

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

The Van Buren County Commission met in a Regular Meeting on November 17, 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

Commissioner David Chandler called the Meeting to Order. **(Due to COVID-19 Governor's Orders this Meeting was conducted thru Zoom)**

Prayer was led by Mayor Greg Wilson.

Roll Call

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

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

Approval of October 20, 2020 Meeting Minutes

(Mickey Robinson entered the Meeting thru Zoom @ 6:02 p.m.)

Henry Seamons made a motion, second by Bill Mosley to approve the Minutes from the October 20, 2020 Meeting.

Upon roll call: David Chandler, 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.

Quarterly Reports Approval

Mickey Robinson made a motion, second by Michael Woodlee to approve all Quarterly Reports.

Upon roll call: David Chandler, 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

Committee A
October 23, 2020

Roll Call:

Members present: David Chandler, Mickey Robinson, Henry Seamons, Robert Van Winkle and Will Maxwell. Also Mayor Greg Wilson

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

Library Grant

The library board submitted documents that they have been awarded a grant to purchase new computers with a 50% match asking the county to consider paying the \$1,678.00 match. This grant match would have no effect on the maintenance of effort agreement.

Mr. Chandler made the motion to amend line 101-56500-709 in amount of \$3,356.00 and \$1,678 from fund balance and \$1,678 from state grants. Seconded by Mr. Seamons All Voted Yes.

Health Dept. Amendment

An amendment for the health department was submitted from some remodeling work that was not completed by the end of the year last budget year and needs to carry forward to current budget cycle.

Motion by Mr. Seamons to amend line 101-55110-599 to \$41,041 to a new total of \$41,532 and increase revenue line 101-46390 by \$41,041. This is a reimbursement item. Seconded by Mr. Robinson All Voted yes.

Fair Building

The fair building has been converted by a grant into the new Ag Learning Center. The grant has covered \$150,000 of expenses but due to material increases and unforeseen electrical expenses the project is \$22,349 from completion. The additional funds would go to replacing the siding with a long term metal covering for the building

Mr. Chandler made a motion to amend line 101-51800-338 by \$23,000 to be taken from fund balance Seconded by Mr. Seamons. All Voted Yes.

Bid Process for Solid waste

The mayor presented a set of bid specs for bidding out the solid waste services of the county to include the purchase of the BDS property and a score system to score the bidders. A lengthy discussion was had about the process. No Action was taken on the item.

Appointment of Purchasing Officer

The Mayor stated that audit recommended that we should officially appoint a purchasing officer. It was recommended that Heather Woodlee be appointed as purchasing officer of the County. Motion to approve by Mr. Chandler seconded by Mr. Seamons, all Voted Yes.

Adjourn

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



Burritt Memorial Library
427 College Street
Spencer, TN 38585
(931) 946-2575

October 21, 2020

Van Buren County Commission,

Burritt Memorial Library has been awarded a Technology grant for the 2020/2021 fiscal year. This grant will allow the library to purchase 5 computers (to replace older versions), 2 computer monitors, and a keyboard for a children's computer station. This grant is in the amount of \$3,356.00, with \$1,678.00 of that amount coming from the state. The library board and staff would like to ask the county for the required 50% match of this grant in the amount of \$1,678.00. This grant is totally separate and has nothing to do with the Maintenance of Effort Agreement.

Thank you,
Shawn Roberts, Library Board Chairman
Amy Carter, Library Director
Library Board Members

**Van Buren County Ag Learning Center
Proposal**

Total Grant from Tennessee Department of Ag-	\$150,000
Total Spent on Project as of Today-	\$114,099
Total Left in Grant-	\$35,901
Projects Left in Building-	
Flooring and Baseboards	\$11,700
Metal Siding, Windows, & Door	\$42,000
Stair Repair	\$1,600
Bathroom	\$1,200
Parking Spot (material)	\$1,000
Drain work (material)	\$750
Total Project Cost Left	\$58,250
Total Left in Grant	\$35,901
What needed to complete	\$22,349

Financial

Experience in the Industry.....35 points

Stability.....20 points

Highest Bid for BDS Property.....15 points

Lowest bid for Trash pick-up.....15 points

Job Creation along with Business Plan.....15 points

The Van Buren County Commission reserves the right to reject any or all bids.

