
BUDGET COMMITTEE MINUTES
MAARCH 7, 2024

Members Present:

Bob Smallridge, Commissioner, Vice Chair
Aaron Wells, Commissioner
Jerry White, Commissioner
Sabra Beauchamp, Commissioner
Shain Vowell, Commissioner
Shelly Vandagriff, Commissioner
Tyler Mayes, Commissioner

Members Absent: Michael Foster, Commissioner–Chairman

Meeting Facilitator: Robby Holbrook, Finance Director

Vice Chair Bob Smallridge called the meeting to order.

Motion by Commissioner Beauchamp, second by Commissioner Mayes, and passed to approve the Agenda.

Appearance of Citizens: No citizens appeared.

TRANSFERS (Approved through Consent Agenda)

THE 1st ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank, Senior Citizens Assistance, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Code:

| | | |
|---------------|----------------------------------|----------|
| 101-56300-338 | Repairs and Maintenance Vehicles | \$500.00 |
|---------------|----------------------------------|----------|

Decrease Expenditure Code:

| | | |
|---------------|----------------------------|----------|
| 101-56300-499 | Other Supplies & Materials | \$500.00 |
|---------------|----------------------------|----------|

Justification: To reimburse Fleet Services for the cost of vehicle maintenance on county-owned vehicle that is used by the Senior Center.

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

THE 2nd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Roger Lloyd, Buildings & Grounds/ADA, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Code:

| | | |
|---------------|---------------------------|------------|
| 101-57100-709 | Data Processing Equipment | \$2,650.59 |
|---------------|---------------------------|------------|

Decrease Expenditure Codes:

| | | |
|---------------|-----------------------------------------|-----------------|
| 101-57100-499 | Educ. & Demo Materials | \$274.83 |
| 101-57100-524 | Staff Development | 500.00 |
| 101-57100-320 | Dues and Memberships | 245.60 |
| 101-57100-399 | Other Contracted Services/Appropriation | <u>1,630.16</u> |
| | | \$2,650.59 |

Justification: Due to rotation of computers due for replacement based on Dell warranty, a total of 3 employees will be receiving new computers priced at \$1,767.06. Cost share with UT will result in \$883.53 x 3= \$2,650.59. Latitude 5540 Laptop Bundle for Seth Whitehouse, Patricia Paden, and Breeanna Stanford.

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

THE 6th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Julie Minton, Fiscal Services, that the following **TRANSFER** in General Purpose School Fund 141 be approved.

Increase Expenditure Codes:

| | | |
|---------------|------------------------------|------------------|
| 141-71100-399 | Other Contracted Services | \$70,000.00 |
| 141-71100-499 | Other Materials and Supplies | <u>30,000.00</u> |
| | | \$100,000.00 |

Decrease Expenditure Code:

| | | |
|---------------|-------------------------|--------------|
| 141-71100-722 | Instructional Equipment | \$100,000.00 |
|---------------|-------------------------|--------------|

Justification: To transfer funds to provide for contracted substitute teachers and other educational needs for remainder of school year.

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

THE 7th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Kathryn Price, Nurses, that the following **TRANSFER** in General Purpose School Fund 141 be approved.

Increase Expenditure Codes:

| | | |
|---------------|-------------------|-----------------|
| 141-72120-355 | Travel | \$2,000.00 |
| 141-72120-524 | Staff Development | <u>3,000.00</u> |
| | | \$5,000.00 |

Decrease Expenditure Code:

| | | |
|---------------|----------------------------|------------|
| 141-72120-413 | Drugs and Medical Supplies | \$5,000.00 |
|---------------|----------------------------|------------|

Justification: To transfer funds for continuing education for school nurses and National Association of School Nurses conference expenses.

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

APPROPRIATIONS REQUIRING FULL COMMISSION APPROVAL

THE 8th 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:

| | | |
|-----------|-----------------------|-------------|
| 141-44170 | Miscellaneous Refunds | \$17,500.00 |
|-----------|-----------------------|-------------|

Increase Expenditure Codes:

| | | |
|---------------|------------------------------|-----------------|
| 141-72310-399 | Other Contracted Services | \$8,000.00 |
| 141-72510-399 | Other Contracted Services | 1,500.00 |
| 141-72510-499 | Other Supplies and Materials | <u>8,000.00</u> |
| | | \$17,500.00 |

Justification: To appropriate refunds from AT&T for new Central Office telephone system and increased costs in Central office copier contracted services.

