

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

The Van Buren County Commission met in a Regular Meeting on Monday August 18, 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: Jordan Delong, Tabitha Denney, Terry Hodges, Dusty Madewell, Kenny Smith, Tommy Frady, Michael Woodlee and Cale Crain. Michael Chandler and Terry Hickey were absent.

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 July 21, 2025 as printed.

Tabitha Denney made a motion, second by Michael Woodlee to approve the Minutes from the Commission Meeting on July 21, 2025.

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

Approve/Disapprove: Quarterly Reports for Ambulance, Board of Education, Clerk and Master, Highway Department, Sheriff's Department, and Solid Waste.

Jordan Delong made a motion, seconded by Michael Woodlee to approve all Quarterly Reports. All approved by voice vote. 0-opposed. Motion passed. Commissioner Tabitha Denney stated she would like to see leaders of all Departments to be present from now on when Quarterly Reports are approved in case the Commissioners have any questions the Department heads will be there to answer them.

Approval/Disapprove: Committee A Report on August 4, 2025.

Committee A Meeting

August 4, 2025

Call to order at 5:30 p.m.

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

Motion made by Cale Crain and second by Terry Hodges to move \$1,000.00 from 118-39000 to 118-55130-599 to cover TASA Reimbursement Compliance Conference. Roll call with all members voting yes.

Motion made by Jordan Delong and second by Terry Hickey to approve Van Buren County Schools Fund 141 in the amount of \$149,384.00 as presented. Roll call with all members in favor.

Motion made by Jordan Delong and second by Cale Crain to move \$26,103.00 from 101-46240 to account 101-54110-790. SRO Grant fund dollars not spent and returned to the State. Roll call with all members in favor.

Committee A agreed to allow Mayor Sullivan to give a written notice letter to terminate the contract with RTS.

Motion made by Cale Crain and second by Terry Hickey to move \$650.00 from 112-39000 to 112-58400-510 to cover Trustee Commissions. Roll call with all members in favor.

Motion made by Terry Hickey and second by Cale Crain to purchase 2 40 yard garbage containers. Mayor Sullivan to call for pricing. All members in favor.

Cale Crain with motion to adjourn.

Committee A Chairman Tabitha Denney brought forward action that needs to be taken from the Full Commission from Committee A Meeting on August 4, 2025.

Budget Amendment for TASA reimbursement of \$1,000.00

Tabitha Denney made a motion, seconded by Jordan Delong to approve to move \$1,000.00 from 118-39000 to 118-55130-599 to cover TASA Reimbursement Compliance Conference.

Upon roll call: Jordan Delong, Tabitha Denney, 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
2025-2026**

**Ambulance Service
Fund 118**

Function	Obj.	Description	Explanation	Debit	Credit
39000		unassigned	to cover conference	\$ 1,000.00	
55130	599	other charges	to cover conference		\$ 1,000.00
			Total	\$ 1,000.00	\$ 1,000.00

Van Buren County Ambulance Service

TASA Reimbursement Compliance Conference:

Fee = \$349.00

Hotel:

Park Vista, Gatlinburg and parking = \$300.00

Food:

Per Diem: State allowance is \$51.00 per day for meals and incidental expenses (M&IE) for a non-specified location on the first and last day of travel.

Meals and incidental expenses (M&IE) rates and breakdown

The M&IE total is the full daily amount for a single calendar day when that day is neither the first nor last day of travel. The amount received on the first and last day of travel equals 75% of the M&IE total. See [M&IE breakdowns](#) for information related to the individual meal amounts.

Primary destination	County	M&IE total	Breakfast	Lunch	Dinner	Incidental expenses	First and last day of travel
Standard Rate	Applies for all locations without specified rates	\$68	\$16	\$19	\$28	\$5	\$51.00
Brentwood / Franklin	Williamson	\$86	\$22	\$23	\$36	\$5	\$64.50
Chattanooga	Hamilton	\$74	\$18	\$20	\$31	\$5	\$55.50
Knoxville	Knox	\$74	\$18	\$20	\$31	\$5	\$55.50
Memphis	Shelby	\$74	\$18	\$20	\$31	\$5	\$55.50
Nashville	Davidson	\$86	\$22	\$23	\$36	\$5	\$64.50

Additional per diem topics

- [Meals & Incidental Expenses breakdown \(M&IE\)](#)
- [FAQs](#)
- [State tax exemption forms](#)
- [Factors influencing lodging rates](#)
- [Per diem highlights](#)
- [Fire safe hotels](#)
- [Have a per diem question?](#)
- [Downloadable per diem files](#)

Need more information?

- [Rates for Alaska, Hawaii, U.S. territories and possessions \(set by DoD\)](#)
- [Rates in foreign countries \(set by State Dept.\)](#)
- [Federal travel regulations](#)

Related topics

- [Travel resources](#)
- [FedRooms](#)
- [POV mileage reimbursement rates](#)

Budget Amendment, Schools Fund 141 in the amount of \$149,384.00

Tabitha Denney made a motion, seconded by Jordan Delong to approve the amendment of Van Buren County Schools Fund 141 in the amount of \$149,384.00 as presented.

