

The McMinn County Board of Commissioners met in Regular Session on December 16, 2019 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 Carter.

4. ROLL CALL

Roll Call was taken by Melinda King, McMinn County, as recorded:

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

5. APPROVAL OF MINUTES

Copies of the Minutes of the Regular Session on November 18, 2019 were provided to the McMinn County Commissioners.

MOTION made by Commissioner King, and seconded by Commissioner Simpson, to approve the minutes of November 18, 2019.

Motion carried by voice vote.

6. APPROVAL OF BIDS AND PURCHASES

A. A Resolution to Approve and Award Annual Requirements Bid for Paper-Plastics Products.

Mr. Luallen presented resolution #19-123 along with bid summary sheet and letter of recommendation from Sheriff Joe Guy and Scott McDowell.

RESOLUTION NO. 19-123

A RESOLUTION TO APPROVE AND AWARD ANNUAL
REQUIREMENTS BID FOR PAPER-PLASTICS PRODUCTS

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

WHEREAS, the Courthouse Maintenance Department and Sheriff's Department requests the purchase of Paper and Plastic Products from January 1, 2020, to December 31, 2020, to properly carry out the functions of the department; and

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

(Res. 19-123 con't)

WHEREAS, Scott McDowell, Courthouse Maintenance Supervisor, and Sheriff Joe Guy, both recommend the bid be awarded to the vendor with the lowest bid price per item meeting specifications. The only exception to this will be Item #2. Due to past quality issues, Item #2 is recommended to be awarded to Kelsan.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 16th DAY OF DECEMBER 2019, that this Commission does hereby approve the recommendation of the Maintenance Supervisor and the Sheriff.

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

Attest:

(Orig signed by Melinda King)
County Clerk

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

Motion carried by voice vote.

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

Mr. Luallen presented resolution #19-124 along with letter of recommendation and bid summary sheet from Dan P. Evans, Chief Administrative Officer.

RESOLUTION NO. 19-124

A RESOLUTION TO APPROVE AND AWARD THE ANNUAL THIN MIX PAVING BID FOR VARIOUS COUNTY 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 bidder, Wright Brothers Construction of Charleston, TN.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 16th DAY OF DECEMBER 2019, 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 Melinda King)
County Clerk

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

Motion carried by voice vote.

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

Mr. Luallen presented resolution #19-125 along with letter of recommendation and bid summary sheet from Dan P. Evans, Chief Administrative Officer.

(Res. 19-125 con't)

RESOLUTION NO. 19-125

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 bidder meeting specifications for the specified county roads, Wright Brothers Construction Co., Inc. of Charleston, TN, for Spring 2020 bid.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 16TH DAY OF DECEMBER 2019, 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 Melinda King)
County Clerk

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

Motion carried by voice vote.

D. A Resolution to Approve the Purchase from City of Knoxville.

Mr. Luallen presented resolution #19-126.

RESOLUTION NO. 19-126

A RESOLUTION TO APPROVE THE PURCHASE FROM CITY OF KNOXVILLE

WHEREAS, Sheriff Joe Guy requests approval for the purchase from the City of Knoxville the following vehicles:

2008 Chevrolet Suburban	VIN 3GNFK16368G206160	\$6,000
2011 Ford Expedition	VIN 1FMJU1G51BEF49160	\$5,000
2013 Chevrolet Tahoe	VIN 1GN1C2E04DR243750	\$3,500
2013 Chevrolet Tahoe	VIN 1GN1C2E01DR239753	\$3,500
2014 Chevrolet Tahoe	VIN 1GN1C2E01ER176140	\$3,500

WHEREAS, the amount of the purchase is \$21,500.00; and

WHEREAS, according to T.C.A. 12-2-420 purchases/transfers of surplus property may be made without competitive bidding between governmental agencies provided the governing bodies of each agency approves; and

NOW BE IT THEREFORE RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE MEETING IN REGULAR SESSION ON THIS THE 16TH DAY OF DECEMBER 2019, that the Commission does here approve the request of the Landfill Supervisor.

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

Attest:

(Orig signed by Melinda King)
County Clerk

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

Motion carried by voice vote.

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7. REVIEW AND APPROVAL OF CONTRACTS

A. A Resolution to Approve Change Order for Baseline Sports Construction for Additional Services at Cooke Park.

Mr. Luallen presented resolution #19-127 with a summary of the changes attached.

