
BUDGET COMMITTEE MINUTES
NOVEMBER 7, 2024

Members Present:

Shain Vowell, Commissioner-Chairman
Denise Palmer, Commissioner-Vice-Chair
Anthony Allen, Commissioner
Bob Smallridge, Commissioner
Jerry White, Commissioner
Shelly Vandagriff, Commissioner
Tyler Mayes, Commissioner

Members Absent: Sabra Beauchamp, Commissioner

Meeting Facilitator: Robby Holbrook, Finance Director

Committee Vice-Chair Denise Palmer called the meeting to order.

1. Appearance of Citizens

No citizens appeared.

2. Approval of Agenda

Motion by Commissioner Tyler Mayes, second by Commissioner Anthony Allen, to add Mayor Frank's letter regarding the recent bid opening for Dental Clinic renovations to the agenda under New Business. Commissioner Shain Vowell not present for vote. Motion passed.

3. Purchasing Contracts with Legal Review

A. **Lamar, Tourism, Contract #25-0074** – Thirteen-month billboard rental agreement for \$1260.00 per month.

B. **State Department of Homeland Security, Sheriff, Contract #25-0074** – One-year Grant for Community Traffic Safety Enforcement and Education in the amount of \$23,800.00.

4. Contracts Pending Legal Review

C. **Tech Goes Home/The Enterprise Center, Mayor, Contract #25-0073** – MOU to establish collaboration to develop project plan from the broadband readiness grant. Contract continues until a new agreement to collaborate on a Funded Project is executed. (Legal review was completed and approved after agenda distribution.)

Motion by Commissioner Anthony Allen, second by Commissioner Bob Smallridge, to approve Items A., B., and C. as a group and to forward to County

Commission with a recommendation for approval. Commissioner Shain Vowell not present for vote. Motion passed.

D. Surplus Vehicles

DESCRIPTION	DEPARTMENT	Condition	Starting Bid
2009 Ford Crown Victoria	Sheriff	Operable	\$300
2015 Dodge Charger	Sheriff	Inoperable, engine needs rebuild	\$300
2015 Dodge Charger	Sheriff	Inoperable, needs front axle	\$300

Motion by Commissioner Bob Smallridge, second by Commissioner Anthony Allen, to forward to County Commission with a recommendation for approval. Commissioner Shain Vowell not present for vote. Motion passed.

5. Cash and Fund Balance Report, etc.

Motion by Commissioner Tyler Mayes, second by Commissioner Shelly Vandagriff, to reallocate \$100,000.00 in ARP funds, previously appropriated for Digital Poll Books to the Election Commission, to Fleet Management. Motion passed to forward to County Commission with a recommendation for approval.

TRANSFERS (Approved through Consent Agenda)

THE 1st ITEM, to be presented to the Anderson County Budget Committee, was a written request from Tim Shelton, Register of Deeds, that the following **TRANSFER** in General Fund 101 be approved.

<u>Decrease Expenditure Code:</u>		
101-51600-349	Stationary & Forms	\$1,000.00
<u>Increase Expenditure Code:</u>		
101-51600-799	Book Restoration	\$1,000.00

Justification: Map restoration.

Motion by Commissioner Shelly Vandagriff, seconded by Commissioner Anthony Allen, and passed to approve the transfer request.

THE 2nd ITEM, to be presented to the Anderson County Budget Committee, was a written request from John K. Alley, Jr., Property Assessor, that the following **TRANSFER** in General Fund 101 be approved.

<u>Increase Expenditure Code:</u>		
101-52300-355	Property Assessor's Office - Travel	\$1,600.00

Decrease Expenditure Code:

101-52300-524	Property Assessor's Office - Staff Development	\$1,600.00
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Justification: New employees that have went to training travel code 355 out of money.

Motion by Commissioner Shelly Vandagriff, seconded by Commissioner Anthony Allen, and passed to approve the transfer request.

THE 3rd ITEM, to be presented to the Anderson County Budget Committee, was a written request from John Prince, Finance, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Code:

101-53600-499-FJC	District Attorney General-Other Supplies & Materials-Family Justice Center	\$6,000.00
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Decrease Expenditure Code:

101-53600-415-FJC	District Attorney General-Electricity-Family Justice Center	\$6,000.00
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Justification: Transfer funds from the Electricity to supplies line item as budget accounted for an excess in caution that is no longer needed.

Motion by Commissioner Shelly Vandagriff, seconded by Commissioner Anthony Allen, and passed to approve the transfer request.

THE 4th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Marcus Bullock, Fiscal Services, that the following **TRANSFER** in General Purpose School Fund 141 be approved.

Decrease Revenue Code:

141-46590	Other State Education Funds	\$2,070,215.00
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Increase Revenue Code:

141-46790-ISM	Other Vocational	\$2,070,215.00
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Justification: To reflect the correct revenue code for Innovative School Models grant per TN Department of Education guidelines.