DEPARTMENT BUDGET ANALYSIS

BUDGET YEAR: 2020-2021

DEPARTMENT: VAN BUREN COUNTY HEALTH CENTER

DATE ISSUED: _____

ACCOUNT NO#: 55110

ITEM	DESCRIPTION	FY 2019-2020	PROPOSED FY 2020-2021
162	CLERICAL SUPPORT-STATE CONTRACT	2,200	2,200
201	SOCIAL SECURITY- STATE CONTRACT	200	200
210	UNEMPLOYMENT COMPENSATION – STATE CONTRACT	100	100
212	EMPLOYER MEDICARE – STATE CONTRACT	100	100
307	COMMUNICATIONS	1,900	1,900
355	TRAVEL- STATE CONTRACT	1,100	1,100
413	DRUGS & MEDICAL	800	400
435	OFFICE SUPPLIES	200	200
499	OTHER SUPPLIES	FY 19-20 FY 20-21	0 400
599	OTHER CHARGES:	FY 19-20 FY 20-21	
	1. Supply Funds – State Contract:	3000 3000	
	2. Appropriations Withheld		
	Primary Prevention Initiative Funds	490 490	
	3. OTHER CHARGES	400 0	
	4. BUILDING IMPROVEMENTS	51,000 38,041.14	41,041.14
		54,890 41,531.14	54,890 490
55390-09	APPROPRIATIONS	24,510	24,510
	TOTAL Local and Contract Funding	86,000	72,641.14

*STATE CONTRACTS WITH COUNTY-expenses reimbursed by State Government through monthly invoicing

M. Doyle 10-21-2020
Mindy Doyle, County Director

Jessica Grissom, Finance Director

Greg Wilson, County Mayor

Budget 2020-2021 - Van Buren County Health Department

Mindy Doyle <Mindy.Doyle@tn.gov>

Tue 6/23/2020 9:38 AM

To: Greg Wilson <mayorgwilson@outlook.com>

Cc: jesssupermom@outlook.com <jesssupermom@outlook.com>; Becky Grissom <Becky.Grissom@tn.gov>

1 attachments (65 KB)

3786_001.pdf;

Please see attached document for budget submission. The amount of \$21,471.44 is to be carried over from this current years building improvement funding from the state of Tennessee. It was approved to be extended on June 19, 2020. If you have any questions, please let me know. Thank you!



Mindy A. Doyle, MPH | Public Health County Director
Cumberland and Van Buren County Health Departments
1503 South Main Street, Crossville, TN 38555
907 Old McMinnville Street, Spencer, TN 38585
Phone: 931-484-6196, 931-946-2438
Mindy.Doyle@tn.gov

tn.gov/health

Connect with TDH on [Facebook](#) and [Twitter](#) @TNDeptofHealth!

Our Mission – To protect, promote and improve the health and prosperity of people in Tennessee.

From: VanBurenCo.HealthDept@tn.gov <VanBurenCo.HealthDept@tn.gov>

Sent: Tuesday, June 23, 2020 9:22 AM

To: Mindy Doyle <Mindy.Doyle@tn.gov>

Subject: Attached Image

DEPARTMENT BUDGET ANALYSIS
BUDGET YEAR: 2020-2021
DEPARTMENT: VAN BUREN COUNTY HEALTH CENTER
 DATE ISSUED: _____
 ACCOUNT NO#: 55110

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	3. OTHER CHARGES	400 0	
	4. BUILDING IMPROVEMENTS	<u>51,000 21,471.44</u>	21,471.44
		54,890 24,961.44	3,490
55390-09	APPROPRIATIONS	24,510	24,510
	TOTAL Local and Contract Funding	86,000	56,071.44

*STATE CONTRACTS WITH COUNTY-expenses reimbursed by State Government through monthly invoicing


 Mindy Doyle, County Director

 Jessica Grissom, Finance Director

 Greg Wilson, County Mayor

Bid Specifications for Van Buren County Residential Garbage Collection

Qualifications of Contractor:

Van Buren County shall require submission with the proposal of supporting data regarding the qualifications of the Contractor in order to determine whether the Contractor is a qualified, responsible Contractor. The Contractor will be required to furnish the following information:

- 1) Satisfactory evidence that the Contractor has been in existence as a going concern in excess of two (2) years and possesses not less than 2 years actual operating experience as a going concern in secondary materials management or solid waste management.
 - 2) Satisfactory evidence that the Contractor's experience as a going concern in municipal services or private business derives from operations of comparable size to that contemplated by this proposal. Details shall include length of other contracts, name and size of municipality, nature of service provided, and the name of the contact person at the municipality in question
 - 3) Evidence that the Contractor is in good standing in the State of Tennessee. Evidence that the Contractor is licensed to do business in the State of Tennessee and or a sworn statement that it will take all necessary action to become so licensed if its proposal is accepted.
 - 4) Reporting Requirements: The Contractor will be required to keep all necessary records of landfill disposal and submit reports to comply with local, county and federal environmental reporting legislation.
 - 5) Furnishings: Contractor shall furnish all carts, personnel, labor, equipment, trucks and all other items necessary to provide refuse collection, removal and disposal services.
 - 6) Trucks: a) The contractor must have suitable compact loader garbage truck for residential collection. All trucks and other collection equipment shall be kept in good repair, appearance, and in a sanitary condition at all times. Each vehicle shall clearly display the identity (Company Name) and telephone number of the Contractor. The Contractor shall be responsible for the safe operation of all collection vehicles and that all vehicles and drivers are properly licensed, insured and meet all requirements set forth by the State of Tennessee for the operation of commercial vehicles. The Contractor shall be responsible for any damages to county roads or private personal property and shall be repaired by the Contractor.
-

