

**NOTIFICATION TO COUNTY MAYOR OF COMMITTEE MEETING BY MEMBERS OF MAURY COUNTY COMMISSION**

The Budget Committee met on Tuesday, June 14, 2016 at 4:30 p.m., in the Maury County Tom Primm County Commission Room with the following Committee Members present: DAVIS BURKHALTER, SONNY SHACKELFORD, TOMMY WOLAVER, STEWART PARKER, DONNA COOK, GWYNNE EVANS

OTHERS PRESENT: Gerald Adkison, Ronnie Attkisson, Talvin Barner, Michael Fulbright, Craig Harris, Steve Hazard, Don Morrow, Terry Potts, Eric Previti, Ricky Sims, Sue Stephenson, Gary Stovall, Scott Summers, Debbie Turner, Linda Whiteside, Mayor Norman, Theresa Weber, Daniel Murphy, and Media.

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**MINUTES OF MEETING**

**I. CALL TO ORDER:**

Chairman Burkhalter called the meeting to order. Chairman Burkhalter stated all members of the Budget Committee are present.

**II. OPENING PRAYER:**

Commissioner Cook offered the opening prayer.

**III. REVIEW & APPROVAL OF MEETING AGENDA:**

Commissioner Wolaver made a motion to approve the agenda. Seconded by Commissioner Cook. There were no lights. All in favor. Motion Approved.

**IV. REVIEW AND APPROVAL OF MINUTES FROM PREVIOUS MEETING(S):**

Commissioner Cook made a motion to approve the minutes from the May 10, 2016 Regular Meeting Minutes, May 11, 2016 Special Called Meeting Minutes, May 17, 2016 Special Called Meeting Minutes and the May 19, 2016 Special Called Meeting Minutes. Seconded by Commissioner Wolaver. There were no lights. All in favor. Motion Approved 6-0.

**V. COUNTY MAYOR REPORT :**

Mayor Norman reported that Maury Alliance was contacted by the AT&T Regional Director to participate in a marketing plan for Cherry Glen Industrial Park. Cherry Glen has been certified by AT&T as a fiber ready and that means the fiber is in place and ready to serve customers if they chose AT&T service. There is no cost for this program. AT&T stated he is asking for the committee to vote and send it to the full commission and County Attorney Murphy has made up a resolution if this moves forward. Commissioner Shackelford asked if the commission signs a marketing agreement with AT&T would customers have a choice if they did not want to use AT&T. County Attorney Murphy stated they could have choices but he was not sure whether they have any other fiber choices. Commissioner Cook made a motion. Seconded by Commissioner Evans. All in favor. Motion Approved 6-0.

