MINUTES

MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

BE IT REMEMBERED, that the Board of Commissioners for Monroe County, Tennessee was begun and held at the Monroe County Courthouse in Madisonville, Tennessee, in Regular Session, March 22, 2022 at 6:00 P.M. Present and presiding was Chairman Summey. The following Commissioners were present and answered roll call.

1st DISTRICT

2nd DISTRICT Chad Leming

3rd DISTRICT Chris Wiseman

4th DISTRICT

Luke Bright Adam Reynolds

Brian Harrill

Roger Thomas Richard Kirkland Bill Shadden

Paulette Summey

Also present, were Finance Director Elizabeth Hicks, County Clerk Larry Sloan, and County Attorney Reed Dixon. The board of Commission was officially opened by a Deputy. The invocation was given by Commissioner Harrill. The Pledge of Allegiance to the Flag was led by Commissioner Reynolds.

03/22-1 Commissioners Minutes for February 22, 2022.

Motion was made by Commissioner Thomas, seconded by Commissioner Harrill to accept minutes as presented. Aye 9 Nay 0

03/22-2 **Notary Public Applications:**

Motion was made by Commissioner Leming, seconded by Commissioner Harrill to accept the following individuals: Aye 9

Keisha D Mims

Sharon Raper

Lisa Ann Pickett

Keyona Ferguson

Deborah A Shaw

Laurie Lockett

Jennifer Barger

Cynthia Grav

Niki Ellis

Kelly Hensley

Teeza S

A RESOLUTION TO GRANT APPROVAL FOR MONROE COUNTY GOVERNMENT TO SUBMIT AN APPLICATION TO THE STATE OF TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION FOR WATER/SEWER INFRASTRUCTURE

WHEREAS, Monroe County Government requests permission to submit an application to the State of Tennessee Department of Environment and Conservation (TDEC) for water/sewer infrastructure in the amount of \$5,421,352.67; and

WHEREAS, the Monroe County Mayor Mitch Ingram will follow proper procedures for this application which will fund 80% of the cost of this infrastructure with the 20% match to be paid from the American Rescue Plan (ARP) Act; and

WHEREAS, Monroe County meets all qualifications to participate in this grant to provide water/sewer infrastructure to its citizens.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MONROE COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS 22nd Day of March, 2022, that this Commission does hereby approve the application of the Monroe County Government to the State of Tennessee Department of Environment and Conservation.

PASSED this 22nd Day of March, 2022.

Paulette Summey, Chairwoman

PASS the 22nd day of MARCH, 2022

It was moved by Commissioner	Thomas, seconded
by Commissioner Harrill	, that this resolution
be approved as presented. Aye _	9Nay

BE IT RESOLVED, by the Monroe County Board of County Commissioners, meeting in regular session, March 22, 2022, that the following amendment for the Monroe County Trustee's Office be made in the County General Fund Budget for the Year 2021-2022. This amendment is necessary to pay the January 25, 2022 Monroe County Commission approved expenditure to the non-profit True Purpose Ministries, Lighthouse Community Life Center, Madisonville Campus donation.

Increase Expenditures

101-56900-316-TRUE

Other Social, Cultural and Recreational

\$ 15,000.00

Decrease Fund Balance

101-39000

Fund Balance

\$ 15,000.00

PASSED, this 22nd Day of March, 2022.

Larry Sloan, County Clerk

Paulette Summey, Chairwoman

PASS the 22nd day of MARCH, 2022 It was moved by Commissioner Harrill by Commissioner Lemina

, that this resolution

be approved as presented. Aye

A RESOLUTION AUTHORIZING A MULTIPLE YEAR LEASE PURCHASE and MAINTENANCE AGREEMENT FOR THE MONROE COUNTY ELECTION COMMISSION

WHEREAS, the Monroe County Election Commission has a need to enter into a monthly lease for a US Postage Meter, and

WHEREAS, the current postage meter is not sufficiently meeting the needs of the department in concern, and

WHEREAS, the proceeds for a multi year lease agreement are currently budgeted within the Monroe County Election Commission Budget as deemed necessary in order to expedite the resolution of this matter, and

WHEREAS, the projected cost of postage meter and cartridges is such that the payments need to be spread over more than one budget year, and the Monroe County Director of Finance does not have the authority to enter into purchase contracts for this period of time without the approval of the Monroe County Board of Commissioners.

