

The McMinn County Board of Commissioners met in Regular Session on February 12, 2024 at 12:00 pm, in the Blue Room of the McMinn County Courthouse.

1. CALL TO ORDER

The meeting was called to order by Vice-Chairman McPhail.

2. INVOCATION

The Invocation was given by Commissioner King.

3. PLEDGE TO THE FLAG

The Pledge to the Flag was led by Commissioner Crisp.

4. ROLL CALL

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

Chairman Scott Curtis - Absent  
Tim King - Present  
Roger Masingale - Present  
Jerry Millsaps – Present  
J. W. McPhail - Present  
Brent Carter -Present  
Tad Simpson - Present  
Charles Slack – Present  
Travis Crisp – Present  
Scott Cass - Present

5. APPROVAL OF MINUTES

Copies of the Minutes of the Regular Session on January 8, 2024 were provided to the McMinn County Commissioners.

MOTION made by Commissioner King, and seconded by Commissioner Simpson, to approve the minutes of January 8, 2024 meeting.

Motion carried by voice vote.

6. REVIEW AND APPROVAL OF CONTRACTS

Mr. Luallen had resolution 1 in the packets he asks that it be taken out because it had already been approved a few months ago.

No Contracts.

7. APPROVAL OF BUDGET AMENDMENTS

A. A Resolution to Approve Federal Projects Budgets as Received from the Tennessee Department of Education.

Mr. Luallen presented resolution # 24-008.

Resolution 24-008

A RESOLUTION TO APPROVE FEDERAL PROJECTS BUDGETS AS RECEIVED FROM  
THE TENNESSEE DEPARTMENT OF EDUCATION

(Res. #24-008 con't)

WHEREAS, the Tennessee State Comptroller of the Treasury requires that the budget and any amendments be approved by the local legislative body; and

WHEREAS, the McMinn County Financial Management Committee Policy and Procedures require budgets and budget amendments for the McMinn County Department of Education to be approved by the McMinn County School Board and the McMinn County Board of Commissioners; and

WHEREAS, the School Federal Projects Fund is used for budgets of projects funded by the federal government to be passed through the State of Tennessee Department of Education; and

WHEREAS, the Tennessee Comptroller of the Treasury has provided local legislative bodies with the option to approve the acceptance of said budgets approved by the Tennessee Department of Education within the School's Federal Projects Fund without further approval(s) by the local legislative body; and

WHEREAS, understanding that these funds are pass through funds and in order to not delay the fulfillment of the associated projects, Jason Luallen, McMinn County Director of Finance, recommends the acceptance of budgets and revisions approved by and received from the Tennessee Department of Education without further and/or additional approval of the McMinn County Commission.

NOW, THEREFORE, BE IT RESOLVED, BY THE MCMINN COUNTY BOARD OF EDUCATION AND THE MCMINN COUNTY BOARD OF COMMISSIONERS, MEETING IN THEIR RESPECTIVE REGULAR SESSIONS ON THE 8<sup>TH</sup> AND 12<sup>TH</sup> DAYS OF FEBRUARY 2024 that the School Board and County Commission approve that the budgets within the School Federal Projects Fund be the budget approved for separate projects within the fund by the Tennessee Department of Education without additional approval of the McMinn County Commission.

(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.

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

Fund: #General Fund #101			Date: 2/08/2024	
DEPARTMENT	ACCOUNT	FOLIO	DEBIT	CREDIT
State of Tennessee	Other State Grants	46980	1,510.00	
County Mayor	Other Charges	51300-599-HIST		1,510.00
Explanation: To budget revenue and expenditures related to Tennessee State Library and Archives Grant for the Historical Society to purchase supplies specific to document preservation.				
RESERVE	Unassigned Fund Balance	39000	1,845.00	
General Sessions Court	Judge	53300-102		1,845.00
Explanation: To budget additional funds required to comply with COLA adjustments required by Tennessee Code Annotated 16-15-5003(i)(5) and 8-23-103.				

