

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

The Van Buren County Commission met in a Regular Meeting on November 21, 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, and Michael Woodlee. Kenny Smith and Brick Wall were absent.

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

Prayer

Dusty Madewell led us in prayer.

Pledge

Chairman Terry Hickey led us in the Pledge of Allegiance.

Approval/Disapprove: Minutes from the October 17, 2023 and September 19, 2023 Meeting.

Tabitha Denney made a motion, second by Cale Crain to approve the Minutes from the October 17, 2023 and September 19, 2023 Meetings. All approved by voice vote. Motion passed.

Approval/Disapprove: Quarterly Reports for July, August and September for Highway Dept, Clerk & Master, Solid Waste, Sheriff's Dept, Ambulance, and Board of Education.

Michael Woodlee made a motion, second by Terry Hodges to approve all Quarterly Reports. All agreed by voice vote. 0-opposed. Motion passed. **For the record: The Commission would like the Mayor's Office to date the day that the Quarterly Reports were received.**

Approve/Disapproval: Tennessee Notary Public for Delina Colvard.

Jordan Delong made a motion, second by Michael Woodlee to approve the Notary Public for Delina Colvard. All approved by voice vote. Motion passed.

Approval/Disapproval: Committee A Report

Committee A Meeting

November 3, 2023

1. Call to Order
2. Roll Call: Everyone was present
3. Discuss on Solid Waste Grants from Mayor Sullivan.
 - a. The Solid Waste Grants have been updated, reviewed, and resent to the State.
4. Old business
 - a. No old business

5. New Business
 - a. Presented to the board to change Steve Cope's position from Truck Driver to Truck driver/Solid Waste Manager. This new position would put Mr. Cope over the Solid Waste Trucks, the Convenience Center areas, along with the Convenience Center Staff. With this new responsibility comes with a pay adjustment. Starting on December 1, 2023, this position pay will be increased by four dollars. The motion to approve was made by Tabitha Denney and seconded by Terry Hodges. All members are in favor.
 - b. The Ambulance service will be repairing a garage door for \$640.00.
 - c. An Amendment to Contract by and between Putnam County Juvenile Detention Center and Van Buren County. Van Buren County will now be paying \$175.00 dollars per day for each Juvenile detained. Motion was made by Terry Hickey and seconded by Terry Hodges. All members are in favor.
 - d. Presented to the board to adapt a maintenance request form to be used by all departments and areas that the County maintenance worker maintains. These forms are being used to keep track of all maintenance needing to be done throughout the County. These forms will be sent to all departments and will need to be turned into the County Mayors office when maintenance is requested.
 - e. A budget amendment was requested by the County Sheriff's office to move \$14,921.00 from fund 101-39000 to 101-46290. This is a public safety grant and is also a 100% grant. The motion was made by Tabitha Denney and seconded by Jordan Delong. All members are in favor.
6. Motion to adjourn meeting by Tabitha Denney and seconded by Terry Hickey.

Committee A Chairman Cale Crain brought forward action that needs to be taken by the Full Commission from the November 3, 2023 Meeting.

Discussion on Solid Waste Grants

No action taken by the Full Commission. **Information only, Letter about the Convenience Center Grant as following:**



STATE OF TENNESSEE
DEPARTMENT OF ENVIRONMENT AND CONSERVATION
Division of Solid Waste Management
William R. Snodgrass Tennessee Tower
312 Rosa L. Parks Avenue, 14th Floor
Nashville, Tennessee 37243

October 31, 2023

Honorable David Sullivan
Van Buren County, Mayor
P.O. Box 217
Spencer, TN 38585

**RE: Convenience Center Grant
Contract # 32701-05192 EDISON ID# 80175
Amendment Request Approval**

Dear Mayor Sullivan,

The Division of Solid Waste Management (DSWM), Materials Management Program (MMP), Grants Administration is in receipt of your Amendment Request Letter dated October 18, 2023. Tennessee counties needing grant assistance for the purpose of upgrading or establishing convenience centers, as required by Tenn. Code Ann. § 68-211-851, may have eligible expenses include, but not limited to the following:

- Land, paving, fencing, shelters for attendants, power connection, containers and basic equipment including, but not limited to, balers, crushers, grinders and fencing, as well as compactors, receivers, and identified collection containers; and
- Developing and printing of operating manuals, and operational signage needed for center operation.

Due to the need for land stated in Amendment Request Letter, an additional eight thousand one hundred dollars and zero cents (\$8,100.00) will be added to the Convenience Center Grant for the purchase of land located at Old State Hwy 111, Spencer TN, 38585.

If you have any questions, please contact me by email at Cavene.McHayle@tn.gov or by phone at 615-982-0989.

