

COMMISSION MINUTES JUNE 21, 2021

- Suspend the rules to consider Resolution 2b-6-21
- Budget Transfers – Resolutions 2-6-21 thru 5-6-21
- Non-Profits – Resolution 6-6-21
- Model Debt Policy – Resolution 7-6-21
- Vehicle use policy for HC Government adopted – Resolution 8-6-21
- Surplus property sale through Gov Deals – Resolution 9-6-21

STATE OF TENNESSEE
COUNTY OF HENRY...

Be it remembered that the County Commission met in a regular session at the Courthouse in Henry County, Tennessee on June 21, 2021 at 5:00 p.m. Present and presiding the Honorable John Penn Ridgeway, Chairman, Donna Craig, County Clerk and the County Commissioners.

ITEM NO. 1 The meeting was called to order by Sheriff Frey.

ITEM NO. 2 The invocation was led by Commissioner Humphreys.

ITEM NO. 3 The pledge to the flag was led by Sheriff Frey.

ITEM NO. 4 Roll Call

The following Commissioners were present:

Jerry Berry, Wesley Bradley, Dell Carter, Greg Carter, James Copeland, Randy Gean, Kenneth Humphreys, Don Jones, Kreg Kyle, Paul Neal, Monte Starks, James Travis, David Webb and Drew Williams. Absent: Marty Visser.

ITEM NO. 5 Citizen's Forum

- Steven Fall commented on the great success of the Tennessee River Jam and he thanked all those who played a part in it.
- Chairman Ridgeway also applauded the effort that was put into the event.

THE CHAIR CLOSED THE FORUM

ITEM NO. 6 Commissioner's Forum

- Commissioner Webb commented on the large oak tree that had fallen in a recent storm on the courthouse lawn. He noted that Reverend R.M. Gibbons planted 24 of these in 1900, 121 years ago, and there are four remaining. He would like to see the same type of trees planted at the Henry County Bicentennial on November 7, 2021. He also commented on how beautiful the downtown area is.
- Commissioner Neal stated that he does not think it is necessary for the Commissioners to receive a paper check stub.
- Commissioner Greg Carter suggested that the City and County Government should provide a meal for the entertainment for the Tennessee River Jam.

THE CHAIR CLOSED THE FORUM

ROLL CALL
COUNTY COMMISSION, HENRY COUNTY, DONNA CRAIG, COUNTY CLERK
PARIS, TENNESSEE

A motion was made by Commissioner Jones and was seconded by Commissioner Kyle to approve the Consent Agenda, which consists of: Minutes of the meeting of May 17, 2021, various quarterly reports, Henry County Medical Center statement of cash flow, Trustee's month end report, and the following Notary Public designations: Brittany Kalas, Amy Leslie, Jennifer L. Charles, Jessica Vanatta, Jessica Crouch, Rosie U. Johnson, Holly Leigh Holland, Fred N. McLean and Rhonda Schultz.

ITEM NO. 7

	ABSENT	PRESENT	MOTION	SECOND	AYE	NO	ABSTAIN	PASS
BERRY, JERRY								
BRADLEY, WESLEY								
CARTER, DELL								
CARTER, GREG								
COPELAND, JAMES								
GEAN, RANDY								
HUMPHREYS, KENNETH								
JONES, DON			X					
KYLE, KREG				X				
NEAL, PAUL								
STARKS, MONTE								
TRAVIS, JAMES								
VISSER, MARTY								
WEBB, DAVID								
WILLIAMS, DREW								
TOTAL								

VOICE VOTE CARRIED

DATE : 6-21-2021



Donna Craig
COUNTY CLERK

P.O. Box 24
Paris, Tennessee 38242

June 21, 2021

Dear Commissioner,

Starting July, I will no longer keep minutes of the Citizens' forum and Commissioners' forum. In taking the minutes the Clerk has always documented the forums unnecessarily. I reached out to Mr. Charles Curtiss, Executive Director of Tennessee County Commissioners Association and also was advised by CTAS that as long as Henry County had adopted Robert's Rule of Order that there was no reason for the Clerk to take the time to document the forum information. I hope you all understand, but without recording the meetings this takes a lot of extra work, time, and also leaves room for error.

Sincerely,

Donna Craig, Henry County Clerk

00 026

ROLL CALL
COUNTY COMMISSION, HENRY COUNTY, DONNA CRAIG, COUNTY CLERK
PARIS, TENNESSEE

Commissioner Webb made a motion to suspend the rules to consider Resolution 2b-6-21.
Commissioner Starks seconded the motion.
ITEM NO. 8

	ABSENT	PRESENT	MOTION	SECOND	AYE	NO	ABSTAIN	PASS
BERRY, JERRY								
BRADLEY, WESLEY								
CARTER, DELL								
CARTER, GREG								
COPELAND, JAMES								
GEAN, RANDY								
HUMPHREYS, KENNETH								
JONES, DON								
KYLE, KREG								
NEAL, PAUL								
STARKS, MONTE				X				
TRAVIS, JAMES								
VISSER, MARTY								
WEBB, DAVID			X					
WILLIAMS, DREW								
TOTAL								

DATE : 6-21-21

VOICE VOTE CARRIED

ROLL CALL
COUNTY COMMISSION, HENRY COUNTY, DONNA CRAIG, COUNTY CLERK
PARIS, TENNESSEE

A motion was made by Commissioner Humphreys and seconded by Commissioner Kyle to approve Resolutions 2-6-21 thru and inclusive of 5-6-21, to authorize certain changes in the budget for Fiscal 2020-2021.

ITEM NO. 9

	ABSENT	PRESENT	MOTION	SECOND	AYE	NO	ABSTAIN	PASS
BERRY, JERRY					X			
BRADLEY, WESLEY					X			
CARTER, DELL					X			
CARTER, GREG					X			
COPELAND, JAMES					X			
GEAN, RANDY					X			
HUMPHREYS, KENNETH			X		X			
JONES, DON					X			
KYLE, KREG				X	X			
NEAL, PAUL					X			
STARKS, MONTE					X			
TRAVIS, JAMES					X			
VISSER, MARTY	X							
WEBB, DAVID					X			
WILLIAMS, DREW					X			
TOTAL	1				14			

MOTION CARRIED

DATE : 6-21-21

RESOLUTION #2-6-21

**A RESOLUTION OF THE HENRY COUNTY, TENNESSEE BOARD OF
COMMISSIONERS TO AUTHORIZE CERTAIN CHANGES IN THE BUDGET
FOR THE HENRY COUNTY GENERAL FUND
FOR FISCAL 2020-2021**

WHEREAS, the Board of County Commissioners of Henry County, Tennessee at its June Recessed Session, 2020, adopted the budget for the Henry County General Fund for fiscal 2020-2021; and,

WHEREAS, the said Board of County Commissioners of Henry County, Tennessee must authorize and approve any and all changes and amendments of the said budget of the Henry County General Fund; and,

WHEREAS, the expenditures authorized in the said budget of the Henry County General Fund will be insufficient in certain line items with funds being available for transfer; and,

WHEREAS, it is necessary and appropriate that the said budget of the Henry County General Fund be amended to provide additional funds for certain line items.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Henry County, Tennessee assembled in regular session on this the 21st day of June 2021, a majority or more of said membership concurring, that the budget for the Henry County General Fund be and hereby is amended as follows, to-wit:

COUNTY MAYOR

INCREASE ACCOUNT 51300-167, entitled "Maintenance Salary," in the amount of \$707.00

DECREASE ACCOUNT 51300-166, entitled "Custodial Salary," in the amount of \$707.00

The transfer is to put into the budget to cover salary for resigning maintenance personnel.

ELECTION COMMISSION

INCREASE ACCOUNT 51500-330, entitled "Operating Lease Payments," in the amount of \$290.00

DECREASE ACCOUNT 51500-337, entitled "Maintenance & Repair – Office Equipment," in the amount of \$290.00

The transfer is to put into the budget to cover expenses estimated through June 30th.

REGISTER OF DEEDS

INCREASE ACCOUNT 51600-719, entitled "Office Equipment," in the amount of \$500.00

DECREASE ACCOUNT 51600-355, entitled "Travel," in the amount of \$500.00

Please see request from Pam Martin regarding this transfer.

