

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

The Van Buren County Commission met in a Regular Meeting on May 16, 2023 at 6:00 p.m. at the Van Buren County Administrative Facility & Justice Center. The following action was taken as recorded in Minute Book, "T".

Call to Order

Sheriff Michael Brock called the Meeting to Order.

Roll Call

Members present: Michael Chandler, Cale Crain, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Brick Wall and Michael Woodlee.

Also present: County Attorney Howard Upchurch, County Mayor David Sullivan, County Clerk Lisa Rigsby and Several Citizens of Van Buren County.

Prayer

Commissioner Dusty Madewell led us in prayer.

Pledge

Chairman Terry Hickey led us in the Pledge of Allegiance.

Approval of Minutes of Meeting on March 21, 2023 as printed.

Cale Crain made a motion, second by Michael Woodlee to approve the Minutes from the March 21, 2023 meeting. All agreed by voice vote. 0-opposed. Motion passed.

Committee A Report

Committee A Report
May 2, 2023

Roll call: All members but one was present.

New Solid Waste Contract for Prison and Fall Creek Falls: Motion was made by T. Hickey to approve the new contract. Seconded by T. Hodges, all members in favor.

Budget Amendment for Courthouse and Jail Maintenance: Request to move \$740.00 from 39000 to 51800-149. Motion made by T. Denney and seconded by T. Hickey. All members in favor.

Budget Amendment to cover payroll expenses for Fund 101: Request to move \$37,144.00 to fund 101 from 39000. Motion made by T. Hickey and seconded by T. Hodges. All members in favor.

New Business: Motion by T. Hodges to go forward with scrapping the old Solid Waste containers and to have the money made placed in line 39000, seconded by T. Denney. All members in favor.

Meeting Adjourn: Motion made by Hickey and seconded by Denney.

Committee A Chairman Cale Crain brought forward action that needs to be taken from the Full Commission from the Committee A Meeting on May 2, 2023.

New Solid Waste Contract for Prison and Fall Creek Falls

Cale Crain made a motion, second by Tabitha Denney to approve this Contract for Solid Waste.

Upon roll call: Michael Chandler, Cale Crain, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Brick Wall and Michael Woodlee voted yes. No changes to any yes vote. Motion passed. **Contract for Solid Waste as following:**

Budget Amendment for Courthouse and Jail Maintenance & to cover Payroll Expenses for Fund 101.

Budget Amendments are needed for the Courthouse/Jail Maintenance in the amount of \$740.00 and Payroll was budgeted for 26 weeks last budget year with it needing to be 27 weeks in the amount of \$37,144.00. Cale Crain made a motion, second by Michael Chandler to approve all budget amendments as presented.

Upon roll call: Michael Chandler, Cale Crain, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Brick Wall and Michael Woodlee voted yes. No changes to any yes vote. Motion passed. **Budget Amendments as following:**

Van Buren Co. Executive

* Courthouse and Jail Maint *

2022-2023 BUDGET AMENDMENT 11 Fund 112

Function	Obj.	Description	Explanation	Debit	Credit
39000		UNASSIGNED		\$ 740.00	
51800	149	MAINT. LABORER			\$ 740.00
			Total	\$ 740.00	\$ 740.00

Library

Van Buren Co. Executive General Fund
2022-2023 BUDGET AMENDMENT FUND 101

Function	Obj.	Description	Explanation	Debit	Credit
39000		unassigned	to cover payroll	\$ 2,173.35	
56500	101	library	to cover payroll		\$ 2,173.35
			Total	\$ 2,173.35	\$ 2,173.35

Soil Conservation

Van Buren Co. Executive
2022-2023 BUDGET AMENDMENT

General Fund
FUND 101

Function	Obj.	Description	Explanation	Debit	Credit
39000		unassigned	to cover payroll	\$ 2,547.34	
57500	105	soil conservation	to cover payroll		\$ 2,328.00
	201	social security	to cover payroll		\$ 23.04
	204	st. retirement	to cover payroll		\$ 162.92
	212	employer medicare	to cover payroll		\$ 33.38
			Total	\$ 2,547.34	\$ 2,547.34

