

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

The Van Buren County Commission met in a Regular Meeting July 26, 2016 at 6:00 p.m. at the Yvonna Sutton Fair Building. The following action was taken as recorded in Minute Book, "Q", pages 368-422.

Call to Order

Sheriff Eddie Carter 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: Standing in for County Attorney Howard Upchurch, Attorney Amy Jones, County Mayor Greg Wilson and County Clerk Lisa Rigsby.

Approval of Minutes from the June 21, 2016 Meeting

Lesa Bouldin made a motion, second by Mickey Robinson to approve the minutes from the June 21, 2016 Meeting. All agreed by voice vote. Motion passed.

Committee A Report (Fiscal Year 2016/2017 Budget Approval)

Minutes from Committee A meetings for June 30, 2016 and July 11, 2016

June 30, 2016 – Present: Lesa Bouldin, Henry Seamons, Robert Van Winkle, William Maxwell and Mickey Robinson

Also Attending: Mayor Wilson

Discussed and worked on general fund budget for all departments.

Mickey Robinson made the motion and Robert Van Winkle second to adjourn. All voted aye.

Meeting adjourned.

July 11, 2016 – Present: Lesa Bouldin, Henry Seamons, Robert VanWinkle, Will Maxwell and Mickey Robinson.

Also Attending: Mayor Wilson

Discussed and worked on general fund budget for all departments.

Reviewed and discussed the Van Buren County Sheriff's Personnel Policy. ***After discussion Will Maxwell made the motion and Robert Van Winkle second to approve to send the policy to the full commission with a request for the following change: Add a 240 hour cap to comp time accrued. After a vote all members voted yes.***

The committee requested the County Mayor have a new inter-local agreement ready for passage for the full commission on July 26, 2016. Discussed a person to inspect/work with the architect and construction company with the county's best interest. Committee will look at amending county buildings in September to accommodate this.

Will Maxwell made the motion and Mickey Robinson second to present the budget to the full commission. Upon roll call all votes yes by regular sign.

Mickey Robinson made the motion and Will Maxwell second to adjourn. All voted aye. Meeting adjourned.

Committee A Chairman Lesa Bouldin brought forward action that needs to be taken by the Full Commission.

VBC Sheriff's Department Personnel Policy

Committee A brought to the Full Commission for the approval of the Sheriff's Department Personnel Policy with the change of a 240 hour cap to comp time accrued. Lesa Bouldin made a motion, second by William Maxwell to approve the Personnel Policy for the Van Buren County Sheriff's Department as presented.

Upon roll call: Lesa Bouldin, David Chandler, Joey Grissom, Hugh Hillis, William Maxwell, Mickey Robinson, Henry Seamons and Brian Simmons voted yes. Rip Van Winkle and Robert Van Winkle voted no. 8-yes votes, 2-no votes. Motion passed.

**THE BUDGET
OF
VAN BUREN COUNTY, TENNESSEE**

**THE APPROPRIATION RESOLUTION
THE TAX LEVY RESOLUTION
THE NONPROFIT APPROPRIATION
RESOLUTION
AND
BUDGET STATEMENTS OF THE
INDIVIDUAL FUNDS**

FOR THE YEAR ENDED JUNE 30, 2017

VAN BUREN COUNTY, TENNESSEE
BUDGET FOR THE YEAR ENDING JUNE 30, 2017
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RESOLUTION NUMBER 371

**A RESOLUTION MAKING APPROPRIATIONS FOR THE VARIOUS FUNDS, DEPARTMENTS,
INSTITUTIONS, OFFICES AND AGENCIES OF VAN BUREN COUNTY, TENNESSEE
FOR THE YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017**

SECTION 1. BE IT RESOLVED, by the Board of County Commissioners of Van Buren County, Tennessee, assembled in a Regular Meeting on the 26th day of July 2016, that the amounts hereafter set out are hereby appropriated for the purpose of meeting the expenses of the various funds, departments, institutions, offices, and agencies of Van Buren County, Tennessee, for the capital outlay, and for meeting the payment of principal and interest on the County's debt maturing during the year beginning July 1, 2016 and ending June 30, 2017, according to the following schedule:

