

AGENDA

LINCOLN COUNTY BOARD OF COMMISSIONERS MEETING

February 19, 2019

6:00 P.M.

Call Board to Order

Chair Bill Newman

Invocation

Ley Jean, Minister of Howell Church of Christ

Pledge of Allegiance

Libby Quick, Junior at Fayetteville High School Where She Is in the Beta Club, Leo Club, Youth Leadership Lincoln, a Member of the FHS Journalism Staff, and a Peer Tutor at Ralph Askins School. Libby Is a Member of Fayetteville First Baptist and Is a Competition Dancer at Backstage Performing Arts. She Is the Daughter of Heather and Clint Dickey.

Roll Call

Phyllis F. Counts, County Clerk

Announcements

Chair Newman

Approval of Minutes January 15, 2019

Chair Newman

Monthly Committee Minutes Received  
(No Action Required by Commission)

Chair Newman

Dec 10 - Library

Dec 12 - ISWA

Dec 17 - IDB

Dec 19 - Health System

Jan 07 - Board of Education

Jan 08 - Fire/EMA

Jan 10 - Law Enforcement

Jan 10 - E911

Jan 21 - Airport

Jan 28 - Highway

Feb 05 - Solid Waste

Feb 07 - Planning

Quarterly Committee Minutes Received  
(No Action Required by Commission)

Chair Newman

Agriculture

Chamber of Commerce

Emergency Management

Fayetteville-Lincoln County Library

<u>Lincoln County Board of Public Utilities</u>	
<u>Lincoln County Health Department</u>	
<u>Lincoln County Health System</u>	
<u>Resignation of Daniel Smith on Planning Commission</u>	Chair Newman
<u>Review of Greene County Resolution to Elect Clerk and Master</u>	Chair Newman
<u>Consideration for Approval to Appoint Wayne Simms to the ISWA Committee - Term to Expire Jan 2025</u>	Chair Newman
Consideration for Approval to Re-Appoint A. J. Williams to the ISWA Committee - Term Expires Jan 2025	Chair Newman
<u>Consideration for Approval to Appoint Russ Dixon to IDB as City Rep - Term to Expire June 2019 (Jeff Alder Resigned To Take Alderman Position)</u>	Chair Newman
Consideration for Approval to Re-Elect Doug Cunningham, Ronald Jean, and Steve Graham to Industrial Coordinating Committee - Terms Expire Jan 2023	Chair Newman
<u>Consideration for Approval to Appoint Samantha Jennings to the Planning Commission to Fill the Unexpired Term of Daniel Smith Who Has Resigned - Term Expires May 2021</u>	Chair Newman
<u>Consideration for Approval to Appoint Sandi Bradford to the Buffalo River Regional Library Board to Fill Unexpired Term of Anita Norman Who Resigned - Term Expires Jun 2019</u>	Chair Newman
<u>Consideration for Approval to Call for a Public Hearing Relative the Rezoning Request for Lea Anne Grissom</u>	Nancy Harris, Director Planning & Zoning
<u>Consideration for Approval of 2019 County Road List</u>	Chair Newman
Chamber of Commerce Report	Carolyn Denton, Director
<u>Budget Committee Report</u>	Donny Ogle, Secretary
Notary Publics	Chair Newman
New Business	Chair Newman
Adjourn	Chair Newman

The Board of Commissioners of Lincoln County met in Regular Session at 6 p.m. at the Lincoln County Courthouse, Fayetteville, Tennessee with Chairman Bill Newman presiding.

The following were present:

- BILL NEWMAN is present
- STEVE GRAHAM is present
- DAVID SANDERS is present
- DARREN WALKER is present
- BEN BROWN is Absent
- GRADY REAVIS is present
- JOHN THORPE is present
- JACK ATCHLEY is present
- KATE GUIN is present
- MARK MITCHELL is present
- RANDY BRADFORD is present
- CHARLES HUNTER is present
- STEVE SPRAY is present
- SHIRLEY DANGERFIELD is present
- STEPHANIE EADY BRITT is present
- ANTHONY TAYLOR is present
- TORI YOUNG is present
- DOUG CUNNINGHAM is Absent
- ROGER MARTINEZ JR is present
- RICKY BRYANT is present
- STEVE GUNTHERBERG is present
- GLEN DOUGLAS is present
- RONALD JEAN is present
- DONNY OGLE is present
- JON JACKS is present

Number of Voters PRESENT for Roll Call: 23

Number of Voters ABSENT for Roll Call: 2

County Clerk Phyllis F Counts, County Attorney Ed Simms and Deputy Finance Director Vicky Trentham were also present.

=====

**ROGER BATES, PASTOR MULBERRY BAPTIST OFFERED THE INVOCATION**

**KYLIE HONEY LED THE PLEDGE OF ALLEGIANCE. SHE IS IN THE 4<sup>TH</sup> GRADE AT UNITY SCHOOL. SHE PLAYS BASKETBALL AND SOFTBALL. HER HOBBIES ARE READING AND ANYTHING TO DO WITH ANIMALS. SHE IS THE DAUGHTER OF ROBBIE AND LACEY HONEY.**

=====

**APPROVAL OF MINUTES**

Motion by Commissioner Bradford, seconded by Commissioner Dangerfield and passed with a unanimous voice vote

=====

**These next three elections and re-elections will be considered under one motion unless there is an objection, hearing none**

**CONSIDERATION FOR APPROVAL TO ELECT TORI YOUNG TO THE AGRICULTURAL EXTENSION COMMITTEE (BEN BROWN HAS SERVED THREE TERM LIMIT) – TERM EXPIRES JAN 2021**

**CONSIDERATION FOR APPROVAL TO RE-ELECT GAIL CORDER TO AGRICULTURAL EXTENSION COMMITTEE- TERM EXPIRES JAN 2021**

**CONSIDERATION FOR APPROVAL TO ELECT COLE SMITH TO AGRICULTURAL EXTENSION COMMITTEE (RICK LAMON DOES NOT WISH TO SERVE ANOTHER TERM) – TERM EXPIRES JAN 2021**

Motion by Commissioner Mitchell, seconded by Commissioner Bryant and passed with a unanimous voice vote

=====

**CONSIDERATION FOR APPROVAL TO RE-ELECT STEVE GRAHAM TO ARDMORE/GILES/LINCOLN INDUSTRIAL DEVELOPMENT BOARD- TERM EXPIRES JAN 2025**

Motion by Commissioner Walker, seconded by Commissioner Dangerfield and passed with a unanimous voice vote

=====

**CONSIDERATION FOR APPROVAL OF REZONING REQUEST FOR SUCCESSUS, LLC (A.K.A HYDE HOMES) 2018-R-6 FROM A-1 TO A-2**

Motion by Commissioner Taylor, seconded by Commissioner Douglas and passed with a unanimous voice vote

=====

**CONSIDERATION FOR APPROVAL TO AMEND ZONING RESOLUTION ART VII ADMINISTRATION & ENFORCEMENT, SEC. 7.303 TO ADD SUBPART (H) BUILDING CODES ADOPTED 2018-ZR5**

Motion by Commissioner Spray, seconded by Commissioner Guin and passed with a unanimous voice vote

**CONSIDERATION FOR APPROVAL TO AMEND ZONING RESOLUTION ART VII ADMINISTRATION & ENFORCEMENT, SEC 7.030 (D) FEES 2018-ZR4**

Motion by Commissioner Jean, seconded by Commissioner Guin and failed with a voice vote and also failed with the following electronic roll call

- STEVE GRAHAM voted: N
- DAVID SANDERS voted: N
- DARREN WALKER voted: N
- BEN BROWN was Absent
- GRADY REAVIS voted: Y
- JOHN THORPE voted: N
- JACK ATCHLEY voted: N
- KATE GUIN voted: Y
- MARK MITCHELL voted: N
- RANDY BRADFORD voted: N
- CHARLES HUNTER voted: Y
- STEVE SPRAY voted: N
- SHIRLEY DANGERFIELD voted: N
- STEPHANIE EADY BRITT voted: Y
- ANTHONY TAYLOR voted: Y
- TORI YOUNG voted: N
- DOUG CUNNINGHAM was Absent
- ROGER MARTINEZ JR voted: N
- RICKY BRYANT voted: N
- STEVE GUNTHERBERG voted: N
- GLEN DOUGLAS voted: Y
- RONALD JEAN voted: Y
- DONNY OGLE voted: N
- JON JACKS voted: N

Failed (7 Y - 15 N -2 Absent)

Motion by Commissioner Bryant, seconded by Commissioner Bradford to set the rate per SQ FT for Building Permits at \$88.00 and passed with the following electronic roll call vote

- STEVE GRAHAM voted: Y
- DAVID SANDERS voted: Y
- DARREN WALKER voted: Y
- BEN BROWN was Absent
- GRADY REAVIS voted: N
- JOHN THORPE voted: Y
- JACK ATCHLEY voted: Y
- KATE GUIN voted: N
- MARK MITCHELL voted: Y
- RANDY BRADFORD voted: Y
- CHARLES HUNTER voted: Y
- STEVE SPRAY voted: Y
- SHIRLEY DANGERFIELD voted: Y
- STEPHANIE EADY BRITT voted: Y
- ANTHONY TAYLOR voted: N
- TORI YOUNG voted: Y
- DOUG CUNNINGHAM was Absent
- ROGER MARTINEZ JR voted: Y
- RICKY BRYANT voted: Y
- STEVE GUNTHERBERG voted: Y
- GLEN DOUGLAS voted: Y
- RONALD JEAN voted: N
- DONNY OGLE voted: Y
- JON JACKS voted: Y

Passed (18 Y - 4 N -2 Absent)

**Nancy Harris announced that Charles Hunter will be our new County Building Inspector starting February 4, 2019**

=====

**BUDGET COMMITTEE SECRETARY DONNY OGLE PRESENTED THE BUDGET COMMITTEE REPORT**

Set forth on page(s) \_\_\_\_\_

**CONCUR WITH THE RECOMMENDED APPROVAL OF DECLARING THE SHERIFF'S DEPARTMENT REQUEST TO SURPLUS AND DONATE PROPERTY TO EMS**

Set forth on page(s) \_\_\_\_\_

Motion by Commissioner Thorpe, seconded by Commissioner Young and passed with a unanimous voice

=====

**CONCUR WITH THE RECOMMENDED APPROVAL OF THE 122 SHERIFF'S DRUG FUND BUDGET AMENDMENT**

Set forth on page(s) \_\_\_\_\_

Motion by Commissioner Guntherberg, seconded by Commissioner Hunter and passed with a unanimous voice vote

=====

**CONCUR WITH THE RECOMMENDED APPROVAL OF THE 141 GENERAL PURPOSE SCHOOL FUND BUDGET AMENDMENTS**

Set forth on page(s) \_\_\_\_\_

Motion by Commissioner Martinez, seconded by Commissioner Jacks and passed with a unanimous voice vote

=====

**CONCUR WITH THE RECOMMENDED APPROVAL OF THE FY 2019-2020 BUDGET CALENDAR**

Set forth on page(s)\_\_\_\_\_

Motion by Commissioner Bradford, seconded by Commissioner Douglas and passed with a unanimous voice vote

=====

**CONCUR WITH THE RECOMMENDED APPROVAL OF THE ADA TRANSITION PLAN PROPOSAL FROM COLLIER ENGINEERING AND INCREASE 101-51800-321 BY \$81,855 AND DECREASE 101-39000 BY \$81,855**

Set forth on page(s)\_\_\_\_\_

Motion by Commissioner Taylor, seconded by Commissioner Dangerfield and passed with a unanimous voice vote

=====

**CONCUR WITH THE FIRE/EMA COMMITTEE'S REQUEST TO DECLARE THREE (3) VEHICLES SURPLUS TO BE SOLD. (THE FIRE/EMA COMMITTEE WILL CORRECT THEIR MINUTES TO READ THE PROCEEDS FROM THE SALE OF THE CENTRAL STATION TRUCK WILL BE RETURNED TO THE CENTRAL STATION)**

Set forth on page(s)\_\_\_\_\_

Motion by Commissioner Thorpe, seconded by Commissioner Douglas and passed with a unanimous voice vote

=====

**CONCUR WITH THE RECOMMENDED APPROVAL OF THE PURCHASING POLICY OF THE LCBPU**

Set forth on page(s)\_\_\_\_\_

Motion by Commissioner Bryant, seconded by Commissioner Walker and passed with a unanimous voice vote

=====

Motion by Commissioner Young, seconded by Commissioner Douglas to acknowledge receipt of the Financial Reports

=====

**CONCUR WITH THE RECOMMENDED APPROVAL OF THE FOLLOWING CANDIDATES FOR NOTARY PUBLIC**

**MELISSA BEDDINGFIELD  
RICHARD PETRINA  
ANGEL WILSON**

**DAVID CHRISTOPHER O'CONNOR  
JAMES STEPHEN BROADWAY  
CHRISTINA DORNING**

**EMILY ANN CRESON  
TIMOTHY BRENNAN  
TRACY TUCKER**

Motion by Commissioner Douglas seconded by Commissioner Dangerfield and passed with a unanimous voice vote

**NEW BUSINESS:**

**Doug Campbell addressed the Commission and gave a Thank You to Lucy Williams for the article that was in The Elk Valley Times concerning the Siren System**

Minutes of the Board of Commissioners of Lincoln County, Tennessee, January 15, 2019

There being no further business to come before the Board, motion to adjourn by Commissioner Bradford seconded by Commissioner Jacks and passed with a unanimous voice vote

---

**BILL NEWMAN, CHAIRMAN**

**ATTEST**

---

**PHYLLIS F COUNTS, COUNTY CLERK**

# FAYETTEVILLE-LINCOLN COUNTY PUBLIC LIBRARY

---

306 ELK AVE. NORTH  
FAYETTEVILLE, TN 37334

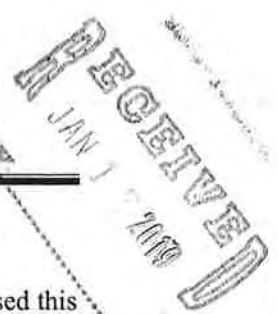
Fayetteville-Lincoln County Public Library  
Board of Directors Meeting Minutes  
December 10, 2018

