

**MINUTES OF THE VAN BUREN COUNTY COMMISSION
VAN BUREN COUNTY, TENNESSEE**

The Van Buren County Commission met in a regular Meeting June 20, 2017 at 6:00 p.m. at the Yvonna Sutton Fair Building. The following action was taken as recorded in Minute Book, "Q".

Call to Order

Sheriff Eddie Carter called the Meeting to Order.

Roll Call

Members present: Lesa Bouldin, David Chandler, Zach Fletcher, Joey Grissom, Hugh Hillis, William Maxwell, Mickey Robinson, Henry Seamons, Brian Simmons and Robert Van Winkle.

Also present: County Attorney Howard Upchurch, County Mayor Greg Wilson and County Clerk Lisa Rigsby.

Approval of Minutes from the April 25, 2017 Meeting

Lesa Bouldin made a motion, second by Robert Van Winkle to approve the Minutes from the April 25, 2017 Meeting. All approved by voice vote. Motion passed.

Approval of Quarterly Reports

Lesa Bouldin made a motion, second by William Maxwell to approve Quarterly Reports as presented.

Upon roll call: Lesa Bouldin, David Chandler, Zach Fletcher, Joey Grissom, Hugh Hillis, William Maxwell, Mickey Robinson, Henry Seamons, Brian Simmons and Robert Van Winkle voted yes. No changes to any yes vote. Motion passed.

Appointment of Hansel Moore and Jennie Measles to Fair Board

Lesa Bouldin made a motion, second by David Chandler to approve the appointment of Hansel Moore and Jennie Measles to the Fair Board. All approved by voice vote. Motion passed. **The terms will end on August 31, 2018 for the record.**

Appointment of Zach Fletcher to Planning Board

William Maxwell made a motion, second by Brian Simmons to approve the appointment of Zach Fletcher to the Planning Board. All approved by voice vote. Motion passed.

Appointment of Henry Seamons to 4-H Farm Board

Lesa Bouldin made a motion, second by Brian Simmons to approve the appointment of Henry Seamons to the Agriculture Board. All approved by voice vote. Motion passed.

Committee A Reports

Committee A

May 30, 2017

Attending: Lesa Bouldin, Henry Seamons, Robert Van Winkle, Mickey Robinson and Will Maxwell.

The Committee met and reviewed in detail; the Solid Waste and Courthouse/Jailhouse Maintenance Funds line by line. Also reviewed were request and current to date expenditures for the General Fund.

With no other business, **Mickey Robinson made the motion and Will Maxwell second to adjourn. All voted yes by regular sign.**

COMMITTEE A

ATTENDING: Mickey Robinson, Henry Seamons, Robert Van Winkle and Will Maxwell.

ABSENT: Lesa Bouldin

The Committee approved the attached transfers for approval by the full commission and the increase of expenditure of \$52,500 in the General Fund 101-51800-335 (County Buildings) and an increase in the same amount in General Fund Revenue 46980 Other State for Tourism Grant.

**Van Buren County Executive
2016-2017 Budget Amendments**

Fund 101

Function	Obj. Code	Description	Explanation	Debit	Credit
			To increase expenditures		
51100	210	Unemployment			3
	509	other charges		3	
55390	309	Contracts with Gov. Agents	Two Contributions For \$12,255.00		510
56100	169	Part time personnel	fill ins		503
	204	Retirement			580
56300	435	Office Supplies	2 toners & 2 Drums from Sparta office cost 500.00 She had some other supplies		641
56500	169	Part time personnel	it is over 1832.75 not Sure # of days Linda will work The last pay period		1,900
	201	Social Security			177
56500	212	medicare			42
58300	169	Veteran			525
	201	Social Security			12
	212	Medicare			10
	355	Travel		1,272	
58400	513	Work Comp		8,590	
58600	207	Medical Insurance		2,425	
64000	149	Laborer			460
	201	Social Security			20
	204	Retirement			256
	210	Unemployment		340	
	212	Medicare			2
	599	other charges		398	

39000	Unassigned	17,187	
	Fund Balance		
	Total	17,928	17,928

May have to amend Library Supervisor line item if someone is hired soon. There is only enough in there to pay Donna for last pay period.

533000	102	Judge	27	
	161	Secretary	91	
	299	Fringe Benefits	95	
	39000	Unassigned	213	
		Fund Balance	213	213

Correction to Commission Minutes

March 21, 2017 Correction to 56500-599 (which is the Library account) for the \$5000.00 Health and Welfare Grant. Should be 55110-599 (Health Dept.).

