

WEAKLEY COUNTY, TENNESSEE

ORIGINAL

FINANCE, WAYS, & MEANS COMMITTEE

June 15, 2015; 9:00 A.M.

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

Finance, Ways, & Means Members Absent: None

The Finance, Ways, & Means Committee met on Monday, June 15, 2015 at 9:00 a.m. at the Weakley County Department of Finance Board Room. Others present included Shawn Francisco - Director of Finance, Jake Bynum - County Mayor, Marci Floyd - Trustee, Tommy Moore - General Sessions Judge, Jenny Killebrew - Circuit Court Clerk, Jamison Peevyhouse - Emergency Management Director, Shirley Chappell - Sharon Senior Center Director, Gail Rogers - Office on Aging Director, Keith Jones - Juvenile Court Administrator, Kim Hughey - County Clerk, Tim Lannom - Ag Extension Office, Donna Snyder - Register of Deeds, Candy McAdams - County Librarian, Regina VanCleave - Clerk & Master, Rita Jeter - County Health Department, Ron Cheatham - Veteran's Affairs Administrator, and David Fisher - Dresden Enterprise.

Chairman Eric Owen called the meeting to order at 9:00 a.m.

OLD BUSINESS:

None.

NEW BUSINESS:

Transfer No. 1415-30: This transfer moves \$200 from line 51600-348 (Postage) to line 51600-355 (Travel) in the Register of Deeds budget. Commissioner Doster made the motion to approve Transfer No. 1415-30 and with a second by Commissioner Wright the motion unanimously passed.

Transfer No. 1415-31: This transfer moves \$200 from line 53400-399 (Other Contracted Services) to line 53400-320 (Dues and Memberships) and \$400 from line 53400-399 (Other Contracted Services) to line 53400-355 (Travel) in the Clerk & Master budget. Commissioner Usery made the motion to approve Transfer No. 1415-31 and with a second by Commissioner Taylor the motion unanimously passed.

2015-2016 FY Fund 101 - General Fund Budget

Commissioner Wright made the motion to place the 2015-2016 FY Fund 101 - General Fund Budget on the floor for discussion of expenditures only and was seconded by Commissioner Jones.

Page 40, Account No. 57100 (Agri Extension Services) and Account No. 57500 (Soil Conservation Services):

Mr. Lannom asked for level funding for 2015-2016. He explained the addition of a position in 2014-2015 and the need for full year of salary for 2015-2016. Commissioner Westbrook questioned the amount funded by the County. Mr. Lannom answered 28% comes from Weakley County. Chairman Owen noted that HEED had passed the budget.

Page 26, Account No. 54130 (Dispatchers), Page 29, Account No. 54410 (Emergency Management) and Page 30, Account No. 54410-ISIP (Emergency Management and Account No. 54410-TOWER (Emergency Management):

Chairman Owen noted that these budgets had passed Public Safety & Works. Mr. Peevyhouse addressed the Committee stating that the tower was up and running with no issues thus far.

Page 6, Account No. 51100 (County Commission): Mrs. Francisco noted that the increase in the salary and benefit lines is due to the change in the rate of pay made September 2014. Commissioner Taylor asked for clarification of line 199 - Committee Meetings Fee. Mrs. Francisco answered that line was used to pay for all sub-committee meetings such as FWM, HEED, etc. and that line 191 - Board & Committees was for the full County Commission meeting. Commissioner Taylor questioned line 355 - Board Business Expenses. Mrs. Francisco answered that was for travel expenses. Mrs. Francisco noted to the Committee that line 355 - Board Business Expenses had to be increased \$6,000 mid-year and that the Committee might want to increase that line for next year. Commissioner Taylor questioned if line 331 - Legal Services covered the fees for the Election lawsuit. Mrs. Francisco answered that this line was just for the County Commission. The money is to cover the fee for the County Attorney. The Election has its own line for Legal Expenses, as does all other Departments.

Page 7, Account No. 51300 (County Mayor): Chairman Owen recognized Mr. Bynum. Mr. Bynum stated that the only changes in his budget were for longevity raises.

Page 9, Account No. 51600 (Register of Deeds): Chairman Owen recognized Mrs. Snyder. Mrs. Snyder stated that she was asking for an increase in line 399 (Other Contracted Services) for the restoration of books and in line 168 (Temporary Personnel) to hire someone to fill a maternity leave and to help with the scanning of books. Commissioner Westbrook questioned the length of the maternity leave. Mrs. Snyder answered three months.

