

The McMinn County Board of Commissioners met in Regular Session on January 29, 2018, at 7:30 pm, in the Blue Room of the McMinn County Courthouse.

1. CALL TO ORDER

The meeting was called to order by Chairman David Crews.

2. INVOCATION

The Invocation was given by Commissioner Millsaps

3. PLEDGE TO THE FLAG

The Pledge to the Flag was led by Commissioner Slack.

4. ROLL CALL

Roll Call was taken by Evonne Hayes, McMinn County Clerk, as recorded:

Scott Curtis - Present
Dale Holbrook - Present
Tim King - Present
Roger Masingale - Present
Jerry Millsaps - Present
J. W. McPhail - Present
Brent Carter - Present
Tad Simpson - Present
Charles Slack - Present
Chairman David Crews – Present

5. APPROVAL OF MINUTES

Copies of the Minutes of the Regular Session on December 18, 2017 provided to the McMinn County Commissioners.

MOTION made by Commissioner King, and seconded by Commissioner McPhail, to approve the minutes of December 18, 2017.

Motion carried by voice vote.

6. APPROVAL OF BIDS AND PURCHASES

A. A Resolution to Approve and Award the Annual Thin Mix Paving Bid for Various County Roads.

Mr. Luallen presented resolution 18-001 along with a copy of the bid summary and a letter of recommendation from Dan P. Evans, Chief Administrative Officer.

RESOLUTION NO. 18-001

A RESOLUTION TO APPROVE AND AWARD THE
ANNUAL THIN MIX PAVING BID FOR VARIOUS COUNTY ROADS

(Res. 18-001 con't)

WHEREAS, in order to properly perform the essential operations of county government goods and services must often be let for bid; and

WHEREAS, McMinn County has followed the proper procedures in securing the bids; and

WHEREAS, Dan Evans, McMinn County Highway Commissioner has recommended the bid be awarded to the low and only bidder, Rogers Group, Inc. of Oak Ridge, TN. (see attached letter)

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 29th DAY OF JANUARY 2018, that this Commission does hereby approve the recommendation of the Highway Commissioner.

(Orig signed by John M. Gentry)
McMinn County Mayor

Attest:

(Orig signed by Evonne Hayes)
County Clerk

MOTION made by Commissioner Holbrook, and seconded by Commissioner Millsaps, to approve this resolution.

Motion carried by voice vote.

B. A Resolution to Approve and Award the Annual Thin Mix Paving Bid for State Aid Roads.

Mr. Luallen presented resolution #18-002 along with bid summary sheet and letter of recommendation from Dan P. Evans, Chief Administrative Officer.

RESOLUTION NO. 18-002

A RESOLUTION TO APPROVE AND AWARD THE
ANNUAL THIN MIX PAVING BID FOR STATE AID ROADS

WHEREAS, in order to properly perform the essential operations of county government goods and services must often be let for bid; and

WHEREAS, McMinn County has followed the proper procedures in securing the bids; and

WHEREAS, Dan Evans, McMinn County Highway Commissioner has recommended the bid be awarded to the low and only bidder, Rogers Group, Inc. of Oak Ridge, TN. (see attached letter)

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 29TH DAY OF JANUARY 2018, that this Commission does hereby approve the recommendation of the Highway Commissioner.

(Orig signed by John M. Gentry)
McMinn County Mayor

Attest:

(Orig signed by Evonne Hayes)
County Clerk

MOTION made by Commissioner Masingale, and seconded by Commissioner McPhail, to approve this resolution.

Motion carried by voice vote.

C. A Resolution to Approve the Extension of the Annual Liquid Asphalt Bid.

Mr. Luallen presented resolution #18-003 along with a letter from Hudson Materials Company and letter of recommendation from Dan P. Evans, Chief Administrative Officer

(Res. 18-003 con't)

RESOLUTION NO. 18-003

A RESOLUTION TO APPROVE THE EXTENSION OF THE
ANNUAL LIQUID ASPHALT BID

WHEREAS, in order to properly perform the essential operations of county government goods and services must often be let for bid; and

WHEREAS, Dan Evans, McMinn County Highway Commissioner requests to extend the current bid of liquid asphalt for the period of April 1, 2018 thru March 31, 2019, in order to properly carry out the functions of the department; and

WHEREAS, Hudson Materials Company has agreed to extend the current bid for the additional period with no increase in price; and

WHEREAS, the McMinn County Highway Commissioner has recommended the bid be extended twelve (12) months to Hudson Materials Company at the current bid prices.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 29th DAY OF JANUARY, 2018, that this Commission does hereby approve the recommendation of the Highway Commissioner.