b) In the areas that are inaccessible to large collection trucks, the Contractor shall supply a smaller collection vehicle and a schedule for the weekly collection service for those customers.

7) Environmental Compliance; Disposal of solid waste must meet all applicable local, county state and federal legislation relating to solid waste collection and disposal.

8) Collection: The Contractor shall provide a sufficient number of vehicles for the one (1) day collection of the weekly collection services. Garbage is to be picked up once a week at each household on a day mutually agreed upon by the Contractor and Van Buren County. The county will establish the times carts must be placed at the curb for collection, and the starting time for collection by the Contractor. The Bidder may propose alternatives to the single day collection.

(9) Holiday Schedule: The contractor shall identify all Holidays whereas collection is being suspended for said holiday, and shall provide Van Buren County what day collection will be resumed. No Holidays shall relieve the Contractor of its obligation to provide weekly collection of each cart.

(10) Collection Carts: The Contractor shall provide a NEW 96 gallon collection cart to each household at the beginning of the contract. The Contractor shall be responsible for any maintenance, parts and repairs the carts may require throughout the term of the contract. The approximate number of customer carts at the beginning of is 2905. The Contractor shall also furnish 50 new 96 gallon carts to the county as a supply to add customers or to replace damaged or missing carts. There will be no charge to the county for the supply inventory of Carts.

(11) Hauling: All refuse hauled by the Contractor shall be so contained, tied or enclosed that leaking, spilling or blowing are prevented.

(12) Disposal - All refuse collected for disposal by the Contractor shall be hauled to approved disposal site or incineration facility, and disposal or incineration site charges shall be the sole responsibility of the Contractor. Van Buren County shall have the right to approve the location of the disposal land fill or incineration site.

(13) Disposal Costs — Increased Compensation: In the event disposal costs charges to the Contractor for garbage, trash, vegetation, etc. at approved disposal sites are increased or decreased, the portion of the rate charged for disposal included rate charged the County shall be adjusted accordingly effective on March 1st of each year and passed through to the customers of the county either as an increase or reduction in the monthly fees charged.

The Contractor shall provide a certified calculation of the rate charged by the disposal site each year 60 days prior to March 1st. Additionally, the fees or compensation payable to the Contractor for each year of the term hereof shall be adjusted on March 1st of each year based on the percent change as reflected in the United States Department of Labor

Consumer Price Index for all Urban Consumers: Water and Sewer and Trash Collection Services Series as published by the Bureau of Labor Statistics, for the twelve (12) month period ending nearest, but at least 60 days prior to March 1st adjustment date. Adjustments shall be made in units of one cent (\$0.01). Regardless of the actual percentage change as reflected in the Consumer Price Index the adjustments to the fees either higher or lower, shall not exceed a maximum adjustment of five (\$0.05).

- 13) Point of Contact- All dealings, contacts, etc. between the Contractor and Van Buren County shall be directed by the Contractor to the County Mayor's Office.
- 14) Complaints must be handled properly within 24 hours
- 15) Insurance: The Contractor shall at all times during the contract maintain in full force and effect Employer's Liability, Worker's Compensation, Public Liability and Property Damage insurance, including contractual liability coverage for the provisions Item 20. All insurance shall be for policy limits acceptable to Van Buren County and before commencement of work hereunder the Contractor agrees to furnish Van Buren County certificates of insurance or other evidence satisfactory to Van Buren County to the effect that such insurance has been procured and is in force.

