

REGULAR MEETING OF
THE HARTSVILLE/TROUSDALE COUNTY COMMISSION
MONDAY, FEBRUARY 22, 2021 | 7:00 P.M. | TC COURTHOUSE

AGENDA

1. Open Court

2. Invocation – Landon Gulley

3. Pledge to the American Flag – Mary Ann Baker

4. Roll Call – Rita Crowder, *County Clerk*

5. Approval of Minutes

The minutes of the January 25, 2021 Commission meeting have been distributed.

6. Announcements

7. Amendments to the Agenda / Approval of Agenda

8. Citizens' Response to Agenda Items

If you wish to speak to the Commission on a matter in this month's agenda, please sign in at this time.

9. County Schools Report – Dr. Clint Satterfield

10. County Mayor Report – Stephen Chambers

11. Committee Reports

- A. Steering Committee – Feb 2
- B. Education Committee – Feb 4
- C. Emergency Services – Feb 9
- D. Parks & Recreation – Feb 11

- E. Communications – Feb 16
- F. Budget & Finance – Feb 16
- G. *Other Reports*

12. Active Business

A. **Appointments / Re-Appointments**

B. **Resolutions**

- 1) **Resolution 2021-06-710** County Road: Tulip Court

C. **Ordinances**

PUBLIC HEARING & SECOND READING

- 1) **Ordinance 210-2021-01** Rezoning R1 to R2 Andrews Avenue

D. **Budget Amendments**

101 – GENERAL FUND

| | | | |
|-------------|-------------------------------------|----|--------|
| 2021-101-20 | Courts: Video Arraignment Equipment | \$ | 11,000 |
| 2021-101-21 | Library: Grant Funding – Equipment | | 1,804 |

E. **Notaries**

- *County Clerk will present names at Commission meeting*

13. Other Business

14. Public Comment

15. Adjourn

Next scheduled meetings:

Work Session Monday, March 15, 2021

Commission Monday, March 22, 2021

MINUTES

JANUARY 25, 2021 - HARTSVILLE/TROUSDALE COUNTY COMMISSION MEETING

BE IT REMEMBERED, That the Hartsville/Trousdale County Commission met pursuant to adjournment with the Honorable Dwight Jewell, Commission Chairman presiding and the following commissioners present to wit: Beverly Atwood, Mary Ann Baker, Ken Buckmaster, Shane Burton, Gary Claridy, Coy Dickey, Bill Fergusson, Jerry Ford, Bubba Gregory, Landon Gulley, Richard Harsh, Linda Johnson, David Nollner, Amber Russell, Gary Walsh, and Steve Whittaker.

1. **Open Court** - Sheriff Ray Russell
2. **Invocation** - Ken Buckmaster
3. **Pledge to the American Flag** - Beverly Atwood
4. **Roll Call** - Rita Crowder, County Clerk - 17 Present, 3 Absent
5. **Approval of Minutes** - November 23, 2020
Motion this court approve the Minutes as presented.
Motion by Richard Harsh, Second by Gary Walsh MOTION CARRIED
6. **Announcements** - Timesheets need to be turned in to Amy Thomas. Conflict of Interest forms are due by Jan. 31, 2021. New committee sheets have been distributed. Please check for any errors. Please remember commissioners Richard Johnson, Rachel Jones, and Lonnie Taylor in your prayers. Two are sick and one has lost a family member.
7. **Amendments to the Agenda / Approval of Agenda** - Adding 3 Notaries to the agenda.
8. **Citizens' Response to Agenda Items** - None presented.
9. **County Mayor Report** - Mayor Stephen Chambers
Admin. Building - The building is open to the public as of Jan. 21st. Our current # of active cases are 34. Vaccines are currently being dispensed by the Health Dept.
All other topics are already on the agenda for approval of the commission.
10. **Committee Reports** -
 - A. **Steering Committee** - Jan 5. Members attended via **ZOOM** and/or in person. Still working with the Historical Planner from GNRC on replacement windows for the courthouse. Discussed changes to the personnel policy pertaining to COVID-19. Reviewed quotes for a Wage Study and have been forwarded to the Personnel Committee. Reviewed Budget Amendments and Appointments for the Jan. 25th Agenda.
 - B. **Economic Development** - Jan 7. Members attended via **ZOOM** and/or in person. Mayor Chambers gave an update on the TN Downtown Grant funding thru TN ECD that would help downtown businesses thru a grant/reimbursement program. The Grant requires a 501(c)(3) to serve as the bookkeeping entity for the project. Since one could not be found, the County will step in and take care of that function. Bryan King stated that Retail Strategies out of Birmingham, AL, have been retained for the next 3 years to help bring in retail operations to help keep money in the county. Also, DTC has been in discussions to bring broadband to the Providence Community. This area is not covered by Tri-County Electric's broadband service.
 - C. **Personnel** - Jan 7. Also held via **ZOOM** and/or in person. Elected officers: Bill Fergusson - Chairman; Richard Johnson - Vice-Chairman; Mary Ann Baker - Secretary. Discussed the upcoming possible changes to the Personnel Policy regarding COVID-19. Discussed the possibility of a Wage Study. The Mayor said they have received 3 bids. Steven Thompson - BTA (Burriss, Thompson & Associates) will be the firm chosen to conduct this study. More discussion on implementing Direct Deposit. Still several details need to be worked out before July 1, 2021, which would be the earliest date for it to begin.

