

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

The Van Buren County Commission met in a Regular Meeting on Monday April 21, 2025 at 6:00 p.m. at the Van Buren County Administrative Facility & Justice Center. The following action was taken as recorded in Minute Book, "U".

Call to Order

Sheriff Michael Brock called the Meeting to Order.

Roll Call

Members present: Michael Chandler, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Tommy Frady, Michael Woodlee and Cale Crain.

Also present: County Attorney Howard Upchurch, County Mayor David Sullivan, County Clerk Lisa Rigsby, and Several Citizens of Van Buren County.

Prayer

Dusty Madewell led us in prayer.

Pledge

Chairman Cale Crain led us in the Pledge of Allegiance.

Approval of Minutes from Commission Meeting on March 17, 2025 as printed.

Michael Woodlee made a motion, second by Terry Hickey to approve the Minutes from the Commission Meeting on March 17, 2025. All agreed by voice vote. 0-opposed. Motion passed.

Approval: Committee A Reports.

Committee A Meeting

4-7-2025 @5:30 p.m.

Roll Call: All members present: Cale Crain, Terry Hickey, Terry Hodges, Jordan Delong and Tabitha Denney.

New Business: Motion made by Cale Crain seconded by Terry Hodges to continue with TCRS employer rate of 7% for 2025-2026 budget year. Roll call all members voted yes.

Motion made by Jordan Delong seconded by Terry Hickey to approve budget amendment to cover skylights of \$88,500 from 39000 to unassigned 112-51800-335 Court House and Jail Maintenance. Roll call all members voted yes.

Motion made by Terry Hickey and seconded by Jordan Delong to move Van Buren County Board of Education general funds 141 as presented. Roll call all members voted yes.

Motion made by Terry Hodges and seconded by Cale Crain to approve Howard Upchurch's County Attorney retainer fee to increase from \$550 per month to \$750 per month beginning July 1, 2025. Roll call all members voted yes.

Motion made by Cale Crain and seconded by Terry Hodges to move \$405 from 101-44170 Miscellaneous Refunds to 101-54110-187 Overtime. Roll call all members voted yes.

Motion made by Cale Crain and seconded by Terry Hickey to move \$17,000 from 101-39000 to 101-58400-510 Commission. Roll call all members voted yes.

Motion made by Jordan Delong and seconded by Terry Hodges to move \$900 from 39000 to 151-82310-510. Roll call all members voted yes.

Motion made by Cale Crain and seconded by Terry Hodges to move \$80 from Fund 122-39000 to 122-58400-510. Roll call all members voted yes.

Motion made by Terry Hickey and seconded by Jordan Delong local purpose tax fund 120 to move \$900.00 from 39000 to 58400-510. Roll call all members voted yes.

Motion made by Cale Crain and seconded by Jordan Delong Solid Waste fund 116 to move \$1,200 from 39000 to 55732-510. Roll call all members voted yes.

Motion made by Terry Hodges and seconded by Terry Hickey to move \$15 from 39000 to fund 112-51800-204 Court House and Jail Maintenance. Roll call all members voted yes.

Motion made by Terry Hickey and seconded by Cale Crain to move \$7,500 from 101-5410-399 to 54110-187 Overtime. Roll call all members voted yes.

Motion made by Cale Crain and seconded by Terry Hickey to solicit bids for mowing of County Properties. All members in favor. List to be made by Mayor's Office.

Motion made by Cale Crain and seconded by Jordan Delong to move \$881.46 from 39000 to 118-55130-335 for EMS Maintenance items. Roll call all members voted yes.

Motion made by Jordan Delong and seconded by Terry Hickey to move \$2,839.48 from 39000 to 118-55130-708 for two portable radios.

Motion made by Terry Hickey and seconded by Terry Hodges to adjourn.

Committee A Chairman Tabitha Denney brought forward action that needs to be taken by the Full Commission from the Committee A Meeting on April 7, 2025.

TCRS approval of 7% for County Employees

Tabitha Denney made a motion, second by Michael Woodlee to approve to continue with TCRS employer rate of 7% for 2025-2026 budget year.

Upon roll call: Michael Chandler, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Tommy Frady, Michael Woodlee and Cale Crain voted yes. Motion passed.



