

143

COUNTY COMMISSION-CALLED SESSION

FEBRUARY 27, 2020

BE IT REMEMBERED THAT:

COUNTY COMMISSION MET PURSUANT TO ADJOURNMENT IN CALLED SESSION OF THE SULLIVAN COUNTY BOARD OF COMMISSIONERS THIS THURSDAY EVENING, FEBRUARY 27, 2020, 6:00 P.M. IN BLOUNTVILLE, TENNESSEE. PRESENT AND PRESIDING WAS HONORABLE RICHARD VENABLE, COUNTY CHAIRMAN, TERESA JACOBS, COUNTY CLERK OF SAID BOARD OF COMMISSIONERS,

TO WIT:

The Commission was called to order by County Chairman Richard Venable. St. Steven Whetsell opened the commission and Comm. Joe Herron gave the invocation. The pledge to the flag was led by Lt. Steven Whetsell.

COMMISSIONERS PRESENT AND ANSWERING ROLL WERE AS FOLLOWS:

DAVID AKARD, III	JOE HERRON
JUDY BLAYLOCK	MARK A. HUTTON
TODD BROUGHTON	SAMUEL "SAM" JONES
DARLENE CALTON	DWIGHT D. KING
	TONY LEONARD
LARRY CRAWFORD	
ANDREW K. CROSS	RANDY C. MORRELL
JOYCE NEAL CROSSWHITE	ANGIE STANLEY
JOHN GARDNER	
COLETTE GEORGE	GARY STIDHAM
HERSHEL GLOVER	MARK A. VANCE
TERRY L. HARKLEROAD	DOUG WOODS

17 PRESENT 7 ABSENT (ABSENT-COLE, LOCKE, STARNES)

The following pages indicate the details of this meeting which the TN Deputy Comptroller and his staff to present information and discuss with the Commission considerations to be taken in regards to adopting the County Financial Management System of 1981 or similar options. No resolutions were discussed.



Thursday, February 27, 2020
6:00 p.m.
Agenda for Special Session

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- Call to Order by Chairman, Richard S. Venable
- Invocation
- Pledge to the American Flag
- Roll Call
- Public Comment - **NONE**
- New Business

The purpose of the meeting will be for the TN Deputy Comptroller and his staff to present information and discuss with the Commission considerations to be taken in regards to adopting The County Financial Management System of 1981 or similar options. No resolutions will be discussed.

- Announcements / Non-Agenda Items
- Adjournment

Agenda subject voting report

145

Meeting name

Called Sullivan County Commission Feb 2020

2/27/2020

1 Commission Called to Order by Sheriff Jeff Cassidy Chairman, Mayor Richard S. Venable presiding

Description

Sullivan County Commission
Meeting in Special Called Session

Thursday, February 27, 2020
6:00 p.m.

Invocation

Pledge to the American Flag

Chairman

Venable, Richard

Total vote result

Voting start time 6:02:37 PM
Voting stop time 6:03:11 PM
Voting configuration Roll Call - Attendances
Voting mode Open
Vote result

Present	20
Total Present	20
Total Seats	28
Absent	4

Group voting result

Group	Yes	Absent
No group	20	0
Total result	20	0

Individual voting result

Name	Yes	Absent
Akard, David ()	X	
Blalock, Judy ()		X
Broughton, Todd ()	X	
Calton, Darlene ()	X	
Cole, Michael ()		X
Crawford, Larry ()	X	
Cross, Andrew ()	X	
Crosswhite, Joyce ()	X	
Gardner, John ()	X	
George, Colette ()	X	
Glover, Hershel ()	X	
Harkleroad, Terry ()	X	
Herron, Joe ()	X	
Hutton, Mark ()	X	
Jones, Sam ()	X	
King, Dwight ()	X	

Agenda subject voting report

Meeting name

Called Sullivan County Commission Feb 2020

2/27/2020

Name	Yes	Absent
Leonard, Tony ()	X	
Locke, Hunter ()		X
Morrell, Randy ()	X	
Stanley, Angie ()	X	
Starnes, Alicia ()		X
Stidham, Gary ()	X	
Vance, Mark ()	X	
Woods, Doug ()	X	

Financial Management Acts Comparison Matrix
 Proposed County Private Act
 County Financial Management System of 1981
 Fiscal Control Acts of 1957

Disclaimer: this matrix is only intended to present a comparison of the most prominent features of the Acts. Readers are encouraged to read the Acts for a complete understanding of each Act.

