

DECEMBER 15, 2003

BE IT REMEMBERED, that the Hickman County Legislative Body met in regular called session, this 15th day of December, 2003 at the Justice Center in Centerville, Tennessee. Steve Gregory, County Mayor and Chairman, and Randel Totty, County Clerk, presided. The following County Commissioners were present: Mark McFarlin, Lynette Harris, Brad Leeper, Susan Sullivan, Ricky Tidwell, Ronnie Holt, Charles Booker, Frankye Ward, Steve Hellicote, Jodi Bates, Jim Rice, Mickey Bunn, Robert Capps, Nathaniel Bates, Ronny George, James Hassell, Shirley Mayberry, and Wayne Richey. The following were absent: Willie Powers, Gerald Rochelle, and Charley List. (18 Present; 3 Absent).

AGENDA

Motion was made by Wayne Richey and second by Susan Sullivan to approve the following agenda, with the revision to first hear special guest Terry Bunch, Director of "Communities Tomorrow." Motion passed by voice vote.

HICKMAN COUNTY LEGISLATIVE BODY

DECEMBER 15, 2003 - 7:00 P.M.

AGENDA

- A) Call to Order by Chairman
- B) Prayer and Pledge of Allegiance
- C) Roll Call by County Clerk
- D) Approval of Agenda
- E) Adoption of Minutes from the November 21 & December 1, 2003, Meetings
- F) Elections/Appointments:
 - 1) Notaries
 - 2) Appointment to Emergency Communications Board
 - 3) Election of District One Constable
 - 4) Other Elections and/or Appointments (if any)
- G) Committee/Board Reports:
 - 1) Vision 21 Board
 - 2) Chamber of Commerce
 - 3) Finance Committee
 - 4) Solid Waste Committee
 - 5) County Buildings/ADA Committee
 - 6) Salary & Benefits Committee
 - 7) Beer Board
 - 8) Planning Commission
 - 9) Budget Committee
 - 10) Adequate Facilities Tax Appeals Board
 - 11) EMS Committee
 - 12) Hospital Foundation
 - 13) Sheriff & Jail Committee
 - 14) Recreation/Tourism Committee
 - 15) Other Committee/Board Reports (if any)
- H) Old Business:
 - 1) Discussion/Action on Sheriff's Lawsuit
 - 2) Any Other Old Business (if any)
- I) New Business:
 - 1) Resolution No. 03-49 - Regarding Increased Sales Tax Revenues
 - 2) Resolution No. 03-50 - Changing the Name of a County Road
 - 3) Resolution No. 03-51 - Regarding County Vehicle Identification
 - 4) Resolution No. 03-52 - Adopting a Credit Card Policy
 - 5) Other New Business (if any)
- J) Announcements (if any)
- K) Adjournment

MINUTES

Motion was made by James Hassell and second by Shirley Mayberry to approve the minutes from the November 17th and December 1st, 2003 meetings. Motion passed by voice vote.

NOTARY PUBLIC AT LARGE

Motion was made by Steve Helhcote and second by Nathaniel Bates to approve the following applicants for a Notary Public At Large commission from the State of Tennessee: Judy S. Gilbert and Ann Hooten. Motion passed by voice vote.

NOTARY BONDS

Motion was made by Susan Sullivan and second by Lynette Harris to approve the following applicant for a \$10,000.00 Notary Public At Large Bond: Jane Ambrose Herron. Motion passed by voice vote.

E-911 BOARD

Motion was made by Steve Helhcote and second by Shirley Mayberry to appoint Tony McCord to the Emergency 911 Board. Motion passed by voice vote.

ACCEPT CONSTABLE RESIGNATION

Motion was made by Mickey Bunn and second by James Hassell to accept Greg Morgan's resignation as Constable - District 1. Motion passed by voice vote.

DISTRICT 1 CONSTABLE
(TABLE APPOINTMENT)

Motion was made by Brad Leeper and second by Wayne Richey to table the appointment of a District 1 Constable until next month. Motion passed by voice vote.

FINANCE REPORT

Motion was made by Ricky Tidwell and second by Nathaniel Bates to approve the Finance Report for November, 2003. Motion passed by voice vote.

BUDGET AMENDMENTS 04-23 TO 04-26

Motion was made by Ricky Tidwell and second by Mark McFarlin to approve the following Budget Amendments 04-23, 24, 25, and 26. Upon roll call vote, 18 commissioners voted "Yes." (18 Yes; 3 Absent). Motion passed.