COUNTY BUILDINGS

INCREASE ACCOUNT 51800-434 entitled "Natural Gas," in the amount of \$4,000.00

INCREASE ACCOUNT 51800-452, entitled "Utilities" in the amount of \$3,500.00

DECREASE ACCOUNT 51800-307, entitled "Communications," in the amount of \$7,500.00

. The transfer is to put into the budget to cover expenses estimated through June 30th

OTHER GENERAL ADMINISTRATION

INCREASE ACCOUNT 51900-335 entitled "Maintenance & Repair - Buildings," in the amount of \$7,000.00

INCREASE ACCOUNT 51900-399, entitled "Other Contracted Services" in the amount of \$476.00

DECREASE ACCOUNT 39000, entitled "Unappropriated Fund Balance," in the amount of \$7,476.00

. The transfer is to put into the budget to cover expenses estimated through June 30th

ACCOUNTING & BUDGETS

INCREASE ACCOUNT 52100-106 entitled "Deputy Salary," in the amount of \$2,140.00

DECREASE ACCOUNT 39000, entitled "Unappropriated Fund Balance," in the amount of \$2,140.00

. The transfer is to put into the budget to cover salary through June 30th

PROPERTY ASSESSOR'S OFFICE

INCREASE ACCOUNT 52300-106-DP4 entitled "Deputy Salary," in the amount of \$10.00

DECREASE ACCOUNT 52300-320, entitled "Dues & Memberships" in the amount of \$10.00

. The transfer is to put into the budget to cover salary through June 30th

CIRCUIT COURT

INCREASE ACCOUNT 53100-106-DP1 entitled "Deputy Salary," in the amount of \$219.00

INCREASE ACCOUNT 53100-320 entitled "Dues & Memberships," in the amount of \$22.00

DECREASE ACCOUNT 53100-169, entitled "Part-time Personnel" in the amount of \$241.00

The transfer is to put into the budget to cover salary and expenses through June 30th

CLERK & MASTER

INCREASE ACCOUNT 53800-411 entitled "Data Processing Supplies," in the amount of \$6.00

INCREASE ACCOUNT 53800-435 entitled "Office Supplies," in the amount of \$132.00

DECREASE ACCOUNT 53800-355, entitled "Travel" in the amount of \$138.00

The transfer is to put into the budget to cover salary and expenses through June 30th

OTHER ADMIN OF JUSTICE

INCREASE ACCOUNT 53900-331 entitled "Legal Services," in the amount of \$1,180.00

DECREASE ACCOUNT 39000, entitled "Unappropriated Fund Balance" in the amount of \$1,180.00

The transfer is to put into the budget to cover expenses through June 30th

SHERIFF'S OFFICE AND JAIL

Increase Payroll Account 54110-105 (Budget Director) in the amount of \$5,200.00
Decrease Payroll Account 54110-148-005 (Dispatch) in the amount of \$5,200.00
(to cover Amy Davis' resignation and pay out 280 hours)

Increase Payroll Account 54110-168 (Temp. Personnel-Bailiffs) in the amount of \$11,044.12

Decrease Payroll Account 54110-115-002 (Sgt) in the amount of \$9,444.12

Decrease Payroll Account 54110-106-015 (Deputy) in the amount of \$1,000.00

Decrease Payroll Account 54110-148-001 (Dispatch) in the amount of \$600.00
(to cover bailiffs at front doors of Courthouse and Annex)

Increase Payroll Account 54210-187 (Overtime) in the amount of \$8,900.00

Decrease Payroll Account 54110-148-001 (Dispatch) in the amount of \$700.00

Decrease Payroll Account 54110-187-001 (Special Teams O.T.) in the amount of \$3,500.00

Decrease Payroll Account 54210-169 (Part Time) in the amount of \$3,500.00

Decrease Payroll Account 54210-160-017 (Correctional officer) in the \$1,200.00
(to cover overtime from Covid 19 absences)

Increase Payroll Account 54210-160-009 (Correctional officer) in the amount of \$1,500.00

Decrease Payroll Account 54210-160-019 (Correctional officer) in the amount of \$1,500.00

Increase Payroll Account 54210-160-012 (Correctional officer) in the amount of \$600.00

Decrease Payroll Account 54210-160-019 (Correctional officer) in the amount of \$600.00

Increase Payroll Account 54210-160-001 (Correctional officer) in the amount of \$10,000.00

Decrease Payroll Account 54210-160-005 (Correctional officer) in the amount of \$1,000.00

Decrease Payroll Account 54210-160-004 (Correctional officer) in the amount of \$9,000.00

(to correct payroll error of two employees on one payroll account)

Increase Payroll Account 54110-170-001 (SRO Lt.) in the amount of \$2,508.30

Decrease Payroll Account 54110-189 (Other Salaries & Wages) in the amount of \$1,500.00

Decrease Payroll Account 54210-189 (Other Salaries & Wages) in the amount of \$1,008.30

(to cover Calvin Dumas' retirement and pay out of 280 hours)

Increase Payroll Account 54110-167 (Maintenance) in the amount of \$1.17
Decrease Payroll Account 54110-148-005 (Dispatch) in the amount of \$1.17

Increase Payroll Account 54210-168 (Temp Personnel-Baliff) in the amount of \$20,500.00

Decrease Payroll Account 54110-169 (Part-Time) in the amount of \$20,500.00

Increase Account 54110-317 (Data Processing) in the amount of \$100.00
Decrease Account 54110-307 (Communications) in the amount of \$100.00
(to cover final billing)

Increase Account 54110-348 (Postage) in the amount of \$300.00
Decrease Account 54110-425 (Gasoline) in the amount of \$300.00
(to cover final billing)

Increase Account 54110-330 (Op. Lease) in the amount of \$300.00
Decrease Account 54110-307 (Communications) in the amount of \$300.00
(to cover final billing)

Increase Account 54210-330 (Op. Lease) in the amount of \$100.00
Decrease Account 54110-307 (Communications) in the amount of \$100.00
(to cover final billing)

Increase Account 54110-320 (Dues & Memberships) in the amount of \$100.00
Decrease Account 54110-524 (Staff Development) in the amount of \$100.00
(to cover final billing)

Increase Account 55510-599 (The Shed) in the amount of \$6,463.00
Increase Revenue Account 48610 (Donation) in the amount of \$6,463.00
(Donations to The Shed March 2021 – May 2021)

Increase Account 54210-710 (Food Service Equipment) in the amount of \$7,300.00
Decrease Account 54110-335 (Building Maint.) in the amount of \$3,500.00
Decrease Account 54110-452 (Utilities) in the amount of \$2,600.00
Decrease Account 54110-524 (Staff Development) in the amount of \$1,200.00
(to purchase new stove with griddle top for the jail)

Increase Account 54110-410 (Custodial Supplies) in the amount of \$15.00
Decrease Account 54110-425 (Gasoline) in the amount of \$15.00

These transfers are to put into the budget to cover salaries and expenses through June 30th

OTHER EMERGENCY MANAGEMENT

INCREASE ACCOUNT 54490-499 entitled "Other Supplies and Materials," in the amount of \$2,800.00

DECREASE ACCOUNT 39000, entitled "Unappropriated Fund Balance" in the amount of \$2,800.00

The transfer is to put into the budget to cover expenses through June 30th

COUNTY CORONER/MEDICAL EXAMINER

INCREASE ACCOUNT 54610-199 entitled "Other Per Diem & Fees," in the amount of \$12,000.00

INCREASE ACCOUNT 54610-399 entitled "Other Contracted Services," in the amount of \$7,7000.00

DECREASE ACCOUNT 39000, entitled "Unappropriated Fund Balance" in the amount of \$19,700.00

The transfer is to put into the budget to cover expenses through June 30th

PUBLIC ASSISTANCE PROGRAM

INCREASE 55190-316-HIST, entitled "Contributions," in the amount of \$7,500.00

DECREASE ACCOUNT 39000 entitled "Unappropriated Fund Balance," in the amount of \$7,500.00

Please see letter from David Webb regarding this request.

HEALTH DEPARTMENT

INCREASE REVENUE ACCOUNT 46390 entitled "Other Health & Welfare Grants," in the amount of \$863.00

INCREASE ACCOUNT 55110-131 entitled "Medical Personnel," in the amount of \$756.00

INCREASE ACCOUNT 55110-201 entitled "Social Security," in the amount of \$47.00

INCREASE ACCOUNT 55110-204 entitled "State Retirement," in the amount of \$37.00

INCREASE ACCOUNT 55110-210 entitled "Unemployment Compensation," in the amount of \$12.00

INCREASE ACCOUNT 55110-212 entitled "Employer Medicare," in the amount of \$11.00

Please see memo from Tracy Byrd regarding this request.

INCREASE ACCOUNT 55110-435 entitled "Office Supplies," in the amount of \$4,100.00

INCREASE ACCOUNT 55110-399 entitled "Other Contracted Services," in the amount of \$300.00

DECREASE ACCOUNT 55110-337 entitled "Maintenance & Repair - Office Equipment," in the amount of \$150.00

DECREASE ACCOUNT 55110-348 entitled "Postage," in the amount of \$450.00

DECREASE ACCOUNT 55110-410 entitled "Custodial Supplies," in the amount of \$700.00

DECREASE ACCOUNT 55110-413 entitled "Drugs & Medical Supplies," in the amount of \$1,800.00

DECREASE ACCOUNT 55110-599 entitled "Other Charges," in the amount of \$1,300.00

Please see memo from Tracy Byrd regarding this request.

OFFICE ON AGING

INCREASE ACCOUNT 56100-169 entitled "Part-time Personnel," in the amount of \$2,500.00

DECREASE ACCOUNT 56100-146 entitled "Bus Driver Salary," in the amount of \$1,000.00

DECREASE ACCOUNT 56100-189 entitled "Other Salaries & Wages," in the amount of \$1,500.00

INCREASE ACCOUNT 56100-435 entitled "Office Supplies," in the amount of \$1,250.00

DECREASE ACCOUNT 56100-355 entitled "Travel," in the amount of \$1,000.00

DECREASE ACCOUNT 56100-399 entitled "Other Contracted Services," in the amount of \$250.00

Please see memo from Reggie Caldwell regarding this request.

TOURISM/ECONOMIC DEVELOPMENT

INCREASE ACCOUNT 58111-316-TRRA, entitled "Contributions - TRRA," in the amount of \$2,227.00

DECREASE ACCOUNT 39000, entitled "Unappropriated Fund Balance," in the amount of \$2,227.00

This transfer is to pay TDA the amount owed from FY20 audit.