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

- Chairman Scott Curtis – Absent
- Tim King - Aye
- Roger Masingale - Aye
- Brent Carter - Aye
- J. W. McPhail – Aye
- Jerry Millsaps - Aye
- Tad Simpson - Aye
- Charles Slack – Aye
- Travis Crisp - Aye
- Scott Cass – Aye

Motion carried by roll call vote, as recorded:

(con't)

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

FUND: Road & Bridge Fund # 131			Date: 2/8/2024	
DEPARTMENT	ACCOUNT	FOLIO	DEBIT	CREDIT
Reserve	Unassigned Fund Balance	39000	530,500.00	
Other Local Revenues	Sale of Equipment	44530	25,900.00	
Highway & Bridge Maint.	Asphalt/Hot Mix	62000-404		530,500.00
Capital Outlay	Highway Equipment	68000-714		25,900.00
Explanation: To budget additional revenue from sale of equipment for equipment purchase and Fund balance for additional paving cost.				

MOTION made by Commissioner Cass and seconded by Commissioner Crisp to approve these budget amendments.

- Chairman Scott Curtis – Absent
- Tim King - Aye
- Roger Masingale - Aye
- Brent Carter - Aye
- J. W. McPhail – Aye
- Jerry Millsaps - Aye
- Tad Simpson - Aye
- Charles Slack – Aye
- Travis Crisp - Aye
- Scott Cass – 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: OTHER CAPITAL PROJECTS #189			Date: 2/8/2024	
DEPARTMENT	ACCOUNT	FOLIO	DEBIT	CREDIT
State of Tennessee	Airport Maintenance	46120	55,324.00	
State of Tennessee	CDBG Waterline	46390	179,307.00	
General Administration	Airport Improvements	91110-702		55,324.00
Public Health Projects	Other Capital Outlay (Water)	91140-799		179,307.00
Explanation: To budget revenue and expenditures related to Airport and Waterline grants with State of Tennessee.				

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

- Chairman Scott Curtis – Absent
- Tim King - Aye
- Roger Masingale - Aye
- Brent Carter - Aye
- J. W. McPhail – Aye
- Jerry Millsaps - Aye
- Tad Simpson - Aye
- Charles Slack – Aye
- Travis Crisp - Aye
- Scott Cass – Aye

Motion carried by roll call vote, as recorded:

(con't)

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

Fund: Federal Projects # 142, Sub Fund: 945 Resilient School Communities Grant			Date: 01/26/2024	
DEPARTMENT	ACCOUNT	FOLIO	DEBIT	CREDIT
Federal Thru State	Other Federal Thru State	47590	163,062.41	
Other Student Support	Travel	72130-355		24,162.41
Other Student Support	Other Contracted Services	72130-399		85,900.00
Other Student Support	Other Supplies and Materials	72130-499		53,000.00
Explanation: To enter the approved budget for the Resilient School Communities Grant for FY 23-24.				

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

- Chairman Scott Curtis – Absent
- Tim King - Aye
- Roger Masingale - Aye
- Brent Carter - Aye
- J. W. McPhail – Aye
- Jerry Millsaps - Aye
- Tad Simpson - Aye
- Charles Slack – Aye
- Travis Crisp - Aye
- Scott Cass – 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. These did have School Board approval.

FUND: # 143 Sub Fund: Central Cafeteria			Date: 01/29/2024	
DEPARTMENT	ACCOUNT	FOLIO	DEBIT	CREDIT
Federal Funds Received Through State	USDA-Other	47114-SCA (Sub Obj)	124,975.06	
Food Service	Food Preparation Supplies	73100-421 SCA(Sub Obj)		124,975.06
Explanation: To enter the budget for the NSLP-Supply Chain Assistance Grant to offset dairy expenses for FY 23-24				

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

- Chairman Scott Curtis – Absent
- Tim King - Aye
- Roger Masingale - Aye
- Brent Carter - Aye
- J. W. McPhail – Aye
- Jerry Millsaps - Aye
- Tad Simpson - Aye
- Charles Slack – Aye
- Travis Crisp - Aye
- Scott Cass – Aye

Motion carried by roll call vote, as recorded:

8. COMMENTS FROM THE AUDIENCE

None.

( con't)

9. RESOLUTIONS

A. A Resolution to Apply and Accept a TDOT Division of Aeronautics Grants for Final Hangar Design and Construction.

Mr. Gentry presented resolution # 24-009. This resolution does have Airport Committee recommendation.

