

The McMinn County Board of Commissioners met in Regular Session on July 25, 2022 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 McPhail.

4. ROLL CALL

Roll Call was taken by Angela Moses, Deputy Clerk, as recorded:

Scott Curtis - Present  
Dale Holbrook - Present  
Tim King - Absent  
Roger Masingale - Present  
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 June 20, 2022 were provided to the McMinn County Commissioners.

MOTION made by Commissioner McPhail, and seconded by Commissioner Carter, to approve the minutes of June 20, 2022.

Motion carried by voice vote.

6. ADOPTION OF FY 22-23 ANNUAL BUDGET

Mr. Luallen presented resolution # 22-063 along with a copy the final budget to be approved by the commission.

RESOLUTION NO. 22-063

A RESOLUTION TO APPROVE ITEMS IN THE ADOPTION OF  
BUDGETARY PROCESS FOR FY 2022-2023

WHEREAS, as required by Tennessee Code Annotated the final step in the budgetary process for FY 2022-23 includes approval of Resolution Fixing the Tax Levy of McMinn County, Tennessee for FY beginning July 1, 2022, Resolution making Appropriations, Proposed Budget for FY 2022-2023, Summary of Proposed Operations, FY 2022-2023 Tax Summary, FY 2022-2023 Revenue and Expenditures and, Legal Notice of Non-Profit Non-Charitable organizations; and

WHEREAS, in accordance to Tennessee Code Annotated, McMinn County Budget Committee recommends approval of the Proposed Budget Process for FY 2022-2023.

(Res. # 22-063 con't)

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE, MEETING IN THIS REGULARLY SCHEDULED SESSION ON THIS THE 25<sup>th</sup> DAY OF JULY 2022, that this Commission does hereby approve the budgetary process for FY 2022-2023.

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

Scott Curtis – Aye  
Dale Holbrook - Aye  
Tim King - Absent  
Roger Masingale - Aye  
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:

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

Attest:

(Orig signed by Melinda King)  
County Clerk

#### 7. APPROVAL OF BIDS AND PURCHASES

A. A Resolution to Approve Payment of Invoice for Annual FY 2022-23 Hardware and Software Maintenance Support for County Clerk's Office.

Mr. Luallen presented resolution #22-064 along with a copy of requisition signed by Deputy Clerk, Becky Perkins.

#### RESOLUTION NO. 22-064

#### A RESOLUTION TO APPROVE PAYMENT OF INVOICE FOR ANNUAL FY 2022-23 HARDWARE AND SOFTWARE MAINTENANCE SUPPORT FOR COUNTY CLERK'S OFFICE

WHEREAS, McMinn County Clerk, Melinda King, requests payment of FY 2022-23 annual hardware and software maintenance invoiced from Business Information Systems for \$32,422.27; and

WHEREAS, in accordance with Financial Management Committee Policies and Procedures expenses over \$25,000 require County Commission approval.

NOW BE IT THEREFORE RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE MEETING IN REGULAR SESSION ON THIS THE 25th DAY OF JULY, 2022, payment for invoiced maintenance to Business Information Systems of \$32,422.27 be hereby approved.

(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 Masingale, to approve this resolution.

Motion carried by voice vote.

B. A Resolution to Approve Payment of Annual Hardware and Software Maintenance Support.

Mr. Luallen presented resolution #22-065 along with a copy of requisition signed by Rhonda Cooley, Circuit Court Clerk.

RESOLUTION NO. 22-065

A RESOLUTION TO APPROVE PAYMENT OF ANNUAL HARDWARE AND SOFTWARE MAINTENANCE SUPPORT

WHEREAS, McMinn County General Sessions and Circuit Court Clerk request renewal of annual hardware and software maintenance support with Local Government Corporation invoiced at \$36,500.00 for the period of July 1, 2022 to June 30, 2023; and

WHEREAS, in accordance with Financial Management Committee Policies and Procedures expenses over \$25,000 require County Commission approval.

NOW BE IT THEREFORE RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION ON THIS THE 25<sup>th</sup> DAY OF JULY, 2022, that the payment for invoiced maintenance agreement to Local Government Corp. in the amount of \$36,500.00 be hereby approved.

(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.

