
BUDGET COMMITTEE MINUTES

OCTOBER 10, 2024

Members Present:

Shain Vowell, Commissioner-Chairman
Denise Palmer, Commissioner-Vice-Chair
Anthony Allen, Commissioner
Bob Smallridge, Commissioner
Jerry White, Commissioner
Sabra Beauchamp, Commissioner

Members Absent:

Shelly Vandagriff, Commissioner
Tyler Mayes, Commissioner

Meeting Facilitator: Robby Holbrook, Finance Director

Committee Chair Shain Vowell called the meeting to order.

Appearance of Citizens

Mr. Jimmy Byrge requested that the Budget Committee consider fully supporting ways of getting clean water to the New River community. No action taken.

Mr. Aaron Wells requested that Section D. Unfinished Business/OR Boys & Girls Club be deferred until the November Budget Committee meeting.

Motion by Commissioner Sabra Beauchamp, second by Commissioner Anthony Allen, and passed to defer until November as requested.

Approval of Agenda

Motion by Commissioner Sabra Beauchamp, second by Commissioner Bob Smallridge, and passed to approve the agenda.

1. Purchasing Contracts with Legal Review

- A. **Pitney Bowes, County Clerk, Postage Meter Lease, Contract #25-0057** – Five-year postage meter lease for the County Clerk’s Oak Ridge office for \$67.78 per month.
Pricing from NASPO Contract.

Motion by Commissioner Jerry White, second by Commissioner Sabra Beauchamp, and passed to approve the contract.

- B. **Rocky Top Care Center, EMS, Contract #25-0059** – Three-year Transport Agreement.
Motion by Commissioner Sabra Beauchamp, second by Commissioner Anthony Allen, and passed to approve the contract.

C. **PlayOn! Sports, BOE, Contract #25-0063** – Five-year agreement to broadcast athletic events at Clinton High School at no cost.

Motion by Commissioner Sabra Beauchamp, second by Commissioner Bob Smallridge, and passed to approve the contract.

Voting No: Commissioner Jerry White

TRANSFERS (Approved through Consent Agenda)

THE 1st 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:

101-54900-450	Tires and Tubes	\$3,000.00
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Decrease Expenditure Code:

101-54900-453	Vehicle Parts	\$3,000.00
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Justification: Replenish line item.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Denise Palmer, and passed to approve the transfer request.

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

Decrease Expenditure Code:

101-58300-334	Maintenance Agreements	\$500.00
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Increase Expenditure Code:

101-58300-435	Office Supplies	\$500.00
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Justification: General Supplies for the Veterans Service office and this year's maintenance agreement contract is being paid by the Tennessee Department of Veterans Services.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Denise Palmer, and passed to approve the transfer request.

APPROPRIATIONS REQUIRING FULL COMMISSION APPROVAL

THE 3rd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mark Stephens, Elections Commission, that the following **TRANSFER** in Fund 121 be approved.

Increase Expenditure Code:

121-91401-709-GA007 Data Processing Equipment \$7,500.00

Decrease Expenditure Code:

121-91401-731-GA007 Poll Pad Grant (ARP Grant) \$7,500.00

Justification: We are requesting that ARP Grant money designated for Poll Pad- be reallocated (\$7,500 of a \$100,000 grant) to purchase a new server for the office. The current one is 6 years old, and in need of replacement. It has shown signs of wear, and a decline in efficiency. IT Brian has said it is in need of replacement, with a replacement cycle of 5 years.

Motion to approve by Commissioner Jerry White, seconded by Commissioner Anthony Allen.

Motion to amend source of funds from Fund 121 –ARPA to Fund 171 –General Capital Projects by Commissioner Denise Palmer, seconded by Commissioner Sabra Beauchamp. Motion to amend passed.

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

THE 4th 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:

101-53100-194-JURY Jury Expenses \$5,000.00

Increase Expenditure Code:

101-53100-187 Overtime \$5,000.00

Justification: To cover over-time costs for special jury trial. \$40,645 is still available from \$70,000 appropriated in July.

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 5th 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 \$20,000.00

(Amendment will be from 101-34520-6000 Data Processing Revenue and a JE will replenish the reserve for 39000)

Increase Expenditure Code:
 101-53100-709 Data Processing \$20,000.00

Justification: To replace data processing equipment.

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 6th 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 \$16,900.00

(Amendment will be from 101-34515 County Clerk-Data Proces. and a JE will replenish the reserve for 39000)

Increase Expenditure Codes:

101-52500-711	County Clerk-Furniture and Fixtures	\$1,800.00
101-52500-709	County Clerk-Data Processing Equipment	14,400.00
101-52500-435	County Clerk-Office Supplies	<u>700.00</u>
		\$16,900.00

Justification: Storage shelves due to relocation-remodel/ Credit card swipes with signature pads due to updates and audit reasons/ two Dell computers to replace old, outdated ones.