NOW, THEREFORE, Be It Resolved by the Monroe County Board of Commissioners that the Monroe County Director of Finance be authorized to enter into a multi-year lease agreement with Pitney Bowes and the lease is not to extend over a period of more than sixty (60) months.

Be It Further Resolved that this resolution be effective immediately upon the passage and confirmation from the Monroe County Board of Commission for the public welfare demanding it on this the 22nd Day of March, 2022.

BE IT RESOLVED, by the Monroe County Board of County Commissioners, meeting in regular session, March 22, 2022, that the following amendment for the Juvenile Court, be made in the General Fund Budget for the Fiscal Year 2021-2022.

Increase Expenditures

101-54240-105 Supervisor 101-54240-112 Youth Service Office 101-54240-201 Social Security 101-54240-204 Retirement 101-54240-206 Life Insurance 101-54240-205 Medical Insurance 101-54240-212 Medicare 101-54240-355 Travel 101-54240-719 Office Equipment	\$ 2,352.56 \$ 1,650.59 \$ 57.00
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Decrease Fund Balance

101-39000

Fund Balance

\$79,957.00

PASSED, this 22nd Day of March, 2022.

Paulette Summey, Chairwoman

PASS the 22nd day of MARCH, 2022	
by Commissioner King Land that the state of	l
be approved as presented. Aye Nay	

BE IT RESOLVED, by the Monroe County Board of County Commissioners, meeting in regular session, March 22, 2022, that the following amendment for American Rescue Plan Act Grant be made in the County General Fund Budget for the Fiscal Year 2021-2022.

8	Increase Expenditures	
128-91406-599-TELL	ARPA Grant #6	\$ 166,667.00
128-91406-599-SWTR	ARPA Grant #6	\$ 750,000.00
128-91406-599-VONRE	ARPA Grant #6	\$ 416,670.00
128-91406-599-COUNT	ARPA Grant #6	\$ 750,933.53
128-91406-599-HELTH	ARPA Grant #6	\$ 127,700.00
128-58836-599-JAIL	ARPA Grant #6	\$ 3,100.00
128-67106-599-HWY	ARPA Grant #6	\$1,170,426.47
128-58836-599-AMB	ARPA Grant #6	\$ 327,662.00
	Degrees Fund Balance	
	Decrease Fund Balance	
101-39000	Fund Balance	\$3,713,159.00

PASSED, this 22nd Day of March, 2022.

Paulette Summey, Chairwoman

PASS the 22nd day of	MARCH,	2022	
It was moved by Commiss	sioner <i>The</i>	5ma5	, seconded
by Commissioner	Kirklar	nd, that th	is resolution
be approved as presented.	Aye	Nay Bri	CHT

BE IT RESOLVED, by the Monroe County Board of County Commissioners, meeting in Regular Session, March 22, 2022, that the following amendment for the Department of Homeland Security FY 2021 Homeland Security Grant Program for Monroe County be made in the County General Fund Budget for the Fiscal Year 2021-2022.

management of the second of th	
increase	Revenues
IIICI Casc	MEACHINES

101-47235

Homeland Security Grants

\$ 18,000.00

Increase Expenditures

101-54490-599-EMA

Other Charges

\$ 18,000.00



PASSED this 22nd Day of March, 2022.

Paulette Summey, Chairwoman

Larry C. Stoan, County Clerk

PASS the 22nd day of MARCH, 2022

It was moved by Commissioner \underline{ThomqS} , seconded by Commissioner $\underline{HqrriII}$, that this resolution be approved as presented. Aye \underline{q} Nay $\underline{\hspace{1cm}}$

BE IT RESOLVED, by the Monroe County Board of County Commissioners, meeting in regular session, on March 22, 2022, that the following amendment for the Monroe County Ambulance Department be made in the Monroe County General Fund Budget for the Fiscal Year 2021-2022.

