

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

The Van Buren County Commission met in a Regular Meeting May 17, 2016 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**

Chairman Joey Grissom called the Meeting to Order.

**Roll Call**

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

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

**Approval of Minutes from April 19, 2016 Meeting.**

Mickey Robinson made a motion, second by Lesa Bouldin to approve the Minutes from April 19, 2016 Meeting.

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

Rip Van Winkle moved to deviate from the agenda and approve the Minutes from the May 5<sup>th</sup> Special Called Meeting with a correction in the spelling of J. Cumby there is no "r". Second by Lesa Bouldin. All approved by voice vote. Motion passed.

**Approval of Quarterly Reports**

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

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

**Approval of Notary Renewal for Don Hollingsworth.**

Brian Simmons made a motion, second by William Maxwell to approve Notary Renewal for Don Hollingsworth.

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

### **Committee A Report**

Committee A – May 3, 2016

All members present: Lesa Bouldin, Will Maxwell, Mickey Robinson, Henry Seamons and Robert Van Winkle.

Discussed final numbers from Insurance proposal. \$5,151,717.59

Attached are proposed funding and ideas for funding sources. The budget committee will be working with the entire commission on these in the near future. The next tax sale is scheduled for August 19<sup>th</sup>.

Mickey made the motion and Henry second to adjourn with committee sending all information to the full commission. All voted yes by regular sign.

**40110** Currents Property Tax – Propose to move 2.5 cents of property Tax from Solid Waste and 1.5 cents from Ambulance service to General Debt Service. Both Solid Waste and the Ambulance Service is performing well enough to accommodate this.

**40130** Circuit/Clerks and Masters Collection Prior Years – With the current and future tax sales this should be a vast increase next fiscal year and Future years to come.

**40163** Payment in Lieu of Taxes other – Proposal to move this from General fund to General Debt Service plus replace the original in Lieu of taxes from Accument Global to \$50,000. This past year was \$37,500 it was changed in 2014 with the agreement to reinstate when needed. Also this includes a \$22, 000 payment of indoor property tax.

**40220** Hotel/Motel Tax due to private act passing would increase from \$62,000 to \$110,000.

Transfers from General fund would be \$400,000. One transfer of \$200,000 in August of 2016 And another in March of 2017.

We would pay Citizens Tri-County Bank Quarterly payments of \$94,200 for a total of \$376,800 Per year but the estimated 1st full payment would not occur until March 2018 we would pay Monthly interest payment once we start the draw of the \$6,000,000 loan. Which would be Sometime in the 1st quarter or early 2nd quarter of 2017. This again will allow the buildup of Funds in General Debt Service.

**Debt Service**

40110	Current Property Tax	\$107,225
40120	Trustees Collection Prior Year	\$2500
40130	Circuit/Clerks & Master Collection Prior Year	\$30,000
40140	Interest & Penalty	\$4000
40161	Payments in Lieu of Taxes	\$7500
40162	Payments in Lieu of Utilities	\$2500
40163	Payment in lieu of Taxes other	\$72,000
40220	Hotel/Motel	\$110,500
44170	Miscellaneous Refunds	\$25,000
46000	State of Tennessee	
46800	Other State Revenues Sharing	
46851	State Revenue Sharing TVA	\$22,000
	Total Estimated Revenues	\$382,725
	Transfer from General Fund	\$400,000
		<b>\$782,725</b>
	Fund Balance as of June 30, 2016	\$293,376
	Fund Balance as of June 30, 2016	\$1,076,101

**Committee A Minutes**

**May 11, 2016**

Attending: All members present upon roll call: Lesa Bouldin, Will Maxwell, Robert Van Winkle, Henry Seamons, Mickey Robinson, Mayor Wilson

Discussed reducing the price on the remaining parcels of property. After discussion Mickey Robinson made the motion and Henry Seamons second to take to the full commission to reduce the price of all remaining property to \$1000.00. All vote yes upon roll call.

Attached are budget amendments acted upon to be presented to the full commission:

Mickey made the motion and Robert second to amend the line items presented in the Ambulance Service all voted yes upon roll call.

Will made the motion and Robert second to amend the solid waste budget as presented, all voted yes upon roll call.

