
BUDGET COMMITTEE MINUTES

JANUARY 8, 2026

Members Present:

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

Members Absent:

Meeting Facilitator:

Robby Holbrook, Finance Director

Committee Chair Shain Vowell called the meeting to order.

1. Appearance of Citizens

Colt Jennings
Stephen Verran

2. Approval of Agenda

Motion by **Commissioner Anthony Allen**, seconded by **Commissioner Bob Smallridge**, to add under New Business budget amendment items NB1, NB2, NB3, the Mayor's County Planner discussion, and under Old Business the Park Road discussion. *Motion Passed*

3. Contracts with Legal Approval

The Lamar Companies, Tourism, Contract #26-0078 – One-year billboard rental for \$1323 per month.

Motion by **Commissioner Denise Palmer**, seconded by **Commissioner Anthony Allen**, to approve. *Motion Passed*.

Contracts Pending Legal Approval (approved status at time of meeting)

EMS Contracts #26-0081 to #26-0087 – Agreements to provide \$2,500 AEMT program funding to the following 7 EMS employees:

Katelyn Claxton, Lily Edmonson, Misty Green, Lorelei Hefferman, Hannah Rhoton, Errionna Chadwick, and Nicholas Hill.

Motion by **Commissioner Shelly Vandagriff**, seconded by **Commissioner Bob Smallridge**, to approve. *Motion Passed.*

TRANSFERS (Approved through Consent Agenda)

THE 1st ITEM, to be presented to the Anderson County Budget Committee, was a written request from Nathan Sweet, Emergency Medical Services, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Codes:

101-55130-338	Maintenance and Repairs	5,000.00
101-55130-499	Other Supplies and Materials	2,500.00
101-55130-524	Staff Development	<u>4,500.00</u>
		\$12,000.00

Decrease Expenditure Code:

101-55130-309-KICK	Other Capital Outlay	\$12,000.00
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Justification: Increasing the vehicle maintenance code for repairs to ambulances. Increasing other supplies to purchase front cab consoles for ambulances. Transferring funds to staff development to send 12 staff to a Peer Support Provider Course with the Oak Ridge Fire Fighters' Association. This course is to help develop our peer support team in our response to helping personnel deal with mental health and post-traumatic stress.

Motion by **Commissioner Sabra Beauchamp**, 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 Alley, Property Assessor, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Code:

101-52300-320	Memberships	\$373.00
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Decrease Expenditure Code:

101-52300-451	Uniforms	\$373.00
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Justification: ETAAO \$75.00 – TNAAO \$2,360.00 -Membership Increase – TIAAO – Dues 170”

Motion by **Commissioner Sabra Beauchamp**, 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 Raeann Owens, School Nutrition, that the following **TRANSFER** in Fund 143 be approved.

Increase Expenditure Code:

143-73100-336	Food Service – Maintenance & Repair Equipment	\$6,500.00
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Decrease Expenditure Code:

143-73100-718	Food Service – Motor Vehicles (B)	\$6,500.00
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Justification: A.) Increase based on the projected needs for the remainder of the school year to cover equipment maintenance. B.) Decrease based on the projected needs for the remainder of the school year.

Motion by **Commissioner Sabra Beauchamp**, 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 Scott Nation, Veteran Service Office, that the following **TRANSFER** in General Fund 101 be approved.

Decrease Expenditure Code:

101-58300-334	Maintenance Agreement	500.00
101-58300-355	Travel	500.00
101-58300-399	Other Contract Services	<u>1,000.00</u>
		\$2,000.00

Increase Expenditure Code:

101-58300-499	Other Supplies and Materials	\$2,000.00
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Justification: To purchase all service flags with spreaders to be used for events and during the Veterans Treatment Court.

Motion by **Commissioner Bob Smallridge**, seconded by **Commissioner Anthony Allen**, and passed to approve the transfer request.

APPROPRIATIONS REQUIRING FULL COMMISSION APPROVAL

THE 5th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Raeann Owens, School Nutrition, that the following **APPROPRIATION** in Fund 143 be approved.

Increase Revenue Code:

143-47114-RBATE	Food Service – USDA OTHER Rebate Costs for Storage	\$5,151.08
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Increase Expenditure Code:

143-73100-336	Food Service – Repair and Maintenance	\$5,151.08
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Justification: A.) Increase based on the increased reimbursement for storing USDA foods. B.) Increase for repair and maintenance on storage units.

Motion by **Commissioner Anthony Allen**, seconded by **Commissioner Bob Smallridge**, 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 Marcus Bullock, Fiscal Services, that the following **APPROPRIATION** in Fund 141 be approved.

