

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

The Van Buren County Commission met in a Regular Meeting on Tuesday, July 20, 2021 at 6:00 p.m. at the Van Buren County Administration Facility & Justice Center. The following action was taken as recorded in Minutes Book, "S".

**Call to Order**

Sheriff Eddie Carter called the Meeting to Order.

**Roll Call**

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

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

**Mayor Wilson led us in prayer.**

**Approval of June 29<sup>th</sup> 2021 Meeting Minutes**

Mickey Robinson made a motion, second by Robert Van Winkle to approve the Minutes from the June 29, 2021 Meeting. All approved by voice vote. Motion passed.

**Appointment of 1<sup>st</sup> District School Board Member**

There were two Citizens that were interested in the position of 1<sup>st</sup> District School Board Member and are listed as following: Benjamin Grissom and Tyler Walling.

Henry Seamons made a motion to nominate Benjamin Grissom as 1<sup>st</sup> District School Board Member.

Upon roll call: David Chandler, Joey Grissom, Terry Hickey, Bill Mosley, Mickey Robinson, Henry Seamons, Brian Simmons, Robert Van Winkle, and Michael Woodlee voted yes. No changes to any yes vote. Motion passed. Chairman Joey Grissom asked if there were any more nominees, no one spoke up. Benjamin Grissom is now the new 1<sup>st</sup> District School Board Member replacing Ronnie Hitchcock. **Letter as following:**

July 7, 2021

Van Buren County Commission  
Attn: Joey Grissom Chairman  
121 Taft Drive  
Spencer TN 38585

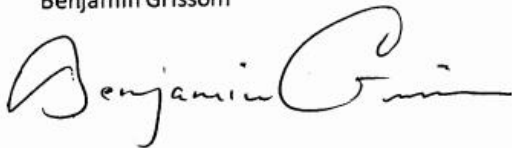
Chairman Joey Grissom,

Please accept this letter as my application for the vacant seat on the Van Buren County School Board in the first district.

I feel that as a parent with school age children in the school system I would be an asset to the school board in this role. I have lived in Van Buren County all my life with the exception of a few years while attending Tennessee Tech University where I obtained my bachelors degree. I am currently employed at Tennessee Tech University as the Facility Manager of the Tennessee FFA Center, Camp Clements which is located in our county. I also operate a mid-sized lawn service in the county that has been in business since 2009. I also feel that my background in overseeing budgets and making daily decisions in building and grounds management would be an asset to the Van Buren County School Board. I appreciate any consideration that I'm given for this seat.

Sincerely,

Benjamin Grissom

A handwritten signature in black ink that reads "Benjamin Grissom". The signature is written in a cursive style with a large, prominent initial "B".

**Governor's 3 Star Confirmation Letter**

Mickey Robinson made a motion, second by David Chandler to approve.

Upon roll call: David Chandler, Joey Grissom, Terry Hickey, Bill Mosley, Mickey Robinson, Henry Seamons, Brian Simmons, Robert Van Winkle, and Michael Woodlee voted yes. No changes to any yes vote. Motion passed. **The Government Fiscal Confirmation letter is as following for the record:**



Date:

**Fiscal Strength and Efficient Government Fiscal Confirmation Letter  
ThreeStar Program requirements**

This document confirms that Van Buren County has taken the following actions in accordance with the requirements of the ThreeStar Program:

- The county mayor has reviewed with the county commission at an official meeting the county's debt management policy that is currently on file with the Comptroller of the Treasury Office. The purpose of this requirement is to ensure that local elected officials are aware and knowledgeable of the county's debt management policy.
- The county mayor and county commission acknowledge that an annual cash flow forecast must be prepared and submitted to the Comptroller prior to issuance of debt. The purpose of this requirement is to ensure elected officials are aware that prior to the issuance of debt the county must go through the process of assessing the county's cash flow. This is done to evaluate the county's finances and confirm that sufficient revenues are available to cover additional debt service associated with the proposed issuance of debt.
- The county mayor and county commission acknowledge that all county offices are required to have documented system of internal controls (TCA Section 9-18-102).