C. A Resolution to Transfer Funds from General Purpose School Fund to Federal Projects Fund.

Mr. Luallen presented resolution #22-066.

Resolution No. 22-066

RESOLUTION TO TRANSFER FUNDS FROM GENERAL PURPOSE SCHOOL FUND TO FEDERAL PROJECTS FUND

WHEREAS, Federal Projects grants operate on a reimbursement basis and funds are requested from the State of Tennessee by McMinn County Board of Education for non-payroll expenditures on a monthly basis; and

WHEREAS, the Federal Projects Fund operates with a cash deficit at various times throughout the fiscal year due to a turn-around time for reimbursements from the State of Tennessee; specifically with additional grant monies being received; and

WHEREAS, Generally Accepted Accounting Principles, (GAAP) consider a cash deficit in any fund to be a significant deficiency in internal control; and

WHEREAS, McMinn County Board of Education does not desire to operate any fund with a cash deficit.

NOW BE IT THEREFORE RESOLVED, the McMinn County Board of Education, meeting on this 30<sup>th</sup> day of June 2022 requests the following:

SECTION 1. The General Purpose School fund shall transfer \$750,000.00 to the Federal Projects Fund upon final approval by the McMinn County Commission on July 25, 2022.

(Res. # 22-066 con't)

**SECTION 2.** The \$750,000.00 transfer shall remain in the Federal Projects fund as a designated fund balance from the General Purpose School fund and may be repaid at any time as noted in a resolution passed by the McMinn County Board of Education and County Commission.

**SECTION 3.** This resolution will take effect on July 25, 2022. The Secretary of the Board of Education shall include this Resolution in the minutes of the McMinn County Board of Education. The County Clerk shall include this Resolution in the minutes of McMinn County.

SECTION 3. This resolution will take effect on July 25, 2022. The Secretary of the Board of Education shall include this Resolution in the minutes of the McMinn County Board of Education. The County Clerk shall include this Resolution in the minutes of McMinn County.

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

Motion carried by voice vote.

APPROVED:

(Original signed by Sharon Brown)  
Chairman, Board of Education

APPROVED:

(Orig signed by John M. Gentry)  
Chairman, County Commission

ATTEST:

(Original signed by Nina McCracken)  
Secretary, Board of Education

ATTEST:

(Orig signed by Melinda King)  
County Clerk

D. A Resolution to Approve the increase of Threshold of Formal Bidding Requirements from \$20,000 to \$50,000.

Mr. Luallen presented resolution #22-067 along with a copy of the Public Chapter 1016.

#### RESOLUTION NO. 22-067

### A RESOLUTION TO APPROVE THE INCREASE OF THRESHOLD OF FORMAL BIDDING REQUIREMENTS FROM \$20,000 TO \$50,000

WHEREAS, Tennessee Code Annotated and McMinn County FMC Policy and Procedures require that purchases above \$20,000 be publicly advertised and sealed competitive bids be received; and

WHEREAS, effective April 25, 2022, Public Chapter 457 amends Tennessee Code Annotated to allow local governments with a full-time purchasing agent, by resolution of its governing body, to increase this threshold to \$50,000 with purchases between \$20,000 and \$50,000 requiring three written quotations; and

WHEREAS, Finance Director, Jason Luallen, recommends increasing this "Bid Limit" to \$50,000 in accordance with Public Chapter 457.

THEREFORE, BE IT RESOLVED BY THE MCMINN COUNTY BOARD OF COMMISSIONERS MEETING THIS THE 25<sup>th</sup> DAY OF JULY 2022, that this Commission does hereby approve the recommendation of Finance Director Jason Luallen.

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

Attest:

(Orig signed by Melinda King)  
County Clerk

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

Motion carried by voice vote.

8. REVIEW AND APPROVAL OF CONTRACTS

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

Mr. Luallen presented resolution #22-068 along with copy of the contract.

RESOLUTION NO. 22-068

A RESOLUTION TO APPROVE THE DGA GRANT 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 receive is \$619,400; and

WHEREAS, McMinn County Health Department does provide these services and both parties do hereby agree to these provisions in the contract for FY 2022-23.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 25<sup>th</sup> DAY OF JULY, 2022, 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

Attest:

(Orig signed by Melinda King)  
 County Clerk

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

Motion carried by voice vote.