1. Shawnta Fulton called the meeting to order at 5:00 p.m.
2. Roll Call: Present: Shawnta Fulton, Leslie Copeland, Shirley Dangerfield, Alex Boyce, Trina Quick, Vicky Hamilton, Anne Osborne, Bernadette Roche; Absent: Linda Holland
3. Approval of October 22, 2018 Board Minutes
  - a. Ms. Fulton asked for a motion to approve the October 22, 2018 Board Meeting Minutes. Mr. Boyce so moved. Mrs. Dangerfield seconded the motion. Ms. Fulton called for a vote. All in favor, motion passed.
4. Director's Report - The Library Director presented the Director's Report including an update for staffing, training, key employee leave balances, library grants, state and federal allocations, and library statistics and events, including:
  - a. Staffing Update:
    - i. Assistant Director Nancy Metz was selected, hired, and began her official duties October 29. This was after an extensive recruitment locally, regionally, and nationally on Indeed, Elk Valley Time, Exchange, and Tennessee Library Association Job site and Library Board approval on October 22, 2018.
  - b. Second Quarter Training Update: 72.0 hours of Staff training October 1 to November 9 (compared to 70.5 hours of Staff training during First Quarter FY18/19 and 108 hours during the entire FY2017-2018)
  - c. Key Employee Leave Balance
    - i. Director: Vacation Available: 112.5 hours; Sick Available: 97.25 hours
    - ii. Assistant Director: Vacation Available: 12.0 hours; Sick Available: 124.0 hours
  - d. Library Statistics During November:
    - i. Visitors to Library: 2,860
    - ii. Circulation: 4,700 items loaned (3,191 adult, 1,5090 juvenile)
    - iii. The Library hosted 33 programs (13 adult, 16 juvenile, 4 teen) with 423 in attendance
    - iv. 582 computer users
    - v. The Library assisted 622 people during November
  - e. Library Events
    - i. The Library conducted a STEM Outreach at Gleghorn in October with 34 in attendance.
    - ii. Polar Express/Elves Workshop was a huge success with 152 people (68 adults, 84 children) in attendance. The program was held Saturday, November 10, 11:00 a.m.-12 noon.
    - iii. The Library has begun outreach programs to Lincoln County Senior Center and Donalson Nursing Home with 37 in attendance during November. The Library has been conducting in-house outreach programs for Skills Development on a weekly basis with attendance of 45 during November. These outreach programs are being conducted in the effort to expand services to the underserved.
    - iv. Elk River Book Club meets the last Thursday each month. Patrons sign up by calling the library or registering at the Circulation Desk. Upcoming Book Club Meeting:
      - v. Thursday, December 27, 6:30-7:30 p.m. "People of the Book," by Geraldine Brooks.
      - vi. ARTE Classes meet Tuesdays at 4:00 p.m. and are open to teenagers



# FAYETTEVILLE-LINCOLN COUNTY PUBLIC LIBRARY

306 ELK AVE. NORTH  
FAYETTEVILLE, TN 37334



- vii. Women in the Renaissance 6-week Lecture Series concluded on Nov 6. We advertised this widely. This is a second women's history series following "Women in the Medieval Ages" held during March 2018 to celebrate Women's History Month.
5. Friend's Report: Friends could not be at the Library Board meeting so the Friends' report was presented by the Library Director, as follows:
  - a. The Winter Gala is scheduled for February 23, 2019, 6:00-8:30 p.m. at the library. Tickets are \$40.00 each and will be available for purchase from the library and from the Friends.
  - b. The Friends will meet December 11 to plan the Gala.
  - c. Friend's Book Sale was held December 1, 9:00 a.m.-12:00 noon.
  - d. The Friends met with the County Budget Committee on Dec 4.
6. Buffalo River Regional Library Report: Anne Osborne  
Anne Osborne, Buffalo River Regional Library Assistant Director, presented the Buffalo River Regional Library Report:
  - a. The Tennessee Standards for Public Libraries has been revised and updated 2018. Ms. Osborne discussed the state standards for public libraries and provided copies of the standards for Library Trustees. Ms. Osborne welcomed Trustees to contact her or Mrs. Bryant, Buffalo River Regional Library Director, to ask any questions. Mrs. Osborne discussed training opportunities from Buffalo River Regional Library.
  - b. Mrs. Osborne discussed upcoming training opportunities to Board Trustee and provided a calendar of workshops that to be conducted during the year.
  - c. Mrs. Osborne discussed the Trustee Certification Challenge Days, which will be offered once per month beginning in February 2019, stating that the more Trustees are certified, the better chances the library has to increase our state grant funding.
  - d. Mrs. Osborne discussed the Public Library Policy Collection is now available for rural and small libraries.
  - e. New Trustee Orientation is available for new Trustees at the library or at the Buffalo River Regional Library office.
7. Treasurer's Report – Leslie Copeland  
Mrs. Copeland, Library Board Treasurer, presented the Library FY2018/2019 Operating and Memorial Budgets, stating that the FY 2018/2019 Operating Budget is on target at just under 40% for the fiscal year. Mrs. Copeland also advised that Mrs. Copeland, Mr. Boyce and the Library Director will begin planning for the FY2019/2010 Operating Budget request, beginning with planning for FY2019/2020. Ms. Roche stated that the Library does have a Strategic Plan, 2016-2020, and that she is currently working on updating the library strategic plan. Ms. Roche presented an overview on the FY2018/2019 Memorial Budget to the Library Trustees. Mrs. Osborne shared that the State Library is in the process of developing a financial advocacy workbook that should be released soon for library boards to evaluate current status and to plan going forward.
8. New Business
  - a. Operating Budget Reallocation – Library Board Treasurer, Mrs. Leslie Copeland, presented a request for a reallocation of FY2018/2019 Operating Budget funds to pay retirement funds for the Library Director and Assistant Director for FY2018/2019. Mrs. Copeland stated that there was a savings of \$8,127.58 during the period when the library did not have an Assistant Director. Mrs. Copeland recommended that the retirement funding could be funded by moving \$4,000.00 of Operating Funds from the Assistant Director line to the TN Consolidated Retirement line. Mrs. Copeland made the motion to move \$4,000.00 from the Assistant Director line to the TN

Comm PKT

# FAYETTEVILLE-LINCOLN COUNTY PUBLIC LIBRARY

---

306 ELK AVE. NORTH  
FAYETTEVILLE, TN 37334

Consolidated Retirement line. Mr. Boyce seconded the motion. Ms. Fulton called for a vote. All in favor. Motion passed.

- b. Key Employee 2019 Insurance – The Library Director presented the Library Director’s health insurance plans for 2019 and the cost for the plan. The Board discussed the \$100.01 per month that is currently being reimbursed to the Library Director for her monthly health insurance premium during 2018. The Board recommended keeping the 2018 reimbursement amount at the same level of \$100.01 per month during 2019.
9. Old Business
- a. Update on Painting Services – The Library Director presented and the Library Board discussed two quotes from local painting services (Jackie Brown and Medley’s Home Improvement) on repainting the front of the library building. The Library Director stated that eight to ten companies were solicited for bids, but only two companies responded. The Board asked the Library Director to address with the bidding companies to clarify how the services would be applying paint so they could compare the quotes. The Library Director suggested funding sources for the painting project from the Memorial account or a possible capital project with the City and County. Mrs. Copeland and the Library Director advised a conservative approach and not use the Miscellaneous Unforeseen
  - b. Retirement Update – The Library Director presented an update on the retirement account and payments for the Library Director, stating that retirement payments have started for the Library Director. Ms. Roche provided a copy of the email from the TN Consolidated Retirement System stating the mandatory membership for full-time employees of Fayetteville-Lincoln County Public Library.
10. Board Committees
- a. Finance Committee Report – Mrs. Copeland reported that the Finance Committee would be meeting to plan for the upcoming budget requests to City and County.
11. Announcements
- a. Next Board Meeting January 14, 2018, 5:00 p.m.
  - b. The Library is closed December 24 and 25 for the Christmas Holidays and December 31 and January 1 for the New Year’s Holiday.
12. Adjournment
- a. Ms. Fulton adjourned the Library Board meeting at 6:00 p.m.



ISWA Board of Directors  
Minutes/ December 12, 2018

I Call to Order

Fayetteville Municipal Building, Fayetteville TN at 6:00 p.m. Mr. A. J. Williams presided and called the meeting to order with the following members present:

A. J. Williams	Larry Moorehead	Barbara Finney
Wayne Limbaugh	Eric Pierce	Doug Cunningham
Robert Taylor	Stanley Smotherman	William Anderson

II. Larry Moorehead moved, Robert Taylor seconded a motion to accept the minutes from the November 2018 meeting. (Ayes 7; Nays 0) motion passed

III. Treasurer's Report

American City Bank	\$ 1,968.77
Investments	\$475,788.66

Doug Cunningham moved, Larry Moorehead seconded a motion to approve the treasurers report monthly (Ayes 7; Nays 0) motion passed

IV. Finance Director's Report – Attached

V Regional Planning Board Comments

There were no comments from the planning board members present at the meeting.

VI ISWA Administrator's Monthly Report- Attached

VII. State Lease for Estill Springs Transfer Station

Stanley Smotherman moved, Robert Taylor seconded the motion to have Pat Williams send in the paperwork to the state for the renewal request on the Estill Springs Transfer Station property. (Ayes 7; Nays 0) motion passed

VIII. Tonnage Report

Estill Springs	3,848.00
Lincoln Co.	2,835.43
Moore County incl. above	<u>232.68</u>
Sub-total	6,683.43
Shelbyville	585.36
Bedford Co	<u>888.11</u>
Total	8,156.90

IX. Transfer Station

Fayetteville Transfer Station:

Scale Repairs – Due to some of the repairs needing to be done while the scales are unplugged Park City Steele will need a key to get into the gate

Larry Moorehead moved, Doug Cunningham seconded a motion to provide Park City Steele with a key to access scales while the transfer station is closed since the scales must be unplugged during repairs requiring welding. (Ayes 7; Nays 0) motion passed

Since we have been getting so many complaints about the severity of the pot holes in the road going to the Fayetteville Transfer Station, Doug Cunningham had the Lincoln County Highway Superintendent to provide us with a price to use their equipment and grade, level and haul and spread 8 loads of gravel. We got a purchase order for the work and authorized it to be done.

Doug Cunningham is still working on getting prices for paving the Fayetteville Transfer Station to try to keep the runoff of gravel dust from getting into the water.

Estill Springs Transfer Station:

Robert Taylor and Wayne Limbaugh talked with Brent Barnes with Santek about needed repairs at the transfer station. These repairs are their responsibility since they occurred due to operator error. They also discussed the wait times for waste haulers. He agreed to look into the problems.

X. Review Disposal Contract with Republic and Santek

The board discussed a couple points in the contract and some things that we should do to prepare for our future negotiations. The board then decided to continue the discussion at the next meeting which will give all board members more time to review the current contracts.

IX. Staff Classification

Costa Brice, Human Resource Director for the City of Tullahoma provided information to the board about what criteria must exist for exempt and non-exempt employees. Costa Brice reported that it was her opinion that the ISWA's Regional Administrator position would be classified as a non-exempt employee.

Doug Cunningham moved, Stanley Smotherman seconded a motion to allow Wayne Limbaugh and Costa Brice to put together a draft employee handbook and time keeping process to present to the board for review. (Ayes 7; Nays 0) motion passed

X. Other Business

Purchasing Policy

Larry Moorehead moved, Doug Cunningham seconded a motion to increase the purchasing limit requiring a sealed bid from over \$5,000.00 to purchases over \$7,500.00. (Ayes 7; Nays 0) motion passed

Larry Moorehead moved, Stanley Smotherman seconded the motion to adjourn the meeting. (Ayes 7; Nays 0) motion passed

FINANCE DIRECTOR'S REPORT  
December 2018

--The November 2018 Finance Report is attached for your approval.

--A draft of the FY2018 audit has been received. I will be reviewing and hope to have final report at next meeting.

--All other items are routine.

Pat Williams



ACCOUNT NUMBER	EXPENDITURES	2019 BUDGET	ACTUAL 11/30/2018	2019 BALANCE	PERCENT SPENT
111	Salary - Fulltime Employee	45,005.99	18,752.45	26,253.54	41.67%
114	Directors Fees	10,800.00	4,400.00	6,400.00	40.74%
141	OASI - Employer's Share	4,269.16	1,415.39	2,853.77	33.15%
147	Unemployment Insurance	21.00	0.00	21.00	0.00%
190	Disposal Fees	2,493,808.72	1,065,711.88	1,428,096.84	42.73%
191	Supplies (Program Imp.)	1,750.00	291.51	1,458.49	16.66%
211	Postage	325.00	50.00	275.00	15.38%
220	Printing and Publications	1,000.00	0.00	1,000.00	0.00%
222	Adv. Promotional	4,750.00	1,215.00	3,535.00	25.58%
223	Adv. Media	9,250.00	1,697.34	7,552.66	18.35%
224	School Promotions	500.00	0.00	500.00	0.00%
235	Membership Dues	1,600.00	802.00	798.00	50.13%
245	Telephone Expense	2,000.00	537.67	1,462.33	26.88%
251	Billing/Accounting	4,800.00	1,600.00	3,200.00	33.33%
252	Legal Fees	10,000.00	0.00	10,000.00	0.00%
253	Audit Fees	3,500.00	0.00	3,500.00	0.00%
254	Other Personal Services	5,400.00	2,250.00	3,150.00	41.67%
258	Transfer Station Registration	4,400.00	3,700.00	700.00	84.09%
259	Engineering Services	5,000.00	2,734.77	2,265.23	54.70%
262	Repair of Equipment	200.00	0.00	200.00	0.00%
263	Repairs to the Transfer Stations	30,000.00	10,718.45	19,281.55	35.73%
264	Septic Tank Cleaning	8,125.00	4,375.00	3,750.00	53.85%
265	Rental Fees	7,000.00	3,235.80	3,764.20	46.23%
266	Fire Inspection	1,800.00	572.34	1,227.66	31.80%
280	Travel and Training	4,000.00	1,811.66	2,188.34	45.29%
281	Travel - Authority	5,000.00	1,584.63	3,415.37	31.69%
282	Mileage - Carol Fulmer	4,000.00	1,025.14	2,974.86	25.63%
320	Operating Supplies	2,500.00	465.27	2,034.73	18.61%
510	Operating Insurance	5,666.00	3,627.00	2,039.00	64.01%
600	Loan Payment	64,537.80	26,890.75	37,647.05	41.67%
902	Estill Springs Lease	1,700.00	0.00	1,700.00	0.00%
903	Fayetteville Lease	1,700.00	0.00	1,700.00	0.00%
900	Web Site Development	400.00	32.97	367.03	8.24%
901	Recycling Bins	12,000.00	0.00	12,000.00	0.00%
940	Purchase of Equipment	500.00	0.00	500.00	0.00%
942	Lincoln County Litter Grant	15,720.00	0.00	15,720.00	0.00%
943	Organics Grant	20,691.78	0.00	20,691.78	0.00%
949	Library/Educational	3,600.00	0.00	3,600.00	0.00%
	<b>TOTAL EXPENSES</b>	<b>2,797,320.45</b>	<b>1,159,497.02</b>	<b>1,637,823.43</b>	<b>41.45%</b>