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In	1	ea	20	0	D	0	10	n		0	c
	u	CC	33	C	п		v	41	u	C	Э

101-49700

Insurance Recovery

\$ 500.00

Increase Expenditures

101-55130-718

Motor Vehicles

\$ 500.00

PASSED, this 22nd Day of March, 2022

Paulette Summey, Chairwoman



Larry C. Sloan, County Clerk

PASS the 22nd day of MARCH, 2022

It was moved by Commissioner $\frac{\text{Lem/nG}}{\text{Harrill}}$, seconded by Commissioner $\frac{\text{Harrill}}{\text{Nay}}$, that this resolution be approved as presented. Aye $\frac{9}{2}$ Nay

BE IT RESOLVED, by the Monroe County Board of County Commissioners, meeting in regular session, March 22, 2022, that the following donation from Plantation Calendars be made in the Monroe County Sheriff's Department Budget for the Fiscal Year 2021-2022.

Increase Revenues

101-48610-AUX

Donations - Auxiliary

\$ 1,000.00

Increase Expenditures

101-54110-716-AUX

Law Enforcement Equipment-Auxiliary

\$ 1,000.00



PASSED, this 22nd of March, 2022.

Paulette Summey, Chairwoman

ATTEST:

S the 22nd day of MARCH

TASS the 22nd day of MAR	CH, 2022
T4	Vi.VI I
by Commissioner Harrill	, seconded
be approved as presented. Aye	, 'that this resolution Nav

BE IT HEREBY RESOLVED, by the Monroe County Board of County Commissioners, meeting in regular session, this 22nd Day of March, 2022, do hereby approve the 2020-2021 Annual Financial Report of Monroe County, Tennessee as audited by the State of Tennessee Comptroller's Office. This complete audit is available on the Website of the State of Tennessee Comptroller's Office, State and Local Government Audit Division. County Commissioners have received a Summary of the Audit Results from the State and Local Government Audit Division.

APPROVED, this 22nd Day of March, 2022.

SIDAM COS	Paulette Summey, Chairwoman
ATTEST: POPULATION OF THE STREET OF THE STRE	r aurette Summey, Chan woman
Larry C Sloan, County Clerk	

PASS the 22nd day o	f MARCH, 20)22	
It was moved by Commi	ssioner Th	oma5	, seconded
by Commissioner	Lemina		s resolution
be approved as presented	d. Aye <u>q</u> N	Vay	

MONROE COUNTY BOARD OF EDUCATION BUDGET AMENDMENTS

Tuesday, March 22, 2022

Resolution # 6 BOE Amendment # 0310-01 142-Federal Projects-108 Title I This amendment is to rebudget carryover funds from Other Charges to Other intervention programs.	\$93,174.00 r Contracted Services to purchase new
Resolution # 6A BOE Amendment # 0310-02 143-Food Services This amendment is to pull funds from fund balance to purchase a new dishw for MMS.	\$175,000.00 asher for MMS and TPJHS and deep fryer
Resolution # 6B BOE Amendment # 0310-03 141-General Purpose Schools This amendment is to bring money into the Maintenance budget for the sale	\$532.05 of items on govdeals.
Resolution # 6C BOE Amendment # 0310-04 141-General Purpose Schools This amendment is to bring in grant funds for a stem grant from the Battelle for SQHS and VES.	\$10,000.00 Company for the Vocational Department
Resolution # 6D BOE Amendment # 0310-05 142-Federal Projects-801 Carl Pekins This amendment is to move funds in the federal vocational budget to cover t	\$4,838.18 the FFA convention costs.
COUNTY CLASSEE	Paulette Summey, Chairperson
Attest:	V
Larry C. Sloan, County Court Clerk	
PASS the 22nd day of MARCH, 2022	
	seconded,
1	that this resolution
be approved as presented. Aye \underline{Q} Nay	

RESOLUTION TO INCREASE THE THRESHOLD OVER WHICH PUBLIC ADVERTISEMENT AND SEALED COMPETITIVE BIDS OR PROPOSALS ARE REQUIRED

