

Coffee County Commission
Budget and Finance Committee Meeting
Minutes for October 27, 2022

Members Present: Lynn Sebourn, Joey Hobbs, Laura Nettles, Tina Reed, Tim Stubblefield, & Tim Brown

Members Absent: Dennis Hunt and Missy Deford

Staff Present: Marianna Edinger

Chairman Sebourn called the meeting to order at 5:30.

Chairman Sebourn began the meeting by expressing his condolences upon the passing of Commissioner Benny Jones, who was a member of the budget and finance committee.

Motion to approve the agenda was made by Commissioner Stubblefield and seconded by Commissioner Nettles. Motion passed unanimously.

Motion to approve the minutes from the September 26th meeting of the budget and finance committee was made by Commissioner Stubblefield and seconded by Commissioner Hobbs. Motion passed unanimously.

The first item of business was consideration of School Budget Amendments. Two budget amendments were presented by Coffee County Schools Business Manager April Melson.

Budget amendment #141-2023-1 is an amendment to provide a bonus of \$1500 for each school employee. This amendment appropriates \$1,297,941.75 to the appropriate payroll line items. The source of the funding was from 3900, Unassigned Fund Balance in the school budget. These funds were remaining funds received from the Elementary and Secondary School Emergency Relief (ESSER) funds provided from federal sources as part of COVID relief. This amendment was approved by the Coffee County School Board on October 10th, 2022.

Budget amendment #141-2023-2 was also presented by Ms. Melson. This budget deals with budgeting several grant funds, technology equipment, building maintenance, and other general fund items. This amendment was approved by the Coffee County School Board on October 10th, 2022.

After brief discussion, a motion was made by Commissioner Reed and seconded by Commissioner Stubblefield to approve school budget amendments #141-2023-1 and #141-2023-2. The motion passed unanimously.

Ms. Edinger presented several county budget amendments as follows:

Amendment #171-2023-01 appropriates \$74,500 from Fund 171 General Capital Projects Fund unassigned fund balance for the purchase of computer equipment for the mayor's office, an increase of \$2,000 due to increased cost of a maintenance truck, and installation of new communication equipment in the Committee and Commission meeting rooms.

Amendment #101-2023-02 appropriates funds totaling \$204,084 for labor for the Manchester library project, an Employee Assistance Program for county first responders including the volunteer fire departments and rescue squad, and the remaining balance of expenses for the Megasite WWTP engineer study.

Amendment #171-2023-03 provides funding in the amount of \$250,000 to county volunteer fire departments and the Rescue Squad for equipment purchase.

Amendment #101-2023-04 appropriates \$126,975 in the General Fund. Expenditures include payroll for maintenance performed by county employees at the Wayside Acres Subdivision Sewer System, increased pay raises for certain employees to correct being omitted in county pay raise, court ordered inmate mental health evaluations, and implementation of a mental health transportation grant.

Amendment #116-2023-05 appropriates \$30,016 primarily for overtime pay inadvertently omitted in the 5% pay raise for employees.

Amendment #171-2023-06 appropriates \$70,900 from the Education Capital Projects Fund to complete the flooring project at the School Administrative offices.

A motion was made by Commissioner Hobbs and seconded by Commissioner Nettles to approve the six budget amendments presented by Ms. Edinger. The motion passed unanimously.

Mr. Scott LeDuc, District Director of Coffee County E-911, made a presentation requesting additional pay for E-911 dispatchers. Mr. LeDuc stated that surrounding counties have increased their pay rates due to low staffing levels of first responders. In the past two months, Coffee County E-911 has last three experienced dispatchers to surrounding counties for increased pay.

Mr. LeDuc stated that his request was at the direction of the Coffee County E-911 board. Mr. LeDuc proposed a new pay scale: 1) New starting pay of \$18.00/hr 2) Across the board increase of \$5.00 / hr for current staff. The total estimated cost was \$175,734.

A general discussion of the request was held with no formal action taken. Chairman Sebourn stated that he would consult with Ms. Edinger to better understand the budget and funding of the E-911, and then have further discussion with Mr. LeDuc, the Mayor, and the E-911 board.

Under new business, Commissioner Hobbs expressed his desire to reconsider providing county employees a one-time bonus with remaining Covid Relief moneys in a manner similar to the school employee bonuses. He will bring a proposal in a future meeting.

There being no other business, the meeting was adjourned.