

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

The Van Buren County Commission met in a Regular Meeting Tuesday July 17, 2018 at 6:00 p.m. at the New Van Buren County Administrative Building. The following action was taken as recorded in Minute Book, "R".

Call to Order

Sheriff Eddie Carter called the Meeting to Order.

Roll Call

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

Also present: Standing in for County Attorney Howard Upchurch was Attorney Stacy Farmer, County Mayor Greg Wilson and County Clerk Lisa Rigsby.

Approval of Minutes from the June 19, 2018 Meeting

Lesla Bouldin made a motion, second by Robert Van Winkle to approve the Minutes as presented. All approved by voice vote. Motion passed.

Committee A Reports

Committee A Reports
June 25, 2018

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

Discussed medical contract with Cumberland Family Care. A meeting had been scheduled for July 6th between the Sherriff's Department and Cumberland Family Care. No action was taken. Discussed the Purchasing Law of 1957. Talked with Tiwana Bricker from the Ambulance Service and Sheriff Carter concerning the items the Committee felt it would be good if the County could purchase in bulk. This would not affect the specialty items such as medicine or ammunition.

Discussed items in the working budget.

Will Maxwell made the motion to recess until July 2 Mickey Robinson 2nd all voted yes.

Committee A Report
July 2, 2018

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

Were given copies of the proposed medical contract with Cumberland Family Care to be used at the scheduled meeting on July 6, 2018. Upon review and discussion, Mickey Robinson made the motion and Henry Seamons second to approve the proposed Agreement for Inmate Health Services with Cumberland Family Care to present to the Full Commission for approval. All voted yes upon roll call.

After discussing proposed salary increases for County employees and other items in the proposed budget and possible revenue options; Will Maxwell made the motion and Robert Van Winkle second to ask the County Commission to direct the County Mayor have the proper Resolutions drawn up to increase fines in Van Buren County. All voted yes upon roll call.

Mickey Robinson made the motion and Will Maxwell second to adjourn all voted yes.

The next budget meeting was scheduled for July 23, 2018 at 5:00 p.m.

Committee A Chairman Lesa Bouldin brought forward action that needs to be taken by the Full Commission from the June 25, 2018 Meeting.

The Purchasing Law of 1957

The Committee A feels it would be cost efficient if the County could order in bulk and include the Ambulance Service and Sherriff's Department when purchasing items that are used daily. Of course this would exclude medicine for the Ambulance Service and specialty items for the Sherriff's Department. Everything would be ordered with purchase orders from the County Mayor's Office through the purchase agent. After much discussion on this matter, Lesa Bouldin made a motion, second by Mickey Robinson for Van Buren County to adopt the purchasing portion of the Fiscal Control Act of 1957.

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

Committee B Reports

Committee B

June 28, 2018

Paving at Burritt Drive

The City has proposed to do a lot of paving work on City streets, we would like to get Burritt drive paved. We discussed if the City is having work at some point in that area that we might be able piggy back with the same company at that time to get a better deal on paving this area. We asked the Mayor to get a bid if the City is paving in the area around Burritt drive at some point.

Jail Move

We were joined by Sherriff Carter to discuss his plans to move into the new Jail. His plan is to move in by mid-July, but does not want to give an exact date for security reasons. He took time to answer any and all questions the Committee had.

New Business

No new business at this time

Adjourn

Meeting was recessed till later date.

No action was taken by the Full commission from Committee B Meeting.

Appointment of Park and Recreation Member

Mayor Greg Wilson explained to the Full Commission that Andy Wright would be moving and he recommended Jacob Young the Manger of Fall Creek Falls State Park to replace him. Lesa Bouldin made a motion, second by Brian Simmons to appoint Jacob Young to fulfill Andy Wright's term on the Parks and Recreation Board. All unanimously agreed by voice vote. Motion passed.

Old Business

Taser Policy

David Chandler made a motion, second by Henry Seamons that we accept the Sherriff's Department Taser Policy.

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

New Business

RESOLUTION 392

**VAN BUREN COUNTY HISTORY AND HERITAGE MUSEUM AND HISTORY AND HERITAGE
MUSEUM COMMITTEE**

WHEREAS, there being a need to preserve and promote the collection of materials of the history and heritage of Van Buren County. And, to establish a location to house these materials.

WHEREAS, there being a need to promote the collection, preservation, educational interpretation and display of those materials and events most representative of Van Buren County, its history, its people and institutions and its cultural.

WHEREAS, the main intent is to collect, preserve, promote and provide education of Van Buren County History.

WHEREAS, there being a need to preserve said materials for the benefit of present and future citizens of Van Buren County, the County Commission proclaim the old County Courthouse as said place to house these materials.

WHEREAS, there being a need to establish a County entity to preserve and manage said materials.

WHEREAS, the Van Buren County Board of County Commission recognize the need to create a History and Heritage Museum.

WHEREAS, the Van Buren County Board of County Commission recognize the need to have all powers to appoint or remove members to administrate and manage said History and Heritage Museum. And, that the entity be call History and Heritage Museum Committee.

NOW, THEREFORE BE IT RESOLVED that the Van Buren County Board of County Commission:

1. That it hereby creates the Van Buren County History and Heritage Museum.
2. And, the History and Heritage Museum Committee.
3. And, the County Commission has all authority powers over both.

PASSED AND ADOPTED THIS 17TH DAY OF JULY, 2018.

