

**Board of County Commissioners
Carter County, Tennessee
REGULAR SESSION
Monday, September 16, 2019**

Call to Order - Chairman, Ray Lyons announced that due to technical problems with the display screen and sound system in the courtroom, the meeting was called to order at 6:10 PM.

Courthouse Emergency Egress Plan – EMA Office – Gary Smith, Director.

Roll Call – County Clerk

Beginning Roll Call for New Session as follows:

Present: Mark Blevins, Willie Campbell, Nancy Brown, Mike Hill, Patty Woodby, Brad Johnson, Ronnie Trivett, Charles VonCannon, Austin Jaynes, Isaiah Grindstaff, Jerry Proffitt, Ross Garland, Ginger Holdren, Layla Ward, Randall Jenkins, Travis Hill, Gary Bailey, Ray Lyons, Sonja Culler, Aaron Frazier, Robin McKamey, David Miller, and Kelly Collins.
(23 Present)

Absent: Robert Acuff (1 Absent)

Quorum Present

Approval of Agenda

Motion was made by Aaron Frazier, seconded by Mark Blevins, to accept as presented tonight's agenda. By majority VOICE VOTE, all ayes, motion carried. Recorded on page 68

Opening Prayer – Commissioner Willie Campbell

Pledge of Allegiance – Austin Jaynes

Recognition of Elected & Appointed Officials/Guest

Public Comments – 5 minutes per person

Laura Rydell, of Piedmont Street, spoke concerning the housing of participants in the Recovery Soldiers Ministers in her neighborhood as well of the safety of children.

Chris Little of Clay Little Road, spoke requesting consideration of the purchase of the Cowan property located near the Covered Bridge for tourism expansion as well as economic development. He also suggested that the state be contacted by the county asking for state appropriations for the purchase of this.

Roy Livingston, of Hampton, spoke concerning money and budget issues. He also spoke concerning funding from the housing of state prisoners.

Gary Smith, EMA Director spoke regarding the recent plane crash on August 15th at the Elizabethton Airport and the outstanding job done by emergency responders. Director Smith read a list of agencies including private citizens which were involved during this event. He stated that great feedback for a job well done was voiced by many.

Sheriff's Presentation – Sheriff Dexter Lunceford

Sheriff Lunceford spoke concerning the issuance of service weapons presented to retiring individuals, individuals dying in the line of duty, or disabled individuals of the Sheriff's Department.

Lt. Forrest Sharpe was in the process of retiring at the time of his death. Therefore, due to a legality, Sheriff Lunceford addressed the Commission asking for permission to move forward to complete the presentation to the next of kin for Lt. Sharpe.

Motion was made by Mike Hill, seconded by Travis Hill, to authorize and grant Sheriff Dexter Lunceford permission to proceed in the presentation of a service weapon for Lt. Forrest Sharpe, (deceased) to his next of kin. A "friendly amendment" was made by Mike Hill and accepted by Travis Hill, to proceed as needed, keeping the next of kin in mind. By majority VOICE VOTE, all ayes, motion carried.



RECEIVED
10-9-19 @ 2:12 pm
#

Election of Officers for Board of County Commissioners

A. Chairperson

Floor was now opened for nominations for Chairman as follows:

Ray Lyons was nominated by Aaron Frazier

Brad Johnson was nominated by Mike Hill

Motion to cease nominations was made by Charles VonCannon, seconded by Ronnie Trivett. **By majority VOICE VOTE, all ayes, motion carried.**

Voice Roll Call Vote for Chairman as follows:

Voting for Ray Lyons as follows: Mark Blevins, Willie Campbell, Nancy Brown, Patty Woodby, Ronnie Trivett, Charles VonCannon, Austin Jaynes, Isaiah Grindstaff, Jerry Proffitt, Ross Garland, Ginger Holdren, Layla Ward, Randall Jenkins, Travis Hill, Gary Bailey, Ray Lyons, Aaron Frazier, and David Miller. (18 Votes for Ray Lyons)

Voting for Brad Johnson as follows: Mike Hill, Brad Johnson, Sonja Culler, Robin McKamey, and Kelly Collins. (5 Votes for Brad Johnson)

Passing: None (0 Passing)

Robert Acuff was absent. (1 Absent)

Ray Lyons receiving 18 votes, and Brad Johnson receiving 5 votes, 0 passing and 1 being absent, **Ray Lyons was duly elected Chairman 2019-2020.**

Election of Officers for Board of County Commissioners

B. Vice Chairperson

Floor was now opened for nominations for Vice Chairperson as follows:

Brad Johnson was nominated by Aaron Frazier

Patty Woodby was nominated by Mark Blevins

Motion to cease nominations was made by Mike Hill, seconded by Austin Jaynes. **By majority VOICE VOTE, all ayes, motion carried.**

Voice Roll Call Vote for Vice Chairperson as follows:

Voting for Patty Woodby as follows: Mark Blevins, Nancy Brown, Patty Woodby, Ronnie Trivett, Charles VonCannon, Jerry Proffitt, Ginger Holdren, Layla Ward, Randall Jenkins, Travis Hill, Gary Bailey, Ray Lyons, and Robin McKamey. (13 Votes for Patty Woodby)

Voting for Brad Johnson as follows: Willie Campbell, Mike Hill, Brad Johnson, Austin Jaynes, Isaiah Grindstaff, Ross Garland, Sonja Culler, Aaron Frazier, David Miller, and Kelly Collins. (10 Votes for Brad Johnson)

Passing: None (0 Passing)

Robert Acuff was absent. (1 Absent)

Patty Woodby receiving 13 votes, Brad Johnson receiving 10 votes, none (0) passing, and 1 absent, **Patty Woodby was duly elected Vice Chairperson 2019-2020.**

Consideration/Debate for Election of Commissioners to Standing Committees:

In accordance with Rule 10A in the Carter County, Tennessee Board of County Commissioners Reference Manuel, Commissioners submitted a request on which committee they preferred to serve and filed with the Clerk. The requests were placed in the Commissioners packets, or placed at their seat at Commission.

Chairman Lyons informed the Commission that the three commissioners in each district determine the committee(s) on which they will serve, with the majority vote of that district prevailing. However, if no agreement can be reached among the three commissioners, a majority vote by the full commission is recommended. All discussion must be done in open court.

A. Budget/Nominating:

District 1: Willie Campbell
District 2: Patty Woodby
District 3: Ronnie Trivett
District 4: Isaiah Grindstaff
District 5: Ross Garland
District 6: Travis Hill
District 7: Aaron Frazier
District 8: Kelly Collins

Each District voiced and confirmed in agreement with members representing the district as stated and listed above.

B. Building & Grounds; Health & Welfare; Law Enforcement; Health & Welfare; Rules & By-Laws

District 1: Robert Acuff
District 2: Mike Hill
District 3: Brad Johnson
District 4: Austin Jaynes
District 5: Ginger Holdren
District 6: Randall Jenkins
District 7: Ray Lyons
District 8: Robin McCarney

Each District voiced and confirmed in agreement with members representing their district as stated and listed above.

C. Education; Highway; Landfill

District 1: Mark Blevins
District 2: Nancy Brown
District 3: Charles VonCannon
District 4: Jerry Proffitt
District 5: Layla Ward
District 6: Gary Bailey
District 7: Sonja Culler
District 8: David Miller

Each District voiced and confirmed in agreement with the members representing their district as stated and listed above.

Motion was made by Jerry Proffitt, seconded by Mike Hill, to **accept and affirm the Commissioner appointments to the Budget, Nominating; Building & Grounds, Health & Welfare, Law Enforcement, Rules & By-Laws; Education, Highway; Landfill Committees for 2019-2020 as listed. By majority VOICE VOTE, all ayes, motion carried.**

Recess Chairman Lyons called for a ten (10) minute **recess**. Following the recess, the meeting was called **back to order** by Chairman Lyons.

Election of Financial Management Committee Members (4 positions)

Chairman Lyons reminded the commission that the Financial Management Committee consist automatically of the County Mayor, Supervisor of Highways (Road Superintendent), and Superintendent of Education. The additional four members need not be members of the Board of Commission. (T.C.A. 5-21-104(b)).

Chairman Lyons opened the floor for nominations to the Financial Management Committee as follows:

Travis Hill was nominated by Austin Jaynes
Charles VonCannon was nominated by Patty Woodby
Ginger Holdren was nominated by Ross Garland
Austin Jaynes was nominated by Isaiah Grindstaff
Dexter Lunceford was nominated by Sonja Culler
Aaron Frazier was nominated by Randall Jenkins
Brad Johnson was nominated by Ginger Holdren

Motion was made by Isaiah Grindstaff, seconded by Ross Garland, to cease nominations. By majority **VOICE VOTE**, all ayes, motion carried.

Chairman Lyons called for a voice roll call vote with each Commissioner voicing their choice of up to four (4) people to the Financial Management Committee.

Voice Roll Call Vote as follows:

Voting for Dexter Lunceford as follows: Kelly Collins, Charles VonCannon, Ross Garland, Ray Lyons, Randall Jenkins, Sonja Culler, Brad Johnson, and Isaiah Grindstaff.
(8 Votes for Dexter Lunceford)

Voting for Travis Hill as follows: Gary Bailey, Travis Hill, Layla Ward, Mark Blevins, David Miller, Nancy Brown, Aaron Frazier, Ray Lyons, Austin Jaynes, Robin McKamey, Patty Woodby, Ginger Holdren, Randall Jenkins, Brad Johnson, and Isaiah Grindstaff
(15 Votes for Travis Hill)

Voting for Aaron Frazier as follows: David Miller, Charles VonCannon, Aaron Frazier, Jerry Proffitt, Willie Campbell, and Randall Jenkins
(6 Votes for Aaron Frazier)

Voting for Charles VonCannon as follows: Mike Hill, Charles VonCannon, Nancy Brown, Jerry Proffitt, Patty Woodby, and Ronnie Trivett
(6 Votes for Charles VonCannon)

Voting for Ginger Holdren as follows: Gary Bailey, Travis Hill, Kelly Collins, Layla Ward, Mike Hill, Mark Blevins, Charles VonCannon, Ross Garland, Nancy Brown, Aaron Frazier, Ray Lyons, Austin Jaynes, Robin McKamey, Willie Campbell, Patty Woodby, Ronnie Trivett, Ginger Holdren, Randall Jenkins, Sonja Culler, and Brad Johnson
(20 Votes for Ginger Holdren)

Voting for Austin Jaynes as follows: Gary Bailey, Travis Hill, Kelly Collins, Layla Ward, Mike Hill, Mark Blevins, David Miller, Ross Garland, Nancy Brown, Ray Lyons, Jerry Proffitt, Austin Jaynes, Robin McKamey, Willie Campbell, Patty Woodby, Ronnie Trivett, Ginger Holdren, Sonja Culler, and Isaiah Grindstaff
(19 Votes for Austin Jaynes)

Voting for Brad Johnson as follows: Gary Bailey, Travis Hill, Kelly Collins, Layla Ward, Mike Hill, Mark Blevins, David Miller, Ross Garland, Aaron Frazier, Jerry Proffitt, Austin Jaynes, Robin McKamey, Willie Campbell, Ronnie Trivett, Ginger Holdren, Sonja Culler, Brad Johnson, and Isaiah Grindstaff
(18 Votes for Brad Johnson)

Passing: None (0 Passing)

Robert Acuff was absent. (1 Absent)

The four nominees receiving majority of thirteen (13) or more votes: **Ginger Holdren receiving 20 votes, Austin Jaynes receiving 19 votes, Brad Johnson receiving 18 votes, and Travis Hill receiving 15 votes, 0 passing and 1 Absent, were duly appointed to the Financial Management Committee 2019-2010.**

Acceptance of Meeting Minutes fro August Meeting

Motion was made by Randall Jenkins, seconded by Isaiah Grindstaff, to accept as presented, the minutes of August 19, 2019. By majority **VOICE VOTE**, all ayes, motion carried.