County Building

Van Buren Co. Executive General Fund
2022-2023 BUDGET AMENDMENT FUND 101

Function	Obj.	Description	Explanation	Debit	Credit
39000		unassigned	to cover payroll	\$ 5,083.20	
51800	149	laborers county bldgs	to cover payroll		\$ 4,800.00
	204	st. retirement	to cover payroll		\$ 283.20
			Total	\$ 5,083.20	\$ 5,083.20

Property Assessor

Van Buren Co. Executive General Fund
2022-2023 BUDGET AMENDMENT FUND 101

Function	Obj.	Description	Explanation	Debit	Credit
39000		unassigned	to cover payroll	\$ 3,067.12	
52300	101	property assessor	to cover payroll		\$ 2,867.31
	204	st. retirement	to cover payroll		\$ 199.81
			Total	\$ 3,067.12	\$ 3,067.12

Trustee

Van Buren Co. Executive General Fund
2022-2023 BUDGET AMENDMENT FUND 101

Function	Obj.	Description	Explanation	Debit	Credit
39000		unassigned	to cover payroll	\$ 2,870.78	
52400	204	st. retirement	to cover payroll	\$ 840.85	
52400	101	trustee	to cover payroll		\$ 2,870.78
	106	deputies	to cover payroll		\$ 823.50
	210	unemployment comp	to cover payroll		\$ 17.35
			Total	\$ 3,711.63	\$ 3,711.63

County clerk

Van Buren Co. Executive General Fund
2022-2023 BUDGET AMENDMENT FUND 101

Function	Obj.	Description	Explanation	Debit	Credit
39000		unassigned	to cover payroll	\$ 4,928.22	
52500	101	county clerks	to cover payroll		\$ 2,867.31
	106	deputy	to cover payroll		\$ 1,508.50
	201	social sec	to cover payroll		\$ 45.73
	204	st. retirement	to cover payroll		\$ 400.15
	212	employer medicare	to cover payroll		\$ 106.53
			Total	\$ 4,928.22	\$ 4,928.22

3 circuit clerk

Van Buren Co. Executive General Fund
2022-2023 BUDGET AMENDMENT FUND 101

Function	Obj.	Description	Explanation	Debit	Credit
39000		unassigned	to cover payroll	\$ 4,038.98	
53100	101	circuit clerk	to cover payroll		\$ 2,870.78
	161	secretary	to cover payroll		\$ 1,012.50
	210	unemployment comp	to cover payroll		\$ 60.00
	212	employer medicare	to cover payroll		\$ 95.70
			Total	\$ 4,038.98	\$ 4,038.98

Chancery
Court

Van Buren Co. Executive General Fund
2022-2023 BUDGET AMENDMENT FUND 101

Function	Obj.	Description	Explanation	Debit	Credit
39000		unassigned	to cover payroll	\$ 3,164.85	
53400	101	chancery court	to cover payroll		\$ 2,867.31
	201	social security	to cover payroll		\$ 0.96
	204	st. retirement	to cover payroll		\$ 199.81
	212	employer medicare	to cover payroll		\$ 56.77
	320	dues and memeberhsip	to cover exp.		\$ 40.00
			Total	\$ 3,164.85	\$ 3,164.85

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Sheriff

Van Buren Co. Executive General Fund
2022-2023 BUDGET AMENDMENT FUND 101

Function	Obj.	Description	Explanation	Debit	Credit
39000		unassigned	to cover payroll	\$ 3,261.44	
53400	101	sheriffs dept / sheriff	to cover payroll		\$ 3,261.44
Total				\$ 3,261.44	\$ 3,261.44