RESOLUTION NO. 19-127

A RESOLUTION TO APPROVE CHANGE ORDER FOR BASELINE SPORTS CONSTRUCTION FOR ADDITIONAL SERVICES AT COOKE PARK

WHEREAS, McMinn County has entered into a contract with Baseline Sports Construction to renovate Cooke Park; and

WHEREAS, a change order in the contract has been requested by McMinn County for additional services in the amount of \$91,099.

NOW BE IT THEREFORE RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION ON THIS THE 16th DAY OF DECEMBER, 2019, that this Commission does hereby approve Change Order for BASELINE SPORTS CONSTRUCTION.

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

Attest:

(Orig signed by Melinda King)
County Clerk

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

Motion carried by voice vote.

B. A Resolution to Approve Contract Between McMinn County and Comcast for Internet Service for McMinn County Election Commission.

Mr. Luallen presented resolution #19-128.

RESOLUTION NO. 19-128

A RESOLUTION TO APPROVE THE CONTRACT BETWEEN MCMINN COUNTY AND COMCAST FOR INTERNET SERVICE FOR MCMINN COUNTY ELECTION COMMISSION

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, Comcast is the current internet service provider for the McMinn County Courthouse; and

WHEREAS, the State of Tennessee Secretary of State Division of Elections requests that local election commission have a designated internet line for security purposes; and

WHEREAS, McMinn County desires to enter into contract with Comcast for a two (2) year contract for internet service at a monthly rate of \$116.90; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION ON THIS THE 16th DAY OF DECEMBER, 2019 THAT THIS commission does hereby agree to enter into the attached contract with Comcast.

AND FURTHERMORE RESOLVES to grant authority to the County Mayor or his designee to carry out the duties of said contract.

(Orig signed by John M. Gentry)

(Res. 19-128 con't)

Attest:

(Orig signed by Melinda King)
County Clerk

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

Discussion: Finance Director Jason Luallen said the state is requiring a more secure line for voting.

Motion carried by voice vote.

C. A Resolution to Approve the Lease Agreement Between McMinn County and Congressman Chuck Fleishchmann.

Mr. Luallen presented resolution #19-129.

RESOLUTION NO. 19-129

A RESOLUTION TO APPROVE THE LEASE AGREEMENT BETWEEN McMINN COUNTY AND CONGRESSMAN CHUCK FLEISCHMANN

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 entered into a lease agreement contract with Congressman Chuck Fleischmann for the rental of the congressman's office on the top floor of the Courthouse; and

WHEREAS, the lease amount shall be set at \$300 per month for a term of two years to last to the end of the constitutional term of the 115th Congress; and

WHEREAS, both parties wish to enter into this lease so that McMinn County citizens will have a local accessible venue to the services of their United States Congressman and staff; and

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF McMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 16th DAY OF DECEMBER 2019, that this Commission does approve the lease agreement with United States Congressman Chuck Fleischmann and FURTHERMORE resolves to grant authority to the County Mayor to execute the documents and duties stated therein to satisfy the intent of this resolution.

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

Attest:

(Orig signed by Melinda King)
County Clerk

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

Motion carried by voice vote

APPROVAL OF BUDGET AMENDMENTS

Mr. Luallen presented the following budget amendments, a copy of which was provided to each Commissioner.

Fund: #General Fund # 101

Date: 12/12/2019

<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>FOLIO</u>	<u>DEBIT</u>	<u>CREDIT</u>
Reserve	Unassigned Fund Balance	39000	5,000.00	
Alcohol Drug Treatment	Other Contracted Services	55170-399		5,000.00

Reserve	Alcohol & Drug Treatment	39121	5,000.00	
Reserve	Unassigned Fund Balance	39000		5,000.00
To budget funds for the State of Tennessee Electronic Monitoring Indigency Fund. Commission approved 09/19/2019				

MOTION made by Commissioner Curtis and seconded by Commissioner McPhail to approve these budget amendments.

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

Motion carried by roll call vote, as recorded:

Mr. Luallen presented the following budget amendments, a copy of which was provided to each Commissioner.

Fund: Road & Bridge Fund #131

Date: 12/12/2019

<u>DEPARTMENT</u>	<u>ACCOUNT</u>	<u>FOLIO</u>	<u>DEBIT</u>	<u>CREDIT</u>
Reserve	Unassigned Fund Balance	39000	1,200,000.00	
Highway and Bridge Maint.	Asphalt/Hot Mix	62000-404		1,200,000.00
EXPLANATION: To Budget funds for additional paving for FY 19-20				

MOTION made by Commissioner Holbrook and seconded by Commissioner King to approve these budget amendments.