Employer Contribution Rate Certification
Tennessee Consolidated Retirement System (TCRS)
Actuarial Valuation at June 30, 2024



Acknowledgement of employer rate effective July 1, 2025 through June 30, 2026

Department Code: 0082090
Department Name: VAN BUREN COUNTY

☒ I hereby acknowledge and agree that I have reviewed the background information on rates provided to me and also located on the Treasury Website at: <https://publicreports.treasury.tn.gov>. I further acknowledge the upward trends concerning future employer contribution rates.

Please select one of the options below

- ☐ The Minimum Employer rate: 5.87%
☒ Optional: We choose to pay a higher contribution of: 7 0/0

Employer Signature _____ Title _____

Date _____ Phone _____ Email _____

The first department code listed on the Employer Actuarially Determined Contribution (ADC) Rate sheet is your master code. The master code is responsible for determining the rate and submitting the completed employer contribution rate certification to TCRS. The rate selected will be applicable for all department codes listed on the Employer Actuarially Determined Contribution (ADC) Rate sheet. It is the master code's responsibility to notify these departments of the new rates.

Please return the completed rate certification no later than May 30, 2025 via one of the following methods:

By email: TCRS.EmployerReporting@tn.gov
By mail: TCRS Employer Reporting
502 Deaderick Street, 15th Fl.
Nashville, TN 37243

**Tennessee Consolidated Retirement System
Employer Actuarially Determined Contribution (ADC) Rate**

Department Code(s): 820.90 820.91 820.92
VAN BUREN COUNTY

Applicable period for this employer rate	July 1, 2025 through June 30, 2026
Actuarial valuation date	June 30, 2024
Actuarial experience study date	June 30, 2020
Investment rate of return assumption	6.75%

Key Elements of the Pension Plan (Employer Elections)

Base plan formula	1.5% formula times years of service
Employee contribution rate	5% of salary
Vesting period	5 years
Retiree COLAs	Provided, CPI based, capped at 3%

Employer ADC Rate		Actuarial Present Value of Benefits (PVB) Summary	
<i>Rate Components:</i>		Actuarial value of assets	\$ 14,621,398
Normal cost	4.75 %	Expected employee contributions	2,105,198
Unfunded accrued liability amortization	0.79 %	Expected employer normal cost	1,920,830
Administrative cost	0.33 %	Unfunded accrued liability	146,928
Total employer ADC rate	5.87 %	Total PVB	\$ 18,794,354

Employees Covered by Benefit Terms

Inactive employees or beneficiaries currently receiving benefits	85
<i>Annualized Retirement Benefit: \$497,749</i>	
Inactive employees entitled to but not yet receiving benefits	202
Active employees	130
<i>Annualized Salary: \$4,793,892</i>	
Total	417

Amortization of Unfunded Accrued Liability

Actuarial Valuation Date	Unfunded Accrued Liability (Negative Unfunded Accrued Liability)	Annual Amortization Amount	Amortization Period at June 30, 2024 (in years)
June 30, 2013	\$ 0	\$ 0	0.00
June 30, 2015	0	0	0.00
June 30, 2016	0	0	0.00
June 30, 2017	0	0	0.00
June 30, 2018	(135,877)	(14,337)	14.00
June 30, 2019	(239,109)	(24,206)	15.00
June 30, 2020	0	0	0.00
June 30, 2021	170,220	44,493	4.24
June 30, 2022	16,361	1,557	16.71
June 30, 2023	22,520	2,004	18.99
June 30, 2024	312,813	27,125	20.00
Total	\$ 146,928	\$ 36,636	

Tabitha Denney made a motion, second by Michael Woodlee to approve budget amendment to cover skylights of \$88,500 from 39000 to unassigned 112-51800-335 Court House and Jail Maintenance.

Upon roll call: Michael Chandler, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Tommy Frady, Michael Woodlee and Cale Crain voted yes. Motion passed. **Budget Amendment as following:**

Van Buren Co. Executive
2024-2025

Courthouse and Jail Maint
Fund 112

Function	Obj.	Description	Explanation	Debit	Credit
39000 51800	335	UNASSIGNED MAINTENANCE	skylights skylights	\$ 88,500.00	\$88,500.00
			Total	\$ 88,500.00	\$ 88,500.00

Budget Amendments for Board of Education, Fund 141

Tabitha Denney made a motion, second by Terry Hodges to approve to move Van Buren County Board of Education General Funds 141 as presented.