**VI. FINANCIAL REPORTS:**

- A. Investment Report-** Mr. Lukonen stated the Investment Report is on page 26 & 27 of the packet. The interest earned thus far is \$651,787.28. Chairman Burkhalter stated he had asked Director Weber to bump that number from \$350,000.00 to at least \$500,000.00 next year. There were no lights.
- B. Sales Tax Report-** Mr. Lukonen stated on page 28, 29 & 30 of the packet is the Sales Tax Report. Mr. Lukonen stated in the month of May the county received \$31,249.00. Mr. Lukonen stated the County is about \$40,000.00 plus above last year's numbers and the county will probably come in with the schools around \$14,000,000.00 and \$340,000.00 to \$350,000.00 for the County in sales tax revenues.
- C. 2015/2016 Revenue & Expense Report-** Mr. Lukonen stated on page 31-42 of the packet is the revenue & expense report. Mr. Lukonen started with the 101 Fund. Mr. Lukonen stated the county has not received the annual ambulance revenue yet. Mr. Lukonen stated that amount was \$225,000.00. Mr. Lukonen stated he foresees the county getting another business tax payment. Mr. Lukonen stated the county is not going to be at \$924,000.00. Mr. Lukonen state he can see that touch \$1,200,000.00 to \$1,500,000.00 for the year. Chairman Burkhalter stated he had asked Director Weber to look at the property tax number. Summers stated those expenditures and those revenues more in line. Mr. Lukonen moved on the 122 fund. Mr. Lukonen stated they are at \$18,000.00 deficit approximately. Mr. Lukonen stated in June of last year this fund turned around. Mr. Lukonen moved on the 125 fund. Mr. Lukonen stated the Adequate Facilities looks pristine. Mr. Lukonen stated there is a surplus of over a \$1,000,000.00. Mr. Lukonen expects that to look a little higher after they pull in June's money. Mr. Lukonen moved on to the 131 fund. Mr. Lukonen stated the Highway Department is on page 37 of the packet. Mr. Lukonen stated the revenues are about \$5,620,000.00 and there has been a lot of money spent at the Highway Department this year. Mr. Lukonen moved on to Debt Service, the 151 Fund. Mr. Lukonen stated Debt Service is on page 38. Mr. Lukonen stated the County is sitting at a surplus \$19,191.00. Mr. Lukonen stated there is one more small payment to make which is between \$40,000.00 and \$50,000.00 and it is the usual QSCAB expenditure. The interest revenue has been higher than normal between \$40,000.00 and \$50,000.00 a month. Mr. Lukonen believes they will be able to cover that expenditure and they may be looking at a small surplus or a small deficit. Mr. Lukonen moved on to the 176 fund. The revenues are all wheel tax. Mr. Lukonen stated they are at \$910,000.00 and the expenditures include a budget amendment that was taken out of the fund balance to do more roads. Mr. Lukonen stated they are at a deficit of \$407,952.82. There were no lights. Mr. Lukonen moved on to the 189 Fund. Mr. Lukonen stated they have most of the revenues in and they may have a few more dollars of property tax to come in this month possibly, but very little. There were no lights. Mr. Lukonen moved on to the 207 Fund. Mr. Lukonen stated they have one more month of Tipping Fees and Service Charges. Mr. Lukonen stated they are under what they budgeted for in Tipping Fees. Mr. Lukonen stated so far they are at a surplus. There were no lights. Mr. Lukonen moved on to the 261 Fund. Mr. Lukonen stated the 261 Fund is basically an in and out fund. Mr. Lukonen stated the 261 fund is at a deficit and he thinks they will remain at a deficit. There were no lights.

- D. 2015/2016 Supplemental Report of Expenditures (Attachment)** Mr. Lukonen the Supplemental Report of Expenditures is on page 43 of the packet. Mr. Lukonen stated this is a summary. Mr. Lukonen stated there are some line items that are fully spent that are front loaded that will not be spent anymore. Mr. Lukonen stated the one that stands out to him is the Public Safety Projects and they also have Employee Benefits which is part of the Dental Claims. Commissioner Stephenson had a question about 54240, Juvenile Services. Commissioner Stephenson stated they are at 53.77%. Mr. Lukonen stated he could do some research on that and get back to Commissioner Stephenson with that information. There were no lights.
- E. Cash Report by Budget Director (Attachment)** Mr. Lukonen stated the Cash Report is on Page 54 of the packet. Mr. Lukonen stated that you can see the cash has been dwindling down quickly. There were no lights.
- F. Payroll Report: Overtime Holiday Excess Pay /Comp. Time (See Attached)** Mr. Lukonen stated this is on page 55 of the packet. Mr. Lukonen stated compared to last year they have paid less money in overtime by \$48,000.00. There were no lights. Mr. Lukonen moved on to the Comp. Time. Mr. Lukonen stated the change in hours increased with the comp. time liability increase which is usual for the month of May. Mr. Lukonen stated the County did better than last year by about 150 hours which comes out to approximately \$2,700.00 better but they still increased their liability from \$433,758.00 to \$457,533.00. There were no lights. Chairman Burkhalter stated he wanted to tell Mr. Lukonen how much he had enjoyed working with Mr. Lukonen these last few month. Chairman Burkhalter stated he does wish him well in his new endeavor.

## **VII. Purchasing:**

- A. Completed Bids by Purchasing Agent (Attachment)** Purchasing Agent Harlan asked if anyone had any questions on the Completed Bid schedule. There were no lights.
- B. Schedule Bid Openings by Purchasing Agent (Attachment)** Purchasing Agent Harlan stated on page 58 of the packet is the Bid Schedule. The voting system is what they are going to talk about right now. There are five under that for next year's annual bids and they were opened today and two more than will open Thursday and one next week. Mr. Harlan stated they have been looking at and trying to replace this voting system. The audio/visual system. Mr. Harlan stated there were a couple of vendors that came and looked and one had been on State Contract at one time but that contract had expired. Mr. Harlan found a company on the NJPA website. Mr. Harlan stated they recommended two companies to him and they were Professional Audio and Video out of Franklin, Tennessee and the other was M3 Technology out of Nashville, TN. Both vendors came down and done a site visit. Mr. Harlan stated he had been in contact with 4 vendors but the last 2 vendors made a site visit. Mr. Harlan stated he put together a basic RFP showing them what they wanted to do. Mr. Harlan stated the only two proposals they had were from Professional Audio and Video and M3 Technology. Mr. Harlan stated they had \$70,000.00 budgeted for this project. The proposal from Professional Audio and Video out of Franklin was a little over that. It was \$83,400.00. The proposal from M3