Approval of Notaries & Bonds

Motion was made by Austin Jaynes, seconded by Randall Jenkins, to approve the Notaries/Bonds and presented for September 2019. By majority **VOICE VOTE**, all ayes, motion carried.

NOTARIES / BONDS
September 2019

Daryl Lee Sliger	Ashley Bass	Karen Richenberg
Steven S. Tester	Jared William Tetrick	Nicole Brunson
Audrey Jackson	John G. Lewis	Carmella Price
Sherry A. Deloach	Patricia L. Clawson	Rebecka L. Bower

Constable Bond: John Henson

Resolutions

A. *Approving Amended Bylaws of Carter County Industrial Development Board*

County Attorney Joshua Hardin, presented a brief description and presented the same for consideration.

Motion was made by Isaiah Grindstaff, seconded by Austin Jaynes, **to approve as presented, RESOLUTION No. 743**

“A RESOLUTION APPROVING THE BYLAWS OF THE CARTER COUNTY INDUSTRIAL DEVELOPMENT BOARD AS AMENDED SEPTEMBER 5, 2019.”

Recorded on pages 69-70

By majority VOICE VOTE, all ayes, motion carried.

Resolutions

B. *Confirming Compliance with Three Star Program Requirements*

County Attorney Joshua Hardin, presented a brief description and presented the same for consideration.

Motion was made by Randall Jenkins, seconded by Ronnie Trivett, **to approve as presented, RESOLUTION No. 744**

“RESOLUTION TO AFFIRM COMPLIANCE WITH THE THREE STAR PROGRAM REQUIREMENTS.” Recorded on pages 71-77

By majority VOICE VOTE, all ayes, motion carried.

Resolutions

C. *Establishing a Policy of the Board of County Commissioners Which Governs the Protocol for Ceremonies Conducted or Authorized by the Board for the Presentation of Awards/Honors of Formal Dedications of Bridges, Highways or Other Objects.*

County Attorney Joshua Hardin, presented a brief description and presented the same for consideration.

Motion was made by Mike Hill, seconded by Ross Garland, **to approve as presented, RESOLUTION No. 745**

“A Resolution Establishing A Policy of the Board of County Commissioners which Governs the Protocol for Ceremonies Conducted or Authorized by the Board for the Presentation of Awards/Honors of Formal Dedications of Bridges, Highways or Other Objects.” Recorded on pages 78-80.

By majority VOICE VOTE, all ayes, motion carried.

Recess Chairman Lyons called for a five (5) minute recess. Following the recess, the meeting was called **back to order** by Chairman Lyons.

Mayoral Report – Mayor Rusty Barnett

Mayor Barnett presented reports and updates on the following items:

First year “went very well.” Thank you was extended to everyone.

Three Star Program

Broadband presentation to possibly be presented in October.

Architectural drawing of the emergency sub-station at Little Milligan/Elk Mill to be presented to the Building & Grounds Committee.

Mayor Barnett went on to report the Carter County Tomorrow had dissolved.

Motion was made by Randall Jenkins, seconded by Aaron Frazier, **because of the dissolving of Carter County Tomorrow, to allow Mayor Rusty Barnett to accept early termination of the lease agreement therefore returning ownership and balance of funds back to Carter County.**

By majority VOICE VOTE, motion carried. Let the record reflect that Commissioners Charles VonCannon and Commissioner Mike Hill voiced a NO vote.

Mayor Barnett urged everyone to be very safe and avoid outside burning as some counties have issued a no-burn policy.

Committee Reports

Agriculture Committee Ross Garland presented a brief report. However, no recommendations were made.

Budget Committee- Ross Garland, Chairman

The 2019-2020 budget was approved by the State Comptroller's Office on August 12, 2019. No issues were noted. An analysis of General Fund balance was included in the Commissioners Packets.

Motion was made by Ross Garland, seconded by Austin Jaynes, **to approve a change in the Fund Balance Policy: increase the minimum level of General Fund Unassigned fund balance from 20% to 25% of projected annual expenditures.** Recorded on pages 81-82.

Roll Call Vote as follows:

Ayes: Mark Blevins, Willie Campbell, Nancy Brown, Patty Woodby, Brad Johnson, Ronnie Trivett, Charles VonCannon, Austin Jaynes, Isaiah Grindstaff, Jerry Proffitt, Ross Garland, Ginger Holdren, Layla Ward, Randall Jenkins, Travis Hill, Gary Bailey, Ray Lyons, Sonja Culler, Aaron Frazier, Robin McKamey, David Miller, and Kelly Collins (22 Ayes)

Nays: Mike Hill (1 Nay)

Passing: None (0 Passing)

Absent: Robert Acuff (1 Absent)

There being 22 ayes, 1 nay, 0 passing, 1 absent, **motion duly carried this September 16, 2019**

Motion was made by Ross Garland, seconded by Travis Hill, **to approve an additional employee (purchasing clerk) for the Finance Department. Range for the total salary and benefits (not including medical insurance) is \$35,019.44 to \$40,746.54). The county portion of medical insurance premiums will range from \$0 to \$7,190 for 2019-2020. The Purchasing Clerk Job Description is detailed in the Budget Committee Meeting minutes of September 9, 2019.**

Roll Call Vote as follows:

Ayes: Willie Campbell, Nancy Brown, Patty Woodby, Brad Johnson, Ronnie Trivett, Isaiah Grindstaff, Jerry Proffitt, Ross Garland, Ginger Holdren, Layla Ward, Randall Jenkins, Travis Hill, Gary Bailey, Ray Lyons, Aaron Frazier, David Miller, and Kelly Collins (17 Ayes)

Nays: Mark Blevins, Mike Hill, Charles VonCannon, Austin Jaynes, Sonja Culler, and Robin McKamey (6 Nays)

Passing: None (0 Passing)

Absent: Robert Acuff (1 Absent)

There being 17 ayes, 6 nays, 0 passing, 1 absent, **motion duly carried this September 16, 2019.**

Motion was made by Ross Garland, seconded by Austin Jaynes, to approve **General Fund #101 budget Amendment #2 (items 1-15) for a total of \$885,045.72 with five items and \$84,956.01 coming from fund balance (including one item and \$2,570 from unassigned fund balance). Funds from unassigned fund balance will be used to provide matching funds for a grant approved in 2018-2019.** Recorded on pages 83-84.

Roll Call Vote as follows:

Ayes: Mark Blevins, Willie Campbell, Nancy Brown, Mike Hill, Patty Woodby, Brad Johnson, Ronnie Trivett, Charles VonCannon, Austin Jaynes, Isaiah Grindstaff, Jerry Proffitt, Ross Garland, Ginger Holdren, Layla Ward, Randall Jenkins, Travis Hill, Gary Bailey, Ray Lyons, Sonja Culler, Aaron Frazier, Robin McKamey, David Miller, and Kelly Collins (23 Ayes)

Nays: None (0 Nays)

Passing: None (0 Passing)

Absent: Robert Acuff (1 Absent)

There being 23 Ayes, 0 Nays, 1 Absent, **motion duly carried this September 16, 2019.**

Motion was made by Ross Garland, seconded by Sonja Culler, to approve **Solid Waste/Sanitation Fund #116 Amendment #1 (items 1-3) for a total of \$151,266.83 with \$25,805 coming from fund balance. Funds from unassigned fund balance will be used to provide matching funds for a grant approved in 2018-2019.** Recorded on page 85.

Roll Call Vote as follows:

Ayes: Mark Blevins, Willie Campbell, Nancy Brown, Mike Hill, Patty Woodby, Brad Johnson, Ronnie Trivett, Charles VonCannon, Austin Jaynes, Isaiah Grindstaff, Jerry Proffitt, Ross Garland, Ginger Holdren, Layla Ward, Randall Jenkins, Travis Hill, Gary Bailey, Ray Lyons, Sonja Culler, Aaron Frazier, Robin McKamey, David Miller, and Kelly Collins (23 Ayes)

Nays: None (0 Nays)

Passing: None (0 Passing)

Absent: Robert Acuff (1 Absent)

There being 23 ayes, 0 nays, 0 passing, 1 absent, **motion duly carried this September 16, 2019.**

Motion was made by Ross Garland, seconded by Austin Jaynes, to approve **Drug Control Fund #122 Amendment #2 (item 1-2) for a total of \$5,632 with \$632 coming from fund balance.** Recorded on page 86.

Roll Call Vote as follows:

Ayes: Mark Blevins, Willie Campbell, Nancy Brown, Mike Hill, Patty Woodby, Brad Johnson, Ronnie Trivett, Charles VonCannon, Austin Jaynes, Isaiah Grindstaff, Jerry Proffitt, Ross Garland, Ginger Holdren, Layla Ward, Randall Jenkins, Travis Hill, Gary Bailey, Ray Lyons, Sonja Culler, Aaron Frazier, Robin McKamey, David Miller, and Kelly Collins (23 Ayes)

Nays: None (0 Nays)

Passing: None (0 Passing)

Absent: Robert Acuff (1 Absent)

There being 23 ayes, 0 nays, 0 passing, 1 absent, **motion duly carried this September 16, 2019.**

Motion was made by Ross Garland, seconded by Isaiah Grindstaff, to approve **Sports and Recreation Fund #123 Amendment #1 (item 1) for a total of \$11,900 with nothing coming from fund balance.** Recorded on page 86.