- D. **Purchasing** - Jan 19. Quarterly meeting was held via **ZOOM** and/or in person. The committee reviewed the Purchasing Summary for FY2021 2nd Quarter for purchases over \$5,000 to one vendor. Everything looked as it should, no anomalies.
- E. **Budget & Finance** - Jan 19. This meeting was held via **ZOOM** and/or in person. They reviewed the Financial Summary and the Trustee's report. They found no anomalies or concerns. They reviewed the Budget Amendments on the agenda and recommended sending to the full Commission for approval. They also asked Co. Attorney, Brandon Bellar, to clarify when an abstention vote actually count as an abstention.
Mr. Bellar stated that if you abstain without a valid, stated cause, an abstention is to be considered a no vote.
- F. **Emergency Services** - Meeting is scheduled for 2/09/21 @ 6:00 pm at the Courthouse.
- G. **Parks & Recreations** - Meeting is scheduled for 2/11/21 @ 6:00 pm at the Courthouse.

11. **Active Business**

A. **Appointments / Re-Appointments**

- 1. **Beer Board, 4YR TERM**
Bobby Joe Lewis
- 2. **Board of Agriculture, 2YR TERM, Re-appointment**
Freida Cornwell (Farm Rep)
Jerry Ford (Co. Commissioner)
Landon Gulley (County Commissioner)
William Beasley (Farm Rep.)
- 3. **Board of Zoning and Appeals, 4YR TERM**
Mark D. Harper, Re-appointment
Dwight Jewell, Appointment
- 4. **Health Officer, 4YR TERM**
Kathy Atwood, Re-appointment
- 5. **Highway Commission, 2YR TERM**
Bobby Joe Lewis, Re-appointment
- 6. **Planning Commission, 4YR TERM**
David Nollner, Re-appointment
- 7. **Water Utility Board, 4YR TERM**
Craig Moreland, Re-appointment
- 8. **TN Downtown Scoring Committee**
Jerry Ford
John Oliver
Mark Presley
- 9. **TCHS Student Representative**
Ethan Boles - Ethan is a Jr. @ TCHS.

Motion to approve appointments as presented.
Motion by Richard Harsh, Second by Coy Dickey

MOTION CARRIED

B. Resolutions

- 1) **Resolution 2021-01-705** Extension of Vacation Benefit to the Jail Guards due to C19
Motion this court approve this Resolution.
Motion by Jerry Ford, Second by Linda Johnson **MOTION CARRIED**

- 2) **Resolution 2021-02-706** Amend Personnel Policy for C19 Sick Leave
Motion this court approve this Resolution.
Motion by Mary Ann Baker, Second by Landon Gulley **MOTION CARRIED**