WHEREAS, 2015 Public chapter 457 enacted Tennessee Code Annotated 12-3-1212, to authorize the County Commission by resolution to increase the threshold over which public advertisement and sealed competitive bids or proposals are required to an amount up to \$25,000 for non-emergency, non-proprietary purchases in counties having centralized purchasing and a full-time purchasing agent; and

WHEREAS, Monroe County has centralized purchasing and a full-time purchasing agent; and

WHEREAS, the County Legislative Body of Monroe County has determined that the cost and time savings associated such an increase of the bidding threshold is in the best interest of the county;

NOW THEREFORE BE IT RESOLVED by the County Legislative Body of Monroe County meeting in regular session this 22nd Day of March, 2022, that:

SECTION 1. Pursuant to the provisions of 2015 Pubic Chapter 457, the threshold over which pubic advertisement and sealed competitive bids or proposals are required is increased to \$25,000 for non-emergency, non-proprietary purchases.

SECTION 2. At least three (3) written quotations shall be obtained, whenever possible, for purchases costing less than \$25,000 but greater than \$10,000.

SECTION 3. This resolution shall take effect upon adoption, the general welfare requiring it.

COULTY ON REAL OF THE PROPERTY	ADOPTED this 22 nd Day of M	arch, 2022.
	Paulette Summey, Chair	woman
ATTEST: WESSEE	r dalecte summey, endir	

PASS the 22nd day of MARCH, 2022

It was moved by Commissioner Reynolds, seconded by Commissioner Reynolds, that this resolution be approved as presented. Aye 9 Nay

A RESOLUTION ESTABLISHING POLICIES AND PROCEDURES FOR THE APPROVAL AND ADMINISTRATION OF THE 2021 AMERICAN RESCUE FUNDS

WHEREAS, Monroe County has received \$4,520,410.50 dollars and is anticipated to receive an additional \$4,520,410.50 dollars of American Rescue Funds, and;

WHEREAS, Monroe County has established a separate accounting fund (Resolution No. 0824-5I) to receive the revenue. Since the items receiving funding will be separate from normal operating expenditures and will be varied in nature, Fund 128 was established as the American Rescue Funds (ARP) Fund, and:

WHEREAS, Monroe County Commission gives authority to the County Mayor to amend throughout the year the budgets of ARP projects that have been completed leaving a balance in the budget which can then be re-appropriated by the Monroe County Commission.

NOW, THEREFORE BE IT RESOLVED, the methodically, prioritizing, and funding of projects are as:

- The establishment of an ARP oversite committee to provide oversite and approval of submission of projects to the full Monroe County Commission for approval.
- Determining if funding from Tennessee Department of Environmental Conservation (TDEC) can be used in conjunction with ARP funds to enhance the scope of services.
- Determine if any Capital needs developed from the pandemic. Example: Ambulance, Sheriff, Health, Solid Waste and Highway Departments.
- Secondary Government (municipality, public utility) needs utilizing partnership between entities with the following requirements.
 - Investment worthy projects (a project that will return future revenues)
 - o New projects only
- Monroe County shall not pass funds to another entity that would create a sub-recipient except in the case of the project related to a municipality, public utility or public audited held corporation.

BE IT FURTHER RESOLVED, that the attached form shall be used for Commission's consideration of project approval and shall be approved in aggregate. (See attached)

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MONROE COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS 22nd Day of March, 2022, that this Commission does hereby approve the allocation of funding, as per attached list, of projects.



PASSED this 22nd Day of March, 2022.

Paulette Summey, Chairwoman

ATTEST:

PASS the 22nd day of MARCH	$\mathbf{H}, 2022$
It was moved by Commissioner	Kirk and, seconded
by Commissioner Thomas	, that this resolution
be approved as presented. Aye 8	Nay Bright

BE IT HEREBY RESOLVED, that the Monroe County Board of County Commissioners, meeting in regular session this 22nd Day of March, 2022, do hereby approve the Revised Employee Handbook, the Acceptable Use Policy, the Employee Dating Policy, the Anti-harassment Policy and Complaint Procedure, and the Social Media Policy as approved by the Personnel Committee in its March 7, 2023, Meeting. This Handbook and Policies shall become a part of the Human Resource Policies and Procedures of Monroe County Government and shall be followed for the management of personnel employed by Monroe County Government.