9. APPROVAL OF BUDGET AMENDMENTS

Mr. Luallen presented the following budget amendments, a copy of which was provided to each Commissioner. These did have School Board approval.

Fund: General Purpose School Fund # 141			Date: 06/17/2022	
DEPARTMENT	ACCOUNT	FOLIO	DEBIT	CREDIT
Health Services	Supervisor/Director	72120-105		0.44
Health Services	Other salaries & wages	72120-189	2,034.01	
Health Services	Social Security	72120-201	144.46	
Health Services	State Retirement	72120-204	293.11	
Health Services	Medical Insurance	72120-207		2,950.74
Health Services	Employer Medicare	72120-212	29.49	
Health Services	Retirement-Hybrid Stabilization	72120-217		0.04
Health Services	Other Supplies & Materials	72120-499	449.75	
Explanation: To amend budget for the Coordinated School Health Grant for FY 2021-2022				

(con't)

Fund: General Purpose School Fund # 141			Date: 06/20/2022	
DEPARTMENT	ACCOUNT	FOLIO	DEBIT	CREDIT
Early Childhood Education	Teachers	73400-116		5,810.99
Early Childhood Education	Educational Assistants	73400-163		327.75
Early Childhood Education	Social Security	73400-201	3,016.95	
Early Childhood Education	State Retirement	73400-204		11,866.72
Early Childhood Education	Life Insurance	73400-206	20.56	
Early Childhood Education	Medical Insurance	73400-207	14,436.90	
Early Childhood Education	Employer Medicare	73400-212	638.89	
Early Childhood Education	Retirement-Hybrid Stabilization	73400-217		107.84
Explanation: To adjust items for the Pre-K budget for FY 2021-2022 to match ePlan.				
Date: June 29, 2022				
Special Education Program	Contracts with Other Public A	72220-310		10,900.00
Special Education Program	Travel	72220-355		9,325.00
Special Education Program	In-Staff/Development	72220-524		2,000.00
Special Education Program	Medical Insurance	71200-207	7,225.00	
Special Education Program	Ret-Hybrid Stabilization	71200-217	15,000.00	
Other Student Support	Other Salaries & Wages	72130-189		20,900.00
Other Student Support	State Retirement	72130-204		15,000.00
Other Student Support	Employer Medicare	72130-212		1,600.00
Other Student Support	Evaluation and Testing	72130-322		25,000.00
Other Student Support	In-Service/Staff Development	72130-524		2,500.00
Explanation: To avoid functional category deficits at fiscal year end.				
Date: Jul 1, 2022				
Reserve	Undesigned Fund Balance	39000	750,000.00	
Transfer Out	Transfer to Other Funds	99100-590		750,000.00
Explanation: To budget from unassigned fund balance to be transferred to the Federal Project Fund in order to provide operating funds until federal reimbursement of grant expenditures are received.				

Other Local Revenues	Early Childhood Education	46515	1,023,284.84	
Early Childhood Education	Teachers	73400-116		576,933.76
Early Childhood Education	Clerical Personal	73400-162		8,942.00
Early Childhood Education	Educational Assistants	73400-163		215,376.72
Early Childhood Education	Social Security	73400-201		49,683.89
Early Childhood Education	State Retirement	73400-204		50,343.72
Early Childhood Education	Life Insurance	73400-206		2,425.00
Early Childhood Education	Medical Insurance	73400-207		97,871.85
Early Childhood Education	Employer Medicare	73400-212		11,618.50
Early Childhood Education	Retirement-Hybrid Stabilization	73400-217		9,914.40
Early Childhood Education	In-Service/Staff Development	73400-524		175.00
Explanation: To enter the budget for FY 2022-23 Voluntary Pre-K budget to match ePlan.				