Roll Call Vote as follows:

Ayes: Mark Blevins, Willie Campbell, Nancy Brown, Mike Hill, Patty Woodby, Brad Johnson, Ronnie Trivett, Charles VonCannon, Austin Jaynes, Isaiah Grindstaff, Jerry Proffitt, Ross Garland, Ginger Holdren, Layla Ward, Randall Jenkins, Travis Hill, Gary Bailey, Ray Lyons, Sonja Culler, Aaron Frazier, Robin McKamey, David Miller, and Kelly Collins (23 Ayes)

Nays: None (0 Nays)

Passing: None (0 Passing)

Absent: Robert Acuff (1 Absent)

There being 23 ayes, 0 nays, 0 passing, 1 absent, **motion duly carried this September 16, 2019.**

Motion was made Ross Garland, seconded by Aaron Frazier, to approve **Highway/Public Works Fund #131 Amendment #2 (item 1) for a total of \$29,261.23 with \$17,945.55 coming from unassigned fund balance. Funds from unassigned fund balance will be used for asphalt/paving.** Recorded on page 86.

Roll Call Vote as follows:

Ayes: Mark Blevins, Willie Campbell, Nancy Brown, Mike Hill, Patty Woodby, Brad Johnson, Ronnie Trivett, Charles VonCannon, Austin Jaynes, Isaiah Grindstaff, Jerry Proffitt, Ross Garland, Ginger Holdren, Layla Ward, Randall Jenkins, Travis Hill, Gary Bailey, Ray Lyons, Sonja Culler, Aaron Frazier, Robin McKamey, David Miller, and Kelly Collins (23 Ayes)

Nays: None (0 Nays)

Passing: None (0 Passing)

Absent: Robert Acuff (1 Absent)

There being 23 ayes, 0 nays, 0 passing, 1 absent, **motion duly carried this September 16, 2019.**

Motion was made by Ross Garland seconded by Travis Hill, to approve **General Purpose School Fund #141 original budgets for state grant funded Coordinated School Health and Family Resource Center programs for \$100,000 and \$29,611.25 respectively; with nothing coming from fund Balance.** Recorded on pages 87.

Roll Call Vote as follows:

Ayes: Mark Blevins, Willie Campbell, Nancy Brown, Mike Hill, Patty Woodby, Brad Johnson, Ronnie Trivett, Charles VonCannon, Austin Jaynes, Isaiah Grindstaff, Jerry Proffitt, Ross Garland, Ginger Holdren, Layla Ward, Randall Jenkins, Travis Hill, Gary Bailey, Ray Lyons, Sonja Culler, Aaron Frazier, Robin McKamey, David Miller, and Kelly Collins (23 Ayes)

Nays: None (0 Nays)

Passing: None (0 Passing)

Absent: Robert Acuff (1 Absent)

There being 23 ayes, 0 nays, 0 passing, 1 absent, **motion duly carried this September 16, 2019.**

Motion was made by Ross Garland, seconded by Mark Blevins, to approve **General Purpose School Fund # 141 Amendment #2 (items 2 – item 7) for a total of \$172,140.54 with two items and \$126,547.39 coming from GPS Fund unassigned fund balance. Funds from unassigned fund balance will be used to purchase Chromebooks for the Online Academy and a Phonics, Spelling and Math program.** Recorded on page 88.

Roll Call Vote as follows:

Ayes: Mark Blevins, Willie Campbell, Nancy Brown, Mike Hill, Patty Woodby, Brad Johnson, Ronnie Trivett, Charles VonCannon, Austin Jaynes, Isaiah Grindstaff, Jerry Proffitt, Ross Garland, Ginger Holdren, Layla Ward, Randall Jenkins, Travis Hill, Gary Bailey, Ray Lyons, Sonja Culler, Aaron Frazier, Robin McKamey, David Miller, and Kelly Collins (23 Ayes)

Nays: None (0 Nays)

Passing: None (0 Passing)

Absent: Robert Acuff (1 Absent)

There being 23 ayes, 0 nays, 0 passing, 1 absent, **motion duly carried this September 16, 2019.**

Motion was made by Ross Garland, seconded by Austin Jaynes, **to approve the monetary donations made to the Animal Shelter (\$517.68) and the Drug Control Fund (\$310.53).**

Recorded on page 87.

Roll Call Vote as follows:

Ayes: Mark Blevins, Willie Campbell, Nancy Brown, Mike Hill, Patty Woodby, Brad Johnson, Ronnie Trivett, Charles VonCannon, Austin Jaynes, Isaiah Grindstaff, Jerry Proffitt, Ross Garland, Ginger Holdren, Layla Ward, Randall Jenkins, Travis Hill, Gary Bailey, Ray Lyons, Sonja Culler, Aaron Frazier, Robin McKamey, David Miller, and Kelly Collins (23 Ayes)

Nays: None (0 Nays)

Passing: None (0 Passing)

Absent: Robert Acuff (1 Absent)

There being 23 ayes, 0 nays, 0 passing, 1 absent, **motion duly carried this September 16, 2019.**

Motion was made by Ross Garland, seconded by Isaiah Grindstaff, **to approve up to \$660,000 from the Highway Fund Balance for the Riverview Drive repair project bid received from Summers-Taylor with any remaining funds being returned to Highway Fund Balance.**

Roll Call Vote as follows:

Ayes: Mark Blevins, Willie Campbell, Nancy Brown, Mike Hill, Patty Woodby, Brad Johnson, Ronnie Trivett, Charles VonCannon, Austin Jaynes, Isaiah Grindstaff, Jerry Proffitt, Ross Garland, Ginger Holdren, Layla Ward, Randall Jenkins, Travis Hill, Gary Bailey, Ray Lyons, Sonja Culler, Aaron Frazier, Robin McKamey, David Miller, and Kelly Collins (23 Ayes)

Nays: None (0 Nays)

Passing: None (0 Passing)

Absent: Robert Acuff (1 Absent)

There being 23 ayes, 0 nays, 0 passing, 1 absent, **motion duly carried this September 16, 2019.**

Keep America Beautiful – Ross Garland presented a brief report. No recommendations were presented.

Building & Grounds – Layla Ward

Motion was made by Layla Ward, seconded by Randall Jenkins, **to accept and proceed with the Project Manager Position Job Description Experience & Requirements with the addition the applicant must possess a General Contractors License. See page 89**

By majority VOICE VOTE, motion carried. Let the record reflect that Commissioners Brad Johnson, Ronnie Trivett, and Sonja Culler voiced a NO vote.

Motion was made by Layla Ward (no second received), **to approve option 1 in the amount of \$3,185.00 submitted by Keller GlassCo Inc. for safety glass in the Trustee Office and began the project for completion.**

Following discussion, the **motion was referred to Budget for consideration.**

Education—Robin McKamey –Chairwoman

Danny McClain Secondary Supervisor Carter County Board of Education, along with Chairwoman McKamey, presented a brief report. It was reported the county has been awarded a grant in the amount of \$ 50,000 through the 3-Star program. A grant had also been received (\$280,000) to place internet in the remaining six (6) schools.

Health & Welfare - The Committee minutes reflects actions taken by the committee.

Highway – Charles VonCannon – Chairman

Chairman VonCannon reported the residents of 151 Gun Smoke Hollow Road wish to donate 200+ feet of land to the county. This right-of-way was needed to correct a drainage problem on that road.

Motion was made by Gary Bailey seconded by Austin Jaynes, **to accept the donation of property at 151 Gun Smoke Hollow Road, and to allow and instruct County Attorney Joshua Hardin prepare necessary deed to transfer property.**

By majority VOICE VOTE, all ayes, motion carried.

Carter County Tomorrow – Sonja Culler

Following the recent airplane crash at the Elizabethton Airport, it was requested by the Federal Aviation Administration (FAA) to cut trees located in the flight zone near the airport on the Great Lakes /Northeast State Technical Community College property.

Motion was made by Sonja Culler, seconded by Austin Jaynes, **to allow and permit the cutting of trees and replace those located in the flight zone near the airport on the Great Lakes/Northeast State Technical Community College property by the FAA.**

By majority VOICE VOTE, all ayes, motion carried.

Landfill – Sonja Culler

The re-cycle center was discussed. The Committee had visited property located on Cherokee Park for the possible purchase and use as a new re-cycle center.

Motion was made by Ronnie Trivett, seconded by Mark Blevins, **to grant permission for an appraisal of Cherokee Park Drive property, being approximately on seven (7) acres with a building of approximately 45,000 square feet, for possible use by the Carter County Landfill as a re-cycle center. Funding for this will come from General Fund.**

Roll Call Vote as follows:

Ayes: Mark Blevins, Willie Campbell, Nancy Brown, Mike Hill, Patty Woodby, Brad Johnson, Ronnie Trivett, Charles VonCannon, Austin Jaynes, Isaiah Grindstaff, Jerry Proffitt, Ross Garland, Ginger Holdren, Layla Ward, Randall Jenkins, Travis Hill, Gary Bailey, Ray Lyons, Sonja Culler, Aaron Frazier, Robin McKamey, David Miller, and Kelly Collins. (23 Ayes)

Nays: None (0 Nays)

Passing: None (0 Passing)

Absent: Robert Acuff (1 Absent)

There being 23 ayes, 0 nays, 0 passing, 1 absent, **motion duly carried this September 16, 2019**

Motion was made by Austin Jaynes, seconded by Isaiah Grindstaff, **to contact the owners of the property on Cherokee Park Drive after the appraisal and present it to the Budget Committee for approval, as time is of the essence to reopen the re-cycle center as soon as possible.**

By majority VOICE VOTE, all ayes, motion carried. Be it noted that no one opposed the motion as presented.

Law Enforcement – Jerry Proffitt –Chairman

Security in Mary Gouge, County Clerk's office during office hours on Saturdays was discussed. Several stated that they thought security was already approved. However, Saturdays were not covered under the full-time agreement but would be addressed.