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 9th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Paula Sellers, Student Services, that the following **APPROPRIATION** in General Purpose School Fund 141 be approved.

Increase Revenue Code:

| | | |
|-----------|---------------------------|------------|
| 141-43990 | Other Charges for Service | \$3,000.00 |
|-----------|---------------------------|------------|

Increase Expenditure Code:

| | | |
|---------------|----------------------------|------------|
| 141-72110-499 | Other Supplies & Materials | \$3,000.00 |
|---------------|----------------------------|------------|

Justification: To appropriate funds from online transcript requests for additional office supplies as needed.

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 10th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Katrina Oakley, Summer Learning Camps, that the following **APPROPRIATION** in General Purpose School Fund 141 be approved.

Increase Expenditure Codes:

| | | |
|---------------|------------------------------------|-----------------|
| 141-71150-116 | Teachers | \$199,432.62 |
| 141-71150-163 | Educational Assistants | 81,280.00 |
| 141-71150-201 | Social Security | 17,357.86 |
| 141-71150-204 | State Retirement | 22,142.58 |
| 141-71150-212 | Medicare | 4,050.50 |
| 141-71150-429 | Instructional Supplies & Materials | 166,399.53 |
| 141-71150-599 | Other Charges-Field Trips | 1,950.00 |
| 141-71150-131 | Medical Personnel | 19,008.00 |
| 141-71150-201 | Social Security | 1,178.50 |
| 141-71150-204 | State Retirement | 1,651.80 |
| 141-71150-212 | Medicare | 275.62 |
| 141-71150-105 | Supervisor/Director | 3,168.00 |
| 141-71150-201 | Social Security | 196.42 |
| 141-71150-204 | State Retirement | 275.30 |
| 141-71150-212 | Medicare | 45.94 |
| 141-71150-355 | Travel | 83.84 |
| 141-71150-165 | Cafeteria Personnel | 9,000.00 |
| 141-71150-201 | Social Security | 558.00 |
| 141-71150-204 | State Retirement | 540.00 |
| 141-71150-212 | Medicare | 130.50 |
| 141-71150-422 | Food Supplies | <u>6,000.00</u> |
| | | \$534,725.01 |

Increase Revenue Code:

| | | |
|-----------|----------------------|--------------|
| 141-46590 | Summer Learning Camp | \$534,725.01 |
|-----------|----------------------|--------------|

Justification: To budget for Summer Learning Camps.

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 11th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Katrina Oakley, Federal Programs Learning Camp Transportation, that the following **APPROPRIATION** in General Purpose School Fund 141 be approved.

Increase Expenditure Codes:

| | | |
|---------------|------------------------------------------------|------------|
| 141-71150-312 | Contracts with Private Agencies-Transportation | \$8,710.00 |
|---------------|------------------------------------------------|------------|

| | | |
|---------------|-----|-------------|
| 141-71150-425 | Gas | 1,500.00 |
| | | \$10,210.00 |

Increase Revenue Code:

| | | |
|-----------|---------------------------------|-------------|
| 141-46590 | Learning Program-Transportation | \$10,210.00 |
|-----------|---------------------------------|-------------|

Justification: To budget for Summer Camp Transportation.

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 12th 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:

| | | |
|-----------|---------------------------------------------|--------------|
| 141-46510 | Tennessee Investment in Student Achievement | \$565,950.00 |
|-----------|---------------------------------------------|--------------|

Increase Expenditure Codes:

| | | |
|---------------|-------------------------------------------------|-------------------|
| 141-71100-116 | Regular Education Teachers | \$20,000.00 |
| 141-71100-499 | Other Supplies and Materials | 13,450.00 |
| 141-71200-116 | Special Education Teachers | 10,000.00 |
| 141-72310-506 | Liability Insurance | 7,400.00 |
| 141-72310-513 | Workers Compensation Insurance | 5,100.00 |
| 141-72410-599 | Other Charges | 10,000.00 |
| 141-82230-620 | Debt Service Contribution to Primary Government | <u>500,000.00</u> |
| | | \$565,950.00 |

Justification: To appropriate additional TISA funding for additional debt service costs, additional Education contract costs. Reward School Incentives, and additional liability insurance costs.

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 13th 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:

| | | |
|---------------|---------|--------------|
| 131-62000-402 | Asphalt | \$800,000.00 |
|---------------|---------|--------------|

Decrease Reserve Code:

| | | |
|-----------|--------------------|--------------|
| 131-34550 | Restricted for Hwy | \$800,000.00 |
|-----------|--------------------|--------------|

Justification: Asphalt roads.