RESOLUTION NO. 24-009

A RESOLUTION TO APPLY AND ACCEPT A TDOT DIVISION OF AERONAUTICS GRANTS FOR  
FINAL HANGAR DESIGN AND CONSTRUCTION

WHEREAS, the McMinn County has systematically been upgrading its hangar facilities, with only 3 of the original structures remaining; and

WHEREAS, the 3 hangars are to be demolished/removed due to the hangars having been identified as violations of the PART 77 surfaces. The taxiways and aprons serving these hangars are violations of the runways OFA, however the grade deficiencies and violations cannot be addressed due to the need for the hangars. Due to these deficiencies, the State and FAA have been moving to relocate the hangars and reconstruct these pavements for many years as opposed to expending funds on pavements that cannot meet geometric safety standards. These asphalt surfaces are now well over forty (40) years old; and

WHEREAS, this Commission was previously approved for a grant to conduct preliminary design for the replacement hangars in 2021; and

WHEREAS, two separate grants will be required to complete the project; one for final design thru bid and one for construction; and

WHEREAS, the grants will be on a 95-5 percent match formula; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF McMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 12<sup>th</sup> DAY OF FEBRUARY, 2024, that this Commission does hereby approve applying and accepting TDOT Aeronautics Division Grants for final design and construction of hangars at the McMinn County Airport on a 95-5 percent match formula, and FURTHERMORE grants authority to the County Mayor to execute the documents necessary to fulfill 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 Slack, and seconded by Commissioner Cass to approve this resolution.

Motion carried by voice vote

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

Mr. Gentry presented resolution # 24-010 along with a memo attached from Dan P. Evans, Commissioner of Highways.

RESOLUTION NO. 24-010

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

(Res. #24-010 con't)

WHEREAS, the log book and mylar map are to be signed by the McMinn County Commission Chairman; and

WHEREAS, the adjustment for 2023 is the change to County Road 155, Lark Spur Drive Road to .32 miles in length; 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 12<sup>th</sup> DAY OF FEBRUARY 2024, that this Commission does hereby approve the log book.

(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 Masingale to approve this resolution.

Motion carried by voice vote.

C. A Resolution to Authorize the Donation of Athens City Police Department K9 "Dunya" to McMinn County for use by the McMinn County Sheriff's Department.

Mr. Gentry presented resolution # 24-011.

RESOLUTION NO. 24-011

A RESOLUTION TO AUTHORIZE THE DONATION OF ATHENS CITY POLICE DEPARTMENT K9  
"DUNYA" TO MCMINN COUNTY FOR USE BY  
THE MCMINN COUNTY SHERIFF'S DEPARTMENT

WHEREAS, the City of Athens, Tennessee has declared K9 officer, Dunya, as surplus property and desires to transfer said property to McMinn County; and

WHEREAS, Sheriff Joe Guy has indicated that Dunya would provide a valuable service to McMinn County, as well as assist the City of Athens if need arises; and

WHEREAS, acceptance of this K9 officer will benefit all parties as Dunya would be reunited with her most recent handler; and

WHEREAS, Tennessee Code Annotated authorizes municipalities to transfer surplus property directly to another governmental entity; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF MCMINN COUNTY, TENNESSEE, MEETING IN REGULAR SESSION THIS THE 12<sup>th</sup> DAY OF FEBRUARY, 2024, that this Commission authorizes the acceptance of surplus property, K9 officer Dunya, from the City of Athens, Tennessee to McMinn County for use by the McMinn County Sheriff's Department.

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

Attest:

(Orig signed by Melinda King)  
County Clerk

(Res. #24-011 con't)

MOTION made by Commissioner Cass, and seconded by Commissioner Crisp to approve this resolution.

Motion carried by voice vote.

D. A Resolution to Apply and Accept Tennessee Valley Authority Invest Prep and State of Tennessee Department of Economic and Community Development Grants for the Enhancement of Innovation Park.

Mr. Gentry presented resolution # 24-012 along with Conceptual Master Plan and Access Road Alignment. Lindsey Ferguson, McMinn County EDA gave a brief explanation of the resolution.