Nominating – Patty Woodby – Chairwoman

Nominations were made for the Joint Economic and Development Board. Recommendations for the two positions were Patty Woodby and Aaron Frazier. However, Patty Woodby declined the nomination and nominated Ginger Holdren.

Motion was made by Patty Woodby, seconded by Sonja Culler, **to accept the withdrawal of Patty Woodby, accept the nomination of Ginger Holdren, to the Joint Economic and Development Board.**

By majority VOICE VOTE, all ayes, motion carried.

The floor was then opened by Chairman Lyons for any additional nominations to the Joint Economic and development Board. They were none.

Motion was made by Patty Woodby, seconded by Mark Blevins, **to accept and appoint Ginger Holdren and Aaron Frazier to the Joint Economic and Development Board.**

By majority VOICE VOTE, motion carried. Let the record reflect a NO vote was voiced by Sonja Culler.

Rules & By-Laws – Randall Jenkins – Chairman The minutes reflects action taken by the committee.

County Attorney Report – Joshua Hardin September 2019 report entered in the minutes on page 90.

Financial Management – Brad Johnson The Committee minutes reflects action taken by the committee.

County Attorney, Joshua Hardin spoke concerning overpayment to two Leon Humphrey and Edrie “Jody” Bristol, former County Officials.

Motion was made by Ronnie Trivett to request the two individuals come forward before any additional action is taken. Chairman Lyons stated the motion was out of order. Motion failed to receive a second, therefore **withdrawn**.

County Attorney, Joshua Hardin requested the full commission recommendation as to pursuing any further action concerning the overpayment to the two former County Officials.

Discussion followed. Finance Director, Brad Burke spoke that an error had been made when these individuals left office and the pay period changed. It was no error on part of the individuals.

Motion was made by Sonja Culler, seconded by Austin Jaynes, **to forgive the overpayment made to the two former county officials, Leon Humphrey and Edrie “Jody” Bristol.**

By majority VOICE VOTE, motion carried. Let the record reflect that a NO vote was voiced by Mike Hill.

Commissioner Comments

Commissioner Sonja Culler wanting to move forward, confirmed overseeing the appraisal of the property for possible relocation of the recycle center would be made by the Mayor.

Commissioner Aaron Frazier spoke concerning his recent visit with the Civil Air Patrol and the “amazing kids” involved in the program.

Commissioner Willie Campbell spoke commending Jay Cook, Carter County Codes Enforcement Officer, for a “good job” he is doing in the Planning/Zoning Office.

Commissioner Mark Blevins spoke concerning the bonus paid to Chris Schuttler Director of Planning and Zoning. He questioned if the bonus had been returned. It was confirmed that nothing had been received.

Motion was made by Mark Blevins, seconded by Ronnie Trivett, **to have Attorney Joshua Hardin contact Director Schuttler to see if he is going to give it back freely or we will have to pursue it closer.**

Discussion followed concerning the process of how the funds were issued and return of the bonus paid to Director Schuttler.

Chairman, Lyons asked Commissioner Blevins if he would consider withdrawing the motion. Commissioner Blevins voiced "no sir," he would not withdraw his motion. However, Commissioner Ronnie Trivett voiced "yes," therefore **his second to the motion was withdrawn. Chairman Lyons called for a second. Motion failed for lack of it receiving a second.**

Discussion followed concerning the direction of the County Attorney as requested by the Commission concerning this matter.

Motion was made by Austin Jaynes, seconded by Sonja Culler, **to request County Attorney Joshua Hardin to cease with the pursuit of Director Schuttler return of funds.**

Discussion followed concerning the process of how the bonus was issued as well as it's disbursement.

Commissioner Mike Hill requested and urged that a policy on bonuses be put in place to ensure this does not happen in the future. He suggested that the policy state, how the bonus is earned, who may decide who receives a bonus, and who might legally and lawfully be awarded a bonus. Once the policy established it should be followed up by Rules and By-Laws and placed in the "rule book."

Commissioner Hill also requested from the Finance Department information on how bonuses had been issued over the past ten (10) years in order to use in the development of a new policy.

Chairman Lyons requested that the motion as presented be repeated and called for a roll call vote.

Chairman Lyons called for a VOICE ROLL CALL VOTE. Results were inconclusive. Therefore, a roll call vote was called as follows.

Roll Call Vote as follows:

Ayes: Mike Hill, Brad Johnson, Austin Jaynes, Jerry Proffitt, Ross Garland, Ginger Holdren, Randall Jenkins, Ray Lyons, Sonja Culler, Robin McKamey, and Kelly Collins. (11 Ayes)

Nays: Mark Blevins, Willie Campbell, Nancy Brown, Patty Woodby, Ronnie Trivett, Charles VonCannon, Isaiah Grindstaff, Layla Ward, Travis Hill, Gary Bailey, Aaron Frazier, and David Miller. (12 Nays)

Passing: None (0 Passing)

Absent: Robert Acuff (1 Absent)

There being 11 ayes, 12 nays, 0 passing and 1 absent, **MOTION FAILED this September 16, 2019.**

Adjourn

Motion to adjourn was made by Ronnie Trivett, seconded by Mike Hill. By majority vote, **motion carried.**

Meeting Ended at 9:50 PM

AGENDA
Board of County Commissioners
Carter County, Tennessee
REGULAR SESSION
Monday, September 16, 2019 at 6:00 PM

1. Call to Order
2. Courthouse Emergency Egress Plan- **EMA Office**
3. Roll Call- **County Clerk**
4. Approval of Agenda
5. Opening Prayer- **Commissioner Willie Campbell**
6. Pledge of Allegiance
7. Recognition of Elected & Appointed Officials/Guests
8. Public Comments- 5 minutes per person
9. Sheriff's Presentation – **Sheriff Dexter Lunceford**
10. Election of Officers for Board of County Commissioners
 - A. Chairperson
 - B. Vice Chairperson
11. Consideration/Debate for Election of Commissioners to Standing Committees:
 - A. Budget; Nominating
 - B. Buildings & Grounds; Health & Welfare; Law Enforcement; Rules & By-Laws
 - C. Education; Highway; Landfill
12. Election of Financial Management Committee members
13. Acceptance of Meeting Minutes from August meeting
14. Approval of Notaries & Bonds
15. Resolutions:
 - A. Approving Amended Bylaws of Carter County Industrial Development Board.
 - B. Confirming Compliance with Three Star Program Requirements.
 - C. Establishing a Policy of the Board of County Commissioners Which Governs the Protocol for Ceremonies Conducted or Authorized by the Board for the Presentation of Awards/Honors or Formal Dedications of Bridges, Highways or Other Objects.
16. Mayoral Report – **Mayor Rusty Barnett**
17. Committee Reports
18. County Attorney Report
19. Commissioner Comments
20. Adjourn

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR CARTER COUNTY, TENNESSEE

REGULAR MEETING, MONDAY, September 16, 2019

RESOLUTION NO. 743

"A RESOLUTION APPROVING THE BYLAWS OF THE CARTER COUNTY INDUSTRIAL DEVELOPMENT BOARD AS AMENDED SEPTEMBER 5, 2019."

WHEREAS, the Industrial Development Board of Carter County was formed under the authority contained in Tennessee Code Annotated Title 7, Chapter 53 and it is vested with all of the powers granted therein and is subject to all of the regulations contained therein; and

WHEREAS, in accordance with the provisions of the Articles of Incorporation and the current Bylaws of the Board, any amendments to the Bylaws shall be submitted to the County Mayor and Board of County Commissioners for Carter County and approved by Resolution duly adopted after approval of at least three-fourths of the Directors of the Industrial Development Board at a regular meeting or at a Special Meeting called for said purpose; and

WHEREAS, the Industrial Development Board met in regular session on September 5, 2019 and approved certain amendments to its Bylaws by the required majority and have submitted the same for approval.

NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners for Carter County, Tennessee, meeting in regular session on this the 16th day of September, 2019, with a lawful quorum of said Board being present and with a majority voting in the affirmative that the Board hereby adopts this Resolution approving the Bylaws of the Carter County Industrial Development Board as amended by said Board on September 5, 2019 (attached hereto as Exhibit "A").

BE IT FURTHER RESOLVED that this Resolution shall take effect from and after the date of its approval the welfare of the county demanding.

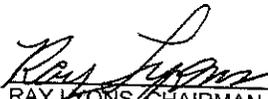
BE IT FURTHER RESOLVED that all Resolutions of the Board of County Commissioners of Carter County, Tennessee which are in conflict with this Resolution are hereby repealed.

Adopted this 16th day of September, 2019.

CARTER COUNTY, TENNESSEE
BOARD OF COUNTY COMMISSIONERS

APPROVED:

By:


RAY LYONS, CHAIRMAN
BOARD OF COUNTY COMMISSIONERS

APPROVED:

By:


RUSSELL BARNETT
CARTER COUNTY MAYOR

VETOED:

By:

RUSSELL BARNETT
CARTER COUNTY MAYOR

Date: _____

VETO OVERRIDE VOTE:

_____ YES VOTES

_____ NO VOTES

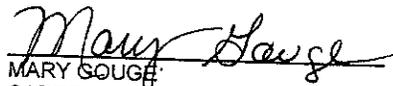
_____ ABSTAIN VOTES

APPROVED WITH SUCCESSFUL
OVERRIDE VOTE:

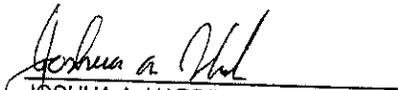
By: _____
RAY LYONS, CHAIRMAN
BOARD OF COUNTY COMMISSIONERS

Date: _____

ATTEST:


MARY SOUGE
CARTER COUNTY CLERK

APPROVED AS TO FORM:


JOSHUA A. HARDIN
CARTER COUNTY ATTORNEY

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR CARTER COUNTY, TENNESSEE

REGULAR MEETING, MONDAY, SEPTEMBER 16, 2019

RESOLUTION NO. 744

"RESOLUTION TO AFFIRM COMPLIANCE WITH THE
THREE STAR PROGRAM REQUIREMENTS"

WHEREAS, the Three Star Program was developed to meet the needs and challenges of the evolving economic environment in urban and rural communities and to partner with communities to create opportunities for sustained economic growth; and

WHEREAS, communities seeking certification as a Three Star community must meet certain criteria, which include the following:

1. Adoption of a Debt Management Policy and the periodic review of the same to ensure that local elected officials are aware and knowledgeable of the county's debt management policy;
2. Review of the Annual Cash Flow Forecast which is prepared for the appropriate fund and submitted to the State Comptroller to ensure that local 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;
3. Adoption of a documented system of internal controls by all county offices; and