Upon roll call: Michael Chandler, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Tommy Frady, Michael Woodlee and Cale Crain voted yes. Motion passed. **Budget Amendments as presented:**

Van Buren Co. Board of Education
2024-2025

BUDGET AMENDMENT
REIMBURSABLE FUNDS

GENERAL FUND
FUND 141

FUNCTION	OBI.	DESCRIPTION	EXPLANATION	DEBIT	CREDIT
71100	116-ISM	Innovative School Model Grant	Teacher		31020.00
71100	201-ISM	Innovative School Model Grant	Social Security		2424.51
71100	204-ISM	Innovative School Model Grant	State Retirement		2737.35
71100	212-ISM	Innovative School Model Grant	Employer Medicare		567.02
71100	217-ISM	Innovative School Model Grant	Retirement Hybrid Stabilization		391.05
71300	116-ISM	Innovative School Model Grant	Vocational Teachers		36902.25
71300	189-ISM	Innovative School Model Grant	Other Salaries & Wages		13500.00
71300	201-ISM	Innovative School Model Grant	Social Security		3148.05
71300	204-ISM	Innovative School Model Grant	State Retirement		3554.25
71300	207-ISM	Innovative School Model Grant	Medical Insurance		5653.52
71300	212-ISM	Innovative School Model Grant	Employer Medicare		735.72
71300	217-ISM	Innovative School Model Grant	Retirement Hybrid Stabilization		372.75
76100	399-ISM	Innovative School Model Grant	Other Contracted Services		36000.00
76100	706-ISM	Innovative School Model Grant	Building Construction		250577.40
46790	ISM	Innovative School Model Grant	Other Vocational	387583.87	
TOTAL				387583.87	387583.87

Van Buren Co. Board of Education

2024-2025

BUDGET AMENDMENT

GENERAL FUND

FUND 141

FUNCTION	OBL.	DESCRIPTION	EXPLANATION	DEBIT	CREDIT
72130	499	Other Supplies & Materials	Need more funds for Materials		2000
72130	189	Other Salaries and Wages	Move for funds to spend for materials	2000	
72210	217	Retirement Hybrid Stabilization	New Librarian is Hybrid		700
72210	524	Inservice/Staff Development	Move funds for Emp Retirement needed	700	
72710	217	Retirement Hybrid Stabilization	Employee Hybrid need funds for stablization		500
72710	599	Other Charges	Move for Emp Retirement Stabilization	500	
73300	499	Other Supplies & Materials	Need more funds for Materials		500
73300	790	Other Equipment	Moved funds to be spent in Materials	500	
72110	207	Medical Insurance	Employee changed coverage		500
72110	355	Travel	Need more funds for Medical Matching	500	
TOTAL				4200	4200

BUDGET AMENDMENT
Reimbursable Funds

GENERAL FUND
FUND 141

FUNCTION	OBJ.	DESCRIPTION	EXPLANATION	DEBIT	CREDIT
73300	105-LEAPS	Lottery for Education Afterschool Program	Supervisor/Director		7200.00
73300	116-LEAPS	Lottery for Education Afterschool Program	Teachers		47280.00
73300	163-LEAPS	Lottery for Education Afterschool Program	Educational Assistants		5400.00
73300	189-LEAPS	Lottery for Education Afterschool Program	Other Salaries & Wages		3000.00
73300	201-LEAPS	Lottery for Education Afterschool Program	Social Security		3897.57
73300	204-LEAPS	Lottery for Education Afterschool Program	State Retirement		4051.91
73300	212-LEAPS	Lottery for Education Afterschool Program	Employer Medicare		911.53
73300	499-LEAPS	Lottery for Education Afterschool Program	Other Supplies and Materials		1500.00
73300	524-LEAPS	Lottery for Education Afterschool Program	Inservice/Staff Development		1250.00
73300	599-LEAPS	Lottery for Education Afterschool Program	Other Charges		508.99
46590	LEAPS	Lottery for Education Afterschool Program	Other State Education Funds	75000.00	
TOTAL				75000.00	75000.00