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

FUNCTION	OBI.	DESCRIPTION	EXPLANATION	DEBIT	CREDIT
46590	188	Other State Education Funds	Revenue	149,384.00	130,000.00
	201	Salaries			8,060.00
	212	Social Security	6.20%		1,885.00
	204	Medicare	1.45%		3,800.00
	204	Legacy Retirement			5,000.00
	217	Hybrid Retirement			639
		Hybrid Stabilization			
TOTAL				149384	149384

This is a one time bonus paid by the state. Each paid in 188 object code

Tabitha Denney made a motion, seconded by Jordan Delong to approve to move \$26,103.00 from 101-46240 to account 101-54110-790. SRO Grant fund dollars not spent and returned to the State.

Upon roll call: Jordan Delong, Tabitha Denney, 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 2025-2026		General Fund Fund 101			
Function	Obj.	Description	Explanation	Debit	Credit
46240		revenue	sro grant	\$ 26,103.00	
54110	790	other equipment	to pay back state		\$ 26,103.00
			Total	\$ 26,103.00	\$ 26,103.00



July 30, 2025

TO: Van Buren County Sheriff's Office

ATTN: Sheriff Michael Brock

RE: FY2025 SCHOOL RESOURCE OFFICER GRANT REPAYMENT

We have reviewed the Final Expenditures and Accounting Report for Van Buren County Sheriff's Office for the period of 07/01/2024-06/30/20245.

The total amount from the endowment grant owed back to the state is **\$26,103.00**.

A check for this amount should be sent to:
TN Department of Safety and Homeland Security
ATTN: Cashiering
1150 Foster Avenue
Nashville, TN 37243

If you have any questions, please e-mail TDOSHS_SROGrants@tn.gov.

Thank you.

Misty Walker
Homeland Security Grants Administrator

Approval to allow Mayor Sullivan to give a written notice to terminate (RTS)

Tabitha Denney made a motion, seconded by Michael Woodlee to allow Mayor Sullivan to give a written notice letter to terminate the contract with RTS. All approved by voice vote. 0-opposed. Motion passed. Information following:

DocuSign Envelope ID: 100A2818-1E1B-4705-8E4A-6026D3F9186C



1. Parties:

RTS Elytus, LLC, f/k/a Elytus, Ltd. ("RTS")
601 S. High Street, Suite 8
Columbus, OH 43215
Attn: General Counsel
Notices: legal@rts.com
Billing: invoices@elytus.com

Van Buren County Waste Disposal ("Hauler")
Address: 121 Taft Drive,
Spencer, TN
Attn: Melinda Starkey
Email: melinda.starkey@outlook.com

2. Work Specifications. Hauler shall perform the Services at the locations set forth on, in accordance with schedule set forth on, and for the fees set forth on **Exhibit C** attached hereto (the "Proposal").

3. Term; Commencement Timeline. This Agreement shall commence on 10/01/2023 (the "Effective Date"), and shall continue through December 31, 2025 (such period, the "Initial Term"), subject to earlier termination, in whole or in part, in accordance with the Terms (as defined below). Upon expiration of the Initial Term, this Agreement shall automatically renew for additional successive one-month terms unless either party provides written notice of nonrenewal at least 45 days prior to the end of the then-current term (each a "Renewal Term" and together with the Initial Term, the "Term"), or unless sooner terminated as provided in accordance with the Terms.

4. Entire Agreement. This Agreement, including its Exhibits and the Terms and Conditions attached hereto (the "Terms") constitute the entire agreement between RTS and Hauler with respect to the subject matter hereof. Except as otherwise set forth herein, any change or modification of this Agreement must be in writing and signed by both of the parties hereto. In the event of a conflict between the Terms and the additional terms and conditions set forth on **Exhibit A** attached hereto (the "Additional Terms"), if any, the Additional Terms will prevail.

5. Third-Party Beneficiary. The parties hereby designate the State of Tennessee, Department of General Services, Central Procurement Office and Recycle Track Systems, Inc. as a third-party beneficiaries of this Agreement.

6. Diversity Business Enterprise. Hauler certifies that it (☒ is ☐ is not) (Choose One) certified by the State of Tennessee as a Minority Business Enterprise, Woman Business Enterprise, Persons with Disabilities or a Service-disabled Veteran owned business.

RTS ELYTUS, LLC, F/K/A ELYTUS, LTD.

Van Buren County Waste Disposal

DocuSigned by:
By: Arthur Curcuro
Name: Arthur Curcuro
Title: CFO

Date: 3/25/2024 | 10:21 AM EDT

DocuSigned by:
By: Cale Crain
Name: Cale Crain
Title: Solid Waste Chairman

Date: 3/25/2024 | 8:07 AM EDT

Purchase of two 40 cubic yard garbage containers, \$12,462.00, Solid Waste

Tabitha Denney made a motion, seconded by Michael Woodlee to purchase two 40 yard garbage containers.