WHEREAS, Carter County has adopted a debt management policy which includes the mandatory provisions required by the State Funding Board and which is currently on file with the State Comptroller and said policy has been reviewed by the current Board of County Commissioners for Carter County at its regular monthly meeting prior to adoption of this Resolution; and

WHEREAS, an Annual Cash Flow Forecast will be prepared for the appropriate fund prior to the issuance of debt and submitted to the State Comptroller and reviewed by the Board of County Commissioners for Carter County at its regular monthly meeting prior to the issuance of debt; and

WHEREAS, the Board of County Commissioners acknowledges that all county offices are required to have a documented system of internal controls pursuant to Tenn. Code Ann. § 9-18-102; and

WHEREAS, the Carter County Mayor is required to send a fiscal strength and efficient government confirmation letter to the appropriate officials to ensure continued compliance with the Three Star Program.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners for Carter County, Tennessee, meeting in regular session on this the 16th day of September, 2019, with a lawful quorum of said Board being present and with a majority voting in the affirmative as follows:

1. That the Board of County Commissioners for Carter County, Tennessee hereby acknowledges that the Debt Management Policy of Carter County, Tennessee has been reviewed and an opportunity for discussion was presented in this official meeting of the Board of County Commissioners and that said Debt Management Policy is in all respects approved and affirmed.
2. That the Board of County Commissioners for Carter County, Tennessee hereby acknowledges that the 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.
3. That the Board of County Commissioners for Carter County, Tennessee hereby acknowledges that all county offices are required to have a documented system of internal controls pursuant to Tenn. Code Ann. § 9-18-102.

4. That the Carter County Mayor shall forward a fiscal strength and efficient government confirmation letter to the appropriate officials certifying the compliance with the Three Star Program requirements as set forth herein.

BE IT FURTHER RESOLVED that this Resolution shall take effect from and after the date of its approval the welfare of the county demanding.

BE IT FURTHER RESOLVED, that if any clause, section or provision of this Resolution is found to be illegal, invalid or unenforceable in any respect, the illegality, invalidity or unenforceability of the remaining clauses, sections, or provisions herein shall not in any way be affected or impaired thereby.

BE IT FURTHER RESOLVED, that all Resolutions of the Board of County Commissioners of Carter County, Tennessee which are in conflict with this Resolution are hereby repealed.

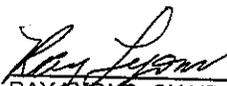
Reviewed and approved by the Financial Management Committee on September 9, 2019.


Committee Chairperson

Adopted this 16th day of September, 2019.

CARTER COUNTY, TENNESSEE
BOARD OF COUNTY COMMISSIONERS

APPROVED:

By: 
RAY LYONS, CHAIRMAN
BOARD OF COUNTY COMMISSIONERS

APPROVED:

By: 
RUSSELL BARNETT
CARTER COUNTY MAYOR

VETOED:

By: _____
RUSSELL BARNETT
CARTER COUNTY MAYOR

Date: _____

VETO OVERRIDE VOTE:

_____ YES VOTES
_____ NO VOTES

_____ ABSTAIN VOTES

APPROVED WITH SUCCESSFUL
OVERRIDE VOTE:

By: _____
RAY LYONS, CHAIRMAN
BOARD OF COUNTY COMMISSIONERS

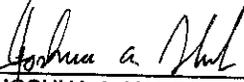
Date: _____

ATTEST:



MARY GOUGE
CARTER COUNTY CLERK

APPROVED AS TO FORM:



JOSHUA A. HARDIN
CARTER COUNTY ATTORNEY

Carter County Debt Management Policy

I. Goals and Mission

The purpose of the Carter County Debt Management Policy is to provide management with a template for guidelines and direction to assist in making sound debt management decisions. It will further demonstrate strong management practices for our county citizens, outside investors, and credit agencies.

II. Legal Requirements

Pursuant to TCA Section 9-21-151(b) (1), the State Funding Board is authorized to develop model financial transaction policies for the State, State Agencies, local governments, and local government instrumentalities. The State Funding Board on December 15, 2010, adopted a statement on debt management that reflects four principles for strong financial management in the public sector:

1. Understand the transaction.
2. Explain to citizens what is being considered.
3. Avoid conflicts of interest.
4. Disclose costs and risks.

This policy is drafted as part of the said requirement and includes the four (4) stated principals. Many of the processes for approval, sale and repayment of debt are controlled by various Tennessee statutes. These laws and regulations which provide debt policy for most of Tennessee local governments are not repeated here, but this policy must be considered in conjunction with those laws.

III. Objectives

1. Enhance decision process transparency.
2. Address hiring outside professionals.
3. Address any potential conflict of interest issues.
4. Address additional requirements for new debt.

IV. Transparency

Carter County shall comply with legal requirements for notice and for public meetings related to debt issuance. In the interest of transparency, all costs (including interest, issuance, continuing, and one-time) shall be disclosed to the citizens, governing bodies, and other stakeholders in a timely manner.

Responsibilities for analysis and reporting shall be with the Financial Management Committee and the County's Budget Committee. The following procedure will be followed to enhance the transparency of such decisions.

1. Annual Debt Report: An annual debt payment report shall be submitted to the county legislative body by July of each year, generally the report will be presented with the annual debt budget. The annual report will consist of but not be limited to:
 - a. Budget summary and detailed budget as required by the Comptroller's Office.
 - b. Net Debt Calculation (Total Principal outstanding less most recent year respective debt balance).
 - c. Calculation of Net Debt per capita from last official census (net debt/population).
 - d. Documentation of the most recent debt rating.
 - e. Reports will reflect the estimated fund balance.
2. Annual Debt Budgets: Annual Debt Budgets shall be adopted by the county legislative body and comply with legal notice and filings requirements including the State Open Records Law.

3. **New Debt Issuance:** Any new debt issuance shall comply with State Form CT-0253 as well as any other state required forms that detail all associated cost for the issuance of the proposed debt. These records will be available for public and county commission inspection prior to the commission's approval of the debt issuance.

V. Use of Debt Financing

Debt is only to be incurred for financing capital assets that, because of their long-term nature or because of budgetary restraints, cannot be acquired from current or budgeted resources. Debt is not to be used for operational needs. Debt financing can include general obligation bonds, revenue bonds, certificates of participation, lease/purchase agreements, special obligation bonds, or any other financing instrument allowed under Tennessee statutes. Carter County will seek to utilize the least costly/most appropriate form of financing for its project needs.

VI. Capital Planning and Debt Determination

The Carter County Commission shall conduct a needs assessment and a three-year Capital Improvement Program.

Debt financing will be considered in conjunction with the approval by the County Commissioners. Additionally, debt financing will be considered for equipment items that normally do not go through the County Commission, but are included in departmental requests, and are not treated as current year operating expenditures.

Any capital item that has not been included in the processes above, but because of its critical or emergency need where timing was not anticipated in the CIP or budgetary process, or is mandated immediately by either State or Federal requirements, will be considered for approval for debt financing.

VII. Debt Affordability

The County will use an objective, analytical approach to determine the amount of debt to be considered for authorization and issuance. This process involves the comparison of generally accepted standards of affordability to the current County values.

These standards and guidelines shall include the following:

Debt Per Capita

This ratio measures the burden of debt placed on the size of the population supporting the debt and is widely used by analysts as a measure of an issuers' ability to repay debt. This measure will be maintained with a ceiling in the range of \$1,000 and a target rate of \$700.

Debt as Percentage of Assessed Valuation

This ratio measures debt levels against the property tax base which generates the tax revenues that are the main source of debt repayment. This ratio is to be targeted at 3.8% with a ceiling of 7.0%.

Debt Service as Percentage of Operational Budget

This ratio reflects the County's budgetary flexibility to change spending and respond to economic downturns. This ratio is targeted at a level of 14% with a ceiling of 16%.

Ten-year Payout Ratio

A faster payout is considered to be a positive credit attribute. The County will maintain a floor for its ten-year payment of 60%.

Unreserved/Undesignated General Fund Balance

The suggested target range of Undesignated General Fund balance to General Fund expenditures is 12.0% to 14.0%, in accordance with the County's Fund Balance Policy.

These measures shall also be judged against the necessity of and the benefits derived from the proposed acquisitions.

By establishing maximum debt ratios (ceilings or floors) and target debt ratios over a period of time the County is demonstrating that there is a limit above which the County will not issue additional debt in order to control its debt service burden. The County is committing to either decrease capital spending or to find other funding sources rather than create an excessive debt burden on future budgets.

The County will update its Debt Affordability study annually along with a review of comparable Aa3 rated counties to continue to analyze and control its debt effectively.

VIII. Debt Structure

For most debt issues, the actual structure and sale is conducted in conjunction with the Local Finance Office, a division of the Comptroller of the Treasury. Local Finance functions as the financial advisor to local governments when issuing debt. Structuring must take into consideration current conditions and practices in the municipal finance market.

Debt will be paid off in a timeframe that is less than the useful life of the asset or project acquired through the financing. General obligation bonds will be generally competitively bid with no more than a 20-year life. Negotiated or private placements, however, may be used where allowed when complex financing or structure is a concern with regard to marketability. Debt service for each issue will be structured in an attempt to level out the County's total debt service payments. This structuring assists in minimizing the interest payments over the life of the issue.

The County will consider utilization of variable rate debt in order to lessen the potential interest costs over the life of the issue. In the event of variable interest debt, the county should consider budgeting up to an additional 2% above the variable rate to protect the county in the event of an upswing in interest rates.

Bond sales will be scheduled in January of each year or on an as needed basis with the size of the bond sale to be determined by the County, based on expected cash needs for construction or acquisition of projects for approximately 12 months. This will accommodate necessary spending requirements to avoid arbitrage rebates. The size of other types of financings will be determined by the cost of the assets being acquired, including all issuance costs. The time of the sale will be determined based on existing cash balances from previous financings, acquisition and construction cash draw down requirements, and expectations of needs for new projects to be funded by the financing.

Leases should only be used when it is more advantageous than purchasing the asset. All leases will be reviewed by the county attorney prior to execution of the lease, in order to determine if the instrument is a capital or operating lease. No county official that is not authorized by State statute should execute a capital lease on behalf of the county. Since capital leases are typically the least used and most expensive means of financing, the county commission should fully understand the cost of the asset and borrow cost imputed, as well as, whether they intend to use the asset through the end of its useful life.