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

Scott Curtis – Aye  
 Dale Holbrook - Aye  
 Tim King - Absent  
 Roger Masingale - Aye  
 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:

(con't)

Federal Projects #142, IDEA, Part B, #922		Date: 06/22/2022		
DEPARTMENT	ACCOUNT	FOLIO	DEBIT	CREDIT
Special Education Program	Teachers	71200-116		4,557.28
Special Education Program	Social Security	71200-201		541.29
Special Education Program	State Retirement	71200-204		500.48
Special Education Program	Life Insurance	71200-206	9.00	
Special Education Program	Medical Insurance	71200-207	662.00	
Special Education Program	Employer Medicare	71200-212		56.16
Special Education Program	Instruction Supplies & Materials	71200-429	3,889.21	
Special Education Program	In-Service/Staff Development	71200-524	1,095.00	
Explanation: To amend the current budget in order to match the FY 2021-2022 ePlan document.				

Mr. Luallen presented the following budget amendments, a copy of which was provided to each Commissioner. These did have School Board Approval.

Health Services	Medical Personel	72120-131	62,876.00	
Health Services	Social Security	72120-201	4,254.89	
Health Services	State Retirement	72120-204	2,976.04	
Health Services	Life Insurance	72120-206	139.56	
Health Services	Medical Insurance	72120-207	40,340.60	
Health Services	Employer Medicare	72120-212	995.10	
Health Services	Retirement-Hybrid Stabilization	72120-217	540.00	
Support Services/Reg Instruction	Supervisor/Director	72210-105		88,756.60
Support Services/Reg Instruction	Social Security	72210-201		4,254.89
Support Services/Reg Instruction	State Retirement	72210-204		2,976.04
Support Services/Reg Instruction	Life Insurance	72210-206		139.56
Support Services/Reg Instruction	Medical Insurance	72210-207		15,000.00
Support Services/Reg Instruction	Employer Medicare	72210-212		995.10
To Amend the budget for the ESSER 2.0 Grant (CRRSA Act) for FY 2021-2022.				

FUND: # 142		DATE: 7/01/2022		
DEPARTMENT	ACCOUNT	FOLIO	DEBIT	CREDIT
Other Sources	Transfer In	49800	750,000.00	
Equity	Committed for Education	34655		750,000.00
Explanation: To budget transferred funds received from General Purpose School in order to provide operating funds until federal reimbursement of grant expenditures is received.				

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

Scott Curtis – Aye  
 Dale Holbrook - Aye  
 Tim King - Absent  
 Roger Masingale - Aye  
 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:

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

(con't)

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

Fund: Federal Projects # 143		Date: 07/01/2022		
DEPARTMENT	ACCOUNT	FOLIO	DEBIT	CREDIT
Federal Funds Received Through Stat	USDA-other	47114	103,680.21	
Food Service	Food Preparation Supplies	73100-421		103,680.21
Explanation: To budget for the NSLP-Supply Chain Assistance Grant for FY 22-23.				

MOTION made by Commissioner Carter and seconded by Commissioner Simpson to approve these budget amendments.

- Scott Curtis – Aye
- Dale Holbrook - Aye
- Tim King - Absent
- Roger Masingale - Aye
- 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:

10. COMMENTS FROM THE AUDIENCE

None.

11. RESOLUTIONS

- A. A Resolution to Approve the Request of Funds by the Englewood Water Tower Preservation Committee to Assist in Funding renovations for the Historic Englewood Water Tower.

Mr. Gentry presented resolution # 22-069.

RESOLUTION NO. 22-069

A RESOLUTION TO APPROVE THE REQUEST OF FUNDS BY THE ENGLEWOOD WATER TOWER PRESERVATION COMMITTEE TO ASSIST IN FUNDING RENOVATIONS FOR THE HISTORIC ENGLEWOOD WATER TOWER

WHEREAS, the historic Englewood Water Tower has been a part of Englewood and McMinn County for over eighty years; and

WHEREAS, the structure was recently added to the Department of Interior’s National Register of Historic Places; and

WHEREAS, the Town of Englewood has been awarded a Tennessee Conservation Historic Preservation Grant to assist with the repainting of the tower; and

WHEREAS, if awarded, this grant would be for \$85,000 with at \$35,000 match; and

WHEREAS, the Town has requested that McMinn County provide \$20,000 from the Hotel/Motel Tax fund to assist with the grant match; and



(Res. # 22-069 con't)

WHEREAS, the water tower is an integral part of the town's identity, and this grant will go a long way in helping future generations enjoy this beautiful landmark; and

WHEREAS, this request shall be funded from Tourism/Hotel-Motel Tax funds in the amount of \$20,000, with appropriate advertisement of this donation to a non-profit as prescribed by law; and

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF McMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 25<sup>th</sup> DAY OF JULY 2022, that this Commission does hereby approve this appropriation of Tourism funds for the Tennessee Conservation Historic Preservation Grant match for renovations to the Englewood Water Tower, the public welfare requiring it.