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



395 South Main Street, Eagleville, TN, 37060
PHONE: 800-643-8713 FAX: 615-274-2636
WQ-10355501

Sell To:

Bill To Name Van Buren County
Bill To PO Box 217
Spencer, TN 38585-0217
USA
Email mayordsullivan@outlook.com
Phone (931) 235-2013

Ship To Name Van Buren County
Ship To 395 South Main Street
Eagleville, TN 37060
USA

Quick Ship

Quote Information

Salesperson Steve Swanson
Salesperson Email sswanson@wastequip.com

Expiration Date 8/16/2025
Quote Number WQ-10355501
Please Reference Quote Number on all Purchase Orders

Product	Product Description	Quantity	Sales Price	Total Price
Container - TN - 155254	40 Cubic Yard Standard Duty Rectangular Roll Off Container 22' Long - Floor: 7 gauge with 3" structural channels on 18" centers and 6" x 2" x 3/16" Structural Tubing Main Rails, Walls: 12 gauge with side columns on 36" centers and 3" x 4" x 11 gauge Top Rails, Primed and Painted any Standard Color	2.00	\$6,231.00	\$12,462.00

Payment Terms	Net 30 Days if credit has been established	Subtotal	\$12,462.00
Shipping Terms	CPU (Customer Pick Up)	Shipping	\$0.00
		Tax	\$0.00
		Grand Total	\$12,462.00

Additional Information

Additional Terms Our Quote serves as an offer to provide Products and/or services at the quantities and prices shown and is a good faith estimate, based on our understanding of your needs. By signing below, you indicate your acceptance of our offer which is expressly subject to the Wastequip Terms & Conditions of Sale ("Wastequip's Terms") located at: <https://www.wastequip.com/terms-conditions-sale>, as of the date set forth in Section 1(b) of the WQ T&C, which are made a part of this Quote. Wastequip's Terms may be updated from time to time and are available by hard copy upon request. Any changes or deviations to the terms of this Quote, including any different terms in an Order submitted by you, must be agreed upon in writing by both parties.

Additional Information Pricing is based on your acceptance prior to the expiration of this Quote, including product specifications, quantities, and timing. Any differences to your Order may result in different pricing, freight or other costs. Due to volatility in petrochemical, steel and related Product material markets, actual prices and freight, are subject to change. We reserve the right, by providing notice to you at any time before beginning Product manufacturing, to increase the price of the Product(s) to reflect any increase in the cost to us which is due to any factor beyond our control (such as, without limitation, any increase in the costs of labor, materials, or other costs of manufacture or supply). Unless otherwise stated, materials and container sizes indicated on sales literature, invoices, price lists, quotations and delivery tickets are nominal sizes and representations – actual volume, Products and materials are subject to manufacturing and commercial variation and Wastequip's practices, and may vary from nominal sizes and materials. All prices are in US dollars; this Quote may not include all applicable taxes, brokerage fees or duties. If customer is not tax exempt, final tax calculations are subject to change. Pursuant to California Section 26275 of the Health and Safety Code, certain trash receptacles and storage containers must be marked with reflectors. Customers must disclose if such receptacles and containers are intended for use in California – if not disclosed, the receptacles and containers are not intended for use in California.

Signatures

Accepted By: _____

Company Name: _____

Old Business

No action was taken in Old Business.

New Business

Budget Amendment, Fund 101, 4 insurance claim deductibles in the amount \$4,000.00

Michael Woodlee made a motion, seconded by Tabitha Denney to approve the budget amendment as presented.

Function	Obj.	Description	Explanation	Debit	Credit
39000		UNASSIGNED	liability insurance	\$ 4,000.00	
58400	506	liability insurance	to pay for claim deductible		\$ 4,000.00
			Total	\$ 4,000.00	\$ 4,000.00

Lisa Cope with the Van Buren County Grant Committee and Justin Aughinbaugh with the Van Buren County Historical and Heritage Museum was present at the Meeting to address the Full Commission requesting permission to apply for a Grant for the Old Courthouse. Mrs. Cope

New Business

Function	Obj.	Description	Explanation	Debit	Credit
39000 54150		Fund Balance Other supplies and materials		\$ 3,000.00	\$ 3,000.00
			Total	\$ 3,000.00	\$ 3,000.00

explained that the Grant is from \$5,000.00 to \$100,000.00 with no match from the County. Mr. Aughinbaugh spoke about all the issues that the Old Courthouse has and what needs to be fixed on the inside and outside. The deadline for this Grant is August 25, 2025 and they are requesting authorization to apply for the Grant. After discussion on this matter, Commissioner Tabitha Denney made a motion, seconded by Michael Woodlee for approval to go forward in applying for this Grant. All approved by voice vote. 0-opposed. Motion passed.

The Van Buren County Trustee Beth Simmons was present at the Meeting to address the Full Commission with an update on the Trustee's Annual Financial Report and for any questions or concerns they may have.

Adjournment

Michael Woodlee made a motion, seconded by Dusty Madewell to adjourn. All agreed by voice vote. 0-opposed. Motion passed. Meeting adjourned at 6:32 p.m.

Chairman Cale Crain

County Clerk Lisa Rigsby