Van Buren Co. Board of Education
2024-2025

BUDGET AMENDMENT
Reimbursable Funds

GENERAL FUND
FUND 141
Revision for LEAPS #2

FUNCTION	OBJ.	DESCRIPTION	EXPLANATION	DEBIT	CREDIT
73300 73300	524-LEAPS 217-LEAPS	Lottery for Education Afterschool Program Lottery for Education Afterschool Program	Move to Hybrid Stabilization Need additional funds in Hybrid Stabilization	200.00	200.00
TOTAL				200.00	200.00

Van Buren Co. Board of Education
2024-2025

BUDGET AMENDMENT
REIMBURSABLE FUNDS

GENERAL FUND
FUND 141

FUNCTION	OBJ.	DESCRIPTION	EXPLANATION	DEBIT	CREDIT
73400	105-VPK	Voluntary Pre-K Grant	Supervisor/Director		19232.40
73400	116-VPK	Voluntary Pre-K Grant	Teachers		125970.00
73400	163-VPK	Voluntary Pre-K Grant	Educational Assistants		38887.32
73400	201-VPK	Voluntary Pre-K Grant	Social Security		11413.57
73400	204-VPK	Voluntary Pre-K Grant	State Retirement		11956.99
73400	212-VPK	Voluntary Pre-K Grant	Employer Medicare		2669.30
73400	524-VPK	Voluntary Pre-K Grant	Inservice/Staff Development		246.62
73400	599-VPK	Voluntary Pre-K Grant	Other Charges		100.00
46515	VPK	Voluntary Pre-K Grant	Early Childhood Education	210476.20	
This Grant will zero out at end of school year					
TOTAL				210476.20	210476.20

FUNCTION	OBJ.	DESCRIPTION	EXPLANATION	DEBIT	CREDIT
73400	163-VPK	Voluntary Pre-K Educational Assistants	Reduce due to over-budgeting in this line	2400.66	
73400	198-VPK	Voluntary Pre-K Educational Assistants	Moved for sub for EA on Maternity leave		2400.66
			TOTAL	2400.66	2400.66

BUDGET AMENDMENT
REIMBURSEABLE FUNDS

GENERAL FUND
FUND 141

FUNCTION	OBJ.	DESCRIPTION	EXPLANATION	DEBIT	CREDIT
71200	163-SSPG	State Special Education Preschool Grant	Educational Assistants		18067.58
71200	201-SSPG	State Special Education Preschool Grant	Social Security		1193.00
71200	204-SSPG	State Special Education Preschool Grant	State Retirement		1347.00
71200	212-SSPG	State Special Education Preschool Grant	Employer Medicare		279.00
72220	524-SSPG	State Special Education Preschool Grant	Inservice/Staff Development		2431.19
46515	SSPG	State Special Education Preschool Grant	Early Childhood Education	23317.77	
TOTAL				23317.77	23317.77

BUDGET AMENDMENT
REIMBURSABLE

GENERAL FUND
FUND 141

FUNCTION	OBL.	DESCRIPTION	EXPLANATION	DEBIT	CREDIT
72120	131-HRP	Healthcare Resiliency Program Grant	Medical Personnel		52000.00
72120	201-HRP	Healthcare Resiliency Program Grant	Social Security		3224.00
72120	204-HRP	Healthcare Resiliency Program Grant	State Retirement		3640.00
72120	212-HRP	Healthcare Resiliency Program Grant	Employer Medicare		754.00
72120	413-HRP	Healthcare Resiliency Program Grant	Drugs and Medical Supplies		10000.00
72120	524-HRP	Healthcare Resiliency Program Grant	Inservice/Staff Development		2000.00
72710	729-HRP	Healthcare Resiliency Program Grant	Transportation Equipment		35000.00
46390	HRP	Healthcare Resiliency Program Grant	Other Health And Welfare Grants	106618.00	
TOTAL				106618.00	106618.00

Retainer Fee increase for County Attorney (\$550.00 to \$750.00)

Tabitha Denney made a motion, second by Kenny Smith to approve Howard Upchurch's County Attorney retainer fee to increase from \$550 per month to \$750 per month beginning July 1, 2025.