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

Attest:

(Orig signed by Melinda King)  
County Clerk

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

Motion carried by voice vote.

B. A Resolution to Authorize a Two-Dollar Filing Fee for Documents Filed Electronically in the McMinn County Register of Deeds Office.

Mr. Gentry presented resolution # 22-070. This did have Budget Committee approval.

RESOLUTION NO. 22-070

A RESOLUTION TO AUTHORIZE A TWO-DOLLAR FILING FEE FOR DOCUMENTS FILED ELECTRONICALLY IN THE MCMINN COUNTY REGISTER OF DEEDS OFFICE

WHEREAS, TCA § 8-21-1001(j), authorizes the register of deeds to demand and receive for such register's services, a two-dollar (\$2.00) electronic filing (e-file) submission fee for each electronically filed document which is recorded over the internet through such register's county electronic filing portal; and

WHEREAS, under TCA § 8-21-1001(j)(3), the register may only collect the electronic filing fee upon adoption of a resolution by a two-thirds ( $\frac{2}{3}$ ) vote of the county legislative body; and

WHEREAS, upon approval of this resolution, each electronically filed document which is recorded over the internet through the electronic filing portal shall be subject to a two-dollar electronic filing fee as authorized by TCA §8-21-1001(j); and

WHEREAS, all official government documents filed by local, state, or federal government entities of the United States in the course of their official government business shall be exempt from the fee as provide by TCA §8-21-1001(j)(2).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF McMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 25<sup>th</sup> DAY OF JULY, 2022, that this Commission does hereby approve the two-dollar e-file fee for the office of the McMinn County Register of Deeds.

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

Attest:

(Res. # 22-070 con't)

(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.

C. A Resolution to Approve a Contribution to Main Street Athens to Assist with Entrepreneurial Programming.

Mr. Gentry presented resolution # 22-071. This did have Budget Committee approval.

RESOLUTION NO. 22-071

A RESOLUTION TO APPROVE A CONTRIBUTION TO MAIN STREET ATHENS TO ASSIST WITH  
ENTREPRENURIAL PROGRAMMING

WHEREAS, McMinn County recognizes that entrepreneurship is foundational to the growth of the local economy; and

WHEREAS, the LITE House Innovation Center was founded with the mission of developing a robust entrepreneurial ecosystem to drive small business growth in the community; and

WHEREAS, Main Street Athens has recognized the need for new dining options and is partnering with the LITE House, Tennessee Wesleyan University, the City of Athens, Tennessee Main Street and PROOF Restaurant and Bar Incubator to develop a community kitchen incubator; and

WHEREAS, Main Street Athens is seeking numerous grants from state and federal entities to make this project a reality; and

WHEREAS, Main Street Athens has requested funding from the Hotel/Motel tax fund dedicated to economic development in the amount of fifteen thousand dollars (\$15,000) to assist with grant matching funds; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF McMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 25<sup>th</sup> DAY OF JULY, 2022, that this Commission does hereby approve the contribution subject to proper advertising as a contribution to a non-profit organization.

(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 Masingale, to approve this resolution.

Motion carried by voice vote.

D. A Resolution to Approve the Request of Funds by the McMinn County Library Board to Assist in Funding Capitol Improvements for E.G. Fisher Public Library.

Mr. Gentry presented resolution # 22-072. This did have Budget Committee approval.