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

THE 7th 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 \$16,000.00

(Amendment will be from 101-34515-TITLE Restricted-Title Fees and a JE will replenish the reserve for 39000)

Increase Expenditure Code:

101-52500-162	County Clerk-Clerical Personnel	\$16,000.00
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Justification: Half position Driver's License Clerk.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Anthony Allen, 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 Clerk & Master, Harold P. Cousins, that the following **APPROPRIATION** in General Fund 101 be approved.

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$3,000.00
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(Amendment will be from 101-34520-7000 Clerk & Master Restricted Data Processing Funds and a JE will replenish the reserve for 39000)

Increase Expenditure Code:

101-53400-334	Chancery Court-Maintenance Agreements	\$3,000.00
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Justification: Current Budget does not allow for payment of past due invoices from Dex Imaging and any future invoices from them.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Anthony Allen, 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 John Vickery, Fleet Services, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-54900-790	Other Equipment	\$10,799.00
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Increase Revenue Code:

101-48140-FLEET	Revenue for Contracted Services	\$10,799.00
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Justification: Replacement of tire changer for Fleet Service. Old tire changer was transferred to school system.

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 10th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance, that the following **APPROPRIATION** in Self Insurance Fund 263 be approved.

Decrease Reserve Code:

263-39900	Fund Balance	\$3,750.00
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Increase Expenditure Code:

263-51900-599-WELLP	Other General Administration-Other Charges Wellness Program	\$3,750.00
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Justification: Board of Trustees approved funding for AC Wellness Program. See attached minutes. Appropriation for wellness was provided in past budgets.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Denise Palmer, 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 John Prince, Drug Court/Finance/Grant, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-46220	Drug Court Grant	\$30,000.00
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Increase Expenditure Code:

101-53330-399	Drug Court-Other Contracted Services	\$30,000.00
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Justification: To allocate an increase in revenue for the Drug Court Grant for contracted services.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Denise Palmer, 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 John Prince, Finance/Mayor's Office, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-58190-399-BRAG1	BRAG Identification Grant-Other Contracted Services	\$20,000.00
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Increase Revenue Code:

101-46190-BRAG1	BRAG Identification Grant-Other General Government Grants	\$20,000.00
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Justification: To allocate funds for the BRAG Identification grant.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Denise Palmer, 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 Mayor Terry Frank, Senior Center & Office on Aging, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-56300-499	Senior Citizens Assistance-Other Supplies & Materials	\$5,000.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$5,000.00
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(Amendment will be from 101-34635-SENR Committed for Social, Cultural, Recreation-Office on Aging and a JE will replenish the reserve for 39000)

Justification: Requesting allocation of reserve funds to the appropriate code for purchase of food ingredients for preparation for seniors.

Motion by Commissioner Anthony Allen, 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 Mayor Frank, Tourism Fund, that the following **APPROPRIATION** in Tourism Fund 128 be approved.

Increase Expenditure Code:

128-58110-316-ASPIR	Tourism Fund-Contributions	\$101,440.00
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Decrease Reserve Code:

128-34535	Reserve for Social Cultural & Recreation	\$101,440.00
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Justification: This request is to utilize tourism-generated funds for tourism-related capital infrastructure improvement for conduit and pull boxes for sidewalks to Aspire Park, a free community park. The conduit and pull boxes will be installed during sidewalk construction for lighting that will be installed. See attached sidewalk drawings, and attached estimate of cost from TDOT.

Motion by Commissioner Anthony Allen, 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 Applications/EMS & Sheriff

Finance Director Robby Holbrook presented two requests from EMS and one request from the Sheriff's Department to apply for grants that require no matching funds.

Motion by Commissioner Denise Palmer, second by Commissioner Sabra Beauchamp, and passed to approve the application requests.

SECTION B, Blockhouse Valley Recycling Center & Monitoring System Devices

1. Mayor Terry Frank presented an appropriation request for \$56,500.00, from Fund 121 ARPA, for survey and design services for a Blockhouse Valley Recycling Center.

Motion by Commissioner Sabra Beauchamp, second by Commissioner Denise Palmer, and passed to refer to the Anderson County Board of Commissioners with a recommendation for approval.

2. Mayor Terry Frank presented information on new legislation concerning court-ordered electronic monitoring requirements.

No action taken.

SECTION C, New Business

None.

SECTION D, Unfinished Business/OR Boys & Girls Club

Item Deferred.

Meeting Adjourned.

Robby Holbrook, Finance Director