<b>ACCOUNT NUMBER</b>	<b>REVENUES</b>	<b>2019 BUDGET</b>	<b>ACTUAL 11/30/2018</b>	<b>2019 BALANCE</b>	<b>PERCENT REALIZED</b>
34410	Administrative Fees	169,788.12	71,355.22	98,432.90	42.03%
34412	Receipts - Shelbyville	171,777.63	77,823.74	93,953.89	45.30%
34415	Receipts - Lincoln Co.	731,276.31	312,555.61	418,720.70	42.74%
34416	Receipts - Petersburg	11,652.09	4,936.13	6,715.96	42.36%
34418	Receipts - Tullahoma	582,333.33	245,615.78	336,717.55	42.18%
34419	Receipts - Fayetteville	152,691.51	66,757.23	85,934.28	43.72%
34421	Receipts - Franklin Co.	445,301.66	189,130.04	256,171.62	42.47%
34422	Receipts - Allied Waste	62,727.71	26,987.96	35,739.75	43.02%
34423	Receipts - Bedford Co.	248,512.32	103,148.17	145,364.15	41.51%
34424	Receipts - Moore Co.	149,997.16	65,745.18	84,251.98	43.83%
34425	Receipts - Santek	96,918.77	41,640.84	55,277.93	42.96%
34426	Lincoln County Litter Grant	15,720.00	0.00	15,720.00	0.00%
34427	Organics Grant	12,577.06	0.00	12,577.06	0.00%
36100	Interest	1,196.28	513.68	682.60	42.94%
	<b>TOTAL RECEIPTS</b>	<b>2,852,469.95</b>	<b>1,206,209.58</b>	<b>1,646,260.37</b>	<b>42.29%</b>

***ACTIVITIES PERFORMED FOR THE REGION:***

Activity Report November 30, 2018

- ❖ Educational programs, office activities, recycling events and other activities performed

***Special Activities***

- ❖ TN Solid Waste Control Board Meeting Nashville
- ❖ Ideas for upcoming recycled crafts events
- ❖ Phone calls to get information for Recycle Coach
- ❖ Inventory tags for Organics Grant Purchases and send pictures to state
- ❖ Look for the final copy submitted to the state of the new plan created when we added Moore and Bedford to the region
- ❖ Order Size and roll T-Shirts
- ❖ Watched a webinar on "Materials Management"
- ❖ Pricing for 2 different types of backyard compost bins to purchase with Organics Grant
- ❖ Correspond and send copy of lease with state for Estill Transfer Station to the state for them to use in our easement request
- ❖ Webinar on "Food Waste"
- ❖ Search for a market for film plastic "store bags"
- ❖ Redesign time sheet program

***ACTIVITIES PERFORMED IN FRANKLIN CO.:***

***Educational Activities***

- ❖ North Lake Elementary School Pre-School program on recycling and arrange for them to see the cardboard recycling truck empty the container at their school
- ❖ Setup recycling and trash bins and do recycled Christmas crafts with children at the Cowan Marketplace
- ❖ Educational Games on Recycling and Waste Reduction for the Franklin County School Wide Family STEM Night held at FCHS
- ❖ Program for 8<sup>th</sup> graders at North through JA on branding. I talked about the logos and taglines associated with recycling and what we think when we see the words and symbols. The importance of having a good recognizable brand
- ❖ Prep work on Christmas Crafts
- ❖ Program for 8<sup>th</sup> graders at South through JA on branding. I talked about the logos and taglines associated with recycling and what we think when we see the words and symbols. The importance of having a good recognizable brand
- ❖ Deliver a door prize for the Chamber Banquet

***ACTIVITIES PERFORMED IN LINCOLN CO.:***

***Educational Activities***

- ❖ Litter Grant pricing on outside litter receptacles
- ❖ Phone calls and message responses

***ACTIVITIES PERFORMED IN TULLAHOMA:***

- ❖ Coffee County Leadership Tour of the Recycling Center
- ❖ Go Green Council
- ❖ Chamber Ambassador Meeting
- ❖ Visited some businesses with the Chamber Pop-In Visit program and let them know about the recycling collection program.
- ❖ Delivered 15 Clear stream Recycling Bins to DW Wilson Community Center to use at public events.
- ❖ Spoke with Lyle about the ISWA participating in the book trail by donating some books
- ❖ Watched the "Energy Bag" webinar as requested by Alderman Robin Dunn

***ACTIVITIES PERFORMED IN BEDFORD:***

- ❖ Deliver Frisbees to the Ag Extension for 1<sup>st</sup> and 2<sup>nd</sup> graders

***ACTIVITIES PERFORMED IN MOORE:***



RECEIVED  
JAN 14 2019



**FAYETTEVILLE**  
**LINCOLN COUNTY**  
INDUSTRIAL DEVELOPMENT BOARD

December 17, 2018 (7:30 A.M.)  
IDB Boardroom  
Regular Monthly Meeting  
Jack Marsh, Chairman

**Members Present**

Jack Marsh, Chairman  
Will Thomas, Vice-Chairman  
Bonnie Hereford, Sec. /Treasurer  
Michael Dempsey  
Micky Lawson

**Members Absent**

Eric Reynolds

**Others Present**

Elaine Middleton, Executive Director  
Emmylou Porter, Admin. Assistant  
Lucy Williams, Elk Valley Times  
Bill Newman, Mayor, Ex-Officio  
Michael Whisenant, Mayor, Ex-Officio  
Lucy Williams, Elk Valley Times  
David Kidd, CPA, IDB's Accountant  
Matt Johnson, NextEra Energy  
Jim Murphy, Bradley Arant Boulton Cummings LLP

The Fayetteville-Lincoln County Industrial Development Board (IDB) met on Monday, December 17, 2018 at 7:30 a.m. at the IDB Boardroom for the regular monthly meeting. The meeting was called to order by Mr. Jack Marsh, Chairman. Mr. Michael Dempsey opened with prayer.

**Review of the Minutes:**

After a review of the minutes from the Board Meeting on November 19, 2018, a motion was made by Mr. Micky Lawson to accept the minutes as printed. The motion was seconded by Ms. Bonnie Hereford. The motion passed with all in favor.

**Review of the Financials:**

After a review of the financials for November 2018, a motion was made by Mr. Michael Dempsey to accept the financials as printed. The motion was seconded by Mr. Will Thomas. The motion passed with all in favor.

**NextEra Energy Project (Elora Solar, LLC):**

Mr. Matt Johnson with NextEra Energy and Mr. Jim Murphy with Bradley Arant Boulton Cummings LLP presented to the board a resolution, previously approved by IDB's attorney, to authorize IDB's officers to execute future documents associated with the NextEra Energy Project. These documents will be for lease agreements, security agreement and tax agreement. Mr. Micky Lawson motioned to adopt the resolution authorizing officers of the board to execute the documents. The motion was seconded by Mr. Will Thomas. The motion passed with all in favor.

**TMD Project Update:**

Ms. Middleton updated the board that the final two pours of the concrete slab for TMD's expansion are complete. All roof panels have been installed. Exterior walls are complete except the north wall which has been used for access for concrete pours. The 40 ton crane has been installed. Paint is complete except the bottom 8 feet of columns which will be painted yellow. Half of the lighting has been installed. Electricians and plumbing contractors are actively working on their installations.

**Nippon Steel Building Project Update:**

Ms. Middleton reported to the board that Agracel, Inc. and IDB are finalizing exceptions on title insurance for purchasing the Nippon Steel Building and on track to close in mid-January.

**Project Shamrock Update:**

Ms. Middleton updated the board that an official announcement for the site selected for Project Shamrock would be made later that morning, December 17th. The proposed site is 34 acres at Runway Centre and is planned to be a \$40 million project and will create more than 100 jobs over the next three years in Lincoln County.

**Project Updates:**

Ms. Middleton reported to the board that since the November board meeting, IDB has received 4 Requests For Information (RFI) from the state/TVA. IDB submitted the Nippon Steel building for a bakery looking for an existing 50,000 sf building. IDB submitted the Spec. Building for a German automotive company seeking an existing 75,000-100,000 square foot building. IDB did not qualify for two RFI's due to a requirement of being within 50 miles of Nashville and the other RFI seeking 70+ acres of developable land for a 500,000 sf building. IDB had a second site visit with a Canadian project interested in the Nippon Steel Building. IDB had a first site visit with a Middle Eastern plastic recycling company interested in the Nippon Steel building this month as well.

**2018 IDB Audit:**

Mr. David Kidd, IDB's accountant, presented his 2018 IDB Audit to the board. This report will be reviewed by the board and presented at the January IDB Meeting for approval. No major findings reported.

**2019 IDB Meeting Dates:**

Ms. Middleton presented a list of the 2019 IDB Meeting Dates. These are scheduled for the 3<sup>rd</sup> Monday of each month. January 21<sup>st</sup> and February 18<sup>th</sup> are both holidays which impact the office's schedule and/or several board members' schedules. Mr. Will Thomas motioned to move January and February's meeting dates to Tuesday, January 22<sup>nd</sup> and February 19<sup>th</sup>. The motion was seconded by Mr. Micky Lawson. The motion passed with all in favor.

**Other:**

With no further business, Ms. Bonnie Hereford made a motion to adjourn. Mr. Michael Dempsey seconded the motion. The motion passed with all in favor and the meeting was adjourned.

---

Jack Marsh, Chairman

## Fayetteville-Lincoln County Industrial Development Board

## Balance Sheet

01/10/19

As of December 31, 2018

Accrual Basis

Dec 31, 18

## ASSETS

## Current Assets

## Checking/Savings

101. · First National Checking	103,669.13
104. · Money Market Account	71,337.61
108 · C&S Savings Account	7,367.50
114 · NS - Bank of Lincoln County	309,310.83
115 · TMD - Bank of Lincoln County	980.99

Total Checking/Savings	492,666.06
------------------------	------------

## Other Current Assets

135 · Accrued Interest Receivable	30,000.00
146 · Prepaid Insurance	5,830.81

Total Other Current Assets	35,830.81
----------------------------	-----------

Total Current Assets	528,496.87
----------------------	------------

## Fixed Assets

## 205 · Land

205.01 · Land-Bullington Prop	234,268.09
205.02 · Land-FLC Industrial Park	1,416,115.36
206 · Land - Runway Centre	512,757.75

Total 205 · Land	2,163,141.20
------------------	--------------

## 210 · Buildings

210.05 · Nippon Steel Building	2,230,371.75
210.08 · Spec Bldg 2016 Const Project	4,368,744.87

Total 210 · Buildings	6,599,116.62
-----------------------	--------------

215 · East Park Drive Ext.	210,292.68
217 · Industrial Park Sign	67,199.05
220 · Accumulated Depreciation	-301,044.61

Total Fixed Assets	8,738,704.94
--------------------	--------------

## Other Assets

285 · Utility Deposits	100.00
292 · Lease receivable TMD	9,199,269.11

Total Other Assets	9,199,369.11
--------------------	--------------

<b>TOTAL ASSETS</b>	<b>18,466,570.92</b>
---------------------	----------------------

## LIABILITIES &amp; EQUITY

## Liabilities

## Current Liabilities

## Other Current Liabilities

214 · Accrued Leave	9,800.00
320 · Accrued Interest Payable	39,000.00
330 · Payroll Liabilities	-338.18
330.1 · FICA & Federal W/H Payable	0.01
330.3 · Accrued Unemployment Taxes	372.86
351 · Contract payable	410,741.00

Total Other Current Liabilities	459,575.69
---------------------------------	------------

Total Current Liabilities	459,575.69
---------------------------	------------

8:07 AM

Fayetteville-Lincoln County Industrial Development Board

Balance Sheet

As of December 31, 2018

01/10/19

Accrual Basis

---

	Dec 31, 18
<b>Long Term Liabilities</b>	
314 · Note Payable BOLC Spec Bldg 5	3,538,697.69
318 · Note Payable - BOLC (NS)	1,919,757.14
319 · Note Payable - BOLC (TMD)	8,874,281.19
350 · Runway Centre - Payable to BOLC	222,729.38
<b>Total Long Term Liabilities</b>	14,555,465.40
<b>Total Liabilities</b>	15,015,041.09
<b>Equity</b>	
450 · Fund Balance	3,042,886.31
Net Income	408,643.52
<b>Total Equity</b>	3,451,529.83
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u>18,466,570.92</u>

## Fayetteville-Lincoln County Industrial Development Board

01/10/19

## Profit &amp; Loss YTD Comparison

Accrual Basis

December 2018

	Dec 18	Jul - Dec 18
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
500 · City Funding	0.00	46,250.00
501 · County Funding	0.00	46,250.00
502 · Other Revenue	0.00	212,407.00
504 · Interest Income	11.03	78.62
505 · Rental Income		
505.08 · Rental Income- NS	0.00	17,388.00
505.09 · Rental Income - TMD	71,543.13	427,924.07
<b>Total 505 · Rental Income</b>	<b>71,543.13</b>	<b>445,312.07</b>
<b>Total Income</b>	<b>71,554.16</b>	<b>750,297.69</b>
<b>Expense</b>		
700 · Payroll Expenses	0.00	3,239.10
701 · Salaries	8,236.98	51,333.04
702 · Employee Benefits	473.98	3,270.28
703 · Payroll Taxes	640.88	4,216.77
704 · Auto Expense	350.00	2,100.00
706 · Office Expense		
706.01 · Postage and Freight	0.00	73.90
706.02 · Taxes and Licenses	0.00	263.16
706.03 · Business Gifts	0.00	157.68
706 · Office Expense - Other	171.40	948.24
<b>Total 706 · Office Expense</b>	<b>171.40</b>	<b>1,442.98</b>
707 · Professional Fees	0.00	20.47
709 · Advertising		
709.01 · Advertising - Public Notices	114.93	165.01
<b>Total 709 · Advertising</b>	<b>114.93</b>	<b>165.01</b>
753 · Dues and Subscriptions	0.00	326.58
754 · Utilities		
754.1 · Telephone	259.66	1,555.43
754.2 · Electric	597.65	2,419.81
754.3 · Gas	61.40	61.40
754.4 · Water	53.01	261.96
754.5 · Website	86.43	536.08
<b>Total 754 · Utilities</b>	<b>1,058.15</b>	<b>4,834.68</b>
754.6 · Repairs & Maintenance	540.00	4,310.00
756 · Insurance		
756.01 · Insurance, general	14.75	88.50
756.02 · Insurance, Dental & Vision	41.00	246.00
756 · Insurance - Other	2,583.75	7,988.75
<b>Total 756 · Insurance</b>	<b>2,639.50</b>	<b>8,323.25</b>
757 · Interest Expense		
757.04 · Interest Payment - Spec Bldg 16	15,393.64	29,504.11
757.06 · Interest Expense - NS	5,089.42	31,325.09
757.07 · Interest Expense - TMD	59,380.45	200,801.99
757 · Interest Expense - Other	0.00	30.37
<b>Total 757 · Interest Expense</b>	<b>79,863.51</b>	<b>261,661.56</b>



