



County Executive's Newsletter to Commissioners

May 2011



Dear Commissioners:

2012 BUDGET : (by Ron Woody)

Work has started on the 2012 Budget with reviews and preliminary recommendations on the three Debt Service Funds. These funds are relatively simple in development in that we know with certainty the payment or expenses for the coming year. Further, the revenue is generally consistent with property tax and some interest earnings. With the adoption of both the Fund Balance and Debt Management Policies, the Budget Committee and Commission have guidelines for budget adoption. On April 15th the Budget Committee voted to recommend the three debt service funds. (*see related article*)

The funds under review for May will be a lot of the county's smaller funds such as Industrial and Economic Development, Animal Control, Wastewater, County-wide Fire Department, and various Sheriff and Drug Funds. Once again these funds are relatively simple in operations and services provided. If you want the services then you must establish revenue for their support. Ask the question, do we want animal control, industrial development, and Ambulance Service and if the answer is yes, then how extensive service does one desire?

The budget difficulty is generally the development and adoption of the county's two general funds. 101 General Fund (County Courthouse Offices, Jail, Sheriff Operations and charitable contributions are but a few of the operations), and 141 General Purpose School Fund (teachers' salaries and school operations).

2012 BUDGET – Salaries??? (by Ron Woody)

Most employees, officials and department heads have a keen interest in salaries. An easy answer for elected officials' salaries are specific by state law and the minimum salary and the increases are established annually by the State. Officials' salaries are based on state employee increases and as such, the cost to the county appears to be zero (-0-) for next year. It has been about three years without state employee raises.

For our department heads and county employees, excluding schools, raises have been as follows over the last number of years: 2005—2.45%; 2009—4.90%; 2010—0%; and 2011—0%.

I think that if all Commissioners and elected officials were asked if raises should be granted to employees, the answer would be YES! The next question becomes, how do we pay for the raises? Will there be an increase in revenue due to growth of property which could be used? That appears to be no as we are not anticipating growth this year. Should we increase the property tax rate? I don't anticipate this happening. Should we reduce services? A possibility, but one must bear in mind that we are personnel driven so decreasing service is a decrease in personnel and further, the public often is demanding these services. Is there possibly a reduction in cost of current services? Again personnel is the top line in operation; therefore, reduction would again be personnel or related benefits. Should we reduce benefits? Health cost? The county paid 95% of the cost of individual health insurance and 50% of the cost of family insurance. Should this be a consideration? Should we consider shifting revenue from another program? Is this a possibility? Could, would the Commission be willing to redirect growth money of sales tax from Education to the County General Fund for General Fund employees' raises?

As County Executive/Fiscal Agent, my responsibility encompasses the entire county budgets but the County Commission's responsibilities also entail all county budgets, although the main focus has been the County General, Highway, and Debt Service Funds.

This year I challenge the Commission to consider reviewing all county discretionary revenue, services provided and the allocation of our discretionary revenue. We must meet our statutory legal requirements but should examine the placement of any growth money if it exists.



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2012 Budget: (submitted by Kaley Walker)

April 15th was the first meeting on the 2012 budget. The budget committee voted on the tax rate for the debt service funds. The meeting was held immediately following the debt management class given by CTAS at Roane State.

Fund	2011 Tax Rate	2012 Tax Rate	Change
151	0.0969	.14	.0431
152	.1589	.13	(.0289)
156	.0400	.02	(.02)

All of the debt service fund recommendations meet our debt service policy, and all but one, Fund 156, are in compliance with our fund balance policy. Fund 156 has a higher fund balance than our policy allows, however we are making adjustments to lower the fund balance to fall within our parameters.

Year-End Purchasing and Accounting Closure Procedures:

Department Heads and Elected Officials, please work with the accounting and purchasing departments as we begin approaching the end of our fiscal year. We ask that if you can do without spending your budget, please do, but if you have funds budgeted and are needing supplies or materials please get your requisitions to Purchasing as soon as possible.

Midtown Sewer Project: (by Ron Woody)

A peer review was conducted by Cannon & Cannon Engineering to review the Midtown Sewer Project engineering and capacity issue.