RESOLUTION NO. 22-072

A RESOLUTION TO APPROVE THE REQUEST OF FUNDS BY THE McMINN COUNTY LIBRARY BOARD TO ASSIST IN FUNDING CAPTIAL IMPROVEMENTS FOR E.G. FISHER PUBLIC LIBRARY

(Res. # 22-072 con't)

WHEREAS, the E.G. Fisher Public Library has been experiencing ongoing problems with its 25-year-old HVAC system; and

WHEREAS, the McMinn County Library Board, which oversees the management of E.G. Fisher Public Library has requested a one-time additional funding request to help replace the HVAC system; and

WHEREAS, the project is estimated to cost \$75,000; and

WHEREAS, the City of Athens and the McMinn County Library Board have committed \$25,000 each to the project; and

WHEREAS, the McMinn County Budget Committee recommends approval of the funding request with said funds to be taken from undesignated capital funds.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF McMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 25<sup>th</sup> DAY OF JULY 2022, that this Commission does hereby approve the \$25,000 funding request for the HVAC replacement at the E.G. Fisher Library.

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

Attest:

(Orig signed by Melinda King)  
County Clerk

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

Motion carried by voice vote.

E. A Resolution to Declare Items as Surplus Property and Place them for Sale at Public Auction.

Mr. Gentry presented resolution # 22-073.

#### RESOLUTION NO. 22-073

#### A RESOLUTION TO DECLARE ITEMS AS SURPLUS PROPERTY AND PLACE THEM FOR SALE AT PUBLIC AUCTION

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 Landfill Director, Charlie Donaldson, desires to declare the following item as surplus property and provide it for sale by public auction; and

WHEREAS, the item listed for surplus is as follows:

1994 Mack Front Load Garbage Truck  
VIN- 1M2K1953C3RM005448  
Model- MR688S  
Hrs/Miles- Gauge is not working

2006 Komatsu PC200LC-8 Excavator  
VIN - KMTPC139V87C60297  
Serial- C6029  
Horsepower - 110

2006 Chevy 1500 2wd v8  
VIN-1GCEC14Z96E231485  
Miles - 146,002

(Res. # 22-073 con't)

2006 Ford F250 4x4  
VIN- 1FTSX21537EA57493  
Miles- 131,854 ( In use miles will go up)

2004 Dodge Dakota 4x4  
VIN - 1D7HW48N95S137092  
Miles - 169,838

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF McMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 25<sup>th</sup> DAY OF JULY, 2022, that this Commission hereby approves the sale of surplus property and any other items which may have been inadvertently omitted and declared surplus by agreed collective consent of the respective department head, director of finance.

(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 Masingale, to approve this resolution.

Motion carried by voice vote.

F. A Resolution to Contribute Tourism Funds to the McMinn County Living Heritage Museum.

Mr. Gentry presented resolution # 22-074. This did have Budget Committee approval.

RESOLUTION NO. 22-074

A RESOLUTION TO CONTRIBUTE TOURISM FUNDS TO THE  
McMINN COUNTY LIVING HERITAGE MUSEUM

WHEREAS, McMinn County levies a five percent hotel/motel occupancy tax to fund tourism and economic development initiatives; and

WHEREAS, the McMinn County Living Heritage Museum requests funds totaling \$1,000 from the McMinn County Tourism budget to fund its Living Legacies Trade Fair; and

WHEREAS, McMinn County supports the mission of the Living Heritage Museum and appreciates its efforts to bring new and returning tourists to McMinn County; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF McMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 25<sup>TH</sup> DAY OF JULY 2022, that this Commission approves the contribution of \$1,000 to the McMinn County Living Heritage Museum subject to its proper advertisement in a newspaper of local circulation.

(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 Simpson, to approve this resolution.

Motion carried by voice vote.

12. ELECTIONS, APPOINTMENTS AND CONFIRMATIONS

None.

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

Commissioner Curtis—Thanked Finance Director Jason Luallen, his staff and all the department heads for all their hard work on the budget.

14. COMMENTS FROM THE COUNTY MAYOR

- Mayor Gentry recognized a few people in the audience and thanked them for coming to the meeting.
- Mayor Gentry handed out Requirements for the ThreeStar Program at tonight's meeting.

**Fiscal Strength and Efficient Government  
ThreeStar Program Requirements**

July 25, 2022

This document confirms that McMinn County has taken the following actions in accordance with the requirements of the ThreeStar Program:

The county mayor has reviewed with the county commission at an official meeting the county's debt management policy that is currently on file with the Comptroller of the Treasury Office. The purpose of this requirement is to ensure that local elected officials are aware and knowledgeable of the county's debt management policy.