Property Assessor Darlene Hale had in Travel \$3000.00 and wanted to lower it to \$500.00, line item 52300-355.

COMMITTEE A

ATTENDING: Lesa Bouldin, Henry Seamons, Robert Van Winkle and Will Maxwell.

ABSENT: Mickey Robinson

ALSO ATTENDING: Cheryl Cole, Eddie Carter, Jared Campbell, Jessica Grissom, and David Chandler.

The Committee discussed budget transfers to close out the fiscal year 2016/2017 and the continuing budget. There will be a few additional transfers, which may need to be addressed by 6/30/17, but the following amendments were approved to take to the full Commission on 6/20/2017 for approval.

Motion by Henry Seamons second by Will Maxwell all voted yes by regular sign.

Jail

From 101-54210-160 (Guards/Correctional Officers)	to 340 (medical) \$13,000
335 (Maint/Repair)	to 599 (Other) 300
335 (Maint/Repair)	to 410 (Supplies) 1,600
335 (Maint/Repair)	to 422 (Food) 4,000
149 (Laborers)	to 454 (Water) <u>6,000</u>
Total Jail	\$24,900

Sheriff's Dept

From 101-54110-599 (Other Charges)	to 355 (Travel) \$1,000
599-(Other Charges)	to 435 (Office Sup) <u>500</u>
Total Jail	\$1,500

Motion by Will Maxwell second by Henry Seamons all voted yes by regular sign to recommend to the full Commission to approve for the Van Buren County Board of Education the following transfer; From 72-710-729 (Trans Equip) to 71-100-722 (Administration Equip) \$34,500 to purchase Chrome Books for grades 3-12.

Henry Seamons made the Robert Van Winkle second all voted yes by regular sign to recommend to the full Commission to approve the attached Courthouse Jail Maintenance transfers in the amount of \$23,661.00.

Henry Seamons made the motion and Robert Van Winkle second, all voted yes by regular sign to recommend approval to the full Commission to transfer \$125,000 from the General Fund Balance to Solid Waste as a loan to be paid back no less than \$25,000 per year for 5 years beginning on 6/30/2018 in order to pay BDS then remaining balance of the purchase price. All voted yes upon roll call.

Henry Seamons made the motion and Robert Van Winkle second, all voted yes by regular sign to recommend to the full Commission approval of the transfer the total amount of \$114,379 as listed on the attached transfer sheet for Solid Waste.

Will Maxwell made the motion and Henry Seamons second, all voted yes by regular sign to request approval from the full Commission to approve transfers in the amount of \$32,890 for the Ambulance Fund.

Will Maxwell made the motion and Henry seamons second with all voting yes by regular sign to request approval from the commission to approve a transfer in Drug Fund in the amount of \$526.

Will Maxwell made the motion and Henry Seamons second with all voting yes by regular sign to recommend the full Commission approve that line item 82310-510 be created with General Debt Service to replace 58900-510 and approve a transfer in the amount of \$460 into this line from the funds unassigned balance.

Robert Van Winkle made the motion and Will Maxwell second with all members approving to recommend to the full Commission approve the transfer the following lines by \$10 each from Fund balance 56500-201 (Soc Sec), 56500-210 (Unemp Comp), 56500-212 (Medicare).

Will Maxwell made the motion and Robert Van Winkle second to request the full Commission's approval to operate on a Continuing Budget for 2017/2018 until a time a new budget is ready for submission and approval. All voted yes upon roll call.

The budget Committee will meet on June 27 and June 28 at 5:00 p.m. to continue work on the next fiscal year budget.

With no other business, Henry Seamons made the motion and Robert Van Winkle second to adjourn. All voted yes by regular sign.

**Van Buren County Executive
2016/2017 Budget Amendments**

**Committee A Meeting 6/12/2017
Fund 112 – Courthouse Jail Maint.**

Function	Obj. Code	Description	Explanation	Debt	Credit
			To increase expenditure		
51800	149	Laborers			19,600
	167	Maint. Personnel		12,478	
	201	Social Security			323
	204	Retirement			662
	212	Employer Medicare			76
	425	Gasoline			3,000
	707	Building Improvement		1,000	
39000		Unassigned		10,183	
		Fund Balance			
			Total	23,661	23,661