Questions are still being addressed for the State Revolving Loan Fund.

County Officials Certificate Training Program (COCTP):

(Submitted by Joyce Nall)

On April 15, sixteen Roane County employees, 6 County Commissioners and one Loudon County employee attended day-long training through CTAS's COCTP Program. Instructors were Ben Rogers of CTAS, County Executive Ron Woody, and Director of Finance Kaley Walker. Capital Budgeting and Debt Management were the topics and the audience showed interest and enthusiasm with many questions that led to in-depth discussions.

Thanks to CTAS and Roane State for providing a great venue and a delicious lunch. Watch the newsletter for upcoming training dates and take advantage of the opportunity to learn more about your county.

Executive Summaries on our Website:

- | | |
|--|---------------|
| (1) Plateau Partnership Park | October 2010 |
| --(1a) Notes from 2-15-11 Forum
On Plateau Partnership Park | February 2011 |
| (2) Wastewater Plant - | October 2010 |
| --(2a-rev) Wastewater Plant | January 2011 |
| (3) Roane County Codes Enforcement | December 2010 |
| (4) Roane County OES-Fire Department | December 2010 |
| (5) Roane County Office of Emergency Services | January 2011 |
| (6) Environmental Review Board Summary | January 2011 |
| (7) Roane Alliance | February 2011 |
| (8) Roane County | |
| (9) Solid Waste Program | March 2011 |
| (10) Jail Reuse | March 2011 |
| (11) Debt Management | March 2011 |
| (12) Capital Projects | March 2011 |
| (13) Fund Balance | April 2011 |



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Ambulance Department

Operations:

Reorganization and changes are still taking place in our Ambulance Department. We are still in the process of full conversion of outsourcing the billing. Effective April 25, 2011, Jack Jinks and Howie Rose became more involved in the day-to-day operational decisions as Mr. Rose became Acting Director. Focus will be on gathering data and reporting; allowing better decisions to be made and focusing on unscheduled overtime issues. We thank Ms. Gloria Wright for her years of dedicated service.

Student Government Day:

On Thursday, April 21st, students from all the high schools attended Student Government Day at the Courthouse. This is a day when Juniors and Seniors are chosen to "shadow" an official for the morning and learn more about their local government officials' departments. Thanks to Arlene Daugherty for organizing the event; to the American Legion Posts for sponsoring the event; to Roane State Community College for allowing us the use of their dining facility; and to Joe and Merry Kartch of Sam's Place for catering lunch.

Current 5-point stars management

focus:

- **2012 Budget**
(Development/Adoption)
- **Recreation Plan**
(Riley Creek Campground and long range planning)
- **Emergency Services**
(Ambulance billing and operations)
- **Midtown Development**
(Sewer Expansion-no loan yet, still addressing questions from State Revolving Loan Fund personnel)
- **Interdepartmental Policies**
(Reporting and Minutes—preparation and filing.)

TVA In-Lieu-of-Tax Payment Due to Ash Spill:

We are still negotiating with TVA on the taxes lost due to properties purchased in the Swan Pond Community. Dale Collins, part-time Purchasing and Accounting employee, has prepared a detailed report of taxes paid in 2008, 2009 and 2010 on the 168 properties, encompassing 1,000 acres, and the taxes levied. The draft report is available on our website.

COUNTY SURPLUS BEING SOLD ON GOV DEALS (submitted by Lynn Farnham)

Soon after the General Assembly passed legislation allowing local governments to conduct online auctions, Roane County Purchasing Department began the process of being able to sell surplus property on the internet. With the approval of Resolution #07-07-11 a contract with GovDeals was executed and surplus property began selling on the internet. Jacquie Coleman manages our online auction program.

Prior to conducting online auctions, the county would typically have one to two auctions per year. After declaring an item surplus, departments would have to store the surplus inventory until a date for a public auction could be scheduled. This would cause problems with storage and then a lot of time and work to get the property moved to one location and set up for public auction. The public auction would bring out from 10 to 50 people to bid.

