

WEAKLEY COUNTY, TENNESSEE
HEALTH, EDUCATION AND ECONOMIC DEVELOPMENT COMMITTEE
Friday, June 10, 2016; 9:00 a.m.

Finance, Ways and Means Members Present: Commissioners Carmen Chandler, Dale Overton, James Bynum, Jack Vincent, Larry Hudson, Donald Doster, Roger VanCleave

Finance, Ways and Means Members Absent: Commissioners Scott Fortner and James Roy Pope

The Health, Education and Economic Development Committee met on Friday, June 10, 2016 at 9:00 a.m. in the conference room at the Department of Finance. Others present included: Jake Bynum - Weakley County Mayor, Jeff Lannom - Agricultural Extension Agent, Alex Britt - Director of Elections, Candy McAdams - Director of the Weakley County Library, Kellie Thayer - Deputy Director of Finance, and a Representative of the Media.

OLD BUSINESS:

Chairperson Carmen Chandler called the meeting to order at 10:00 a.m. and called for a motion to approve minutes from May 10, 2016. Commissioner Doster made the motion to approve the minutes and with a second by Commissioner Overton the motion unanimously passed.

NEW BUSINESS:

2016-2017 FY Fund 101 – General Fund Budgets

Commissioner VanCleave made the motion to place the following 2016-2017 FY Fund 101 – General Fund Budget on the floor for discussion and was seconded by Commissioner Bynum: Account No. 56500 (Library), 57100 (Ag Extension Office), 51500 (Election Commission), and 51800 (County Buildings).

Account No. 56500 (County Library):

Chairperson Chandler recognized Library Director Candy McAdams who began by noting an increase in line 709 (Data Processing Equipment) from \$2400 to \$3800 and explained that the State would like for the Library to get new computers when the warranty ends, about every 3-4 years. She went on to say that she usually gets two new computers per year through a Library Services Technology Grant, but with the increase in this line, she would be able to get more than two new computers per year. Commissioner Taylor asked how many computers the Library has currently and Director McAdams responded they have 21, plus some laptops that are outdated and need to be replaced.

Commissioner VanCleave asked with whom the Library has internet service and Director McAdams answered that the internet service provider is Frontier Communications, the only service she can get. She cited that her internet and phone bill is \$400 per month for around 7 mbps of service speed daily. Commissioner Vincent asked why there is an 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 Overton made the motion to approve the County Library Budget through the HEED Committee and recommend the tentative budget for approval through the Finance, Ways and Means Committee and with a second by Commissioner Doster, the motion passed unanimously.

Account No. 57100 (Ag Extension): Chairperson Chandler recognized Ag Extension Agent Jeff Lannom who stated that his budget was straight-forward and mostly the same as last year's budget. Having no questions or comments, Commissioner VanCleave made the motion to approve the Ag Extension Budget through the HEED

Committee and recommend the tentative budget for approval through the Finance, Ways and Means Committee and with a second by Commissioner Doster, the motion passed unanimously.

Account No. 51500 (Election Commission): Chairperson Chandler recognized Administrator of Elections Alex Britt who began by explained the decrease in line 349 (Printing, Stationary and Forms) relative to the increase in line 399 (Other Contracted Services) by stating that he felt that the Election Services for coding equipment was better suited to be expensed out of the Other Contracted Services line rather than the Printing, Stationary and Forms line.

Administrator Britt addressed the increase in line 506 (Liability Insurance) was due to the Election Commission currently being considered neither a State entity nor a County entity for coverage in the eyes of the Local Government Insurance Pool (LGIP). He explained that if there were a lawsuit, the Election Commission would not be covered and referred to a quote sheet attached to his budget that provided a cost breakdown for insurance coverage newly recommended by LGIP for the Election Commission. He explained that the quote is based off of the total budget for the Election Commission. Discussion was had regarding the premium and how the premium is figured.

Administrator Britt mentioned that line 193 (Election Workers) shows an increase due to there being two elections this year. Commissioner Overton asked Administrator Britt if he had received a reimbursement check and Mr. Britt replied that he has applied for it but not yet received it. Commissioner Vincent asked why line 192 (Election Commission) shows a decrease and Mr. Britt explained that the Chairman of the Election Commission does not have plans to meet as often – quarterly, if possible. Commissioner Vincent questioned why line 201 (Social Security) shows an increase and Deputy Director of Finance Thayer stated that federal law requires that election workers be paid through payroll rather than by vendor check, thereby increasing the social security line.

Next, Administrator Britt introduced his suggestions for the office which he stated are recommended by the Weakley County Election Commission. Mr. Britt explained that his office has a need for a second full-time deputy. He cited office efficiency, reduction of errors, minimization of reinstruction time of his part-time staff, consistency, liability, and new audit rules through internal controls that will soon apply to his office as reasons for his needing another employee.

Commissioner Hudson mentioned the health insurance line would increase, and Deputy Finance Director Thayer explained that she factored in the most expensive health plan choice at the highest rate possible for the proposed employee, since it is uncertain which plan the proposed new employee would choose.

Discussion was had regarding the differences between lines 335 (Maintenance and Repair - Building), 336 (Maintenance and Repair - Election Equipment) and 337 (Maintenance and Repair - Office Equipment). Mr. Britt explained the general differences and items that come out of each line. More discussion was had about line 399 (Other Contracted Services) and what services are funded out of the line; there was some confusion as to how to keep track of what items or services are budgeted for each line.

Commissioner Doster made a motion to approve the amended budget to include the additional employee, and with a second by Commissioner Hudson, the roll was called with 3 ayes, 4 nays, and 2 absent, the motion failed.

Commissioner VanCleave made a motion to approve the original Election Commission Budget through the HEED Committee and recommend the tentative budget for approval through the Finance, Ways and Means Committee and with a second by Commissioner Overton, the motion passed unanimously.

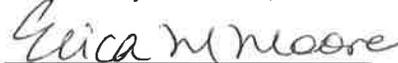
Account No. 51800 (County Buildings): Chairperson Chandler recognized Mayor Jake Bynum who began by saying that the only real change in this year's budget is a decrease in line 166 (Custodial Personnel). Mayor Bynum explained that this decrease is due to the Custodial Supervisor retiring and instead of hiring a new supervisor, he absorbed the supervising duties into the position of his assistant and Communications Director for the County, Erica Moore.

Discussion returned to line 399 (Other Contracted Services) and the confusion as to how to keep track of what items or services are budgeted for each line. Mayor Bynum suggested that we wait until the county is not in the middle of the budget process before we make adjustments to the names and items funded in the lines. Some discussion was had on the courthouse, sidewalks, and maintenance. Commissioner VanCleave asked about the internet, and Mayor Bynum explained that all of the departments combined in the courthouse have a 3-year contract and pay an annual fee that is combined for the build-out and the internet service.

Commissioner Doster made a motion to approve the County Buildings Budget through the HEED Committee and recommend the tentative budget for approval through the Finance, Ways and Means Committee and with a second by Commissioner Overton, the motion passed unanimously.

Having no other business Commissioner Vincent made the motion to adjourn at 10:02 a.m. and with a second by Commissioner Chandler, the motion unanimously passed.

Respectfully Submitted,



Erica Moore, Secretary

Health, Education and Economic Development Committee

Approved:



Carmen Chandler, Chairperson

Health, Education and Economic Development Committee

Date: 6-16-2016