

MINUTES OF THE VAN BUREN COUNTY COMMISSION

VAN BUREN COUNTY, TENNESSEE

The Van Buren County Commission met in a Regular Meeting on October 27, 2025 at 6:00 p.m. at the Van Buren County Administrative Facility & Justice Center. The following action was taken as recorded in Minute Book, "U".

Call to Order

Sheriff Michael Brock called the Meeting to Order.

Roll Call

Members present: Michael Woodlee, Tommy Frady, Kenny Smith, Terry Hodges, Terry Hickey, Tabitha Denney, Jordan Delong, Michael Chandler and Cale Crain. Dusty Madewell was absent.

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

Prayer

Terry Hickey led us in prayer. **Commissioner Dusty Madewell entered the meeting.**

Pledge

Chairman Cale Crain led us in the Pledge of Allegiance.

Approve/Disapprove: Minutes from the Meeting on September 15, 2025 as printed

Jordan Delong made a motion, seconded by Michael Chandler to approve the Minutes from the September 15, 2025 Meeting as printed. All agreed by voice vote. 0-opposed. Motion passed.

Chairman Cale Crain deviated from the agenda to give Sheriff Michael Brock the floor to present a letter of commendation for investigator Gary Kemper. Sheriff Brock, stated, "We are thankful to have investigator Kemper serving with us for the Citizens of Van Buren County." Investigator Kemper was presented an award and a gift card that was donated from an anonymous Citizen.

Approve/Disapprove: Minutes from the Committee A Meeting on October 6, 2025.

Committee A Meeting October 6, 2025

Meeting called to order 5:30 p.m.

Roll call all members present: Jordan Delong, Terry Hickey, Terry Hodges, Cale Crain, and Tabitha Denney.

Motion made by Terry Hickey and seconded by Terry Hodges to nominate Tabitha Denney as chairman for Committee A for 2025-2026. All members in favor.

Motion made by Cale Crain and seconded by Terry Hodges to nominate Jordan Delong as Vice-chairman for Committee A for 2025-2026. All members in favor.

Discussion with Acument Global for building repairs. No action made due to Committee B review.

Motion made by Jordan Delong and seconded by Terry Hickey to move \$13,494.75 for the Assessor of Property Office from payroll line item 101-52300-169 to line item 101-52300-399 to cover Rachel Farley's vendor pay for mapping. Roll call, all members voting yes.

Motion made by Cale Crain and seconded by Terry Hodges to move \$50,000.00 for the Arc Grant from Revenue 47990-101 to line 101-51100-309. Roll call, all members voting yes.

Motion made by Terry Hickey and seconded by Jordan Delong to approve the School Systems fund 141 budget amendments as presented. Roll call, all members voting yes.

Motion made by Jordan Delong and seconded by Terry Hodges to approve the School Systems Fund 880 budget amendments as presented. Roll call, all members voting yes.

Motion made by Cale Crain and seconded by Jordan Delong to approve Sheriff's reimbursed overtime to move \$4,442.64 from Fund 101-44170 to Fund 101-54110-187. Roll call, all members voting yes.

Motion made by Cale Crain and seconded by Terry Hickey to approve \$15,000 TCI Training Grant from Fund 101-39000 to Fund 101-54210-499. Roll call, all members voting yes.

Motion made by Cale Crain and seconded Terry Hodges to approve \$55,968 from Fund 101-39000 to Fund 101-54110-718 for Sheriff's Deputy Vehicle. Roll call, all members voting yes.

Motion made by Cale Crain and seconded by Terry Hickey to approve the \$1,000 employee bonus excluding PRN employees hired after July 1, 2025, any employees making over \$70,000, and employees must be employed at the date of payment. Roll call, all members voting yes. Heather Woodlee to provide a spreadsheet. Payment date will be November 21, 2025.

Motion made by Cale Crain and seconded by Terry Hickey to approve bonuses from each Fund balance as present, Roll call with all members voting yes.

Motion made by Terry Hickey to adjourn meeting.

Committee A Chairman Tabitha Denney brought forward action that needs to be taken from the Full Commission from the Committee A Meeting on October 6, 2025.

Budget Amendment for Property Assessor Payroll, \$13,494.75

Tabitha Denney made a motion, seconded by Michael Woodlee to approve to move \$13,494.75 for the Assessor of Property Office from payroll line item

101-52300-169 to line item 101-52300-399 to cover Rachel Farley's vendor pay for mapping.

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

Van Buren Co. Executive
2025-2026

General Fund
Fund 101

Function	Obj.	Description	Explanation	Debit	Credit
52300	169	PAYROLL	TO COVER CONTRACT	\$ 13,494.75	
52300	399	OTHER CONTRACTS	TO COVER CONTRACT		\$ 13,494.75
			Total	\$ 13,494.75	\$ 13,494.75

This is so Rachel Farley can be paid by vendor check to cover mapping.
Kenny Baker is no employed.