	Proposed Private Act		1957 Acts
Creation	Private Act	Local Option Act	Local Option Act
	Approved by 2/3 vote of County Commission	Approved by 2/3 vote of County Commission or majority vote of registered voters	Approved by 2/3 vote of County Commission or majority vote of registered voters
	One comprehensive Act	One comprehensive Act	Three Separate Acts: County Budgeting Law County Fiscal Procedure Law County Purchasing Law (can adopt any or all of acts)

Scope of Inclusion

The Act does not cover the operations of the assessor, trustee, clerks of court, register, and sheriff	The Act does not cover the operations of the assessor, trustee, clerks of court, register, and sheriff	The Act does not cover the operations of the assessor, trustee, clerks of court, register, and sheriff
Fee offices remit fees and commissions to General Fund monthly and expenses appropriated by Commission	This Act does not address fees and commissions	This Act does not address fees and commissions
Act includes the General Government, Highway Department, and School Department	Act includes the General Government, Highway Department, and School Department	Act includes the General Government, Highway Department, and may include the School Department
This Act has no provision to exclude the School Department	Commissioner of Ed may withdraw School Department from Act if neglect proven	Act does not include School Department unless approved by Commissioner of Ed

Implementation

File implementation plan within 6 months of adoption - implement beginning on July 1 of the fiscal year after its adoption and completed within 2 years	Must be installed within 13 months beginning on July 1 of the fiscal year after its adoption and being completed by August 1 of the second fiscal year	No specified implementation timeframe after Acts are adopted
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Proposed Private Act

1987 Act

Required Committees/Commissions

Finance Committee and Audit Committee

Finance Committee (7):
 1 - county mayor
 1 - hwy officer
 1 - director of schools
 3 - County Commissioners
 1 - BOE member

Audit Committee selected by County Commission per Section 9-3-405, TCA

Financial Management Committee

Financial Mgt Committee (7):
 1 - county mayor
 1 - hwy officer
 1 - director of schools
 4 - appointed by Commission; however, members do not have to be commissioners

No Audit Committee required

Budget Committee and Purchasing Commission

Above-noted Committees (5):
 1 - county mayor
 4 - appointed by mayor and approved by County Commission; however, members do not have to be commissioners

No Audit Committee required

Optional Committees

Budget Committee (5):
 4 - County Commissioners
 1 - BOE member

Budget Committee (5):
 minimum of 5 members appointed by Commission, but do not have to be commissioners

Budget Committee (5):
 1 - county mayor
 4 - appointed by mayor and approved by County Commission; however, members do not have to be commissioners

Purchasing Committee (5):
 4 - County Commissioners
 1 - BOE member

Purchasing Committee (5):
 minimum of 5 members appointed by Commission, but do not have to be commissioners

Purchasing Committee (5):
 1 - county mayor
 4 - appointed by mayor and approved by County Commission; however, members do not have to be commissioners

Investment Committee (5):
 1 - county mayor or designee
 1 - trustee
 1 - director of sch or designee
 2 - members selected by Commission (may or may not be members of Commission)

Investment Committee (5):
 minimum of 5 members appointed by Commission, but do not have to be commissioners

No Investment Committee required

Debt Mgt Committee (5):
 1 - county mayor or designee
 1 - director of sch or designee
 3 - members selected by
 Commission (may or may not
 be members of Commission)

No Debt Mgt Committee
 required

No Debt Mgt Committee
 required



	<u>Proposed Private Act</u>		<u>2013 Act</u>
Finance Director			
<u>Appointment</u>	Appointed by county mayor and confirmed by majority approval County Commission	Appointed by Financial Management Committee	Recommended by mayor and approved by County Commission
<u>Qualifications</u>	BS degree with at least 12 semester hours in accounting and/or finance plus 3 years experience in an accounting or finance position - anyone serving in this capacity under the 1957 or 1981 Acts is eligible for appointment as the finance director under the 2013 Act - must get 24 hours CPE annually	BS degree with at least 18 quarter hours in accounting or 2 years acceptable experience in a related position	Shall be qualified by training and experience in accounting to perform duties in a proficient manner and in accordance with generally recognized principles of governmental accounting
<u>Compensation</u>	Determined by Finance Committee within limitations of the budget, but shall not be less than the county trustee - County must pay for CPE	Determined by Financial Management Committee subject to approval of the Commission	Determined by County Commission, but shall not be in excess of comp allowed county officials in accordance with 8-24-101 and 8-24-102
<u>Duties</u>	Head a Finance Department, may be or may appoint a purchasing agent, implement policies of the Finance and/or Special Committees, establish central system of accounting, budgeting, purchasing, debt mgt, grant mgt, payroll, and cash mgt plus capital assets and long-term planning	Head a Finance Department, be or appoint a purchasing agent, implement policies of the Financial Management Committee, establish central system of fiscal mgt, control, accounting, budgeting, purchasing, and cash mgt	Head a Finance Department, implement policies (along with the purchasing agent, who could be the finance director) of the mayor and Budget and/or Purchasing Commission, establish central system of fiscal mgt, control, accounting, budgeting, purchasing, and cash mgt
<u>Termination</u>	County mayor may dismiss the finance director subject to majority approval of the Finance Committee	Financial Management Committee may dismiss the finance director subject to the approval of the County Commission	Although not directly stated in the Act, the director would be terminated in the same manner as elected - a recommendation by the mayor and approved by the County Commission