GENERAL FUND

51110	County Commission	\$27,830.00
51210	Board of Equalization	1,000.00
51220	Beer Board	500.00
51300	County Mayor	153,235.00
51400	County Attorney	8,000.00
51500	Election Commission (including Voter Registration)	139,673.00
51600	Register of Deeds	81,531.00
51720	Planning	4,000.00
51800	County Buildings	116,650.00
51910	Preservation of Records	0
52300	Property Assessor's Office	104,816.00
52400	County Trustee's Office	112,125.00
52500	County Clerk's Office	106,675.00
53100	Circuit Court	123,193.00
53300	General Sessions Judge	38,719.00
53400	Chancery Court	85,401.00
53500	Juvenile Court	10,300.00
53700	Judicial Commissioners	7,200.00
54110	Sheriff's Department	597,239.00
54210	Jail	505,127.00
54310	Fire Prevention and Control	1,000.00
54490	Other Emergency Management	2,000.00
54610	County Coroner/Medical Examiner	10,000.00
54900	Other Public Safety	65,450.00
55110	Local Health Center	28,690.00
55310	Regional Mental Health Center	.00
55390	Appropriation to State	24,000.00
56100	Adult Activities	29,862.00
56300	Senior Citizens Assistance	22,950.00
56500	Libraries	33,175.00
56700	Parks and Fair Boards	2,500.00
56900	Other Social, Cultural and Recreational	19,200.00
57100	Agriculture Extension Service	45,541.00
57500	Soil Conservation	51,543.00
58120	Industrial Development	.00
58130	Housing and Urban Development	.00
58300	Veteran's Services	11,115.00
58400	Other Charges	167,100.00

58600	Employee's Benefits	31,000.00
58900	Miscellaneous	30,500.00
64000	Litter and Trash Collection	44,355.00
82110	Principal-General Government	400,000.00
91170	Public Utility Projects	0

TOTAL GENERAL FUND **\$3,243,285.00**

COURTHOUSE & JAIL MAINTENANCE FUND

51800	County Building	\$37,960.00
54210	Public Safety	4,000.00
58400	Other Charges	500.00

Total Courthouse & Jail Maintenance Fund **\$42,460.00**

SOLID WASTE/SANITATION FUND

55731	Public Health and Welfare	\$38,200.00
55732	Convenience Centers	184,200.00
55754	Landfill Operation & Maintenance	6,000.00

Total Solid Waste/Sanitation Fund **\$228,400.00**

AMBULANCE SERVICE FUND

55130	Ambulance/Emergency Medical Services	\$555,140.00
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Total Ambulance Service Fund **\$555,140.00**

LOCAL PURPOSE TAX FUND

54310	Fire Prevention and Control	\$153,000.00
58400	Other Charges	3,200.00

Total Local Purpose Tax Fund **\$156,200.00**

DRUG CONTROL FUND

54150	Drug Enforcement	.00
58400	Other Charges	150.00

Total Drug Control Fund **\$150.00**

HIGHWAY/PUBLIC WORKS FUND

61000	Administration	\$173,448.00
62000	Highway and Bridge Maintenance	767,445.00
63100	Operation and Maintenance of Equipment	315,650.00
63400	Quarry Operations	11,300.00
65000	Other Charges	134,000.00
66000	Employee Benefits	129,680.00
68000	Capital Outlay	319,800.00