Budget Amendment for the ARC Grant (\$50,000.00)

Motion made by Tabitha Denney and seconded by Michael Chandler to move \$50,000.00 for the ARC Grant from Revenue 47990-101 to line 101-51100-309.

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

Van Buren Co. Executive
2025-2026

General Fund
Fund 101

Function	Obj.	Description	Explanation	Debit	Credit
47990		revenue	arc.grant	\$ 50,000.00	
51100	309	OTHER CONTRACTS	arc grant		\$ 50,000.00
			Total	\$ 50,000.00	\$ 50,000.00

Budget Amendment School Systems Fund 141

Motion made by Tabitha Denney and seconded by Terry Hickey to approve the School Systems Fund 141 budget amendments as presented.

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

FUNCTION	OBJ.	DESCRIPTION	EXPLANATION	DEBIT	CREDIT
72610 71100	502 449	Building and Contents Insurance Textbooks	Insurance Premiums increased this year Anticipated Science Books cost to be more	10,000.00	10,000.00 /
TOTAL				10000	10000

Van Buren Co. Board of Education
 2025-2026 BUDGET AMENDMENT

GENERAL FUND
 FUND 141
 School Board & County Commission

FUNCTION	OBJ.	DESCRIPTION	EXPLANATION	DEBIT	CREDIT
72710	105	Transportation Director	Create for reclassifying of Director		75000
72110	105	Attendance	Move because of reclassifying Director	75000	
TOTAL				75000	75000

BUDGET AMENDMENT
Reimbursable Payment

FUNCTION	OBL.	DESCRIPTION	EXPLANATION	DEBIT	CREDIT
46513		TISA On-Behalf Payment	reimbursement for ACT TEST	11,000	
71100	595	TISA On-Behalf Payment	Add-on to process payments of ACT		10,500
71100	595	TISA On-Behalf Payment	Add-on to process payments of ACT		500
TOTAL				11000	11000

Budget Amendments for the School System Fund 880

Motion made by Tabitha Denney and seconded by Michael Woodlee to approve the School Systems Fund 880 budget amendments as presented.

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

Budget

Van Buren County (880) Public District - FY 2026 - Voluntary Pre-K - Rev 1 - Voluntary Pre-K

Account Number	Total
72130 - Other Student Support	\$0.00
73400 - Early Childhood Education	\$210,485.81
	Total \$210,485.81
	Adjusted Allocation \$210,485.81
	Remaining \$0.00

Budget Detail

Van Buren County (880) Public District - FY 2026 - Voluntary Pre-K - Rev 1 - Voluntary Pre-K

73400 - Early Childhood Education - \$210,485.81

Budget Detail		Narrative Description
Account 73400 - Early Childhood		Director's salary
Number: Education		
Line Item 105 - Supervisor / Director		
Number:		
Optional Program		
Code:		
Location Van Buren County (880)		
Code:		
Quantity: 1.00		
Cost: \$13,600.00		
Line Item \$13,600.00		
Total:		
Account 73400 - Early Childhood		Teacher's salary for two VPK teachers.
Number: Education		
Line Item 116 - Teachers		
Number:		
Optional Program		
Code:		
Location Van Buren County (880)		

Code:

Quantity:

1.00

Cost:

\$131,770.00

Line Item

\$131,770.00

Total:

Account 73400 - Early Childhood
Number: Education

Line Item 163 - Educational Assistants
Number:

Optional
Program
Code:

Location Van Buren County (880)
Code:

Quantity:

1.00

Cost:

\$39,405.99

Line Item
Total:

\$39,405.99

Account 73400 - Early Childhood
Number: Education

Line Item 201 - Social Security
Number:

Optional
Program
Code:

Salary for two educational assistants.

Social Security Benefits @ 6.2%.

Location Van Buren County (880)

Code:

Quantity: 1.00

Cost: \$11,456.11

Line Item Total: \$11,456.11

Account 73400 - Early Childhood
Number: Education

Line Item 204 - Pensions
Number:

Optional
Program
Code:

Location Van Buren County (880)

Code:

Quantity: 1.00

Cost: \$11,146.27

Line Item Total: \$11,146.27

Account 73400 - Early Childhood
Number: Education

Line Item 212 - Employer Medicare
Number:

Optional
Program
Code:

Retirement Benefits for teachers & director @ 5.77% @ \$8387.85
Retirement Benefits for teaching assistants @ 7% @ \$2758.42

Medicare benefits @ 1.45%

Location Van Buren County (880)

Code:

Quantity: 1.00

Cost: \$2,679.26

Line Item Total: \$2,679.26

Account Number: 73400 - Early Childhood Education

Line Item Number: 524 - In-Service / Staff Development

Optional Program Code:

Location Code: Van Buren County (880)

Quantity: 1.00

Cost: \$278.18

Line Item Total: \$278.18

Account Number: 73400 - Early Childhood Education

Line Item Number: 599 - Other Charges

Optional Program Code:

Staff Development.