For purposes of the contract, the Contractor shall carry the following types of insurance in at least the limits specified below:

COVERAGES AND LIMITS OF LIABILITY

- a) Worker's Compensation Statutory Employer's Liability \$1,000,000
 - b) Bodily Injury Liability \$500,000 each occurrence
Except Automobile \$1,000,000 aggregate
 - c) Property Damage Liability \$1,000,000 each occurrence
Except Automobile \$1,000,000 aggregate
 - d) Automobile Bodily Injury \$1,000,000 each person
Liability \$1,000,000 each occurrence
 - e) Automobile Property Damage \$1,000,000 each occurrence Liability
 - f) Excess Umbrella Liability \$5,000,000 each occurrence.
- 16) Three (3) references with one reference being a municipality.
- (17) Contract Price: The bid shall be based on a per cart contract price. The price per cart shall include all costs associated with the collection and disposal of garbage collected including but not limited to any land field tipping fees or incineration fees.
-

The Contractor and Van Buren County shall mutually agree on exemptions to the above:(Re-Contractor provides a dumpster in lieu of carts in special circumstances).

- 18) Terms of contract: The contract shall be for a five (5) year period with one (1) five year renewal based on a mutual agreement of both parties.
 - 19) Licenses, Permits and Fees: The Contractor shall obtain all necessary licenses and permits and promptly pay all fees required by any governmental agency.
 - 20) Indemnity: The Contractor shall indemnify, hold harmless, and exempt Van Buren County, its officers, agents, proceedings, claims, demands, damages, costs, expenses, fines and attorneys' fees resulting from injury to person or damage to property arising out of work done in the performance of this contract. The Contractor shall also indemnify and hold harmless Van Buren County from and against any and all suits, actions, legal proceedings, claims, demands, damages, costs, expenses, fines and attorney fees resulting from violations of state or federal environmental laws pertaining to solid waste collection and disposal.
 - 21) Deadline for bid submittal: Noon CST, _____. Bids will be opened at 1:00 PM CST on the same date. Faxed or emailed bids will not be accepted. Van Buren County has the right to reject any or all bids.
 - 22) Exceptions: Each bidder shall explain any exceptions taken to the specifications and the proposed alternatives.
 - 23) This document is for residency in Van Buren County, Tn. All businesses within Van Buren County will have the opportunity to negotiate with the contractor for trash collection services.
-

Committee A

November 6, 2020

Roll Call: Members present: David Chandler, Mickey Robinson, Henry Seamons, Robert Van Winkle and Will Maxwell. Also Mayor Greg Wilson, Jessica Grissom, Director of schools Cheryl Cole.

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

Solid waste Bid Process

The Mayor presented a bid proposal to operate the county solid waste service. See Bid document attached. Will look at this later in meeting due to some members not having proper paperwork.

Amendment for corrections Overtime

Motion by Mr. Chandler to amend line 101-54210-187 by increase of \$5,000 and decrease line 101-54210-160 by the same. Seconded by Mr. Robinson, All Voted yes.

Amendment for Register of Deeds

Motion by Mr. Robinson to move \$750.00 from fund balance 101-39000 to 101-51600-435 for office supplies in the registers of deeds office. Seconded by Mr. Chandler, All Voted Yes.

Solid waste fee exemption

One solid waste fee exemption was presented to the committee for review. Motion was made by Mr. Chandler to deny the exemption. Seconded by Mr. Van Winkle. All Voted Yes.

School System request for portion of State money

Director of schools presented two letters from the Board of Education requesting a portion of the money received from the State for the closure of FCF. (See Attached) Mr. Seamons made a motion to table this discussion until a later date. Seconded by Mr. Van Winkle, all Voted Yes.

Board of Education requesting reimbursement for unemployment with Cares Act money

The board of education submitted a letter requesting the county turn in the unemployment cost to be covered under the Cares Act money. Per The mayor that had to be submitted by Nov. 1st. No Action was taken.

Contribution for the Santa Workshop

A request has been made by the Santa Workshop for a donation of \$500. No action was taken.

Amendment to the GDS for the interest of the bonds

Jessica Grissom brought up an error in the calculation of the interest payment that was budgeted for the payment on the bond from Debt services. Motion was made by David Chandler to amend 151-82110-604 in the amount of \$7050 from Fund balance 151-39000. Seconded by Mr. VanWinkle. All Voted Yes.

County Vehicle insurance recovery

It was noted that a vehicle from the Sheriff's Dept. had been totaled back in May and would be removed from the County insurance and a check would be deposited into the General Fund for its worth. Concern was expressed by Mr. Chandler as to why the Commission had not been

notified until now that a loss had occurred. He stated he felt it would be good if the commission would be made aware in a timely fashion when the county incurred a loss such as this.

A Short Recess was taken to give members time to review the Solid waste bid document.

Solid waste Bid

Motion was made by Mr. Chandler to move forward with the bid process as received seconded By Mr. Seamons, All Voted Yes.