Election

Van Buren Co. Executive General Fund
2022-2023 BUDGET AMENDMENT FUND 101

Function	Obj.	Description	Explanation	Debit	Credit
51500	349	printing/stationery	to cover exp.	\$ 3,771.39	
	355	travel		\$ 1,000.00	
51500	101	salary	to cover till june 30		\$ 2,661.52
	192	election comm	to cover exp		\$ 356.26
	193	election workers	to cover exp		\$ 314.50
	204	st. retirement	to cove exp		\$ 185.64
	212	employer medicare	to cover exp		\$ 0.97
	332	legal notices	to cover exp.		\$ 1,252.50
			Total	\$ 4,771.39	\$ 4,771.39

Mayor

Van Buren Co. Executive General Fund
2022-2023 BUDGET AMENDMENT FUND 101

Function	Obj.	Description	Explanation	Debit	Credit
39000		unassigned	to cover payroll	\$ 2,826.82	
51300	204	st. retirement	to cover exp	\$ 3,667.45	
51300	101	admin/officer	to cover payroll		\$ 3,415.96
	119	account/bookkeeper	to cover payroll		\$ 2,442.19
	122	purchasing personnel	to cover payroll		\$ 476.25
	201	social security	to cover payroll		\$ 7.66
	212	emplyer medicare	to cover payroll		\$ 152.21
			Total	\$ 6,494.27	\$ 6,494.27

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Register of Deeds

Van Buren Co. Executive General Fund
 2022-2023 BUDGET AMENDMENT FUND 101

Function	Obj.	Description	Explanation	Debit	Credit
39000		unassigned	to cover payroll	\$ 3,176.03	
51600	101	register of deeds	to cover payroll		\$ 2,867.31
	201	social security	to cover payroll		\$ 88.67
	204	st. retirement	to cover payroll		\$ 199.81
	212	employer medicare	to cover payroll		\$ 20.24
			Total	\$ 3,176.03	\$ 3,176.03

Committee B Report

Committee B had a work study meeting with all the items on the agenda sent back to Committee A for an overview to see what was financially possible. No action was taken by Committee B at this work study meeting.

Health Department Grant in the amount of \$229,000.00

Tabitha Denney made a motion, second by Michael Chandler to pass the Health Department Grant in the amount of \$229,000.00 if it's at a 100% match.

Upon roll call: Michael Chandler, Cale Crain, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Brick Wall and Michael Woodlee voted yes. No changes to any yes vote. Motion passed.

Approve/Disapprove: Bond for Director of Schools Stephanie Cheryl Cole Cope

Michael Woodlee made a motion, second by Tabitha Denney to approve the bond for Stephanie Cheryl Cole Cope. All approved by voice vote. 0-opposed. Motion passed. **This bond is recorded by the Register of Deeds and is on file in the Van Buren County Clerk's Office.**

Approve/Disapprove: Notary for Christopher Hailey

Cale Crain made a motion, second by Michael Woodlee to approve the Notary for Christopher Hailey. All agreed by voice vote. 0-opposed. Motion passed.

Old Business

Discussion only no action taken.

New Business

Michael Levine Letter of appeal for Solid Waste to be reduced from \$18 to \$7 due to primary residence.

Michael Levine has been paying \$18.00 a month for his Solid Waste fee and this is his primary address and is not use for Commercial. Mr. Levine sent a letter to Committee A requesting that it be dropped to \$7.00. After discussion on this matter Cale Crain made a motion, second by Michael Chandler to reduce the Solid Waste to \$7.00. All approved by voice vote. 0-opposed. Motion passed.

Budget Amendment to move \$16,000 from Deputy line item 101-54110-106 and credit 101-54210-422 for food supplies.

Jail Administer Jessica Grissom was present asking for approve for moving money within the Sheriff's Departments Budget for food within the Jail. Cale Crain made a motion, second by Michael Woodlee to approve to move \$16,000.00 from Deputy line item 101-54110-106 and credit 101-54210-422 for food supplies.