Fund 116 – Solid Waste

55731	147	Truck Drivers			21,200
	201	Social Sec			1,046
	204	Retirement			1,670
	210	Unempl.Sec		90	
	212	Medicare			140
	336	Maint and repair			6,000
	412	Diesel			2,206
55732	149	Laborers			45,900
	201	Social Sec			575
	204	Retirement		400	
	210	Unemployment		1,000	
	307	Communication			1,100
	399	Contract Services			33,792
	415	Electricity			750
	454	Water and Sewer		400	
	499	Other Supplies and Materials		2,500	
	599	Other Charges		2,400	
	717			18,760	
39000		Unassigned Fund Balance		88,829	
		Fund Balance			
			Total	114,379	114,379

Fund 118 - Ambulance

55130	131	Medical Personnel		10,000	
	187	Overtime			31,800
	201	Social Security			900

	210	Unemployment Comp	5,200	
	212	Medicare		190
39000		Unassigned	27,690	
		Fund Balance		
		Total	32,890	32,890

Fund 122 – Drug Fund

54150	499	Supplies and Materials		166
58400	510	Trustees Commission		350
39000		Unassigned	516	
		Fund Balance		
		Total	516	516

Fund 151

82310	510	Commission		4,600
39000		Unassigned	4,600	
		Fund Balance		
		Total	4,600	4,600

Need line item 82310-510 created to do Commission Transfer from to replace 58900-510.

COMMITTEE A

JUNE 19, 2017

ATTENDING: Lesa Bouldin, Henry Seamons, Robert Van Winkle and Will Maxwell

ABSENT: Mickey Robinson

ALSO ATTENDING: Mayor Greg Wilson

When the Committee notes were typed for the April 3rd Meeting and approved by the Commission on April 18, 2017 a correction approved in Committee was left out of the Meeting notes approved concerning an incorrect account code in the Drug Fund. Will Maxwell made the motion and Robert Van Winkle second to correct this code and show in the Court Minutes the correct code used for the transfer of \$6000 from fund balance in the Drug Fund be noted as 122-54150-716. All voted yes by regular sign.

Will Maxwell made the motion and Henry Seamons second to approve the following transfers in the amount of \$55,020 all within the Jail to complete the fiscal year:

From 101-54210-160	to	101-54210-422	\$25,700
187		340	9,770
201		415	2,000
204		340	3,600
210		410	3,800
335		454	5,000
434		599	900
201		340	1,000
204		340	1,000

212	340	750
335	340	<u>1,500</u>
		55,020

Discussed the Capital Projects fund. The balance is \$145,851.12. The latest information show the building payment will be \$208,454 per year. After discussing the matter Will Maxwell made the motion and Henry Seamons second to request approval from the Commission to close out the Capital Projects Fund and transfer the total amount into Debt Service. All voted yes on roll call.

In light of the recent suspension due to health of the Van Buren News, the Committee discussed and would like the full Commission’s agreement to make if a fact of public record to direct that all official County notices be published in the Sparta Expositor effective immediately.

Discussed a request from the City of McMinnville of \$300 a month. No action was taken.

Will Maxwell made the motion and Robert Van Winkle second to ask for the approval of the full Commission to approve budget transfers in the General Fund in the amount of \$8005. See attached sheet for itemization. All voted yes by regular sign.

With no other business, Will Maxwell made the motion and Robert Van Winkle second to adjourn. All voted yes by regular sign.

**Van Buren County Executive
2016/2017 Budget Amendments**

		Fund 101 – General Fund			
Function	Obj. Code	Description	Explanation	Debit	Credit
51800	169	Part time personnel	(Larry Bouldin)		2,500
	201	Social Security			65
	210	Unemployment	100		
	212	Medicare			20
51800	307	Communication			3,400
52500	317	Data Processing	(BIS)		980
56500	169	Part time personnel			120
	201	Social security			100
	212	Medicare			20
	317	Data Processing	240		
58300	355	Travel			800
39000				7,665	
		Fund Balance			
			Total	8,005	8,005

**Health Department
Transfer**

Revenue Code: 46390	101 Other Health and Welfare	4,900
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(The \$4,900.00 needs to be approved to go into the Health Department line item 101-55110-499. We have already received the grant money, its Tobacco Grant money it runs from January-December. So what money isn't spent will also carry over on next fiscal year budget.) **For the record.**

Committee A Chairman Lesa Bouldin brought forward action that needs to be taken by the full Commission from the previous Committee A Meetings.

Budget Transfers

The Budget Committee has met several dates to discuss and work on the upcoming 2017/2018 Budget. Committee A Chairman Lesa Bouldin read all minutes from each meeting and opened the floor for discussion by the full Commission before voting on anything. After much discussion on the transfers, Robert Van Winkle made a motion, second by David Chandler to waive the ten day rule.