Adjourn

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

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Van Buren Co. Executive

2020-2021 Budget Amendments			Fund 151	11/6/2020	
Function	Obj. Code	Description	Explanation	Debit	Credit
82110	603	Interest on Notes			7,050.00
39000		Fund Balance		7,050.00	
		Total		7,050.00	7,050.00

CORRECTED COPY

Van Buren Co. Executive

2020-2021 Budget Amendments			Fund 101	11/6/2020	
Function	Obj. Code	Description	Explanation	Debit	Credit
51600	435	Office Supplies (none was in budget			750.00
54210	187	Overtime	Correctional officers		5,000.00
54210	160	Guards		5,000.00	
39000		Fund Balance		750.00	
		Fund Balance			
		Total		5750.00	5750.00

Ricky Walling, Chairman
Barry Austin, Member
Ronnie Hitchcock, Member
Tim Hodges, Member
Davy Shackley, Member



Cheryl Cole
Director of Schools

VAN BUREN COUNTY BOARD OF EDUCATION
Where Kids Come First

October 30, 2020

Mayor Greg Wilson and County Commissioners:

The Van Buren County Board of Education is requesting payment of our portion of the Direct Appropriation Grant that was given to the county to supplement the loss of revenue from FCF Inn. The school's portion should have been 42% of \$200,000 for fiscal year 20-21. That amount should be \$84,000. That amount can be paid in two separate payments of \$42,000 (January and April).

This money is not part of the Maintenance of Effort.

The school system is also requesting the payment of our portion for the fiscal year 19-20. The school's portion should have been \$80,000.

In the event that the county receives a fourth year payment, the school system is also requesting their portion.

Sincerely,

Cheryl Cole

293 Sparta Street • P.O. Box 98 • Spencer, Tennessee 38585 • Phone: (931) 946-2242 • Fax: (931) 946-2858

Director of Special Projects & Pre-School
Dr. Denise Whittenberg
Supervisor of Instruction & Federal Programs
Glennice Cole
Supervisor of Special Education
Virginia Baker

Supervisor of Attendance & Transportation
Billie J. Grissom
Supervisor of Nutrition
Pat Thacker
Supervisor of Technology
Chris Hargrove

Instructional Technology & Accountability
Jared Copeland
Testing Coordinator & Math Instruction
Teresa Roberts
School Psychologist
Monica Sullivan

Coordinated School Health & Safety
Kelly Lewis
Pre-School & Safety
Phyllis Sullivan
Grants
Jan Smith

Ricky Walling, Chairman
Barry Austin, Member
Ronnie Hitchcock, Member
Tim Hodges, Member
Davy Shockley, Member



Cheryl Cole
Director of Schools

VAN BUREN COUNTY BOARD OF EDUCATION

Where Kids Come First

11/03/2020

Dear Mayor Wilson,

Our school system has been faced with unprecedented unemployment compensation claims due to the Covid 19 pandemic. Under the CARES Act, it is our understanding that the County has received or will be receiving funds to reimburse costs brought on by the pandemic under the Coronavirus Relief Fund (the "Fund"). Unemployment insurance costs related to COVID-19 public health emergency are on the list of eligible expenditures to receive economic relief from the Fund. On behalf of the Board of Education, I am respectfully requesting that you include 50% of the costs for unemployment compensation claims that we have experienced that have not been reimbursed by the federal government. That amount for March-August is \$2,028.40. For subsequent months, we will send you a monthly letter with this amount.

We will greatly appreciate your favorable action on this request and we assure you that we will make good use of every penny we receive for the benefit of our children.

Thank you for your consideration.

Sincerely,

Cheryl Cole
Superintendent

293 Sparta Street • P.O. Box 98 • Spencer, Tennessee 38585 • Phone: (931) 946-2242 • Fax: (931) 946-2858

Director of Special Projects & Pre-School
Dr. Denise Whittenberg
Supervisor of Instruction & Federal Programs
Glenece Cole
Supervisor of Special Education
Virginia Baker

Supervisor of Attendance & Transportation
Bibi S. Grissom
Supervisor of Nutrition
Pat Thacker
Supervisor of Technology
Chris Hargrove

Instructional Technology & Accountability
Jared Copeland
Testing Coordinator & Math Instruction
Teresa Roberts
School Psychologist
Monica Sullivan

Coordinated School Health & Safety
Kelly Lewis
Pre-School & Safety
Phyllis Sullivan
Grants
Jan Smith



Utrust

I N V O I C E

Invoice #: 48-CARES Act County
Invoice Date: 10/13/20
Bill To: Van Buren County
 Ms. Cheryl Cole
 293 Sparta Street
 Spencer, TN 38585

Net Terms: 30 days

Description	Rate	Total
50% Offset for Unemployment Costs-CARES Act-City/County Portion		
March Claims		\$ 277.82
April Claims		\$ 377.38
May Claims		\$ 849.33
June Claims		\$ 116.00
July Claims		\$ 160.59
August Claims		\$ 247.28
		Subtotal \$2,028.40
		Amount Paid to Date
		Balance Due \$2,028.40

A 2% late fee will be assessed each month the invoice remains unpaid after the due date.