APPROVED, this 22nd Day of March, 2022.

Paulette Summey, Chairwoman

PASS the 22nd day of MA	RCH, 20	22	
It was moved by Commissione		Thomas	, seconded
by Commissioner		, that this	
be approved as presented. Aye	$= \frac{9}{1}$ N	ay	

RESOLUTION TO AMEND THE MONROE COUNTY CREDIT CARD POLICY TO ALLLOW FOR THE USE OF CREDIT CARDS FOR SMALL PURCHASES BY MONROE COUNTY EMPLOYEES AND TO ESTABLISH WRITTEN PROCEDURES GOVERNING THE USE OF SUCH CARDS

WHEREAS, on January 25, 2011, the Monroe County Commission approved Resolution 125-25 governing the use of credit cards for the payment of certain travel expenses that could not otherwise be paid for by check; and

WHEREAS, the Monroe County Director of Finance has received a number of inquiries about the use of credit cards for payment of small purchases from vendors who have stopped accepting purchase orders and instead have been requesting that payment for goods and services are to be made by credit card; and

WHEREAS, the Monroe County Director of Finance asks that the original resolution governing the use of Monroe County Credit Cards be amended to change the restrictions from use of payment of travel expenses only to include small purchases that have been pre-approved by the Director of Finance and the Department Head or Elected Official; and

WHEREAS, the Monroe County Commission desires to approve the use of credit cards for the payment of travel expenses and small purchases within established guidelines.

NOW, THEREFORE, BE IT RESOLVED by the Monroe County Commission meeting in regular session at Madisonville, Tennessee, on the 22nd Day of March, 2022 that:

Section 1: The use of credit cards by Monroe County is hereby amended and approved.

Section 2: The Monroe County Credit Card Policy governing the use of credit cards is attached hereto as Exhibit A and is hereby adopted.

Section 3: The use of credit cards shall be governed by the Credit Card Policy hereby adopted, together with such rules and regulations the Purchasing Department may adopt pursuant to such Policy. The Monroe County Purchasing Department is hereby authorized and directed to adopt policies limiting purchases made with credit cards to ensure that purchases made with such cards do not exceed the current monetary limit beyond which sealed competitive bids are required.

BE IT FURTHER RESOLVED, that a copy of this Resolution, together with EXHIBIT A hereto, be distributed by the County Clerk to each county official and department head in Monroe County.

This resolution shall take effect upon adoption, the public welfare requiring it.

PASSED, this 22nd Day of March, 2022.

Paulette Summey, Chairwoman

Passet the 22nd day of MARCH, 2022

It was moved by Commissioner

The masset that this resolution be approved as presented. Aye

Nay

Nay

A RESOLUTION TO AMEND THE USE OF A COUNTY-WIDE TRAVEL POLICY FOR EMPLOYEES OF MONROE COUNTY GOVERNMENT AND MONROE COUNTY SCHOOL SYSTEM

WHEREAS, the Monroe County Commission approved a county-wide travel policy for employees of Monroe County Government and Monroe County School System on October 25, 2011; and

WHEREAS, the State of Tennessee has increased the employee reimbursement cost per mile of travel and the cost of food; and

WHEREAS, Monroe County Government is following the State of Tennessee's Travel Reimbursement to coincide with rates that are to be paid on travel since this rate will be reimbursed on all grants.

NOW THEREFORE, BE IT RESOLVED by the Monroe County Commissioners meeting in regular session on March 22, 2022, to amend the Monroe County Travel Policy to reflect a change in the per mile reimbursement to \$0.585 cents and the per diem food rates to reflect a total increase of \$9.00 per day as distributed in the amended Travel Policy.

The use of the amended Monroe County-Wide Travel Policy shall be governed by the Policy hereby adopted and shall become effective July 1, 2022. The Monroe County Financial Management Committee is hereby authorized and directed to adopt policies for use of the travel policy.

PASSED this 22nd Day of March, 2022.