IX. Credit

The County will seek to maintain its current Aa3 rating on its general obligation debt and maintain the highest possible ratings on other financing instruments, if rated. Credit enhancements will only be used when necessary for cost-effectiveness and/or marketability. The County will maintain good communications with bond rating agencies about its financial conditions and operations with information being sent to the rating agencies on a regular basis. Credit ratings will be sought from the major, national rating agencies.

X. Refunding of Outstanding Debt

The County will monitor the municipal bond market for opportunities to obtain interest savings by refunding or advance refunding outstanding debt. The estimation of net present savings should be, at a minimum, in the range of 2.5 - 3%, of the refunded maturities before a refunding process begins. The refunding must not extend the original anticipated life of the asset.

XI. Arbitrage Rebate Reporting and Covenant Compliance

The County will maintain a system of record keeping and reporting to meet the arbitrage rebate compliance requirements of the federal tax code. This effort includes tracking investment earnings on bond proceeds, calculating rebate payments in compliance with tax law, and remitting rebatable earnings to the federal government in a timely manner in order to preserve the tax-exempt status of the County's outstanding debt issues.

Additionally, general financial reporting and certification requirements included in debt issue documents are monitored to ensure compliance with all covenants.

XII. Continuing Disclosure

The County will provide on-going disclosure information to established national information repositories and maintain compliance with disclosure standards promulgated by state and national regulatory agencies.

XIII. Selection of Financial Consultants and Service Providers

The County will provide for a solicitation and selection process for securing all professional services required in connection with any debt issues. This selection will be done on an issue-by-issue basis, will focus on the particular experience and expertise necessary for that issue, and will be made in order to secure such services at competitive prices to the County. The County will issue a Request for Proposals according to the attached template for RFP. All professionals involved with the cost of issuance of debt shall disclose the estimated cost of their respective services including "soft" costs or compensations in lieu of direct payments to the county commission prior to the issuance of the debt in the form of an engagement letter.

The following is a selection process and appointment criteria for bond counsel:

1. **Financial Advisor:** The County shall enter into a written agreement with each person or firm serving as financial advisor for debt management and transactions. Whether in a negotiated or competitive sale, the financial advisor shall not be permitted to bid on, privately place or underwrite an issue for which they are providing advisory services for the issuance. The county will utilize the most current definition of "financial advisor" as determined by the U.S. Securities and Exchange Commission and the Municipal Securities Rulemaking Board, when determining what exactly defines a financial advisor.
2. **Underwriter:** If there is an underwriter, the county shall require the underwriter to clearly identify itself in writing (e.g. in a response to a request for proposal or in promotional materials provided to the issuer) as an underwriter and not as a financial advisor from the earliest stages of its relationship with the county with respect to that issue. The underwriter must clarify its primary role as a purchaser of securities in an arm's-length commercial transaction and that it has financial and other interests that differ from those of the county's. The underwriter in a publically offered, negotiated sale shall be required to provide pricing information both as to interest rates to takedown per maturity to the governing body in advance of the pricing of the debt.
3. **Counsel:** Carter County shall enter into an engagement letter agreement with each lawyer or law firm representing the County in a debt transaction. No engagement letter is required for any lawyer who is an employee of the County or lawyer or law firm which is under a general appointment or contract to serve as counsel to the County. The County does not need an engagement letter with counsel not representing the County, such as underwriters' counsel.

XIV. Conflict of Interest Issues

1. Professionals involved in a debt transaction hired or compensated by the county shall be required to disclose to the county existing client and business relationships between and among the professionals to a transaction (including but not limited to financial advisor, swap advisor, bond counsel, swap counsel, trustee, paying agent, underwriter, counterparty, and remarketing agent), as well as conduit issuers, sponsoring organizations, and program administrators. This disclosure shall include that information reasonably sufficient to allow the county to appreciate the significance of the relationships. Professionals who become involved in the debt transaction as a result of a bid submitted in a widely and publicly advertised competitive sale conducted using an industry standard, electronic bidding platform are not subject to this disclosure. No disclosure is required that would violate any rule or regulation of professional conduct.
2. The County and all professionals involved shall insure that no debt is issued that engages in interest swap agreements or derivative arrangements.

BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR CARTER COUNTY, TENNESSEE

REGULAR MEETING, MONDAY, SEPTEMBER 16, 2019

RESOLUTION NO. 745

"A RESOLUTION ESTABLISHING A POLICY OF THE BOARD OF COUNTY COMMISSIONERS WHICH GOVERNS THE PROTOCOL FOR CEREMONIES CONDUCTED OR AUTHORIZED BY THE BOARD FOR THE PRESENTATION OF AWARDS/HONORS OR FORMAL DEDICATIONS OF BRIDGES, HIGHWAYS OR OTHER OBJECTS."

WHEREAS, The Board of County Commissioners for Carter County may establish internal rules governing the procedures of the Board as long as said procedures are not in conflict with state law or any applicable private acts: and

WHEREAS, there is currently no formal policy in place which governs protocol for ceremonies conducted or authorized by the Board for the presentation of honors/awards or the dedication of bridges, highways, etc.; and

WHEREAS, the Board desires to adopt a formal policy setting forth the protocol to be followed in such a situation so as to avoid any surprise or uncertainty this could arise at such a ceremony.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners for Carter County, Tennessee, meeting in regular session on this the 16th day of September, 2019, with a lawful quorum of said Board being present and with a majority voting in the affirmative that the Board hereby adopts the following protocol which must be followed at all formal ceremonies conducted bestowing an official honor, award or recognition by or on behalf of Carter County or dedicating/naming a bridge, roadway or other object by or on behalf of Carter County:

1. All ceremonies, presentations or programs must be scheduled in coordination with the honoree and/or honoree's family, the Carter County Mayor and the Chairman of the Carter County Commission in office at the time the ceremony is to occur. All reasonable efforts should be made to accommodate the schedules of said individuals and allow opportunity for all to attend if desired. Reasonable advance notice of the event shall also be given to all county commissioners and preferably announced in a county commission meeting in advance of the event.
2. The actual program or schedule of events for a ceremony involving an official dedication or honor bestowed by Carter County should be made by, or at a minimum approved by, the Carter County Mayor or Chairman of the Carter County Commission in office at the time the ceremony is to occur acting at the direction of the Board of County Commissioners for Carter County.
3. Formal honors, awards, or dedications on behalf of Carter County may only be bestowed by the Carter County Mayor or Chairman of the Carter County Commission who are in office at the time the ceremony is to occur and are acting at the direction of the Board of County Commissioners for Carter County. However, this shall not restrict Mayoral Proclamations properly made in the discretion of the Mayor.
4. Other current or former county commissioners/county officials, state officials or private citizens may be included in the official presentation or program if desired by the honoree and/or honoree's family, but said individuals have no authority to carry out an official act on behalf of Carter County. In the event that a state highway or bridge within Carter County is dedicated or named in honor of an individual, deference should be given to current or former state officials whose efforts helped to facilitate the dedication by action in the Tennessee General Assembly.

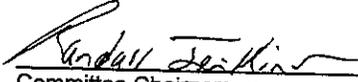
BE IT FURTHER RESOLVED, the protocol established by this Resolution shall remain in effect until such time as repealed or amended by a 2/3 vote of the Board of County Commissioners.

BE IT FURTHER RESOLVED, the protocol established by this Resolution shall be incorporated into the rules and procedures manual of the Board of County Commissioners for Carter County.

BE IT FURTHER RESOLVED, this Resolution in its entirety shall be effective from and after its adoption, and all prior Resolutions in conflict with the provisions of this Resolution are hereby repealed, the welfare of the county demanding.

BE IT FURTHER RESOLVED, that if any portion of this Resolution shall be found to be in conflict with any existing or future state law, private act, or court order, the conflicting portion shall be rendered null and void and the remaining portions of this this Resolution shall remain in effect.

Reviewed and approved by the Rules and Bylaws Committee on September 3, 2019.


Committee Chairperson

Adopted this 16th day of September, 2019.

CARTER COUNTY, TENNESSEE
BOARD OF COUNTY COMMISSIONERS

APPROVED:

By: 
RAY LYONS, CHAIRMAN
BOARD OF COUNTY COMMISSIONERS

APPROVED:

By: 
RUSSELL BARNETT
CARTER COUNTY MAYOR

VETOED:

By: _____
RUSSELL BARNETT
CARTER COUNTY MAYOR

Date: _____

VETO OVERRIDE VOTE:

_____ YES VOTES
_____ NO VOTES
_____ ABSTAIN VOTES

APPROVED WITH SUCCESSFUL
OVERRIDE VOTE:

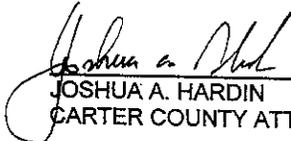
By: _____
RAY LYONS, CHAIRMAN
BOARD OF COUNTY COMMISSIONERS

Date: _____

ATTEST:

MARY GOUGE
CARTER COUNTY CLERK

APPROVED AS TO FORM:



JOSHUA A. HARDIN
CARTER COUNTY ATTORNEY

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Carter County, Tennessee

Fund Balance Policy

Carter County hereby establishes and will maintain reservations of Fund Balance as defined herein in accordance with the **Governmental Accounting and Financial Standards Board (GASB) Statement No. 54 Fund Balance Reporting and Governmental Fund Type Definitions**. This policy shall apply to the County's General Fund and General Debt Service Funds.

Classification of Fund Balances

Under GASB Statement No. 54, fund balances are classified as non-spendable, restricted, committed, assigned or unassigned amounts.

1. **Non-Spendable** – Amounts that cannot be spent because they are either in a (a) non-spendable form, including items not expected to be converted to cash (i.e. Inventories, prepaid amounts, long-term portion of loans and notes receivable and property acquired for resale), or (b) legally or contractually required to be maintained intact (i.e. the principal of a permanent fund).
2. **Restricted** – Amounts constrained to be used for a specific purpose as per external parties, constitutional provision, or enabling legislation.
3. **Committed** – Amounts constrained to be used for a specific purpose as per action by the Board of County Commissioners. Amounts classified as committed are not subject to legal enforceability like restricted resources; however, they cannot be used for any other purpose unless the Commission removes or changes the commitment by taking some action it employed to impose the commitment.
4. **Assigned** – Amounts intended to be used by the County for a specific purpose, but are neither restricted nor committed. The Intent shall be expressed by the Board of Commissioners or a designee authorized by the Board of Commissioners for a specific purpose in accordance with policy established by the Board of Commissioners. The nature of the actions necessary to remove or modify an assignment is not as rigid as required under a committed fund balance classification.
5. **Unassigned** – Amounts available for any purpose (amounts that are Non-Spendable, Restricted, Committed, or Assigned) in the General Fund.