Sincerely,

Cavene McHayle

Cavene McHayle (Oct 31, 2023 14:09 CDT)

Cavene McHayle

Program Administrator 1

cc: Ms. Melinda Starkey, Solid Waste Director, Van Buren County
Ms. Lisa Luck, Solid Waste Planner, Upper Cumberland Development District
Ms. Lisa Hughey, CHMM, Director, DSWM
Ms. Amy Katcher, Program Administrator, DSWM
Ms. Nicole Beers, Grants Analyst, DSWM
Ms. Tatyana Pippins, Grants Analyst, DSWM

Truck Driver/Solid Waste Manager, Steve Cope

Committee A changed Steve Cope's job position from Truck driver to Truck driver/Solid Waste Manager and with this new position, Mr. Cope would be over the Solid Waste trucks, the

Convenience Center areas, along with the Convenience center staff. This new position will come with a pay adjustment starting December 1, 2023 and with a pay increase of \$4.00. Cale Crain made a motion, second by Jordan Delong to approve this change of position and pay increase of \$4.00.

Upon roll call: Michael Woodlee, Cale Crain, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, and Michael Woodlee voted yes. Motion passed.

Ambulance Service, repairing garage door in the amount of \$640.00 (information only)

Using money within their budget for this repair.

Amendment to Contract by and between Putnam County Juvenile Detention Center and Van Buren County.

Van Buren County will now be paying \$175.00 per day for each Juvenile detained. Cale Crain made a motion, second by Tabitha Denney to approve the Amended Contract.

Upon roll call: Michael Chandler, Cale Crain, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, and Michael Woodlee voted yes. Motion passed. **Contract as following:**

PUTNAM COUNTY

VAN BUREN COUNTY

By: *Randy Kautz*
County Mayor, Putnam County

By: _____
County Mayor, Van Buren County

ATTEST: *Hayne Johnson*
County Clerk, Putnam County

ATTEST: _____
County Clerk, Van Buren County



The maintenance request forms will be used for all departments and areas that the County maintenance worker maintains. The forms will be turned into the County Mayor's office when maintenance is required so the Full Commission can keep track of all maintenance that needs to be done throughout the County.

Budget Amendment thru the Sheriff's Office for a TCI Grant (\$14,921.00)

This is a TCI Grant and is a 100% Training Grant. Cale Crain made a motion, second by Michael Woodlee to approve as presented.

Upon roll call: Michael Chandler, Cale Crain, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, and Michael Woodlee voted yes. Motion passed. **Budget Amendment as presented:**

Van Buren Co. Executive General Fund
2023-2024 BUDGET AMENDMENT 1 Fund 101

Function	Obj.	Description	Explanation	Debit	Credit
46290		Other Public Safety Grants		\$ 14,921.00	
39000		Fund Balance			\$ 14,921.00
			Total	\$ 14,921.00	\$ 14,921.00

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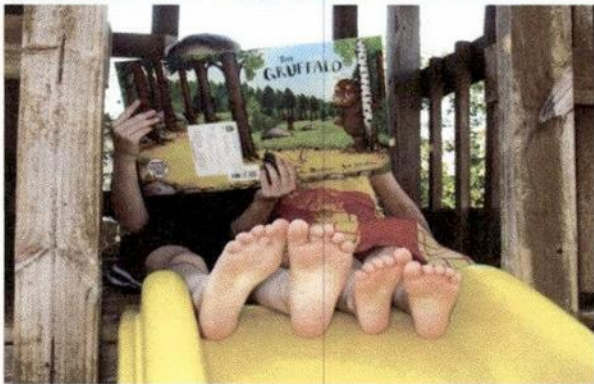
Any questions from the General Public

Van Buren County Imagination Library Database Manager Lisa Cope was present at the Commission Meeting to explain the current situation of funds needed to ensure this project will carry on. No action taken was taken by the Full Commission. Mrs. Cope is returning before the next Fiscal Year's budget to inquire about a donation from the County. **Information as following:**

WHAT ARE THE IMPACTS OF Imagination Library participation?

This program has a unique potential to bring a community together because of its:

- **Inclusion of all children**, providing common ground at the start of kindergarten;
- Promotion of activities that have a **healing effect** on families regardless of their economic status;
- **Engagement of the entire community** in promoting literacy, enrollment, and fundraising;
- Allowance of each community's autonomy for growth and sustainability, while benefiting from **statewide and local partnerships**.



“Children receiving Imagination Library books are **1.2X** more likely to enter kindergarten reading on grade level and are more likely to score higher in reading and vocabulary on standardized tests into 3rd grade.”

-2011/14 Urban Childhood Institute (Shelby County) study, 2014/15 Knox County Schools study

“Longer Imagination Library participation indicates increased school attendance and decreased suspension in students even into 5th grade.”

-2015/16 Shelby Co. study of 19,000 public school children

“A Healing Effect on the Community”

Participants of focus groups and interviews confirmed the results discovered from statistical methods and added their opinions on important points that go **beyond literacy** to the program's deeper impacts on whole communities, including:

The “**healing effect on the community**” manifesting in **emerging neighborhood initiatives, increased library usage and literacy – child development program collaboration.**

The **establishment of reading routines** seeming to bring about **increased stability, emotional well-being and improved atmosphere in families facing difficulties** (such as poverty and stress experienced by families where parents work long hours and have limited support raising children).