Upon roll call: Michael Chandler, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Tommy Frady, Michael Woodlee and Cale Crain voted yes. Motion passed. **Retainer fee Letter as following:**

affiliation with Van Buren County and the relationship I have developed with the current Commissioners and the past Commissioners and County Officials). I will continue to represent Van Buren County as long as you and the Commissioners honor me with the privilege of representing the County – whether the retainer is increased as requested herein or not. The retainer fee of Van Buren County includes, of course, work which I am periodically requested to perform on behalf of the Van Buren County Board of Education. I do not bill separately for work for the Board of Education in Van Buren County like I do in Bledsoe County.

I will be happy to discuss this with you in more detail at your convenience. Please feel free to call with any questions or comments.

Thank you.

Sincerely,


HOWARD I. UPCHURCH

HLU/kjm

three (3) hours of our time each month to the business of Van Buren County. I enjoy my

Budget Amendment for Miscellaneous Refunds (\$405.00) TBI Reimbursement

Tabitha Denney made a motion, second by Michael Woodlee to approve to move \$405.00 from 101-44170 Miscellaneous Refunds to 101-54110-187 Overtime.

Upon roll call: Michael Chandler, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Tommy Frady, Michael Woodlee and Cale Crain voted yes. Motion passed. **Budget Amendment as following:**

Van Buren County Trustee
Miscellaneous Receipt

User: Beth Simmons
Date/Time: 4/1/2025 7:37 AM

Date: 03/31/2025
Initials: BS
Drawer: 2 Beth's Cash Drawer
Group: Trustee

Receipt Number: 790
Transaction Total: 405.00
Trans. Total Tendered: 405.00
Change: 0.00

Transaction No:	146803	Description -	VBC SHERIFF - TBI OVER TIME		
Amount:	\$405.00	Object	REIMBURSEMENT	Allocation	Receipt Item Amount
Revenue Code			Cost	101 - County General	\$405.00
44170	Miscellaneous Refunds				
Received of	Payment Type	Payment No	Amount		
STATE OF TN	Direct Deposits		\$405.00		

Original

Review Payments
Payment Details

Van Buren County Executive

0006653084

Invoice Number: 008 3/10/25

Method: EFT

Amount: \$405.00

Routing Number: 064102070

Bank Account Number: *****0077

Paid To: Van Buren County Executive

Payment Date: 04/01/2025

Pay Status: Paid

Currency: USD

Country USA United States

*Address 1 121 Taft Dr

Address 2

Address 3

*City Spencer

County

*State TN Tennessee

*Postal 38585

From: Fifth Third Bank

Payment Advice



Invoice

Gross Amount

Discount

Discount Taken

Payment Message

Paid Amount BU Description

Telephone

008 3/10/25

405.00

0.00

Inv#008 3/10/25 OT
Reimbursement
CAMP TBI BU34800

405.00 TBI

615/744-4122

Return to Payments Made

Budget Amendment, Commission's (\$17,000.00)

Tabitha Denney made a motion, second by Michael Woodlee to approve to move \$17,000 from 101-39000 to 101-58400-510 Commission.

Upon roll call: Michael Chandler, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Tommy Frady, Michael Woodlee and Cale Crain voted yes. Motion passed. **Budget Amendment as following:**

Tabitha Denney made a motion, second by Michael Woodlee to approve to move \$900.00 from 39000 to 151-82310-510.

1

Budget Amendment for Commission’s (\$80.00)

Tabitha Denney made a motion, second by Michael Woodlee to approve to move \$80.00 from Fund 122-39000 to 122-58400-510.

Upon roll call: Michael Chandler, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Tommy Frady, Michael Woodlee and Cale Crain voted yes. Motion passed. **Budget Amendment as following:**

**Van Buren Co. Executive
2024-2025**

**Debt Service
Fund 151**

Function	Obj.	Description	Explanation	Debit	Credit
39000 82310	510	unassigned trustee comm	trustee comm	\$ 900.00	\$ 900.00
			Total	\$ 900.00	\$ 900.00

Budget Amendment for Local Purpose Tax, \$900.00, Commission's

Tabitha Denney made a motion, second by Michael Woodlee to approve to move \$900.00 local purpose tax fund 120 to move from 39000 to 58400-510.