Upon roll call: Michael Chandler, Cale Crain, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Brick Wall and Michael Woodlee voted yes. No changes to any yes vote. Motion passed. **Budget Amendment as following:**

Van Buren Co. Executive General Fund
 2022-2023 BUDGET AMENDMENT 1 Fund 101

Function	Obj.	Description	Explanation	Debit	Credit
54110	106	Deputy	Extra in this fund due the first several months of fiscal year not having full staff	\$ 16,000.00	
54210	422	Food Supplies			\$ 16,000.00
			Total	\$ 16,000.00	\$ 16,000.00

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Formula Based Grant: Sheriff's Department

The Sheriff's Department has received a Grant for purchasing Body Cameras and Tasers. Jail Administer Jessica Grissom is asking for approval so the Mayor can sign the contract and they can receive this Grant by July 1, 2023. **Contract as following:**

**Formula Based Grant - Scope of Services
Violent Crime Intervention Fund Grant
FY 2023-2025**

APPLICANT AGENCY NAME: Van Buren County

A. CRIME DATA, PROBLEM STATEMENT, AND TARGET POPULATIONS

Van Buren Counties largest percentage of criminal incidents stem from drug related offenses and Violent or Assaulting situations. Which include domestic abuse incidents.

Majority of arrests made within our County are for drug related offense. Domestic Violence is also an issue and common in our county, although not as many cases are reported in comparison to drugs/DUI incidents.

- A.1. Please provide current population, demographics, and violent crime data for your jurisdiction, including Tennessee Incident Based Reporting System (TBIRS) data, local law enforcement data, and local court data.

-Van Buren County, located in middle Tennessee, has a population of 6,324. The demographic make-up of the County is 96.7% White, 2.2% Hispanic, 1% African American, and .10% other. Van Buren County is known for being the home to Fall Creek Falls State Park which is located on the East side of the County. The Park has one of the largest Falls in the Eastern United States. The park consist of 20,142 acres in Van Buren County. This acreage is not taxed due to being State owned. Considering the size of the County this does have an effect on the amount of taxes collected and the overall budget. The Park does increase traffic into our County through tourism.

According to TBIRS (Tennessee Incident Based Reporting System) drug related cases between 2019 and 2021 have been a total of 111. Domestic Violence related cases in the last 3 years have been 23 cases.

(Information taken from Census.gov and Crimeinsight.tn.gov)

- A.2. Based on the information provided above, please identify which target crime types, victim types, hot spots, and other areas and issues of particular interest VCIF funding will help to address.

- This grant will focus on Drugs and Domestic Assault/Violence. Van Buren County does plan to use VCIF funding to address the issue of domestic violence and the potential of violence that comes with drug activity. The nature of domestic violence means that officers are repeatedly responding to incidents involving the same people. These incidents tend to escalate over time and often result in serious injury or death. Domestic violence calls are some of the most dangerous calls for service that police officers respond to, due to the volatile nature of the incident. It is imperative that Van Buren

County Deputies be well prepared to respond to such incidents.

- A.3. Please briefly describe any obstacles or issues your agency has experienced with addressing these targets previously. How will VCIF funding help your agency to mitigate those obstacles?

-The Van Buren County Sheriff's Department currently has 3 POST certified Deputies and 2 in training. Deputies are usually on shift solo. The VCIF funding will improve the safety for our Officers. Cameras would play a large role in conviction and Officer Safety on both target areas. The County currently does not have any cameras. There are not enough tasers for each Deputy.

B. PURPOSE

GOAL 1: Improve Officer safety.

Objective 1.1: Equip officers with tools to successfully intervene and resolve violent crime incidents.

Activity 1.1.1: Purchase and issue new Tasers

Activity 1.1.2: Train and certify all Officers on the use of the Taser

GOAL 2: Improve crime response, investigation, and prosecution

Objective 2.1: Digital Evidence Capabilities

Activity 2.1.1: Purchase and issue body worn cameras

Activity 2.1.2: Share body camera video with the District Attorney's office to aid in the prosecution of violent crimes

C. COLLABORATION

- C.1. No collaborations are planned as part of this grant.