- 3) **Resolution 2021-03-707** Lecornu Lane
Motion this court approve this Resolution.
Motion by Bubba Gregory, Second by Beverly Atwood **MOTION CARRIED**

- 4) **Resolution 2021-04-708** Official Tourism Organization
Motion this court approve this Resolution.
Motion by Beverly Atwood, Second by Richard Harsh **MOTION CARRIED**

- 5) **Resolution 2021-05-709** Application for the 2021 CDBG
Motion this court approve this Resolution.
Motion by Coy Dickey, Second by Jerry Ford **MOTION CARRIED**

C. Ordinances

Public Hearing & Second Reading

- 1) **Ordinance 207-2020-22** Rezoning R1 to R2 Halltown Road
Motion this court close this Public Hearing.
Motion by Gary Walsh, Second by Linda Johnson **MOTION CARRIED**

Ordinance 207-2020-22 Rezoning R1 to R2 Halltown Road
Motion this court approve this Ordinance - **2nd Reading**
Motion Landon Gulley, Second by Linda Johnson **MOTION CARRIED**

- 2) **Ordinance 208-2020-23** Rezoning A1 to R1 Hwy 231 S
Motion this court close this Public Hearing.
Motion by Gary Walsh, Second by Jerry Ford **MOTION CARRIED**

Ordinance 208-2020-23 Rezoning A1 to R1 Hwy 231 S
Motion this court approve this Ordinance - **2nd Reading**
Motion by Richard Harsh, Second by Shane Burton **MOTION CARRIED**

- 3) **Ordinance 209-2020-24** Rezoning C2 to R3 Hayes Avenue
Motion this court close this Public Hearing.
Motion by Gary Claridy, Second by Amber Russell **MOTION CARRIED**

Ordinance 209-2020-24 Rezoning C2 to R3 Hayes Avenue
Motion this court approve this Ordinance - **2nd Reading**
Motion by Gary Claridy, Second by Mary Ann Baker **MOTION CARRIED**

First Reading

- 1) **Ordinance 210-2021-01** Rezoning R1 to R2 Andrews Avenue
Motion this court approve this Ordinance - **1st Reading**
Motion by Richard Harsh, Second by Jerry Ford
Show of hands vote - **14 YES, 3 NO, 3 Absent** **MOTION CARRIED**

D. Budget Amendments

101 - GENERAL FUND

| | | | |
|---------------------|--|----|---------------|
| 2021-101-11R | Animal Shelter HVAC (Reserves) | \$ | 4,500 |
| 2021-101-12 | Coroner / Med Examiner -Autopsy Exp | | 5,925 |
| 2021-101-13 | CARES: Election Office - Grant Funding | | 7,132 |
| 2021-101-14 | Insurance Recovery - Sheriff Dept. | | 7,421 |
| 2021-101-15 | Econ Dev - TN Downtown Grant Funding | | 5,000 |
| 2021-101-16 | Rescue Squad Equipment | | 22,030 |
| 2021-101-17 | LGSF EMA Radio Equipment | | 45,005 |
| 2021-101-18 | Fire Dept. Equipment | | 43,170 |

151 - DEBT SERVICE FUND

| | | | |
|--------------------|---------------------------------|----|----------------|
| 2021-151-01 | JSMS Roof Project Appropriation | \$ | 117,196 |
|--------------------|---------------------------------|----|----------------|

Motion this court approve all Budget Amendments, with the exclusion of 2021-151-01 Wage Study \$20,000.

Motion by Landon Gulley, Second by Coy Dickey

MOTION CARRIED

101- GENERAL FUND

| | | | |
|--------------------|-------------------|----|---------------|
| 2021-101-19 | LGSF - Wage Study | \$ | 20,000 |
|--------------------|-------------------|----|---------------|

Motion this approve this Budget Amendment.

Motion by Mary Ann Baker, Second by Shane Burton

ROLL CALL, BOOK 3 PAGE 190 - 13 YES, 4 NO(*1 ABSTENTION w/o CAUSE), 3 ABSENT

MOTION CARRIED

E. Notaries

Cecelia Stricker - TCHS

Pamela R. Scott - D & S Community Services

Ryan Chasse - TN Army National Guard

Motion this court approve these Notary Applicants.