TOTAL HIGHWAY/PUBLIC WORKS FUND **\$1,851,323.00**

GENERAL PURPOSE SCHOOL FUND

71100	Regular Instruction Program	\$3,181,500.00
71200	Special Education Program	497,400.00
71300	Vocational Education Program	211,900.00
72110	Attendance	79,700.00
72120	Health Services	173,700.00
72130	Other Student Support	229,000.00
72210	Regular Instruction Program	455,200.00
72220	Special Education Program	148,500.00
72230	Vocational Education Program	6,080.00
72310	Board of Education	171,800.00
72320	Director of Schools	130,900.00
72410	Office of Principal	380,000.00
72510	Fiscal Services	160,100.00
72610	Operation of Plant	695,800.00
72620	Maintenance of Plant	138,000.00
72710	Transportation	460,000.00
73300	Community Services	317,400.00
73400	Early Childhood Education	280,300.00
76100	Regular Capital Outlay	756,000.00
82130	Principal-Education	95,000.00
82230	Interest-Education	50,000.00
82330	Other Debt Service-Education	10,000.00

Total General Purpose School Fund **\$8,628,280.00**

CENTRAL CAFETERIA FUND

73100	Food Service	\$656,400.00
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Total Central Cafeteria Fund **\$656,400.00**

GENERAL DEBT SERVICE FUND

58900	Miscellaneous	31,500.00
81100	General Government Debt Service	29,000.00
82110	Principal on Bonds	.00
82210	Interest on Bonds	.00

Total General Debt Service Fund **\$60,500.00**

BE IT FURTHER RESOLVED, that the budget for the School Federal Projects Fund shall be the budget approved for separate projects within NO CHILD LEFT BEHIND (NCLB), Individuals with Disabilities Education Act (IDEA-Part B and Preschool), Carl Perkins Vocational fund and other federal grants by the Van Buren County Board of Education.

SECTION 2. BE IT FURTHER RESOLVED, that there are also hereby appropriated certain portions of the commissions and fees for collecting taxes and licenses and for administering other funds which the Trustee, County Clerk, Circuit Court Clerk, Clerk and Master, Register and the sheriff and their officially authorized deputies and assistants may be entitled to receive under State laws heretofore or hereafter enacted.

Expenditures out of Commissions, and /or fees collected by the Trustee, County Clerk, Circuit Court Clerk, Clerk and Master, Register, and Sheriff may be made for such purposes and in such

amounts as may be authorized by existing law or by valid order of any court having power to make such appropriations. Any excess commissions and/or fees collected over and above the expenditures duly and conclusively authorized shall be paid over to the Trustee and converted into the General Fund as provided by law.

BE IT FURTHER RESOLVED, that if any fee officials, as enumerated in Section 8-22-101, Tennessee Code Annotated, operate under provisions of Sections 8-22-104, Tennessee Code Annotated, provisions of the preceding paragraph shall not apply to those particular officials.

SECTION 3. BE IT FURTHER RESOLVED, that any amendment to the budget, except for amendments to the budget for funds under supervision of the Director of Schools, shall be approved as provided in Section 5-9-407, Tennessee Code Annotated. The Director of Schools must receive approval of the Board of Education for transfers within each major category of the budget, and approval of both the Board of Education and Board of County Commissioners for transfers between major categories as required by law.

One copy of each amendment shall be filed with the County Clerk, one copy with the Chairman of the Budget Committee, and one copy with each divisional or departmental head concerned. The reason(s) for each transfer shall be clearly stated; however, this section shall in no case whatsoever be construed as authorizing transfer from one fund to another, but shall apply solely to transfers within a certain fund.

SECTION 4. BE IT FURTHER RESOLVED, that any appropriations made by this resolution, which cover the same purpose, for which a specific appropriation is made by statute is made in lieu of but not in addition to said statutory appropriation. The salary, wages, or remuneration of each officer, employee, or agent of the County shall not be in excess of the amounts authorized by existing law or as set forth in the estimate of expenditures which accompanies this resolution.

Provided, however, that appropriations for such salaries, wages, or other remuneration hereby authorized shall in no case be construed as permitting expenditures for an office, agency, institution, division or department of the County in excess of the appropriation made herein for such office, agency, institution, division, or department of the County. Such appropriation shall constitute the limit to the expenditures of any office, agency, institution, division or department for the year ending June 30, 2017. The aggregate expenditures for any item of appropriation shall in no instance be more than the amount herein appropriated for such item.