AIRPORT

INCREASE ACCOUNT 58220-169, entitled "Part-time Personnel," in the amount of \$500.00

DECREASE ACCOUNT 58220-189, entitled "Other Salaries & Wages," in the amount of \$500.00

INCREASE ACCOUNT 58220-425, entitled "Gasoline," in the amount of \$4,000.00

DECREASE ACCOUNT 39000, entitled "Unappropriated Fund Balance," in the amount of \$4,000.00

Please see memos from Bob Nolan regarding these requests.

OTHER CHARGES

INCREASE ACCOUNT 58400-510, entitled "Trustee's Commission," in the amount of \$16,500.00

DECREASE ACCOUNT 39000, entitled "Unappropriated Fund Balance," in the amount of \$16,500.00

This transfer is for the increase in fees estimated through June 30th.

EMPLOYEE BENEFITS

INCREASE ACCOUNT 58600-188, entitled "Bonus Payments," in the amount of \$715.02

INCREASE ACCOUNT 58600-207, entitled "Medical Insurance," in the amount of \$10,500.00

INCREASE ACCOUNT 58600-513, entitled "Workman's Comp Insurance," in the amount of \$460.00


DECREASE ACCOUNT 39000, entitled "Unappropriated Fund Balance,"
in the amount of \$11,675.02

This transfer is for the increase in fees estimated through June 30th.

BE IT FURTHER RESOLVED that a true copy of this Resolution be spread upon
the Commission record of this date.

PASSED 6-21-21


JOHN PENN RIDGEWAY, CHAIRMAN
HENRY COUNTY COMMISSION


DONNA CRAIG
COUNTY CLERK

APPROVED 6-21-21


JOHN PENN RIDGEWAY
COUNTY MAYOR

RESOLUTION #2a-6-21

**A RESOLUTION OF THE HENRY COUNTY, TENNESSEE BOARD OF
COMMISSIONERS TO AUTHORIZE CERTAIN CHANGES IN THE BUDGET
FOR THE HENRY COUNTY GENERAL FUND
FOR FISCAL 2020-2021**

WHEREAS, the Board of County Commissioners of Henry County, Tennessee at its June Recessed Session, 2020, adopted the budget for the Henry County General Fund for fiscal 2020-2021; and,

WHEREAS, the said Board of County Commissioners of Henry County, Tennessee must authorize and approve any and all changes and amendments of the said budget of the Henry County General Fund; and,

WHEREAS, the expenditures authorized in the said budget of the Henry County General Fund will be insufficient in certain line items with funds being available for transfer; and,

WHEREAS, it is necessary and appropriate that the said budget of the Henry County General Fund be amended to provide additional funds for certain line items.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Henry County, Tennessee assembled in regular session on this the 21st day of June 2021, a majority or more of said membership concurring, that the budget for the Henry County General Fund be and hereby is amended as follows, to-wit:

AIRPORT

INCREASE REVENUE ACCOUNT 46980, entitled "Other State Grants," in the amount of \$69,300.00

INCREASE ACCOUNT 58220-702, entitled "Airport Improvements," in the amount of \$69,300.00

The transfer is to put into the budget to two airport grants.

OTHER CHARGES

INCREASE ACCOUNT 58400-302, entitled "Advertising," in the amount of \$600.00

DECREASE ACCOUNT 58400-508, entitled "Premium on Corporate Surety Bonds," in the amount of \$600.00

This transfer is to put into the budget to cover expenses through June 30th.

BE IT FURTHER RESOLVED that a true copy of this Resolution be spread upon
the Commission record of this date.

PASSED 6-21-21

John Penn Ridgeway
JOHN PENN RIDGEWAY, CHAIRMAN
HENRY COUNTY COMMISSION

Donna Craig
DONNA CRAIG
COUNTY CLERK

APPROVED 6-21-21

John Penn Ridgeway
JOHN PENN RIDGEWAY
COUNTY MAYOR

RESOLUTION #2b-6-21

**A RESOLUTION OF THE HENRY COUNTY, TENNESSEE BOARD OF
COMMISSIONERS TO AUTHORIZE CERTAIN CHANGES IN THE BUDGET
FOR THE HENRY COUNTY GENERAL FUND
FOR FISCAL 2020-2021**

WHEREAS, the Board of County Commissioners of Henry County, Tennessee at its June Recessed Session, 2020, adopted the budget for the Henry County General Fund for fiscal 2020-2021; and,

WHEREAS, the said Board of County Commissioners of Henry County, Tennessee must authorize and approve any and all changes and amendments of the said budget of the Henry County General Fund; and,

WHEREAS, the expenditures authorized in the said budget of the Henry County General Fund will be insufficient in certain line items with funds being available for transfer; and,

WHEREAS, it is necessary and appropriate that the said budget of the Henry County General Fund be amended to provide additional funds for certain line items.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Henry County, Tennessee assembled in regular session on this the 21st day of June 2021, a majority or more of said membership concurring, that the budget for the Henry County General Fund be and hereby is amended as follows, to-wit:

AIRPORT

INCREASE REVENUE ACCOUNT 44135, entitled "Sale of Gasoline," in the amount of \$2,700.00

INCREASE ACCOUNT 58220-425, entitled "Gasoline," in the amount of \$2,700.00

The transfer is to put into the budget the expense of gasoline.

COUNTY BUILDINGS

INCREASE ACCOUNT 51900-335, entitled "Maintenance & Repair - Buildings," in the amount of \$3,000.00

DECREASE ACCOUNT 39000, entitled "Unappropriated Fund Balance," in the amount of \$3,000.00

This transfer is to put into the budget to cover expenses through June 30th.

BE IT FURTHER RESOLVED that a true copy of this Resolution be spread upon
the Commission record of this date.

PASSED 6-21-21


JOHN PENN RIDGEWAY, CHAIRMAN
HENRY COUNTY COMMISSION


DONNA CRAIG
COUNTY CLERK

APPROVED 6-21-21


JOHN PENN RIDGEWAY
COUNTY MAYOR

RESOLUTION #2c-6-21

**A RESOLUTION OF THE HENRY COUNTY, TENNESSEE BOARD OF
COMMISSIONERS TO AUTHORIZE CERTAIN CHANGES IN THE BUDGET
FOR THE HENRY COUNTY HIGHWAY FUND
FOR FISCAL 2020-2021**

WHEREAS, the Board of County Commissioners of Henry County, Tennessee at its June Recessed Session, 2020, adopted the budget for the Henry County Highway Fund for fiscal 2020-2021; and,

WHEREAS, the said Board of County Commissioners of Henry County, Tennessee must authorize and approve any and all changes and amendments of the said budget of the Henry County Highway Fund; and,

WHEREAS, the expenditures authorized in the said budget of the Henry County Highway Fund will be insufficient in certain line items with funds being available for transfer; and,

WHEREAS, it is necessary and appropriate that the said budget of the Henry County Highway Fund be amended to provide additional funds for certain line items.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Henry County, Tennessee assembled in regular session on this the 21st day of June 2021, a majority or more of said membership concurring, that the budget for the Henry County Highway Fund be and hereby is amended as follows, to-wit:

Increase:	46420	State Aid Program	59,675.64
Increase:	46410	State Bridge Program	1,169,609.87
Increase:	680726	State Aid Projects	59,675.64
Increase:	680705	Bridge Construction	1,169,609.87

Amending amounts for State Aid and State High Priority Bridge Replacement Programs. Projects that were originally unsure for funding due to Covid were completed.

Increase:	40110	Current Property Tax	91,000.00
Increase:	40163	Payment In Lieu	10,000.00
Increase:	44170	Misc. Refunds	15,000.00
Increase:	45300	Sale of Equipment	22,000.00
Increase:	47230	Disaster Relief	70,675.05
Increase:	49700	Insurance Recovery	4,556.33
Total:			213,231.38

Amending amounts to more accurately state revenue

Increase:	631418	Equipment Parts	6,000.00
Increase:	631336	Maint. & Repair	10,000.00
Increase:	631433	Lubricants	1,000.00
Increase:	631425	Gasoline	10,000.00
Increase:	680321	Engineering	6,200.00
Increase:	39000	Undesignated	180,031.38
Total:			213,231.38

Increase:	640429	Instructional Supplies	199.12
Decrease:	640163	Educational Asst.	199.12
Increase:	640189	Salary/Wages	2,538.81
Decrease:	640202	Admin Costs	884.52
Decrease:	640599	Other Charges	1,654.29

Litter Grant transfers

BE IT FURTHER RESOLVED that a true copy of this Resolution be spread upon the Commission record of this date.