Henry made a motion and Robert second to amend the General Fund line items as presented, all voted yes upon roll call.

Henry made the motion and Mickey second to take to full commission the final proposal from the Insurance Company for acceptance in the amount of \$5,151,717.59. All voted yes upon roll call.

Will made the motion and Mickey second to take to the full commission to rescind the amount Of purchasing without approval from \$10,000 back to \$2500. All voted yes upon roll call.

Mickey made the motion and Henry second to adjourn.

### **Van Buren County Land Sale**

Lot	Tax ID Number	Location	Acres	20%	Price	10%
513	056-513.00	Hawks Bluff 2, 3	1.10	1077	1341	1207
221	068-279.00	Hawks Bluff 1	1.88	1458	1823	1641
231	068-289.00	Hawks Bluff 1	2.00	1746	2183	1965
519	056-519.00	Hawks Bluff 2, 3	1.10	1364	1705	1534
Common	056-449.02	Hawks Bluff 2, 3	1.40	1253	1566	1409
449	056-449.00	Hawks Bluff 2, 3	1.10	1077	1341	1207
333	056-333.00	Hawks Bluff 2, 3	1.13	1143	1426	1283
637	059-637.00	Hawks Bluff 4	1.20	1143	1426	1283
427	056-427.00	Hawks Bluff 2, 3	1.12	1250	1562	1406
467	056-467.00	Hawks Bluff 2, 3	3.40	1422	1778	1600
495	056-495.00	Hawks Bluff 2, 3	1.50	2973	3717	3345
553	056-553.00	Hawks Bluff 2, 3	1.70	2969	3713	3345
203	068-261.00	Hawks Bluff 1	1.00	1284	1606	1445
15	056-819.00	Rocky River Vista 1	1.53	1286	1608	1447
84	079-084.00	Indian Trail 2	3.05	2650	3312	2981
52	080-152.00	Iron Bridge	1.17	1860	2326	2093
53	080-153.00	Iron Bridge	2.00	2348	2936	2642

**Van Buren County Executive  
2015-2016 Budget Amendments**

**Committee A meeting 5-11-2016  
Fund 101**

Function	Obj.code	Description	Explanation	Debit	Credit
51100	191	Commission			4,000
	201	Social Security			420
51300	212	Medicare			340
51720	191	Planning Commission			500
		<b>Total</b>			<b>5,350</b>

**Fund 118**

<b>55130</b>	131	Medical Personnel	To increase	10,000	
	187	Overtime	expenditures		25,000
		<b>Total</b>			<b>25,000</b>

**Fund 116 55731**

Line Item		
147	Add	\$4500
201	Add	350
204	Add	350
212	Add	100
336	Subtract	\$-900
	<b>Total addition</b>	<b>\$4400.00</b>

**Fund 116 55732**

Line Item		
149	Add	\$20,500
201	Add	675
210	Add	250
212	Add	500
399	Subtract	7000
415	Subtract	1000
454	Subtract	200
499	Add	20
599	Add	1000

5574	Line Item 599	
	Subtract \$4000	
	<b>Total Addition</b>	<b>\$15145</b>

**Committee A Chairman Lesa Bouldin brought to the Full Commission action that needs to be taken from May 11, 2016 Committee A Meeting.**

**County Owned Property**

On May 11, 2016 Meeting Committee A discussed reducing the price on the remaining parcels of County owned property. Committee A recommends to the Full Commission to reduce the parcels to \$1,000.00 per parcel and this is remaining property that didn't sale at the last tax sale. Committee A felt like it was better to reduce the price on the parcels and get the land back on the tax role, therefore the County would be getting tax revenue from this land. Lesa Bouldin made a motion, second by William Maxwell to reduce the parcels as listed for \$1,000.00.

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

**Budget Amendments (Amendments are included in Committee A minutes)**

Rip Van Winkle moved to approve the Budget Amendments as presented by Committee A. Second by David Chandler.

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

**Final Proposal from Insurance**

William Maxwell made a motion, second by Rip Van Winkle to accept the Insurance Offer of \$5,151,717.59.