Technology group was \$68,508.00. Mr. Harlan stated they also reached out to Commissioners Previti and Sumners to help with the proposals. Mr. Harlan stated they came up with the same opinion. The higher proposal had nicer equipment. Their service after the sale was a little more in depth and a little more impressive. Mr. Harlan stated if anyone had any questions as far as a technical aspect Mr. Wells is here to answer any questions. Mr. Harlan stated Professional Audio and Video had better camera equipment. Mr. Harlan stated the choice is with the County commission. Mr. Harlan stated his recommendation would be if you can figure out how to fund it, would be to go with Professional Audio and Video proposal at \$83,900.00. Commissioner Previti encouraged everyone hopefully to take this money out of the 189 fund and fund for the better equipment. Commissioner Sumners stated the quality of the equipment was not a comparison to him. Commissioner Sumners stated the voting equipment is better. The system is better. The audio/video equipment is better. Mr. Sumners stated everything in his bid is better. Commissioner Sumners stated he would take the bid with Professional Audio and Video and pay for the rest of it out of the 189 fund. Mr. Lukonen stated budgeting wise and accounting wise he would not recommend that. Mr. Lukonen stated they have earmarked \$40,000.00 in the 189 fund for this project but months ago on a prior resolution there was \$31,000.00 earmarked toward the voting system out of the 171 bond money that the Mayor had suggested. Mr. Lukonen stated if now you go and spend all the money out of the 189 fund and they dip into fund balance that money was earmarked by a resolution so it would be restricted to be used for a voting system that they already paid for and they want be able to use it. Commissioner Sumners stated you still use the \$14,000.00 that is extra. Commissioner Sumners stated you still use the earmarked from that bond money then you use the additional \$14,000.00 out of the 189 fund. Commissioner Wolaver made a motion to accept Mr. Harlan's recommendation and take the excess funds out of the 189 Fund. **Seconded by Commissioner Cook.** Mr. Harlan stated the total amount of the system is \$83,400.00. The difference is \$13,716.81 if the price is \$83,900.00 Mr. Lukonen stated what was approved out of the 171 Fund was \$30,183.19 and the voting system out of the 189 fund was \$40,000.00. Chairman Burkhalter stated the motion is to upgrade to the new audio/video voting system at a price of \$83,900.00 to take \$13,716.81 out of the 189 fund balance. There were no lights. All in favor. Motion Approved 6-0. Mr. Harlan stated he could not issue a purchase order until the full commission passes this on Monday. Mr. Harlan stated on Tuesday he could issue a purchase order and not get an audit finding. Mr. Harlan stated he was going to try and coordinate with the vendor to have as minimal impact on commission meetings as he can.

- C. Gov-Deals List by Purchasing Agent (Attachment)** Purchasing Agent Harlan stated on page 58 is the Gov. Deals report. There is one item that went into the 131 fund and one item that went back into the 189 Fund and several items that were sold for the drug fund were the drug seizures. There were no lights.
- D. Capital Expenditures by Purchasing Agent (Attachment)** Purchasing Agent Harlan stated the Capital Expenditure report is pretty much a flat document as this point in the year. Mr. Harlan stated he would be glad to answer any questions. There were no lights.