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

THE 14th 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 | \$10,000.00 |
|---------------|------------|-------------|

Decrease Reserve Code:

| | | |
|-----------|--------------------|-------------|
| 131-34550 | Restricted for Hwy | \$10,000.00 |
|-----------|--------------------|-------------|

Justification: May be in need of additional oil and lubricants for equipment before new budget.

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

THE 15th 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:

| | | |
|---------------|--------------------------------------|------------|
| 131-62000-399 | Other Contracted Services Guard Rail | \$6,200.00 |
|---------------|--------------------------------------|------------|

Increase Revenue Code:

| | | |
|-----------|--------------------|------------|
| 131-49700 | Insurance Recovery | \$6,200.00 |
|-----------|--------------------|------------|

Justification: Money used by ACHD to replace guard rail destroyed by citizens. Sally uses incident report or accident report Sheriff Dept. (If there is one made and we are told about it) Sally files with citizens insurance company.

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

THE 16th 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 Codes:

| | | |
|---------------|-----------------|-------------|
| 131-63100-450 | Tires and Tubes | \$10,000.00 |
| 131-63100-425 | Fuel | 50,000.00 |

| | | |
|---------------|------------|-------------|
| 131-62000-443 | Road Signs | 5,000.00 |
| | | \$65,000.00 |

Decrease Reserve Code:
 131-34550 Restricted for Hwy \$65,000.00

Justification: Needed to make it through end of this budget. Fuel price increase. Tires may be needed. Road signs low in inventory.

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

THE 17th ITEM, was omitted.

THE 18th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Rex Lynch, Circuit Court, that the following **APPROPRIATION** in General Fund 101 be approved.

Decrease Reserve Code:
 101-39000 Unassigned Fund Balance \$6,662.18

(Amendment will be from 101-34510-ARCHV Archives and records and a JE will replenish the reserve for 39000)

Increase Expenditure Code:
 101-53100-711 Furniture and Fixtures \$6,662.18

Justification: To purchase shelving units to store permanent court records.

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

THE 19th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Hal Cousins, Chancery Court, that the following **APPROPRIATION** in General Fund 101 be approved.

Decrease Reserve Code:
 101-39000 Unassigned Fund Balance \$17,210.00

(Amendment will be from 101-34510-ARCHV Archives and Records and a JE will replenish the reserve for 39000)

Increase Expenditure Code:
 101-53400-711 Furniture and Fixtures \$17,210.00

Justification: To purchase shelving units to store permanent court records.

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

THE 20th 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:

| | | |
|--------------------|--------------------------------|------------------|
| 101-54900-307-0200 | Communication-Internet Service | \$940.00 |
| 101-54900-450 | Tires and Tubes | 5,000.00 |
| 101-54900-453 | Vehicle Parts | <u>10,000.00</u> |
| | | \$15,940.00 |

Increase Revenue Code:

| | | |
|-----------------|---------|-------------|
| 101-48140-FLEET | Revenue | \$15,940.00 |
|-----------------|---------|-------------|

Justification: Replacement of funds used in these line items. Per Auditor we can no longer do reimbursements from other departments, revenue code is more transparent.

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

THE 21st ITEM, to be presented to the Anderson County Budget Committee, was a written request from Janine Brewer, Library, that the following **APPROPRIATION** in Library Fund 115 be approved.

Decrease Reserve Code:

| | | |
|----------------|------------------------------------------|------------|
| 115-34535-3001 | Restricted for Social Cultural-Rocky Top | \$6,800.00 |
|----------------|------------------------------------------|------------|

Increase Expenditure Code:

| | | |
|--------------------|-----------------------------|------------|
| 115-56500-452-3000 | Utilities-Rocky Top Library | \$6,800.00 |
|--------------------|-----------------------------|------------|

Justification: Budget line item for utilities was not included in Rocky Top budget. Prior years \$6,800 has been budgeted amount.

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

THE 22nd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Nathan Sweet, Emergency Medical Services, that the following **APPROPRIATION** in Ambulance Fund 118 be approved.