RESOLUTION NO. 24-012

A RESOLUTION TO APPLY AND ACCEPT TENNESSEE VALLEY AUTHORITY INVEST PREP AND  
STATE OF TENNESSEE DEPARTMENT OF  
ECONOMIC AND COMMUNITY DEVELOPMENT GRANTS FOR  
THE ENHANCEMENT OF INNOVATION PARK

WHEREAS, Innovation Park, formerly known as I-75 Industrial Park, has opportunities for enhancement that should increase the marketability and more efficient use of the remaining 130 acres of available land; and

WHEREAS, such enhancements include land clearing and a new access road; and

WHEREAS, the economic development division of the Tennessee Valley Authority has targeted the identified park for increased activity and has encouraged McMinn County, City of Athens and the McMinn County Economic Development Authority to apply for five hundred thousand dollars (\$500,000) of funding through their Invest Prep program; and

WHEREAS, McMinn County is also eligible to apply for a State of Tennessee Site Development grant for up to five million dollars (\$5,000,000); and

WHEREAS, the match requirement for the TVA Invest Prep grant is fifty percent and the match for the State of Tennessee Site Development grant is ten percent, with a possible 5 percent provision; and

WHEREAS, the match will be shared with the City of Athens, pending approval from the city council.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF McMINN COUNTY, TENNESSEE MEETING IN REGULAR SESSION THIS THE 12<sup>th</sup> DAY OF FEBRUARY 2024, that this Commission does hereby approve applying for the TVA Invest Prep and Tennessee Site Development grants, and, FURTHERMORE, authorizes the County Mayor to execute the documents necessary to fulfill 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 Cass, and seconded by Commissioner Masingale to approve this resolution.

Motion carried by voice vote.

E. McMinn County Forest and Regional Shooting Master Plan 2024 ARC Application.

Mr. Gentry presented resolution # 24-013

RESOLUTION NO. 24-013

MCMINN COUNTY FOREST AND REGIONAL SHOOTING MASTER PLAN  
2024 ARC APPLICATION

WHEREAS, McMinn County has been approached by the Tennessee Wildlife Resources Agency regarding the potential location of a regional shooting range in the McMinn County Forest; and

WHEREAS, TWRA has Pittman-Robertson funding available from U.S. Fish & Wildlife to grant the construction and/or maintenance of shooting ranges; and

WHEREAS, the McMinn County Regional Forest is a large 288-tract where the McMinn County Forest Association has been responsible for implementing a forestry management plan and advising the county on appropriate uses of the property; and

WHEREAS, a 25 acre portion of the property is home to Camp Cherokee, a summer youth camp, operated by the McMinn-Meigs Association of Baptist, and

WHEREAS, McMinn County is interested in the additional revenues that a regional shooting range would create as well as supportive of competitive high and collegiate sports activities that could occur at McMinn High School and Tennessee Wesleyan University with access to such a facility; and

WHEREAS, the McMinn County Forest located adjacent to the Hiwassee River is prime for the development of additional outdoor recreational uses such as canoe and kayak access as well as the development of wildlife viewing areas, picnicking, and hiking and biking trails.

WHEREAS, McMinn County wants to complete a comprehensive Master Plan which includes meeting all the environmental requirements, public engagement and ensuring appropriate stewardship of the natural resources; and

WHEREAS, The Appalachian Regional Commission (ARC) has grant funds available to assist with developing a comprehensive Master Plan for the property to accommodate all existing uses of the property as well explore better utilization of the of the natural resources and asset; and

WHEREAS, McMinn County has been invited to apply to ARC for \$350,000 in grant funds for assistance with the development of this Master Plan with a required local match of \$350,000; and

WHEREAS, to the extent possible, McMinn County will use TWRA funding assistance for the regional shooting range as matching funds.

BE IT THEREFORE RESOLVED by the McMinn County Commission that the County Mayor is authorized to submit an application for up to \$350,000 in ARC funds for the McMinn County Forest and Regional Shooting Range Master Plan and hereby commits to the matching funds as required by the grant.

BE IT FURTHER RESOLVED that the County Mayor is authorized to enter into any agreements necessary for the successful award of the grant, subject to its approval by the funding source.

NOW HERETOFORE, if said ARC application is approved, the County Mayor is hereby authorized to accept on behalf of McMinn County, execute any and all documents and enter into agreements necessary for the successful application and award of the grant and to enter into a project administration agreement with the Southeast Tennessee Development District, subject to approval by the funding source.