SECTION 5. BE IT FURTHER RESOLVED, that any resolution which may hereafter be presented to the Board of County Commissioners providing for appropriations in addition to those made by this Budget Appropriation Resolution shall specifically provide sufficient revenue or other funds actually to be provided during the year in which the expenditures it to be made to meet such additional appropriation. Said appropriating resolution shall be submitted to and approved by the State Director of Local Finance after its adoption as provided by Section 9-21-403, Tennessee Code Annotated.

SECTION 6. BE IT FURTHER RESOLVED, that the County Mayor and County Clerk, are hereby authorized to borrow money on revenue anticipation notes, provided such notes are first approved by the State Director of Local Finance, to pay for the expenses herein authorized until the taxes and other revenue for the year 2016 have been collected.

The proceeds of loans for each individual fund shall not exceed 60% of the appropriations of each fund and shall be used only to pay the expenses and other requirements of the fund for which the loan is made. The loan shall be paid out of revenue from the fund for which money is borrowed. The notes evidencing the loans authorized under this section shall be issued under

the applicable Sections of Title 9, Chapter 21, Tennessee Code Annotated. Said notes shall be signed by the County Mayor and countersigned by the County Clerk, and shall mature and be paid in full without renewal not later than June 30, 2017.

SECTION 7. BE IT FURTHER RESOLVED, that the delinquent County property taxes for the year 2015 and prior years and the interest and penalty thereon collected during the year ending June 30, 2017, shall be apportioned to the various County funds according to the subdivision of the tax levy for the year 2016. The Clerk and Master and the Trustee are hereby authorized and directed to make such apportionment accordingly.

SECTION 8. BE IT FURTHER RESOLVED, that all unencumbered balances of appropriations remaining at the end of the year shall lapse and be of no further effect at the end of the year at June 30, 2017.

SECTION 9. BE IT FURTHER RESOLVED, that any resolution or part of a resolution which heretofore has been passed by the Board of County Commissioners which is in conflict with any provision in this resolution be and the same is hereby repealed.

SECTION 10. BE IT FURTHER RESOLVED, that this resolution shall take effect from and after its passage and its provisions shall be in force from and after July 1, 2016. This resolution shall be spread upon the minutes of the Board of County Commissioners.

Passed this 26th day of July 2016.

Greg Wilson, County Mayor

Lisa Rigsby, County Clerk

RESOLUTION NUMBER 372

RESOLUTION FIXING THE TAX LEVY IN VAN BUREN COUNTY, TENNESSEE FOR THE YEAR BEGINNING JULY 1, 2016.

SECTION 1. BE IT RSOLVED, by the Board of County Commissioners of Van Buren County, Tennessee, assembled in a Regular Session on this 26th day of July 2016 that the combined property tax rate for Van Buren County, Tennessee for the year beginning July 1, 2016, shall be \$1.9299 on each \$100 of taxable property, which is to provide revenue for each of the following funds and otherwise conform to the following levies:

FUND	RATE
General Fund	1.0500
Solid Waste/Sanitation	0.0000
Ambulance Service	0.1495
Local Purpose Tax	0.1000
General Purpose School	0.5500
General Debt Service	0.0804
TOTAL	1.9299

SECTION 2. BE IT FURTHER RESOLVED, that there is hereby levied a gross receipts tax as provided by law. The proceeds of the gross receipts tax herein levied shall accrue to the General Fund.

SECTION 3. BE IT FURTHER RESOLVED, that all resolutions of the Board of County Commissioners of Van Buren County, Tennessee, Which are in conflict with this resolution are hereby repealed.

SECTION 4. BE IT FURTHER RESOLVED, that this resolution takes effect from and after its passage, the public welfare requiring it. This resolution shall be spread upon the minutes of the Board of County Commissioners.

Passed on this 26th day of July 2016.