Governmental Fund Type Definitions

1. The General Fund is the principal fund of the County and is used to account for all activities applicable to the general operations of County government which are not properly accounted for in another fund. All general operating revenues which are not restricted or designated as to use are recorded in the General Fund. Included in this fund are activities for the Constitutional Offices, Supported Agencies, Unassigned Departments, Accounts and Budgets Department, and Health Services.
2. The Debt Service Fund is used to account for resources that are restricted, committed, or assigned to expenditures for the principal and interest of General Obligation bond issues. This fund may also accumulate additional resources to make future debt services payments.

Prioritization of Fund Balance Use (Spending Policy)

When expenditures are incurred for purposes for which both restricted and unrestricted (committed, assigned, or unassigned) amounts are available, it shall be the policy of the County to use the restricted amounts first as permitted under law. When an expenditure is incurred for purposes for which amounts in any of the unrestricted

fund balance classifications could be used, it shall be the policy of the County to use the committed amounts first, followed by the assigned amounts, and then unassigned amounts.

Minimum Level of Unassigned General Fund Balance

It shall be the policy of the County to begin each fiscal year with a minimum unassigned fund balance in the General Fund for four months budgeted average expenses for that year. Such fund balance shall serve liquidity needs, protect against unforeseen emergencies, enhance the credit worthiness of the County, and insure stable tax rates. As part of the budgetary process, the Finance Director shall prepare a cash flow forecast to determine the unassigned fund balance will not at any point during the fiscal year be less than twenty-five (25%) percent of projected annual expenditures. Fund Balances in excess of the minimum may only be appropriated for expenditures by an affirmative vote of a majority of the County Commission.

Minimum Level of General Debt Service Fund Balance

Each year the budget committee of the County shall determine the principal and the interest requirements of the County and recommend sources of revenue to meet these requirements. It shall be the policy of the county to begin each fiscal year with a balance of cash or investments in the Debt Service Fund of forty percent (40%) of the current year Debt Service Obligations or an amount equal to the debt service fund expenditure requirements during the first six months of the fiscal year, whichever is greater. Prior to approval of the annual budget, the Finance Director shall prepare a cash flow forecast to determine the requirements of this policy are met. The Finance Director shall also determine management of the Debt Service portfolio is in compliance with the Carter County Debt Management Policy.

Annual Review and Determination of Fund Balance Reserve Amounts

Compliance with the provisions of this policy shall be reviewed as part of the closing of the financial books at year-end (June 30) and the amounts of restricted, committed, assigned and non-spendable fund balances will be determined. Any residual general fund balance amounts will be classified as unassigned.

Emergency Expenditure Policy

The minimum fund balances as set forth through the Carter County, Tennessee Fund Balance Policy are to be maintained at all times except in the case of an emergency as defined by the 1981 Financial Management Act and the purchasing policies developed for Carter County. In an actual emergency, the County may expend below the minimums as set forth in the Fund Balance Policy pursuant to the applicable authority.

Policy Review

This policy is to be reviewed by the Carter County Board of Commissioners annually. Review shall be initiated by the Budget Committee.

Carter County, Tennessee
 General Fund #101
 Fiscal Year Ending June 30, 2020
 Budget Amendment #2
 September 16, 2019

Item #	Category	Line Item	Description	\$ Amount		Increase/Decrease
1	51800	336	Maintenance & Repair - Buildings	0.00	6,620.00	Decrease
	51800	338	Maintenance & Repair - Vehicles	0.00	155.79	Decrease
	51800	712	HVAC Equipment	6,620.00	0.00	Increase
	51800	717	Maintenance Equipment	155.79	0.00	Increase
<i>To reallocate funds for new HVAC unit and lawnmower within the County Building budget.</i>						
2	34730-000		Assigned for Animal Shelter	0.00	30,361.64	Decrease
	55120	707	Building Improvements	30,361.64	0.00	Increase
<i>To appropriate unspent funds carried over from 2018-19. Funds will be used for various projects. Carryover was approved in June 2019.</i>						
3	52100	508	Premiums on Corporate Security Bonds	50.00	0.00	Increase
	52100	699	Other Charges	0.00	50.00	Decrease
<i>To reallocate funds within the Finance Department.</i>						
4	34530	003	Restricted for Public Health & Welfare	0.00	4,224.37	Decrease
	55900	499-053	Other Supplies and Materials	3,224.37	0.00	Increase
	55900	699-053	Other Charges	1,000.00	0.00	Increase
<i>To appropriate restricted Tobacco grant funds</i>						
5	34530	118	Restricted for Other Public Health & Welfare	0.00	20,000.00	Decrease
	55110	799	Contributions and Gifts	20,000.00	0.00	Increase
<i>To appropriate Built Environment Grant funds received but not spent in 2018-19.</i>						
6	46390	060	Other Health and Welfare Grants	0.00	148,965.75	Increase
	51800	599-060	Other Charges	10,000.00	0.00	Increase
	51800	707-060	Building Improvements	80,000.00	0.00	Increase
	51800	735-060	Health Equipment	12,000.00	0.00	Increase
	51800	799-060	Other Capital Outlay	46,965.75	0.00	Increase
<i>To appropriate remaining balance of Health Department Special Needs grant funds. Project began in 2018-19.</i>						
7	51800	304-062	Architects	27,230.00	0.00	Increase
	51800	707-062	Building Improvements	480,754.00	0.00	Increase
	47180		Community Development	0.00	315,000.00	Increase
	34585	064	Restricted for Emergency Operations Center	0.00	192,984.00	Decrease
<i>To appropriate grant funds and restricted fund balance for the Emergency Operations Center. Project was approved but not started in 2018-19.</i>						

8	54490	499	Other Supplies and Materials	0.00	800.00	Decrease
	54490	536	Hazardous Waste Cleanup	800.00	0.00	Increase
<i>To reallocate funds with the EMA budget</i>						
9	49700		Insurance Recovery	0.00	8,862.37	Increase
	54110	338	Maintenance and Repair - Vehicles	5,002.83	0.00	Increase
	54210	336	Maintenance and Repair - Buildings	3,859.54	0.00	Increase
<i>To appropriate insurance recovery for repairs to vehicle #104 (\$5,002.83) and jail elevator (\$3,859.54).</i>						
10	48110		Prisoner Board (federal)	0.00	47,000.00	Increase
	54210	718	Motor Vehicles	47,000.00	0.00	Increase
<i>To appropriate excess federal prisoner board to purchase a jail transport van.</i>						
11	54110	196	In-service Training	0.00	17,200.00	Decrease
	54110	320	Dues and Memberships	1,000.00	0.00	Increase
	54110	524	In-service/Staff Development	16,200.00	0.00	Increase
<i>To reallocate funds within the Sheriff's budget</i>						
12	34625	036	Committed for Public Safety	0.00	27,800.00	Decrease
	54210	716	Law Enforcement Equipment	27,800.00	0.00	Increase
<i>To appropriate committed funds from the Jail Commissary.</i>						
13	47250		Law Enforcement Grants	0.00	10,520.00	Increase
	54110	716	Law Enforcement Equipment	10,520.00	0.00	Increase
<i>To appropriate grant funds for bullet-proof vests</i>						
14	51720	338	Maintenance & Repair - Vehicles	0.00	531.80	Decrease
	51720	450	Tires and Tubes	531.80	0.00	Increase
<i>To reallocate funds within the Planning budget</i>						
15	58110	399	Other Contracted Services	53,970.00	0.00	Increase
	46980		Other State Grants	0.00	51,400.00	Increase
	39000		Unassigned Fund Balance	0.00	2,570.00	Decrease
<i>To appropriate grant funds and unassigned fund balance for the Tourism (Wayfinding) Grant approved in 2017-18.</i>						
Total				885,045.72	885,045.72	
From Fund Balance					84,956.01	
From Unassigned Fund Balance					2,570.00	

Carter County						
Solid Waste/Sanitation Fund #116						
Fiscal Year Ending June 30, 2020						
Budget Amendment #2						
September 16, 2019						
Item #	Category	Line Item	Description	\$ Amount		Increase/Decrease
1	55754	336	Maintenance & Repair - Equipment	0.00	5,000.00	Decrease
	55754	718	Motor Vehicles	5,000.00	0.00	Increase
<i>To reallocate funds within the Landfill category for additional cost of road tractor</i>						
2	55754	322	Evaluation and Testing	0.00	12,908.87	Decrease
	55754	336	Maintenance and Repair Services - Equip.	0.00	12,000.00	Decrease
	55754	361	Permits	4,050.00	0.00	Increase
	55754	410	Custodial Supplies	925.00	0.00	Increase
	55754	418	Equipment and Machinery Parts	12,000.00	0.00	Increase
	55754	433	Lubricants	4,000.00	0.00	Increase
	55754	443	Road Signs	2,000.00	0.00	Increase
	55754	511	Vehicle and Equipment Insurance	3,963.88	0.00	Increase
	55754	513	Workers Compensation Insurance	0.00	2,029.96	Decrease
<i>To reallocate funds within the Landfill category.</i>						
3	55754	732-914	Building Purchase	7,200.00	0.00	Increase
	55754	733-914	Solid Waste Equipment	53,000.00	0.00	Increase
	55754	799-914	Other Capital Outlay	59,128.00	0.00	Increase
	46170		Solid Waste Grants	0.00	93,523.00	Increase
	39000		Unassigned Fund Balance	0.00	25,805.00	Decrease
<i>To appropriate grant funds and unassigned fund balance for the Roan Mountain Convenience Center project. Grant was approved/budgeted in 2018-19, but no funds were spent prior to June 30, 2019.</i>						
Total				151,266.83	151,266.83	
From Unassigned Fund Balance					25,805.00	