Utrust
 1525 Hunt Club Blvd, Suite 300
 Gallatin, TN 37066
 Phone: (615) 714-4190
 E-mail: kcoleman@ustrust.org
 Web site: www.ustrust.org

Committee A Chairman William Maxwell brought forward action that needs to be taken from the Full Commission from the Committee A (Budget) Meetings.

New line item needed for the Drug Fund

The Finance Director Jessica Grissom informed Committee A that a new line item was needed in the Drug Fund to allow for the stripping on the new drug control vehicle. William Maxwell made a motion, second by Mickey Robinson to move \$450.00 from Drug Fund balance to a newly created line item 122-54150 line 718.

Upon roll call: David Chandler, Terry Hickey, William Maxwell, Bill Mosley, Mickey Robinson, Henry Seamons, Brian Simmons and Michael Woodlee voted yes. Robert Van Winkle had his phone on mute and did not get to vote. 8-yes votes. Motion passed.

Repair for the old Landfill

There was a repair needed for the landfill, and no money had been budgeted to cover this cost. William Maxwell made a motion, second by Robert Van Winkle to create line 101-51800-523 in the amount of \$7,700.00 from fund balance and this would be to cover the repair.

Upon roll call: David Chandler, 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.

Covid Grant

The County received a Covid Grant to be used for cleaning the courtrooms. Budget Amendments were presented for some part-time employees for temperature checks and cleaning on court dates. This is a State Grant in the amount of (\$6,271.89). This would be shown in State Revenues in the same amount. There will be four line items effected:

51800-169	\$5,698.00
201	392.00
210	89.00
212	92.00

William Maxwell made a motion, second by Michael Woodlee to approve these Budget Amendments as listed.

Upon roll call: David Chandler, 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.

State Election Grant

A State Election Grant has been awarded to Van Buren County to help with upcoming Elections in the amount \$25,000.00 and the Budget would need to be Amendment to reflect this. William Maxwell made a motion, second by Michael Woodlee to increase Line item 51100-304 by \$25,000.00 and Revenue Code 4698 to be increased by \$25,000.00 as well.

Upon roll call: David Chandler, 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.

Library Grant

The Library Board submitted documents that they have been awarded a grant to purchase new computer with a 50% match asking the County to consider paying the \$1,678.00 match. This grant match would have no effect on the maintenance of effort agreement. William Maxwell made a motion, second by Henry Seamons to approve to amend line 101-56500-709 in the amount of \$3,356.00 and 1,678.00 from Fund Balance and \$1,678.00 from State Grants.

Upon roll call: David Chandler, 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 Department Amendment

An amendment for the Health Department was submitted for some remodeling work that was not completed by the end of the year last budget year and needs to carry forward to current budget cycle. William Maxwell made a motion, second by Michael Woodlee to increase line 101-55110-599 to \$41,041.00 and increase Revenue line 101-46390 by \$41,041.00.

Upon roll call: David Chandler, 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.

Fair Building

The Fair building has been converted by a Grant into the new AG Learning Center. The Grant has covered \$150,000.00 of expenses but due to material increases and unforeseen electrical expenses the project is \$22,349.00 from completion. The additional funds would go to replacing the siding with a long term metal covering for the building. The County has had no expenses in this project. William Maxwell made a motion, second by Henry Seamons to amend line 101-51800-338 by \$23,000.00 to be taken from Fund Balance and this would cover the expenses.

Upon roll call: David Chandler, 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.

Appointment of a Purchasing Officer

Mayor Wilson has stated that Audit recommended that the County should officially appoint a Purchasing Officer. It was recommended that Heather Woodlee be appointed to this position. William Maxwell made a motion, second by Terry Hickey to make that official that she is the County's Purchasing Officer.

Upon roll call: David Chandler, Terry Hickey, William Maxwell, Bill Mosley, Mickey Robinson, Henry Seamons, Brian Simmons, and Robert Van Winkle voted yes. Michael Woodlee abstained.

8-yes votes, 1-abstained. Motion passed.

Amendment for Correction Officers overtime

William Maxwell made a motion, second by Henry Seamons to amend line 101-54210-187 by increase of 5,000.00 and decrease line 101-54210-160 by the same amount.

Upon roll call: David Chandler, 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.

Amendment for the Register of Deeds

No money was put into the Register of Deeds Office Supply line item by an oversight. William Maxwell made a motion, second by Brian Simmons to move \$750.00 from Fund Balance 101-39000 to 101-516-435 for Office Supplies in the Register of Deeds Office.