(Orig signed by John M. Gentry)
McMinn County Mayor

Attest:

(Orig signed by Evonne Hayes)
County Clerk

MOTION made by Commissioner Simpson, and seconded by Commissioner Holbrook, to approve this resolution.

Motion carried by voice vote

D. A Resolution to Reject the Micro-Paving Project Bid.

Mr. Luallen presented resolution #18-004 along with bid summary sheet and letter of recommendation from Dan P. Evans, Chief Administrative Officer.

RESOLUTION NO. 18-004
A RESOLUTION TO REJECT THE
MICRO-PAVING PROJECT BID

WHEREAS, in order to properly perform the essential operations of county government goods and services must often be let for bid; and

WHEREAS, Dan Evans, McMinn County Highway Commissioner requests the purchase of micro-paving for a project on County Road 545, in order to properly carry out the functions of the department; and

WHEREAS, McMinn County has followed the proper procedures in securing the bids; and

WHEREAS, Dan Evans, McMinn County Highway Commissioner recommends the bid be rejected because the bid price exceeds budgetary costs. (see attached letter).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 29th DAY OF JANUARY, 2018, that this Commission does hereby approve the recommendation of the Highway Commissioner.

(Orig signed by John M. Gentry)
McMinn County Mayor

(Res. 18-004 con't)

Attest:

(Orig signed by Evonne Hayes)
County Clerk

MOTION made by Commissioner Holbrook, and seconded by Commissioner Curtis, to approve this resolution.

Motion carried by voice vote.

E. A Resolution to Approve and Award the Purchase from Tennessee State Purchasing Board for New Bleacher Units for the McMinn County Baseball Field.

Mr. Luallen presented resolution #18-005 along with a letter from Southern Bleacher Company Inc. This did have School Board approval.

RESOLUTION NO. 18-005

A RESOLUTION TO APPROVE AND AWARD THE PURCHASE FROM TENNESSEE STATE
PURCHASING BOARD FOR
NEW BLEACHER UNITS FOR THE
MCMINN COUNTY BASEBALL FIELD

WHEREAS, in order to properly perform the essential operations of county government goods and services must often be let for bid; and

WHEREAS, McMinn County Board of Education has requested new bleacher units for the McMinn County baseball field at McMinn County High School in order to properly carry out the functions of the school; and

WHEREAS, McMinn County has followed the proper procedures in obtaining pricing for this project from the Tennessee State Purchasing Board; and

WHEREAS, McMinn County Board of Education approves the purchase from the Tennessee State Purchasing Board from Southern Bleacher Co., Inc. of Graham, TX for \$28,120.00.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 29th DAY OF JANUARY 2018, that this Commission does hereby approve this purchase and further authorize the County Mayor to execute all documents essential to fulfilling said project.

(Orig signed by John M. Gentry)
McMinn County Mayor

Attest:

(Orig signed by Evonne Hayes)
County Clerk

MOTION made by Commissioner Slack, and seconded by Commissioner King, to approve this resolution.

Motion carried by voice vote.

F. A Resolution to Declare Items as Surplus Property.

Mr. Luallen presented resolution #18-006 along with a list from Joe Guy McMinn County Sheriff. (2006 Ford, 2007 Ford, 1998 Ford, 2008 Ford, 2010 Ford, 2007 Ford, 2008 Ford, 1992 Chev, 1995 Ford, 2007 Ford, 2004, 1994 Ford)

RESOLUTION NO. 18-006

(Res. 18-006 con't)

A RESOLUTION TO DECLARE ITEMS AS SURPLUS PROPERTY

WHEREAS, McMinn County has authority to declare items as surplus that are no longer deemed necessary or adequate to properly perform the duties of county government as prescribed by law; and

WHEREAS, McMinn County Sheriff, Joe Guy, requests approval to have the equipment listed on the attached letter declared as surplus property and sell it.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 29th DAY OF JANUARY 2018, that this Commission hereby approves sell of the attached list of surplus property.