CPR certifications and background checks.

Location Van Buren County (880)

Code:

Quantity: 1.00

Cost: \$150.00

Line Item \$150.00

Total:

Total for 73400 - Early Childhood Education:

\$210,485.81

Total for all other Account Numbers:

\$0.00

Total for all Account Numbers:

\$210,485.81

Adjusted Allocation:

\$210,485.81

Remaining:

\$0.00

Budget

Van Buren County (880) Public District - FY 2026 - Lottery for Education: Afterschool Programs (LEAPS) - Rev 1
- Lottery for Education: Afterschool Programs (LEAPS)

Indirect Cost Guide

Total Allocation	\$75,000.00
Existing Budget In Categories Not Eligible for Indirect Cost	\$0.00
Total Available for Budgeting In Categories Eligible for Indirect Cost and Indirect Cost	\$75,000.00
Indirect Cost Rate	3.67%
Max Available Budget In Categories Eligible for Indirect Cost	\$72,344.95
Max Indirect Cost	\$2,655.05

Account Number	Total
73300 - Community Services	\$75,000.00
99100 - Transfers Out	\$0.00
	Total \$75,000.00
	Adjusted Allocation \$75,000.00
	Remaining \$0.00

Budget Detail	
Van Buren County (880) Public District - FY 2026 - Lottery for Education: Afterschool Programs (LEAPS) - Rev 1	
- Lottery for Education: Afterschool Programs (LEAPS)	
73300 - Community Services - \$75,000.00 ✓	
Budget Detail	Narrative Description
Account Number: 73300 - Community Services	
Line Item Number: 105 - Supervisor / Director	1 System Administrator @ \$30.00 per hour X 2 hours per day X 120 days
Optional Program Code:	Van Buren County Schools operates 2 sites as a part of their L.E.A.P.s. After-school Program. These sites include Spencer Elementary School and Van Buren Middle/High School. They operate 15hrs per week from September 1, 2025 to June 26, 2026 and then they operate within a Summer program during the month of June.
Location Code: Van Buren County (880)	Van Buren County Middle/High School hours of operation:
Quantity: 1.00	Hours of operation for Van Buren County Middle/high School are 7:00 a.m. to 8:00 a.m. and 3:15 p.m. to 5:15 p.m. Monday through Friday throughout the school year. We also provide a credit recovery program for high school students during the month of June for 20 days from 8:00 a.m. to 2:00 p.m. Monday through Friday.
Cost: \$7,200.00	Spencer Elementary School hours of operation:
Line Item Total: \$7,200.00	Hours of operation for Spencer Elementary School are 7:00 a.m. to 8:00 a.m. and 3:15 p.m. to 5:15 p.m. Monday through Friday throughout the school year.
Account Number: 73300 - Community Services	3 highly qualified teachers @ 24.00 per hour x 3 hours per day x 150 days.

Line Item 116 - Teachers	
Number:	
Optional Program Code:	
Location Code:	Van Buren County (880)
Quantity:	1.00
Cost:	\$47,280.00
Line Item Total:	\$47,280.00
Account Number:	73300 - Community Services
Line Item Number:	163 - Educational Assistants
Optional Program Code:	
Location Code:	Van Buren County (880)
Quantity:	1.00
Cost:	\$5,400.00
Line Item	\$5,400.00
<p>2- Lead teachers @ \$24.00 per hour x 2 hours per day x 155 days. Expenses include days during the regular school year and a 20 day summer program.</p> <p>Van Buren County Schools operates 2 sites for the L.E.A.P.s. After-school Program. These sites are located at Van Buren County Middle/High School and Spencer Elementary School.</p> <p>Spencer Elementary School has 2 teachers x 3hours per day x \$24.00 per hour for 30 weeks. (\$21,600.00) 1 site lead @ \$24.00 x 2 hours per day x 31 weeks. (\$7440.00)</p> <p>Van Buren County High School has 1 teacher x 3hours per day x \$24.00 per hour for 30 weeks. (\$10,800.00) 1 site lead @ \$24.00 per hr. x 2 hrs per day x 31 weeks (\$7,440.00)</p> <p>2 teaching assistants @ \$12.00 per hour x 2 hours per day x 150 days.</p> <p>Expenses include extended days during the regular school year and a 20 day summer program.</p> <p>Spencer Elementary 1 teaching assistant x 1 hr per day x \$12.00 x 30 weeks (\$1,800.00)</p> <p>Van Buren County Middle/High School 1 teaching assistant x 2hrs per day x \$12.00 x 30 weeks (\$3,600.00)</p>	

Total:	
Account 73300 - Community Services	
Number:	
Line Item 189 - Other Salaries & Wages	
Number:	
Optional Program	
Code:	
Location Van Buren County (880)	
Code:	
Quantity:	1.00
Cost:	\$3,000.00
Line Item Total:	\$3,000.00
Account 73300 - Community Services	
Number:	
Line Item 201 - Social Security	
Number:	
Optional Program	
Code:	
Location Van Buren County (880)	
Code:	
Quantity:	1.00
Cost:	\$3,898.56

1- Secretary who monitors and records the release of students from the program to their parent in the evenings, provides data entry into ELAP, and provides individual tutoring services for students for the program @ \$10.00 per hour x 2 hours per day x 150 days.