BUDGET AMENDMENT NO. 04-023
HICKMAN COUNTY, TENNESSEE
CENTRAL CAFETERIA FUND 143
DATE DECEMBER 15, 2003

	DESCRIPTION	DEBIT	CREDIT
73100-336	Maintenance & Repair		\$50,000.00
73100-354	Transportation		\$15,000.00
73100-399	Other Contracted Services		\$5,000.00
73100-422	Food Supplies		\$175,000.00
73100-499	Other Supplies & Materials		\$20,000.00
73100-599	Other Charges		\$10,000.00
73100-710	Equipment		\$90,000.00
39000	Fund Balance	\$365,000.00	

See Attached

Total	\$365,000.00	\$365,000.00
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Approved:

Attest:

Total \$365,000.00 \$365,000.00

Approved:

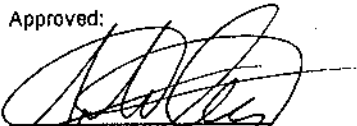
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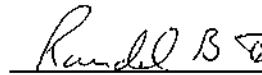
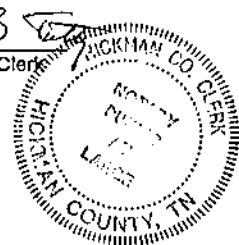
Chairman, Finance Committee

Finance Director

Approved:

Attest:


Steve Gregory, Chairman
12-15-03


Randal Totty, County Clerk


BUDGET AMENDMENT NO. 04-024
HICKMAN COUNTY, TENNESSEE
GENERAL PURPOSE SCHOOL FUND 141
DATE DECEMBER 15, 2003

	DESCRIPTION	DEBIT	CREDIT
44570	Grant	\$4,600.00	
72130-399-TACG	Other Contracted Services		\$4,600.00

See Attached
Hickman County Middle School Grant

Total \$4,600.00 \$4,600.00

Approved:

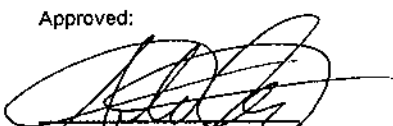
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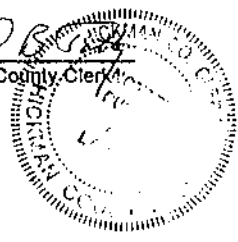
Chairman, Finance Committee

Finance Director

Approved:

Attest:


Steve Gregory, Chairman
12-15-03


Randal Totty, County Clerk


Budget Amendment # 04-025

HICKMAN COUNTY, TENNESSEE

BUDGET AMENDMENTS

		<u>DEBIT</u>	<u>CREDIT</u>
MISCELLANEOUS GENERAL FUND AMENDMENTS:			
(Emergency Management)			
101-47230	Disaster Relief	\$ 7,414.12	
101-39000	Undesignated Fund Balance		\$ 7,414.12
101-39000	Undesignated Fund Balance	\$ 7,414.12	
101-54410-316	Contributions		\$ 7,414.12
		<hr/>	<hr/>
		\$ 14,828.24	\$ 14,828.24

REQUESTED BY: Steve Gregory

REASON: To repay various volunteer organizations for services and materials used during Presidential Disaster Declaration No. FEMA-1464-DR-TN (Tornado & Floods, 2003).

FINANCE COMMITTEE APPROVAL:

ATTEST:

Ricky Tidwell, Chairman

Betty Holland, Finance Director

DATE: _____

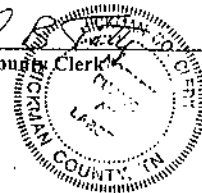
COUNTY COMMISSION APPROVAL:

ATTEST:

Steve Gregory, Chairman

Randel Totty, County Clerk

DATE: 12-15-03



BUDGET AMENDMENT NO. 04-026
HICKMAN COUNTY, TENNESSEE
HIGHWAY DEPARTMENT FUND 131
DATE DECEMBER 15, 2003

	DESCRIPTION	DEBIT	CREDIT
131-44170	Miscellaneous	\$15,895.00	
66000-513	Workman's Comp Insurance		\$15,895.00

Workman's Compensation Insurance was more than was budgeted

Total \$15,895.00 \$15,895.00

Approved:

Attest:

Steve Gregory, Chairman

Betty Holland, Finance Director

Approved:

Attest:

Steve Gregory, Chairman

Randel Totty, County Clerk

12-15-03



TWO SHERIFF'S DEPUTIES

Motion was made by Steve Hethcote and second by Wayne Richey that beginning January 1, 2004, to furnish the Sheriff's Department with two deputies; and any other requests shall be discerned by the Budget Committee.

