

CLEVELAND COUNTY BUDGET BOARD

MINUTES

MONDAY, APRIL 10, 2017

The regularly scheduled meeting of the Cleveland County Budget Board was called to order at 10:30 a.m. this 10th day of April 2017 in the Conference Room at 122 E. Eufaula, by Chairman Harold Haralson. Tammy Belinson, County Clerk/Secretary, called roll and those present were:

Harold Haralson, Chairman
Jim Reynolds, Vice-Chairman
Tammy Belinson, Secretary
Rod Cleveland, Member
Sheriff Joseph Lester, Member
Darry Stacy, Member
Chief Deputy Assessor Billijo Ragland, representing, David Tinsley, Member
Marilyn Williams, Member

County Assessor David Tinsley, Member, was absent.

Others present were: Assistant District Attorney Jim Robertson, Assistant District Attorney Heather Darby, Linda Atkins, Alison Vinson, Sarita Scott, Melinda Duke, Bryan Jenkins, Brenda Hill, John Roberts, Denise Ellison, Annette Pretty, Earl Cox, Joy Hampton, Frank Roby and Doug Warr.

After the reading of the minutes of the Regular meeting of March 13, 2017; Emergency Meeting of March 14, 2017; Special Meeting of March 20, 2017; and Special Meeting of March 27, 2017, and there being no additions or corrections, Harold Haralson **moved** that the minutes be approved. Marilyn Williams seconded the motion.

The vote was: Harold Haralson, yes; Jim Reynolds, yes; Tammy Belinson, yes; Rod Cleveland, yes; Sheriff Joseph Lester, yes; Darry Stacy, yes; Billijo Ragland, yes; Marilyn Williams, yes.

Motion carried.

A. Items of Business:

1. Chairman Haralson called for discussion regarding the **Beginning Process of Fiscal Year 2017-2018 Budgets** and Presentation of Benefit Allowance Amount per Employee.

Tammy Belinson said since the county is going out on its' own next year she wants to go over with everyone on insurance. At the bottom of the page she put the highest amount of options for the insurance to fully pay for an employee which came out to \$644.56. Originally, she thought \$675.00 for all that, but not knowing what the costs not wanting any county office come out short on benefits in their budget she thinks they should stay with the \$675.00.

Chairman Haralson said that going high keeps them from being caught off guard. He said that the amount of \$ 675.00 gives some cushion should anything unexpected happens.

Tammy Belinson said Life Insurance is pretty cheap through the state. She asked if it would be worth \$10 going out on. She said that disability is not expected to change that much, but isn't sure about the health premium costs. She asked if everyone was comfortable with \$675.00.

Following a brief discussion, Tammy Belinson moved to **accept** the Benefit Allowance amount up to \$675.00 per employee beginning January 1, 2018.

Marilyn Williams seconded the motion.

The vote was: Harold Haralson, yes; Jim Reynolds, yes; Tammy Belinson, yes; Rod Cleveland, yes; Sheriff Joseph Lester, yes; Darry Stacy, yes; Billijo Ragland, yes; Marilyn Williams, yes.

Motion carried.

Tammy Belinson said that there is a scheduled meeting for Budget Board on June 12th, 2017 and the scheduled date for Public Hearing is June 5th, 2017. She said bookkeeping sent out a memo to close out any unused open purchase orders or blanket purchase orders and that way it will put money back into the fund balance. She asked that everyone give her a letter or an estimate of what they will spend for the rest of the fiscal year and let her know if they will use the entire budget. She will give that information to Budget Maker Vicki Wilson. Tammy Belinson said that she is going to do a trial run to prepare for her new system on what steps to take and what work sheets she needs. She hopes to have the county budget in the new system next year and it will just be a matter of tweaking things and things will come on time, such as the Estimate of Needs and the Publication. She said there is no reason they shouldn't be able to pull that report or pull the budget.

Chairman Haralson said that he is looking forward to that.

Tammy Belinson said that it should make their process a lot easier.

2. Alison Vinson updated the Budget Board members on the **HR Department** by saying that she is still getting to know the job and one of the major things she has done is a self-audit on the I9's and found a lot of errors and discrepancies which if audited the fines could range from \$100.00 to \$1,000.00 and hopes by making those corrections she saved the county some money.
3. Melinda Duke updated on the **Purchasing Department** by saying that the PCards should arrive soon and everybody will get it in the next two weeks.
4. Chairman Haralson called for discussion and/or action on **Requested Transfer of Appropriations** regarding the following:
Rod Cleveland moved, seconded by Darry Stacy, to **approve** the following **Transfer of Appropriations** as requested:

- a. From **Commissioners**, R2, General Government Maintenance & Operations, \$8,000.00 to **Early Settlement**, CFESCCCP1A, Early Settlement Central Cleveland County Program, \$8,000.00.

The vote was: Harold Haralson, yes; Jim Reynolds, yes; Tammy Belinson, yes; Rod Cleveland, yes; Sheriff Joseph Lester, yes; Darry Stacy, yes; Billijo Ragland, yes; Marilyn Williams, yes.
Motion carried.

- B. There was no **new business** to discuss at this time.

- C. Chairman Haralson called for Budget Board Members Discussions Regarding County Business. Jim Reynolds said there is not a lot to report on the self-insurance this month. They had a big meeting planned but had to cancel the meeting last week. The vendors from Healthcare Highways, Web TPA and one other agency will present in May. He introduced Frank Roby who is replacing Jerry Guy who is retiring.

Chairman Haralson discussed with Sheriff Lester about a letter he sent to him requesting additional documents and wanted to know if he had those documents for the Board today.

Sheriff Lester said that he is gathering the information to present to the auditors who are now at his department.

Chairman Haralson said that since they are starting the budget process it is important to have that information. He affirmed his authority in making the request.

Sheriff Lester said they are working on getting that to him.

Chairman Haralson said, "Thank you."

- D. There were no **public comments** at this time.

- E. At approximately **10:45** am and there being no further business to come before the Board, Jim Reynolds moved, seconded by Rod Cleveland, to adjourn the meeting. The vote was: Harold Haralson, yes; Jim Reynolds, yes; Tammy Belinson, yes; Rod Cleveland, yes; Sheriff Joseph Lester, yes; Darry Stacy, yes; Billijo Ragland, yes; Marilyn Williams, yes.
Motion carried.

(Clerk's Note: The agenda was posted on April 7, 2017 at 8:47 AM.)

BUDGET BOARD
CLEVELAND COUNTY, OKLAHOMA

Harold Haralson
Harold Haralson, Chairman

ATTEST:

Tammy Belinson
Tammy Belinson, County Clerk and Secretary to the Board

Minutes Prepared by: Linda Atkins
Deputy County Clerk