8:09 AM

**Fayetteville-Lincoln County Industrial Development Board**  
**Profit & Loss YTD Comparison**  
**December 2018**

01/10/19

Accrual Basis

	Dec 18	Jul - Dec 18
<b>760 · Travel, Meals and Entertainment</b>		
760.01 · Travel Expense	374.40	374.40
760.02 · Lodging Expense	0.00	208.80
760.03 · Meals - Professional	0.00	242.09
760.04 · Meals - Client/Potential Client	22.96	1,513.51
760 · Travel, Meals and Entertainment - Other	0.00	292.93
<b>Total 760 · Travel, Meals and Entertainment</b>	<b>397.36</b>	<b>2,631.73</b>
<b>769 · Conference Expense</b>		
769.02 · Event Expense	0.00	25.00
769 · Conference Expense - Other	0.00	580.00
<b>Total 769 · Conference Expense</b>	<b>0.00</b>	<b>605.00</b>
<b>Total Expense</b>	<b>94,486.69</b>	<b>348,480.45</b>
<b>Net Ordinary Income</b>	<b>-22,932.53</b>	<b>401,817.24</b>
<b>Other Income/Expense</b>		
<b>Other Income</b>		
514 · Spec Bldg Construction Loan 16	0.00	-2,820.00
514.1 · City Funds - Spec Bldg 2016	0.00	39,522.41
514.2 · County Funds - Spec Bldg 2016	0.00	39,522.41
519 · Runwy Ctr Waterline Ext Funding		
519.01 · SDG Grant Funds	0.00	94,718.24
519.02 · SDG Grant Match Money - LCBPU	0.00	113,641.80
<b>Total 519 · Runwy Ctr Waterline Ext Funding</b>	<b>0.00</b>	<b>208,360.04</b>
814 · TMD Construction Project Loan	31,557.83	3,491,147.38
<b>Total Other Income</b>	<b>31,557.83</b>	<b>3,775,732.24</b>
<b>Other Expense</b>		
509.1 · Spec Bldg Construction Loan	0.00	79,044.82
914 · TMD Construction Project	0.00	3,461,689.55
919 · Runway Ctr Waterline Ext Projec	0.00	208,020.04
920. · Capital Projects		
920.03 · Industrial Parks Upkeep	0.00	1,600.00
920.05 · Runway Centre Industrial Park	500.00	2,000.00
920.07 · FLC IND Park-Spec Bldg 2016	0.00	-1,550.00
<b>Total 920. · Capital Projects</b>	<b>500.00</b>	<b>2,050.00</b>
930 · Other Debt Service		
930.05 · Principal Payment - Spec Bldg16	8,409.19	18,101.55
<b>Total 930 · Other Debt Service</b>	<b>8,409.19</b>	<b>18,101.55</b>
<b>Total Other Expense</b>	<b>8,909.19</b>	<b>3,768,905.96</b>
<b>Net Other Income</b>	<b>22,648.64</b>	<b>6,826.28</b>
<b>Net Income</b>	<b>-283.89</b>	<b>408,643.52</b>

Fayetteville-Lincoln County Industrial Development Board

Profit & Loss Budget vs. Actual

July through December 2018

	<u>Jul - Dec 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
500 · City Funding	46,250.00	92,500.00	-46,250.00	50.0%
501 · County Funding	46,250.00	92,500.00	-46,250.00	50.0%
502 · Other Revenue	212,407.00	0.00	212,407.00	100.0%
503 · Site Maintenance Revenue	0.00	0.00	0.00	0.0%
504 · Interest Income	78.62	200.00	-121.38	39.31%
505 · Rental Income	445,312.07	991,959.12	-546,647.05	44.89%
<b>Total Income</b>	<b>750,297.69</b>	<b>1,177,159.12</b>	<b>-426,861.43</b>	<b>63.74%</b>
<b>Expense</b>				
700 · Payroll Expenses	3,239.10			
701 · Salaries	51,333.04	108,925.00	-57,591.96	47.13%
702 · Employee Benefits	3,270.28	9,775.00	-6,504.72	33.46%
703 · Payroll Taxes	4,216.77	8,100.00	-3,883.23	52.06%
704 · Auto Expense	2,100.00	4,200.00	-2,100.00	50.0%
705 · Board Member Fees	0.00	5,200.00	-5,200.00	0.0%
706 · Office Expense	1,442.98	3,500.00	-2,057.02	41.23%
707 · Professional Fees	20.47	7,000.00	-6,979.53	0.29%
709 · Advertising	165.01	3,000.00	-2,834.99	5.5%
753 · Dues and Subscriptions	326.58	2,500.00	-2,173.42	13.06%
754 · Utilities	4,834.68	9,500.00	-4,665.32	50.89%
754.6 · Repairs & Maintenance	4,310.00	7,000.00	-2,690.00	61.57%
756 · Insurance	8,323.25	12,000.00	-3,676.75	69.36%
757 · Interest Expense	261,661.56	377,162.70	-115,501.14	69.38%
760 · Travel, Meals and Entertainment	2,631.73	7,000.00	-4,368.27	37.6%
769 · Conference Expense	605.00	3,000.00	-2,395.00	20.17%
<b>Total Expense</b>	<b>348,480.45</b>	<b>567,862.70</b>	<b>-219,382.25</b>	<b>61.37%</b>
<b>Net Ordinary Income</b>	<b>401,817.24</b>	<b>609,296.42</b>	<b>-207,479.18</b>	<b>65.95%</b>
<b>Other Income/Expense</b>				
<b>Other Income</b>				
501.1 · Runway Ctr Loan Proceeds	0.00	0.00	0.00	0.0%
506 · Sewer Grant	0.00	0.00	0.00	0.0%
508 · Frito Lay FIDP Grant	0.00	0.00	0.00	0.0%
513 · TMD - ED Grant Funds	0.00	0.00	0.00	0.0%
514 · Spec Bldg Construction Loan 16	-2,820.00	0.00	-2,820.00	100.0%
514.1 · City Funds - Spec Bldg 2016	39,522.41	0.00	39,522.41	100.0%
514.2 · County Funds - Spec Bldg 2016	39,522.41	0.00	39,522.41	100.0%
516 · Nippon Steel ED Grant Funds	0.00	0.00	0.00	0.0%
517 · TVA Invest Prep Grant Funds	0.00	0.00	0.00	0.0%
518 · FLC Ind Park-Water/Sewer Ext	0.00	0.00	0.00	0.0%
519 · Runway Ctr Waterline Ext Funding	208,360.04	0.00	208,360.04	100.0%
520 · ThreeStar Grant 2017	0.00	0.00	0.00	0.0%
814 · TMD Construction Project Loan	3,491,147.38	0.00	3,491,147.38	100.0%
<b>Total Other Income</b>	<b>3,775,732.24</b>	<b>0.00</b>	<b>3,775,732.24</b>	<b>100.0%</b>

Fayetteville-Lincoln County Industrial Development Board

Profit & Loss Budget vs. Actual

July through December 2018

	<u>Jul - Dec 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Other Expense</b>				
509.1 · Spec Bldg Construction Loan	79,044.82	0.00	79,044.82	100.0%
912 · Frito Lay FIDP Project	0.00	0.00	0.00	0.0%
914 · TMD Construction Project	3,461,689.55	0.00	3,461,689.55	100.0%
915 · TMD ED Grant Payments	0.00	0.00	0.00	0.0%
916 · ThreeStar Grant Project	0.00	0.00	0.00	0.0%
917 · Nippon ED Grant Payments	0.00	0.00	0.00	0.0%
918 · East Park Drive Ext Project	0.00	0.00	0.00	0.0%
919 · Runway Ctr Waterline Ext Projec	208,020.04	0.00	208,020.04	100.0%
920 · Capital Projects	2,050.00	0.00	2,050.00	100.0%
930 · Other Debt Service	18,101.55	304,648.21	-286,546.66	5.94%
<b>Total Other Expense</b>	<u>3,768,905.96</u>	<u>304,648.21</u>	<u>3,464,257.75</u>	<u>1,237.13%</u>
<b>Net Other Income</b>	<u>6,826.28</u>	<u>-304,648.21</u>	<u>311,474.49</u>	<u>-2.24%</u>
<b>Net Income</b>	<u><u>408,643.52</u></u>	<u><u>304,648.21</u></u>	<u><u>103,995.31</u></u>	<u><u>134.14%</u></u>

RECEIVED  
JAN 28 2019  
BY.....

**Lincoln Health System**

**Board of Trustees Meeting Minutes**

Wednesday, December 19, 2018 4:30 – 8 pm

Present:

Board: Anthony Taylor (Chairman); Donnie Ogle (Secretary); John Thorpe; Theresa Morrison, MD; Richard Cline, DO (COS); Bill Edwards, MD; David Sanders; Jack Atchley

LHS: Candie Starr (CEO); Carrie Rogers (DON); Jeannette Merrill (CCO)

Absent: Bob Lonis (CFO); John Lavender, (CIO); Shelley Reilly (Exec. Assistant)

---

Call to Order at 5:15 pm by Anthony Taylor.

The Lincoln Health System Committee (Governing Body) met in the regular monthly session in the conference room of the Lincoln Medical Center, 106 Medical Center Boulevard, Fayetteville, Tennessee on Wednesday, December 19, 2018.

A prayer was conducted by Jack Atchley before business commenced.

1. Consent Agenda
  - a) Meeting Minutes
    - LHS November Board Minutes
  - b) Medical Staff Credentialing/Privileges
    - December 2018 Medical Staff Minutes
    - December 2018 Credentials
  - c) Committee Reports/Recommendations for Approval
    - i. Policies & Procedures **WITH Changes or NEW** (for review & approval)
      - Critical Values ABG's
      - Oxygen Therapy and Titration
      - Ventilator Management, VAP, Terminal Extubation
    - ii. Policies & Procedures with **No Changes**
      - Emergency Water Plan
      - Zone Response Plan
      - Automatic Blanket Orders

*A question was asked by John Thorpe about the status of Dr. Robison's credential chart that was tabled from last month's board meeting. Candie Starr to check back on this status. Motion to approve the Consent Agenda as submitted. Motion made and properly seconded. Motion passed.*

Comm PKT

2. Financial Operations – Bob Lonis (Candie Starr on behalf of Bob Lonis)
- a) Finance Committee MeetingPaq

*Financial Operation MeetingPaq "Submitted as written" - Anthony Taylor.*

*Anthony Taylor asked a question about the Financial Dashboard payor mix year to date, there are two of these and he said they are the same thing. Candie stated that one document is prior year to date and one is current year to date. These will be verified this and updated documents will be sent if needed.*

*Discussion – Anthony stated this brings up the issues we have as far as revenue. 60% of payor mix is either self-pay, Medicare or TennCare. Self-Pay could be no money collected, TennCare is about 10 – 11 cents on the dollar, and Medicare may be a little more. This can explain the revenue. Carrie Rogers stated that the important thing to note about Medicare is that many citizens are moving away from routine standard Medicare and moving to Medicare Advantage Plans, and these are similar to TennCare, they are not paying. We have physicians in Lincoln County that will not accept the patients if they have the Medicare Advantage Plans. Anthony stated that seeing what the reimbursement is, it makes it hard for us to plan ahead, to be all that we can be because we cannot pay for it. Dr. Edwards asked if the hospital has to take the Medicare HMO plans if they are enrolled in Medicare, are they required to take both. Yes, this is part of our conditions of participation. Majority of our admissions is ER, the self-pay, we can't ask for payment info or their payor class until they are medically screened by a doctor. When they go through the system, we can't kick people out based on their ability to pay. On a side note, for outpatient, we have made some gain because we have started upfront collections. You can see this reflection on the graph, an improvement in one area, but in the ER we are stuck. Anthony asked about Care Centers, SNF and ICF days are down, we had signed agreement with VA, any of the veterans coming in? We have not heard back from the VA as far as the contract is concerned. Vicky Groce (Care Center Administrator) said that the VA is backed up with executing contracts on their side, and SNF volumes are down statewide. Vicky, Katie, and Debbie have a standing meeting bi-weekly with Huntsville Hospital regarding post-acute services and they visit with HH case management once a month. ICF is down, we are having a hard time getting patients approved who really need to move to nursing home status because the state doesn't want to pay for it, and this is a global issue. Anthony stated that everything was down, except the salary and benefits, Candie explained this was mainly benefits and that we have many employees who are sick on medical leave, and since we are self-insured, we basically are paying all of these bills. Anthony said that last year we looked at going from self-insured to fully insured, we didn't have enough time to get this evaluated, he said this is a good time to re-look at this. Candie said that Wendy is looking at this. Anthony said this is an unknown item every month. Candie – how do we incentivize, how to make our own network, in other words, if I'm an employee here with our health insurance, and my doctor orders lab work here, how do we get our employees to utilize our services instead of sending it off. Typically when you do this, you increase the coverage if they use our own services, this is a controlled cost we can manage.*

*Anthony Taylor – when EMS presented a couple of months ago and they stated they would have a \$140,000 savings, he said we expect to see progress on this. Candie stated there was another adjustment that Jeannette is working on as well because their run volumes are down.*

*Candie – what's tricky right now in terms of productivity, if we were going into summer months and this were not a Joint Commission year, adjustments would have already been made. The gamble that we struggle with is that the Joint Commission will be here in 6-8 weeks for our tri-annual survey (they only come every 3 years). We have items that we are trying to correct. Also, volumes have gone up for the month of December. Our "hay season" is January, February, and March. You don't want to make too many staff adjustments during our busy season and during JC visit.*

*Surgeries are up, Inpatient and ER visits are up. Outpatient procedures are up.*

*Motion made to accept the Financial Operation Report as submitted. Motion made and properly seconded. Motion passed.*

### 3. Senior Administrative Reports

#### a) Chief of Staff – Dr. Richard Cline

- We are doing the new Board Meetings and the staff seems to appreciate the streamlined fashion. The Medical staff from last year will be the same medical staff for 2019. So Dr. Cline will still be reporting to the monthly board of trustees meetings.

