



Blount County Government

359 Court Street
Maryville, TN 37804-5906

Meeting Minutes - Draft

Budget Committee

Mayor Ed Mitchell, Chairperson
Commissioner Jared Anderson
Commissioner Nick Bright
Commissioner Mike Caylor
Committee Member Sharon Hannum

Tuesday, February 11, 2025

5:00 PM

Blount County Courthouse, Room 430

Live stream via <https://zoom.us/join>

Zoom Meeting ID: 882 7947 6381

A. ROLL CALL

Present 4 - Commissioner Jared Anderson, Commissioner Nick Bright, Committee Member Sharon Hannum, and Chairperson Ed Mitchell
Absent 1 - Commissioner Mike Caylor

B. EMERGENCY ANNOUNCEMENTS

C. PUBLIC INPUT ON ITEMS ON AGENDA.

D. APPROVAL OF MINUTES

1. [January 7, 2025 Budget Committee Minutes](#)

Attachments: [January 7, 2025 Budget Committee Minutes](#)

A motion was made by Commissioner Bright, seconded by Commissioner Anderson, that the Minutes be approved. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 4 - Anderson, Bright, Hannum, and Mitchell

No: 0

Abstain: 0

E. FINANCE - TRANSFERS, INCREASES, DECREASES

1. [Resolution 25-02-001, Budget Increase – Civil Defense - \\$2,758.95 \(Accept and appropriate additional funds for Emergency Management Performance Grant received from the Tennessee Emergency Management Agency\). Referred to full commission with a favorable recommendation by the Budget Committee \(4-0\).](#)

Attachments: [Amendment - Civil Defense Emergency Management Performance Grant](#)
[Resolution - Civil Defense Emergency Management Performance Grant](#)
[Memo - Civil Defense Emergency Management Performance Grant](#)
[Backup - Civil Defense Emergency Management Performance Grant](#)

A motion was made by Commissioner Anderson, seconded by Commissioner Bright, that the Resolution be forwarded to full commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 4 - Anderson, Bright, Hannum, and Mitchell

No: 0

Abstain: 0

2. [Resolution 25-02-002, Budget Increase – Civil Defense - \\$2,562.50 \(Accept and appropriate additional funds for Homeland Security Program Grant received from the Tennessee Emergency Management Agency\). Referred to full commission with a favorable recommendation by the Budget Committee \(4-0\).](#)

Attachments: [Amendment - Civil Defense State Homeland Security Program Grant](#)
[Resolution - Civil Defense State Homeland Security Program Grant](#)
[Memo - Civil Defense State Homeland Security Program Grant](#)
[Backup - Civil Defense State Homeland Security Program Grant](#)

A motion was made by Commissioner Anderson, seconded by Committee Member Hannum, that the Resolution be forwarded to full commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 4 - Anderson, Bright, Hannum, and Mitchell

No: 0

Abstain: 0

3. [Resolution 25-02-003, Budget Increase – General Services - \\$127,972.40 \(Appropriate funds to upgrade county security cameras and access control systems\). Referred to full commission with a favorable recommendation by the Budget Committee \(4-0\).](#)

Attachments: [Amendment - General Svcs Security Cameras and Controls Upgrade](#)
[Resolution - General Svcs Security Cameras and Controls Upgrade](#)
[Memo - General Svcs Security Cameras and Controls Upgrade](#)
[Backup - General Svcs Security Cameras and Controls Upgrade](#)

A motion was made by Commissioner Bright, seconded by Commissioner Anderson, that the Resolution be forwarded to full commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 4 - Anderson, Bright, Hannum, and Mitchell

No: 0

Abstain: 0

4. [Resolution 25-02-004, Budget Increase – General Services - \\$79,600.00 \(Accept and appropriate funds from the Efficiency and Conservation Block Grant \(EECBG\) for the purchase and installation of three HVAC units\). Referred to full commission with a favorable recommendation by the Budget Committee \(4-0\).](#)

Attachments: [Amendment - General Services EECBG](#)
[Resolution - General Services EECBG](#)
[Memo - General Services EECBG](#)
[Backup - EECBG Program Allocations](#)
[Backup - EECBG Request for Consideration](#)
[Backup - Grant Information Worksheet Central Svcs EECBG](#)
[Backup - EECBG quotes](#)

A motion was made by Commissioner Anderson, seconded by Commissioner Bright, that the Resolution be forwarded to full commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 4 - Anderson, Bright, Hannum, and Mitchell

No: 0

Abstain: 0

5. [Resolution 25-02-005, Budget Increase – General Services - \\$36,762.00 \(Appropriate funds for painting the stairwells in the county courthouse\). Referred to full commission with a favorable recommendation by the Budget Committee \(4-0\).](#)

Attachments: [Amendment - General Services Stairwell Paint](#)
[Resolution - General Services Stairwell Paint](#)
[Memo - General Services Stairwell Paint](#)
[Backup - Stair Painting Quotes](#)

A motion was made by Committee Member Hannum, seconded by Commissioner Anderson, that the Resolution be forwarded to full commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 4 - Anderson, Bright, Hannum, and Mitchell