Motion by Commissioner Shelly Vandagriff, seconded by Commissioner Anthony Allen, and passed to approve the transfer request.

THE 5th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Marcus Bullock, Fiscal Services, that the following **TRANSFER** in General Purpose School Fund 141 be approved.

Increase Expenditure Code:

141-71300-730-ISM	CTE-Vocation Instruction Equipment	\$200,000.00
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Decrease Expenditure Code:

141-71300-730	CTE-Vocation Instruction Equipment	\$200,000.00
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Justification: To cost center budgeted Innovative School Models grant equipment expenditures for more accurate tracking and increased transparency of grant funds.

Motion by Commissioner Shelly Vandagriff, seconded by Commissioner Anthony Allen, and passed to approve the transfer request.

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

Increase Expenditure Code:

141-76100-706-ISM	Regular Capital Outlay-Building Construction	\$1,930,215.00
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Decrease Expenditure Code:

141-76100-706	Regular Capital Outlay-Building Construction	\$1,930,215.00
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Justification: To cost center budgeted Innovative School Models grant welding building construction expenditures for more accurate tracking and transparency of grant funds.

Motion by Commissioner Shelly Vandagriff, seconded by Commissioner Anthony Allen, and passed to approve the transfer request.

THE 7th ITEM, to be presented to the Anderson County Budget Committee, was a written request from RaeAnn Owens, School Nutrition, that the following **TRANSFER** in Central Cafeteria Fund 143 be approved.

Increase Expenditure Codes:

143-73100-399	Food Service-Other Contracted Services (A)	\$10,000.00
143-73100-471	Food Service-Software (B)	3,000.00
143-73100-499	Food Service-Other Supplies & Materials (C)	<u>5,000.00</u>
		\$18,000.00

Decrease Expenditure Code:

143-73100-718	Food Service-Motor Vehicle	\$18,000.00
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Justification: A. To transfer funds due to projections for the year exceed the original budget amount. B. To transfer funds for software needs for the program. C. To transfer funds for various projects and supply needs throughout the year. D. Decrease based on the reassessment of the vehicle needs for the program at this time.

Motion by Commissioner Shelly Vandagriff, seconded by Commissioner Anthony Allen, 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 Wade Haney, Office of Technology, that the following **TRANSFER (Major Line Item)** in General Purpose School Fund 141 be approved.

Decrease Expenditure Code:

141-72250-499	Technology-Other Supplies and Materials	\$35,000.00
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Increase Expenditure Code:

141-72610-718	Operation of Plant-Motor Vehicle	\$35,000.00
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Justification: To transfer funds to purchase a district vehicle.

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 9th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Kim Towe, Special Education, that the following **TRANSFER (Major Line Item)** in General Purpose School Fund 141 be approved.

Decrease Expenditure Code:

141-71200-399	Other Contracted Services	\$10,000.00
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Increase Expenditure Code:

141-72220-599	Other Charges	\$10,000.00
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Justification: Transfer of funds to cover cost for Related Service Provider dues & membership fees. We were told by the state that we cannot pay providers out of 71200 and it needed to be moved.

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 10th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Kim Towe, Special Education, that the following **TRANSFER (Major Line Item)** in General Purpose School Fund 141 be approved.

Decrease Expenditure Code:

141-71200-524-SEFFS Staff Development-SEFFS \$7,000.00

Increase Expenditure Code:

141-72220-524-SEFFS Staff Development-SEFFS \$7,000.00

Justification: To transfer funds from 71200 that is for direct instruction of students to 72220 that is for support services.

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 11th 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:

141-46790-ISM Other Vocational \$936,435.63

Increase Expenditure Codes:

141-71300-730-ISM CTE-Vocation Instruction Equipment \$271,972.64

141-72710-719-ISM Transportation-Transportation Equipment 80,000.00

141-76100-706-ISM Regular Capital Outlay-Building Construction 584,462.99

\$936,435.63

Justification: To appropriate the remaining Innovative School Models grant allocation as approved in ePlan by the TN Department of Education.

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 12th 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 \$126,000.00

Increase Expenditure Codes:

141-71200-429-SEFFS Instructional Supplies & Materials-SEFFS \$10,000.00

141-71200-499-SEFFS Other Supplies & Materials-SEFFS 10,000.00

141-72220-189-SEFFS Other Salaries & Wages 20,000.00

141-72220-201-SEFFS Social Security-SEFFS 1,500.00

141-72220-204-SEFFS State Retirement-SEFFS 1,200.00

141-72220-212-SEFFS Employer Medicare-SEFFS 300.00

141-72220-524-SEFFS	Staff Development-SEFFS	3,000.00
141-72220-718-SEFFS	Vehicles-SEFFS	<u>80,000.00</u>
		\$126,000.00

Justification: To appropriate Special Education Fees of Service funds for salary of a part-time delivery person. Also, to purchase 2 vehicles for Special Education Department, instructional materials, other supplies, and to fund staff development for the Special Education Department.