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

**Purchasing**

After the Fire at Administration Building, approval was given to the Mayor, in this emergency Situation, to be able to spend up to \$10,000.00 without approval for the Full Commission. Lesa Bouldin made a motion, second by Rip Van Winkle to rescind the amount of purchasing without approval from \$10,000.00 back to \$2,500.00.

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

## **Committee B Report**

### **Van Buren County Commission, Committee "B"**

**May 10, 2016**

Committee "B", of the Van Buren County Commission met in regular session on Tuesday, May 10, 2016, 5:00 pm, in the office of the County Mayor.

Chairman Rip Van Winkle called the meeting to order.

Upon roll call members David Chandler, Joey Grissom, Brian Simmons, and Rip Van Winkle were present. Van Buren County Mayor Greg Wilson was also in attendance.

The Committee discussed the need for masonry repairs and/or maintenance on several county properties including the Burritt Arch, the Concrete Base at the Courthouse Veteran's Memorial, and the exterior of the current administrative offices (Burritt College Building). The committee provided some names, and will seek others, who might be insured masonry businesses to provide estimates for the needed repairs. Rip Van Winkle will attempt to meet with the American Legion at their May meeting to consult about the repairs needed at the Veteran's Memorial.

The committee considered a request by a citizen to place Moffitt Road back on the county road map and list. A motion was made by David Chandler, and seconded by Brian Simmons, to table this item until committee members could research the history and/or prior status of the road. All members present voted in favor of the motion.

The Committee was updated by County Mayor Greg Wilson, about a Sally Port Gate of different design, which Upland Design Group has advised could save approximately \$78,000. The alternate design utilizes a swing gate rather than a slide gate. Initial cost is much lower and future maintenance should be more economical. A motion was made by Joey Grissom, and seconded by Brian Simmons, to recommend to the full body of the Van Buren County Commission, approval for use of the lower priced Sally Port Gate system, and the accompanying savings. All members present voted in favor of the motion.

The committee discussed the request by Upland Design Group, for a point person representing Van Buren County, to attend weekly meetings with the Contractor and Project Manager in order to maintain good communication with the commission and expedite any needed changes, which might materialize. After some discussion, A motion was made by Rip Van Winkle, and seconded by Brian Simmons, to recommend to the full body of the Van Buren County Commission, the appointment of Commissioner David Chandler as that point person, with a compensation of \$25 for each weekly meeting attended, and that any change order up to a cost of \$2,500.00 will require the signature of both Commissioner Chandler AND County Mayor Greg Wilson, and that any more expensive changes will require action by the full body of the commission. All members present voted in favor of the motion.

The committee discussed the remaining properties, which the county had acquired from delinquent taxes, which are being marketed by H & H Realty. A motion was made by Joey

Grissom, and seconded by David Chandler, to recommend to Committee "A", and the full body of the Van Buren County Commission that the sales price for those remaining properties be decreased an additional 20% in an attempt to help speed the sales process. All members present voted in favor of the motion.

There being no more business before the committee, a motion was made by Brian Simmons, and seconded by David Chandler, to adjourn. All members present voted in favor of the motion.

**Committee B Chairman Rip Van Winkle brought forward action that needs to be taken by The Full Commission from the May 10, 2016 Committee B Meeting.**

**County Commission Minute Books**

Concerns were expressed by Rip Van Winkle as to when the County Commission Minute Books would be restored. After discussion on this matter, Rip Van Winkle moved to have Howard Upchurch County Attorney to take whatever steps necessary to have our County Commission Minutes to be restored as soon as possible. Second by Mickey Robinson.

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

**Sally Port Gate at the new Jail**

Upland Design Group brought to the attention of Committee B a different designed Sally Port gate. This gate meets all the specifications and is just as strong and secure as the first one. This Sally port swings open rather than a slide gate. This is much more economical and over time the maintenance on it will be considerably cheaper. This new Sally Port will save the County approximately \$78,000.00. With this being said and concerns being addressed, Rip Van Winkle made a motion, second by Lesa Bouldin to authorize the contractor and the project manager to utilize the cheaper gate and gain the County savings.