(Orig signed by John M. Gentry)
McMinn County Mayor

Attest:

(Orig signed by Evonne Hayes)
County Clerk

MOTION made by Commissioner Millsaps, and seconded by Commissioner Simpson, to approve this resolution.

Motion carried by voice vote.

7. REVIEW AND APPROVAL OF CONTRACTS

A. A Resolution to Approve the Contract Between McMinn County and State of Tennessee Department of Health.

Mr. Luallen presented resolution #18-007 along with a copy of the contract.

RESOLUTION NO. 18-007

A RESOLUTION TO APPROVE THE CONTRACT BETWEEN MCMINN COUNTY AND STATE OF TENNESSEE DEPARTMENT OF HEALTH

WHEREAS, it is the conviction of McMinn County, that every individual in the County has good health care readily available; and

WHEREAS, in order to properly perform the duties of county government as prescribed by law, it is often in McMinn County's interest to enter into contracts with other entities; and

WHEREAS, McMinn County has previously entered into a contract with the State of Tennessee Department of Health to protect and improve the physical health of the county citizens through the prevention of conditions that may threaten good health; and

WHEREAS, the total appropriation for which the County shall be billed is \$61,116; and

WHEREAS, McMinn County Health Department does provide these services and both parties do hereby agree to these provisions in the contract for FY 2017-18.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 29th DAY OF JANUARY, 2018, that this Commission does hereby approve this contract.

AND FURTHERMORE RESOLVES to give authority to the County Mayor or his designee to execute and administer the duties of said contract.

(Orig signed by John M. Gentry)
McMinn County Mayor

(Res. 18-007 con't)

Attest:

(Orig signed by Evonne Hayes)
County Clerk

MOTION made by Commissioner Holbrook, and seconded by Commissioner Millsaps, to approve this resolution.

Motion carried by voice vote.

8. APPROVAL OF BUDGET AMENDMENTS

None.

9. PRESENTATION AND ACCEPTANCE OF FY 16-17 INDEPENDENT AUDITOR'S REPORT

Weston Porter with HHM Certified Public Accountants gave a brief presentation of the 2016-2017 audit report. Mr. Porter said this year's audit had no findings. Mr. Porter praised the finance office for all their help with the audit.

Chairman Crews ask for a motion for approval. Commissioner McPhail made motion to accept 2016-2017 audit, seconded by Commissioner Simpson. Motion carried by voice vote.

10. MCMINN COUNTY TRUSTEE'S ANNUAL REPORT – PHIL TUGGLE

Phil Tuggle McMinn County Trustee gave copies of his annual financial report to all the commissioners and gave a brief presentation of his report.

Jason Luallen McMinn County Finance Director passed out a copy of the debt management policy and the cash flow analysis to all county commissioners for the 3 Star requirements. Mr. Luallen said the budget Committee addressed the 3 Star requirements at the budget committee meeting tonight.

11. DISTRICT 3 CONSTABLE VACANCY DECLARATION

Chairman Crews declared District 3 Constable position vacant. Amos Brock resigned on January 4th 2018. Commissioner Masingale made a motion to declare the vacancy, seconded by commissioner King.

Motion carried by voice vote.

12. COMMENTS FROM THE AUDIENCE

None.

13. RESOLUTIONS

- A. A Resolution to Approve the Request for Hotel-Motel Funds by the Keep McMinn Beautiful to Fund Tennessee Wetlands Festival/Moofest.

Mr. Gentry presented Resolution #18-008. This did have Budget Committee approval.