## VIII. Delegations

## IX. Resolutions

- A. **Res. No. 06-16-20**-Resolution Approving State of Tennessee Department of Health Grant For the Maury County Health Department. Commissioner Cook made a motion to Approve. Seconded by Commissioner Evans. There were no lights. All in favor. Motion Approved 6-0.
- B. **Res. No. 06-16-21**-Resolution Approving Application For Dr. Pepper/Snapple Recycle Grant. Commissioner Cook made a motion to Approve. Seconded by Commissioner Evans. There were no lights. All in favor. Motion Approved 6-0.
- C. **Res. No. 06-16-22**-Resolution Amending 2015/2016 Parks Department Budget. Commissioner Cook made a motion to Approve. Seconded by Commissioner Wolaver. County Attorney Murphy stated there is two mowers that is going to be purchased one is in the budget and the zero turn mower was going to be bought out of the Capital Expenditures. This is amending their current budget out of 101 to purchase one of the mowers and the next resolution is amending the 189 Fund to purchase the second mower. There were no lights. All in favor. Motion Approved 6-0.
- D. **Res. No. 06-16-23**-Resolution Amending 2015/2016 Capital Expenditure. Commissioner Shackelford made a motion to Approve. Seconded by Commissioner Parker. Commissioner Shackelford stated Mr. Ray stated he would try to put some screws in the roof on the exhibit building to try and repair it. There were no lights. All in favor. Motion Approved. 6-0.
- E. **Res. No. 06-16-24**-Resolution Approving 2016-2017 Maury County Water System Budget. Commissioner Shackelford made a motion to Approve. Seconded by Commissioner Cook. There were no lights. All in favor. Motion Approved 6-0.
- F. **Res. No. 06-16-25**-Resolution Amending 2015/2016 Capital Expenditure Fund Budget to Approve the Purchase of Ten Automated External Defibrillators for County Facilities. Commissioner Cook made a motion to Approve. Seconded by Commissioner Evans. There were no lights. All in favor. Motion Approved 6-0.
- G. **Res. No. 06-16-26**-Resolution Amending 2015/2016 Capital Expenditure Fund Budget Regarding Insurance Recovery on a Sheriff's Department Vehicle. Chairman Burkhalter stated he would like to see the commission take enough money out of the 189 to fully purchase a new vehicle so he can put a new vehicle back in service. Sheriff Rowland stated the base pay was \$29,855.00 and Sheriff Rowland stated that is for the vehicle not the equipment. Sheriff Rowland stated the equipment is almost \$20,000.00. Sheriff Rowland stated with the discounted price it brings the vehicle price down to \$26,659.01. The grand total with all the equipment was \$32,013.87 and with the insurance check of \$12,396.27 and

the additional funds the Sheriff's Department would need. Sheriff Rowland stated that vehicle is on Gov. Deals for \$4,000.00. Sheriff Rowland stated if they get the Gov. Deals money the difference would be \$15,117.60. Sheriff Rowland stated anything that can come off of the car will come off. County Attorney Murphy stated he would recommend doing an additional resolution to this to add from Undesignated Fund Balance and not to exceed \$19,500.00. Commissioner Parker made a motion to amend this resolution from Undesignated Fund Balance and not to exceed \$19,500.00. Seconded by Commissioner Cook. County Attorney Murphy stated the motion will be to amending to decrease 189 Undesignated Fund Balance \$39,000.00 and increase motor vehicles an additional \$19,500.00. The motor vehicle line item would be \$31,896.00 and it would have a decrease in Undesignated Fund balance of \$19,500.00. There were no lights. All in favor. Motion Approved 6-0. Chairman Burkhalter stated now they are going to vote on the resolution as amended. There were no lights. All in favor. Motion Approved 6-0.