*Motion made to accept Chief of Staff Report as submitted. Motion made and properly seconded. Motion passed.*

#### b) Senior Administrative Report

##### • Director of Nursing Report – Carrie Rogers

##### 1. Regulatory

- Joint Commission survey window opens 2/9/19 but we expect them to come earlier. Cortney Sanders has done a great job relaying the message about the previous JC citations so we can show the JC our corrective progress.
- Chest Pain Certification – resubmitting this by January 1st, per the vote of the Board of Trustees.
- We did receive a new JC complaint through our online reporting method. Investigation conducted and completed, peer review in process, identification of Sepsis and failure to follow policy/process. Action plan submitted to the JC on 12.10.18. Anthony Taylor asked why the Sepsis policy was not being followed, and how long has it not been followed and what are the consequences. Carrie – it is important to keep as much confidentiality as possible on this topic, but one thing we know about healthcare provider behaviors, 1) do they know the policy, 2) do they know the policy but it' shards to follow, 3) do they know the policy but they are not going to follow. We already did a SEPSIS GAP Analysis with TN Tech Cookeville Hospital in the fall, from here we recognized that we had some opportunities. The goal is to get everyone clear, once everyone is clear, we can move forward with an accountability process. Anthony – we fully recognize this as an operational issue. Peer review for this will go through its process for review.
- 3 Sentinel Event Alerts that we will begin working on:
  - i. New Suicide requirements by January 1 – We have a quarterly committee that just looks at patients with suicide to make sure that we are following these processes.
  - ii. Anticoagulant Therapy Requirements by July 1
  - iii. Hospital Action Plan to improve reporting by January 1st.

##### 2. Patient Safety

- Learning Boards – Every department has installed new learning boards, this is an evidence based, and best practice for team building and process improvement. Staff will be debriefing at these learning boards at the end of their shift. These opportunities are brought forward to the director and the director has a chance to work through any processes.

These will be rolled up into a dashboard so that we can view what's going on in each department.

### 3. Quality

- Mortality (November) 11 Total Deaths (9 ED Expected); 2 in house both expected
- Hospital Acquired Conditions (October) Pneumonia (1) Sepsis (1)
- Readmissions: Overall 6.7%, VBP 1.9%
- Patient Safety: Fall 60 days without a fall, 1 in November, massive improvement in this arena.

### 4. New Business

- New policy and procedure process working well.
- Medication Overrides Process Improvement: Dramatic improvements in Pyxis overrides since beginning to track with accountability. Candie – our pharmacy went through all of our Pyxis dispensing machines and went through and placed in RSI kits, which are locked away and shrink wrapped with a warning sticker.
- In/Obs Process-Going well. Some incidental issues but for the most part, working great. 1 Condition Code 44 since September. Dramatic financial impact.

### 5. Culture of Safety and Engagement Survey – We took this survey in October, we have preliminary results that will be given to the board of trustees.

### • Operations – Candie Starr

1. HVAC - The units purchased for the administration building (business office, medical records, physicians' lounge, admin, accounting, IT, and business office) are slated to be delivered and installed in January. The plant where these units are built and the warehouse where completed units are stored were both effected by the hurricane that came through in the fall. We intentionally waited to install these units last so as to make sure patient care areas and tenant spaces were given priority.
2. Donalson Foundation Repair - This project was green lighted by the state and work completed on 12/6. Plant operations and EVS putting finishing touches on the rooms effected and plan to put them back into service this month.
3. Sterile Compounding Room Renovations - Work is tentatively scheduled to begin on this room on early January. Once work is complete, the room will need to be recertified before we can use the space. Tentative timeline for completion is approximately 6-8 weeks.
4. Turnaround Times – Echo and Holter Reads - Dr. Edwards brought to our attention the significant turnaround time for completion of echo and Holter reads. Carrie Rogers and John Lavender are working with our partners at Huntsville Hospital to determine if they can read these more quickly and provide reports to the physicians in a timely manner.
5. Door Frame Replacement - We've identified an issue with a cracked door frame in the OB department. This is the frame that holds the main entrance doors coming in from the med/surg department. A vendor who works closely with Huntsville Hospital on such matters has been on site to provide a quote and scope of work

to be performed. There will be disruption to the OB department during the repair, but will work with Drs. Morrison and Burney as well as with Lola Sibert, department director, to minimize the impact. This door frame holds fire rated, smoke compartment doors, and as such is part of the fire protection system. These doors are also sensitive as they play a key role in the infant security system's function.

- Finance – Candie Starr

- Revenue Cycle Initiatives

1. Patient Estimator: Replacing current Passport eligibility software module with Rycan CPSI eligibility/patient Estimator module to be able to calculate patient responsibilities and reduce bad debts from patient residuals not paid. System being tested with 75 most common procedures; training in November, to be live December 1 for Insurance eligibility and then Dec training on patient out of pocket estimates and OTC policy.
2. Collection Assistance Program: Have contacted Nashville-based lending institution used by Huntsville Health System (Care Assist) to assist with private pay balances. They offer interest free loans to patients, charge hospitals % upfront of cash advance and then Hospital has recourse if default, lend affordability to claims. Analysis submitted on our current outstanding balances; awaiting feedback as to feasibility and pricing.
3. OR Charge master Restructure: Devised new Charge structure for minor/major designations with systematic charge structure based upon time; procedures charges deleted. New structure ensures full reimbursement when multiple procedures are coded/performed; implemented.
4. Collection Agencies (NRA and ACI) have been instructed to pursue appropriate recovery measures on gainfully employed patients with large outstanding balances; Garnishments being pursued for balances >\$5k currently outstanding. \$135K from one agency being prepared to pursue garnishments. Other agency working on eligible claims for said treatment.
5. MDSave: "Groupon" approach for global bundled payments for outpatient surgeries/procedures being reviewed: is attractive to patients with high deductibles.

- Medicaid

1. Nursing Home: held meeting with Senator Reeves and Rep Marsh along with TennCare and THCA representatives. Discussed significant financial crunch being placed on Nursing Homes with delays in granting Medicaid ICF eligibility (FY2018 \$200K effect) as well as not sending SNF crossover remits for LMC to claim Medicare bad debts (\$100K). Submitted Crossover listing to THCA for action. Vicky Groce has developed new monitoring /documentation protocol in effort to toward Medicaid Agency denials going forward.

- Financial Audit/Debt Covenant:

1. LHS did not meet required cash flows required by Bond Covenant. Discussion to be had with Huntsville Hospital 12/14 on corrective actions to pursue to comply with



Indenture requirements and execute arrangement by Dec 31.

- Clinics:
  1. Crump economical credentialing continues; TN license obtained and medical malpractice coverage obtained. Medicaid provider number obtained which is critical so LMC can receive reimbursement.
  
- Completed Credentialing:
  - Medicare - Effective 11/01/2018
  - Amerigroup (TennCare MCO) - Effective 11/28/2018
  - Cigna - Effective 11/01/2018
  - Tricare - Effective 11/01/2018
  
- Pending Credentialing:
  1. BCBS TN (Commercial and TennCare)- Per letter dated 12/4/2018, completed application is on file and being processed
  2. UHC Commercial (Commercial and TennCare) -Per letter dated 12/09/2018, credentialing is completed and approved. Aetna - Per letter, credentialing complete and approved. Allow time for contract load.

Dr. Crump also using M\*Modal voice recognition dictation in hospital and clinic setting. Physician champion for this new technology.

- OB Clinics:
  1. Midwife left Nov. 30, 2018 so Dr. Burney has full practice to operate December fwd. NMW patients informed in November with scheduled visits as well as letter to all patients in the queue of changeover of providers.
  
- HHS visits:
  1. Planning a visit to CPSI hospitals in Dec/Jan to review Utilization Management, Revenue Cycle, Accounting and Supply Chain processes in place and to network on Best Practices.

EAH/DSH payments FY2019 \$1.586M awarded combined Virtual and Statutory DSH payments compared to \$800K in FY2018 under new structuring. \$900K payable at end of Fiscal with other payable quarterly.

#### Business Development – Candie Starr

##### *Huntsville Hospital Health System Affiliation*

- Post-Acute Service Collaboration
  - LHS was represented at the December HH At Home Meeting and continues to grow relationships with the Huntsville Hospital Post-Acute Services. We will continue attending on a monthly basis.
  - Huntsville Hospital Hospice Family Care

1. A conference call was held to connect Amy Bates with the Business Development Manager for Hospice Family Care. We will attend their Staff Meeting in February with both the inpatient and outpatient hospice staff to look for opportunities to collaborate on patients who reside in Tennessee.
  2. Hospice Family Care has opened their Continuing Education opportunities to the Lincoln Hospice Staff.
- Skilled Nursing
    1. Conversations are underway with HHHS and LHS/DCC to look for opportunities to include DCC in the group of Skilled Nursing Facilities partnering with HH to reduce readmissions.
  - Outmigration Data
    1. Working with HHHS Marketing to collect outmigration data from Lincoln County residents who receive both inpatient and outpatient services from Huntsville Hospital. Our first objective for this data is to collaborate with HHHS to capture these patients for post-acute care.
  - Employee Recruitment
    - Marketing is working with Human Resources to develop ads to promote key openings and develop a strategy for maximum reach. Anthony asked what positions we have open, Candie stated we have 6 openings on Med Surg, Home Health Hospice nurses are needed, and we did well with staffing between LCC and DCC transition.
  - Physician Marketing
    - Dr. David Crump, General Surgeon
      1. Dr. Crump recorded a radio interview as well as a radio spot currently running on WEKR and WYTM.
    - 11. Secondary Service Area Marketing is underway.
      111. Dr. Crump is scheduled to speak at Rotary on January 15<sup>th</sup> and Kiwanis planning is in progress.
      - 11v. Dr. Crump is scheduled to speak to the Retired Teachers at their next quarterly meeting in March.
  - Employee Engagement Group Support
    - Marketing is providing support to the Employee Engagement Group with the execution and planning of several upcoming employee activities

#### Community Outreach and Events

- Christmas Tree Decorating hosted by the Employee Engagement Group - November 30<sup>th</sup>
- Volunteer Appreciation Luncheon, December 6, 2018
- LMC Employee Ugly Christmas Sweater Day, Sponsored by the Employee Engagement Group - Dec. 19<sup>th</sup>
- LMC Gingerbread House Contest, Sponsored by the Employee Engagement Group - Dec. 19<sup>th</sup>
- DCC Employee Ugly Christmas Sweater Day, Sponsored by the Employee Engagement Group - Dec. 20<sup>th</sup>
- DCC Gingerbread House Contest, Sponsored by the Employee Engagement Group - Dec. 20<sup>th</sup>

*Motion to approve Nursing, Operations, Finance, and Business Development reports as submitted.  
Motion made and properly seconded.*

- c) Quality Council Committee – *reviewed above in Nursing report*
- d) CCO – Jeannette Merrill

Element 1: Standards of Conduct (Code), Policies and Procedures

- Policy and procedure committee meeting every other week, this is going well

Element 2: Compliance Officer and Compliance Committee

- Compliance Committee Met December 10, 2018  
Next meeting January 14, 2019

Element 3: Training and Education – will have presentation at the end of this report

- Board Education- Board Fiduciary Duties- Video
- Board Orientation January 16, 2019 4pm – 8pm

Element 4: Monitoring and Auditing

- Compliance Committee- abbreviated meeting focusing on policies.

Element 5: Reporting and Investigating

- Workplace Alerts – 3 in November, 2018
  - Patient confidentiality (1)- substantiated – *re-education completed*
  - Violations of Law (1) Unsubstantiated
  - Fraud (1) Unsubstantiated

Element 6: Enforcement and Discipline

- Re-education: patient confidentiality

Element 7: Response and Prevention

- CMS Conditions of Participation shared with individual directors specific to their service line
- Guidelines for Transportation of psych patients reviewed and shared with Senior Leaders
- CMS Guidelines for Ambulance Transport to private MD office reviewed with Senior Leaders
- Audit trail for individual accesses to PACS radiology imaging to be discussed with Senior Leaders
- Facility licensures placed in Cobblestone for alerts to appropriate directors.

Other- video about fiduciary duty for board members, by Minnesota Hospital Association.

*Motion to approve the Chief Compliance Report as submitted. Motion made and properly seconded. Motion passed.*

3. Human Resources – Wendy Nogler
  - a) HR Dashboard Hospital Based FY19
  - b) HR Dashboard CC FY19

*Anthony Taylor – HR report approved as submitted.*

4. Other
  - Lighting Proposal – *Tabled*

5. Capital Purchases – N/A

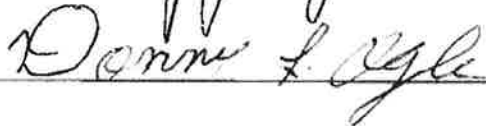
Other – Next Board meeting is Tuesday, January 22<sup>nd</sup> .

6. Adjourn
7. Executive Session

Signed:

  
\_\_\_\_\_

Signed:

  
\_\_\_\_\_





Vote to accept these minutes will  
Be at the next regular Board meeting.

DRAFT

**Lincoln County Board of Education**  
**Board Meeting**  
**January 7, 2019**

The Lincoln County Board of Education met in regular session on January 7, 2019 at Stone Bridge Academic Learning Center. Board Chairman Tommy Stevenson was in the chair, and Mrs. Karen Putman acted as secretary. The South Lincoln School Student Council led the pledge/invocation and presented information about their group activities. Mr. Stevenson called the meeting to order at 5:30 p.m.

**Members Present:**

- Jared Bradley
- Carla Buchanan
- Johnny Collins
- Susan Cowley
- Jennifer Haynes
- Kevin Posey
- Tommy Stevenson
- Sammy Tucker

- Denali Quinonez – Student Board Representative
- Anna Grace Welch – Student Board Representative

**Members Absent:**

None

**Business Transacted:**

Mr. Bradley moved, seconded by Miss Cowley, to approve the December 10, 2018 board meeting minutes. The motion carried by unanimous voice vote.

Mr. Tucker moved, seconded by Ms. Buchanan, to approve the agenda per Board Policy 1.403, adding:

- Salary adjustment/Stipend for drivers doing additional duties/routes to Item V.A, Other

The motion carried by unanimous voice vote.