**Debt Management Policy**

This is an acknowledgement that the Debt Management Policy of Van Buren County is on file with the Office of the Comptroller of the Treasury and was reviewed with the members of the \_\_\_\_\_ County Commission present at the meeting held on the 20<sup>th</sup> day of July 2021. Minutes of this meeting have been included as documentation of this agenda item.

**Annual Cash Flow Forecast**

This is an acknowledgement that prior to the issuance of debt an annual cash flow forecast was prepared for the appropriate fund and submitted to the Comptroller's office and was reviewed with the members of the Van Buren County Commission present at the meeting held on the 20<sup>th</sup> day of July 2021.

Minutes of this meeting have been included as documentation of this agenda item.

**Confirmation of Documented Internal Controls Requirement**

This is an acknowledgement that Van Buren County Commission understands that all county offices are required to develop a documented system of internal control for all offices, funds, and departments under the authority and administration of the elected officials of Van Buren County in compliance with Section 9-18-102 (a), Tennessee Code Annotated.

Acknowledged this 20<sup>th</sup> day of July, 2021

\_\_\_\_\_  
County Mayor/Executive Name

\_\_\_\_\_  
Signature

**Notary Approval for Pamela Denise Mitchell**

David Chandler made a motion, second by Bill Mosley to approve the Notary for Pamela Denise Mitchell. All agreed by voice vote. Motion passed.

**Notary Approval for R. Fredrick Harding**

Mickey Robinson made a motion, second by Robert Van Winkle to approve the Notary for R. Fredrick Harding. All approved by voice vote. Motion passed.

**Amend Section 7 of Fiscal Year Budget Resolution to reflect June 30, 2022 and Year 2021**

David Chandler made a motion, second by Michael Woodlee to approve the amended Budget Resolution.

Upon roll call: David Chandler, Joey Grissom, Terry Hickey, Bill Mosley, Mickey Robinson, Henry Seamons, Brian Simmons, Robert Van Winkle, and Michael Woodlee voted yes. No changes to any yes vote. Motion passed. **Amended Resolution Number 464 as following:**

**A RESOLUTION MAKING APPROPRIATIONS FOR THE VARIOUS FUNDS,  
DEPARTMENTS, INSTITUTIONS, OFFICES AND AGENCIES OF Van Buren  
COUNTY, TENNESSEE FOR THE YEAR  
BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022**

**SECTION 1. BE IT RESOLVED** by the Board of County Commissioners of Van Buren County, Tennessee assembled in regular session on the 29th day of June 2021, 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. The amounts hereafter set out are appropriated for the capital outlay, and for meeting the payment of principal and interest on the County debt maturing during the year beginning July 1, 2021 and ending June 30, 2022, according to the following schedule:

**GENERAL FUND**

County Commission .....	806,500
Board of Equalization.....	1,500
Beer Board.....	500
County Mayor.....	186,967
County Attorney .....	10,500
Election Commission.....	120,888
Register of Deeds.....	91,917
Planning Board.....	3,250
County Buildings.....	298,435
Property Assessor's Office. ....	130,467
County Trustee. ....	135,768
County Clerk .....	124,048
Circuit Court.....	130,696
General Sessions.....	44,300
Chancery Court.....	103,166
Juvenile Court.....	10,000
Judicial Commissioners.....	7,275
Sheriff's Dept.....	640,027
Jail .....	932,795
Fire Prevention .....	1,000

Emergency Management .....	2,000
County Coroner .....	10,600
Other Public Safety 911 .....	100,000
Local Health Center.....	10,090
Other Local Health.....	24,510
Libraries.....	33,274
Agriculture Extension Srvs.....	62,295
Soil Conservation .....	59,362
Veterans Services.....	10,569
Other Charges.....	250,000
Employee Benefits.....	45,000
Other General Government.....	30,000
Litter and Trash Collection.....	45,340
Debt Service General Government.....	110,259

**TOTAL GENERAL FUND .....4,573,298**

**SOLID WASTE/SANITATION FUND**

Public Health and Welfare Waste Pick.....	78,400
Convenience Centers.....	247,500
Landfill Operation .....	9,500