PASSED 6-21-21

John Penn Ridgway
 JOHN PENN RIDGEWAY, CHAIRMAN
 HENRY COUNTY COMMISSION

APPROVED 6-21-21

Donna Craig
 DONNA CRAIG
 COUNTY CLERK

John Penn Ridgway
 JOHN PENN RIDGEWAY
 COUNTY MAYOR

RESOLUTION #3-6-21

**A RESOLUTION OF THE HENRY COUNTY, TENNESSEE BOARD OF
COMMISSIONERS TO AUTHORIZE CERTAIN CHANGES IN THE BUDGET
FOR THE HENRY COUNTY SOLID WASTE FUND
FOR FISCAL 2020-2021**

WHEREAS, the Board of County Commissioners of Henry County, Tennessee at its June Recessed Session, 2020, adopted the budget for the Henry County Solid Waste Fund for fiscal 2020-2021; and,

WHEREAS, the said Board of County Commissioners of Henry County, Tennessee must authorize and approve any and all changes and amendments of the said budget of the Henry County Solid Waste Fund; and,

WHEREAS, the expenditures authorized in the said budget of the Henry County Solid Waste Fund will be insufficient in certain line items with funds being available for transfer; and,

WHEREAS, it is necessary and appropriate that the said budget of the Henry County Solid Waste Fund be amended to provide additional funds for certain line items.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Henry County, Tennessee assembled in regular session on this the 21st day of June 2021, a majority or more of said membership concurring, that the budget for the Henry County Solid Waste Fund be and hereby is amended as follows, to-wit:

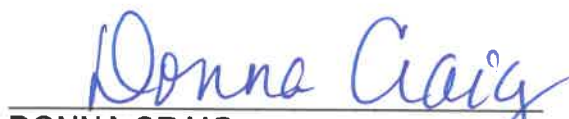
INCREASE ACCOUNT 55751-141, entitled "Foremen," in the amount of \$103.00

DECREASE ACCOUNT 55751-147, entitled "Truck Drivers," in the amount of \$103.00

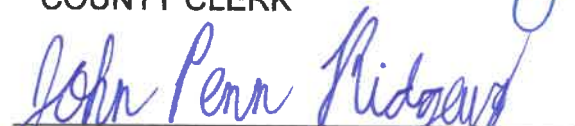
BE IT FURTHER RESOLVED that a true copy of this Resolution be spread upon the Commission record of this date.

PASSED 6-21-21


JOHN PENN RIDGEWAY, CHAIRMAN
HENRY COUNTY COMMISSION


DONNA CRAIG
COUNTY CLERK

APPROVED 6-21-21


JOHN PENN RIDGEWAY
COUNTY MAYOR

RESOLUTION #4-6-21

**A RESOLUTION OF THE HENRY COUNTY, TENNESSEE BOARD OF
COMMISSIONERS TO AUTHORIZE CERTAIN CHANGES IN THE BUDGET
FOR THE HENRY COUNTY DEBT SERVICE FUND
FOR FISCAL 2020-2021**

WHEREAS, the Board of County Commissioners of Henry County, Tennessee at its June Recessed Session, 2020, adopted the budget for the Henry County Debt Service Fund for fiscal 2020-2021; and,

WHEREAS, the said Board of County Commissioners of Henry County, Tennessee must authorize and approve any and all changes and amendments of the said budget of the Henry County Debt Service Fund; and,

WHEREAS, the expenditures authorized in the said budget of the Henry County Debt Service Fund will be insufficient in certain line items with funds being available for transfer; and,

WHEREAS, it is necessary and appropriate that the said budget of the Henry County Debt Service Fund be amended to provide additional funds for certain line items.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Henry County, Tennessee assembled in regular session on this the 21st day of June 2021, a majority or more of said membership concurring, that the budget for the Henry County Debt Service Fund be and hereby is amended as follows, to-wit:

INCREASE ACCOUNT 82230-603, entitled "Education – Interest on Bonds," in the amount of \$169.00

DECREASE ACCOUNT 82310-306, entitled "Bank Charges," in the amount of \$169.00


BE IT FURTHER RESOLVED that a true copy of this Resolution be spread upon the Commission record of this date.

PASSED 6-21-21


JOHN PENN RIDGEWAY, CHAIRMAN
HENRY COUNTY COMMISSION


DONNA CRAIG
COUNTY CLERK

APPROVED 6-21-21


JOHN PENN RIDGEWAY
COUNTY MAYOR

RESOLUTION #5-6-21

A RESOLUTION OF THE HENRY COUNTY, TENNESSEE BOARD OF COMMISSIONERS TO
AUTHORIZE CERTAIN CHANGES IN THE BUDGET
FOR THE HENRY COUNTY GENERAL PURPOSE SCHOOL FUND
FOR FISCAL 2020-2021

WHEREAS, the Board of County Commissioners of Henry County, Tennessee at its June Recessed Session, 2020, adopted the budget for the Henry County General Purpose School Fund for fiscal 2020-2021; and,

WHEREAS, the said Board of County Commissioners of Henry County, Tennessee must authorize and approve any and all changes and amendments of the said budget of the Henry County General Purpose School Fund; and,

WHEREAS, the expenditures authorized in the said budget of the Henry County General Purpose School Fund will be insufficient in certain line items with funds being available for transfer; and,

WHEREAS, it is necessary and appropriate that the said budget of the Henry County General Purpose School Fund be amended to provide additional funds for certain line items.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Henry County, Tennessee assembled in regular session on this the 21st day of June 2021, a majority or more of said membership concurring, that the budget for the Henry County General Purpose School Fund be and hereby is amended as follows, to-wit:

Account Number Description					
<u>General Purpose School Fund</u>					
				Debit	Credit
<u>141- Summer Learning Bridge Camp</u>					
<u>Increase Expenditure Account</u>					
71100	429	726	Instructional Materials & Supplies	\$2,816.25	
<u>Decrease Expenditure</u>					
<u>Account</u>					
72410	161	726	Secretary		\$2,500.00
72410	201	726	Social Security		\$155.00
72410	204	726	State Retirement		\$125.00
72410	212	726	Medicare		\$36.25
				<u>\$2,816.25</u>	<u>\$2,816.25</u>

***Revision required due to staffing requirement for Summer camp.

<u>141 -Summer Learning Camp</u>					
<u>Increase Expenditure Account</u>					
71100	116	725	Teachers	\$3,675.00	
71100	163	725	Educational Assistants	\$5,000.00	
71100	201	725	Social Security	\$537.85	
71100	204	725	State Retirement	\$627.42	
71100	212	725	Medicare	\$125.78	
71100	429	725	Instructional Materials & Supplies	\$10,861.42	

72410	104	725	Camp Administrator	\$4,500.00
72410	201	725	Social Security	\$279.00
72410	204	725	State Retirement	\$462.15
72410	212	725	Medicare	\$65.25
73100	165	725	Cafeteria Personnel	\$3,250.00
73100	201	725	Social Security	\$201.50
73100	204	725	State Retirement	\$162.50
73100	212	725	Medicare	\$47.13
73100	499	725	Other Materials & Supplies	\$4,000.00

Account Number Description
General Purpose School Fund

Summer Learning Grant continued
Decrease Expenditure Account

				Debit	Credit
72710	146	725	Bus Drivers		\$30,000.00
72710	201	725	Social Security		\$1,860.00
72710	204	725	State Retirement		\$1,500.00
72710	212	725	Medicare		\$435.00
				\$33,795.00	\$33,795.00

****Revision required for additional Summer Learning workers and to move transportation into new grant for Summer.

Summer Transportation Grant
Increase Expenditure Account

				Debit	Credit
72710	146	724	Bus Drivers	\$36,875.00	
72710	201	724	Social Security	\$2,286.25	
72710	204	724	State Retirement	\$1,843.75	
72710	212	724	Medicare	\$534.69	
72710	412	724	Diesel Fuel	\$1,452.51	

Increase Revenue Account

141	46590	724	Revenue		\$42,992.20
				\$42,992.20	\$42,992.20

*****Revision required due to allocation of new grant funding.

Account Number Description
General Purpose School Fund

Increase Expenditure Account

				Debit	Credit
71100	207		Medical Insurance	\$20,248.71	
71200	207		Medical Insurance	\$3,320.00	
72250	121		Technology Staff	\$1,999.83	
72250	207		Medical Insurance	\$662.00	
72310	204		Retirement	\$9.46	
73300	189	185	Other Salaries	\$1,491.00	
72620	499		Other Supplies	\$9,550.00	

Decrease Expenditure Account

ROLL CALL
COUNTY COMMISSION, HENRY COUNTY, DONNA CRAIG, COUNTY CLERK
PARIS, TENNESSEE

Commissioner Starks made a motion to approve Resolution 6-6-21, to provide for appropriations to non-profit or civic organizations. Commissioner Kyle seconded the motion.

ITEM NO. 10

	ABSENT	PRESENT	MOTION	SECOND	AYE	NO	ABSTAIN	PASS
BERRY, JERRY					X			
BRADLEY, WESLEY					X			
CARTER, DELL					X			
CARTER, GREG					X			
COPELAND, JAMES					X			
GEAN, RANDY					X			
HUMPHREYS, KENNETH					X			
JONES, DON					X			
KYLE, KREG				X	X			
NEAL, PAUL					X			
STARKS, MONTE			X		X			
TRAVIS, JAMES					X			
VISSER, MARTY	X							
WEBB, DAVID					X			
WILLIAMS, DREW					X			
TOTAL	1				14			

MOTION CARRIED

DATE : 6-21-21

RESOLUTION NO. 6-6-21

**A RESOLUTION OF THE HENRY COUNTY, TENNESSEE
BOARD OF COMMISSIONERS TO PROVIDE FOR
APPROPRIATIONS TO NON-PROFIT OR
CIVIC ORGANIZATIONS**

WHEREAS, Tennessee Code Annotated, Section 5-9-109, provides that county legislative bodies may appropriate funds for the financial aid of any non-profit charitable or civic organizations meeting the requirements of such section; and

WHEREAS, a non-profit charitable organization is defined in such law as one in which no part of the net earnings inures or may lawfully inure to the benefit of any private shareholder or individual and which provides services benefiting the general welfare of the residents of the county; and

WHEREAS, such law further provides that funds appropriated in conformity with the law shall be spent according to guidelines established by the Comptroller of the Treasury and guidelines establishing the purposes for which the money may be spent; and

WHEREAS, the attached list of non-profit entities meets the definitions of this law and it is the intent of this county legislative body to make an appropriation to the attached list of non-profit organizations so that funds may be used to carry out their respective programs of work for the benefit of the residents of Henry County; and

WHEREAS, in conformity with the requirements of Tennessee Code Annotated, Section 5-9-109 (d) with notices to be published before the second reading of the County Commission in a newspaper of general circulation in Henry County of the intent to make an appropriation in the amount of \$89,685.00 to be used for the purpose of providing services to benefit the general welfare of Henry County residents.