Social Security Benefits @ 6.2%.

Line Item	\$3,898.56	
Total:		
Account Number:	73300 - Community Services	
Line Item Number:	204 - State Retirement	
Optional Program		
Code:		
Location	Van Buren County (880)	
Code:		
Quantity:	1.00	
Cost:	\$3,730.57	
Line Item Total:	\$3,730.57	
Account Number:	73300 - Community Services	
Line Item Number:	212 - Employer Medicare	
Optional Program		
Code:		
Location	Van Buren County (880)	
Code:		
Quantity:	1.00	
Cost:	\$911.76	

<p>State Retirement for teachers @ 5.77%.</p> <p>State Retirement for other staff members @ 7%.</p> <p>$\\$54,464.00 \times 5.77\% = \\$3,142.57$</p> <p>$\\$8,400/00 \times 7\% - \\588.00</p>
<p>Medicare Benefits @ 1.45%</p>

Line Item \$911.76
Total:

Account 73300 - Community Services
Number:

Line Item 217 - Retirement - Hybrid
Number: Stabilization

Optional
Program
Code:

Location Van Buren County (880)
Code:

Quantity: 1.00

Cost: \$100.00

Line Item \$100.00
Total:

Account 73300 - Community Services
Number:

Line Item 499 - Other Supplies and
Number: Materials

Optional
Program
Code:

Location Van Buren County (880)
Code:

Quantity: 1.00

Cost: \$1,500.00

Revision 1 - 9/24/2025 - Increase this line item by \$100.00 due to under-budgeting in this line item.

Materials, Supplies, and Activities for students.

Line Item \$1,500.00
Total:

Account Number: 73300 - Community Services

Line Item Number: 524 - In-Service / Staff Development

Optional Program Code:

Location Code: Van Buren County (880)

Quantity: 1.00

Cost: \$1,150.00

Line Item Total: \$1,150.00

Account Number: 73300 - Community Services

Line Item Number: 599 - Other Charges

Optional Program Code:

Location Code: Van Buren County (880)

Quantity: 1.00

Cost: \$829.11

Professional Development Activities.

Revision 1 - 9/24/2025 - Reduce this line item by \$100.00 due to over-budgeting in this line item.

CPR and First Aid Classes & Background Checks.

Line Item
Total: \$829.11

Total for 73300 - Community Services: \$75,000.00

Total for all other Account Numbers: \$0.00

Total for all Account Numbers: \$75,000.00

Adjusted Allocation: \$75,000.00

Remaining: \$0.00

Budget

Van Buren County (880) Public District - FY 2026 - State Special Education Preschool Grant - Rev 0 - State
Special Education Preschool Grant

Account Number	Total
71200 - Special Education Program	\$22,935.44
72120 - Health Services	\$0.00
72130 - Other Student Support	\$0.00
72220 - Support Services/Special Education Program	\$0.00
72410 - Office of the Principal	\$0.00
72710 - Transportation	\$0.00
Total	\$22,935.44
Adjusted Allocation	\$22,935.44
Remaining	\$0.00

Budget Detail

Van Buren County (880) Public District - FY 2026 - State Special Education Preschool Grant - Rev 0 - State Special Education Preschool Grant

71200 - Special Education Program - \$22,935.44

Budget Detail

Narrative Description

Account 71200 - Special Education Program
Number:

Line Item 163 - Educational Assistants
Number:

Focus Area: Providing SWDs with Direct Services

Optional Program Code:

Location Van Buren County (880)

Code:

Quantity: 1.00

Cost: \$19,900.00

Line Item Total: \$19,900.00

Account 71200 - Special Education Program

Number:

Line Item 201 - Social Security
Number:

Focus Providing SWDs with Direct Services

Funds to pay for 1.00 FTE salary of a preschool special education educational assistant to work with SE preschool students 3 to 5 years old.