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

Motion carried by roll call vote, as recorded:

9. COMMENTS FROM THE AUDIENCE

None.

10. RESOLUTIONS

A. A Resolution to Approve Service Agreement for Information Technology provider for Various McMinn County Departments.

Mr. Gentry presented resolution # 19-130.

(Res. 19-130 con't)

RESOLUTION NO. 19-130

A RESOLUTION TO APPROVE SERVICE AGREEMENT FOR INFORMATION TECHNOLOGY
PROVIDER FOR VARIOUS McMINN COUNTY DEPARTMENTS

WHEREAS, with the exception of the Board of Education, McMinn County does not have full-time IT professional staff to service the increasing technology needs of the various departments; and

WHEREAS, several McMinn County departments, such as the county clerk and county court clerk, maintain joint systems with partner state agencies, which provide or require vendor contracted IT support; and

WHEREAS, various departments, such as veteran services, juvenile services, sanitary landfill, county mayor and sheriff's department do not have technology assistance provided by outside partner agencies and have requested IT support; and

WHEREAS, these departments have purchased IT services from various individuals and/or companies in the past with mixed results; and

WHEREAS, the sheriff and county mayor, along with department heads, request the authority to solicit and secure the services of a competent and certified IT company to provide IT services including malware and virus protection, firewall maintenance, equipment and network consulting, hardware maintenance and other needed services; and

WHEREAS, the cost of such service agreement, shall not exceed funds available in the departments' respective budgets for FY 2019-20; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF McMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 16th DAY OF DECEMBER, 2019, that this Commission does hereby grant authority to the County Mayor to secure IT services for various McMinn County departments and offices, and execute such agreements to ensure the safety of McMinn County IT systems and the information of its citizens.

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

Attest:

(Orig signed by Melinda King)
County Clerk

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

Motion carried by voice vote.

11. ELECTIONS, APPOINTMENTS AND CONFIRMATIONS – DISTRICT 4 SCHOOL BOARD

Chairman Crews read a letter from Commissioner Slack whom wasn't able to attend the meeting due to previously scheduled medical appointment. Commissioner Slack in his letter recommended Bill Irvin to be appointed to 4th District School Board seat.

Commissioner McPhail made motion to nominate Bill Irvin, second by Commissioner Millsaps.

Motion carried by voice vote.
(Commissioner Holbrook abstained from the vote.)

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

Commissioner Holbrook said two new ambulances were outside waiting for the commissioners to look at them after the meeting.

Commissioner McPhail said he has a concern with the highway department. He referred to the Purchases in Excess of \$500 list in tonight's packet. He wanted to know why the county was paying for parts

(con't)

on the new Kubota tractors. Dan Evans, Chief Administrator Officer of Highways ask him to come by his office tomorrow and he would be glad to explain the charges.

Commissioner McPhail said the Ag Committee met a couple weeks ago and gave a good report and are looking forward to moving into their new building.

Commissioner Curtis said the Budget Committee met prior to tonight's meeting and approved the budget calendar for next budget year. Also discussed the language for the new tax referendum which the Mayor will address in his comments.

All the commissioners wished everyone a Merry Christmas.

13. COMMENTS FROM THE COUNTY MAYOR

- Mayor Gentry gave the date for the planning session next year. It will be January 24, 2020 at 5pm at the Niota Depot. He also said this meeting will be in lieu of January s commission meeting.
- Mayor Gentry commended Susan Peglow for being named Veterans Service Officer of the Year. Mr. Gentry praised her office for going above and beyond for McMinn County Veterans.
- Mayor Gentry invited all commissioners to the Christmas luncheon Friday December 20, 2019 at 12 pm.
- Mayor Gentry said the last day to make changes on the sales tax referendum will be December 19, 2019.
- Mayor Gentry wished everyone a Merry Christmas.

14. APPROVAL OF NOTARY APPLICATIONS

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

Notaries to be elected December 16, 2019

REBECCA A. FRANCE

ASHLEY N. MYNATT

SHARON D. GRAHAM

GLEND A SHARP

SHARON HARWOOD

BRITTNI WRIGHT

CATHY SIMONDS MORROW

SHIRLEY JOANNE YOUNG

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

Motion carried by voice vote.

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

There being no other business, Chairman Crews declared the Commission meeting adjourned before 7:57 pm.

MELINDA KING
McMinn County Clerk

Attest:

Deputy

(date)