NOW, THEREFORE, BE IT RESOLVED, by the Henry County Legislative Body, meeting in regular session on this 21st day of June 2021, that:

SECTION 1. The sum of \$89,685.00 is hereby appropriated to varied non-profit organizations during Fiscal Year 2021-2022 as per the attached document to be used for the benefit of the general welfare of the residents of Henry County, Tennessee, in accordance with the following guidelines: that funds shall be spent according to guidelines established by the Comptroller of the Treasury of the State of Tennessee.

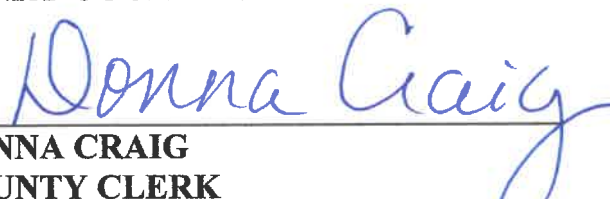
SECTION 2. The recipients of such funds shall file a copy of their annual report of its business affairs with the Henry County Clerk, a copy of the annual audit, its program which serves residents of the county, and the proposed use of county assistance in accordance with the requirements of Tennessee Code Annotated, Section 5-9-109(c)(1) or the annual report detailing receipts and expenditures provided for in Tennessee Code Annotated, Section 5-9-109(c)(3). The report must be certified by the chief financial officer of the non-profit organization in accordance with the provision of Tennessee Code Annotated, Section 5-9-109(c)(4).

BE IT FURTHER RESOLVED by the Board of County Commissioners of Henry County, Tennessee, meeting in regular session at the Henry County courthouse on this 21st day of June, 2021, a majority or more of the membership concurring, that the attached list of non-profit charitable civic organizations be approved for contributions on the first reading.

BE IT FINALLY RESOLVED that a true copy of this Resolution be spread upon the Commission record of this date.

PASSED 6-21-21


JOHN PENN RIDGEWAY, CHAIRMAN
HENRY COUNTY COMMISSION


DONNA CRAIG
COUNTY CLERK

APPROVED 6-21-21


JOHN PENN RIDGEWAY
HENRY COUNTY MAYOR

NON-PROFIT ORGANIZATIONS

	<u>Amount Recommended</u> <u>2021-2022</u>
1. Volunteer Fire Departments	31,200.00
2. Aspell Recovery Center	1,500.00
3. Buddy Ball	500.00
4. St. John's/Community Services	4,000.00
5. Habitat for Humanity	2,000.00
6. Henry CASA Program	1,000.00
7. Henry Co. Fair Association	5,250.00
8. HC Youth Baseball Assn.	5,250.00
9. KY Lake Girls Assn. (ASA)	5,250.00
10. Paris Academy for the Arts	5,000.00
11. Paris Downtown Boxing	1,500.00
12. Paris-HC Arts Council	2,000.00
13. Paris- HC Heritage Center	10,000.00
14. Paris-HC Rescue Squad	5,000.00
15. Star Center	500.00
16. TN College of Applied Technology (TCAT)	3,235.00
17. Carl Perkins Center	3,500.00
18. West TN Hearing & Speech	1,000.00
19. WRAP	2,000.00
<hr/>	
TOTAL	\$ 89,685.00

ROLL CALL
COUNTY COMMISSION, HENRY COUNTY, DONNA CRAIG, COUNTY CLERK
PARIS, TENNESSEE

A motion was made by Commissioner Humphreys and seconded by Commissioner Williams to approve Resolution 7-6-21, to make the annual review of the Model Debt Policy for Henry County in compliance with requirements of the Governor's Three Star Program.

ITEM NO. 11

	ABSENT	PRESENT	MOTION	SECOND	AYE	NO	ABSTAIN	PASS
BERRY, JERRY					X			
BRADLEY, WESLEY					X			
CARTER, DELL					X			
CARTER, GREG					X			
COPELAND, JAMES					X			
GEAN, RANDY					X			
HUMPHREYS, KENNETH			X		X			
JONES, DON					X			
KYLE, KREG					X			
NEAL, PAUL					X			
STARKS, MONTE					X			
TRAVIS, JAMES					X			
VISSER, MARTY	X							
WEBB, DAVID					X			
WILLIAMS, DREW				X	X			
TOTAL	1				14			

MOTION CARRIED

DATE : 6-21-21

RESOLUTION NO. 7-6-21

A RESOLUTION OF THE HENRY COUNTY, TENNESSEE BOARD OF COMMISSIONERS TO MAKE THE ANNUAL REVIEW OF THE MODEL DEBT POLICY FOR HENRY COUNTY IN COMPLIANCE WITH REQUIREMENTS OF THE GOVERNOR'S THREE STAR PROGRAM

WHEREAS, Henry County adopted a Modified Debt Policy in its August 21, 2017, commission meeting; and

WHEREAS, to remain in compliance for eligibility of the Governor's Three Star Program, the Model Debt Policy must be reviewed annually; and

WHEREAS, the Henry County Board of Commission, prior to the issuance of debt in fiscal year 2021–2022 has reviewed and amended the Henry County Modified Model Debt Policy.


NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Henry County, Tennessee, assembled in regular session on this 21st day of June, 2021 a majority or more of the membership concurring, does hereby make the annual review and acceptance of the Model Debt Policy for fiscal year 2021-2022.

BE IT FINALLY RESOLVED that a true copy of this Resolution and the attached (as modified September 18, 2017) Debt Management Policy be spread upon the Commission record of this date.

PASSED 6-21-21




**JOHN PENN RIDGEWAY, CHAIRMAN
HENRY COUNTY COMMISSION**



**DONNA CRAIG
COUNTY CLERK**

APPROVED 6-21-21



**JOHN PENN RIDGEWAY
HENRY COUNTY MAYOR**

Henry County, Tennessee

Debt Management Policy

(As modified January 20, 2012, November 21, 2016, August 21, 2017, and September 18, 2017)

Goal/Mission: To provide management with appropriate guidelines and direction to assist in making sound debt management decisions. To further demonstrate strong financial management practices for our county citizens, outside investors, and credit agencies.

Objectives:

- Enhance decision process transparency and identify all expenditures of principal, interest, and annual costs along with issue specific transaction costs
- Address hiring outside professionals
- Address any potential conflict of interest issues
- Additional requirements for new debt

1. Enhance transparency of decisions by way of Annual Budgets and Specific New Issue Report

Responsibilities for analysis and reporting shall be with the county mayor, director of accounts and budgets and the county's budget committee. All meetings are considered open to the public and are announced via the local media.

To insure transparency of decisions, an annual debt service budgets, as well as specific issuance debt reports (i.e. those required by state law) shall be prepared and available for public review and comment. County officials will comply with State of Tennessee Open Record laws and respond to record requests from any citizen of Tennessee promptly.

Annual Debt Report

An annual debt payment report shall be submitted to the county commission with the annual debt budget. The annual report shall consist of:

- Budget summary and detailed budget as required by Comptroller's Office.
- Net debt calculation – total principal outstanding less most recent year respective debt fund balance.
- Reports will reflect estimated fund balance.

Annual Debt Budgets

Annual Debt Budgets shall be adopted by the county legislative body and comply with legal notice and filings requirements per state law.

New Debt Issuance

Any new debt issuance shall comply with State Form CT-0253 as well as any other state required forms that detail all associated costs for the issuance of the proposed debt. These records will be available for public and county commission inspection prior to the commission approval of the debt issuance.

2. Hiring of professionals for Debt Issuance

- From time to time the county may hire legal counsel, a financial advisor or underwriter to assist in issuance of debt.
- Financial Advisor: The county shall enter into a written agreement with each person or firm serving as financial advisor for debt management and transactions. Whether in a negotiated or competitive sale, the financial advisor shall not be permitted to bid on, privately place or underwrite an issue for which they are providing advisory services for the issuance. The county will utilize the most current definition of "financial advisor", as

determined by the U.S. Securities and Exchange Commission and the Municipal Securities Rulemaking Board, when determining what exactly defines a financial advisor.