Fringe benefits for the above salary

Area:

Optional
Program

Code:

Location Van Buren County (880)

Code:

Quantity:

1.00

Cost:

\$1,234.00

Line Item

\$1,234.00

Total:

Account 71200 - Special Education Program
Number:

Line Item 204 - State Retirement
Number:

Focus
Area:

Providing SMDs with Direct Services

Optional
Program
Code:

Location Van Buren County (880)
Code:

Quantity:

1.00

Cost:

\$1,393.00

Line Item

\$1,393.00

Total:

Fringe benefits for the above salary

Fringe benefits for the above salary

Account Number: 71200 - Special Education Program

Line Item Number: 212 - Employer Medicare

Focus Area: Providing SWDBs with Direct Services

Optional Program Code:

Location: Van Buren County (880)

Code:

Quantity: 1.00

Cost: \$289.00

Line Item Total: \$289.00

Account Number: 71200 - Special Education Program

Line Item Number: 499 - Other Supplies and Materials

Focus Area: Providing SWDBs with Direct Services

Optional Program Code:

Location: Van Buren County (880)

To purchase preschool SE classroom supplies ex: baby wipes, gloves, and cleaning supplies to use for the needs preschool special education students

Quantity: 1.00

Cost: \$119.44

Line Item Total: \$119.44

Total for 71200 - Special Education Program:

\$22,935.44

Total for all other Account Numbers:

\$0.00

Total for all Account Numbers:

\$22,935.44

Adjusted Allocation:

\$22,935.44

Remaining:

\$0.00

Budget Amendment for Sheriff's Department reimbursement overtime, \$4,442.64

Motion made by Tabitha Denney and seconded by Michael Woodlee to approve Sheriff's reimbursed overtime to move \$4,442.64 from Fund 101-44170 to Fund 101-54110-187.

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

Tabitha Denney made a motion, seconded by Terry Hodges to approve \$15,000.00 TCI Training Grant from Fund 101-39000 to Fund 101-54210-499.

Tabitha Denney made a motion, seconded by Terry Hodges to approve \$15,000.00 TCI Training Grant from Fund 101-39000 to Fund 101-54210-499.

Van Buren Co. Executive General Fund
2025-2026 BUDGET AMENDMENT 1 Fund 101

Function	Obj.	Description	Explanation	Debit	Credit
44170 54110	187	Misc Refunds Overtime		\$ 4,442.64	\$ 4,442.64
			✓		
			Total	\$ 4,442.64	\$ 4,442.64

Tabitha Denney made a motion, seconded by Michael Chandler to approve \$55,968.00 from Fund 101-39000 to Fund 101-54110-718 for Sheriff's Deputy Vehicle.

Applied for TCI Training Grant September 30, 2025.

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

County Employee’s bonus, \$1,000.00

Tabitha Denney made a motion, seconded by Terry Hodges to approve the \$1,000.00 employee bonus excluding all PRN and any employees hired after July 1, 2025, Elected Officials, and employees must be employed at the date of

**Van Buren Co. Executive
2025-2026**

**General Fund
Fund 101**

Function	Obj.	Description	Explanation	Debit	Credit
39000 54110	718	unassigned vehicles	patrol car patrol car	\$ 55,968.00	\$ 55,968.00
			Total	\$ 55,968.00	\$ 55,968.00

payment. Heather Woodlee to provide a spreadsheet. Payment date will be November 21, 2025. This will exclude retirement but will include Federal taxes, Social Security and Medicare to be withheld.

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

Approval for the County Employee's bonuses from each Fund Balance

Tabitha Denney made a motion, seconded by Michael Chandler to approve bonuses from each Fund balance as presented.

Upon roll call: Michael Chandler, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Tommy Frady, and Cale Crain voted yes. Motion passed. **General Fund 101 with each Fund as presented:**

Van Buren Co. Executive General Fund
2025-2026 BUDGET AMENDMENT fund 101

Function	Obj.	Description	Explanation	Debit	Credit
39000		UNASSIGNED		\$ 36,601.00	
51300	119	FINANCE DIRECTOR			\$ 1,000.00
51300	122	PURCHASING PERSON.			\$ 1,000.00
51300	201	SS			\$ 124.00
51300	212	MEDICARE			\$ 29.00
51800	149	LABORER			\$ 1,000.00
51800	166	CUSTODIAN			\$ 1,000.00
51800	201	SS			\$ 124.00
51800	212	MEDICARE			\$ 29.00
52300	169	ASSESSOR DEPUTY			\$ 1,000.00
52300	201	SS			\$ 62.00
52300	212	MEDICARE			\$ 14.50
52400	106	TRUSTEE DEPUTY			\$ 1,000.00
52400	201	SS			\$ 62.00
52400	212	MEDICARE			\$ 14.50
52500	106	CLERK DEPUTY			\$ 1,000.00
52500	201	SS			\$ 62.00
52500	212	MEDICARE			\$ 14.50
53100	161	CIRCUIT DEPUTY			\$ 1,000.00
53100	201	SS			\$ 62.00
53100	212	MEDICARE			\$ 14.50
56500	101	LIBRARIAN			\$ 1,000.00
56500	201	SS			\$ 62.00
56500	212	MEDICARE			\$ 14.50
58300	169	VETERANS			\$ 1,000.00
58300	201	SS			\$ 62.00
58300	212	MEDICARE			\$ 14.50
57500	105	soil			\$ 1,000.00
57500	201	SS			\$ 62.00
57500	212	MEDICARE			\$ 14.50
54110	106	DEPUTY			\$ 8,000.00
54110	119	ACC. BOOKKEEPER			\$ 1,000.00
54110	170	SRO			\$ 2,000.00
54110	201	SS			\$ 682.00
54110	212	MEDICARE			\$ 159.50
54210	149	LABORER			\$ 1,000.00
54210	160	CORRECTIONAL OFF.			\$ 11,000.00
54210	201	SS			\$ 744.00
54210	212	medicare			\$ 174.00
				\$ 36,601.00	\$ 36,601.00