Carter County						
Drug Control Fund #122						
Fiscal Year Ending June 30, 2020						
Budget Amendment #2						
September 16, 2019						
Item #	Category	Line Item	Description	\$ Amount		Increase/Decrease
1	54110	509	Refunds	632.00	0.00	Increase
	89000		Unassigned Fund Balance	0.00	632.00	Decrease
<i>To appropriate fund balance in order to return funds seized from defendants in a prior year.</i>						
2	54110	196	In-service Training	0.00	2,500.00	Decrease
	54110	355	Travel	0.00	2,500.00	Decrease
	54110	524	In-service/Staff Development	5,000.00	0.00	Increase
<i>To reallocate within the major category.</i>						
Total				5,632.00	5,632.00	
From Unassigned Fund Balance					632.00	

Carter County						
Sports and Recreation Fund #123						
Fiscal Year Ending June 30, 2020						
Budget Amendment #1						
September 16, 2019						
Item #	Category	Line Item	Description	\$ Amount		Increase/Decrease
1	56700	316	Donations	11,900.00	0.00	Increase
	56700	799	Other Capital Outlay	0.00	11,900.00	Decrease
<i>To reallocate funds for a contribution to Roan Mountain Recreation Foundation.</i>						
Total				11,900.00	11,900.00	
From Fund Balance					0.00	

Carter County						
Highway/Public Works Fund #131						
Fiscal Year Ending June 30, 2020						
Budget Amendment #2						
September 16, 2019						
Item #	Category	Line Item	Description	\$ Amount		Increase/Decrease
1	62000	404	Asphalt - Hot Mix	29,261.23	0.00	Increase
	48140		Contracted Services	0.00	11,315.68	Increase
	89000		Unassigned Fund Balance	0.00	17,945.55	Decrease
<i>To appropriate fund balance for asphalt and current year revenue. A portion (\$17,645.55) of the amount was recognized as revenue/receivable @ June 30, 2019 and rolled into fund balance.</i>						
Total				29,261.23	29,261.23	
From Unassigned Fund Balance					17,945.55	

Carter County							
General Purpose School Fund #141							
Fiscal Year Ending June 30, 2020							
Original Budgets (A)							
September 16, 2019							
Item #	Category	Line Item	Program #	Description	\$ Amount		Increase/Decrease
1	72120	105	4001-591	Supervisor/Director	45,289.00	0.00	Increase
	72120	189	4001-591	Other Salaries and Wages	18,000.00	0.00	Increase
	72120	201	4001-591	Social Security	3,568.00	0.00	Increase
	72120	204	4001-591	Pensions	9,456.00	0.00	Increase
	72120	206	4001-591	Life Insurance	51.00	0.00	Increase
	72120	207	4001-591	Medical Insurance	18,105.00	0.00	Increase
	72120	208	4001-591	Dental Insurance	530.00	0.00	Increase
	72120	212	4001-591	Employer Medicare	857.00	0.00	Increase
	72120	855	4001-591	Travel	2,200.00	0.00	Increase
	72120	499	4001-591	Other Supplies and Materials	1,449.00	0.00	Increase
	72120	699	4001-591	Other Charges	500.00	0.00	Increase
	46591			Coordinated School Health	0.00	100,000.00	Increase
<i>To recognize initial budget for Coordinated School Health</i>							
2	78800	105	9001-594	Supervisor/Director	29,611.65	0.00	Increase
	46594		594	Family Resource Centers	0.00	29,611.65	Increase
<i>To recognize initial budget for Family Resource Center</i>							
Total					129,611.65	129,611.65	
From Fund Balance						0.00	
From Unassigned Fund Balance						0.00	

August 2019 Donations

August Animal Shelter Donation- Julie Hendershot	\$	12.00
August Animal Shelter Donation- Donald Edward	\$	20.00
August Animal Shelter Donation- Richard Marshall Pod	\$	50.00
August Animal Shelter Donation- Rebecca Burchfield	\$	35.00
August Animal Shelter Donation- Maureen Lux	\$	20.00
August Animal Shelter Donation- Christy Van	\$	10.00
August Animal Shelter Donation- Lisa Largent	\$	17.00
August Animal Shelter Donation- Paulette Walton	\$	10.00
August Animal Shelter Donation- Lisa Padgett	\$	25.00
August Animal Shelter Donation- Melissa Howell	\$	20.00
August Animal Shelter Donation- Roy Ward	\$	100.00
August Animal Shelter Donation- David Burton	\$	18.68
August Animal Shelter Donation- Karen Miller	\$	100.00
August Animal Shelter Donation- Terri Ramsey	\$	20.00
August Animal Shelter Donation- Elizabethton Twins	\$	60.00
August Drug Fund Donation- Cherry Point Animal Hospital	\$	310.53

Animal Shelter Total \$ 517.68
Drug Fund Total \$ 310.53

August 2019 Total Donations \$ 828.21

Carter County
 General Purpose School Fund #141
 Fiscal Year Ending June 30, 2020
 Budget Amendment #2
 September 16, 2019

Item #	Category	Line Item	Program #	Description	\$ Amount		Increase/Decrease
1	46980		810	Communication (ENA)	0.00	18,237.15	Increase
	76100	799	810	Communication	18,237.15	0.00	Increase
<i>To appropriate safety grant funds to purchase gun safes for SROs</i>							
2	76100	799		Other Capital Outlay	40,000.00	0.00	Increase
	39000			Unassigned Fund Balance	0.00	40,000.00	Decrease
<i>To appropriate unassigned fund balance to purchase Chromebooks for the Online Academy</i>							
3	71100	429		Instructional Supplies and Materials	86,547.39	0.00	Increase
	39000			Unassigned Fund Balance	0.00	86,547.39	Decrease
<i>To appropriate unassigned fund balance to purchase Phonics, Spelling, and Math program</i>							
4	73400	204		Pensions	0.00	709.20	Decrease
	73400	210		Unemployment Compensation	390.00	0.00	Increase
	73400	217		Retirement - Hybrid Stabilization	710.00	0.00	Increase
	73400	429		Instructional Supplies and Materials	0.00	100.00	Decrease
	73400	524		In-service/Staff Development	0.00	290.80	Decrease
	73400	116		Teachers	0.00	3,500.00	Decrease
	73400	195		Certified Substitute Teachers	1,000.00	0.00	Increase
	73400	207		Medical Insurance	0.00	3,000.00	Decrease
	73400	307		Communication	100.00	0.00	Increase
	73400	355		Travel	400.00	0.00	Increase
	73400	429		Instructional Supplies and Materials	3,500.00	0.00	Increase
	73400	524		Software	700.00	0.00	Increase
	73400	599		Other Charges	800.00	0.00	Increase
<i>To reallocate within Voluntary Pre-K category</i>							
5	72120	351		Rentals	5,500.00	0.00	Increase
	73300	351	594	Rentals	5,500.00	0.00	Increase
	73300	351	9001	Rentals	0.00	11,000.00	Decrease
	73300	351	751	Rentals	3,500.00	0.00	Decrease
	73300	399	751	Other Contracted Services	0.00	3,500.00	Decrease
	73300	351	753	Rentals	3,500.00	0.00	Increase
	73300	399	753	Other Contracted Services	0.00	3,500.00	Decrease
<i>To reallocate funds for rental charges related to Great Lakes Center</i>							
6	72120	210	4001-691	Unemployment Compensation	112.00	0.00	Increase
	72120	499	4001-691	Other Supplies and Materials	0.00	112.00	Decrease
<i>To reallocate funds within Coordinated School Health grant budget</i>							
7	72510	325		Fiscal Agent Charges	1,644.00	0.00	Increase
	72310	320		Dues and Memberships	0.00	1,644.00	Decrease
<i>To reallocate funds between categories for Omni's annual administrative fee for the employee 403(b) plan</i>							
Total					172,140.54	172,140.54	
From Fund Balance						126,547.39	
From Unassigned Fund Balance						126,547.39	

Project Manager Position

Job Description

- Meet with necessary participants to take detailed ordering briefs and clarify specific requirements of each project
- Track project performance, specifically to analyze the successful completion of short- and long-term goals
- Meet budgetary objectives and adjust project constraints based on financial analysis
- Develop comprehensive project plans to be shared with committees as well as other elected officials
- Use and continually develop leadership skills
- Review and process change orders to on-going projects
- Assist County Commission in determining project scope
- Critically assess projects presented by engineering & architectural firms on county projects

Experience & Requirements

- () Years project manager experience or BA in Construction Management
- Experience with process improvement and inventory control
- Advanced time management and analytical skills
- Working knowledge of Microsoft Office
- Excellent client-facing communication skills
- Report monthly updates to Building & Grounds Committee
- Liaise daily with county mayor regarding project threatening issues or job site safety issues & code violations.

COUNTY ATTORNEY REPORT
SEPTEMBER 2019

General Litigation update:

1. Litter Code violation cases- (Carter County Chancery Court), judgments obtained for cleanup of 12 properties.
2. Staubus, et al. v. Purdue Pharma, et al (Sullivan Co. Chancery Court- opioid litigation)
3. Consolidated Opioid Litigation brought by Tennessee AG in Federal Court

Other Work performed/ongoing:

1. Research completed and opinions rendered for various county office holders and commissioners as requested.
2. Planning Department – Continued work on all active litter code cases; Court appearance for hearings and preparation and submittal of court orders for 13 cases; Assist with Storm Water Resolution and violations.
3. Sheriff's Office- Research FLSA overtime issue; Research TCRS and insurance benefits early retirement issue; Research regarding potential gift of service weapon; Coordinate with SHP counsel re: potential litigation.
4. Highway Department – Review of Riverview Drive repair contract documents; Review of Swimming Pool Road project contractual documents.
5. JECDB – Finalize interlocal agreement approval and transmit to all parties along with approved bylaws as revised.
6. Animal Shelter – Research and assist with various operational issues and meeting procedure issue.
7. Industrial Development Board – Draft of revised Bylaws and accompanying Resolution for approval.
8. Finance Office – Assist with potential financial policy manual updates; Assist with public records requests.
9. Circuit Court Clerk – Continued assistance with document subpoena issue; Research and assist with potential litigation tax increase.
10. Financial Management Committee – Attended committee meeting; Assist with former official overpayment issue; Draft of Resolution for Three Star Grant compliance.
11. Highway Committee - Attended committee meeting.
12. Landfill Committee – Attended committee meeting; ongoing assistance with insurance carrier fire loss matter; Research potential conflicts regarding recycling center relocation; Assist with property acquisition questions.
13. Budget Committee – Attended committee meeting;
14. Health and Welfare Committee- Attended Committee meeting.
15. Buildings and Grounds Committee – Attended Committee meeting.
16. Rules & Bylaws Committee - Attended Committee meeting; Draft of Ceremony Protocol Resolution.