Motion was made by Wayne Richey and second by Steve Hethcote to amend the above motion, to allow the Sheriff's Department to hire two deputies with benefits, with Sheriff Ward's consideration of withdrawing his lawsuit "with prejudice."
Upon roll call vote, Ronnie Holt and Wayne Richey voted "Yes." The remaining commissioners voted "No;" except Steve Hethcote, who chose to pass.
(2 Yes; 15 No; 1 Pass; 3 Absent). Motion to amend failed.

On the original motion, upon roll call vote, Mark McFarlin, Susan Sullivan, Ricky Tidwell, Ronnie Holt, Steve Hethcote, Jim Rice, Ronny George, and Shirley Mayberry voted "Yes." Lynette Harris, Brad Leeper, Charles Booker, Frankye Ward, Jodi Bates, Mickey Bunn, Robert Capps, Nathaniel Bates, James Hassell, and Wayne Richey voted "No." Willie Powers, Gerald Rochelle, and Charley List were absent.
(8 Yes; 10 No; 3 Absent). Motion failed.

Motion was made by Ronny George to table the above motion; he then withdrew his motion.

**AMEND RESOLUTION 03-08
AUGUST ELECTION FOR WHEEL TAX INCREASE
FOR JAIL CONSTRUCTION**

Motion was made by Wayne Richey and second by Jodi Bates to amend Resolution 03-08, changing Section 1 to place the wheel tax increase question on the August general election ballot. Upon roll call vote, 16 commissioners voted "Yes." Steve Hethcote voted "No." Ronnie Holt chose to pass. Willie Powers, Gerald Rochelle, and Charley List were absent. (16 Yes; 1 No; 1 Pass; 3 Absent). Motion passed.
(Minute Book 34, Pages 448-449, Feb. 24, 2003 Meeting).

SMOKE-FREE JAIL BUILDING

Motion was made by James Hassell and second by Steve Hethcote to allow Sheriff Ward to make the decision whether or not to require that the county jail be a smoke-free building. Upon roll call vote, 17 voted "Yes." Wayne Richey voted "No."
(17 Yes; 1 No; 3 Absent). Motion passed.

**ADDITIONAL SALES TAX REVENUES FOR NEW COUNTY JAIL
RESOLUTION 03-49**

Motion was made by Ricky Tidwell and second by Jodi Bates to approve the following Resolution 03-49, directing additional revenues realized by a recent sales tax increase (07/01/03) to the cost of constructing a new Hickman County Jail. Upon roll call vote, 18 commissioners voted "Yes." Willie Powers, Gerald Rochelle, and Charley List were absent. (18 Yes; 3 Absent). Motion passed.

HICKMAN COUNTY, TENNESSEE**RESOLUTION NO. 03-49**

**DIRECTING ADDITIONAL REVENUES REALIZED
BY A RECENT SALES TAX INCREASE**

WHEREAS, on May 13, 2003, the voters of Hickman County, Tennessee, asked that the current local option sales tax of two-and-one-quarter percent (2.25%) be increase to two-and-three-quarters percent (2.75%) effective on July 1, 2003; and

WHEREAS, of this increase in sales tax revenue, one-half (½) that is collected in the county but outside the corporate limits of the Town of Centerville, is distributed to the County's General Purpose School Fund, while the other one-half (½) may be used by the County as needed; and

WHEREAS, while it had been discussed and generally agreed upon to use such increase in the discretionary portion of the afore-mentioned increased sales tax revenue to help defray the cost of building a new County Jail, that designation had never been officially made;

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Hickman County, Tennessee, assembled in regular session this 15th day of December, 2003, that

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Hickman County, Tennessee, assembled in regular session this 15th day of December, 2003, that:

SECTION 1: Any proceeds realized in the discretionary portion of the local option sales tax revenue resulting from the afore-mentioned increase shall be held in a reserve account in the Hickman County General Debt Service Fund and used only for the purpose of defraying the cost of constructing a new Hickman County Jail. After the jail debt is retired, such funds may be utilized as needed and designated by the Hickman County Legislative Body.

SECTION 2: The provisions of this resolution shall become effective on July 1, 2003, the public welfare requiring it.