No: 0

Abstain: 0

6. [Resolution 25-02-006, Budget Increase – General Services - \\$19,324.00 \(Appropriate funds for modernizing building automation system that controls the HVAC units in county buildings\). Referred to full commission with a favorable recommendation by the Budget Committee \(4-0\).](#)

Attachments: [Amendment - General Services HVAC Controls Upgrade](#)
[Resolution - General Services HVAC Controls Upgrade](#)
[Memo - General Services HVAC Controls Upgrade](#)
[Backup - Trane BAS quote](#)

A motion was made by Commissioner Bright, seconded by Committee Member Hannum, that the Resolution be forwarded to full commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 4 - Anderson, Bright, Hannum, and Mitchell

No: 0

Abstain: 0

7. [Resolution 25-02-007, Budget Increase – County Clerk - \\$62,001.00 \(Appropriate funds by use of fund balance for an additional counter clerk to support the increase of customer transactions\). Referred to full commission with a favorable recommendation by the Budget Committee \(4-0\).](#)

Attachments: [Amendment - County Clerk Request for Additional Employee](#)
[Resolution - County Clerk Request for Additional Employee](#)
[Memo - County Clerk Request for Additional Employee](#)
[Backup County Clerk Dashboard](#)

A motion was made by Commissioner Bright, seconded by Commissioner Anderson, that the Resolution be forwarded to full commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 4 - Anderson, Bright, Hannum, and Mitchell

No: 0

Abstain: 0

8. [Resolution 25-02-008, Budget Increase - County Clerk - \\$20,840.00 \(Appropriate funds from the Other State Revenue Vehicles Reserve to update and replace credit card machines, barcode scanners, and signature pads allowing more payment options for customers\). Referred to full commission with a favorable recommendation by the Budget Committee \(4-0\).](#)

Attachments: [Amendment - County Clerk Data Processing Equipment](#)
[Resolution - County Clerk Data Processing Equipment](#)
[Memo - County Clerk Data Processing Equipment](#)

A motion was made by Commissioner Anderson, seconded by Commissioner Bright, that the Resolution be forwarded to full commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 4 - Anderson, Bright, Hannum, and Mitchell

No: 0

Abstain: 0

9. [Resolution 25-02-009, Budget Increase – County Clerk - \\$4,830.00 \(Appropriate funds from the Electronic Insurance Verification Revenue Reserve to create two new workstations and purchase new license plate cabinets\). Referred to full commission with a favorable recommendation by the Budget Committee \(4-0\).](#)

Attachments: [Amendment - County Clerk Work Stations and License Plate Cabinets](#)
[Resolution - County Clerk Work Stations and License Plate Cabinets](#)
[Memo - County Clerk Work Stations and License Plate Cabinets](#)
[Backup - Work Stations and License Plate Cabinets Quote](#)

A motion was made by Committee Member Hannum, seconded by Commissioner Bright, that the Resolution be forwarded to full commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 4 - Anderson, Bright, Hannum, and Mitchell

No: 0

Abstain: 0

10. [Resolution 25-02-010, Budget Increase – Juvenile Court - \\$220,000.00 \(Re-appropriate Opioid Abatement grant funds to continue services with Helen Ross McNabb in support of Journey Court for at risk children\). Referred to full commission with a favorable recommendation by the Budget Committee \(4-0\).](#)

Attachments: [Amendment - Juvenile Court TN Opioid Abatement Grant](#)
[Resolution - Juvenile Court TN Opioid Abatement Grant](#)
[Memo - Juvenile Court TN Opioid Abatement Grant](#)

A motion was made by Commissioner Anderson, seconded by Committee Member Hannum, that the Resolution be forwarded to full commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 4 - Anderson, Bright, Hannum, and Mitchell

No: 0

Abstain: 0

11. [Resolution 25-02-012, Budget Increase – Juvenile Court - \\$100,000.00 \(Accept and appropriate funds from Safe Baby Court yearly grant awarded to support coordinator position and the salary supplement to the juvenile court services director for oversight of program\). Referred to full commission with a favorable recommendation by the Budget Committee \(4-0\).](#)

Attachments: [Amendment - Juvenile Court Safe Baby Court Grant](#)

[Resolution - Juvenile Court Safe Baby Court Grant](#)

[Memo - Juvenile Court Safe Baby Court Grant](#)

[Backup - Safe Baby Court Grant Extra Supporting Documentation](#)

[Backup - Safe Baby Court Grant Worksheet](#)

A motion was made by Commissioner Anderson, seconded by Committee Member Hannum, that the Resolution be forwarded to full commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 4 - Anderson, Bright, Hannum, and Mitchell

No: 0

Abstain: 0

12. [Resolution 25-02-013, Budget Increase – Highway - \\$1,500,000.00 \(Appropriate funds for asphalt hot mix to allow the Highway Department to pave additional roads for the county\). Referred to full commission with a favorable recommendation by the Budget Committee \(4-0\).](#)