Upon roll call: Lesa Bouldin, David Chandler, Zach Fletcher, Joey Grissom, Hugh Hillis, William Maxwell, Mickey Robinson, Henry Seamons, Brian Simmons and Robert Van Winkle voted yes. Motion passed.

Robert Van Winkle made a motion, second by William Maxwell to approve the Budget Transfers.

Upon roll call: Lesa Bouldin, David Chandler, Zach Fletcher, Hugh Hillis, William Maxwell, Mickey Robinson, Henry Seamons, Brian Simmons and Robert Van Winkle voted yes. Joey Grissom abstained. 9- Yes votes, 1-abstained. No Changes to any yes vote. Motion passed.

**RESOLUTION NUMBER 382 TO ADOPT A CONTINUING BUDGET AND TAX RATE AND TO AUTHORIZE
THE EXPENDITURE OF FUNDS BY THE VARIOUS COUNTY OFFICES AND DEPARTMENTS**

WHEREAS, it now appears that the fiscal year 2017/2018 budget of Van Buren County, Tennessee, will not be approved by July 1, 2017.

NOW, THEREFORE, BE IT RESOLVED, by the County legislative body of Van Buren County, Tennessee, meeting in June session on this 20th day of June, 2017 that:

SECTION 1. The amount set out in the fiscal 2016/2017 Appropriations Resolution are continued and the various departments, offices and agencies are authorized to expend funds at the same level as the previous fiscal year.

SECTION 2. The property tax rate of \$1.9299 per each \$100 of taxable property for the fiscal year beginning July 1, 2017, will remain in effect until a new property tax rate is adopted.

SECTION 3. No local funds can be expended or obligated that exceed the previous year's budget appropriation until a new budget is adopted. Expenditures mandated by the State or rules and regulations adopted by the State are incorporated into this continuing budget.

SECTION 4. This Resolution will take effect from and after its passage and its provisions will be in force from July 1, 2017, until the budget and tax rate for fiscal year 2017/2018 is finally adopted and approved. The County Clerk shall include this Resolution in the minutes of the Van Buren County legislative body and send a copy to each department head.

Adopted this 20th day of June 2017.

APPROVED:

County Executive

ATTEST:

County Clerk

In order for operation of the County, until the 2017/2018 Budget is passed the full Commission will need to pass this Resolution to adopt a continuing budget and tax rate. William Maxwell made a motion, second by Robert Van Winkle to approve the Resolution for a Continuing Budget.

Upon roll call: Lesa Bouldin, David Chandler, Zach Fletcher, Joey Grissom, Hugh Hillis, William Maxwell, Mickey Robinson, Henry Seamons, Brian Simmons and Robert Van Winkle voted yes. Motion passed.

Van Buren County Newspaper

Due to the Van Buren County Newspaper being unavailable at this time, we will have a Tax sale coming up and other legal notices that will need to be advertised in the paper. The County has used the Sparta Expositor before when needed. Lesa Bouldin made a motion, second by William Maxwell to make it a fact of public record that the County will be using The Sparta Expositor until The Van Buren County Newspaper is back in circulation. All agreed by voice vote. Motion passed.

Committee B Report

Van Buren County Commission

Committee B Minutes

April 24, 2017

Meeting attendance: Joey Grissom, Hugh Hills, Brian Simmons, David Chandler and Mayor Greg Wilson. Also in attendance were Sheriff Eddie Carter, Jail Administrator Jared Campbell and Architect Allen Hill.

Allen Hill provided a preliminary drawing for a slaughter house, explained the layout for the proposed building with room for future expansion. The current drawing shows a 12,000 square foot building. It was decided to contact proposed business owner, Mr. Sullivan, to attend next committee B meeting.

Sheriff Carter and Administrator Campbell came to committee B to ask for additional funding for kiosks and phone line conduits for the new jail. They explained the need for the additional phone lines in the female and detox areas, also the need for five additional data ports for the kiosks. The kiosks will provide commissary and law library access for the prisoners. The \$1,500.00 in additional funds will be for conduit installation only, any wire or cable cost will be approved at later date if needed. Motion made by Brian Simmons and seconded by Hugh Hills to send request for these addition funds to the full commission, with a \$1,500.00 limitation. All voted yes.

Inquiries were made by the Davis family to purchase county owned property adjacent to Acument Global. After discussion it was decided that it was in the best interest of the county to retain the property for future county use.

To eliminate cost, after the completion of the new administration building, it was discussed to move the following offices to the Old Court House: Veterans Services, UCHRA, Historical Society and Senior Companion Program. Moving these offices will reduce the cost of operating the Old Burritt Building (current Admin Bldg). Motion made by Joey Grissom and seconded by Brian Simmons to take before full commission for a vote, all voted yes.