Staffing

Employees (excluding constitutional offices) performing the functions of accounting, budgeting, purchasing (optional), debt mgt, grant mgt, payroll, and cash mgt in the various operating departments shall be transferred to the finance department

Employees performing the functions of accounting, budgeting, purchasing, and payroll in the various operating departments may be transferred to the finance department

Staffing for the finance department and/or purchasing agent to be provided by appropriation of the County Commission in the annual budget

Proposed Private Act

1987 Act

Purchasing System

Finance Committee or Purchasing Committee shall establish policies and procedures for purchasing upon recommendation of purchasing agent

Financial Management Committee or Purchasing Committee shall establish policies and procedures for purchasing assisted by the purchasing agent

Purchasing Commission shall assist the purchasing agent in establishing policies and procedures for purchasing

Separate Department Option

Optional - County legislative body may set up a separate purchasing department - purchasing agent appointed by mayor and confirmed by county legislative body - purchasing committee required

Finance director is purchasing agent or may appoint a purchasing agent

Purchasing agent appointed by mayor and confirmed by county legislative body

Purchase Orders

PO's required when appropriate per policy

PO's required

PO's not required

Bidding

Purchasing Committee, after receiving the recommendation of the purchasing agent, shall establish the dollar amount and types of purchases for which a formal competitive bidding process is required subject to the approval of the Commission, but the dollar amounts established shall not be less than the amounts otherwise applicable to general law

Financial Management or Purchasing Committee shall authorize the dollar limitation when formal bids are required not to exceed the amounts already established by state law

Bids shall be accepted for expenditures estimated to exceed \$500 unless the County Commission by resolution establishes a higher amount not to exceed \$10,000

Checking System

The county shall use a checking system instead of warrants for disbursements

Warrant system noted in Act but some use checking system

Warrant system noted in Act but some use checking system

Proposed Private Act

1987 Act

Budget Process

Adoption

By Feb 1 - the finance director (FD) furnishes budget forms -
 By March 1 - all depts and nonprofits except schools furnish FD proposed budgets
 By April 1 - Budget committee votes on the budgets submitted in March.
 By May 1 - the school department submits proposed budget to FD
 By June 1 - Budget Committee votes on proposed school budget
 On August 31 - the Commission adopts budget
 If Commission and BOE cannot agree on budget, the local school budget, by operation of law, is equal to minimum budget required to comply with the local match and maintenance of effort. However, if there has been no agreement on a school budget for 3 years, in the 3rd year, a 3% increase of required local funding will be included in the school budget by operation of law.
 On August 31 - if any budget other than schools has not been adopted, the budget, by operation of law, is equal to the budget submitted by the county mayor or budget committee.

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Continuing Budget

On or after July 1 of each year and until a final operating budget is adopted or becomes effective by operation of law on August 31, the operating budget of the previous year shall be continued without action of the County Commission

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Proposed Private Act

1987 Act

Amendments

Amendments to line items, except payroll, within major categories for nonschool funds approved by mayor - major categories and payroll by County Commission -- amendments to line items and major categories of school funds that do not increase grand total of original budget approved by BOE except payroll - if grand total increased then by County Commission

Amendments to line items within major categories approved by Budget Committee - any other transfers or adjustments approved by County Commission

Amendments approved by the County Commission

Impoundment

To prevent deficit operations, Finance Director may impound nonschool funds with certification to County Commission and impound school funds with certification to BOE - such impoundments may be overridden by the County Commission or the BOE - such impoundments may not violate expenditures mandated by state statute or court order

To prevent deficit operations, finance director may impound funds; however, may not apply to funds appropriated to offices of trustee, county clerk, assessor, clerks of courts, register, or sheriff

No impoundment of funds per the Act

Official Bond or Insurance

Director - \$100,000

Director - \$100,000

Director - \$100,000

Long-term Planning

By May 1 each year mayor, hwy, and schools furnish 5 year capital outlay plans

No provision in the Act

No provision in the Act

Finance director to furnish long-term debt mgt plans, landfills, employee benefits

No provision in the Act

No provision in the Act

AND THEREUPON COUNTY COMMISSION ADJOURNED AT 7:40 P.M. UPON
MOTION MADE BY COMM. DAVID AKARD TO MEET AGAIN IN REGULAR
SESSION ON MARCH 19, 2020.

A handwritten signature in black ink, reading "Richard Venable", written over a horizontal line.

RICHARD VENABLE

COMMISSION CHAIRMAN