County Mayor Greg Wilson

County Clerk Lisa Rigsby

Lesla Bouldin made a motion, second by Mickey Robinson to approve the Van Buren County History and Heritage Museum and History and Heritage Museum Committee Resolution.

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

Citizens Tri-County Bank

Mayor Greg Wilson brought to the Full Commission that the County has been approved for a 12 year loan on the new building. If the Commission decides to accept the 12 years the interest rate will be locked in at 3% which will save the County a lot of money. Mickey Robinson made a motion, second by Robert Van Winkle to accept the 3% interest rate from Citizens Tri-County Bank based on a 12 year note.

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

Chairman June Rogers approached the Full Commission to go over the Annual Report from the Audit Committee for Fiscal Year Ending June 30, 2017. For the Record:

Van Buren County Audit Committee (VBCAC) Annual Report to the Van Buren County Commission on Committee Activities for Fiscal Year Ended (FYE) June 30, 2017

On April 15, 2014 the County commissioners of Van Buren County Commission approved a Resolution pursuant to the provision of Tennessee Code Annotated (T.C.A.) 9-3-405, hereby establishing an Audit Committee to provide independent review and oversight of the County's Financial Reporting processes and the County's Internal Controls, a review of the external auditor's report and follow up on management's corrective action, and compliance with laws, regulations, and ethics. On June 18, 2018, the Audit Committee still consists of five (5) members:

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|--------------------------|-------------------------|
| June Rogers | Chairperson |
| Walter Hillis | Vice Chairperson |
| George Rogalle | Secretary |
| Barry Austin | |
| Don Hollingsworth | |

Meetings of the Audit Committee have been held in accordance with provisions of T.C.A. 9-3-405, and the open meetings provisions of T.C.A. Title 8, Chapter 44. Meeting places and times have also been published in a local newspaper.

The Audit Committee met three (3) times this fiscal year, (July 1, 2017 thru June 30, 2018).

Meeting #1 March 12, 2018:

The Van Buren County audit finding for the Fiscal Year Ended June 30, 2017 were released by the Tennessee Comptroller of the Treasury on January 30, 2018. Chairperson Rogers set up a meeting with Legislative Audit Manager Steve Reeder and Legislative Auditor Anita Scarlett, (from the Cookeville Office), and Legislative Audit Manager Steve Reeder and Legislative Auditor Anita Scarlett, (from the Cookeville Office), and Legislative Auditor Austin Lannon, (the auditor in charge of the Van Buren County Audit FYE June 30, 2017). At this March 12, 2018 meeting the four (4) Van Buren County Audit findings were discussed. Two (2) findings were in the County Mayor's Office and two (2) findings were in the Sheriff's Office. Both officials assured the Audit committee that the findings had been corrected, and they would not be repeated on Fiscal Year Ending June 30, 2018 audit. Also, other County projects and grants were discussed with these auditors.

Prior to June 30, 2017, Van Buren County and numerous other small Counties in Tennessee had a finding stating that, "Duties were not adequately segregated in offices with only one employee and/or one person doing the entire bookkeeping operation". Thanks to County Technical Assistance for conducting a class in 2016, and thanks to our local County Officials who attended this class, each office had a written plan for segregation of duties on 6-30-2016 as required by Section 9-2-102(a), T.C.A. Now, it is great to report that FYE June 30, 2017 not one office in Van Buren County had a finding stating that, "Duties were now adequately segregated." I just want to say, "Great job Officials and your bookkeeping staff!"

Meeting #2 May 29, 2018:

VBCAC, (again), discussed possible finding FYE 2018 with available officials – no findings expected at this time. The committee discussed term limits for each of our members – noting that some would expire on 6-30-2018. Mayor Wilson gave updates on the move to the new administration building. He informed us of the remaining 7.5 million of debt remaining on the new construction of 11.2 million for the new administration and criminal justice building. He also informed us that revenue from Fall Creek Park will continue.

Meeting #3 June 18, 2018:

County Mayor Greg Wilson is aware that entities receiving County funds are required to submitted a list of these entities and the dollar amount each entity received. The Mayor also files annual reports prepared by these entities for the FYE, as required by T.C.A. 5-9-109. State Auditors and the new VBCAC will review these reports to ascertain that they meet T.C.A. requirements.

Chairperson Rogers announced that she would retire from the VBCAC effective 6-30-2018. At this time, a motion was made, a second, and a unanimous vote to elect Mr. George Rogalle, Chairperson of this Committee. Also, the same procedure to elect Mr. Barry Austin, Secretary.

I, (now former Chairperson Rogers), would like to thank the Van Buren County Commission and the County Mayor for their vote of confidence and the opportunity to serve on the First Van Buren County Audit Committee, I would also like to thank our original Audit Committee for their unanimous votes of confidence when they elected me to be the First Chairperson of this Audit Committee. I did not resign because I grew tired of YOU. I resigned because sometimes I feel overwhelmed with other business, and I also wanted to give others an opportunity to serve on a Committee that I advocated for the entire twenty-one (21) when I was a State auditor for the Tennessee comptroller of the Treasury.

There are no recommendations from the Committee to the Commissioners at this time.

It should be understood that the Audit Committee is not an enforcement body.

Respectfully Submitted,
The Van Buren County Audit Committee

June Rogers, Chairperson

Walter Hillis, Vice Chairperson

Barry Austin

George Rogalle, Secretary

Don Hollingsworth

Adjournment

David Chandler made a motion, second by Brian Simmons to adjourn. All approved by voice vote. Motion passed. Meeting ended at 6:36 p.m.