Attachments: [Amendment - HWY Asphalt Mix](#)

[Resolution - HWY Asphalt Mix](#)

[Memo - HWY Asphalt Mix](#)

A motion was made by Commissioner Anderson, seconded by Commissioner Bright, that the Resolution be forwarded to full commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 4 - Anderson, Bright, Hannum, and Mitchell

No: 0

Abstain: 0

13. [Resolution 25-02-014, Budget Appropriation – BCSO - \\$687,141.00 \(Appropriate Federal Opioid Funds for FY25-27 for eligible expenses in the Blount County Sheriff's Office.\) Referred to full commission with a favorable recommendation by the Budget Committee \(4-0\).](#)

Attachments: [Amendment - BCSO Appropriation of Opioid Funds](#)
[Resolution - BCSO Appropriation of Opioid Funds](#)
[Memo - BCSO Appropriation of Opioid Funds](#)

A motion was made by Commissioner Anderson, seconded by Commissioner Bright, that the Resolution be forwarded to full commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 4 - Anderson, Bright, Hannum, and Mitchell

No: 0

Abstain: 0

14. [Resolution 25-02-015, Budget Decrease – BCSO - \\$229,047.00 \(Decrease funds originally budgeted during FY25 with local revenue sources that are eligible for the use of federal opioid funds\). Referred to full commission with a favorable recommendation by the Budget Committee \(4-0\).](#)

Attachments: [Amendment - BCSO Use of Opioid Funds](#)
[Resolution - BCSO Use of Opioid Funds](#)
[Memo - BCSO Use of Opioid Funds](#)

A motion was made by Commissioner Bright, seconded by Commissioner Anderson, that the Resolution be forwarded to full commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 4 - Anderson, Bright, Hannum, and Mitchell

No: 0

Abstain: 0

15. [Resolution 25-02-016, Budget Increase – Animal Center - \\$14,000.00 \(Appropriate SMACF reserve fund balance to help cover expected operational cost\). Referred to full commission with a favorable recommendation by the Budget Committee \(4-0\).](#)

Attachments: [Amendment - Animal Center](#)
[Resolution - Animal Center](#)
[Memo - Animal Center](#)

A motion was made by Commissioner Bright, seconded by Commissioner Anderson, that the Resolution be forwarded to full commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 4 - Anderson, Bright, Hannum, and Mitchell

No: 0

Abstain: 0

16. [Resolution 25-02-017, Budget Increase - Elections - \\$110,000.00 \(Appropriate funds for Convenience Voting Centers due to increase number of registered voters.\) Referred to full commission with a favorable recommendation by the Budget Committee \(4-0\).](#)

Attachments: [Amendment - Elections Voting Centers](#)
[Resolution - Elections Voting Centers](#)
[Memo - Elections Voting Centers](#)
[Backup - Elections Voting Centers-Support Documents](#)

A motion was made by Commissioner Anderson, seconded by Commissioner Bright, that the Resolution be forwarded to full commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 4 - Anderson, Bright, Hannum, and Mitchell

No: 0

Abstain: 0

F. DISCUSSION/POSSIBLE ACTIONS

1. [BCSO Grant Application - \\$200,000.00, \(To apply for FY25 Bureau of Justice Assistant Grant to purchase a Virtual Training Simulator that provides different scenarios during training; no matching funds are required\). Referred to full commission with a favorable recommendation by the Budget Committee \(4-0\).](#)

Attachments: [BCSO Grant Application Worksheet VR Training Simulator](#)

[Backup - BCSO VR Training Simulator Quote](#)

[Backup - BCSO VR Training Support Documents](#)

A motion was made by Commissioner Bright, seconded by Committee Member Hannum, that the Request be forwarded to full commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 4 - Anderson, Bright, Hannum, and Mitchell

No: 0

Abstain: 0

2. [Consideration for approval; Draft - Blount County Government Finance Department Policies and Procedures. Referred to full commission with a favorable recommendation by the Budget Committee \(4-0\).](#)

Attachments: [Memo- Financial Management Policies & Procedures](#)

[Policies & Procedures Manual - Finance Department Rev Jan 2025](#)
[PDF](#)

A motion was made by Commissioner Anderson, seconded by Committee Member Hannum, that the Request be forwarded to full commission with a favorable recommendation. An electronic vote was taken. The Chairman declared the motion to have passed by the following vote:

Yes: 4 - Anderson, Bright, Hannum, and Mitchell

No: 0

Abstain: 0

G. FINANCIAL REPORTS

1. [January 2025 Financial Reports \(INFORMATION ONLY\)](#)

Attachments: [ARPA Utility Project Update January 2025](#)
[ARPA Tracking 1.31.25](#)
[FY24.25 Capital Plan](#)
[January 2025 Expense Report](#)
[January 2025 Revenue Report](#)
[YTD Expense Report as of January 31, 2025](#)
[YTD Revenue Report as of January 31, 2025](#)
[US Bank Report January 2025](#)

H ADJOURNMENT

Meeting was adjourned at 5:23 pm.