- I. Res. No. 06-16-27-Resolution Approving Purchase of Bullet Proof Vests For Sheriff's Department Using BPV Replacement Grant Funds.** Commissioner Parker made a motion to Approve. Seconded by Commissioner Cook. There were no lights. All in favor. Motion Approved 6-0.
- J. Res. No. 06-16-28-Resolution Amending 2015/2016 Capital Expenditure Fund Budget.** Commissioner Evans made a motion to Approve. Seconded by Commissioner Parker. There were no lights. All in favor. Motion Approved 6-0.
- K. Res. No. 06-16-29-Resolution Approving Retention of Service Weapon by Sheriff or Deputy Sheriff upon Retirement.** Commissioner Cook made a motion to Approve. Seconded by Commissioner Evans. There were no lights. All in favor. Motion Approved 6-0.
- L. Res. No. 06-16-31-Resolution Amending 2015/2016 Highway Fund Budget.** Commissioner Cook made a motion is for to Approve. Seconded by Commissioner Evans. Commissioner Summers stated he thought that Mr. Boshers had said it was \$31,000.00 instead of \$41,000.00. County Attorney Murphy stated he would set it for \$31,000.00 and if it needs to be changed at the full commission meeting they will change it. Commissioner Cook stated her motion was for \$31,712.27 pending investigation. Seconded by Commissioner Evans. All in favor. Motion Approved 6-0.
- M. Res. No. 06-16-32-Resolution Amending 2015-2016 Highway Fund Budget.** Commissioner Shackelford made a motion to Approve. Seconded by Commissioner Parker. There were no lights. Mr. Wolaver stepped out. Motion Approved 5-0.
- N. Res. No. 06-16-33-Resolution Authorizing the Maury County Highway Department To Purchase a Belt Loader.** Commissioner Cook made a motion to Approve. Seconded by Commissioner Evans. There were no lights. Mr. Wolaver stepped out. Motion Approved 5-0.
- O. Res. No. 06-16-34-Resolution Amending 2015-2016 School General Purpose Budget.** Commissioner Cook made a motion to Approve. Seconded by Commissioner Parker. There were no lights. Motion Approved 6-0.

**P. Res. 06-16-35-Resolution Amending 2015/2016 Capital Expenditure Fund Budget.** Commissioner Parker made a motion to Approve. Seconded by Commissioner Shackelford. There were no lights. Motion Approved 6-0.

**Q. Res. 06-16-36-Resolution Ratifying General Sessions Judges' Recommendation of Judicial Commissioners.** Commissioner Wolaver made a motion to Approve. Seconded by Commissioner Parker. There were no lights. Motion Approved 6-0.

**X. New Business:**

**A. Chairmanship of Budget Committee.** Chairman Burkhalter stated he had been out with his mother due to her health problems. Chairman Burkhalter stated he may be out most of July and August and Chairman Burkhalter stated he would like to know the consensus on whether he should step down as Chairman. Commissioner Parker, Commissioner Evans and Commissioner Cook stated that Chairman Burkhalter had their support and did not need to step down. Commissioner Shackelford stated he would be glad to fill in for Chairman Burkhalter.

**B. All Rural Fire Capital Expenditures Greater than \$10,000.00 Purchase Out of the 189 Fund:** Commissioner Previti- Commissioner Previti stated he wanted to have a discussion about Charitable Contributions. Commissioner Previti stated he wanted to see possibly about moving Maury Rural Fire out of the Charitable Contribution especially since Maury County owns all of the equipment. Commissioner Previti stated he wanted to see what other people's thoughts are. Commissioner Previti stated when he talked to Director Weber that anything over \$10,000.00 she would like to use of the 189 Fund. County Attorney Murphy stated he had not talked with the Auditor to see what they think about that. Commissioner Turner stated with the 501C3 status Maury Rural Fire is governed totally different. Chairman Burkhalter stated they are not going to make a decision on this today, but Commissioner Previti could talk with Chief Hileman. Mr. Lukonen stated the auditors should be contacted about this.

**C. New Debt:** Chairman Burkhalter stated the New Debt will be brought up at the Thursday night Special Called meeting.

**XI. OLD BUSINESS:**

**A. Purchase Orders:** Commissioner Shackelford stated he understood that Purchase Orders would be cut off on June 15. Mr. Lukonen stated Purchase Orders for Budgetary Items will be cut off on June 15.

**XII. Announcements:**

**A. County Commission Regular Meeting, Monday June 20<sup>th</sup>, 2016 at 6:30 P.M.** Tom Primm County Commission Room, Hunter-Matthews Complex.

**B. Budget Work Session:** on Thursday following the Audit Committee meeting at 4:00 P.M.

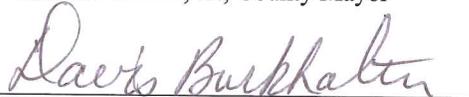
**C. Special Called Building Committee meeting Monday at 5:30 P.M.**

- D. Special Called Full Commission Meeting on June 28<sup>th</sup> for Budget Clean up.
- E. Commissioner Previti announced there will be a blood drive on Friday, June 17 at Maury Alliance.

**XIII. Adjournment:**

- A. Motion was made to adjourn at 6:56 P.M.

APPROVED   
Charlie Norman, Jr., County Mayor

SIGNED   
Davis Burkhalter, Budget Committee Chairman