Motion to adjourn made by Hugh Hillis and seconded by Joey Grissom, all voted yes.

Van Buren County Committee B Minutes June 15, 2017

Meeting was called to order by Vice Chairman David Chandler, roll call was taken with Joey Grissom David Chandler, Brian Simmons and Zach Fletcher present and Hugh Hillis not present. Mayor Greg Wilson was also present.

Agenda item number 1 was to elect a new Committee B Chairman since the Chairman seat was vacated by Rip Van Winkle. Brian Simmons nominated David Chandler, David declined the nomination and nominated Brian Simmons. Joey Grissom seconded the nomination and votes were yes.

Agenda item 2 was an update on the new building issues, it was brought to the Mayors attention by Larry Bouldin that there was an issue with one of the walls in the new building. (See the drawing) Allen Hill was present and also a rep. from J-Cumby. It was discovered that one of the walls was longer than the other and this in turn caused a problem with the still beam in the roof not fitting correctly. This was repaired by cutting and refitting the beam, however the structural engineer wanted that changed from a weld fix to the beam being refitted and bolted into place. This repair will be made and an ASI will be included with the final finish contract. Members from J Cumby and Allen Hills office will be present at full Commission Meeting on June 19, 2017 to go into detail with full Commission. No action was needed on this matter other than to make full Commission aware.

Agenda item number 3 was sidewalk repair and new lighting on Burrirt property. Mayor Wilson brought to Committee's attention that there was money left over from the Tourism Grant. It was discussed that there funds could be used to resurface the sidewalks and add around 10 outside lamps on the Burrirt property. A Motion was made by Joey Grissom and seconded by David chandler to proceed with this project with these funds. Chairman Simmons called for a vote, all votes were yes.

With the agenda cleared Chairman Simmons asked for motion to adjourn, Motion was made by Joey Grissom, Seconded by David Chandler all were in favor and Committee adjourned.

During the April 24th Committee B Meeting David Chandler was the active Chairman. Mr. Chandler brought forward action that needs to be taken by the full Commission.

Kiosks and phone line conduits for the new Jail

Sheriff Eddie Carter and Administrator Jarrod Campbell attended the Committee B Meeting asking for additional funding for Kiosks, data ports and phone line conduits for the new Jail. David Chandler made a motion, second by Hugh Hillis to allow the \$1,500.00 limitation in additional funds for the conduit installation only, any wire or cable cost will be approved at a later date if needed.

Upon roll call: Lesa Bouldin, David Chandler, Zach Fletcher, Joey Grissom, Hugh Hillis, William Maxwell, Mickey Robinson, Henry Seamons, Brian Simmons and Robert Van Winkle voted yes. Motion passed.

New Committee B Chairman Brian Simmons brought forward action that needs to be taken by the full Commission from the June 15, 2017 Meeting.

Sidewalk repairs & new lighting on Burrirt Property

Mayor Greg Wilson brought to the Committee B's attention there were some money left over from the Tourism Grant. After discussion by the Committee B, they decided to bring forward to the full Commission a vote and use the extra money on resurfacing the sidewalks and add outside lighting on the Burrirt property. Lesa Bouldin made a motion, second by David Chandler to solicit bids for this project.

Upon roll call: Lesa Bouldin, David Chandler, Zach Fletcher, Joey Grissom, Hugh Hillis, William Maxwell, Mickey Robinson, Henry Seamons, Brian Simmons and Robert Van Winkle voted yes. Motion passed.

Old Business

None

New Business

The Jails new Medical Contract is working out very well but it doesn't cover Hospital/Ambulance Bills. A bill is recently coming due from the hospital, also in the case of this service being use before July 1, 2017, Sheriff Eddie Carter is asking for a 10,000.00 balance to be transferred to line item 101-54210-340 Medical/Dental. Lesa Bouldin made a motion, second by David Chandler to transfer \$10,000.00 out of the Fund Balance into line item 101-54210-340 Medical/Dental.

Upon roll call: Lesa Bouldin, David Chandler, Zach Fletcher, Joey Grissom, Hugh Hillis, William Maxwell, Mickey Robinson, Henry Seamons, Brian Simmons and Robert Van Winkle voted yes. Motion passed.

Adjournment

Lesa Bouldin made a motion, second by Brian Simmons to adjourn. All agreed by voice vote. Motion passed. Meeting adjourned at 6:40 p.m.