SPONSORS:

Paul Tidwell Jodi Bates

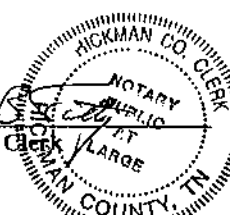
BOARD ACTION: 18 Aye 0 Nay 0 Pass 3 Absent

ADOPTED:

[Signature]
Steve Gregory, Chairman

ATTEST:

[Signature]
Randel Totty, County Clerk



CHANGE NAME OF COUNTY ROAD
RESOLUTION 03-50

Motion was made by Brad Leeper and second by Jodi Bates to approve the following Resolution 03-50, changing the name of Sullivan Road to Rochelle Farm Road. Upon roll call vote, 18 commissioners voted "Yes." (18 Yes; 3 Absent). Motion passed.

HICKMAN COUNTY, TENNESSEE

RESOLUTION NO. 03-50

REGARDING A NAME CHANGE FOR A COUNTY ROAD
IN HICKMAN COUNTY, TENNESSEE

WHEREAS, a county legislative body had the duty to designate the public roads of the county which are to be maintained by the county highway department; and

WHEREAS, the Hickman County Board of Highway Commissioners, meeting in regular session on April 1, 2001, voted to change the name of one road already serviced by Hickman County, provided all adjacent land owners agreed, but that name change was never brought to the legislative body for action; and

WHEREAS, the Hickman County Legislative Body now wishes to concur with the Board of Highway Commissioners and approve this name change;

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Hickman County, Tennessee, assembled in regular session this 15th day of December, 2003, that:

SECTION 1: The name of the following road shall be changed as noted below, provided that all adjacent land owners agree with such change:

Sullivan Road shall be changed to Rochelle Farm Road

SECTION 2: This resolution shall take effect from and after its passage, the public welfare requiring it.

SPONSORS:

Brad Leeper Jodi Bates


BOARD ACTION: 18 Aye 0 Nay 0 Pass 3 Absent

ADOPTED:

[Signature]
Steve Gregory, Chairman

ATTEST:

[Signature]
Randel Totty, County Clerk



P5

REQUIRE MARKINGS ON VEHICLES
OWNED OR INSURED BY HICKMAN COUNTY
RESOLUTION 03-51

Motion was made by Mickey Bunn and second by Mark McFarlin to approve the following Resolution 03-51, requiring markings on vehicles which are owned and/or insured by Hickman County. Upon roll call vote, 18 commissioners voted "Yes." (18 Yes; 3 Absent). Motion passed.

HICKMAN COUNTY, TENNESSEE

RESOLUTION NO. 03-51

REGARDING MARKINGS ON VEHICLES WHICH ARE
OWNED OR INSURED BY HICKMAN COUNTY

WHEREAS, Hickman County Government, through its many departments and agencies, owns and/or provides insurance coverage on approximately 100 vehicles at any given time; and

WHEREAS, it is desirous to have a policy in place for markings on such vehicles;

NOW, THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Hickman County, Tennessee, assembled in regular session this 15th day of December, 2003, that:

SECTION 1: Any vehicle owned and/or insured by Hickman County Government shall be clearly and permanently marked, by way of paint or adhesive lettering, with the appropriate department's or agency's name. Other markings, such as vehicle numbers, shall be at the discretion of each department or agency. This provision shall not apply to undercover vehicles used in law enforcement activities or other law enforcement vehicles as deemed necessary by the Sheriff.

SECTION 2: Any vehicles owned and/or insured by Hickman County Government shall have - if a tag is required - a "Government Service" tag or a tag appropriate to such agency and as approved by the State of Tennessee.

SECTION 3: In no instance shall Hickman County Government insure a privately owned vehicle nor any vehicle not specifically utilized for conducting the business of Hickman County on a day-to-day or emergency basis.

SECTION 4: The provisions of this resolution shall become effective upon passage, the public welfare requiring it.

SPONSORS:

Mickey W. Bunn Mark McFarlin

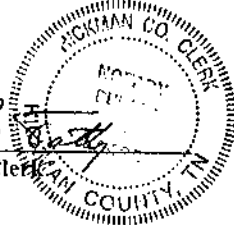
BOARD ACTION: 18 Aye 0 Nay 0 Pass 3 Absent

ADOPTED:

[Signature]
Steve Gregory, Chairman

ATTEST:

[Signature]
Randel Totty, County Clerk



B

**CREDIT CARD POLICY
RESOLUTION 03-52**

Motion was made by Ricky Tidwell and second by Jodi Bates to approve the following Resolution 03-52, setting a policy for the use of credit cards by employees and representatives of Hickman County Government. Upon roll call vote, 18 commissioners voted "Yes." (18 Yes; 3 Absent). Motion passed.