The county mayor and county commission acknowledge that an 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. This is done to evaluate the county's finances and confirm that sufficient revenues are available to cover additional debt service associated with the proposed issuance of debt.

The county mayor and county commission acknowledge that all county offices are required to have documented system of internal controls (TCA Section 9-18-102).

**Debt Management Policy**

This is an acknowledgement that *the Debt Management Policy of McMinn County is on file with the Office of the Comptroller of the Treasury* and was reviewed with the members of the McMinn County Commission present at the meeting held on the 25<sup>th</sup> day of July, 2022.

Minutes of this meeting have been included as documentation of this agenda item.

**Annual Cash Flow Forecast**

This is an acknowledgement that *prior to the issuance of debt an annual cash flow forecast was prepared for the appropriate fund and submitted to the Comptroller's office* and was reviewed with the members of the McMinn County Commission present at the meeting held on the 25<sup>th</sup> day of July, 2022.

Minutes of this meeting have been included as documentation of this agenda item.

**Confirmation of Documented Internal Controls Requirement**

This is an acknowledgement that McMinn County Commission understands that all county offices are required to develop a documented system of internal control for all offices, funds, and departments under the authority and administration of the elected officials of McMinn County in compliance with Section 9-18-102 (a), Tennessee Code Annotated.

Acknowledged this 25<sup>th</sup> day of July, 2022.

John M. Gentry  
McMinn County Mayor

(con't)

- Budget

Mr. Gentry said this is the 21 or 22 years without a property tax increase. He also thanked the commission for raises for the employees. He said it's been since 1988 or 1989 since they were able to give a raise of this size which doesn't really make up any ground because of inflation.

Mr. Gentry said the reserves are very healthy almost 30% of expenditures of the budget right now. He said you could almost run the county for 4 months with what reserves are there. He also said last year we were the 2<sup>nd</sup> lowest property tax county in the state. He said that this year we are 4<sup>th</sup> because some of the counties have gone through some reappraisals and their rate dropped below ours. He said Sevier County and Loudon County dropped below us. He said we are going through a reappraisal cycle right now and will use the new reappraisal numbers next year which will probably make us the lowest.

- Airport

Mr. Gentry said the airport runway lights took a direct hit from lightning. He said when it gets dark the airport is not operable. He also said a company from Kentucky is coming to look at them.

- Properties Committee

Properties Committee will meet with School Board Committee on August 2<sup>nd</sup> at 5:30pm at the Higher Education building. He said they will meet about 20 minutes early to go over the bids that came in from the 911 center fire marshal. He also said the bids came in extremely high and wants to talk about other options at that meeting.

- Waste Connections

Mr. Gentry said the Landfill situations are considerably better. They are still working on a monitoring system.

- Budget

Mr. Gentry thanked everyone for working on the budget.

#### 15. APPROVAL OF NOTARY APPLICATION

Notaries to be elected July 25, 2022

CATHY B BEDDINGFIELD  
FELICIA PAIGE CANTRELL  
EMILY FAITH CLARK  
KAYLA COLEMAN  
SAVANNAH DENNY  
EMILY FARRAR  
HALEY A FULLER  
DONNIE GADDIS  
CHRITY GAINEY  
DONNA E.K. GIBBY  
MAYSON GORDON  
SHALYN GUARDIOLA  
CARLOS HAMMOND

CANDACE HOPPEL  
BROOKLYN HURST  
MELISSA MCVICKER  
MARY MELISSA MILLARD  
VALERIE J PICKEL  
ROSEMARY FAITH REID  
KATHY S. SHERLIN  
KATHY LE ANN SMITH  
BRANDI JEAN STALLCUP  
KIMBERLY LEANN STANIFER  
JENNIFER TIEGS  
NORMA D WEBB

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

Motion carried by voice vote.

#### 16. ANY OTHER BUSINESS THAT MAY LEGALLY COME BEFORE THE COMMISSION

There being no other business, Chairman Crews declared the Commission meeting adjourned at 7:55 pm.

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MELINDA KING  
McMinn County Clerk

Attest:

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Deputy Clerk (date)