Page 10, Account No. 51800 (County Building): Chairman Owen questioned what was paid out of line 399 (Contracted Services). Mrs. Francisco answered that snow removal, mowing, elevator maintenance which was going up 5%, HVAC maintenance, etc. Chairman Owen made the motion to decrease line 399 (Contracted Services) from \$22,000 to \$15,000 and with a second by Commissioner Doster the motion unanimously passed.

Mr. Bynum informed the Committed that estimates for termite services had been sought and the cheapest was an initial cost of \$1,700 and then \$300 per year.

Chairman Owen questioned line 799 (Other Capital Outlay). Mrs. Francisco answered that the window and plumbing repairs would be paid from this line.

Mr. Bynum noted that a current Weakley County inmate had extensive plumbing experience and that a camera had been obtained for this inmate to check the pipes to determine what could be done to fix the problem. Mr. Bynum passed out information on repair projects needed at the Courthouse. He noted that a pressing issue was the telephone system. During the month of February the system was down for two days and in May for one. Also, he noted that the transferring of calls from one department to another tied up two lines, the line transferring the call and the line receiving the call. The proposed system would allow the transferring of call without using two lines. It would also allow for "ro-bo" calling, an all call system for safety purposes, message capability, etc. Lighting is another pressing issue. On the handout is a lighting proposal. Commissioner Donaldson questioned if this was the same lighting recently put in at the nursing home because he didn't think that it had produced the savings projected. Mr. Bynum answered that is was the same system but Obion County had recently used this lighting to replace what they had and they are seeing cost savings. Discussion continued on the project list.

Page 11, Account No. 51910 (Preservation of Records): Commissioner Westbrook questioned line 169 (Part-time Personnel). Mrs. Francisco answered that this number has been requested and when revenues get to the point to fully support a part-time personnel someone would be hired.

Page 15, Account No. 52400 (County Trustee): Mrs. Floyd noted that the only budget changes for next fiscal year was a decrease in line 307 (Communications) because she had removed a telephone line that wasn't used and her surety bond did not have to be renewed.

Page 16, Account No. 52500 (County Clerk): Mrs. Hughey requested an increase in her postage line and travel. She does have a decrease in data processing because new computers were purchased in 14-15.

Page 17, Account No. 53100 (Circuit Court): Chairman Owen informed the Committee that line 106 (Deputies) would decrease from 4 deputies to 3, decreasing the line from \$82,420 to \$70,516. This will also decrease the Employee Benefits lines. Chairman Owen recognized Mrs. Killebrew. Mrs. Killebrew explained the changes in her budget. She is requesting an increase in line 307 (Communications) to obtain a cell phone. Currently, Mrs. Killebrew uses her personal cell phone for County business. Chairman Owen noted that this budget has passed Public Safety & Works. Chairman Owen questioned line 499 (Other Supplies & Materials). Mrs. Killebrew answered that this increase was to purchase a new chair in the Circuit Court Room requested by the Circuit Court Judge plus new chairs for the office.

Page 18, Account No. 53300 (General Sessions Court): Chairman Owen noted that line 106 (Deputies) would decrease from \$63,803 to \$46,491. Again the Employee Benefits would decrease. Chairman Owen also noted that line 102 (Judge) is the only salary increase based on State mandates. Mrs. Killebrew noted the increase in line 709 (Data Processing Equipment) was to purchase a traveling recorder system. Mrs. Francisco noted that this budget had Data Processing reserve money to help offset the expense. Chairman Owen noted that the budget had passed Public Safety & Works.

Page 25, Account No. 54110 DCP (Sheriff Department Drug Court Program): Chairman Owen recognized Judge Moore. Judge Moore explained that the bottom line for this budget hasn't changed, but there are some changes within the budget. He also explained how the revenue for this budget is generated, noting that grant money and fine money funds the account. It is a self-sufficient fund.

Page 19, Account No. 53400 (Chancery Court – Clerk & Master): Chairman Owen noted that this has passed Public Safety & Works. Mrs. VanCleave noted that she was requesting an increase in line 320 (Dues & Memberships) and in line 355 (Travel). Chancellor Malone is requesting that the office become more active and involved, so this money will allow for the Department to go seminars and conferences for educational purposes.

Page 33, Account No. 55110 (Health Center), Page 35, Account No. 55190 Tobacco Settlement (Health Center), and Page 36, Account No. 55590 – DGA (Health Center): Chairman Owen noted that these budgets had passed HEED. Tobacco account is flow through money. Chairman Owen questioned if all the maintenance items had been completed. Mrs. Jeter answered yes.