Dr. Heath recognized Dr. David Golden, Principal at Flintville School, to present the certificate for Support Staff of the Month to Jackie Bloxham. Emily Pierce, Principal at Unity School, presented the Teacher of the Month certificate to Amy Howell. Bettye Mansfield was recognized by Board member Susan Cowley as Retired Educator of the Month.

Vote to accept these minutes will  
Be at the next regular Board meeting.

DRAFT

Miss Quinonez and Miss Welch presented a Student Report to the Board, covering the following topics:

- Early Graduation
- LIFT LC
- Basketball Homecoming
- Drills

Mr. Bradley moved, seconded by Mr. Tucker, to approve revisions to or addition of the following policies on first reading:

- 4.701 – Maintaining Test and Data Security
- 5.701 – Substitute Teachers

The motion carried by unanimous voice vote.

Mr. Bradley moved, seconded by Mr. Collins, to approve the creation of a new position for the Special Education Department. The roll call vote resulted in 8 ayes, 0 nays, 0 absent.

Mr. Posey moved, seconded by Mr. Collins, to accept the Cafeteria and Student Activity Fund Audit as presented. The motion carried by unanimous voice vote.

Mr. Bradley moved, seconded by Mrs. Haynes, to accept the December Financial Reports for 141 General Purpose School, 143 Centralized Cafeteria, and 146 Extended School Program as recommended. The motion carried by unanimous voice vote.

Mr. Tucker moved, seconded by Mr. Bradley, to approve the recommended 141 General Purpose School Fund budget amendments as presented. The motion carried by unanimous voice vote.

Mr. Bradley moved, seconded by Ms. Buchanan, to approve the 142 School Federal Programs Fund Budget Amendment as presented. The motion carried by unanimous voice vote.

Mr. Posey moved, seconded by Mrs. Haynes, to approve the request from Transportation Supervisor Keith Gill to (a) pay two (2) bus drivers who are running additional routes an extra \$15 per day and (b) increase the pay of express bus drivers \$0.03, from \$0.44 to \$0.47 in the daily mileage rate. The roll call vote resulted in 8 ayes, 0 nays, 0 absent.

**Points of Information & Discussion:**

1. Board members were provided information about School Nutrition Participation.
2. Dr. Heath provided Board members with a resolution concerning Voucher Schools. This will be voted on at the February Board meeting.
3. Dr. Heath provided Board members with the contract from Lashlee Rich for construction management services for review. This will also be voted on at the February Board meeting.
4. The gift cards given at tonight's meeting for the monthly recognitions were provided by the Lincoln County Education Foundation. The Foundation has been providing scholarships since its inception and has set up a program to help teachers with projects

Vote to accept these minutes will  
Be at the next regular Board meeting.

DRAFT

for their classrooms.

5. Mr. Stevenson noted that Mr. Robert Strobe, long-time Board member, recently passed away.
6. Members of Leadership Lincoln were recognized.

Mr. Tucker moved, seconded by Mr. Posey, to adjourn. The motion carried by unanimous voice vote.

The meeting adjourned at 6:08 p.m.

---

**Dr. Bill Heath      Director of Schools**

---

**Mr. Tommy Stevenson   Board Chairman**





RECEIVED  
JAN 10 2019

BY.....



## Fire/EMA Work Session Minutes

**Date:** January 8, 2019

**Members Present:** Tori Young, Steve Spray, Rickey Bryant, Stephanie Britt, Glenn Douglas,  
Doug Campbell & Angela Phelps

**Members Absent:** None

**Guests Included:** Commissioner David Sanders, Commissioner Donnie Ogle

This meeting was called to order by Commissioner Young at 5:03 p.m.

Commissioner Young stated there were two items on the work session agenda, Adequate Facilities Tax and the old Police Building.

**Adequate Facilities Tax** - Director Campbell has put together a synopsis of what other counties around us are doing with their adequate facilities tax and it was attached the agenda each member was given.

The process was discussed and what the procedure would be to implement it. It was discussed that it would have to first be approved by the FIRE/EMA committee, then to the budget committee. There would then have to be a town hall meeting for the public and then to the full commission for a vote. Commissioner Ogle stated he was not sure, but it may have to go before the planning committee as well if for no other reason than out of respect.

Director Campbell gave his thoughts on the matter and advised what the call volume has been for the past year. There have been 513 call with no response and 433 EMR calls. This program he stated began in 2007 and has doubled and tripled each year since then.

Commissioner Douglas asked about longevity of this program. Was there a contingency plan? Director Campbell told him there was no contingency plan right now.

Commissioner Sanders advised the committee just to make them aware of what is now being charged and how this might affect future growth. He talked about things like underground utilities, curbs and gutters.

Commissioner Bryant asked if you people coming up and into this community would build? He stated he has spoken to 3 builders in the community for their thoughts and stated they told him they would just add it to the bill of the person for which they are building. Would the money they will have to spend, slow the building in our community?

Director Campbell stated that we needed a combination volunteer/paid department and felt that would be 5 years out but we needed to start planning now.

Comm PKT

**Old Police Building** – Mr. Cantrell a local builder presented what he thought the rough estimate would be to renovate and abate the old police building.

He gave us the following figures:

\$50,000.00 Abatement

\$30,000.00 TPO roof (will be more if you go with trusses)

\$315,000.00 total for all work including abatement, tpo roof, cleaning, new floor, new paint, renovate Bathrooms, new ceilings, new vct flooring, new acoustical ceiling, new pipes in ceiling, new fixtures and lights, no millwork, new windows and storefront low E glass, repair and paint exterior doors.

Commissioner Ogle asked about being ADA compliant and was told the front door would be but the bathrooms would not.

It was stated that the city had already been asked about a permit but since no structural work was being done there would be no need for a permit.

**Next work session** - Another work session is planned for February 12, 2019 at 5pm.

**Adjourn** - Commissioner Douglass made a motion to adjourn seconded by Commissioner Britt. Meeting was adjourned at 18:11pm.

Respectfully submitted, Angela Phelps, Deputy Director

Approved By:  Commissioner Tori Young, Committee Chairperson

 Commissioner Steve Spray, Secretary

RECEIVED  
2019



BY. ....

## Fire/EMA Minutes

**Date:** January 8, 2019

**Members Present:** Tori Young, Steve Spray, Rickey Bryant, Stephanie Britt, Glenn Douglas,  
Doug Campbell & Angela Phelps

**Members Absent:** None

**Guests Included:** Commissioner David Sanders, Commissioner Donnie Ogle

This meeting was called to order by Commissioner Young at 6:00 p.m.

**Minutes** – A correction to the December 2018 minutes stating “Commissioner Spray made a motion to surplus the truck (*Central*) and return all monies to Boonshill”. This has been corrected to read “Commissioner Spray made a motion to surplus the truck and return all monies to Central”. Commissioner Douglas made a motion to approve the minutes with the correction of December 2018. Commissioner Spray seconded the motion. The motion passed all in favor.

**Financial Statements** – A motion was made by Commissioner Bryant to approve the Financial Statements for November, and seconded by Commissioner Britt. The motion carried all in favor.

**Adequate Facilities Tax** – There was some discussion on this and Commissioner Britt asked if there were other alternatives but none were mentioned. A motion was then made to present the Adequate Facilities Tax to the budget committee agenda. Commissioners Young, Britt, Spray and Douglas voted to send it to the budget committee and Commissioner Bryant voted not to send it stating he did not believe it was ready to send and needed more information before sending it. After further discussion on the matter a motion was made to strike the aforementioned motion and set another work session to discuss further.

**Dellrose Community Chicken Stew Dinner** - The Dellrose Fire Station will have a chicken stew fundraiser on January 19, 2019 at 10AM. \$15 for a half gallon and \$25 for a gallon.

**Adjourn** - Commissioner Douglass made a motion to adjourn seconded by Commissioner Britt. Meeting was adjourned at 18:11pm.

Respectfully submitted, Angela Phelps, Deputy Director

Approved By:

Commissioner Tori Young, Committee Chairperson

Commissioner Steve Spray, Secretary

Comm PK+





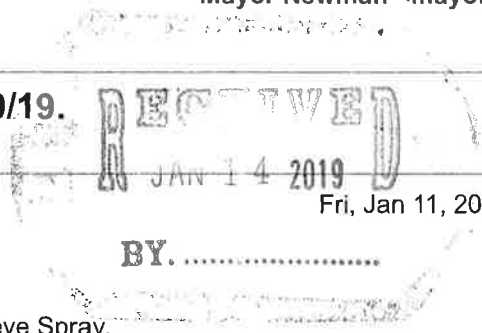
Mayor Newman <mayor@lc-tn.com>

**Fwd: Law enforcement committee meeting 1/10/19.**

1 message

**Steve Spray** <sspray@lc-tn.com>  
To: Mayor Newman <mayor@lc-tn.com>

Fri, Jan 11, 2019 at 6:05 PM



Members present:

Steve Gunthenberg, Kate Guin, Glen Douglas, Ben Brown, and Steve Spray.

Other members present:

Stephanie Britt, Murray Blackwelder, Bill Reavis, Sandy Metcalf, and Jeff Bradford.

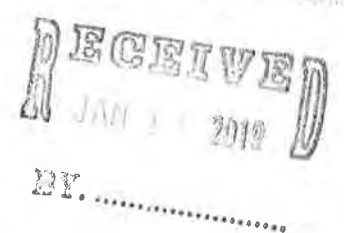
Meeting was called to order at 17:00 by Kate Guin. Last months meeting was approved by Steve Guthenberg and seconded by Glen Douglas. Motion passed.

1. Sheriff Murray Blackwelder went over monthly report. Sheriff Blackwelder discussed the two way radios.(Information only)
- 2.Sheriff Blackwelder asked the law enforcement committee for a \$2.00/hour raise for all of his employee's in the sheriff's department.
- 3.Steve Gunthenberg made motion for the \$2.00/hour raise for the sheriff's department raise, Glen Douglas second the motion. Motion passed. 5 in favor, 0 opposed.
- 4.Medical payments concerning inmates from previous meeting was tabled by Glen Douglas, Ben brown seconded the motion. Motion passed. 5 in favor, 0 opposed.
- 5.Steve Gunthenberg moved to adjourn, Glen Douglas seconded the motion. Motion passed. 5 in favor, 0 opposed.

Submitted 1/10/19  
Steve Spray, Secretary.

Comm PKT

**Lincoln County E911  
January 10, 2019**



The meeting was called to order by Chairman Murray Blackwelder at 9:06 a.m.

Murray Blackwelder – Present  
Coby Moon – Absent  
Doug Campbell – Present  
Richard Wright – Present  
Richard Howell – Absent  
Joe Young – Absent  
Bob Jones - Present  
Billy Gray – Present  
Eddie Hall – Present  
Bill Newman – Present  
Ed Simms - Absent

B.J. McCurry - Present  
Amy Fitch - Present  
Angela Phelps - Absent  
Chad Brown – Absent  
Jesse Casias – Absent  
Coby Templeton - Present  
Ernie Qualls - Present  
Jerry Taylor - Present  
John Hettish – Absent  
Mark Cline - Present  
Johnny Hill - Absent

**Visitors:** Lori Barnes

**Approval of Minutes:**

Richard Wright made a motion to approve the minutes for **December**. Bob Jones seconded the motion and the motion carried all in favor.

**Financial Report:**

The financial report for **December** was presented by Director McCurry. Doug Campbell made a motion to approve the financial report. Billy Gray seconded the motion and the motion carried all in favor.

**Approval of Bills:** No Bills

**Director’s Report** - During the past four weeks the following tasks have been performed:

1. **Radio Migration to Digital:** Amy and I met with Richard Howell on 1/4/19 to discuss the proposed timeline that the County Law-Enforcement is planning on moving to the DMR if the board agrees to proceed with the upgrade. This is something that I do not have an answer for and would also have to make further upgrades at the Communications Center to accommodate the transition to the DMR platform. Richard’s concerns are that the City frequency, F3 does not have adequate coverage and this could become an officer safety issue if the City needed to communicate within the County and they are two separate platforms (analog and DMR). The bid specs were written only for an upgrade to the F1 channel. The addition of the F3 to offer county-wide coverage with new equipment would, my rough guess, by the estimate from MT2W would be another 150-200k.
2. **Bid Opening:** We received two bids for the proposed upgrade of the F1 radio system, Middle TN-Two Way and Sharp Communications. MT2Ws proposal for the Cielo Microwave and the Kenwood Kairos radio system including the setup and installation for the optional gateway radio and spares equipment was \$271,130.07. The Sharp Communication proposal included a Nokia microwave solution with the Kenwood Kairos radio system was \$653,345.88.

