

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

The Van Buren County Commission met in a Regular Meeting on October 20, 2020 at 6:00 p.m. at the Van Buren County Administrative Facility & Justice Center. The following action was taken as recorded in Minute Book, "S".

Call to Order

Chairman Joey Grissom called the Meeting to Order. **(Due to COVID-19 Governor's Orders this Meeting was conducted thru Zoom)**

Roll Call

Member present: Joey Grissom, William Maxwell, Bill Mosley, Mickey Robinson, Henry Simmons, and Robert Van Winkle. Thru Zoom members present: David Chandler, Terry Hickey, Brian Simmons and Michael Woodlee.

Also present: County Mayor Greg Wilson, County Clerk Lisa Rigsby, and Jay Williams with Zoom.

Prayer was led by Mayor Greg Wilson.

Approval of September 15, 2020 Meeting Minutes

Mickey Robinson made a motion, second by Robert Van Winkle to approve the Minutes from the September 15, 2020 Meeting.

Upon roll call: David Chandler, Joey Grissom, Terry Hickey, William Maxwell, Bill Mosley, Mickey Robinson, Henry Seamons, Brian Simmons, Robert Van Winkle and Michael Woodlee voted yes. No changes to any yes vote. Motion passed.

Approval of Called Meeting Minutes of September 23, 2020

Henry Seamons made a motion, second by Bill Mosley to approve the Minutes from the Special Called Meeting on September 23, 2020.

Upon roll call: David Chandler, Joey Grissom, Terry Hickey, William Maxwell, Bill Mosley, Mickey Robinson, Henry Seamons, Brian Simmons, Robert Van Winkle and Michael Woodlee voted yes. No changes to any yes vote. Motion passed.

Committee A Report Budget

**COMMITTEE A
OCTOBER 2, 2020**

Roll Call:

Members present: David Chandler, Henry Seamons, Robert Van Winkle and Will Maxwell. Also Mayor Greg Wilson, Finance Director Jessica Grissom. Mickey Robinson entered meeting at 8:20.

(This meeting was conducted through conference call due to Covid-19)

COVID Grant for cleaning of Court Room

Mayor Wilson presented some budget amendments to adjust the budget for some part time employs to assist with temp checks and cleaning on court days this is a State Grant in the amount of \$6,271.89 and adjusts the rev. Code (other state revenue) to reflect the above amount.

51800-169----\$5698

51800-201----\$392

51800-210----\$89

51800-212----\$92

Motion by Mr. Seamons to accept as presented Seconded by Mr. Robinson, All Voted Yes

Health Grant

Authorize the Mayor to apply for a State Health Grant which will be awarded in next Fiscal Year in the amount of \$80,000.

Mr. Robinson made a motion to authorize the Mayor to apply for the Grant. Seconded by Mr. Van Winkle. All voted yes.

Election State Grant

A State Grant has been given to the County to assist with the upcoming Election in the amount of \$25,000 to purchase supplies. The county budget needs to be amended to reflect this. See line items below:

51100-309 increase by \$25,000

Revenue 4698 increase by \$25,000

Mr. Seamons made a motion amend. Seconded by Mr. Chandler. All Voted Yes.

New fixed Asset Policy

Finance Director Jessica Grissom informed the committee that we should update our fixed Asset Policy to reflect the Audit recommendation. It was recommended by the committee to bring a new policy forward at the next meeting of the committee for review.

Solid Waste exemption

One Solid waste fee exemption was presented for action:

James Bryant 858 Bone Cave Rd. is only used for storage.

Motion was made by Mr. Seamons to approve the rate adjustment to \$0 seconded by Mr. Chandler. All Voted Yes

Adjourn

Motion was made by Mr. Seamons to Adjourn and seconded by Mr. Chandler. All Voted Yes.