D. PROJECT DESIGN & IMPLEMENTATION TIMELINE:

- D.1. List each piece of equipment you intend to purchase to achieve the Goals and Objectives listed above. How will it be deployed/used by your agency?

The Van Buren County Sheriff's Department plans to purchase the following items:

Axon Tasers (8): The Taser is a conducted energy device that allows officers to subdue an individual in order to restrain them. These will be carried by all

Van Buren County Deputies certified to carry a Taser.

Body Cameras (8): Body worn cameras are worn as part of an Officers uniform and used to document police-citizen encounters and other officer activity. These cameras will be issued to Deputies.

- D.2. List any staff you plan to hire and/or subcontracts your agency intends to utilize to implement your Goals, Objective, and Activities listed above. Please provide JOB DESCRIPTIONS as separate attachments to this Scope.

No new staff will be hired to complete this grant. We will only be purchasing equipment.

- D.3. Describe how your agency will implement the activities funded by VCIF – provide detail as to how the equipment, staff, training, subcontracts, and other items **listed on your budget** will enable or enhance the Goal(s), Objectives, and Activities listed above.

Improving the Van Buren County Sheriff's Department ability to respond to violent offenders and situations will increase officer safety, as well as the safety of those involved in the situation, and community as a whole. The Tasers will be used by officers to subdue aggressive, resistant and/ or fleeing violent offenders with safety to the officer and safety to the offender in mind. When responding to situations such as domestic violence calls, the Taser will allow officers to effectively de-escalate the situation and arrest any violent offenders. Domestic violence calls present a unique threat to police officers and can often result in the subject assaulting the officer. The presence of a Taser decreases the likelihood of an assault on a police officer, and provides the officer with an option to de-escalate the situation rather than having to fight with the subject.

Body worn cameras are recognized as an essential tool for law enforcement. Body cameras provide officers with the ability to create digital evidence that will serve to improve their investigation of violent and other crimes. Crime scenes will be documented and preserved through digital evidence from the arrival of the first officer. Any interviews or statements obtained from witnesses, victims, and suspects will be captured verbatim preserving details that cannot be described or documented through audio recordings or written reports. The body cameras can capture any injuries or anything of note about a person's appearance and demeanor that may later prove important to the investigation or prosecution of cases. It is widely recognized that body camera evidence is essential in the prosecution of crimes, particularly violent crime. Video from body cameras provides an additional dimension to the prosecution of cases, allowing investigators, attorneys, jurors, and judges to see firsthand what the officer encountered when responding to a violent crime. Additionally, improved body camera video allows for the memorialization of police-citizen encounters. Should use of force become necessary during that encounter, the incident will be documented on the body camera, allowing for the effective and transparent investigation of the incident later. It also provides an element of safety to the officer by

documenting the actions of the suspect during the incident or potentially deterring violent actions by the suspect towards the officer. Additionally, it may reveal details that would not normally be recorded by the officer. Finally, the use of body cameras increases the professionalism of an agency. Because body cameras allow for the documentation of an entire incident or police-citizen encounter, it will improve accountability and reduce the number of police misconduct complaints. Furthermore, having these encounters documented allows for transparency and increased community trust.

D.4. What impact will this funding have on your agency's ability to respond to violent crime?

The VCIF funding will provide Van Buren County Sheriff's Department with the ability to upgrade and purchase equipment that would not otherwise be available due to budget restrictions. These items will allow Van Buren County officers to respond to violent crime incidents effectively and safely; therefore, improving their ability to arrest and prosecute violent criminals. The safety of officers and the community is paramount. The addition of Tasers to the Van Buren County Sheriff's Department provides them with a tool to successfully resolve situations that may have otherwise escalated in violence. Body worn cameras and Tasers improve both officer safety and their ability to respond effectively to violent crime incidents.