Increase Revenue Code:

141-46510	TN Investment in Student Achievement	\$45,632.00
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Increase Expenditure Codes:

141-71100-599	Regular Instruction – Other Charges	34,000.00
141-72620-718	Maintenance of Plant – Motor Vehicle	<u>11,632.00</u>
		\$45,632.00

Justification: Appropriation of additional TISA revenue to include stipends for individual schools based on academic performance and the remaining funding needed for Food Truck Bid 2606.

Motion by **Commissioner Anthony Allen**, seconded by **Commissioner Bob Smallridge**, 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 Marcus Bullock, Fiscal Services, that the following **APPROPRIATION** in Fund 141 be approved.

Increase Revenue Code:

141-44990	Other Local Revenue	\$10,000.00
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Increase Expenditure Code:

141-71100-599	Regular Instruction – Other Charges	\$10,000.00
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Justification: Grant funds received at the district level from Battelle will be allocated and disbursed to individual schools in accordance with the specific Battelle award letters.

Motion by **Commissioner Anthony Allen**, seconded by **Commissioner Bob Smallridge**, 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 Marcus Bullock, Fiscal Services, that the following **APPROPRIATION** in Fund 141 be approved.

Increase Revenue Code:

141-46790-ISM	Other Vocational – Innovative School Models Grant	\$50,000.00
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Increase Expenditure Code:

141-71300-399-ISM	Career and Technical – Other Contracted Services	\$50,000.00
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Justification: Innovative School Models Grant funds to be paid as a contribution to the Tennessee College of Applied Technology (TCAT). In return, TCAT agrees to provide an instructor, paid by TCAT, for the welding program at CHS.

Motion by **Commissioner Anthony Allen**, 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 Marcus Bullock, Fiscal Services, that the following **TRANSFER (Major Line Item)** in Fund 141 be approved.

Increase Expenditure Code:

141-72620-790-SPSSG	Other Equipment – State Public School Security Grant	\$39,383.06
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Decrease Expenditure Codes:

141-72810-309	Safety – Contracts with Governmental Agencies	33,067.78
141-72810-718	Safety – Motor Vehicle	<u>6,315.28</u>
		\$39,383.06

Justification: To transfer local funds in support of the State Public School Security Grant door lock project.

Motion by **Commissioner Anthony Allen**, seconded by **Commissioner Bob Smallridge**, and passed to approve the transfer request.

THE 10th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mayor Frank that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-48990-ORCC1	Other – ORRCA Grant	\$9,980.63
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Increase Expenditure Codes:

101-51900-320-ORRCA	Other General Administration – Dues and Memberships	2,500.00
101-51900-399-ORRCA	Other General Administration – Other Contracted Services	<u>7,480.63</u>
		\$9,980.63

Justification: Accounting for reimbursement revenue from the TN Department of Environment and Conservation – Office of Remediation for the Oak Ridge Reservation Communities Alliance (ORRCA) Grant, for which Anderson County Government serves as fiscal agent.

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 11th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mayor Frank, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-55120-499	Other Supplies & Materials	\$1,000.00
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Increase Revenue Code:

101-48610-ANML	Donations – Animal Holding	\$1,000.00
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Justification: Additional funds are needed for miscellaneous supplies for the animal shelter.

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 12th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mayor Frank, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-56300-499	Other Supplies & Materials	\$2,800.00
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Increase Revenue Code:

101-48610-SENR	Donations – Office of Aging	\$2,800.00
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Justification: Grant funds received from the East Tennessee Foundation to the Anderson County Senior Center for supporting senior citizens.

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 13th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Kenny Sharp/Russell Barker, Sheriff's Department, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-49700	Insurance Recovery	\$8,675.25
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Increase Expenditure Code:

101-54110-338	Sheriff's Dept – Vehicle Repairs & Maintenance	\$8,675.25
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Justification: Insurance Recovery for ACSD vehicles.

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 14th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance/Sheriff's Department, that the following **TRANSFER (Payroll)** in General Fund 101 be approved.

Increase Expenditure Code:

101-54490-186	Dispatch – Longevity Pay	\$8,000.00
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Decrease Expenditure Code:

101-54490-148	Dispatch – Radio Operators	\$8,000.00
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Justification: Longevity pay was included in the regular salary code in budget prep. This separates it into its own object code.

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 15th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Zach Allen/Russell Barker, Sheriff's Department, that the following **TRANSFER (Payroll)** in General Fund 101 be approved.

Decrease Expenditure Code:

101-54210-160	Jail – Jailer's Pay	\$110,000.00
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Increase Expenditure Code:

101-54210-187	Jail – Overtime Pay	\$110,000.00
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Justification: This Transfer is needed to cover overtime pay at ACDF due to staff shortages.

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 16th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Nathan Sweet, EMS, that the following **APPROPRIATION** in General Fund 101 be approved.