Upon roll call: David Chandler, 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.

Amendment to the GDS for interest of the Bond

Finance Director Jessica Grissom brought up an error in the calculation of the interest payment that was budgeted for the payment on the Bond from Debt Service. William Maxwell made a motion, second by Michael Woodlee to amend 151-82110-604 in the amount of \$7,050.00 from Fund Balance 151-39000.

Upon roll call: David Chandler, 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.

Solid Waste Bid

The Mayor presented a bid proposal to operate the County's Solid Waste Service, this is just exploratory. William Maxwell made a motion, second by Michael Woodlee to go forward with this, to put the bid out, the bid doesn't say we have to except the bid but we can see what our options are.

Upon roll call: David Chandler, 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 B Report

Committee B
October- 22- 2020

Roll Call: Present: Michael Woodlee, Terry Hickey, Bill Mosley, Joey Grissom, Brian Simmons, and Mayor Wilson.

Speed limit for Double Bridges Road Commissioner Bill Mosley brought to the committee that the citizens of Double Bridges road would like to have a posted speed limit of 30 MPH.

Mr. Mosley presented a signed petition by all citizens of the road. Motion was made by Bill to bring to the full commission, Seconded by Terry. By roll call vote, all voted in favor.

Masonic Building Mayor Wilson brought to the committee that he has been approached by UCHRA about the use of the Masonic building to bring to Van Buren County a Pre-Daycare. The pre-daycare would offer Van Buren county citizens free child care to children ages 6 weeks to 6 years of age. The facility would be available to 24 children and would create at least 12 jobs for Van Buren county citizens. Any changes to the building would be at UCHRA expense. Motion was made by Terry seconded by Michael to send to full commission for vote. Roll call vote all voted yes.

Discussion of BDS property Committee B discussed the BDS being added to the bidding proposal as part of the county trash Contract as Committee B is not the solid waste committee a motion was made by Michael and seconded by Terry to allow The solid waste (committed A) to add the property as part of the bidding process. Roll call vote Michael (yes) Terry (yes) Bill (yes) Joey (did not vote because he lost service)

Discussion was had on community centers, Cedar grove and Bone Cave.

Motion to adjourn made by Terry Seconded by Michael, roll call vote, all voted yes.

Neighborhood Petition for Speed Limit

We, the residents and property owners of "Double Bridges" request a speed limit on our road to be reduced and posted @ **30** MPH to improve safety for our children and families.

30
 15 A Dead-end Road Sign

Name (Print Clearly)	Address	Signature	Date
Ricky L Lewis	977 Double Bridges Rd	Ricky L Lewis	9/16/2020
Tina Lewis	977 Double Bridges Rd	Tina Lewis	9/16/2020
Terry Lewis	745 Double Bridge Rd	Terry Lewis	9/16/2020
Kelly Lewis	745 Double Bridge Rd	Kelly Lewis	9-16-2020
Betty G Lass	14 Double Bridges Rd	Betty Lass	9-29-2020
Sara Viehaber	68 Double Bridges Rd	Sara Viehaber	9-29-2020
Thomas Mitchell	632 Double Bridges Rd	Thomas Mitchell	9-29-2020
Ruby Austin	632 Double Bridges Rd	Ruby Austin	9-29-2020
Kasi Shockley	1050 Double Bridges Rd	Kasi Shockley	9-25-2020
Shirley Cummings	1239 Double Bridges Rd	Shirley Cummings	9-29-2020
Doris Rouse	215 Double Bridge Rd	Doris Rouse	9-29-2020
Dempsey Rouse	215 Double Bridge Rd	Dempsey Rouse	9-29-2020
Nancy Estes	132 Double Bridges Rd	Nancy Estes	9-29-2020
Earl Kirby	442 Double Bridge Rd	Earl Kirby	9-29-2020

Committee B Chairman Brian Simmons brought forward action that needs to be taken from the Full Commission from October 22, 2020 Meeting.

Speed Limit for Double Bridges Road

Commissioner Bill Mosley brought to Committee B that the Citizens of Double Bridges Road would like to have a posted speed limit of 30 mph. Mr. Mosley presented a signed petition by all Citizens on that road. Brian Simmons made a motion, second by Bill Mosley to post the speed limit on Double Bridges Road at 30 mph and a sign that says Dead End also.

Upon roll call: David Chandler, 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.

