

MINUTES

Agenda Item 1 - Call to Order and Roll Call

Committee Chairman Golden called the meeting to order at 4:30PM on Tuesday, September 6, 2016. Upon the call of roll, the following members were present: Charles Mockbee, Phearn Butler, John Criswell, and Craig Golden, Committee Chairman. Todd Johnson was absent. Danny Walls and Bob Fox were absent and excused. 4 present, 3 absent. Also attending the meeting were: Mike Marron, County Board Chairman; Bill Donahue, Assistant State's Attorney; Patrick Bayard, Chief Administrative Officer; David Stone, Recorder; Matt Long, Supervisor of Assessments; Will Nesbitt, Election Commission; Tom Mellon, Barb Bailey, Charles Bostic, and Cynthia Johnson, Administrative Assistant.

Agenda Item 2 - Adoption/Amendments to Agenda

Chuck Mockbee moved to adopt the agenda and a second was made by John Criswell. Motion passed by acclamation.

Agenda Item 3 - Approval of Minutes for the Previous Meeting, February 2, 2016

Phearn Butler questioned the six month period for the use of Trillium as stated in Agenda Item 5. Charles Mockbee stated that Trillium is in the new budget and is still being used. Discussion ensued. Charles Mockbee moved to approve the minutes as presented, second was made by John Criswell. Motion passed by acclamation.

Agenda Item 4 - Audience Comments

None

Agenda Item 5 – Review of County Clerk Budget – Vital Records – General Fund 001 – Tax Automation Budget

Cathy Jenkins was not present to offer budget details or explanation. Committee Chairman, Craig Golden opened the floor for discussion on the Vital Records Budget. John Criswell moved to approve, second was made by Phearn Bulter. Upon the call of roll, the following members voted yes, to approve the County Clerk 2016/2017 Vital Records budget: Charles Mockbee, Phearn Butler, John Criswell, and Craig Golden, Committee Chairman. 4 yes, 3 absent.

Craig Golden, Committee Chairman, moved to County Clerk General Fund Budget. Phearn Butler referred to 4101 Personnel Salary Schedule and asked if it was the same amount as last year or a different amount. Mike Marron, County Board Chairman, referenced the budget worksheet that shows the actual revised budget. Discussion continued on the difference between the narrative and the budget worksheet. Patrick Bayard, Chief Administrative Officer, stated that the narrative is the correct amount and verified that it is less than last year. Discussion ensued. Charles Mockbee asked if Trillium listed in 4361 Contractual/Professional Services was used for voting booth set-up. County Board Chairman, Mike Marron, clarified that people were hired for the election that were not through Trillium. A contractual agreement with Trillium for a six month period was used to replace an employee that was retiring. Discussion continued questioning the intent to continue with Trillium and truck rental. Mike Marron, suggested to not act on this budget. Bill Donahue, Assistant State's Attorney, stated to reschedule or give to Finance Committee. Discussion ensued. Phearn Butler motioned to table the General Fund 001 budget until further clarification can be given. The second was made by Charles Mockbee. Bill Donahue gave recommendation that the table should be to the next meeting. Patrick Bayard explained that the difference in personnel represents that one salary

**Tax and Elections Committee
Tuesday, September 6, 2016; 4:30 PM
County Board Annex, Rm 319**

was moved out of the General Fund 001 into the Tax Automation budget, and it was not reflected on the budget worksheet. Committee continued to question the contractual services line. Committee Chairman, Craig Golden expressed that Trillium was approved for six months to determine what position would be hired. County Board Chairman, Mike Marron stated that the motion on the floor needed to be acted upon, amended or rescinded. Discussion continued. Phearn Butler withdrew motion on table and Charles Mockbee withdrew second. Committee Chairman, Craig Golden asked for consent of committee to not take action on the County Clerk General Fund 001 and the Tax Automation Budget and be addressed with the Finance committee. Committee members agreed.

Agenda Item 6 – Review of Recorder Budget – General Fund 001 – Special Charge Fund 76 – Six Months Report Comparisons

David Stone presented budget with no change from last year. Motion by Charles Mockbee to pass Recorder 2016/2017 budgets and second was made by Phearn Butler. Upon the call of roll, the following members voted yes, to approve the Recorder 2016/2017 budgets: Charles Mockbee, Phearn Butler, John Criswell, and Craig Golden, Committee Chairman. 4 yes, 3 absent.

Agenda Item 7 – Review of Supervisor of Assessment Budget – General Fund 001 – CAMA costs for years 2 - 5

Matt Long presented budget. Phearn Butler inquired about position that is being eliminated and the person in that position. Matt Long explained the duties of that position as a field technician have not been utilized in 2 years. The pay increase is to off-set the work load picked up by the other staff. Overall salary was decreased by eliminating the position even though staff wages were increased. Discussion ensued regarding the elimination of the position and how the individual would be affected. Matt Long commented on the anticipated decrease in turnover. Committee Chairman, Craig Golden opened floor for any questions on CAMA. Matt Long explained details and commented on work in progress for training this fall. Motion by Charles Mockbee to pass Supervisor of Assessment General Fund 01 2016/2017 budget and second was made by John Criswell. Upon the call of roll, the following members voted yes, to approve the Supervisor of Assessment 2016/2017 budgets: Charles Mockbee, Phearn Butler, John Criswell, and Craig Golden, Committee Chairman. 4 yes, 3 absent.

Agenda Item 8 – Review of Board of Review Budget – General Fund 001

Matt Long presented budget. Phearn Butler motioned to pass, and John Criswell second. Upon the call of roll, the following members voted yes, to approve the Board of Review 2016/2017 budget: Charles Mockbee, Phearn Butler, John Criswell, and Craig Golden, Committee Chairman. 4 yes, 3 absent.

Agenda Item 9 – Review of Election Commission Budget – General Fund 001 – Fund 86

Will Nesbitt presented budget with approximately \$18,000 decrease from this fiscal year to the next. Motion by Charles Mockbee to pass Election Commission 2016/2017 budget and second was made by Phearn Butler. Upon the call of roll, the following members voted yes, to approve the Election Commission 2016/2017 budgets: Charles Mockbee, Phearn Butler, John Criswell, and Craig Golden, Committee Chairman. 4 yes, 3 absent.

Will Nesbitt gave explanation of Fund 86 on condition that there will be a state budget for the rest of the year. Charles Mockbee motioned and John Criswell second to approve Fund 86. Upon the call of roll, the following members voted yes, to approve the Election Commission 2016/2017 budgets: Charles Mockbee, Phearn Butler, John Criswell, and Craig Golden, Committee Chairman. 4 yes, 3 absent.

Tax and Elections Committee
Tuesday, September 6, 2016; 4:30 PM
County Board Annex, Rm 319

Agenda Item 10 - Items of Information or Committee Concerns

Committee Chairman Golden continued conversation on the following items:

- County Clerk budget clarification with Finance committee
- Truck rentals during election
- Precinct set-up

Agenda Item 7 - Executive Session

Not necessary.

Agenda Item 8 - Adjournment

Committee Chairman Golden adjourned the meeting at 5:15 PM as the agenda had been completed.

Minutes by: Cynthia Johnson, Administrative Assistant