Decrease Reserve Code:

| | | |
|-----------|--------------|-------------|
| 118-34630 | Fund Balance | \$12,000.00 |
|-----------|--------------|-------------|

Increase Expenditure Code:

| | | |
|---------------|----------------------------------|-------------|
| 118-55130-336 | Maintenance and Repair Equipment | \$12,000.00 |
|---------------|----------------------------------|-------------|

Justification: We have some mobile radios that need to receive an upgrade to be able to use them on the new radio frequency that the County is moving to. Replacing these radios would cost almost \$50,000, this is significantly cheaper to do.

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

THE 23rd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Nathan Sweet, Emergency Medical Services, that the following **APPROPRIATION** in Ambulance Fund 118 be approved.

Increase Revenue Code:

| | | |
|----------------|--------------------------------|------------|
| 118-44130-1000 | Sale of Materials and Supplies | \$6,600.00 |
|----------------|--------------------------------|------------|

Increase Expenditure Code:

| | | |
|---------------|-------------------|------------|
| 118-55130-524 | Staff Development | \$6,600.00 |
|---------------|-------------------|------------|

Justification: Purchase of books for upcoming Emergency Medical Responder class for volunteer departments. Purchase of CPR cards and other training cards for staff.

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

THE 24th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Rex Lynch, Circuit Court, that the following **TRANSFER (PAYROLL)** in General Fund 101 be approved.

Decrease Expenditure Code:

| | | |
|---------------|--------------------------------|------------|
| 101-53100-310 | Contracts with public agencies | \$6,000.00 |
|---------------|--------------------------------|------------|

Increase Expenditure Code:

| | | |
|---------------|-----------------------|------------|
| 101-53100-194 | Jury and Witness Fees | \$6,000.00 |
|---------------|-----------------------|------------|

Justification: To fund the jury expense code thru the rest of fiscal year.

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

SECTION A, Grant Application/Mayor Frank

Mayor Frank presented a Grant Pre-Application Notification form for the TDOT Litter Grant.

Motion by Commissioner Mayes, second by Commissioner Wells, and passed to authorize the grant application.

SECTION B, FY 24/25 Budget Preparation/Robby Holbrook

Finance Director Robby Holbrook presented the preliminary budget for the Committee's information.

No action taken.

SECTION C, Detention Facility Medical Update

Sheriff Russell Barker provided an update on the potential expenditures related to inmate medical claims.

Motion by Commissioner Mayes, second by Commissioner Vowell, and passed to have the Finance Director invite the Anderson County Public Defender to the April 4, 2024 Budget Committee meeting.

Motion by Commissioner Mayes, second by Commissioner Beauchamp, and passed to have Finance Director Holbrook set the budget for the Anderson County Public Defender's office at a level reflecting the anticipated fee generated revenue.

SECTION D, FY 25 Capital Outlay Update/Robby Holbrook

Finance Director Holbrook presented the Capital Outlay requests deemed as "imperative" by the Department Heads, Elected Officials, and Agency Leaders.

No action taken.

SECTION E, Donation for Scoreboard/Commissioner Vowell

Commissioner Shain Vowell presented a request for a \$4,150.00 donation for the purchase and installation of a new scoreboard for the football field used by the Rocky Top middle school.

Motion by Commissioner Mayes, second by Commissioner Vandagriff, to defer consideration of the request until the April 4, 2024 Budget Committee meeting.

Motion passed. Voting No: Commissioner Jerry White.

SECTION F, Non-Profit Donations/Robby Holbrook

Finance Director Holbrook presented two donation requests recommended for approval by the Non-Profit Committee.

Motion by Commissioner Mayes, second by Commissioner Vowell, to approve funding both requests with ARP funds (i.e., Appropriation of \$8,405.00 for the Child Advocacy Center of Anderson County’s window replacement project; and appropriation of \$10,000.00 for American Legion Post 172’s paving project.)

Motion passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

SECTION G, Unfinished Business/Rocky Top Sewer

Rocky Top City Manager Mike Ellis presented a request for a county contribution to the Rocky Top sewer project.

Motion by Commissioner Vowell, second by Commissioner White, to appropriate \$500,000.00 for the project.

Motion failed. Voting Yes: Commissioners Vowell and White. Voting No: Commissioners Vandagriff, Beauchamp, Wells, Smallridge, and Mayes.

Motion by Commissioner Vandagriff, seconded by Commissioner Wells, to defer the request to the Strategic Planning meeting on March 27, 2024.

Motion passed. Voting No: Commissioner White.

SECTION H, New Business

None.

Meeting Adjourned.

Robby Holbrook, Finance Director