HICKMAN COUNTY, TENNESSEE

RESOLUTION NO. 03-52

**SETTING A POLICY FOR THE USE OF CREDIT CARDS BY
EMPLOYEES AND REPRESENTATIVES OF HICKMAN COUNTY**

WHEREAS, in today's fast-paced and computerized business climate the use of credit cards sometimes becomes necessary in order to conduct business and/or make purchases; and

WHEREAS, due to the nature of credit cards, it becomes necessary to implement a policy for their usage so as to prevent unauthorized and/or fraudulent application;

NOW, THEREFORE BE IT RESOLVED, by the Board of County Commissioners of Hickman County, Tennessee, assembled in regular session this 15th day of December, 2003, that:

SECTION 1: The attached policy for the use of credit cards by representatives of and employees of Hickman County is hereby adopted.

SECTION 2: This resolution shall become effective upon passage, the public welfare requiring it.

SPONSORS:

Ricky Tidwell _____ *Jodi Bates* _____

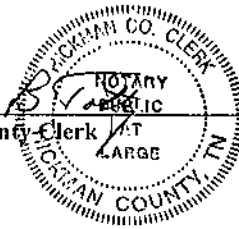
BOARD ACTION: 18 Aye 0 Nay 0 Pass 3 Absent

ADOPTED:

[Signature]
Steve Gregory, Chairman

ATTEST:

[Signature]
Randel Totty, County Clerk



BS

12-15-2003

HICKMAN COUNTY, TENNESSEE**POLICY FOR THE USE OF CREDIT CARDS**

The following policy, as approved by the Board of County Commissioners of Hickman County, is hereby in effect, and shall be followed by all departments, employees and agents of Hickman County.

- 1) Credit cards issued to Hickman County shall only be utilized when a vendor will not accept a purchase order as a method of payment guarantee or when conditions exist that would otherwise prevent a person from using a purchase order.
- 2) All credit cards issued to Hickman County are to be applied for and maintained by the Hickman County Finance Office. All credit cards are to be sequentially numbered. No department, employee or agent of Hickman County shall be permitted to apply for a credit card except the Hickman County Finance Office.
- 3) The use of a credit card in Hickman County's name for personal use or any other purpose other than for Hickman County business is strictly prohibited and may result in various forms of disciplinary action, including termination, and/or criminal prosecution.
- 4) Before an employee or agent of Hickman County can use a credit card, they must first have in their possession a previously acquired Hickman County purchase order. This is even if the vendor will not accept purchase orders.
- 5) Once a purchase order has been acquired, a credit card may be issued by the Finance Office to the person needing it. Such person shall sign a log, which shall be maintained by the Finance Office, designating the date and card number assigned for purchase.
- 6) After purchase has been completed, the person shall return the card, along with receipts for the goods/service purchased, to the Finance Office who shall log it back in.
- 7) This policy may be amended from time to time by the Board of County Commissioners of Hickman County upon recommendation by the Hickman County Finance Committee.

COUNTY ROAD LIST

Motion was made by Mark McFarlin and second by Jodi Bates to approve the County Road List, submitted by the Hickman County Highway Department. Motion passed by voice vote.

INSURANCE FOR FIRE DEPT. VEHICLES

Motion was made by Nathaniel Bates and second by Mickey Bunn to allow the County to provide insurance coverage for vehicles for the following fire departments: Pleasantville Volunteers, Shady Grove, and Pinewood.

Motion was made by Charles Booker and second by Ricky Tidwell to table this motion. Upon roll call vote, Lynette Harris, Brad Leeper, Ricky Tidwell, Charles Booker, and Frankye Ward voted "Yes." Mark McFarlin, Susan Sullivan, Ronnie Holt, Steve Hethcote, Jodi Bates, Mickey Bunn, Robert Capps, Nathaniel Bates, James Hassell, Shirley Mayberry, and Wayne Richey voted "No." Jim Rice and Ronny George chose to pass. (5 Yes; 11 No; 2 Pass; 3 Absent). Motion to table failed.

On the original motion, upon roll call vote, 15 commissioners voted "Yes." Ricky Tidwell, Charles Booker, and Frankye Ward voted "No." Willie Powers, Gerald Rochelle, and Charley List were absent. (15 Yes; 3 No; 3 Absent). Motion passed.

ADJOURN

Motion was made by Steve Hethcote and second by Nathaniel Bates to adjourn this meeting. Motion passed by voice vote.

Minutes Prepared By: Penny Stewart, Deputy County Clerk