Page 20, Account No. 53500 (Juvenile Court) and Page 22, Account No. 53910 (Truancy Court (Grant)): Chairman Owen noted these budgets had passed Public Safety & Works. Chairman Owen called for questions. No questions asked.

Page 21, Account No. 53600 (District Attorney General): No changes in this budget.

Page 31, Account No. 54310 (Fire Prevention / Control), Account No. 54420 (Rescue Squad), and Account No. 54610 (County Coroner / Medical Examiner): Chairman Owen noted that the numbers were correct. There were two departments that haven't requested the money, but are in the process. Commissioner Donaldson questioned the request of a "grant" from the Latham & Dukedom Fire Department. Mrs. Francisco answered that the term "grant" is what the departments use when requesting the money.

Page 32, Account No. 54900 (Safety): Chairman Owen noted that this account was for County employee drug testing. Mrs. Francisco added that is for all County Departments to do testing for pre-employment, post-employment, random and suspicion. Random testing is done at least twice per year.

Page 34, Account No. 55130 (Ambulance Services), Account No. 55150 (Maternal / Child Health Services), Account No. 55180 (Crippled Children's Services) and Account No. 55510 (General Welfare): Mrs. Francisco informed the Committee that the Ambulance budget arrived this morning and a copy was placed at each Commissioner's desk. Chairman Owen questioned if the C.P. Center and the Crippled Children's Services had applied for help. Mrs. Francisco answered yes. There was discussion on line 310 (Autopsies / Ambulance) and line 399 (Funerals) as to what each line provided.

Page 37, Account No. 56100 (Adult Activities (Dresden)): Ms. Rogers noted that a noticeable change to her budget is on line 189 (Other Salaries). She stated that in 14-15 that funding was cut by the State but this year she would be receiving more for in-home care and other services. She also noted that this program was self-funding and that it did bring a profit to the County. Chairman Owen noted that this budget passed HEED. Ms. Rogers also noted that her United Way contributions would be reduced by \$2,500 which would reduce the number of meals that she could provide to County citizens. The reason for the reduction is that United Way did not receive as much money as anticipated, so they are making reductions across the board. Chairman Owen noted that line 316 (Contributions) will have to be adjusted from \$12,855 to \$10,000. Discussion continued as to the duties and responsibilities for the office.

Page 38, Account No. 56300 (Senior Citizens Assistance (Sharon)): Chairman Owen note that this budget had been before HEED. Mrs. Francisco stated that HEED made changes and those changes were reflected in the presented budget. Mrs. Chappell stated that she was requesting some more help for the Center. She stated that she was requesting 4 more hours per week for her current help and another helper at 16 hours per week. Chairman Owen asked the number of employees this would add. Mrs. Chappell answered 2. Commissioner Donaldson asked if this would give the Center what was needed. Mrs. Chappell answered yes.

Page 39, Account No. 56500 (Libraries): Mrs. McAdams stated that her budget had been before HEED and that the only increase she was requesting was in line 399 (Direct Payment – Operating Expenses). This line provides for the purchasing of books, periodicals, audio-visual aids, etc. Chairman Owen noted that this increase was not included in the presented budget. Commissioner Westbrook asked if this budget has been before the Library Board. Mrs. McAdams answered yes. Commissioner Doster made the motion to add \$1,711 to line 399 (Direct Payment – Operating Expenses) which was seconded by Commissioner Donaldson.

Page 42, Account No. 58300 (Veterans' Services): Mr. Cheatham stated that his budget was presented to HEED with the request for his assistant to be made a full-time employee. HEED denied that request. Mr. Cheatham also requested a \$400 increase in line 355 (Travel) to send his assistant to training on the computer programming that the State wants all Veterans' Service offices to convert to. Commissioner Donaldson noted that the State is pushing for all paperwork to be electronic.

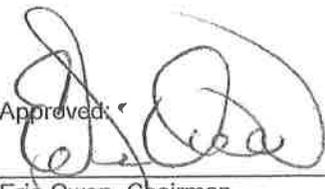
OTHER BUSINESS:

Having no other business Commissioner Uesry made the motion to adjourn at 10:36 a.m. and with a second by Commissioner Donaldson the motion unanimously passed.

Respectfully Submitted,


Kellie Thayer, Secretary
Finance, Ways, & Means Committee

Approved: *


Eric Owen, Chairman
Finance, Ways, & Means Committee

Date: 7-7-2015