Van Buren Co. Executive
2024-2025

Drug Fund
Fund 122

Function	Obj.	Description	Explanation	Debit	Credit
39000 58400	510	unassigned trustee comm	trustee comm	\$ 80.00	\$ 80.00
			Total	\$ 80.00	\$ 80.00

Upon roll call: Michael Chandler, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Tommy Frady, Michael Woodlee and Cale Crain voted yes. Motion passed. **Budget Amendment as following:**
Budget Amendment for Solid Waste Fund 116, \$1,200.00
Tabitha Denney made a motion, second by Michael Woodlee to approve Solid Waste fund 116 to move \$1,200 from 39000 to 55732-510.

Van Buren Co. Executive
2024-2025

Local Purpose Tax
Fund 120

Function	Obj.	Description	Explanation	Debit	Credit
39000 58400	510	unassigned trustee comm	trustee comm trustee comm	\$ 900.00	\$ 900.00
			Total	\$ 900.00	\$ 900.00

Upon roll call: Michael Chandler, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Tommy Frady, Michael Woodlee and Cale Crain voted yes. Motion passed. **Budget Amendment as following:**

Budget Amendment, \$15.00

Tabitha Denney made a motion, second by Terry Hickey to approve to move \$15.00 from 39000 to fund 112-51800-204 Court House and Jail Maintenance.

**Van Buren Co. Executive
2024-2025**

**Solid Waste
Fund 116**

Function	Obj.	Description	Explanation	Debit	Credit
39000 55732	510	unassigned trustee comm	trustee comm	\$ 1,200.00	\$ 1,200.00
			Total	\$ 1,200.00	\$ 1,200.00

Upon roll call: Michael Chandler, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Tommy Frady, Michael Woodlee and Cale Crain voted yes. Motion passed. **Budget Amendment as following:**

Budget Amendment Fund 101, \$7,500.00

**Van Buren Co. Executive
2024-2025**

**Courthouse and Jail Maint
Fund 112**

Function	Obj.	Description	Explanation	Debit	Credit
39000 51800	204	UNASSIGNED state retirement	unassigned retirement	\$ 15.00	\$15.00
			Total	\$ 15.00	\$ 15.00

Tabitha Denney made a motion, second by Michael Woodlee to approve to move \$7,500 from 101-54110-399 to 54110-187 Overtime.

Upon roll call: Michael Chandler, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Tommy Frady, Michael Woodlee and Cale Crain voted yes. Motion passed. **Budget Amendment as following:**

Solicit Bids for mowing County Properties

Van Buren Co. Executive
2024-2025

BUDGET AMENDMENT

General Fund
Fund 101 General Fund

Function	Obj.	Description	Explanation	Debit	Credit
54110	399	Other Contracted Services		\$ 7,500.00	
54110	187	Overtime			\$ 7,500.00
			Total	\$ 7,500.00	\$ 7,500.00

Committee A brought forth action to the Full Commission about soliciting bids for mowing all County Properties. Commissioner Kenny Smith questioned, "What County Properties are you talking about and do we not have County employees to mow?" Tabitha Denney explained the reasoning for soliciting bids were because last year solid waste got behind on the cardboard at the Convenience Center because of the mowing and work. Committee A would like to solicit bids to see if the cost would be feasible. The County would still mow the Spencer Convenience Center and Sheriff Brock will continue to take care of the Administration/Jail Facility. Tabitha Denney made a motion, second by Terry Hickey to approve to solicit bids for mowing of County Properties. The Mayor will be making a list.

Upon roll call: Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Tommy Frady, Michael Woodlee and Cale Crain voted yes. Michael Chandler, Jordan Delong, and Kenny Smith voted no. 7-yes votes, 3-no votes. Motion passed.

Budget Amendment for EMS Maintenance, \$881.46

Tabitha Denney made a motion, second by Michael Woodlee to approve to move \$881.46 from 39000 to 118-55130-335 for EMS Maintenance items.