- Underwriter: If there is an underwriter, the county shall require the underwriter to clearly identify itself in writing (e.g. in a response to a request for proposal or in promotional materials provided to the issuer) as an underwriter and not as a financial advisor from the earliest stages of its relationship with the county with respect to that issue. The underwriter must clarify its primary role as a purchaser of securities in an arm's-length commercial transaction and that it has financial and other interests that differ from those of the county's. The underwriter in a publically offered, negotiated sale shall be required to provide pricing information both as to interest rates and to takedown per maturity to the governing body in advance of the pricing of the debt
- All professionals involved with the cost of issuance of debt shall disclose the estimated cost of their respective services including "soft" costs or compensations in lieu of direct payments to the county commission prior to the issuance of the debt.

3. Conflict of interest issues

- It is required that all professionals related to the debt issue will enter into a written engagement letter related to their proposed services, cost, and any potential conflict of interest. These letters will be signed by the county mayor and are open records.
- Professionals involved in a debt transaction hired or compensated by the county shall be required to disclose to the county existing client and business relationships between and among the professionals to a transaction (including but not limited to financial advisor, swap advisor, bond counsel, swap counsel, trustee, paying agent, underwriter, counterparty, and remarketing agent), as well as conduit issuers, sponsoring organizations and program administrators. This disclosure shall include that information reasonably sufficient to allow the county to appreciate the significance of the relationships. No engagement letter is required for any lawyer who is an employee of the county or lawyer or law firm which is under a general appointment or contract to serve as counsel to the

county. The county does not need an engagement letter with counsel not representing the county, such as underwriters' counsel.

- Professionals who become involved in the debt transaction as a result of a bid submitted in a widely and publicly advertised competitive sale conducted using an industry standard, electronic bidding platform are not subject to this disclosure. No disclosure is required that would violate any rule or regulation of professional conduct.

4. Additional Requirements for New Debt

- All leases will be reviewed by the county mayor and director of accounts and budgets prior to execution of the lease, in order to determine if the instrument is a capital or operating lease. No county official that is not authorized by State statute should execute a capital lease on behalf of the county. All capital leases will be presented for approval prior to execution to the county commission.
- In accordance with State statute, no repayment schedule of debt will extend past the useful life of the asset that the funds are being issued for. The most current, adopted county's fixed asset policy will be referenced for asset useful lives.
- If borrowing using capital outlay notes, the county will solicit a competitive bid from local banks as well as any other loan source deemed appropriate. In all instances the county will select the lowest and/or best offer as determined by the county mayor and director of accounts and budgets.
- The county commission may utilize variable rate debt in the county's overall debt management plan. The variable rate debt may utilize the opportunity presented by the local government loan pool through a public building authority borrowing. Such variable rate debt, including the percentage of variable-rate to fixed-rate debt in the overall debt portfolio will be discussed and approved by the county commission in a public meeting prior to issuance. The percentage ratio in the debt portfolio will be dependent upon market conditions and overall debt management discussions with the county commission. In the case of an advanced refunding or a refunding opportunity, an analysis report shall be provided which fully explains the reasons for the refunding and the net savings and costs of the refunding which will include not only interest charges, but also the fees associated

with the transaction. Absent other reasons such as the opportunity to eliminate onerous requirements contained in existing documents or other reasons recommended by the county mayor and director of accounts and budgets to the county commission for consideration and approval, the county has established a minimum net present value savings threshold of at least 3.0% of the refunded principal amount. Refunding opportunities may be considered by the county using any savings threshold if the refunding generates positive net present value savings. The decision to take less than 3.0% net present value savings or to take the savings in any matter other than a traditional year-to-year level savings pattern will be considered by the county mayor and director of accounts and budgets and discussed with county commission. To the extent required by law, this analysis or plan shall be sent to the Director of State and Local Finance for review. The Director normally must report directly to the county on the analysis or plan of refunding prior to formal consideration by county commission. Such refundings will be discussed and must be approved with the county commission at a public meeting prior to issuance.

- State Form CT- 0253 will be prepared and submitted as required by state law.

5. Types and Limits of Debt

- It is in the best interest of the county's citizens to maintain a debt portfolio utilizing individual debt issues in a manner that minimizes interest paid, the real cost of debt, and other related costs as well as repaying principal as rapidly as possible to create financial flexibility and future debt capacity. Generally, balloon indebtedness does not always meet these objectives
- As a general rule, the county will not backload, use "wrap-around" techniques, balloon payments or other unusual formats to pursue the financing of projects. Any exception to the general rule, will only take place when sufficient due diligence from the county mayor and director of accounts and budgets has occurred and is presented to the county commission in a public meeting for concurrence. The county may utilize non-level debt methods as determined in the best interest of the county and its taxpayers by the county mayor and director of accounts and budgets and has been presented to the county commission in a public meeting for approval.

- Exhibit A attached hereto is the plan for balloon debt management.

6. General Guidance and Review

- The policy is intended to provide general direction regarding the future issuance of debt. The county maintains the right to modify this policy and may make exceptions to any of its guidelines at any time to the extent that the execution of such debt achieves the goals of the county as long as such exceptions or changes are consistent with Tennessee law and any rules and regulations adopted by the State. In accordance with the requirements of Section 9-18-102, Tennessee Code Annotated, the county commission shall establish and maintain internal controls over the debt management process. The county commission shall annually review this Debt management Policy and perform a risk assessment on the related internal control procedures and debt management process.
- This policy should be reviewed from time to time as circumstances, rules and regulations or other changes occur.
- The county mayor and director of accounts and budgets are responsible for ensuring substantial compliance with this policy.

7. Internal Controls

- In accordance with the requirements of Section 9-18-102, Tennessee Code Annotated, the county commission using its audit committee and appropriate county personnel shall perform a risk assessment of the debt management process to put into place effective internal controls to implement the Debt Policy.

8. Periodic Review

- The Debt Management Policy and the Balloon Debt Management Plan incorporated as Exhibit A hereto (collectively, the “Policy”) is intended to provide general direction regarding the future use and administration of debt obligations of the County. A violation of the Policy shall in no way be interpreted as a violation of law and shall have no bearing on the validity of any debt obligation issued by the County. The County reserves the right to modify the Policy (except to the extent certain elements of the Policy are mandated by applicable state law or regulation) and make exceptions to any of part of the Policy at any time.
- Unless the Policy is modified prior to formal consideration of a resolution or resolutions authorizing the sale and issuance of debt obligations, any exceptions to this Policy shall be expressly acknowledged in any formal resolution or resolutions authorizing the sale and issuance of any debt obligation of the County. In the event of a conflict between the terms of such resolution or resolutions and this Policy, the terms of the debt resolution or resolutions shall control.
- At least annually or as existing debt obligations and/or dedicated revenue streams roll off, this Policy shall be reviewed by the County Mayor and Director of Accounts and Budgets. At any time, the County Mayor may present recommendations for amendments, including but not limited to, deletions, additions, improvements or clarifications where appropriate to this Policy.

EXHIBIT A

BALLOON DEBT MANAGEMENT PLAN

Introduction

This Balloon Debt Management Plan (the “Debt Plan”) is a written guideline to manage, reduce, and mitigate the effect of existing balloon indebtedness on the county’s financial condition and to issue future debt structured with level principal payments or a level debt amortization. The county has previously issued balloon indebtedness as defined by Section 9-21-134, Tennessee Code Annotated (“Balloon Debt”). The purpose of this Debt Plan is to improve the quality of management and legislative decisions for the county regarding the structure of its current and future debt issuances consistent with the county’s Debt Management Policy’s (“DMP”) goals and to do what is in the best interest of the county and its taxpayers.

Policy Statement

It is in the best interest of the county’s citizens to maintain a debt portfolio utilizing individual debt issues in a manner that minimizes interest paid, the real cost of debt and other related costs as well as repaying principal as rapidly as possible to create financial flexibility and future debt capacity.

This Debt Plan formally establishes parameters for structuring debt and managing a debt portfolio that considers:

- Specific current capital improvement needs
- Future capital improvement needs
- Ability to repay financial obligations
- Impact on future debt capacity and revenues available for operations
- Existing legal, economic, and financial market conditions.

Specifically, the intent of the plan outlined in this document is to assist in the following:

- To guide the county commission in debt issuance decisions
- Except when facts and circumstances so dictate, establish a county commission policy to issue new money debt that is not balloon indebtedness as defined by Section 9-21-134, Tennessee Code Annotated
- To manage and mitigate the county's currently outstanding balloon indebtedness
- To promote sound financial management
- To protect the county's credit rating

Current History. When the most recent phases of school building financing were started in 2001, several bond issues were structured over time into a planned, integrated program resulting in a level debt or declining structure. All current school debt is secured and payable in whole or in part from a portion not exceeding \$722,000 of the County-wide 0.75% addition to the Local Option Sales Tax which was approved by County voters on August 4, 1983.

Prior to the adoption of the county's current debt policy, several bond issues were structured that met the subsequent definition of balloon indebtedness under Tennessee law even though when viewed collectively, all school debt undertaken has resulted in a level debt service structure.

Impact of Balloon Indebtedness. The overall level debt structure of the county's school debt has reduced its future debt capacity requiring it to either find new revenue sources to fund the new debt service or the issuance of new debt structured with a balloon payment structure.

EXISTING DEBT MANAGEMENT PLAN

Repayment Plan for Outstanding Balloon Indebtedness. If possible, the county commission will attempt to mitigate the impact of the current balloon indebtedness structure. The county commission intends to continue the existing plan of repayment for existing school debt structured as balloon indebtedness based on projected revenue only being sufficient to support the current payment structure. For balloon indebtedness refunded with balloon indebtedness there will be no

extension of debt, but the current amortization pattern will remain in place and existing revenues pledged for such purposes will continue. The county commission will follow the procedure described in future debt for balloon indebtedness when refunding its current balloon indebtedness.