With internet auctions, once property is declared surplus Ms. Coleman gathers the pertinent information and takes photographs of the property and posts it on the GovDeals website where thousands of people have access to bid. The property doesn't have to be moved from its location to a storage location and the successful bidder goes to the site to pick up the items. Since beginning internet auctions the county has received \$105,818.92 in revenue for the sale of surplus property.

To register as a bidder and bid on items for sale on GovDeals, visit www.govdeals.com.



Office of Emergency Services News (submitted by Scott Stout)

The Office of Emergency Service is currently using Emergency Reporting™ online fire and EMS records management system. This will enable the department to track man hours by projects, incident reporting, inventory, equipment maintenance, etc.

The Emergency Operation Center was activated for a Department of Energy emergency exercise on March 30, 2011. The exercise lasted approximately 4 hours. There was good participation from the emergency function coordinators of Roane County along with TEMA personnel being present.

County Government Day:

County Executive Ron Woody, Commissioner and Mrs. James Brummett, Commissioners Bobby Collier, Carolyn Granger, Ron Berry, Nick Forrester, and Randy Ellis attended the annual TCSA/COAT County Government Day in Nashville on April 18-19, 2011. The group attended their respective Association meetings, Senate/House committee meetings and met with our legislators. It was an informative conference.

REMINDER!

May 21, 2011 is Household Hazardous Waste Collection Day!

Bring all your household hazardous waste such as: degreaser, paint thinner, stain remover, oil-based paint, sealant, wood stripper, solvents, rust/wood preservatives, antifreeze, gasoline, brake fluid, engine degreaser, carburetor cleaner, kerosene, art/craft supplies, moth balls, floor cleaners, rechargeable batteries, drain cleaners, photo chemicals, chemistry sets, medicine/drugs, metal/furniture polish, fertilizer, no-pest strips, rodent killers, herbicides, pool chemicals, muriatic acids, pesticides, and insect spray. Help keep Roane County clean and safe by proper disposal of your household hazardous waste.

9:00 a.m.—2:00 p.m.

At the Recycling Center in Midtown — Call 865-590-7779 for more information

Roane Medical Center:

Congratulations to Roane Medical Center and Covenant Hospitals on the approval of the Certificate of Need. Roane Medical Center Administrator Jim Gann and several other Roane Medical Center personnel, along with County Executive Ron Woody, Mid-East Director Jerry Johnson, and Harriman Mayor Chris Mason attended the Certificate of Need hearing in Nashville on Wednesday, April 27, 2011.



County Government Meetings

May 2:	Sheriff's Liaison Comm.	6:30 p.m.	Courthouse
May 4:	Budget Committee	2:00 p.m.	Courthouse
May 5:	ERB meeting	6:00 p.m.	Courthouse
May 9:	County Commission	7:00 p.m.	Courthouse
May 10:	Beer Board	5:30 p.m.	Courthouse
	Fire Board	6:00 p.m.	Courthouse
May 12:	Budget Comm.	2:00 p.m.	Courthouse
May 17:	Emergency Services	5:00 p.m.	EOC
	Safety Committee	6:00 p.m.	EOC
May 18:	Board of Zoning Appeals	6:00 p.m.	Courthouse
	Planning Commission	7:00 p.m.	Courthouse
May 19:	Budget Committee	2:00 p.m.	Courthouse
May 26:	County Board of Public Utilities	6:00 p.m.	Courthouse

Events of Interest

May 14:	Polk Salad Festival	10 am—4 pm	Harriman
	Living History Day	10 am—4 pm	Ft. Southwest Pt.
	Canine Disc Championship	10 am—Noon	Ft. Southwest Pt.
	Cruisin' Car Show	4 pm—7 pm	Harriman
May 28:	Memorial Day Parade	9:30 am-Lineup 10:30 am-start time	Harriman

HAVE AN ITEM OF INTEREST FOR THE NEWSLETTER?

If you have an item of interest related to our county, please submit to Sheila or me.

Deadline for submission is the last Wednesday of the month.

Ron

The Courthouse will be closed Monday, May 30, 2011 for Memorial Day!

Happy Memorial Day!