Robertson County Budget Committee
Minutes of April 26, 2022 Meeting

The Budget Committee met at 4:30 P.M. with the following members present: Keith Hoover, James Bowens, Burton Glover and Faye Stubblefield were all present in person. Mayor Billy Vogle and Jody Stewart were also present in person. Bobby Couts was absent.

Mr. Keith Hoover called the meeting to order and the following main discussions and actions took place during the meeting:

The Budget Committee minutes of April 19, 2022 were approved.

Kendra Shelton, Trustee, presented her FY2023 Budget request for her County Trustee Department, account number 52400.

Korey Drake-Stewart, Solid Waste Director, presented her FY2023 Budget request for all departments in the Solid Waste/Sanitation Fund 116. Korey stated that Cross Plains plans to move their Convenience Center, but there is not a date or an exact dollar amount at this time, therefore, this is not included in the budget. Korey needs to make two changes that total $3,500 and she also expressed that a 5% pay raise increase for her staff would cost approximately $20,000 to $25,000. Korey told the Budget Committee that her oversight Committee approved her budget as presented at their Thursday, April 21, 2022 meeting. Korey said she wanted to commend her Solid Waste Committee and the Budget Committee for their assistance helping get the Solid Waste Fund 116 back onto a good track financially as compared to a couple of years ago. Korey stated her estimated ending fund balance for FY2023 is $1,586,766.

Delvin Hester, Highway Superintendent, presented his FY2023 Budget request for all departments in the Highway Fund 131. Delvin informed the Committee that his budget is basically the same as previous years and there is a 3.5% pay rate increase included for all Highway Department employees. Delvin stated if County employees receive a 5% pay rate increase, he will likely increase Highway Department employees to the same amount. Delvin requested the Committee change the State Aid Projects Capital Outlay line item 131-68000-726 from $225,000 to $375,000, due to increased prices for hot mix and rock.

1. It was moved by James Bowens and seconded Faye Stubblefield to recommend balanced budget amendment #45 to increase the revenues and expenses for the Hotel/Motel Tax in the amount of $122,000 to the County Commission. All voted yea.

Keith stated that we should revisit how other counties distribute their Hotel/Motel tax revenues.

Jody researched the gasoline line items for all departments and informed the Committee that various departments may exceed their budget line items between the amounts $700 to $6,000 and the Ambulance Service Department may be over budget on their 55130-425 gasoline line item by $30,000. She informed the Committee that all gasoline line item# 425 estimated expenses have been inserted in the FY2022 budget columns and all departmental overall budgets will be under their total budget. All agreed that there is not any need for budget amendments for gasoline at this time.

Keith started the discussion about adding revenues in the General Fund 101, FY2023 Budget. Keith said we could add one-time revenues for the sale of the Tennessee Department of Safety Building in the amount of $1,500,000 and also add $1,000,000 from the American Rescue Plan Act (ARPA) of 2021 Revenues. Jody stated that the Prisoner Boarding Revenues in the budget were $2,100,000 and Keith asked the Sheriff if the revenue stream was on a better track. The Sheriff stated that based upon the current inmate population in the jail and some recent changes to the law, he believes an additional $400,000 for Prisoner Boarding revenues may be added to the FY2023 budget for a total estimated revenues to be received in the amount of $2,500,000. These three (3) increases to revenues in the FY2023 budget total $2,900,000 less the $2,433,000 deficit, which makes the revenues greater than the expenses in the amount of $467,000. Keith then stated that raises for County employees needed to be discussed and the Sheriff Department and the EMS Department should receive 3.5%, whereas all other County employees will receive a 5% pay rate increase. Keith stated that there were four (4) employee payroll inequities that need to be addressed and added to the budget. Keith requested for Jody to make all changes as discussed to the proposed FY2023 budget and send everything via email to the budget Committee by Friday, April 29, 2022. There was a discussion to have an itemized listing of all items each Department Heads was requesting in their FY2023 budget.

After the meeting Jody and Keith discussed that all items requested by Department Heads need to be included in the FY2023 budget except any additional payroll requests.

The Mayor mentioned that we have a pending finding for the Ambulance Service/EMS Department policy for premium overtime payment for vacation time. There was a long discussion about the pending finding concerning: "EMS employees working 24/48-hour schedules acquire "mandatory overtime" which is part of their built-in pay. In the event an employee uses vacation/sick, it will be applied to their time worked and may apply to their overtime, so it does not affect the employee's pay. Being compensated at a premium overtime rate for hours not worked, is a benefit provided by County."

The above wording is from the Cheatham County EMS policies. The State Auditors feel the wording above is sufficient concerning the County's pending finding. There was a discussion about the County Attorney preparing a resolution with the same wording as Cheatham County. Everyone agreed that Marisa Combs-Smith as the County's HR Consultant will be able to assist with the EMS premium overtime payment of vacation pay Audit Finding resolution/wording at next week's 3:30 PM meeting. There was also some discussion concerning the Ambulance Service (EMS) Department FY2023 budget. Rick Jansen and Josh Rice will present their proposed budget at next week's meeting on Tuesday at 4:30pm.

The meeting adjourned at 5:25 P.M.

Keith Hoover, Chairman

Jody Stewart, Finance Director