Motion by Landon Gulley, Second by Bubba Gregory

MOTION CARRIED

12. **Other Business**

13. **Public Comment**

14. **Adjourn**

RESOLUTIONS

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

RESOLUTION #2021-06-710

**RESOLUTION REVISING AND APPROVING THE
HARTSVILLE/TROUSDALE COUNTY ROAD LIST
- TULIP COURT -**

WHEREAS, it is the responsibility of the Hartsville/Trousdale County Commissioners to maintain a correct and up-to-date list of County roads in Hartsville/Trousdale County; and

WHEREAS, Tulip Court, a dead end road, being a road in the subdivision known as Grace Haven, the same being property of record in Deed Book 26, Page 248, Map 29, Parcel 29.01, 29.02, and 29.03, having been built to Hartsville/Trousdale County Subdivision regulations and bond requirements.

NOW, THEREFORE BE IT RESOLVED by the Hartsville/Trousdale County Commission meeting in regular session on February 22, 2021, that the Hartsville/Trousdale County Road List be amended by adding Tulip Court as a county road to be maintained by the Hartsville/Trousdale County Highway Department.

Motion to approve: _____

Second motion: _____

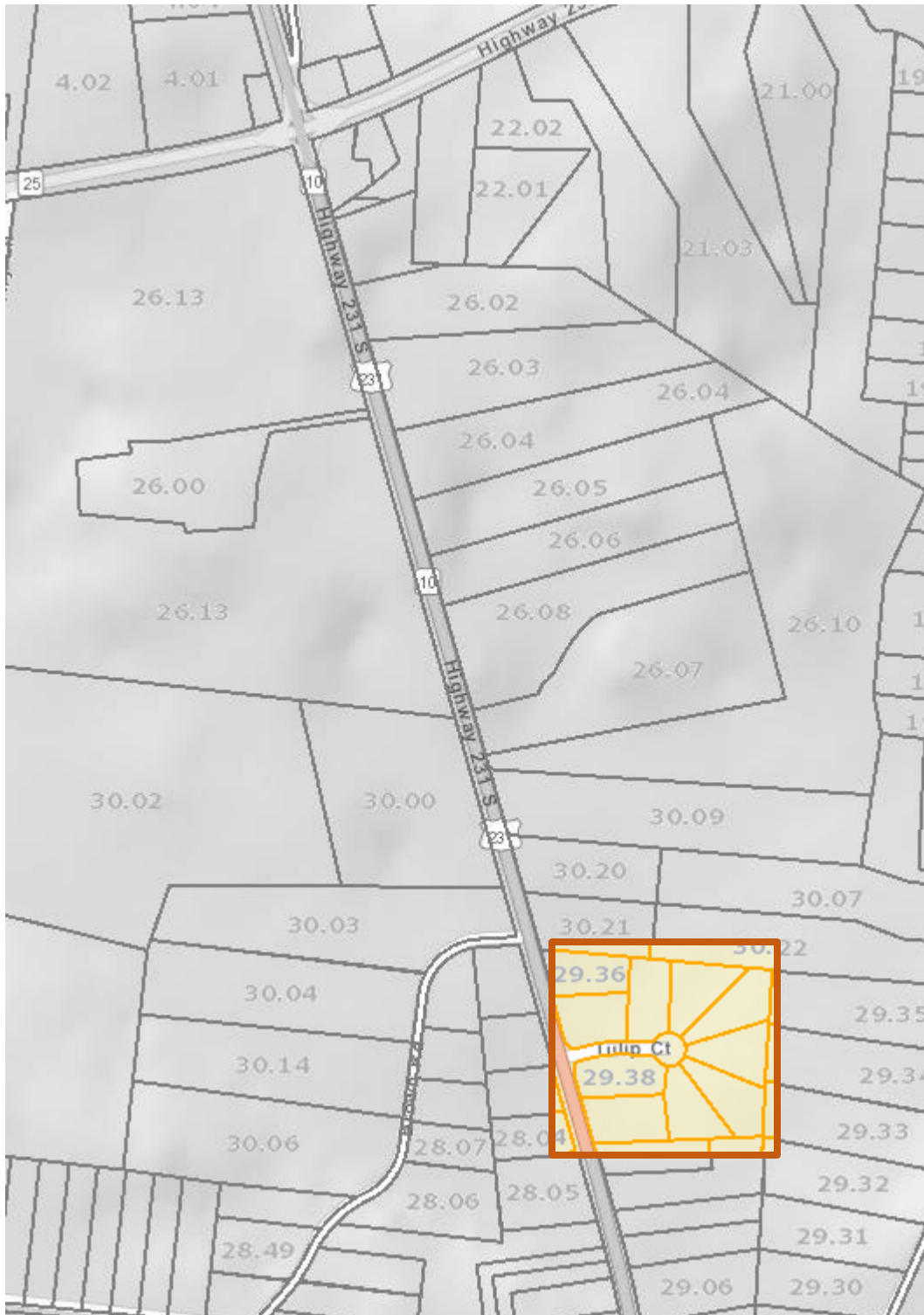
Voice Vote of General Consent *ABSENT* _____