<u>Middle TN-Two Way, INC</u>	<u>Sharp Communications</u>
Cielo Microwave \$151,048.32	Nokia Microwave \$527,715.29
Kenwood Kairos \$115,993.00	Kenwood Kairos \$125,630.59
Cross Patch Gateway \$4,088.75 Total <b>\$271,130.07</b>	Total <b>\$653,345.88</b>

**Bob Jones made a motion that the project be awarded to MT2W in the amount of \$271.130.07. Eddie Hall seconded the motion and the motion carried all in favor.**

*Comm PK+*

**Lincoln County E911**  
**January 10, 2019**

**Bob Jones made a motion that Director McCurry secure the memorandum with FPU to make sure we have the same location to put the new equipment on. Doug Campbell seconded the motion and the motion carried all in favor.**

3. **Southern Linc:** We currently use Southern Linc to monitor the Huntsville Weather Service. 911 has been paying for three lines 1 in Dispatch, 1 in EOC and 1 at the EMA office. They are in the process of changing the platform that they use. We will have to update the hardware, at a cost of \$.99 for the device and \$150.00 for charging station. The monthly service will stay the same \$20.00 per device. I am asking for the one device for the Dispatch \$200.00. **Eddie Hall made a motion to approve up to \$200.00 to purchase the Southern Linc equipment. Bob Jones seconded the motion and the motion carried all in favor.**
4. **B Crabtree:** Was terminated on 1/3/2019.
5. **Staffing:** N. Locke attends TBI this month and this will complete all required training. We will have another series of shift changes to get people into their permanent shifts.
6. **Audit:** Lori Barnes has worked on the 2017-2018 audit.
7. **Calls Totals are attached.**

**Committee Reports:**

**Technology/Equipment/ Mapping Committee:** Nothing to Report

**Fence Committee:** On Hold

**Radio Committee:** Discussion in the Director's Report.

**Old Business:** Nothing to Report

**New Business:**

**Election of Officers for 2019:**

**Billy Gray made a motion for Murray Blackwelder to continue as Chairman. Eddie Hall seconded the motion and the motion carried all in favor.**

**Eddie Hall made a motion for Billy Gray to continue as the Vice Chairman. Bob Jones seconded the motion and the motion carried all in favor.**

**Billy Gray made a motion for Eddie Hall to continue as Secretary. Bob Jones seconded the motion and the motion carried all in favor.**

**Eddie Hall made a motion for Doug Campbell to continue as Treasurer. Richard Wright seconded the motion and the motion carried all in favor.**

**Richard Wright made a motion to the Board that John Fitzsimmons be presented to the Mayor as becoming a member of the 911 Board. Eddie Hall seconded the motion and the motion carried all in favor. The Chairman will be presenting this to the Mayor for selection.**



**Billy Gray made a motion to remove Danny Travis from the CD's at Regions Bank and add Doug Campbell. There also needs to be a requirement for two signatures added for these CD's. Eddie Hall seconded the motion and the motion carried all in favor.**

**The Chairman informed the Board of the meeting on 1-3-2019 on Beverly Crabtree's termination.**

**The next meeting will be February 14, 2019**

**Eddie Hall made a motion to adjourn the meeting and the meeting was adjourned at 10:49.**

---

Murray Blackwelder, Chairman

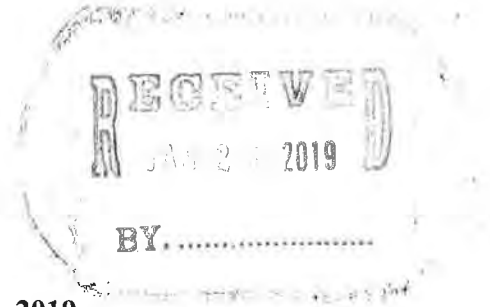
---

Eddie Hall, Secretary



**Fayetteville-Lincoln County  
Regional  
Airport Authority  
37 Airport Road  
Fayetteville, TN 37334**

*Where Tradition Meets Tomorrow*



**Airport Authority Meeting Minutes of January 21, 2019**

**The Fayetteville-Lincoln County Regional Airport Authority met in open and public session at the Fayetteville Municipal Airport at 5:30 pm on January 21, 2019. Members present were Ron Mahal, Charlie Beyer, Jack Towry, Walter Shurden and Dan Holt. Airport Manager, Mark Cobb and CPA, David Kidd were also present.**

**The Authority welcomes Mr. Dan Holt as our newest Commissioner representing the City of Fayetteville. Mr. Holt fills the vacancy which resulted from the resignation of Mr. Robert Strobe.**

**A draft audit for the Authority's fiscal year July 1, 2017 through June 30, 2018 was presented by Mr. David Kidd, CPA. A motion to approve was made by Mr. Shurden and seconded by Mr. Beyer and then unanimously approved as presented.**

The minutes of the December 17, 2018 Authority Meeting were presented for approval. A motion to approve was made by Mr. Towry and seconded by Mr. Holt and then unanimously approved as revised.

**The Treasurer's report for the period ending January 21, 2019 was made by Treasurer, Walter Shurden:**

The current fund balance is \$\$29,181.24; there are no pending reimbursements and no unpaid invoices. There is one unclaimed expense of \$5,588.79. A motion to approve was made by Mr. Towry and seconded by Mr. Shurden and then unanimously approved.

**The Manager's report was made by Airport Manager, Mark Cobb**

Fuel sales were above average with 4,036.6 gallons of Avgas and Jet-A fuels. The maintenance shop remains very busy. Thom Duncan Avionics, LLC has installed its new office trailer; have executed their lease agreement with Fayetteville Aviation Inc. and have provided their certificate of liability insurance which lists the Authority as an additional insured. The perimeter chain link fence has again been damaged by another automobile. The driver is insured and we anticipate complete financial reimbursement. Our Baron Services Weather System computer is malfunctioning as we attempt to correct the problem.

**Project reports made by Chairman, Ron Mahal**

# Fayetteville-Lincoln County

## Regional

### Airport Authority

37 Airport Road

Fayetteville, TN 37334

*Where Tradition Meets Tomorrow*

#### **1. Taxiway & Pavement Rehabilitation**

- a. As reported in our December meeting minutes, the TN Aeronautics Commission did approve this project at their November 15, 2018 Commission meeting.
- b. The fully executed contract in the amount of \$1,400,000 has been transmitted to the Authority and we have submitted the required 5% local match of \$70,000.
- c. No work will begin until we issue a “notice-to-proceed” following a pre-construction meeting to be scheduled in early spring. Lincoln Paving, LLC is the prime contractor.

#### **2. Taxiway Lighting Replacement**

- a. Also as reported in our December meeting minutes, the TN Aeronautics Commission approved this project at their November 15, 2018 Commission meeting.
- b. The fully executed contract in the amount of \$545,000 has been transmitted to the Authority and we have submitted the required 5% local match of \$27,250.
- c. No work will begin until we issue a “notice-to-proceed” following the pre-construction meeting mentioned in Project 1c above. Appalachian Foothills Contracting, LLC is the prime contractor.

#### **3. UAS Obstruction Survey-Phase 1**

- a. This project has been completed by PDC Consultants, LLC. Their final contract billing has been submitted to TAD and the Authority has since received the reimbursement. No additional work is required.

#### **4. Obstruction Environmental-Phase 2 (Bat Habitat Survey)**

- a. Per a recent conversation with Tony Mancini of PDC Consultants, new regulations concerning the requirements for a bat habitat survey have not been released. PDC has submitted a letter on our behalf to the regulatory agency seeking a decision for Fayetteville Municipal Airport. Mr. Mancini suggested that we wait two more weeks for a reply and if none is forthcoming, that we plan to proceed with identified tree removal activity.
- b. Mr. Mancini is of the opinion that a survey will not be required based on information that he has heard.

#### **5. Runway Crack Seal, Sealcoat and Restriping**

- a. There has been no new activity since the status report made in the December 17, 2018 meeting minutes. This project will re-submitted to TAD for funding approval in June, 2019.

#### **6. Other Issues**

- a. Sam Wiley of Wiley Electronics has reported that he has our ODAL and REIL systems fully functional at this time. The PAPI system lenses and glass windows are yet to be cleaned up. Mr. Wiley has been instructed to check the

# Fayetteville-Lincoln County

## Regional

### Airport Authority

37 Airport Road

Fayetteville, TN 37334

*Where Tradition Meets Tomorrow*

operational status of all of our lighting systems on a monthly basis and to make repairs as may be required.

- b. Segments 2, 3, 4 & 5 of our miscellaneous maintenance painting contract have been completed and invoiced in the amount of \$2,400. All of the remaining work on the North West hangar complex will be completed later this year.
- c. A meeting with Mrs. Nancy Harris, the Lincoln County Planning and Zoning Director, is scheduled for 10 am on January 24<sup>th</sup> at the airport. The purpose of this meeting is to acquaint Mrs. Harris with our anticipated revisions to the Airport Zoning Ordinance and the planned closure of a section of McDougal Road. Mr. Mark Paslick of PDC Consultants is also expected to attend.
- d. The Authority Ethics Committee consisting of Mr. Towry and Mr. Beyer have held their initial meeting as required and will submit a copy of their meeting minutes to Mr. Shurden for the file.
- e. Land Electric, LLC has recently completed repairs to the airport rotary beacon. This work involved replacement of the multi-vapor lamp, ballast and removal of arc pitting on the electrical slip rings.
- f. Land tracts that were purchased from Mr. Charles Patrick in December, 1998, contained clauses in the deeds which allowed the grantors to continue to run their cattle on the acquired property for a period of 20 years. That period has now expired and the Authority will notify Mr. Chuck Patrick that other arrangements are now required.
- g. The Authority had scheduled officer elections at this meeting. After some discussion, Mr. Beyer offered a motion to re-elect the current officers by acclamation and the motion was seconded by Mr. Towry and then unanimously approved. Mr. Shurden continues as Treasurer; Mr. Towry continues as Vice Chairman and Mr. Mahal continues as Chairman and temporary Secretary.
- h. The Authority will update its page on the Fayetteville Municipal Airport Web Site. The site is maintained by allySites at the Exchange.
- i. The 2019 annual airports conference is scheduled for March 18-20 at the Embassy Suites Conference Center in Murfreesboro. Hotel and conference registrations are available on the TAA website.

There being no further business, a motion to adjourn was made by Mr. Shurden and seconded by Mr. Holt

Respectively submitted by Ron Mahal, Chairman

DRAFT ONLY



Highway Committee Meeting

January 28, 2019  
6:00PM

RECEIVED  
FEB 03 2019

BY.....

**MEMBERS PRESENT:** Steve Guntherberg, Charles Hunter, Steve Spray, Glen Douglas, Jon Jacks

**ALSO PRESENT:** Tim Gill, Cole Bradford, Doug Cunningham

Charles Hunter made motion to approve minutes of the October 2018 meeting. Motion seconded by Glen Douglas. Motion unanimously approved.

Tim presented to the committee the 2019 County Road List and the changes made to it. Charles Hunter made motion to approve the County Road List as presented. Steve Spray seconded the motion. Motion unanimously approved.

Tim discussed with the committee the naming of the new bridge in the Howell community on South Fishing Ford Road. The family of Steve Reavis, a Vietnam Veteran and Purple Heart recipient, has requested having the bridge named in honor of him. Following the county guidelines on Naming or Renaming County Facilities (attached), the family has been informed that all costs incurred for the naming of this bridge will be theirs with no cost to Lincoln County. Steve Spray made motion to approve the naming of this bridge. Motion seconded by Glen Douglas. Motion unanimously approved.

Tim presented to the committee information regarding the construction of a new facility to house Highway Department operations. Tim began by informing the committee the many reasons a new facility is required. The current facility is extremely outdated. The shop area is way too small for much of the larger equipment to even be brought inside for maintenance or repair. The overhead crane is obsolete and OSHA has shut it down due to safety concerns. At present, there is no area to store equipment inside. If we have a new facility, the existing building can be converted to storage with a bit of renovation and would be a better storage area than what we have now which is nothing. The break area for employees to eat and gather for meetings is included in the shop area, with no walls and no air conditioning during the hot months. We currently have no storm shelter at the facility and no safe place to take shelter during inclement weather. The existing office space needs to be upgraded to include a conference room which has been very much needed for a long time. The windows in the existing offices haven't closed all the way in many years and have had to be screwed closed, although they still let in quite a lot of air and makes the offices inefficient on heating and cooling bills. Tim presented preliminary drawings with a layout of the proposed new facility. after much discussion on the building details (shop bay sizes, shelter, as well as future needs that may arise), Tim turned the meeting over to Finance Director Cole Bradford for a breakdown of the financials regarding the proposed construction.

Cole presented to the committee a historical analysis of the Highway Department Fund Balance, total payroll expenses, asphalt expenses and Highway Equipment Capital Outlay. The ending Fund Balance for FY 17-18 was \$5,039,764. If all FY 18-19 budgeted funds are spent and revenues come in at budgeted amounts, then the estimated fund balance will be \$3,797,512. Cole noted that the Highway Department has historically spent well below budgeted amounts and revenues typically come in

Comm PKT

above budgeted amounts due to conservative budgeting practices. Therefore, actual June 30, 2019 fund balance will likely be considerably higher than the \$3,797,512 estimate above which doesn't consider the current building program proposal. Secondly Cole discussed the payroll expense chart and noted the Highway Department payroll expense, which includes any cost-of-living increases along with health insurance cost increases, has been flat or declining beginning FY 08-09. Cole stated that payroll expense trend lines typically slope upward due to cost-of-living increases and other payroll-related costs that normally increase over time. Thirdly, Cole reviewed the asphalt expense chart and stated the county has been spending significantly more on paving roads with \$1,502,033 being spent in FY 17-18 and \$2,000,000 being budgeted in FY 18-19. Lastly, Cole reviewed the highway equipment capital outlay chart and referenced the trend beginning in FY 09-10 of increased expenditures for equipment upgrades with these upgrades being made on a pay-as-you-go basis instead of financing these equipment purchases with debt.

Cole's overall assessment of the project is that it could be easily paid for with existing Highway Department funds and that no assistance from the General Fund would be required. Lincoln County would not be required to borrow any money for this project due to the extremely strong Highway Department fund balance. The cost of this project would not hinder the funding of existing operations.

After much discussion, motion was made by Glen Douglas to construct this new facility. Charles Hunter seconded the motion. Motion unanimously approved. This project will now be referred to the Budget Committee for its recommendation.

With no further business, Charles Hunter made motion to adjourn, seconded by Glen Douglas. Motion unanimously approved.

Respectfully Submitted:

Jon Jacks  
Secretary



**STEPHEN WARD & ASSOCIATES, INC.**  
"Professional Roof & Building Envelope Consultants"

Post Office Box 6815, Huntsville, Alabama 35813  
128 Jetplex Circle, Madison, Alabama 35758  
T: 256-774-3565 • Fax 256-774-3315  
sward@swa-consultants.com  
[www.swa-consultants.com](http://www.swa-consultants.com)

January 28, 2019

Mr. Tim Gill  
Lincoln County Road Department  
161 Molino Road  
Fayetteville, Tennessee 37334

Re: New Building Facility

Dear Mr. Gill

Pre our previous meetings and discussions we are attaching two plan sheets showing the building layout and exterior elevations. Also, below per our discussions is my understanding of your needs and requirements for the new construction.

Based on the new construction of an approximate 6,000 square feet Office Area and a 16,000 square feet Shop Area We offer the following preliminary cost estimates for your consideration.