Approve/Disapprove: Minutes from Committee B Meeting on October 9, 2025.

**Committee B Meeting
October 9, 2025**

Roll call: All members present

Elect Chairman for Committee B for 2025/2026:

Michael Woodlee made a motion to appoint Dusty Madewell as Chairman. Seconded by Tommy Frady. All members were in favor.

Elect Vice-Chairman for Committee B for 2025/2026:

Tommy Frady made a motion to appoint Michael Woodlee as Vice-Chairman. Seconded by Kenny Smith. All members were in favor.

Discuss replacing the Hand Rails and Doors at Acument:

Michael Woodlee made a motion to table till the next Full Commission Meeting. Seconded by Kenny Smith. Tommy Frady was in favor. Michael Chandler sustained.

New Business:

A Committee B meeting was set for November 10 @ 6:00 to discuss funding for all volunteer fire departments.

Adjourn:

Michael Woodlee made a motion to adjourn the meeting. Seconded by Tommy Frady. All members were in favor.

Committee B Chairman Dusty Madewell brought forward action that needs to be taken from the Full Commission from the Committee B Meeting on October 9, 2025.

Discuss replacing the Hand Rails and Doors at Acument:

After discussion on this matter Michael Chandler made a motion, seconded by Kenny Smith to table this matter until Committee B meets on November 10, 2025 to discuss. All approved by voice vote. Motion passed

Approve/Disapprove: Kristin Everett as the New Burritt Memorial Library Board member due to the resignation of Janet Burke.

Jordan Delong made a motion, seconded by Kenny Smith to approve Kristin Everett as the New Burritt Memorial Library Board member due to the resignation of Janet Burke. All agreed by voice vote. 0-opposed. Motion passed.

Old Business

None

New Business

(1) Approve/Disapprove: Move \$250,000.00 from 46990 to 101-51100-309 cost center 3 Star Grant. (100% Grant)

Tabitha Denney made a motion, seconded by Terry Hickey to approve to move \$250,000.00 from 46990 to 101-51100-309 cost center 3 Star Grant.

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

General Fund
Fund 101

573

Van Buren Co. Executive 2025-2026		General Fund Fund 101			
Function	Obj.	Description	Explanation	Debit	Credit
46990		other state grants	museum	\$ 25,000.00	
51100	309	grant	museum		\$ 25,000.00
cost center	mus.				
			Total	\$ 25,000.00	\$ 25,000.00

(3) Approve/Disapprove: Uncollectible Accounts Write-Off Policy & Procedures for Solid Waste.

Terry Hickey made a motion, seconded by Jordan Delong to approve the Uncollectible write-off Policy & Procedures for Solid Waste. All approved by



Van Buren County Solid Waste Department
121 Taft Drive
Spencer, TN 38585
Phone:931-946-2314
Fax:931-946-2388

Uncollectible Accounts
Write-off Policy
&
Procedures

2025

Van Buren County Solid Waste Department Uncollectible Accounts Write-Off Policy and Procedures

BACKGROUND:

Van Buren County has various non-tax accounts receivable resulting from operations. Some of these receivables become uncollectible after a period of time, or an event.

PURPOSE:

To establish uniform guidelines for determining which delinquent accounts receivable should be considered a bad debt and written off. Also, to provide a fair representation of accounts receivable balances in the County's Financial Statements.

POLICIES:

Accounts receivable will be maintained in the County's Financial Statements for three calendar years from the Invoice date or date the last payment was received, whichever is later. After 90 days, the Van Buren County Attorney will attempt to collect.

An account will be written off, only after one or more of the following have occurred:

- Receivables have been listed Uncollectible due to the person being deceased.
- The Citizen is going through a hardship.
- Approval for ALL write-offs of individual accounts is REQUIRED to be approved by the County Commission.

PROCEDURES:

The Solid Waste Director shall prepare and review and Aged Trial Balance of accounts receivable at year-end to determine if delinquent receivables meet the

voice vote. 0-opposed. Motion passed. **Policy & Procedures for Solid Waste as following:**

requirements set forth herein, to be written off a bad debt. A report will be prepared and submitted for approval(s). At a minimum, the following information will be included in the write-off request:

1. Name
2. Invoice Date
3. Amount
4. Invoice Number
5. Type of service rendered

PAYMENT RECEIVED AFTER WRITE-OFF:

Any payment received on an account that has been written off will be recorded as revenue for Solid Waste in the period in which it is received.