Van Buren County Imagination Library

Board of Directors

Co-Chairs

Elsie Blaylock
Rita Mayfield

Secretary

Dr. Denise Whittenberg

Treasurer

Kelly Hanwright

Database Managers

Rebecca Grissom
Brittany Smith

Lisa Cope

Jared Copeland

Alisa Farmer

Paula May

Rhonda Maynard

Auxiliary Members

Darlene Hale

Lisa Rigsby

April Shockley

Melinda Starkey

David Sullivan

Dear Friend of the Van Buren County Imagination Library:

The goal of the Van Buren County Imagination Library is to enhance early literacy opportunities for the children of Van Buren County. We can do this by ensuring books are in the hands of individuals caring for new babies and children to help cultivate a love of reading and learning.

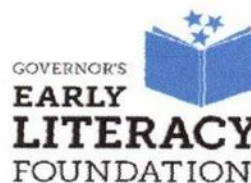
These books are delivered monthly to enrolled children, and they continue to receive them until age five. **Our monthly cost to ensure books are placed in the hands of these early learners is currently \$200.00.** We apply for grants and seek fundraising opportunities to ensure this project will carry on.

If you would like to make a donation to this great cause that continually touches the lives of children, we encourage you to do just that. This program can help our children become better readers as they begin school and throughout life.

Your contribution will be tax deductible, and it can be mailed to Van Buren County Imagination Library, P.O. Box 158, Spencer, TN 38585.

Respectfully,

Van Buren County Imagination Library Board



Enroll your child here



Old Business

None

New Business

Van Buren County Clerk Lisa Rigsby is asking for a budget amendment within her Budget using Earmark money (3.00 title earmark). Mrs. Rigsby is asking for approval to move \$1,150.00 from line item 52500-599 to the following line items in the amount of:

52500-106	\$1,000.00
212	14.50
210	4.00
204	70.00
201	62.00
Totaling	1,150.50

Tabitha Denney made a motion, second by Michael Chandler to approve this budget amendment.

Upon roll call: Michael Chandler, Cale Crain, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell and Michael Woodlee voted yes. Motion passed.

Fall Creek Falls Fire Departments Truck Repair

Michael Woodlee made a motion, second by Michael Chandler to approve this budget amendment as present.

Upon roll call: Michael Chandler, Cale Crain, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell and Michael Woodlee voted yes. Motion passed. **VFIS claim check and Budget amendment as following:**

VFIS / The Steve Frost Agency

P.O. Box 2499
Hendersonville, TN 37077
(615) 824-6541
(800) 332-8347
(615) 822-3677 - Fax
vfis.com

Regional Director

November 2, 2023

Heather Woodlee
Van Buren County Fire Department
c/o Van Buren County
121 Taft Drive
Spencer, TN 38585

RE: Automobile Claim
Claim #TNCM23100275
Date of Loss: 10-6-23

Heather:

Enclosed is a claim check in the amount of \$12635.49 for payment on the damages to the 1994 Freightliner Pumper for Fall Creek Falls VFD.

If you have any questions, please let me know.

Sincerely,



Leah Loftis

LL:bm

Enc.

120-49700



The World's Leading Provider of Insurance and Training Services for Emergency Service Organizations



VFIS Claims Management
 P O Box 5126
 York, PA 17405
 (800) 233-1957

The Steve Frost Agency
 313 E Main Street Ste 3
 Hendersonville, TN 37075

NOV - 2 2023

PAYMENT IS BEING ISSUED FOR: 1994 Freightliner Pumper VIN:5794
 Less \$250 Deductible

CHECK NUMBER: 0000065367
 CLAIM NUMBER: TNCM23100275
 PAYMENT AMOUNT: \$*****12,635.49

Payment on behalf of National Union and its Affiliated Companies

Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and subject to criminal prosecution and civil penalties.

lhess

PLEASE DETACH VOUCHER AND DEPOSIT CHECK PROMPTLY

THIS CHECK IS VOID WITHOUT A MULTICOLORED BACKGROUND AND AN ARTIFICIAL WATERMARK ON THE BACK. HOLD AT AN ANGLE TO VIEW.



Glatfelter Claims Management, Inc
 P O Box 5126
 York, PA 17405
 Fax (717)747-7051
 (800) 233-1957

60-295

313

M & T Bank
 Altoona, PA

CHECK NO. 0000065367

CHECK DATE 11/01/2023

Void 90 days after this date

CLAIM NUMBER	POLICY NUMBER	PAYEE TAXPAYER ID	AGENT 1	POLICY DATES
TNCM23100275	VFNUCM0026950-02	*****	The Steve Frost Agency	12/1/2022-12/1/2023
AGENT 2	POLICY HOLDER		CLAIMANT	DATE OF LOSS
	VAN BUREN COUNTY		VAN BUREN COUNTY	10/06/2023

PAY: Twelve Thousand Six Hundred Thirty Five Dollars And 49/100 Dollars \$*****12,635.49

TO THE ORDER OF
 VAN BUREN COUNTY
 121 TAFT DRIVE
 SPENCER, TN 38585

Jeremy H. Klark
 AUTHORIZED SIGNATURE

⑈0000065367⑈ ⑆031302955⑆ 00009877494220⑈

Adjournment

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

Chairman Terry Hickey

County Clerk Lisa Rigsby