Approval of Bond for Katina Simmons, Director of Schools

Terry Hickey made a motion, second by Terry Hodges to approve the Bond for Katina Simmons, Director of Schools. All approved by voice vote. 0-opposed. Motion passed.

Approval of County Board of Equalization Members: Brandy Delon, Freda Christensen, Monroe Mooneyham, Glen Bickford, and Mark Cunningham.

Michael Woodlee made a motion, second by Tabitha Denney to approve the members Brandy Delon, Freda Christensen, Monroe Mooneyham, Glen Bickford and Mark Cunningham to the County Board of Equalization. All agreed by voice vote. 0-opposed. Motion passed.

Approval to Move \$10,000.00 from 39000 to line item 101-51800-425 for Gasoline.

Tabitha Denney made a motion, second by Michael Woodlee to approve to move \$10,000.00 from 39000 to line item 101-51800-425 for Gasoline.

Michael Woodlee made a motion, second by Terry Hickey to approve to move \$2,000.00 from 39000 to line item 116-55731-336 for maintenance on Solid Waste Truck.

Van Buren Co. Executive 2024-2025		General Fund Fund 101			
Function	Obj.	Description	Explanation	Debit	Credit
39000		unassigned	gasoline	\$ 10,000.00	
51800	425	gasoline	gasoline		\$ 10,000.00
			Total	\$ -	\$ 10,000.00

Upon roll call: Michael Chandler, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Tommy Frady, Michael Woodlee and Cale Crain voted yes. Motion passed. **Budget Amendment as following:**

UT Extension Budget Adjustments

UT Extension Director Chris Binkley was present at the meeting to address the Full Commission of needed budget adjustments. The old system paid salary and benefits out of one line item but the new system will be paid out of two. Terry Hickey make a motion, second by Michael Woodlee to approve as presented.

**Van Buren Co. Executive
2024-2025**

**Solid Waste
Fund 116**

Function	Obj.	Description	Explanation	Debit	Credit
39000 55731	336	unassigned mainten.on truck	maint on truck maint. On truck	\$ 2,000.00	\$ 2,000.00
			Total	\$ 2,000.00	\$ 2,000.00

Upon roll call: Michael Chandler, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Tommy Frady, Michael Woodlee and Cale Crain voted yes. Motion passed. **Budget Amendments as presented:**

Heath Department Grant (reimbursement Grant)

County Health Department Director Summer Matthews was present at the Full Commission Meeting requesting to get a bid for replacement of all flooring and painting of all upstairs and downstairs. There is \$146,599.00 left of the grant monies and the proposal that she received



New Business

Van Buren County
445 College Street
Spencer, TN 38585
Office: 931-946-2435
vanburen.tennessee.edu

4/18/25

Mayor Sullivan & VB Commission

The University has gone to a new billing system. I would like to make the following adjustments to my budget.

Move \$3867.98 from 57100-161 to **57100-140**

Move \$1647.60 from 57100-201 to 57100-299

Move \$4351.15 from 57100-204 to 57100-299

Move \$6557.44 from 57100-207 to 57100-299

Move \$28 from 57100-210 to 57100-299

Move \$524.48 from 57100-212 to 57100-299

Move \$56.56 from 57100-513 to 57100-299

These changes will allow us to pay the quarterly bill easier. Thanks for your support!

A handwritten signature in black ink, appearing to read "CB", with a stylized, angular flourish at the end.

Chris Binkley
UT Extension Van Buren County Director

was in the amount of \$133,800.00. This money will need to be spent by the end of the physical Year or it will have to be rolled over to the new budget year. Mrs. Matthews is requesting permission from the Full Commission to go ahead to start placing bids out. Jordan Delong made a motion, second by Terry Hodges to approve this request.

Upon roll call: Michael Chandler, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Tommy Frady, Michael Woodlee and Cale Crain voted yes. Motion passed.

Local Government Workers' Compensation Fund

Financial Director Heather Woodlee received a quote from the Local Government Workers' Compensation, with adding Elected Officials in the amount of \$93,309.00 with the amount being \$5,869.00 difference without the Elected Officials. Terry Hickey made a motion, second by Michael Chandler to approve this as presented.