ATTACHMENTS AS FOLLOWING:



GOVERNMENTAL GRANT CONTRACT

(cost reimbursement grant contract with a federal or Tennessee local governmental entity or their agents and instrumentalities)

Begin Date January 15, 2020	End Date January 15, 2023	Agency Tracking # 30501-02720-88	Edison ID 65312
Grantee Legal Entity Name Van Buren County Administrative and Justice Center/Van Buren County Election Commission			Edison Vendor ID 2772

Subrecipient or Recipient <input checked="" type="checkbox"/> Subrecipient <input type="checkbox"/> Recipient	CFDA #90.404 Grantee's fiscal year end June 30, 2021
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Service Caption (one line only)
Election security assistance for county election commissions

Funding —					TOTAL Grant Contract Amount
FY	State	Federal	Interdepartmental	Other	
FY21	1,190.00	23,810.00			25,000.00
TOTAL:	1,190.00	23,810.00			25,000.00

Grantee Selection Process Summary

Competitive Selection

Non-competitive Selection All counties are receiving funds to assist with election security needs.

Budget Officer Confirmation: There is a balance in the appropriation from which obligations hereunder are required to be paid that is not already encumbered to pay other obligations.

CPO USE - GG

Opale Case

Speed Chart (optional)	Account Code (optional)
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Federal Award Identification Worksheet

Subrecipient's name (must match registered name in DUNS)	Van Buren County Administrative and Justice Center
Subrecipient's DUNS number	069093516
Federal Award Identification Number (FAIN)	TN18101001
Federal award date	March 23, 2018
CFDA number and name	90.404 2018 HAVA Election Security Grant
Grant contract's begin date	January 15, 2020
Grant contract's end date	January 15, 2023
Amount of federal funds obligated by this grant contract	\$23,810.00
Total amount of federal funds obligated to the subrecipient	\$ 32,127.77
Total amount of the federal award to the pass-through entity (Grantor State Agency)	\$7,565,418
Name of federal awarding agency	U.S. Election Assistance Commission
Name and contact information for the federal awarding official	Kinza Ghaznavi Grants Director Election Assistance Commission 1335 East West Highway, Suite 4300 Silver Spring, MD 20910 Telephone: 202-400-1086
Is the federal award for research and development?	No
Indirect cost rate for the federal award (See 2 C.F.R. §200.331 for information on type of indirect cost rate)	0%

ATTACHMENT 2

GRANT BUDGET				
Assist for Van Buren County Election Commission in providing for election security				
The Grant Budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN: January 15, 2020 END: January 15, 2023				
POLICY 03 Object Line-Item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes	0.00	0.00	0.00
4, 15	Professional Fee, Grant & Award ²	1,000.00	0.00	1,000.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications	18,000.00	0.00	18,000.00
11, 12	Travel, Conferences & Meetings	0.00	0.00	0.00
13	Interest ²	0.00	0.00	0.00
14	Insurance	0.00	0.00	0.00
16	Specific Assistance To Individuals	0.00	0.00	0.00
17	Depreciation ²	0.00	0.00	0.00
18	Other Non-Personnel ²	1,000.00	0.00	1,000.00
20	Capital Purchase ²	5,000.00	0.00	5,000.00
22	Indirect Cost	0.00	0.00	0.00
24	In-Kind Expense	0.00	0.00	0.00
25	GRAND TOTAL	25,000.00	0.00	25,000.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A*, (posted on the Internet at: <https://www.in.gov/finance/looking-for/policies.html>).

² Applicable detail follows this page if line-item is funded.

ATTACHMENT 2

GRANT BUDGET LINE-ITEM DETAIL:

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
TBD by county (if necessary)	1,000.00
TOTAL	1,000.00

OTHER NON-PERSONNEL	AMOUNT
TBD by county (if necessary)	1,000.00
TOTAL	1,000.00

CAPITAL PURCHASE	AMOUNT
TBD by county (if necessary)	5,000.00
TOTAL	5,000.00

Approved
10/2/20
com. A
JLW

Date: 9-28-2020

Name James L. Bryant
Address 858 Bone Cave Rd., Rock Island, Tn. 38581
Account# 000621-104238

Send to Van Buren County Mayor 121 Taft Drive Spencer, TN 38585.

Caney Fork Electric or Fall Creek Falls Utility District (Please circle one)

I am submitting this letter of appeal to be excluded from the Solid Waste Fee of Van Buren County for the following reasons.