David Sullivan, Van Buren County Mayor

Cale Crain, Van Buren County Commission Chairman

(Commissioner Michael Woodlee re-entered the meeting)

2026 BCBST Renewal, County Employee's Health Insurance

Financial Director Heather Woodlee explained to the Full Commission the changes in the current rate of the Health Insurance for the County Employees. Ms. Woodlee stated, "There would need to be a budget amendment by the end of the fiscal year but not at this time." The current EHB plans and the renewal rates have increased. The County's base plan has 14 of the 17 enrollments that had a 13.51% increase and the buy up plan that has 3 enrollments is getting a 22.94% increase. Based off the current enrollment numbers, that is an annual overall increase of \$31,246.68. The 2nd attachment is the total cost worksheet for 2026, following the same methodology used in 2025, with the overall breakdown of the monthly premium, Van Buren Counties contributions, and the enrolled employee's monthly contribution. The affordability percentage that is required per the ACA is going from 9.02% to 9.96% for 2026, which allows Van Buren to charge up to \$187.75 monthly (based off \$14.50/hr.) in the \$67k and down salary range and \$556.10 in the \$67k and up salary range, which was rounded down to \$550 like we did for this year. Based off the current enrollment numbers and the increase in monthly payroll deductions, the annual increase to Van Buren County is approximately \$23,963.00.

The dental and vision is renewing as flat with no change. The tow medical plans are considered EHB plans. Van Buren is "grandfathered" in with these type of plans. Any change at all would result in the loss of the "grandfathered" states. The significance of the EHB plans are that they are "community rated" and not individually underwritten on the group level. The EHB status gives a group a level of protection in bad claim years and/or having high cost claimants. After discussion on this matter Terry Hickey made a motion, seconded by Michael Chandler to approve this plan as presented.

Upon roll call: Michael Chandler, Jordan Delong, Tabitha Denney, Terry Hickey, Terry Hodges, Dusty Madewell, Kenny Smith, Tommy Frady, Michael Woodlee, and Cale Crain voted yes. Motion passed. **January 1, 2026 premium contributions as following:**

Van Buren County Gov't

January 1, 2026

Premium contributions

Renewal

\$0.00 to \$66,999

Base Plan \$2750 deductible	Total premium	Employer Monthly Contributions	Employee Monthly Contributions	Employee per pay period
Employee Only	\$1,064.18	\$876.43	\$187.75	\$93.88
Employee + Spouse	\$2,128.36	\$876.43	\$1,251.93	\$625.97
Employee + Child(ren)	\$1,968.73	\$876.43	\$1,092.30	\$546.15
Employee + Family	\$3,032.91	\$876.43	\$2,156.48	\$1,078.24

Buy-Up \$500 deductible	Total premium	Employer Monthly Contributions	Employee Monthly Contributions	Employee per pay period
Employee Only	\$1,256.72	\$876.43	\$380.29	\$190.15
Employee + Spouse	\$2,513.43	\$876.43	\$1,637.00	\$818.50
Employee + Child(ren)	\$2,324.92	\$876.43	\$1,448.49	\$724.25
Employee + Family	\$3,581.64	\$876.43	\$2,705.21	\$1,352.61

Lowest paid \$14.50/hour

\$67,000 and Up

Base Plan \$2750 deductible	Total premium	Employer Monthly Contributions	Employee Monthly Contributions	Employee per pay period
Employee Only	\$1,064.18	\$514.18	\$550.00	\$275.00
Employee + Spouse	\$2,128.36	\$514.18	\$1,614.18	\$807.09
Employee + Child(ren)	\$1,968.73	\$514.18	\$1,454.55	\$727.28
Employee + Family	\$3,032.91	\$514.18	\$2,518.73	\$1,259.37

Buy-Up \$500 deductible	Total premium	Employer Monthly Contributions	Employee Monthly Contributions	Employee per pay period
Employee Only	\$1,256.72	\$514.18	\$742.54	\$371.27
Employee + Spouse	\$2,513.43	\$514.18	\$1,999.25	\$999.63
Employee + Child(ren)	\$2,324.92	\$514.18	\$1,810.74	\$905.37
Employee + Family	\$3,581.64	\$514.18	\$3,067.46	\$1,533.73

Dental

Employee Only	\$29.32	0	\$29.32	\$14.66
Employee + Spouse	\$58.64	0	\$58.64	\$29.32
Employee + Child(ren)	\$54.98	0	\$54.98	\$27.49
Employee + Family	\$81.45	0	\$81.45	\$40.73

