

**WEAKLEY COUNTY, TENNESSEE**  
**FINANCE, WAYS AND MEANS COMMITTEE**  
**Tuesday, June 14, 2016; 9:00 a.m.**

ORIGINAL

**Finance, Ways and Means Members Present:** Commissioners Eric Owen, Dennis Doster, Roger Donaldson, James H. Westbrook, Jr., David Hawks, Earl Wright, Tommy Jones, Larry Taylor

**Finance, Ways and Means Members Absent:** Commissioner Greg Usery

The Finance, Ways, and Means Committee met on Tuesday, June 14, 2016 at 9:00 a.m. in the conference room at the Department of Finance. Others present included: Jake Bynum - Weakley County Mayor, Kim Hughey - County Clerk, Keith Jones - Juvenile Services Office, Candy McAdams - Library Director, Jeff Lannom - Ag Extension Agent, Tim James and Tracey Bird - Weakley County Health Department Directors, Ron Cheatham - Veterans Services Officer, Gail Rogers - Dresden Senior Center Director, Shirley Chappell - Sharon Senior Center Director, Carmen Chandler - Weakley County Commissioner, Kellie Thayer - Deputy Director of Finance

**OLD BUSINESS:**

Chairperson Eric Owen called the meeting to order at 9:00 a.m. and called for a motion to approve the minutes from June 8 and June 9, 2016. Commissioner Wright made the motion to approve both sets of minutes and with a second by Commissioner Hawks the motion unanimously passed.

**NEW BUSINESS:**

**Transfer No. 1516-45 (Weakley County Office on Aging):** Previously passed unanimously through the HEED Committee, this transfer moves \$700 from Weakley County Office on Aging line 56100-422 (Food Supplies) to allot \$650 to 56100-355 (Travel) and \$50 to 56100-307 (Communications), and \$246 from line 56100-425 (Gasoline) to 56100-351 (Rentals) in the General Fund Budget. Commissioner Wright made the motion to approve Transfer No. 1516-45 and with a second by Commissioner Jones the motion unanimously passed.

**Transfer No. 1516-46 (Sharon Senior Citizens Center):** Previously passed unanimously through the HEED Committee, this transfer moves \$405 from the Sharon Senior Citizens Center line 56300-355 (Travel) and \$50 from line 56300-338 (Maintenance and Repair/Vehicles) to 56300-399 (Other Contracted Services). Commissioner Hawks made the motion to approve Transfer No. 1516-46 and with a second by Commissioner Donaldson the motion unanimously passed.

**Transfer No. 1516-47 (Juvenile Court):** Previously passed unanimously through the Public Safety and Public Works Committee, this transfer moves \$200 from the Juvenile Court line 53500-524 (Staff Development) to 53500-307 (Communication). Commissioner Doster made the motion to approve Transfer No. 1516-47 and with a second by Commissioner Westbrook the motion unanimously passed.

**Transfer No. 1516-48 (Veterans Affairs):**

Previously passed unanimously through the HEED Committee, this transfer moves \$150 from the Veterans Affairs line 58300-355 (Travel) to 58300-307 (Communication). Commissioner Hawks made the motion to approve Transfer No. 1516-48 and with a second by Commissioner Wright the motion unanimously passed.

**Resolution No. 2016-30 (Health Department):**

Previously recommended unanimously by the HEED Committee, this resolution allocates \$5000 in grant funds to the Health Department lines: \$1000 to 55110-399-HTG (Other Contracted Services) and \$4000 to 55110-499-HTG (Other Supplies and Materials). Commissioner Taylor made the motion to recommend Resolution No. 2016-30 to the Weakley County Commission and with a second by Commissioner Doster the motion unanimously passed.

**Resolution No. 2016-31 (Weakley County Office on Aging):**

Previously recommended unanimously by the HEED Committee, this resolution allocates \$1108 in revenue funds to the Weakley County Office on Aging line 56100-499 (Other Supplies and Materials). Commissioner Wright made the motion to recommend Resolution No. 2016-31 to the Weakley County Commission and with a second by Commissioner Jones the motion unanimously passed.

**2016-2017 FY Fund 101 – General Fund Budgets**

Commissioner Doster made the motion to place the following 2016-2017 FY Fund 101 – General Fund Budget on the floor for discussion and tentative approval and was seconded by Commissioner Donaldson: Account No. 57100 (Ag Extension Office), 55100 (Health Department), 53500 (Juvenile Court), 56500 (Library), 58300 (Veterans Affairs), and 52500 (County Clerk), 51800 (County Buildings), 51600 (Weakley County Office on Aging), and 56300 (Sharon Senior Citizens Center).

**Account No. 55110 (Health Department):** Chairperson Owen recognized Health Department Director Tim James and some discussion was had regarding the renovations recently completed at the center. Mr. James said that all of the renovations had been completed and announced that he would no longer be the Director in Weakley County. He introduced the new Director, Tracy Byrd, and thanked the committee for the support over the years.

Commissioner Taylor mentioned that the codes on the report of lines 335, 336 and 337 are all listed as Maintenance and Repair Services and asked if there is a more specific way to break those lines out. Deputy Director Thayer said that the lines are specified on the report but there is not enough room on the report for the full description to print. Having no other questions or comments, Chairperson Owen moved on to the next budget.