Greg Wilson, County Mayor

Lisa Rigsby, County Clerk

RESOLUTION NUMBER 373

A RESOLUTION MAKING APPROPRIATIONS TO NONPROFIT CHARITABLE ORGANIZATIONS OF VAN BUREN COUNTY, TENNESSEE FOR THE BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017

WHEREAS, Section 5-9-109, Tennessee Code Annotated, authorizes the Van Buren County Legislative Body to make appropriations to various nonprofit charitable organizations and,

WHEREAS, the Van Buren County Legislative Body recognizes the various nonprofit charitable organizations providing services in Van Buren County have great need of funds to carry on their nonprofit charitable work.

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Van Buren County on this 26th day of July 2016.

SECTION 1. That one hundred seventy one thousand two hundred dollars (180,824.00) be appropriated to nonprofit organizations in Van Buren County as reflected below.

ACCOUNT NUMBER	DESCRIPTION	AMOUNT
101-54900-316	Van Buren County E911	\$62,040.00
101-56700-316	Parks and Fair Board	2,500.00
101-56900-316	Other Social, Cultural/Recreational	19,200.00
101-57100-140	Agricultural Extension Service	45,541.00
101-57500-105	Soil & Water Conservation	51,543.00
Total		\$180,824.00

BE IT FURTHER RESOLVED, that all appropriates enumerated in Section above are subject to the following conditions:

1. That the nonprofit organizations to which funds are appropriated shall file with the County Clerk and the disbursing officials a copy of any annual report of its business affairs and transactions and the proposed use of the County's funds in accordance with rules promulgated by the Comptroller of the Treasury, Chapter 0380-2-7. Such annual report shall be prepared and certified by the Chief Financial Officer of such nonprofit organization in accordance with Section 5-9-109©, Tennessee Code Annotated.
2. That said funds must only be used by the named nonprofit charitable organizations in furtherance of their nonprofit charitable purposes benefiting the general welfare of the residents of Van Buren County.
3. That it is the expressed interest of the County Commission of Van Buren County in providing these funds to the above named nonprofit charitable organizations to be fully in compliance with Chapter 0380-2-7 of the Rules of the Comptroller of the Treasury, and Section 5-9-109, Tennessee Code Annotated, and any and all other laws which may apply to County appropriations to nonprofit organizations and so this appropriation is made subject to compliance with any and all of these laws and regulations.

BE IT FURTHER RESOLVED, that this Resolution shall take effect from and after its passage and its provisions shall be in force from and after July 1, 2016. This Resolution shall be spread upon the minutes of the Board of County Commissioners.

Passed this 26th day of July 2016.

Greg Wilson, County Mayor

Lisa Rigsby, County Clerk

Van Buren County, Tennessee
Statement of Estimated Revenue from Current Property Taxes
2016/2017 Assessments Based Upon Estimated Asses Valuation of

Fund	Tax Rate	Levy	10%	Taxes Collected
General fund	\$1.0500	\$1,547,490.00	\$154,749.00	\$1,392,741.00
Solid/Waste Sanitation	0.0000	.00	.00	.00
Ambulance Service	0.1495	220,333.00	22,033.00	198,300.00
Local Purpose Tax	0.1000	147,380.00	14,738.00	132,642.00
General Purpose School	0.5500	810,590.00	81,590.00	729,000.00
General Debt Service	0.0804	118,494.00	11,849.00	106,645.00
Total	\$1.9299			

Van Buren County, Tennessee
Summary Statement of Proposed Operations
For the Year Ending June 30, 2017