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

**Point person, David Chandler**

Upland Design Group has requested a point person to represent Van Buren County, to attend weekly meetings with the Contractor and Project Manager in order to maintain good communication with the commission and expedite any needed changes. Committee B Chairman Rip Van Winkle feels like it should be someone from Committee B because they cover all County grounds. Rip Van Winkle moved to appoint Commissioner David Chandler as that point person, with a compensation of \$25.00 for each weekly meeting attended, and that any



change order up to a cost of \$2,500.00 will require the signature of both Commissioner Chandler and County Mayor Greg Wilson, and that any more expensive changes will require action by the full Commission. Second by Lesa Bouldin.

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

**Resolution Hotel/Motel Tax Amendment.**

**Resolution Number 367**

Resolution to change and amend to Chapter 168 of the Private Acts of the State of Tennessee 2002 which would change the distribution of the Hotel/Motel Tax Acts.

**Whereas**, Van Buren County, Tennessee wishes to amend Section 2 of Chapter 168 of the Private Acts of 2002 in it's entirety and replacing it with the following section 10. Within the first (10) days of each month after deducting the Commission authorized in Section 4 for the administration and enforcement of this act the County Clerk shall apply the proceeds of the tax then in the hands of the County Clerks as follows:

- A. Sixteen percent (16%) shall be paid over the Trustee of the City of Spencer.
- B. The balance of the proceeds Eighty-four percent (84%) shall be paid over to the County Trustee to be credited as follows: Forth-two percent (42%) of the total revenue collected shall be credited to Van Buren County Education Capital Outlay Note. All other proceeds or Forty-two percent (42%) shall be credited to the Van Buren County General Debt Service fund.

**Whereas**, Van Buren is in need of an amendment to Chapter 168 of the Private Acts of Tennessee of 2002 to effect these changes.

**Now, therefore be it resolved, by the Legislative Body of Van Buren County Tennessee, meeting in regular session this 17<sup>th</sup> day of May, 2016 in Van Buren County, Tennessee.**

Duly passed and approved this 17<sup>th</sup> day of May, 2016.

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Van Buren County Mayor

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Van Buren County Clerk

Rip Van Winkle made a motion, second by William Maxwell to approve the Hotel/Motel Tax Amendment Resolution.

Upon roll call: Lesa Bouldin, David Chandler, Joey Grissom, Hugh Hillis, William Maxwell, Henry Seamons, Brian Simmons, Rip Van Winkle and Robert Van Winkle voted yes. Mickey Robinson voted no, 9-yes vote, 1-no vote. Motion passed.

**New Business**

**RESOLUTION NUMBER 368 AUTHORIZING JUVENILE COURT ADMINISTRATION FEE ON EACH COURT CASE BOARD OF COUNTY COMMISSIONERS  
VAN BUREN COUNTY MAY, 17, 2016**

**WHEREAS**, statutes contained in the Tennessee Code Annotated permits the imposition of a fee on each court case to help Counties offset the cost of Juvenile Court administration; and

**WHEREAS**, the cost of juvenile Court Administration should be at least partially borne by those who access the Courts and the Court system.

**NOW THEREFORE, BE IT RESOLVED** by the Board of County Commissioners for Van Buren County, Tennessee that;

**SECTION 1.** for each case filed in the Juvenile Court of Van Buren County, Tennessee there shall be imposed a Juvenile Court Administration Fee of \$30.00 which shall be part of the cost bill of each case which the Clerks shall collect and handle in the same manner as all other court costs.

**SECTION 2.** All unused Juvenile Court Administration Fee revenue at year end shall be reserved for use in future periods.

**Presented and passed on this, the 17th day of May, 2016.**

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Greg Wilson, County Mayor

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Lisa Rigsby, County Clerk

Lesa Bouldin made a motion, second by Rip Van Winkle to approve the authorizing Juvenile Court Administration fee Resolution on each court case.

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

**The Ground Breaking for the New Administration/Jail is set for Wednesday June 8, 2016 at 3.00 p.m.**

**Unfinished Business**

None

**Adjournment**

Rip Van Winkle made a motion, second by William Maxwell to adjourn. All approved by voice vote. Motion passed. Meeting adjourned at 6:45 p.m.