FUTURE DEBT

New Debt. Consistent with the county's adopted DMP, the County commission intends to issue new debt with a level or declining payment structure. If warranted, the county commission will follow the procedure below for issuing new money debt as balloon indebtedness.

For the FY 2018 High School Capital Improvement Program, additional revenues will be required to service any new debt whether or not the structure of such new debt is deemed to be "Balloon Debt". Such additional revenue to pay debt service may come from one or more sources or a combination of such sources to include, but be not limited to, additional County-wide property tax revenue and/or additional increment on the existing County wheel tax.

FY 2018 High School Capital Improvement Program. For the FY 2018 High School Capital Improvement Program, additional revenues will be required to service any new debt whether or not the structure of such new debt is deemed to be "Balloon Debt". Such additional revenue to pay debt service may come from one or more sources or a combination of such sources to include, but be not limited to, additional County-wide property tax revenue and/or an additional increment on the existing County wheel tax.

Refunding of Debt. Upon determination by the county commission that a balloon indebtedness structure is in the public's best interest as described in New Debt, refinancing of debt structured as part of the long-standing overall program will continue to match existing debt service patterns given the underlying security and payment provisions pledged for each individual issue. If warranted, the county commission will follow the procedure below for issuing refunding debt as balloon indebtedness.

Procedure. Non-level debt methods may be used if the county commission determines it is in the public's best interest after due diligence as required by Section 5 of the County's DMP. The county commission will make that determination by analyzing the structure's impact on county revenues and future debt capacity. The analysis will include the proposed debt structure, including the principal and interest payments, and terms and life of the debt issue as well as a depiction showing the percentage of debt retired every five years on the proposed debt. Upon the determination balloon indebtedness is in the public's best interest, the county commission will submit a plan of balloon indebtedness for review and approval to the Director of State and Local Finance. The county commission will only adopt a bond resolution authorizing balloon indebtedness after receiving approval for its plan of balloon indebtedness.

ROLL CALL
COUNTY COMMISSION, HENRY COUNTY, DONNA CRAIG, COUNTY CLERK
PARIS, TENNESSEE

A motion was made by Commissioner Jones and seconded by Commissioner Kyle to approve Resolution 8-6-21, to approve the adoption of a vehicle use policy for Henry County Government.

ITEM NO. 12

	ABSENT	PRESENT	MOTION	SECOND	AYE	NO	ABSTAIN	PASS
BERRY, JERRY					X			
BRADLEY, WESLEY					X			
CARTER, DELL					X			
CARTER, GREG					X			
COPELAND, JAMES					X			
GEAN, RANDY					X			
HUMPHREYS, KENNETH					X			
JONES, DON			X		X			
KYLE, KREG				X	X			
NEAL, PAUL					X			
STARKS, MONTE					X			
TRAVIS, JAMES					X			
VISSER, MARTY	X							
WEBB, DAVID					X			
WILLIAMS, DREW					X			
TOTAL	1				14			

MOTION CARRIED

DATE : 6-21-21

RESOLUTION NO. 8-6-21

**A RESOLUTION OF THE HENRY COUNTY, TENNESSEE BOARD
OF COMMISSIONERS TO APPROVE THE ADOPTION OF A
VEHICLE USE POLICY FOR HENRY COUNTY GOVERNMENT**

WHEREAS, it is the policy of Henry County Government to provide vehicles necessary for the performance of Henry County business; and

WHEREAS, as fiscal agent, the Henry County Mayor has legal authority and control over all vehicles purchased, maintained, repaired and used by all operating entities of Henry County Government; and

WHEREAS, the adoption of a Vehicle Use Policy for Henry County Government is intended to ensure safe and effective vehicle operations and assure that all decisions relating to the operation of County-owned vehicles are in the best interest of the employee and the County.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Henry County, Tennessee, assembled in regular session on this 21st day of June, 2021 a majority or more of the membership concurring, does hereby approve the adoption and acceptance of the Vehicle Use Policy and Guidelines for Henry County Government.

BE IT FINALLY RESOLVED that a true copy of this Resolution and the attached Vehicle Use Policy and Guideline be spread upon the Commission record of this date.

PASSED 6-21-21



**JOHN PENN RIDGEWAY, CHAIRMAN
HENRY COUNTY COMMISSION**



**DONNA CRAIG
COUNTY CLERK**

APPROVED 6-21-21



**JOHN PENN RIDGEWAY
HENRY COUNTY MAYOR**

HENRY COUNTY GOVERNMENT VEHICLE USE POLICY AND GUIDELINES

Policy

It is the policy of Henry County Government to provide vehicles necessary for the performance of Henry County business and to control all aspects of vehicle ownership and usage to ensure safe, effective, and cost-efficient operations.

As fiscal agent, the Henry County Mayor has legal authority and control over all vehicles purchased, maintained, repaired and used by all (nonfee basis) operating entities of Henry County Government. The guidelines which follow are intended as general requirements and more specific requirements may be established by other elected officials/departments heads (i.e., pursuit policies for Sheriff's Department, etc.). Revisions may be made to this policy when deemed by the County Mayor to be in the best interest of the County.

It is the responsibility of the Elected Officials, Directors, and Department Heads to assure their employees comply with vehicle operating guidelines and to assure that all decisions relating to the operation of County owned vehicles are in the best interest of the taxpayer. This includes the determination of which employees and tasks require the assignment of a County vehicle; selecting proper vehicle types and equipment; ensuring that all vehicles are maintained and used properly; and fiscal budgeting for acquisition, maintenance, and use.

Use of a County vehicle is a revocable privilege which accrues to a job position and not to a specific employee. Employees may lose the use of a vehicle when their cognizant management official, together with the County Mayor, decides this is in the best interest of the County. This may result from abuse or failure to maintain a vehicle properly; violation of vehicle use guidelines; unsafe operation and/or occurrence of preventable accidents; change in job position or duties, etc.

Any County employee who will be driving a county vehicle on or off duty or driving his or her own vehicle while on duty and in the furtherance of County business shall have a valid driver's license, shall be insurable under the County's vehicular liability insurance coverage, and shall be in compliance with all Tennessee statutes, rules and regulations relating to the operation of motor vehicles. County employees shall be responsible for immediately informing their department heads of any change in the status of their driver's license during their employment with the County. Failure to maintain a valid driver's license, failure to be insurable under the County's vehicular liability insurance coverage or failure to keep the County apprised of any change in the status of one's driver's license may be grounds for disciplinary action including termination of employment.

The Henry County Board of Education is not party to these policies and guidelines.

General Guidelines

Vehicle Use: The primary purpose for the ownership and operation of vehicles by Henry County is to enable the performance of job duties by its employees; and vehicles may be used only for legitimate County business purposes. Personal use, except as defined in Commuting Privileges is strictly prohibited.

Identification: All Henry County vehicles shall be marked to ensure that they can easily be identified as belonging to Henry County. This includes government issued license plates, a vehicle control identification number, and a county decal placed in a manner prescribed by the County Mayor. All new vehicles purchased shall be basic white, except in those cases where availability by bid dictates otherwise. The only exceptions to identifying vehicles as described above shall be:

- Undercover vehicles operated by the Sheriff's Department
- Vehicles assigned to the use of Elected Officials, Directors, and Department Heads at the discretion of the cognizant Elected Official
- Certain other vehicles at the discretion of the Elected Official/Department Head (such as prisoner transport vehicles where identification may have a negative impact).

Titles and licensing of County vehicles shall be processed by the office of the cognizant Elected Official/Department Head.

Acquisition and Disposal of Vehicles: All Henry County vehicles shall be purchased through the Henry County Purchasing Agent after the fiscal budgeting and review process. The Purchasing Agent will purchase vehicles based on specifications provided by the Elected Official/Department Head and approved by the County Mayor. Transfers of vehicles between operating departments must be approved by the County Mayor. Disposition of County vehicles will be accomplished by the County Commission's Finance Committee according to State guidelines.

Conveyance of Non-County Personnel: The operation by or conveyance of noncounty personnel in a County vehicle is prohibited except as required by legitimate County business purposes.

Operator Responsibilities: All operators of County vehicles must have a valid Tennessee Driver's License, appropriate to their vehicle usage classification. If at any time the license is revoked, suspended, cancelled, restricted or otherwise invalidated, the employee must immediately notify the cognizant Elected Official/Department Head and must be suspended from operating any County vehicle. It is the responsibility of the Elected Official to perform periodic license and driving record checks for their employees who operate County vehicles and check these before hiring a new employee who will be driving a County vehicle.

Seat Belts and Safety Devices: The vehicle operator (driver) is responsible for ensuring that all vehicle safety procedures and devices are utilized in full compliance with all applicable State and Federal laws. Use of seat belts and other required safety devices is mandatory for both the operator and any passengers. The operator may refuse to transport any passengers who fail to comply. Removal or disabling of vehicle safety devices is prohibited. Employees should

understand also that under Tennessee Workers' Compensation Law, willful failure to use provided safety devices may affect their rights to workers' compensation benefits.

