Motion to deny request by Commissioner Wells, second by Commissioner Beauchamp.

Voting Yes: Commissioners Wells, Beauchamp, Mayes, and Smallridge.

Voting No: Commissioners Vowell, Vandagriff, Foster, and White.

Motion Failed.

Motion by Commissioner Foster, second by Commissioner Vandagriff, to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

Voting Yes: Commissioners Vowell, Vandagriff, Foster, and White.

Voting No: Commissioners Wells, Beauchamp, Mayes, and Smallridge.

Motion Failed.

**SECTION E, Capital Project Funds 171 & 177 Discussion/Tyler Mayes**

Commissioner Mayes opened a discussion regarding the use of Fund 171 –General Capital Projects Fund and Fund 177 –Educational Capital Projects Fund.

No action taken.

**SECTION F, New Business**

Commissioner Wells opened a discussion regarding county funding for the Scarboro 85 Memorial Project.

Motion by Commissioner Mayes, second by Commissioner Beauchamp, to commit \$100,000.00 in funding from the Tourism Department's fund balance and refer to the Anderson County Board of County Commissioners with a recommendation for approval.

Motion to amend by Commissioner Wells to include bypassing the County Nonprofit Committee. Motion to amend fails for lack of a second.

Motion Fails 4-3. Voting Yes: Commissioner Mayes, Commissioner Beauchamp, Commissioner Smallridge, and Commissioner Wells.

Voting No: Commissioner Vowell, Commissioner Foster, and Commissioner White.

Absent: Commissioner Vandagriff.

Motion by Commissioner Mayes, second by Commissioner Foster, to schedule a Nonprofit Committee meeting as soon as possible; refer this item, and any other outstanding donation requests, to the Nonprofit Committee for consideration and recommendations.

Motion Passed.

### **SECTION G, Old Business**

None.

Meeting Adjourned.

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Robby Holbrook, Finance Director