Masonic Building

Mayor Wilson brought to the Committee B that he has been approached by UCHRA about the use of the Masonic building to bring to Van Buren County a Pre-Daycare. The pre-daycare would offer Van Buren County Citizens free child care to children ages 6 weeks to 6 years of age. The facility would be available to 24 children and would create at least 12 jobs for Van Buren county Citizens. Any changes to the building would be at UCHRA expense. Brian Simmons made a motion, second by Bill Mosley to approve this.

Upon roll call: David Chandler, 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.

Appointment of Diane Hodges and Mike Solomon to Planning Board

Bill Mosley made a motion, second by Mickey Robinson to approve Diane Hodges and Mike Solomon to the Planning Board.

Upon roll call: David Chandler, 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 Crystal Young, Phyllis Sullivan, and Sherry Wilson to the VBC Library Board

William Maxwell made a motion, second by Robert Van Winkle to approve the re-appointment of Crystal Young and approve Phyllis Sullivan and Sherry Wilson to the Van Buren County Library Board.

Upon roll call: David Chandler, 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.

Van Buren County Highway Department Covid-19 Policy

Van Buren County Highway Department
P.O. Box 106
Spencer, Tennessee
38585

EMERGENCY POLICY FOR PROCEDURES AND PROTOCOLS FOR COVID 19 (SUBJECT TO CHANGE AS MANDATES ARE HANDED DOWN FROM STATE AND GOVERNMENT)

DURING QUARANTINE WE ARE ESSENTIAL WORKERS

While we are essential workers during any mandated quarantine, we will strive to keep everyone safe:

PREVENTION DURING MANDATORY COUNTY QUARANTINE

- All employees will be required to a mandatory temperature check upon arrival at work.
- We will work half of our hourly crew Monday/Wednesday and the second half of the hourly crew Tuesday/Thursday. Superintendent will be with one set of crews, and the Assistant Superintendent will be with the next set of crews to keep them safe as well.
- All employees will be required to keep 6 ft distance from one another at all times possible.
- In regards to this, office staff will work days accordingly as well. Office employees shall not be in the office at the same time. **Between the days of working it is important to disinfect all surfaces.**
- **All employees will be paid as normal, in accordance with TCHOA, our emergency policy, and instruction of government/state. However, should any employee during this time away from work, be seen outside of home with the exception of retrieving vital necessities, will be subject to immediate termination.**

TESTING AND EXPOSURE

- Should any employee be exposed to a positive Covid19 case: Employee shall be tested and remain in quarantine for 14 days then retested at the end of 14 days, before returning to work. **During this time said employee should NOT be away from their home. This differs from the statement above; if there has been exposure and a possibility of your testing positive, and you are seen out in public, (other than Dr) YOU WILL BE TERMINATED IMMEDIATELY.** Once employee's test is negative, only then may the employee return to work. Employee will be paid as normal during this time and proof of negative testing will be required to return to work.

William Maxwell made a motion, second by Mickey Robinson to approve the Van Buren County Highway Departments Covid-19 Policy.

Upon roll call: David Chandler, 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

BDS Property

Committee B had discussed adding BDS property to the bidding process to sale. Mayor Wilson would like for the Commission to go ahead and put this property out for bid and set a reserve. After much discussion on this matter, Brian Simmons made a motion, second by Henry Seamons to send this back to Committee B in order to advertise and set a reserve or a minimum bid and any other conditions requested on the purchase of the property for the sale.

Upon roll call: David Chandler, 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.

New Business

(Commissioner Michael Woodlee got disconnected on Zoom)

Van Buren County Library Board

Mayor Wilson explained to the Full Commission that they were 3 more members that had left the Library Board. There were 3 names that has been submitted for their replacements. Listed as following:

Linda Hilliard

Jennette Justice

Freda Christensen

William Maxwell made a motion, second by Brian Simmons to approve the listed members to the Library Board.

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

Van Buren County Highway Department Fuel donation

The Van Buren County Highway Department request approval for a \$2,500.00 donation for fuel for the County's Senior Companion Program. Henry Seamons made a motion, second by Terry Hickey to approve the \$2,500.00 donation to the Senior Companion Program.

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

Van Buren County Highway Department
P.O. Box 106
Spencer, Tennessee
38585

October 26, 2020

To: Van Buren County Commissioners

The Van Buren County Highway Department requests your approval to donate gasoline to the Van Buren County Senior Companion Program for the fiscal year July 01, 2020 – June 30, 2021. The amount to be donated is \$2500.00.

This service is listed in line item: 65000-316.

Thank you,

Randy Oakes

Road Superintendent

Adjournment

Brian Simmons made a motion, second by Mickey Robinson to adjourn. All agreed by voice vote. Motion passed. Meeting adjourned at 6:57 p.m.

Chairman Joey Grissom

County Clerk Lisa Rigsby