Fund	Estimated Beginning Fund Balance 7/1/2016	Estimated Revenue	Transfer in	Estimated Available Funds	Estimated Expenditures	Total Appropriation	Estimated Ending Fund Balance 06/30/2017
General	\$1,400,500.00	3,398,060.00		4,798,560.00	3,243,285.00	3,243,285.00	1,555,275.00
Courthouse & Jail Maintenance	49,929.00	53,500.00		103,429.00	42,460.00	42,460.00	60,969.00
Solid Waste/Sanitation	84,588.00	262,050.00		346,638.00	228,400.00	228,400.00	118,238.00
Ambulance service	248,236.00	693,662.00		941,898.00	555,140.00	555,140.00	386,758.00
Local Purpose Tax	28,991.00	174,692.00		203,683.00	156,200.00	156,200.00	47,483.00
Drug control	24,662.00	7700.00		32,362.00	150.00	150.00	32,212.00
Highway/Public Works	1,136,207.00	1,309,127.00		2,445,334.00	1,851,323.00	1,851,323.00	594,011.00
General Purpose School	5,155,546.00	6,906,453.00		12,061,999.00	8,628,280.00	8,628,280.00	3,433,719.00
Central Cafeteria	207,826.00	656,400.00		864,226.00	656,400.00	656,400.00	207,826.00
Total	8,311,798.00	13,368,144.00		21,679,942.00	14,961,638.00	14,961,638.00	6,718,304.00

2016-2017 Budget

The Budget Committee is asking for approval of the Budget for the fiscal year 2016-2017. The Budget Committee as a whole feels like this is a good Budget. After much discussion on this matter Lesa Bouldin made a motion, second by Mickey Robinson to approve the Tax Levy Resolution, Non-Profit Resolution, Appropriation Resolution and the Budget for the fiscal year 2016-2017 as presented.

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

Notary Public renewal for April Shockley

William Maxwell made a motion, second by Rip Van Winkle to approve Notary renewal for April Shockley. All agreed by voice vote. Motion passed.

Audit Committee Report

Rip Van Winkle move to table this matter till August 2016 Meeting. Second by Mickey Robinson. All Agreed by voice vote. Motion passed.

Equipment Purchase, Van Buren County Road Department

Road Superintend Randy Oakes wanted to make the Full Commission aware of an equipment purchase he is making for the Department. No action taken on this matter.

Audit Committee Report, rescind former motion

Rip Van Winkle move to rescind his former motion concerning the Audit Committee Report. Second by Lesa Bouldin. All agreed by voice vote. Motion passed. Audit committee minutes for the June 2, 2016 Meeting. **For the record only:**

**VAN BUREN COUNTY AUDIT COMMITTEE
ADMIN BLDG/MAYOR OFFICE
JUNE 2, 2016**

The VBC Audit Committee met June 2, 2016 at 9:00 a.m. in the office of County Mayor Greg Wilson.

The meeting was called order by Chairperson June Rogers.

The roll called showed those present were:

June Rogers	Chairperson	Members Absent:
George Rogalle	Secretary	Josh Keener
Barry Austin	Committee Member	Walter Hillis

Others Present: Greg Wilson Van Buren County Mayor

Those members present provided a quorum and the meeting proceeded.

The minutes from December 10, 2015 were approved.

The Chairperson welcomed new member Barry Austin and announced that Mayor Wilson had reappointed member Walter Hillis for another term.

A discussion was held reviewing the findings and Recommendations from Fiscal Year Ending June 30, 2015.

The 2016 audit is being completed and Chairperson Rogers has met with Legislative Auditors Brandon Marks and Tyler Music. They gave a positive response and praised the integrity and ability of all County offices to fulfill their duties.

Mayor Wilson is working to provide a written County policy for handling the Segregation of duties issue.

All monies received by the County are to be deposited within three working days.

Any entity receiving County funds must document how those funding are used or dispersed by their organization.

Our next meeting is scheduled for June 23, 2016. Chairperson Rogers will continue follow-up with officials and will, upon completion of the audit, make a presentation to County Commissioners and Mayor at their July 2016 meeting.

We adjourned.

Rip Van Winkle move to accept the report of the Audit Committee and have it spread upon the minutes of the County Commission Meeting. Second by Brian Simmons. All agreed by voice vote. Motion passed.

Old Business

None

New Business

None

Adjournment

Mickey Robinson made a motion, second by David Chandler to adjourn. All unanimously approved by voice vote. Motion passed. Meeting adjourned at 6:24 p.m.

County Mayor Greg Wilson

County Clerk Lisa Rigsby