Gun School has closed, the building is now only used for storage and there is no trash generated at this site. Only one small bag was generated at the time class was held and that bag was taken to home for disposal.

Signed: James L. Bryant : Resident of Van Buren County

Committee A Chairman William Maxwell brought forward action that needs to be taken from the Full Commission from the October 2, 2020 Meeting.

Covid Grant for cleaning of Court Room

Mayor Wilson presented to Committee A, a Covid grant for some part-time employees to assist with temp checks and cleaning on Court days. This Grant is just for Covid assistants with the Court System in the amount of \$6,271.89 with no match from the County. William Maxwell made a motion, second by Bill Mosley to approve that Budget Amendment as to be reflexed in the Minutes. **51800-169 \$5698.00**

51800-201 \$392.00

51800-210 \$89.00

51800-212 \$92.00

Upon roll call: David Chandler, Joey Grissom, Terry Hickey, William Maxwell, Bill Mosley, Mickey Robinson, Henry Seamons, Brian Simmons, Robert Van Winkle and Michael Woodlee voted yes. No changes to any yes vote. Motion passed.

Health Grant

William Maxwell made a motion, second by Mickey Robinson to authorize the County Mayor to apply for a state Health Grant which will be awarded in the next Fiscal Year in the amount of \$80,000.00.

Upon roll call: David Chandler, Joey Grissom, Terry Hickey, William Maxwell, Bill Mosley, Mickey Robinson, Henry Seamons, Brian Simmons, Robert Van Winkle and Michael Woodlee voted yes. No changes to any yes vote. Motion passed.

Election State Grant

This is an Election Grant in the amount of \$25,000.00 that can be used over the course of three years to purchase supplies for the Election. The Commission needs to increase line item 51100-309 by \$25,000.00 and the Revenue code 4698 increase by \$25,000.00. William Maxwell made that in a form of a motion to approve this, second by Henry Seamons.

Upon roll call: David Chandler, Joey Grissom, Terry Hickey, William Maxwell, Bill Mosley, Mickey Robinson, Henry Seamons, Brian Simmons, Robert Van Winkle and Michael Woodlee voted yes. No changes to any yes vote. Motion passed.

Re-appointment of David Sullivan to the Planning Commission 4-Year Term

Bill Mosley made a motion, second by William Maxwell to approve David Sullivan to the Planning Committee for a 4-year term.

Upon roll call: David Chandler, Joey Grissom, Terry Hickey, William Maxwell, Bill Mosley, Mickey Robinson, Henry Seamons, Brian Simmons, Robert Van Winkle and Michael Woodlee voted yes. No changes to any yes vote. Motion passed.

Notary Approval for Chase Hoke

Bill Mosley made a motion, second by Mickey Robinson to approve the Notary for Chase Hoke.

Upon roll call: David Chandler, Joey Grissom, Terry Hickey, William Maxwell, Bill Mosley, Mickey Robinson, Henry Seamons, Brian Simmons, Robert Van Winkle and Michael Woodlee voted yes. No changes to any yes vote. Motion passed.

Notary Approval for Renee Guy

William Maxwell made a motion, second by Robert Van Winkle to approve the Notary for Renee Guy.

Upon roll call: David Chandler, Joey Grissom, Terry Hickey, William Maxwell, Bill Mosley, Mickey Robinson, Henry Seamons, Brian Simmons, Robert Van Winkle and Michael Woodlee voted yes. No changes to any yes vote. Motion passed.

Old Business

None

New Business

Electronic Meetings

Mayor Wilson had a conference call with Governor Bill Lee and through the end of the year he will be extending the Electronic Meetings.

Wheel Tax

Commissioner Bill Mosley wanted to make a recommendation that if the \$40.00 wheel tax passed during the election that the Full Commission looks into the possible of lowering the property tax next fiscal Year. After much discussion on this matter the budget Committee assured Mr. Mosley that they would look into this.

Adjournment

Mickey Robinson made a motion, second by William Maxwell to adjourn. All approved by voice vote. Motion passed. Meeting adjourned at 6:16 p.m.

Chairman Joey Grissom

County Clerk Lisa Rigsby