RESOLUTION NO. 18-008

A RESOLUTION TO APPROVE THE REQUEST FOR HOTEL-MOTEL FUNDS BY THE KEEP MCMINN
BEAUTIFUL TO FUND
TENNESSEE WETLANDS FESTIVAL/MOOFEST

WHEREAS, the Tennessee Wetlands Festival/MooFest provides an important event to promote McMinn County's unique ecological assets and proud agrarian heritage; and

(Res. 18-008 con't)

WHEREAS, the Wetlands Festival is in its fourth year and in its second year after merging with National Moofest; and

WHEREAS, the festival features education booths and displays, children's activities, craft and food vendors, wildlife exhibits and live music; and

WHEREAS, Keep McMinn Beautiful has requested funding from McMinn County to assist in marketing the 2018 Tennessee Wetlands Festival/MooFest; and

WHEREAS, to assist in the funding of this annual festival, the Athens Chamber of Commerce requests \$3,000 from the Hotel/Motel Tax Fund; and

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF McMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 29th DAY OF JANUARY 2018 that this Commission does hereby approve \$3,000 for Keep McMinn Beautiful to produce the 2018 Tennessee Wetlands Festival/Moofest.

(Orig signed by John M. Gentry)
McMinn County Mayor

Attest:

(Orig signed by Evonne Hayes)
County Clerk

MOTION made by Commissioner Curtis, and seconded by Commissioner Slack, to approve this resolution.

Motion carried by voice vote.

- B. A Resolution to Approve the Request for Hotel-Motel Funds by the City of Athens to Help Fund New Wayfinding Signs for City Attractions.

Mr. Gentry presented Resolution 18-009. This did have Budget Committee approval.

RESOLUTION NO. 18-009

A RESOLUTION TO APPROVE THE REQUEST FOR HOTEL-MOTEL FUNDS
BY THE CITY OF ATHENS TO HELP FUND
NEW WAYFINDING SIGNS FOR CITY ATTRACTIONS

WHEREAS, the City of Athens is installing new wayfinding signs throughout the municipal limits; and

WHEREAS, these signs will highlight various city tourist attractions such as the Athens Area Council for the Arts, Mayfield Visitor's Center, E.G. Fisher Public Library and the McMinn County Living Heritage Museum; and

WHEREAS, according to the records kept by these organizations, they attract nearly 100,000 people from outside McMinn County each year; and

WHEREAS, to assist in the funding of this initiative, the McMinn County Budget Committee recommends the Commission provide \$5,200 from the Hotel/Motel Tax Fund as requested by the City of Athens; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF McMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 29th DAY OF JANUARY 2018 that this Commission does hereby approve \$5,200 for the City of Athens to help fund the installation of wayfinding signs.

(Orig signed by John M. Gentry)
McMinn County Mayor

Attest:

(Res. 18-009 con't)

(Orig signed by Evonne Hayes)
Evonne Hayes

MOTION made by Commissioner Holbrook, and seconded by Commissioner Slack, to approve this resolution.

Motion carried by voice vote.

C. A Resolution Authorizing McMinn County to Apply for a State of Tennessee Tourism Enhancement Grant.

Mr. Gentry presented Resolution #18-010. This did have Recreation Committee approval.

RESOLUTION NO. 18-010

A RESOLUTION AUTHORIZING MCMINN COUNTY TO APPLY FOR A
STATE OF TENNESSEE TOURISM ENHANCEMENT GRANT

WHEREAS, the State of Tennessee has made available grant money to promote tourism; and

WHEREAS, McMinn County desires to make an application for said funds in the amount of \$75,000 to finish the Eureka Trail into Downtown Englewood; and

WHEREAS, bringing the trail into Downtown Englewood will provide an economic boost for local businesses and will likely act as a catalyst for downtown revitalization; and

WHEREAS, when the Eureka Trail is completed it will connect the Town of Englewood and the City of Athens; and

WHEREAS, the grant will require a total match of \$7,500; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 29th DAY OF JANUARY, 2018, that this Commission does hereby authorize the application for the Tennessee Tourism Enhancement Grant and FURTHER RESOLVES to grant authority to the County Mayor to execute any and all documents necessary to fulfill the intent of this resolution.

(Orig signed by John M. Gentry)
McMinn County

Attest:

(Orig signed by Evonne Hayes)
County Clerk

MOTION made by Commissioner Slack, and seconded by Commissioner Holbrook, to approve this resolution.

Motion carried by voice vote.

D. A Resolution to Approve Changes in the McMinn County Maintenance Log Book.

Mr. Gentry presented Resolution #18-011 along with a letter of request from Dan P. Evans Commissioner of Highways.