Please edit the timeline below to include the activities listed above, according to your specific project:

Length of time	ACTIVITY	INDIVIDUAL RESPONSIBLE
30 days after contract execution	Engage with OCJP Technical Assistance Provider for ongoing support and training	Sheriff Brock
Within 6 months of the contract execution	Body Cameras purchased and in use	Sheriff Brock
Within 3 months of the contract execution	Tasers purchased and in use	Sheriff Brock

Fiscal year 2024	All equipment/technology needed for programming is purchased & installed)	Sheriff Brock, Jail Adm. Jessica Grissom
Report submission as required	Required benchmark and outcomes reporting	Sheriff Brock, Jail Adm. Jessica Grissom
Before the end of 2024 fiscal year	Submit program output report	Sheriff Brock, Jail Adm. Jessica Grissom

E. OUTPUTS

E.1. The following performance measures will be reported as required. Please select the appropriate **OUTPUTS** from the **VCIF Abstract** and include **any additional Outputs your strategy will yield:**

- Purchase 8 Axon Tasers
- Purchase 8 Body Cameras

F. DATA COLLECTION AND INFORMATION SHARING

F.1. Please describe how your agency plans to collect and use data on the violent crime interventions funded with this grant. Please include what method(s) of data collection your agency will utilize and how the information gathered will be used to improve programming over time.

-Van Buren County will continue to collect data from TIBRS to show the impact upon all violent crimes in our County. This will allow Van Buren County to measure the efficiency of the newly implemented technology with regards to violent crime intervention. The TIBRS data will be used to evaluate the efficacy of the equipment as it relates to violent crimes intervention and the goals of this project.

G. ACCOUNTABILITY

G.1. Describe how this funding will have long term impact on the violent crime in your region.

-The VCIF funding will allow the Van Buren County Sheriff's Department to improve

their ability to respond to violent crime through the addition of Tasers and body worn cameras. With this equipment, the Van Buren County Sheriff's Department will be able to respond safely and effectively to incidents of violent crime ensuring the safety of the community. The VCIF funding provides Van Buren County Sheriff's Department to be prepared for the growth that will continue to occur over the next few years, and any violent crime that comes with that.

- G.2. Include information on how enhanced collaborations, improved investigations and newly fostered community relationships will be sustained.

The acquisition of new equipment through the VICF funds will improve the Van Buren County Sheriff's Department's ability to intervene in and investigate violent crime with successful outcomes. As a result of this new equipment, it is hoped that the community will respond positively to the Sheriff's Department's ability to better resolve and document interactions with violent offenders, thus further fostering a long-term positive relationship between the police department and the community that they serve.

- G.3. Explain how your agency will ensure that the equipment purchased with VCIF funds will be used for its intended purpose in the future. Please specify the position at your agency that will be responsible for ensuring this.

- All items purchased via the VCIF funding will be inventoried and maintained by the Project Director. Additionally, the Van Buren County Sheriff's Department will also follow standard operating procedures or policies to ensure the appropriate use of the newly acquired equipment.

GRANT BUDGET				
AGENCY NAME: Van Buren County Government				
FUND SOURCE: State VCIF				
SOLICITATION IDENTIFICATION TITLE: VCIF Formula Grant				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN: 07/01/2023 END: 06/30/2024				
POLICY 03 Object Line-Item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$0.00	\$0.00	\$0.00
4, 15	Professional Fee, Grant & Award ²	\$0.00	\$0.00	\$0.00
5, 6, 7, 8, 8, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$36,377.00	\$0.00	\$36,377.00
11, 12	Travel, Conferences & Meetings ²	\$0.00	\$0.00	\$0.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$0.00	\$0.00	\$0.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²		\$0.00	\$0.00
22	Indirect Cost ²	\$0.00	\$0.00	\$0.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$36,377.00	\$0.00	\$36,377.00

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.tn.gov/content/dam/tn/finance/ocip/Appendix J Policy 03 Report.xls>)

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

Adjournment

Michael Woodlee made a motion, second by Jordan Delong to adjourn. All agreed by voice vote. Motion passed. Meeting adjourned at 6:31 p.m.

Chairman Terry Hickey

County Clerk Lisa Rigsby