**Account No. 57100 (Ag Extension Office):** Chairperson Owen recognized Agricultural Extension Officer Jeff Lannom who stated that his budget was straight-forward and mostly the same as last year's budget. Having no questions or comments, Chairperson Owen moved on to the next budget.

**Account No. 53500 (Juvenile Court):** Chairperson Owen recognized Director Keith Jones. Mr. Jones said he is requesting a salary increase for all of the employees in his office and provided a letter detailing the specific amounts he is requesting. Mr. Jones cited training, experience, education level, and the nature of the work performed in his office as reasons for the pay increase. He told stories of experiences his staff members have had on the job, stated that the differences in salaries among county employees is unfair, and gave examples of different positions in the county whose pay he considers out of line compared to the amount his employees are paid.

Commissioner Owen questioned whether the Finance, Ways and Means Committee should be body that discusses and ultimately decides on raises or pay increases, and mentioned Financial Management possibly being the better alternative to decide on such matters. County Mayor Bynum commented that the Financial Management Committee is technically not the body to handle those issues, but rather dictate personnel issues at the request of the committee. Commissioner Taylor requested a copy of the 1981 Financial Management Act from Deputy Director Thayer. Discussion was had regarding experience and education with a conclusion that the topic should be further studied.

Commissioner Westbrook made a motion to designate all salaries and pay increase information to the last item on the agenda of the last meeting before finalizing the budget and with a second by Commissioner Taylor, the motion passed unanimously.

**Account No. 56500 (Library):** Chairperson Owen recognized Director Candy McAdams. Director McAdams explained that she had an increase in line 307 (Communications) due to an increase in the phone and internet charges. Commissioner Westbrook asked how many people use the public computers at the Library and Director McAdams said that the number was over 500. Discussion began regarding line 709 (Data Processing Equipment) and McAdams stated that these funds are a Library Grant with a match that allows the Library to replace 2 computers per year. She mentioned that the State recommends computers be replaced when the warranty expires, about every 4 years.

Discussion was had about line 316 (Contributions) and Director McAdams explained that the funds in this line are monies contributed to other libraries in the county based on the population, and mentioned that line 399 (Other Contracted Services) includes all of the funds for books, DVDs, and all other library supplies and operating expenses for the Library.

Commissioner Owen asked about the increase in line 328 (Janitorial Services) and Director McAdams explained that the increase is for the added cost of cleaning the Ned Ray McWherter Room of the Library, \$100 per bi-weekly cleaning. Commissioner Owen questioned whether the Janitorial Services Line might need to be refigured; Director McAdams was excused but returned later after investigating and stated that the figure is indeed correct. Having no other questions or comments, Chairperson Owen moved on to the next budget.

**Account No. 58300 (Veteran's Services):** Chairperson Owen recognized Veterans Affairs Officer Ron Cheatham who mentioned he would be retiring at the end of July 2016 and recommended a raise or pay increase of some sort for his assistant, Randi Storey. Mr. Cheatham cited experience and office responsibility as his reasons for advocating a pay increase. Commissioner Hawks mentioned the importance of the Veterans Affairs office to the local community, and recommended that the committee take special consideration of an increase in pay due to Mr. Cheatham's impending retirement and the subsequent increase in workload and training anticipated for the office assistant. Having no other questions or comments, Chairperson Owen moved on to the next budget.

**Account No. 52500 (County Clerk):** Chairperson Owen recognized Kim Hughey, County Clerk, who began by explaining a 2016-2017 Budget Request Sheet attached to each committee member's budget report for the County Clerk's Office. Clerk Hughey said that all of the reasons for an increase in her budget are detailed on the budget request sheet. Clerk Hughey explained many types of the fees collected in the office and the several varieties of tasks performed in her office, and went on to say that often there is no time for a lunch break for herself and her employees since her office never closes. She mentioned that there are many early and late hours spent in the office and explained that one job relating to the Juvenile Court preoccupies much of the time of one of her employees. She said that she is requesting a new full-time employee to help with the large workload in her office.

Discussion began regarding the details of a new software system being initiated in the County Clerk's office next year that verifies whether a driver purchasing license plates has automobile insurance.

With the meeting running later into the day, Commissioner Owen recommended that the other budgets on the agenda [51800 (County Buildings), 51600 (Weakley County Office on Aging), and 56300 (Sharon Senior Citizens Center)] and any tentative approval be carried over to the next day's meeting, Wednesday, June 15, 2016 at 9:00 a.m. Commissioner Donaldson made the motion to adjourn at 10:24 a.m. and with a second by Commissioner Jones, the motion unanimously passed.

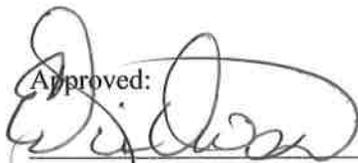
Respectfully Submitted,



Erica Moore, Secretary

Finance, Ways & Means Committee

Date: 6-15-2016



Eric Owen, Chairperson

Finance, Ways & Means Committee

Date: 6-15-2016