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 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 Codes:

131-63100-450	Tires	\$20,000.00
131-62000-499	Other Supplies	1,000.00
131-63100-399	Other Contracted Services	4,000.00
131-63100-424	Garage Supplies	1,000.00
131-62000-451	Uniforms	2,000.00
131-63100-418	Machinery & Equipment	25,000.00
131-63100-336	Maintenance & Equipment	<u>25,000.00</u>
		\$78,000.00

Decrease Reserve Code:

131-34550	Restricted For Highway	\$78,000.00
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Justification: We need tractor tires, repair on tractors & trucks, uniforms. We always have to have tractor parts & supplies. Filters, small tools, rags, etc.

Motion by Commissioner Shelly Vandagriff, seconded by Commissioner Denise Palmer, 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	\$5,000.00
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Decrease Reserve Code:

131-34550	Restricted for Highway	\$5,000.00
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Justification: Lubricants for tractors and trucks.

Motion by Commissioner Shelly Vandagriff, seconded by Commissioner Denise Palmer, 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 Revenue Code:

131-49700	Insurance Recovery	\$32,859.21
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Increase Expenditure Code:

131-63100-336	Operation & Maint. Of Equip. - Maintenance & Repair Equipment	\$32,859.21
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Justification: Repair dump truck after accident 1M2GR6ACXMM001554. Insurance over paid by \$525. Moved it all in case of additional bills.

Motion by Commissioner Shelly Vandagriff, seconded by Commissioner Denise Palmer, 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 Stephanie Wells, Tourism, that the following **APPROPRIATION** in Tourism Fund 128 be approved.

Decrease Reserve Code:

128-34535	Committed for Social, Cultural, Rec.	\$5,000.00
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Increase Expenditure Code:

128-58110-799	Tourism-Advertising-ARPA Grant	\$5,000.00
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Justification: To fund a 2024 Tourism Development Project that was approved and committed to in FY 2024 but was not processed for payment in FY 2024. The project was a greenway development plan with the City of Norris.

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

THE 17th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Sheriff Russell Barker, Sheriff's Department, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-46210 Law Enforcement Training Program \$42,400.00

Increase Expenditure Code:

101-54110-188 Sheriff's Department-Bonus/Retention Payments \$42,400.00

Justification: Retention bonus from Tennessee Department of Commerce & Insurance (TDCI) and the Tennessee Peace Officers Standards Training (POST). Each eligible officer will receive an \$800 retention bonus payment if their 2023 in-service hours are completed and still employed.

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.

THE 18th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance, that the following **APPROPRIATION** in Fund 171 be approved.

Increase Revenue Codes:

171-47401-TDEC1	ARP Grant #1-TDEC ARP	\$3,115,254.28
171-49800-TDEC1	Transfers In-TDEC ARP	<u>311,525.11</u>
		\$3,426,779.39

Increase Expenditure Code:

171-91401-310-TDEC1 ARP Grant #1-Contracts with Private Agencies \$3,426,779.39

Justification: ARP Grant through TDEC that started in FY 23/24. This amendment will move funds available to FY 24/25.

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

SECTION A, Mayor/Water Updates

Mayor Terry Frank presented information updates on the status of waterline options for New River Highway and the status of the CDBG project for Hinds Creek, Judson Lane, etc.

No action taken.

SECTION B, Library Appropriation/Josh Anderson

Commissioner Josh Anderson opened a discussion on the county budget, maintenance of effort, and fund balance for Fund 115 –Public Library Fund.

No action taken.

SECTION C, New Business

Mayor Terry Frank requested an additional appropriation of \$104,000.00, from ARP funds, in order to award the low bidder for Dental Clinic renovations.

Motion by Commissioner Bob Smallridge, second by Commissioner Anthony Allen, and passed to forward to County Commission with a recommendation for approval.

SECTION D, Unfinished Business/OR Boys & Girls Club

Motion by Commissioner Tyler Mayes, second by Commissioner Bob Smallridge, to approve previous request for up to \$25,000.00 in ARP funding for a security badging system.

Motion to amend the amount to \$10,000.00 by Commissioner Demise Palmer, second by Commissioner Anthony Allen.

Voting Yes: Commissioners Shelly Vandagriff, Shain Vowell, Denise Palmer, and Anthony Allen.

Voting No: Commissioners Bob Smallridge, Tyler Mayes, and Jerry White.

Motion to amend failed.

Motion to forward to County Commission with a recommendation for approval of up to \$25,000.00.

Voting Yes: Commissioners Shelly Vandagriff, Bob Smallridge, Tyler Mayes, Jerry White, and Anthony Allen.

Voting No: Commissioners Shain Vowell and Denise Palmer.

Motion passed.

Meeting Adjourned.

Robby Holbrook, Finance Director