Passed this 12<sup>th</sup> day of February 2024.

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

Attest:

(Orig signed by Melinda King)  
County Clerk



(Res. # 24-013 con't)

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

Motion carried by voice vote.

#### 10. ELECTIONS, APPOINTMENTS AND CONFIRMATIONS

None.

#### 11. REPORTS FROM COMMITTEES, COUNTY OFFICIALS, COMMENTS FROM COMMISSIONERS

Commissioner McPhail said the Airport Committee met tonight and he will let the County Mayor give an update on what was discussed in his comments.

#### 12. COMMENTS FROM THE COUNTY MAYOR

Mr. Gentry gave an update on the airport. He said the county is in the middle of the airport layout plan about 30%. Which should be done every ten to twelve years and did get a grant to do that. He said the timing on that is good since Swift Museums recent action to expand their facility and willing to give a large portion of their original land lease for further development behind the airport for additional hangar space for the future. Mr. Gentry said he will be asking County Attorney Tim Hill to make a quick addendum for that and will be presenting it to the commission soon for consideration. He said this is perfect timing for ALP to announce and incorporate all that area for future development.

Mr. Gentry said they have an option for the hangars looking at replacing the county has been invited after action taken tonight and will go to Nashville and present request for final designs to the aeronautics committee to get that project going. He also said the demolition will probably be done inhouse and will bid those out.

Update on the runway lighting, the materials have been submitted and we are waiting on them to be delivered.

Mr. Gentry said to mark your Calendars for March 1<sup>st</sup> planning session. Usually done at 5 hoping to start this year at 4 due to some recent retirements. Session will be at the Etowah Depot in the newly renovative Portico Room. He said a big portion of the night will be with tourism group who will be here from Nashville.

Government day on March 19<sup>th</sup>-20<sup>th</sup>.

Mr. Gentry said they have received their last settlement from the Opioid Council that came in last week that was from the Food City settlement and have a full slate of funds that we can now program and get that group together this month and go forward to get those out to the public.

Mr. Gentry said the Woods Foundation has met and they put out a proposal which they received 9 proposals for the Woods Foundation Funding. They have \$75,000 to allocate which the request came in at right

at \$80,000. He said they meet on the 15<sup>th</sup> and come out with a recommendation for the commission at the next meeting to fund those suggestions from that. He said they had good interest this year for that fund and look forward to doing that.

Mr. Gentry gave an update on the Health Department. He said the surveyors have been here and are developing a proposal to bring back to the commission on the property and a title search in being done. He said they had to get some testing done on the property and go back and forth with the owner. Mr. Gentry said hopefully will have that for the next meeting to come back with a sales contract for the commission to consider for that site. He said after speaking with the State Department of Health they have said some other counties have not used their monies and have no plans to use it. So, they are looking at possibly increasing the amount of money for McMinn County for that new facility. He said he thinks they might ask the county to bid it out first to see what they need.

Mr. Gentry said on the Landfill they are working on major modification on the C and D side. The LIDAR survey is being completed. The Volumetrics is now being performed and should have that hopefully by the end of this week and Core drillings have been scheduled for the end of this week and go from that and do Hydrology studies. They will do that for the expansion of our current sale on the C and D. Mr. Gentry said they will have a Landfill Committee before next month's meeting to go over all these results and hopefully they will be in by then.

(Res. # 24-013 con't)

13. APPROVAL OF NOTARY APPLICATIONS

Notaries to be elected February 12, 2024

ELIZABETH BLACKLEDGE  
BONNIE DEE CLARK  
STEPHEN CHAD COLLOMS  
KIRBY LINEIGH CRUTCHFIELD  
JENNIFER DUPREY  
WILLIAM H. ESTES  
GLENN DOUGLAS JACKSON

SARAH E. KENNEDY  
CYNTHIA A. OSBORNE  
CASSIE SNODGRASS  
CHRISTINA SURIANO  
SHAYLA WARD  
MICHAEL WILLIAMS

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

Motion carried by voice vote.

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

There being no other business, Chairman Curtis declared the Commission meeting adjourned at 12:20 pm.

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MELINDA KING  
McMinn County Clerk

Attest:

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Deputy Clerk                      (date)