APPROVED:

ATTEST:

Dwight Jewell
Commission Chair

Rita Crowder
County Clerk





February 8, 2021

Mr. Bill Scruggs
P. O. Box 28
Hartsville, TN 37074

RE: Tulip Court Subdivision
Trousdale County, Tennessee
Bond Release

Dear Bill,

A Site inspection was conducted on February 3, 2021 for a final inspection on Tulip Court to check for any deficiencies before final bond release and Trousdale County can accept this street into the Road System for maintenance.

Tulip Court is built in accordance with plans and Specifications and is ready to be accepted into the Trousdale County Highway System.

If you should need anything or additional information is required, please call.

Sincerely,

A handwritten signature in black ink, appearing to read 'Randall A. Carroll', written in a cursive style.

Randall A. Carroll
Senior Project Manager

cc: file

ORDINANCES

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT
ORDINANCE #210-2021-01

**AN ORDINANCE TO AMEND ARTICLE V, SECTION 5.020 OF THE ZONING
ORDINANCE OF TROUSDALE COUNTY, TENNESSEE, BY REZONING
PARCEL 022.00, TAX MAP 019N, GROUP B FROM R1 TO R2**

WHEREAS, the land use controls of Hartsville/Trousdale County, Tennessee have been adopted for the purpose of promoting the public health, safety, morals, convenience, order, prosperity, and general welfare of the community; and

WHEREAS, the location and boundaries of the zoning districts established by this resolution and ordinance, are bounded and defined as shown on the official zoning map, entitled Zoning Map of Trousdale County, Tennessee, and any amendment thereto; and

WHEREAS, the Hartsville/Trousdale County Regional Planning Commission has duly reviewed and recommended these requests to the County Commission; and

WHEREAS, the County Commission has reviewed such recommendation and has conducted a public hearing prior to the second reading.

NOW, THEREFORE, BE IT ORDAINED BY THE HARTSVILLE/TROUSDALE COUNTY COMMISSION:

That the Zoning Map of Trousdale County, Tennessee be amended by the rezoning of a parcel from R-1 Residential to R-2 Residential for the purposes of building a duplex at the property identified as follows:

Trousdale County Tax Map 019N, Group B, Parcel 022.00;
This being a lot located at 309 Andrews Avenue, Hartsville, TN.

BE IT ENACTED that this ordinance shall take effect from and after its adoption, the public welfare requiring it.