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$2,536.00
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(Amendment will be from 101-34630-EMS, Committed for Public Health & Welfare Tuition Funds from Lash Grant, and a JE will replenish the reserve for 39000)

Increase Expenditure Code:

101-55130-524-LASH	Staff Development LASH Grant	\$2,536.00
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Justification: Transferring grant funds to purchase books for an upcoming class. Grant funds received last FY and committed at year's end.

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.

THE 17th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Gary Long, Anderson County Highway Department, that the following **TRANSFER (Payroll)** in Fund 131 be approved.

Increase Expenditure Codes:

131-62000-149	Laborers	120,000.00
131-62000-206	Life Insurance	500.00
131-62000-207	Medical Insurance	65,000.00
131-62000-208	Dental Insurance	1,800.00
131-62000-299	Other Fringe Benefits	500.00
131-62000-451	Uniforms	<u>3,000.00</u>
		\$190,800.00

Decrease Expenditure Code:

131-62000-147	Truck Drivers	\$190,800.00
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Justification: To adjust proper pay codes due to new hires.

Motion by **Commissioner Shelly Vandagriff**, seconded by **Commissioner Chad McNabb**, 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 Gary Long, Anderson County Highway Department, that the following **TRANSFER (Payroll)** in Fund 131 be approved.

Increase Expenditure Code:

131-63100-207	Medical Insurance	\$15,000.00
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Decrease Expenditure Code:

131-63100-142	Mechanics Salary	\$15,000.00
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Justification: To adjust to proper pay codes. Medical Insurance.

Motion by **Commissioner Shelly Vandagriff**, seconded by **Commissioner Chad McNabb**, 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 Robby Holbrook, Finance, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Codes:

101-58190-706-ARC	Other Economic & Community Development – ARC Grant Match	1,715,681.00
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Increase Revenue Code:

101-47590-ARC	Other Fed thru State – ARC Grant	\$857,840.00
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Decrease Reserve Code:

101-39000	Unassigned	\$857,841.00
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Justification: The ARC Grant Matching funds were approved last FY in August of 24. However, because the funds were never committed via a purchase order, they rolled into the fund balance at year-end. The issue was noted during the audit, but no audit adjustment was requested. The project is now scheduled to begin, and the matching funds, as well as the grant funds, need to be reinstated and available to support the project activities.

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 Robby Holbrook, Finance, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-54410-706-EOC	Building Construction	\$3,923,920.00
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Increase Revenue Code:

101-47590-EOC	Other Fed Thru State – EOC FEMA Grant	\$2,942,940.00
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Decrease Reserve Code:
101-39000 Unassigned \$980,980.00

Justification: The EOC Grant matching funds were approved last FY in February of 25. However, because the funds were never committed via purchase order, they rolled into fund balance at year-end. The issue was noted during the audit, but no audit adjustment was requested. The project is now scheduled to begin, and the matching funds, as well as the grant funds, need to be reinstated and available to support the project activities.

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

SECTION A, Report on Debt Obligation for Animal Shelter

Finance Director Robby Holbrook presented information regarding the debt obligation for the Animal Shelter in accordance with required guidelines.

SECTION B, FY 26/27 Budget Guidelines & Calendar

Finance Director, Robby Holbrook, presented the proposed Budget Guidelines and Calendar for the committee review.

Motion by **Commissioner Denise Palmer**, seconded by **Commissioner Sabra Beauchamp**, to approve the FY 26/27 Budget Guidelines and Calendar. *Motion Passed*

SECTION C, Unfinished Business

Commissioner Denise Palmer discussed the condition of Park Road repairs and emphasized the critical timing of the project.

Motion by **Commissioner Denise Palmer**, seconded by **Commissioner Sabra Beauchamp**, to refer the discussion to the next Highway Committee meeting. *Motion Passed*.

SECTION D, New Business

Mayor Terry Frank presented a proposal to consider establishing a County Planner position to develop sustainable growth plans through functional policies and regulations. The position may potentially be shared with Roane County.

Motion by **Commissioner Shelly Vandagriff**, seconded by **Commissioner Sabra Beauchamp**, to begin discussion with Roane County and bring proposals back to budget committee. *Motion Passed*.

NB1 & NB2 – Finance Director, Robby Holbrook presented previously approved grant matching funds that rolled into the Unassigned Fund Balance and need to be moved for the project to begin.

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.

Reflected as "The 18th & 19th Item" above.

NB3 – Veterans Service Officer, Scott Nation, requested a Budget Amendment to purchase service flags for events and Veterans Treatment Court.

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.

Reflected as "The 20th Item" above.

Meeting Adjourned.

Robby Holbrook, Finance Director