

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT

Purchasing Oversight Committee

Meeting Minutes for October 18, 2018 | 6:00pm

Present: Linda Sue Johnson
Jerry Ford
David Nollner
Shane Burton
Gary Walsh
Mayor Stephen Chambers

1. Officer Nominations / Elections

Gary Walsh made a motion for Jerry Ford to be Chairman of the Committee. Seconded by David Nollner **MOTION CARRIED**

Shane Burton made a motion for David Nollner to be Vice Chairman of the Committee. Seconded by Linda Sue Johnson. **MOTION CARRIED**

Shane Burton made a motion for Linda Sue Johnson to be Secretary. Seconded by Gary Walsh. **MOTION CARRIED**

All nominations ceased, and officers elected by acclamation.

2. Quarterly Purchasing report

Mayor Chambers presented the First Quarter Purchasing Report for the 2019 Fiscal Year. He noted that this report is based on the invoice date and some payments are pending. Report shows any vendor with a total purchase amount greater than \$5,000. Some items that were highlighted with discussion:

- AT&T – County is still in the process of porting numbers. Some numbers will stay with ATT such as the Court system and the Sheriff's Dept
- Forensic Medical – Mayor will discuss with the County Medical Examiner about other options for autopsy services. These are items that could be used in court and services would need to be appropriately certified.
- Gilmore Refrigeration – Shane Burton was under the impression that the Courthouse repairs should have been done under warranty. Mayor will check into this to clarify.
- Institutional Wholesale – Prices have increased as well as the inmate population.
- James D Carey – The change from Quality Correctional Health to Dr. Carey is going well.
- Johnny Hawkins – One-time expense
- Municipal Equipment – Cliff ordered 100 trash bins due to the quoted price point.
- Parman Energy | Pilot Receivables – Fuel for County Vehicles. These items go together. Each company places a bid when we need to purchase fuel and the County takes the best offer.
- Smith County Solid Waste – The committee asked if there were other options available to us. It was stated that this is the most feasible option. Smith County has increased their rates and the County has more trash being shipped out.

- TN Risk Management Trust – Policy came in a bit cheaper this year. This will also be one of the items for the Insurance Committee to review and see if we are getting the best deal.
- Tri-Metal LLC – One-time expense

The Committee requested the contract end dates be included in future reports.\

No actions were taken on any items.

3. ADJOURN

David Nollner made a motion to adjourn the meeting, Seconded by Gary Walsh.

MOTION CARRIED

Next Meeting will be January 17, 2019 at 6pm.