**TOTAL SOLID WASTE .....335,400**

**DEBT SERVICE FUND**

Capital Outlay.....	383,346
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**TOTAL DEBT SERVICE.....383,346**

**COURTHOUSE & JAIL MAINTENANCE**  
County Buildings.....74,205

**AMBULANCE SERVICE**  
Ambulance/Emergency Services.....740,700

**LOCAL PURPOSE TAX**  
Fire Prevention and Control.....175,360

**DRUG FUND**  
Drug Enforcement.....1,300

**HIGHWAY/PUBLIC WORKS**  
Administration.....194,810  
Highway and Bridge Maintenance.....1,471,695  
Operation and Maintenance.....378,408  
Quarry Operations.....12,800  
Other Charges.....121,000  
Employee Benefits.....138,290  
Capital Outlay.....263,026

**Total Highways...2,580,029**

**CHILD NUTRITION FUND**  
Central Cafeteria.....652,400



**TOTAL CHILD NUTRITION ...652,400**

**GENERAL PURPOSE SCHOOL FUND**

Regular Instruction Program .....	3,367,500
Special Instruction Program .....	583,300
Vocational Education Program .....	267,200
Attendance.....	89,600
Health Services.....	176,200
Other Student Support.....	237,500
Regular Education Program .....	262,700
Special Education Program.. .....	180,300
Vocational Education Program .....	6,280
Technology.....	191,500
Board of Education .....	193,200
Office of Director of Schools .....	143,900
Office of the Principal .....	428,100
Fiscal Services.....	188,700

Operation of Plant.. .....	654,300
Maintenance of Plant.....	135,600
Transportation .....	360,200
Community Services.....	229,300
Early Childhood Education .....	297,300
<b>CAPITAL OUTLAY</b>	
Regular Capital Outlay.....	205,000
Debt Service.....	148,000

**TOTAL GENERAL PURPOSE .. 8,345,680**

**TOTAL APPROPRIATIONS.....17,861,718**

**SECTION 2. BE IT FURTHER RESOLVED**, that there are also hereby appropriated certain portions of the commission and fees for collecting taxes and licenses and for administering other funds which the Trustee, County Clerk, Circuit Court Clerk, Clerk & Master, Register and the Sheriff and their officially authorized deputies and assistants may severally 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 & Master, Register and the 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 such 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, T.C.A., operate under provisions of Section 8-22-104 T.C.A., provisions of the preceding paragraph shall not apply to those particular officials.

**SECTION 3. BE IT FURTHER RESOLVED**, that any amendment to the budget shall be approved as provided in Section 5-9-407 T.C.A. One copy of each amendment shall be filed with the County Clerk, one copy with the Chairman of the Budget Committee, 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 transfer 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 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 appropriation shall constitute the limit to the expenditures of any office, agency, institution, division or

department for the year ending June 30, 2020. 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 expenditure is 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 0-201-406, T.C.A.

**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 Director of Local Finance, to pay for the expenses herein authorized until the taxes and other revenue for the year 2021-2022 have been collected. The proceeds of loans for each individual fund shall not exceed 60% of the appropriations of each individual 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 no later than June 30, 2022.

**SECTION 7. BE IT FURTHER RESOLVED,** that the delinquent County Property taxes for the year 2020, and prior years and the interest and penalty thereon collected during the year ending June 30, 2022 shall be apportioned to the various County Funds according to the subdivision of the tax levy for the year 2021. 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 June 30, 2022.

**SECTION 9. BE IT FURTHER RESOLVED,** that any resolution or part of a resolution which has heretofore 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 the interest earnings be placed in the County General Fund from funds other than bond proceeds.

**SECTION 11. BE IT FURTHER RESOLVED,** that the Van Buren County School Federal Projects Fund for the No Child Left Behind Act (NCLB), Individuals with Disabilities Education Act (IDEA), and Carl Perkins Vocational Projects, AND ALL OTHER Federal Grants within the Schools Federal Projects Fund shall be the budget approved for the separate projects within the fund by the Board.

