

FINANCIAL MANAGEMENT COMMITTEE

May 6, 2019

8:30 am

PRESENT: Roger Colbaugh, Ginger Holdren, Sheriff Dexter Lunceford, Dr. Kevin Ward, Brad Johnson, and Rusty Barnett.

The meeting was called to order by Brad Johnson.

Quorum present.

Adopt Agenda: Motion was made by Ginger Holdren, second by Sheriff Dexter Lunceford to approve the agenda. Motion Carried.

Approval of Minutes: Motion was made by Ginger Holdren, second by Dr. Kevin Ward to approve the April 1, 2019 and April 5, 2019 minutes. Motion Carried.

Public Comments: No Public Comments.

Old Business:

- 1. Comments relating to selection of Insurance Broker:** Mr. Brad Johnson commented on his appreciation for the time committed to selecting the new County Insurance Broker. Mr. Johnson mentioned that the lack of education from our current Broker became very apparent in the process of bidding out Insurance Brokers. Commissioner Johnson stated that this change to Sequoyah Insurance Group will benefit employees directly.
- 2. Status on updating the Emergency Rule for Purchases:** Finance Director, Brad Burke, informed the committee that the elected officials that sit on the Financial Management Committee and himself met last week to come up with the newly updated Emergency Rule for Purchases attached to the Financial Management Packet for review. Sheriff Dexter Lunceford requested to add Work Day in the policy to eliminate any issues with holidays and weekends. Mr. Brad Burke explained the new policy to the committee with the addition of Work Day by the Sheriff. Mr. Brad Johnson requested that the County Attorney review the new policy to insure it meets all criteria. Mr. Johnson also requested that the Finance Department send the new policy out to all office heads with a sign off sheet after approval from the County Attorney.

Motion was made by Sheriff Dexter Lunceford, second by Mayor Rusty Barnett to accept the new Emergency Rule for Purchases policy with the addition of work day.

Rusty Barnett	Aye	Brad Johnson	Aye
Roger Colbaugh	Aye	Dexter Lunceford	Aye
Dr. Kevin Ward	Aye	Ginger Holdren	Aye

All Ayes, Motion Carried

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3. **Discussion regarding Carter County's 457 Plan:** Finance Director, Brad Burke, has been working on Carter County's current 457 plan transition with the County Attorney, Josh Hardin. Mr. Hardin has been communicating directly with Nationwide to see if the Contract is valid. Mr. Johnson stated that the Committee will table the 457 plan for thirty days to give Mr. Hardin time to figure out the current Nationwide contract.

New Business:

- **Recent Bids:** Deputy Director of Finance, Michael Kennedy, reviewed a list of recent bids.
- **Approval of Sourcewell Agreement:** Mr. Brad Burke explained to the committee that this agreement is a purchasing cooperative. Mr. Burke informed the committee that this cooperative will require a resolution to join which is attached to the packet for review. Finance Director Burke also mentioned that joining this cooperative is a free venture that opens the County to more vendors and large purchases can go through this cooperative in lieu of bidding.

Motion was made by Dr. Kevin Ward, second by Roger Colbaugh to approve the Sourcewell Agreement to be sent to Commission.

Rusty Barnett	Aye	Brad Johnson	Aye
Roger Colbaugh	Aye	Dexter Lunceford	Aye
Dr. Kevin Ward	Aye	Ginger Holdren	Aye

All Ayes, Motion Carried

- **Possibilities of Wage Rate System for County Employees:** Mr. Brad Johnson discussed with the committee that this item has been lurking on the agenda for months now and he would like to see someone take this project over. Sheriff Lunceford stated that if a wage rate system was implemented in the County, it would require commission funding to be successful. Mr. Johnson agreed that the commission would have to fund any system implemented. Brad Johnson stated that he believes a wage study is necessary. Mr. Johnson opened the floor to the committee to see if they knew anyone willing to head off this project.

Motion was made by Mayor Rusty Barnett, second by Sheriff Dexter Lunceford to let the Financial Management Committee take on the task of a wage rate system study.

Rusty Barnett	Aye	Brad Johnson	Aye
Roger Colbaugh	Aye	Dexter Lunceford	Aye
Dr. Kevin Ward	Aye	Ginger Holdren	Aye

All Ayes, Motion Carried

- **Updates from Finance Director:** Finance Director, Brad Burke, mentioned that the State Comptroller's Office Auditors are currently working in the County on an interim basis and will be doing the Entrance interview this Thursday. Mr. Burke also mentioned that the Auditors will be back after June 30th to begin our audit. Mr. Burke explained to the committee that he is still working diligently to fix the payroll liability audit issues. Mr. Burke also informed the committee that an official complaint was lodged against the State Comptroller's Office Auditors by a County Employee.
- **County General Update:** Carter County Mayor, Rusty Barnett, explained to the committee that a safety grant worth approximately \$63,000 from NGU Risk Management was awarded to the County. Mr. Barnett mentioned that the Title III funds will be dispersed this week. He also mentioned that the Elk Mills double wide has all thumbs up to move forward. The final comment by Mr. Barnett is that two HVAC units on the old jail are not functioning the best.
- **County Highway Department Update:** Carter County Highway Superintendent, Roger Colbough, mentioned that the Highway Department is still working on drainage issues and trees down from previous rain. The Highway Department has started its seasonal mowing services. Mr. Colbough also informed the committee that the Big Sandy Road Bridge replacement project will be going out for bid this week.
- **Sheriff Dexter Lunceford:** Carter County Sheriff, Dexter Lunceford, asked that the committee look at discussing the current travel policy.
- **County School Department Update:** Carter County School Board Superintendent, Dr. Kevin Ward, told the committee that a balanced budget has been presented to the budget committee with a 1.5% raise for Teachers and a 3% raise for Para-Professionals with approximately \$83,000 set aside to cover any change in BEP adjustments. Dr. Ward explained the breakdown of BEP sheets for the committee.
- **Ginger Holdren:** No comment.
- **Brad Johnson:** Mr. Brad Johnson mentioned that he will unfortunately have to be absent for next month's meeting. Mr. Johnson stated that he will be leaving the committee in great hands with the Vice-Chairman Ginger Holdren.

Commissioner Robert Acuff, mentioned that there will be a town hall meeting at Unaka High School on Thursday at 6 PM.

- **Adjourn:** Motion made by Dr. Kevin Ward, second by Brad Johnson. **Motion Carried.**

Respectfully submitted,

Michael Kennedy

Brad Johnson, Approved for File