Paulette Summey, Chairwoman

PASS the 22nd day of	f MARCH	, 2022	
It was moved by Commis	ssioner 4	tarrill	, seconded
by Commissioner	Requo la	5 , th	at this resolution
be approved as presented	. Aye <u>9</u>	Nay	

RESOLUTION OF THE BOARD OF COUNTY COMMISIONERS OF MONROE COUNTY, TENNESSEE TO LEVY A VICTIM'S ASSISTANCE ASSESSMENT LITIGATION TAX IN MONROE COUNTY

WHEREAS, Tennessee Code Annotated 40-24-109 provides that a County legislative body of any county may elect to establish a program to assist victims of crime, their families and survivors or to provide funding or additional funding for an existing program established to assist victims; and

WHEREAS, Monroe County already has an existing program established for this purpose known as the Court Appointed Special Advocates – Monroe (CASA Monroe); and

WHEREAS, TCA40-24-109 authorizes the Clerks of all General Sessions, Circuit and Criminal Courts, municipal Courts exercising General Sessions Court and jurisdiction and any other Court exercising similar criminal jurisdiction to collect a victim's assistance assessment in the sum of Forty-Five Dollars (\$45.00) from any person who enters a plea of "guilty"; is found guilty by Judge or jury; enters a plea of nolo contender; enters a plea pursuant to any of the diversionary sentencing statutes; to any criminal defense described in subsection (d); is found guilty, or enters a plea of guilty nolo contender, to the offense of attempting or conspiring to commit any offense described in subsection (d); or is found to be criminally responsible as principle for the commission of any offense described in subsection (d); and

WHEREAS, the first Three Dollars (\$3.00) of each assessment shall be paid to the Clerk of the Court imposing the assessment for processing and handling, with the remaining Forty – Two Dollars (\$42.00) to be transmitted to the county in which the offense occurred, for the exclusive use of CASA Monroe; and

WHEREAS, CASA Monroe currently received \$6,000.00 appropriation from the Monroe County Commission which started with budget year 2012-2013;

WHEREAS, this \$6,000.00 appropriation shall remain intact with all funds collected pursuant to this victim's assistance assessment to be transmitted to CASA Monroe;

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Monroe County, Tennessee, meeting in a regular session on this the 22nd day of March, 2022, in Madisonville, Tennessee, that;

SECTION 1. Effective on the first day of the month following the final passage of this resolution, a victim's assistance assessment litigation tax in the amount of Forty – Five Dollars (\$45.00) authorized by TCA 40-24-109 shall be levied on all eligible cases, pursuant to that statute.

SECTION 2. The Clerks of the Courts of Monroe County are instructed to collect this victim's assistance assessment in the same manner as all other litigation taxes.

SECTION 3. The first Three Dollars (\$3.00) of each assessment shall be paid to the Clerk of the Court imposing the assessment for processing and handling.

SECTION 4. The remaining Forty – Two Dollars (\$42.00) shall be transmitted to the County in which the offense occurred, for the exclusive use of the victim's assistance program known as Court Appointed Special Advocates – Monroe (CASA Monroe)

SECTION 5. If any provision of this resolution or the application of thereof to any person or circumstances should be held invalid, such invalidity shall not affect other provisions or applications of this resolution which can be given effect without the invalid provision or application and to that end the provisions of this resolution are declared to be severable.

COUNTY COUNTY CONVILLER TO THE STEEL OF THE	PASSED this 22 nd Day of March, 2022. Paulette Summey, Chairwoman
Larry C. Sloan, County Clerk	

PASS the 22nd day of	MARCH, 1	2022	
It was moved by Commiss		Irk land	, seconded
by Commissioner	eming	, that this i	resolution
be approved as presented.	Aye Q	Nay	

3/22-3 Trustee Monthly Report

Motion was made by Commissioner Thomas, seconded by Commissioner Harrill, to accept report as presented **VOICE 9**

03/22-4 Director of Finance Reports

Motion was made by Commissioner Wisman, seconded by Commissioner Leming, to accept report as presented. Roll Call 9 aye

03/22-5 to 03/22-11

SEE ACTUAL Resolutions

3/22-12

PUBLIC DISCUSSION: CASA REQUEST Alisa Hobbs

3/22-13

See Actual Resolution

Adjournment

Paulette Summey, Chairwoman

2