Upon roll call: Michael Chandler, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Tommy Frady, Michael Woodlee and Cale Crain voted yes. Motion passed. **Revised Workman's Compensation adding Elected Officials as presented:**

New Business

Local Government Workers' Compensation Fund
226 Anne Dallas Dudley Blvd., Suite 212, Nashville, TN 37219



Participant # VAN304

Revised to add Elected officials

Policy Period: 7/1/2024 TO 7/1/2025

Participant Van Buren Co

Estimated Contribution 93,309

Department	Class Code	Description	Estimated Payroll	Manual Rate	Manual Contribution	Final Estimated Contribution
Senior Center	7380	DRIVERS, CHAUFFEURS, MESSENGI	7,112	8.70	619	368
Recyclin	7590	GARBAGE WORKS.	89,200	4.81	4,291	2,555
Ambulance	7705	AMBULANCE SERVICE COMPANIES	598,200	9.96	59,581	35,479
Fire	7711	Firefighters & Drivers - Volunteers	22,000	5.72	1,258	749
Sheriff	7720	POLICE OFFICERS & DRIVERS	1,328,265	4.81	63,890	38,044
Sheriff official	7720	POLICE OFFICERS & DRIVERS	97,471	4.81	4,688	2,792
General	8810	CLERICAL OFFICE EMPLOYEES NOC	1,072,758	0.22	2,360	1,405
General	8810	CLERICAL OFFICE EMPLOYEES NOC	447,924	0.22	985	587
General	8820	ATTORNEY—ALL EMPLOYEES & CLE	10,500	0.22	23	14
Maintenance	9015	BUILDINGS—OPERATION BY OWNE	70,500	4.20	2,961	1,763
Solid Waste	9403	GARBAGE, ASHES OR REFUSE COLL	44,000	11.54	5,078	3,024
Property Asse	9410	MUNICIPAL, TOWNSHIP, COUNTY C	88,610	4.72	4,182	2,490
General	9410	MUNICIPAL, TOWNSHIP, COUNTY C	143,680	4.72	6,782	4,038
Total Payroll			4,020,220			93,309

	Manual Premium	156,698
	2024 Relativity Factor	0.996
Safety Designee Certified	Sub Total	156,071
No	2024 LGIP Factor	0.6039
	Sub Total	94,251
Drug Free Workplace Certified	Safety Designee Credit	1.00
No	Sub Total	94,251
Effective date	Drug Free Workplace Credit	1.00
	Sub Total	94,251
	LGIP Adjustment Factor	0.99
	Estimated Annual Contribution	93,309
	Previous Estimated Annual	87,440
	Annual estimated AP	8,869

Fireworks show at the Fairgrounds.

The City of Spencer is requesting to use the Van Buren County Fair Grounds for the Fireworks Show. Terry Hickey made a motion, second by Michael Woodlee to approve the City to use the Fair Grounds for the Fireworks Show. All approved by voice vote. 0-opposed. Motion passed.

Approval/Disapprove: The old landfill and strip pits Land Reclamation

The County had approve for the State to do the Land reclamation of parts of the old landfill and the strip pits. If they cut the soil down around the test wells and it causes some kind of leakage we as the County will be maintaining this for a longer period of time and it will cost the County a lot of money. Michael Chandler made a motion, second by Michael Woodlee to deny the State's request at this time.

Upon roll call: Michael Chandler, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Tommy Frady, Michael Woodlee and Cale Crain voted yes. Motion passed.

A 15 minute pause from the Commission Meeting

Tabitha Denney made a motion, second by Terry Hickey to approve to pause for a legal executive decision with the County Attorney and Sheriff Brock. All approved by voice vote. 0-opposed. Motion passed.

After 15 minutes the Commissioners, Mayor Sullivan, County Attorney Howard Upchurch and Sheriff Michael Brock returned to the Commission Room.

Comments from General Public.

None

Adjournment

Tabitha Denney made a motion, second by Terry Hickey to adjourn. All agreed by voice vote. Motion passed. Meeting adjourned at 7:00 p.m.

Chairman Cale Crain

County Clerk Lisa Rigsby