(Res. 18-011 con't)

RESOLUTION NO. 18-011

A RESOLUTION TO APPROVE CHANGES IN THE
MCMINN COUNTY MAINTENANCE LOG BOOK

WHEREAS, all changes to the Maintenance Log Book shall be presented to the Commission for their approval; and

WHEREAS, the log book is signed by the McMinn County Commission Chairman; and

WHEREAS, the change for 2017 is the addition of .20 miles to County Road 101; and

WHEREAS, a copy of the log book will be distributed to the McMinn County Clerk and one will be held at the McMinn County Highway Department; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 29th DAY OF JANUARY, 2018, that this Commission does hereby approve the log book.

(Orig signed by John M. Gentry)
McMinn County Mayor

Attest:

(Orig signed by Evonne Hayes)
County Clerk

MOTION made by Commissioner McPhail, and seconded by Commissioner King, to approve this resolution.

Motion carried by voice vote.

14. ELECTIONS, APPOINTMENTS AND CONFIRMATIONS

A. A Resolution to Confirm the Appointment of Eddie Garren to the McMinn County Regional Planning Commission.

Mr. Gentry presented Resolution #18-012.

RESOLUTION NO. 18-012

A RESOLUTION TO CONFIRM THE APPOINTMENT OF EDDIE GARREN TO THE MCMINN COUNTY
REGIONAL PLANNING COMMISSION

WHEREAS, McMinn County has a regional planning commission to provide for the review of the proposed development of property in McMinn County subject to the rules and regulations of said regional planning commission; and

WHEREAS, state law grants authority to the County Mayor to appoint members to the regional planning commission upon confirmation by the county legislative body; and

WHEREAS, John M. Gentry as McMinn County Mayor, nominates Eddie Garren to the McMinn County Regional Planning Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION ON THIS 29th DAY OF JANUARY, 2018, that this commission does hereby confirm the appointment of Eddie Garren to the McMinn County Regional Planning Commission.

(Orig signed by John M. Gentry)
McMinn County Mayor

(Res. 18-012 con't)

Attest:

(Orig signed by Evonne Hayes)
County Clerk

MOTION made by Commissioner King, and seconded by Commissioner Masingale, to approve this resolution.

Motion carried by voice vote.

15. REPORTS FROM COMMITTEES, COUNTY OFFICIALS, COMMENTS FROM COMMISSIONERS

- Commissioner Millsaps –Recreation Committee met tonight to look over the bids that are coming in for the new ballfield. The committee put this on hold and is looking at maybe redoing the old field. Also approved resolution 18-010 to send to the full commission tonight.
- Commissioner Curtis – Budget Committee met tonight and approved two funding requests to be sent to the full commission. Also looked at the calendar for the upcoming budget cycle and approved the 2016-2017 audit and went over the Debt Management Policy.

16. COMMENTS FROM THE COUNTY MAYOR

- Mr. Gentry went over the bids for the McMinn ballfields.
- Mr. Gentry thank Jason Luallen and all the constitutional offices for the work done on the audit.
- Mr. Gentry said that they got an update from Ausitn Fesmire on the Eureka Trails.
- Mr. Gentry said District 3 Constable vacancy would be filled during regular election.
- Mr. Gentry reminded everyone that the annual planning session will be February 23, 2018 in the new annex boardroom.

17. APPROVAL OF NOTARY APPLICATIONS

The following notary applications were submitted to the County Clerk's Office:

Notaries to be elected January 29, 2018

ELIZABETH A. BOOKOUT	THOM JOHNSON
E. JADE BRADBURY	ANDREW MILLSAPS
DUSTIN R. BURKE	HORACE PATTON MOORE III
JUANITA MARIE CAGLE	LACEY M. RYAN
HOLLY GOINES	

MOTION made by Commissioner McPhail, and seconded by Commissioner Slack, to approve these notary applications.

Motion carried by voice vote.

18. ANY OTHER BUSINESS THAT MAY LEGALLY COME BEFORE THE COMMISSION

None.

There being no other business, Chairman Crews declared the Commission meeting adjourned at 8:00 pm.

EVONNE HAYES
McMinn County Clerk

Attest:

Deputy (date)