Vision

Employee Only	\$4.77	0	\$4.77	\$2.39
Employee + Spouse	\$9.54	0	\$9.54	\$4.77
Employee + Child(ren)	\$10.73	0	\$10.73	\$5.37
Employee + Family	\$14.84	0	\$14.84	\$7.42

Van Buren County Medical 1/1/2026

BlueCross Blue Shield TN			
In-Network Benefit/Service		Option 1 Gold 125S Base Plan	Option 2 Platinum 35S Buy-Up Plan
PCP Visit Specialist Visit Teleadoc Deductible Single Family Coinsurance Out-of-Pocket Single Family Deductible included in OOP Inpatient Hospital/Surgery Outpatient Surgery Diagnostic Services Routine (In-office Lab & X-ray) Non-Routine (MRI, CT Scan) Emergency Room Services Urgent Care Prescription Drug Benefit Generic Brand Name Non-Preferred Brand Wellness Vision Carrier Rating Census/RATES Employee Only Employee + Spouse Employee + Child(ren) Employee + Family Monthly Premium Annual Premium Annual Premium Change Annual percentage change		Network S Embedded Deductible \$35 Copay \$55 Copay No Charge \$2,750 \$5,500 80% / 20% \$7,250 \$14,500 Yes \$600 Copay 20% after deductible 20% after deductible \$25 Copay 20% after deductible \$750 Copay + 20% after deductible \$55 Copay \$5 Copay 20% 40% Included Not Included Not Rated	Network S Embedded Deductible \$20 Copay \$40 Copay No Charge \$500 \$1,000 90% / 10% \$2,000 \$4,000 Yes 10% after deductible 10% after deductible 10% after deductible 10% after deductible \$150 Copay \$40 Copay \$10 Copay \$35 Copay \$50 Copay Included Not Included Not Rated
		Current	Renewal
		\$937.49	\$1,064.18
		\$1,874.97	\$2,128.36
		\$1,734.35	\$1,968.73
		\$2,671.84	\$3,032.91
		\$14,062.34	\$15,962.70
		\$168,748.08	\$191,552.40
		\$22,804.32	\$36,799.56
		\$8,442.36	\$45,241.92
		13.51%	22.94%
		13	3
		1	0
		0	0
		0	0

Rates could change based on enrollment

Van Buren County
 Voluntary Dental Plan
 Thursday, January 1, 2026

In/Out of Network Benefit		BCBST	
Annual Deductible <small>(Does not apply to Preventive Care)</small>	Single	\$50	
	Family	\$150	
Calendar Year Max		\$1,000	
Preventive Cleanings & Exams		100%	
X-rays / Fluoride / Sealants		100%	
Minor Restorative Services (Fillings)		80%	
Basic Endodontics/Periodontics/Oral Surgery		80%	
Simple Extractions		80%	
Major Endodontics/Periodontics/Oral Surgery		50%	
Prosthodontics		50%	
Implants		50%	
Orthodontics		N/A	
RATES & ENROLLMENT:			
	Rate Guarantee	1 Year	
Employee Tier		Current	Renewal
	Employee	\$29.32	\$29.32
	Employee + spouse	\$58.64	\$58.64
	Employee + children	\$54.98	\$54.98
	Family	\$81.45	\$81.45
	% Change from Current		0%

Van Buren County
Voluntary Vision
Thursday, January 1, 2026

Benefit/Service Network		BCBST	
Eye Exams:	Frequency	12 months	
	Eye Exam Copay	\$10	
Lenses:	Frequency	12 months	
	Copay	\$25	
	Single Vision	100%	
	Bifocal	100%	
	Trifocal	100%	
Frames:	Frequency	24 months	
	Frame	\$100 allowance + 20% off balance	
Contact Lenses:	Frequency	12 months	
	Medically Necessary	100%	
	Elective	\$100 allowance + 15% off balance	
Employer Contribution		None, 100% Voluntary	
Rate Guarantee		1 Year	
Employee Tiers	Current	Renewal	
Employee	\$4.77	\$4.77	
Employee + spouse	\$9.54	\$9.54	
Employee + children	\$10.73	\$10.73	
Family	\$14.84	\$14.84	
% Change from Current		0%	

Commissioner Tabitha Denney called for an Executive Session with the County Attorney and the Full Commission. The session was in the Commission room, and all Citizens left the Commission room and waited out in the Hall until the Executive Session was over. We started the meeting back with Comments from the General Public.

Comments from the General Public

Mr. Matt Colvard the new interim for the District Attorney General for the 31st Judicial District, which serves Warren and Van Buren Counties was present at the Full Commission meeting to introduce himself to the Public and the Commission.

Adjournment

Terry Hickey made a motion, seconded by Kenny Smith to adjourn. All agreed by voice vote. Motion passed. Meeting adjourned at 7:31 p.m.

Chairman Cale Crain

County Clerk Lisa Rigsby