Operation: Employees driving Henry County vehicles shall operate them in a safe, lawful, efficient and courteous manner and shall obey all traffic laws, parking regulations and rules of the road. Traffic and parking violations are the operator's responsibility and may result in disciplinary action when warranted. Common sense security precautions and good driving habits shall be observed.

Alcohol and Drug Policy

For prospective new hires that operate county owned vehicles, Henry County may test for drugs and alcohol and additionally may require such testing for employees transferred into positions where drug or alcohol use may adversely affect other employees, wards, or the general public.

Vehicle Accidents and Damage to County Vehicles

In the event of accidents involving County vehicles or other damage to County vehicles the following reporting procedure applies. It is the supervisor's responsibility to see that each driver is properly trained in these procedures.

Out of State Driving

The driving of county vehicles out of state should be held to a minimum since governmental tort liability protection generally does not apply out of state. It is preferred that Henry County employees traveling out of state on County business use their own private vehicle and obtain mileage reimbursement. The County maintains vehicle insurance for out of state driving where the use of a County vehicle for this purpose is necessary and has been approved by the applicable Elected Official/Department Head.

Supplemental "Non-Owned" Auto Insurance Coverage

Under the Tennessee Governmental Tort Liability Act (GTLA), the limits to which the government (Henry County) could be held liable (as of the date this policy was adopted) are:

- Bodily injury or death of any one person in any one accident, occurrence or act: \$300,000
- Bodily injury or death of all persons in any one accident, occurrence or act: \$700,000
- Injury to or destruction of property of others in any one accident: \$100,000

It is possible that an individual employee could be held personally liable for amounts above these limits. Employees can purchase individual non-owned vehicle liability insurance coverage from their own insurance company to protect the employee in the event of a judgment in excess of GTLA limits while driving a Henry County vehicle. It is not required that employees purchase this coverage. This is to advise that such coverage is available from most auto insurance companies at very economical rates and each employee should decide if they wish to purchase such coverage.

Commuting Use of Henry County Vehicles

It is the policy of Henry County Government to fully comply with all Internal Revenue Service (IRS) requirements pertaining to the commuting use of County vehicles. There are three alternative categories contemplated by IRS under which a County vehicle may be used for commuting purposes. Each is described as follows:

Category I – Commuting Rule

The “**Commuting Rule**” of the IRS shall be used in most instances of drive-home vehicle use. Under this rule, the value of a vehicle provided to an employee for commuting use is determined by multiplying each one-way commute (that is, from home to work or from work to home) by a dollar amount set by the IRS (\$1.50 as of 2021). If more than one employee commutes in the vehicle, this value applies to each employee. This amount must be included in the employee's wages or reimbursed by the employee. The following requirements must be met to remain in compliance and are mandatory for employees subject to this rule:

- a) For bona fide non-compensatory business reasons, the County requires an employee to commute to and from work in an assigned vehicle. This includes employees who drive directly to or from varying work sites and also to employees who are key County employees who are required to be on call and to report if needed at any time.
- b) Neither the employee nor any individual whose use would be taxable to the employee shall use a County vehicle for any personal use other than commuting and “de minimis personal use.” “De minimis personal use” shall have the meaning defined by IRS rules and regulations and shall generally include only stops for personal errands between work and the employee's home.
- c) A control employee (see below) does not qualify for the Commuting Rule.

Category II – Lease Valuation Rule for “Control Employees”

The IRS defines “control employees” to include Elected Officials and also employees whose compensation is at least as great as a federal government employee at Executive Level V (Beginning January 1, 2020, this is \$160,100). The value of a vehicle provided to an employee is determined using the annual lease value (ALV). Generally, ALV is figured by determining the fair market value, applying the IRS Annual Lease Value Table (Table 3-1 in Publication 15-B) and multiplying the ALV by the ratio of personal mile to business miles. Control employees must assist in the keeping of adequate mileage records as required by the County Finance Department.

Category III – Qualified Nonpersonal Use Vehicles

Employees commuting in the following types of vehicles are not subject to any reporting of commuting use as taxable income:

- a) Marked police, fire, and public safety officer vehicles
- b) Unmarked vehicles used by law enforcement officers, if the use is officially authorized
- c) Ambulances

- d) Hearses
- e) Delivery trucks with only a driver's seat, or the driver plus a folding jump seat
- f) Moving vans
- g) School buses
- h) Passenger buses seating at least 20 people
- i) Animal control vehicles
- j) Construction or specially designed work vehicles (e.g., dump trucks, cement mixers, forklifts, garbage trucks)
- k) Refrigerated trucks
- l) Qualified utility repair vehicles
- m) Trucks with a loaded weight over 14,000 pounds
- n) Tractors and other special-purpose farm vehicles

Commuting Restrictions

County vehicles may be used for commuting purposes only when the commuting residence is inside County limits.

County vehicles used for commuting shall not be used for "car pool" purposes nor shall passengers (employee or nonemployee) be regularly carried for nonbusiness related reasons without the consent of the cognizant Elected Official/Department Head and the County Mayor.

County vehicles shall not be used to haul personal materials or supplies which are heavy, bulky, or which may result in damage to the vehicle. Failure to comply with the policy on commuting use of vehicles may result in revocation of commuting use privileges and may result in further disciplinary action.

WHAT TO DO IF YOU HAVE A VEHICLE ACCIDENT

Do the following immediately:

Check to see if anyone is injured

Call 911 for an ambulance, if needed

Call 911 for the fire department, if needed

Call 911 for the Police, Highway Patrol, or Sheriff's Department

Then do the following:

It is important that you get all the necessary information while you are at the accident scene to properly complete the accident report. Be sure to **write down the following:**

1. Location of accident - name of street and town
2. Name, address, and phone number of:
 - a. other vehicle driver
 - b. other vehicle owner, if different from the driver
 - c. other vehicle's insurance company
 - d. all injured persons (description of injuries, and where they were treated, if known)
 - e. witnesses (ask persons at the scene if they saw the accident)
3. Observe the scene to see if there are skid marks, debris, gouge marks, that would help to show how the accident happened. Check the damage to the other vehicle.
4. Report promptly to your supervisor
5. Deliver accident report obtained from law enforcement to the Henry County Mayor's Office. Phone: 731-642-5212; Fax: 731-642-6531

ROLL CALL
COUNTY COMMISSION, HENRY COUNTY, DONNA CRAIG, COUNTY CLERK
PARIS, TENNESSEE

Commissioner Kyle made a motion to approve Resolution 9-6-21, to authorize the sale of certain surplus property through Gov Deals. Commissioner Bradley seconded the motion.

ITEM NO. 13

	ABSENT	PRESENT	MOTION	SECOND	AYE	NO	ABSTAIN	PASS
BERRY, JERRY					X			
BRADLEY, WESLEY				X	X			
CARTER, DELL					X			
CARTER, GREG					X			
COPELAND, JAMES					X			
GEAN, RANDY					X			
HUMPHREYS, KENNETH					X			
JONES, DON					X			
KYLE, KREG			X		X			
NEAL, PAUL					X			
STARKS, MONTE					X			
TRAVIS, JAMES					X			
VISSER, MARTY	X							
WEBB, DAVID					X			
WILLIAMS, DREW					X			
TOTAL	1				14			

MOTION CARRIED

DATE : 6-21-21

RESOLUTION NO. 9-6-21

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF HENRY
COUNTY, TENNESSEE TO AUTHORIZE THE SALE OF CERTAIN
SURPLUS PROPERTY THROUGH GOV DEALS**

WHEREAS, the Henry County Sheriff's Department has declared certain property to be surplus and of no value to the County; and

WHEREAS, the Henry County Sheriff's Department declares all of the property on the attached list to be surplus property; and

WHEREAS, the Board of Commissioners deems it appropriate and beneficial to the public interest to grant authorization for sale by sealed bid or by auction of such property by the Sheriff's Department.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Henry County, Tennessee, assembled in regular session on this 21st day of June, 2021, a majority or more of the membership concurring, that the attached list of items be declared surplus property and does authorize the sale of such property by sealed bid or by auction.

BE IT FINALLY RESOLVED that a true copy of this Resolution be spread upon the Commission record of this date.

PASSED 6-21-21



**JOHN PENN RIDGEWAY, CHAIRMAN
HENRY COUNTY COMMISSION**

**DONNA CRAIG
COUNTY CLERK**

APPROVED 6-21-21



**JOHN PENN RIDGEWAY
COUNTY MAYOR**

Henry County Sheriff's Surplus Property-2021

1. 2013 Harley Davidson Motorcycle

ROLL CALL
COUNTY COMMISSION, HENRY COUNTY, DONNA CRAIG, COUNTY CLERK
PARIS, TENNESSEE

A motion was made by Commissioner Jones and seconded by Commissioner Neal to recess to July 1, 2021 at 5:00.

ITEM NO. 14

	ABSENT	PRESENT	MOTION	SECOND	AYE	NO	ABSTAIN	PASS
BERRY, JERRY								
BRADLEY, WESLEY								
CARTER, DELL								
CARTER, GREG								
COPELAND, JAMES								
GEAN, RANDY								
HUMPHREYS, KENNETH								
JONES, DON			X					
KYLE, KREG								
NEAL, PAUL				X				
STARKS, MONTE								
TRAVIS, JAMES								
VISSER, MARTY								
WEBB, DAVID								
WILLIAMS, DREW								
TOTAL								

VOICE VOTE CARRIED

DATE : 6-21-21