**SECTION 12. 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, 2021.

**PASSED THIS 29th of JUNE 2021.**

  
Greg Wilson, County Mayor

Attest:  
  
Lisa Rigsby, County Clerk



**Old Business**

None

### **New Business**

#### **Resolution making Appropriations to Nonprofit Charitable Organization of Van Buren County**

There were two Resolutions left out of the Budget and the Commission has till August 31, 2021 to amend and submit to the Full Commission for approval. The First Resolution is for nonprofit Charitable Organizations, Van Buren County E911, Agricultural Extension Service, and Soil & Water Conservation. David Chandler made a motion, second by Henry Seamons to approve the Resolution as presented.

Upon roll call: David Chandler, Joey Grissom, Terry Hickey, Bill Mosley, Mickey Robinson, Henry Seamons, Brian Simmons, Robert Van Winkle, and Michael Woodlee voted yes. No changes to any yes vote. Motion passed. **Resolution 467 as following:**

RESOLUTION NUMBER 467

**A RESOLUTION MAKING APPROPRIATIONS TO NONPROFIT CHARITABLE ORGANIZATIONS OF VAN BUREN COUNTY, TENNESSEE FOR THE BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022.**

**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 29<sup>th</sup> day of June 2021.

**SECTION 1.** That two hundred twenty one thousand six hundred and fifty seven dollars (221,657) be appropriated to nonprofit organizations in Van Buren County as reflected below.

ACCOUNT NUMBER	DESCRIPTION	AMOUNT
101-54900-316	VAN BUREN COUNTY E911	\$100,000
101-57100-140	AGRICULTURAL EXTENSION SERVICE	\$62,295
101-57500-105	SOIL & WATER CONSERVATION	\$59,362
<b>TOTAL</b>		<b>\$221,657</b>

  
GREG WILSON, VAN BUREN COUNTY MAYOR

  
LISA RIGSBY, CLERK



**Resolution Fixing the Tax Levy in Van Buren County beginning July 1, 2021**

This Resolution is the tax break down of the 2.40. (General Fund, Ambulance Service, Local Purpose, General Purpose School, and General Debt Service) Henry Seamons made a motion, second by David Chandler to approve.

Upon roll call: David Chandler, Joey Grissom, Terry Hickey, Mickey Robinson, Henry Seamons, Brian Simmons, Robert Van Winkle, and Michael Woodlee voted yes. Bill Mosley abstained. 8-yes votes, 1-abstained. Motion passed. **Resolution 468 as following:**

RESOLUTION NUMBER 468

RESOLUTION FIXING THE TAX LEVY IN VAN BUREN COUNTY, TENNESSEE FOR THE YEAR  
BEGINNING JULY 1, 2021.

**SECTION 1. BE IT RESOLVED**, by the Board of County Commissioners of Van Buren County, Tennessee, assembled in a regular session on the 29<sup>th</sup> day of June 2021 that the combined property tax rate for Van Buren County, Tennessee for the year beginning July 1, 2021, shall be \$2.40 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	1.47
Ambulance Service	.25
Local Purpose	0.1000
General Purpose School	.475
General Debt Service	.105
<b>TOTAL</b>	<b>2.40</b>

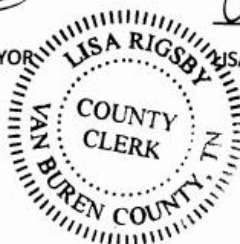
**SECTION 2. BE IT FURTHER RESOLVED**, that there is hereby levied a gross receipts tax as provided by law. The proceeds of the gross receipts tax herein levied shall accrue to the General Fund.

**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 29<sup>TH</sup> DAY OF JUNE 2021.

  
GREG WILSON, VAN BUREN COUNTY MAYOR



  
LISA RIGSBY, COUNTY CLERK



**Adjournment**

Mickey Robinson made a motion, second by David Chandler to adjourn. All agreed by voice vote. Motion passed. Meeting adjourned at 6:09 p.m.

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Chairman Joey Grissom

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County Clerk Lisa Rigsby