*This Rezoning request is **not** recommended by Planning Commission
Public Hearing to be held on February 22, 2021 if approved on 1st Reading*

| | | | | | | | | |
|--|-------------------------|------------------------------|-----------|----|----------|--------|----------|---------------|
| | 1M <u>Richard Harsh</u> | Vote by Show of Hands | | | | | | |
| First Reading: <u>January 25, 2021</u> | 2m <u>Jerry Ford</u> | Yes | <u>14</u> | No | <u>3</u> | Absent | <u>3</u> | PASSED |
| | 1M _____ | | | | | | | |
| Second Reading: <u>February 22, 2021</u> | 2m _____ | Voice Vote | | | | Absent | _____ | _____ |

Approved:

Approved:

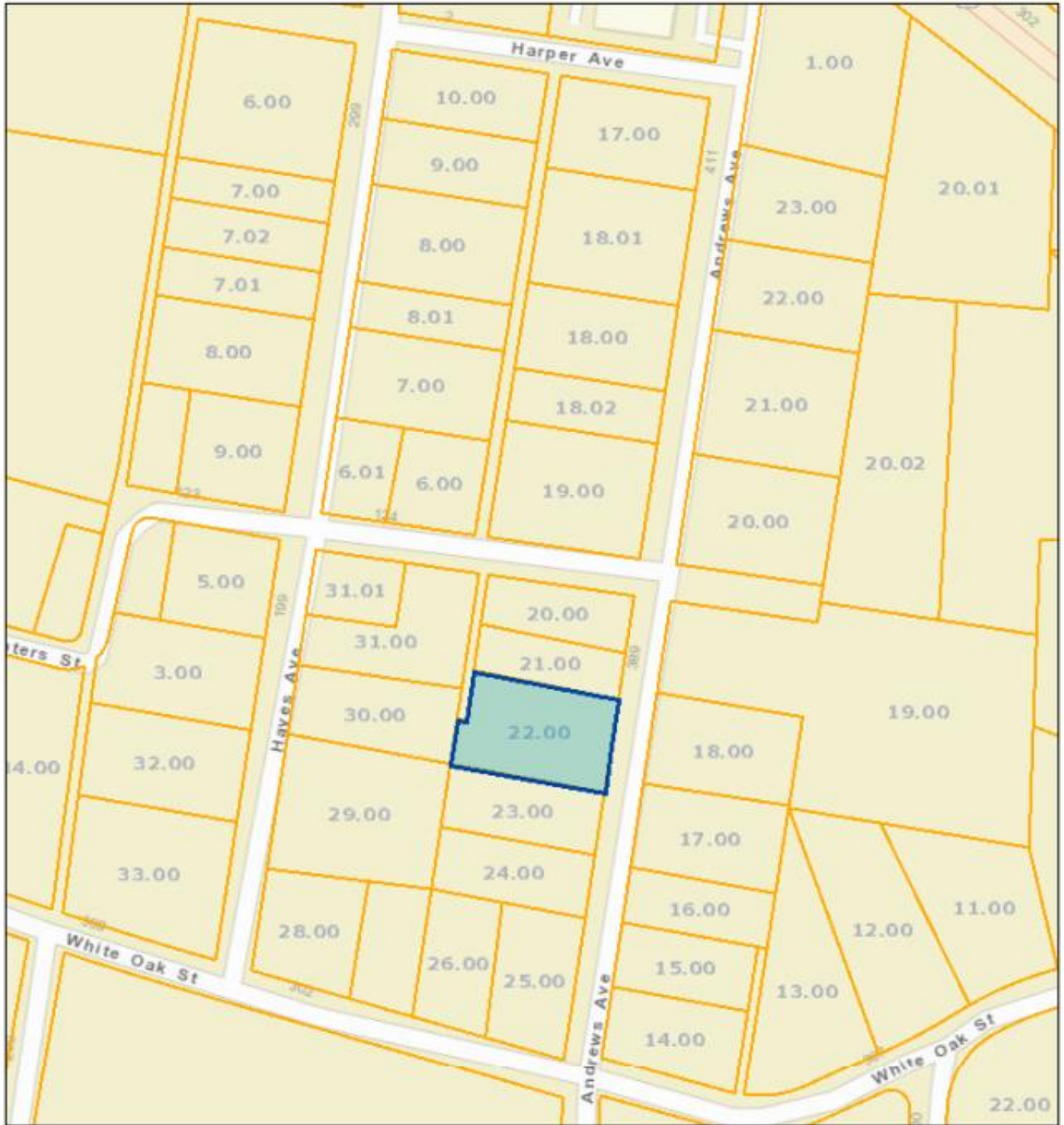
Attest:

Dwight Jewell, Commission Chairman

Stephen Chambers, Mayor

Rita Crowder, County Clerk

Trousdale County - Parcel: 019N B 022.00



Date: January 12, 2021
County: Trousdale
Owner: POTTS MIKE
Address: ANDREWS AVE 309
Parcel Number: 019N B 022.00
Deeded Acreage: 0
Calculated Acreage: 0
Date of Imagery: 2017

Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community
TN Comptroller - OLG
State of Tennessee, Comptroller of the Treasury, Office of Local Government

The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property ownership in any court of law.

BUDGET AMENDMENTS

BA101-20 COURT VIDEO \$11,000

| BUDGET AMENDMENT

2021-101-20

Request is hereby made to amend **Fund 101 County General** budget as follows:

| | | <u>DEBIT:</u> | <u>CREDIT:</u> |
|---------------------|---|------------------|------------------|
| 101-47303 | TN CARES FUNDING (TNCAMS) | \$ 11,000 | |
| 101-53920-708-COVID | Courtroom Security: Communication Equipment | | \$ 11,000 |
| TOTAL | | \$ 11,000 | \$ 11,000 |

Purpose: Funding received from TN CARES Act. HTC received \$330,360. Using a portion of this funding for Video Arraignment Equipment for the Courtrooms in the Justice Center.

| | | |
|-------------------------------|------------------|------------------|
| Budget Amendment Total | \$ 11,000 | \$ 11,000 |
|-------------------------------|------------------|------------------|

As approved by the Budget & Finance Committee _____

Motion to approve: _____

Second: _____

Voice Vote Absent 3

Budget Amendment 2021-101-20 **approved by Commission on** _____

APPROVED:

ATTEST:

DWIGHT JEWELL
COMMISSION CHAIRMAN

RITA CROWDER
COUNTY CLERK

BA101-21 LIBRARY TECH \$1,804

| BUDGET AMENDMENT

2021-101-21

Request is hereby made to amend **Fund 101 County General** budget as follows:

| | | <u>DEBIT:</u> | <u>CREDIT:</u> |
|---------------|-------------------------------------|-----------------|-----------------|
| 101-46190-LIB | Government Grants: Technology Grant | \$ 1,804 | |
| 101-56500-719 | Library: Office Equipment | | \$ 1,804 |
| TOTAL | | \$ 1,804 | \$ 1,804 |

Purpose: *Library awarded a Technology Grant from the Secretary of State. It is a 50/50 match grant award. Library will be using these funds to purchase 4 computers w/ monitors.*

| | | |
|-------------------------------|-----------------|-----------------|
| Budget Amendment Total | \$ 1,804 | \$ 1,804 |
|-------------------------------|-----------------|-----------------|

As approved by the Budget & Finance Committee _____

Motion to approve: _____

Second: _____

Voice Vote Absent 3

Budget Amendment 2021-101-21 **approved by Commission on** _____

APPROVED:

ATTEST:

DWIGHT JEWELL
COMMISSION CHAIRMAN

RITA CROWDER
COUNTY CLERK

Hartsville/Trousdale County Commission Committee Attendance Record

NAME: _____

Month of: FEBRUARY 2021

| Committee Name | | | Initials |
|--|-----------|-----|----------|
| Steering | 2/2/2021 | 43 | |
| Education | 2/4/2021 | 43 | |
| Emergency Services | 2/9/2021 | 43 | |
| Parks & Recreation | 2/11/2021 | 43 | |
| Communications | 2/16/2021 | 43 | |
| Budget | 2/16/2021 | 43 | |
| | | | |
| | | | |
| | | | |
| <i>Advisory boards, committees, and commissions are paid separately from this listing.</i> | | | |
| Work Session | 2/16/2021 | 81 | |
| Commission | 2/22/2021 | 107 | |

Amount Due \$ _____

Commissioner's Signature

Date

**Commissioners are paid only for the attendance of committees of which they are appointed. You may attend other committee meetings at your leisure.*