- New Construction – Building (Pre Engineered Steel), Site Work, Site Utilities, Full Building Sprinkler System, Plumbing, HVAC, Electrical, Exterior Building Concrete Apron, and a 10 Ton Shop Crane. The shop building to consist of 12 bays with 12 18'x18' rolling steel doors;

ESTIMATED PRELIMINARY COST.....\$2,027,377.00

- Soft Costs – Engineering, Architectural, and Quality Assurance Protocols;  
ESTIMATED COST.....\$ 162,190.00

- Testing Costs – Soil Testing, Special Inspections  
ESTIMATED COST.....\$ 55,275.00

**TOTAL.....\$2,244,842.00**

- POSSIBLE COST REDUCTIONS  
Site/Prep/Pad/Asphalt/Gravel/Finish Grade.....[\$ 175,000.00]  
[Work by Lincoln County Road Department]

- POSSIBLE ADDITION COSTS  
Safe Room.....\$ 85,000.00

We appreciate the opportunity of providing this preliminary project cost estimate and look forward to working with you to complete the project

Sincerely,

*Bobby Johnson*

Stephen Ward & Associates, Inc.  
bjohnson@swa-consultants.com



Front Elevation

Along pattern of  
existing wall face &  
20' of new work



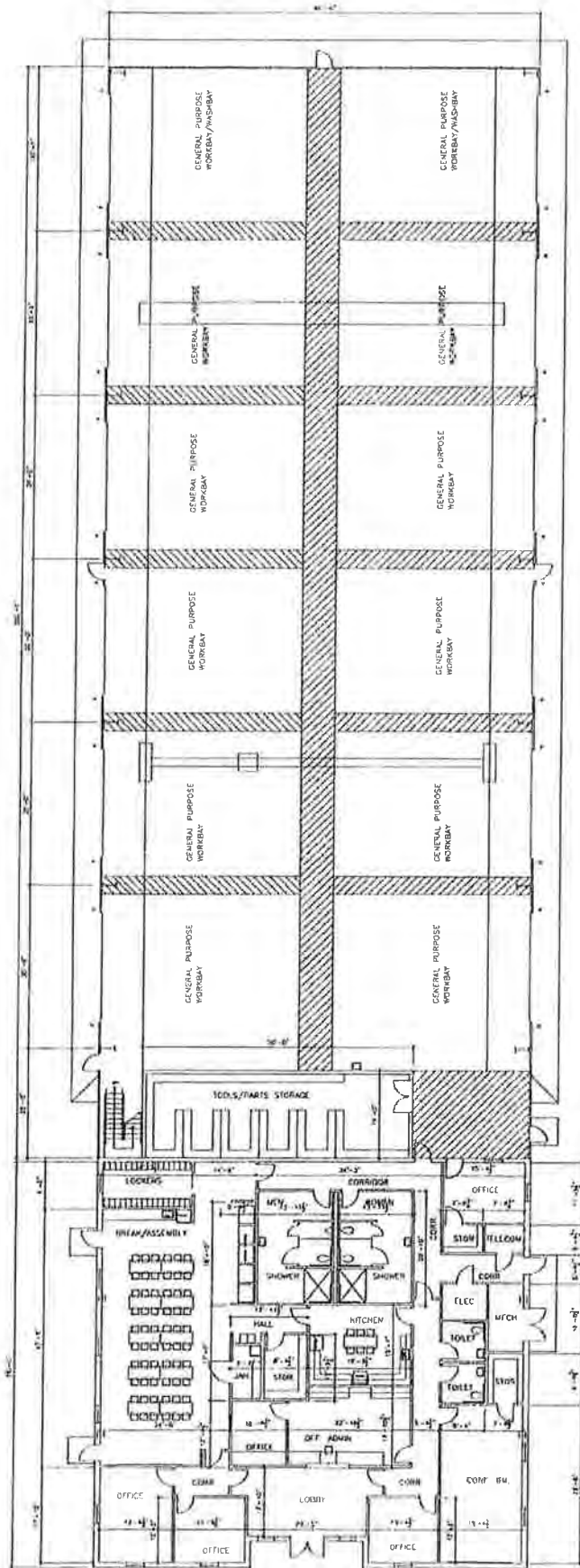
Right Elevation



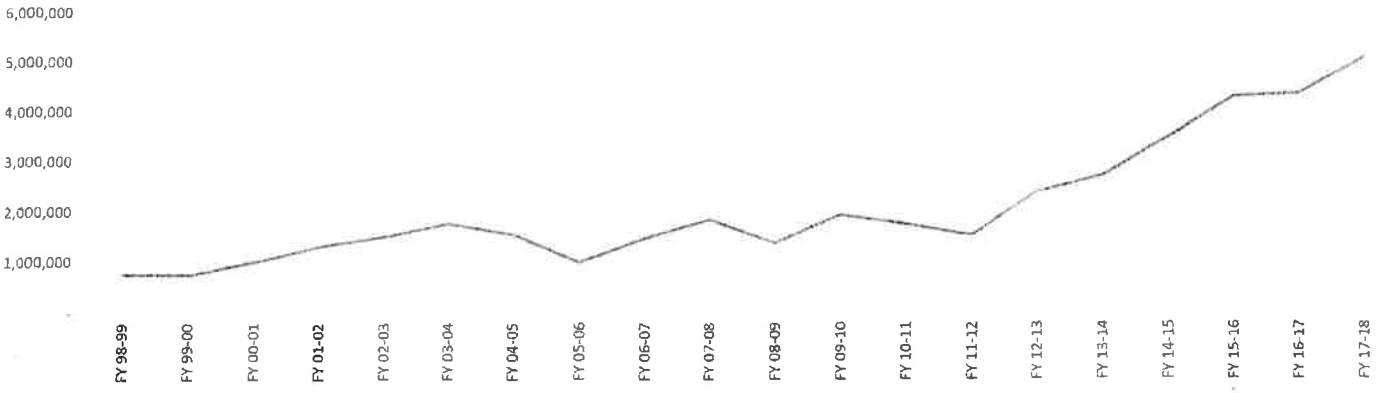
North Elevation



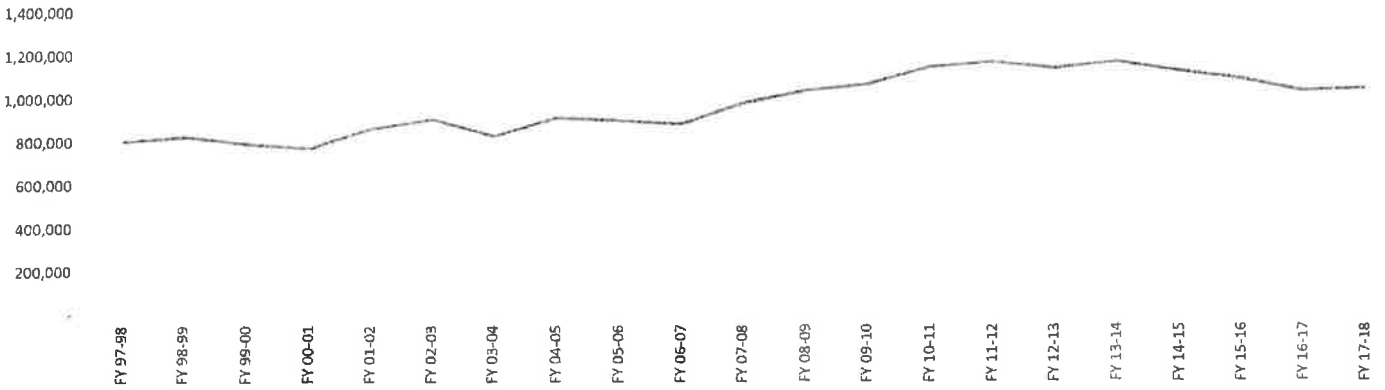
West Elevation



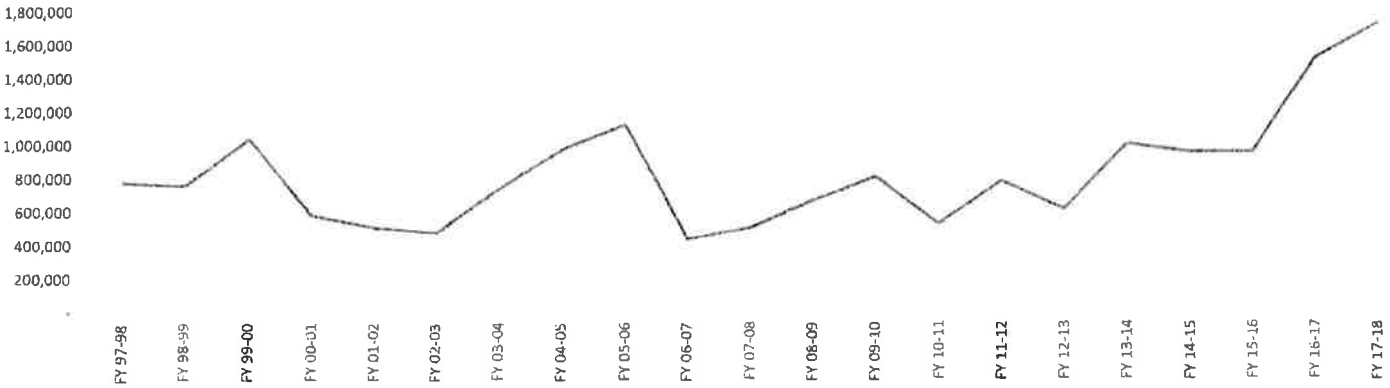
**Fund Balance**  
131 Highway Fund



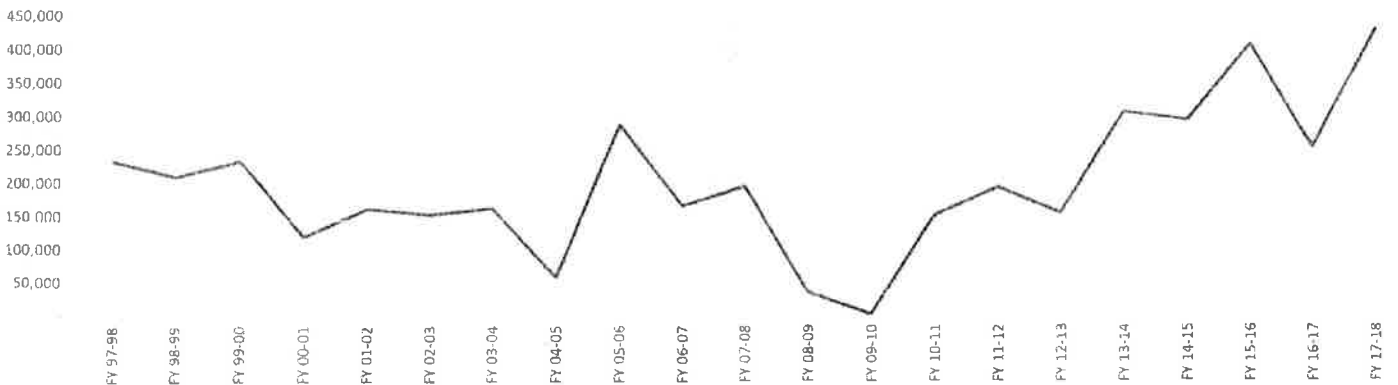
**Total Payroll Expenses** (includes wages, FICA, Retirement, Insurance)  
131 Highway Fund



**Asphalt** (62000-404) (Non-State Aide Expenditures)  
131 Highway Fund



**Highway Equipment Expenditures** (68000-714)  
131 Highway Fund



RULE 21  
NAMING OR RENAMING COUNTY FACILITIES

In the event County Facilities should be recommended for naming or renaming the following process is to be followed. Adopted by the Lincoln County Legislative Body June 16, 2015.

**Section 1**

**Statutory Authority:**

RULES GOVERNING THE LEGISLATIVE BODY OF LINCOLN COUNTY,  
TENNESSEE

**Section 2**

***What is the purpose of naming or renaming county facilities?***

The Commission has named county facilities after an individual, a group of individuals, entities, etc. for many years at the request of the Commission and communities. A naming is done in a thorough and deliberative manner to honor and institute an enduring memory of a person or group of people who have contributed significantly to the well-being of the county, state or nation and with the widespread support of the people from the area in which the facility is located. The Commission shall avoid acting to name or rename a facility in response to emotion or duress.

**Section 3**

***Definitions***

"Commission" means the Lincoln County Commission.

"Facility" includes, but is not limited to:

1. County roadways;
2. County highway bridges, structures, and facilities;
3. County roadside facilities, such as viewpoints;
4. County Parks and recreation areas.

**Section 4**

***What types of county facilities may be named or renamed by the Commission?***

The Commission may name facilities owned or operated by Lincoln County Tennessee or may petition the State Legislature for property owned by the State of Tennessee.

**Section 5**

***Who can initiate the process to name or rename a facility?***

The Lincoln County Commission, individual commissioners, local governmental entities, citizen organizations, and any person may initiate the process to name or rename a facility.

**Section 6**

***What is the process for initiating the naming of a county facility?***

To initiate the naming process without a legislative resolution being enacted, an interested party must contact one of their district's Commissioners to establish their interest in seeking a naming. The requesting party shall provide sufficient evidence to the Commissioner indicating community support and acceptance of the proposal. Evidence of community support and acceptance may include things such as:

1. Letters of support from local, state and federal legislators representing the area of the facility;
2. Resolutions passed by local, publicly elected bodies in the area of the facility;
3. Department support;
4. Letters of support from local residents;
5. Supportive action by or letters from local organizations such as local Chambers of Commerce or service clubs.

After receiving adequate evidence of support, the Commissioner shall consult with the department responsible for the facility (TDOT, Recreation committee, etc.) to secure concurrence of the proposal to name or rename a facility.

All Commissioners from the respective district must concur with the naming proposal prior to submission scheduling the proposal for discussion and possible action at a regular meeting of the full Commission.

The Commission will be required to pass the resolution by a majority vote to move forward with the naming.

#### **Section 7**

##### ***What criteria are used by the Commission when it is requested to name a facility after an individual?***

If a naming request is submitted for a person who has recently died, the Commission shall not act on the request for at least twelve months after the date of passing to allow for a respectful period of mourning and reflection.

If two or more names are submitted for the same facility, the Commission shall consider the possibility of naming the facility using both names, and shall seek additional input into its decision, such as but not limited to, through consultation with community leaders or through a public hearing in the vicinity of the facility.

The Commission shall exercise extra caution in naming or renaming a facility in honor of

a living person, giving extra consideration to the appropriateness of the timing of the naming in the context of the individual's life and current standing in the community.

In considering whether to name a facility after an individual or a group of people, the Commission shall evaluate such things as:

1. Whether the person or group made a significant contribution to transportation in
2. such areas as safety, mobility of people and goods, economic vitality and protection of the environment.
3. Whether the person or group committed a significant amount of their time working on or addressing transportation or other significant issues in the state.
4. Whether the person or groups efforts has had a positive long-term effect on the lives of the people that they represented.

Additional criteria to be met for proposal to name a facility:

1. One bridge naming per district every four years of the Commission's term.
2. Any cost cannot be paid by county.

3. Adjoining neighbors to facility must be informed of intent to name the facility and have no objections.

#### **Section 8**

***What is the process the Commission uses to rename a county facility that already has a name assigned to it?***

The Commission may rename a state facility already given a name, if petitioned to do so. In addition to the process described in section 6 for naming a facility, the Commission shall, at a minimum, consult with the descendants of the person originally honored, and seek public comment and input in the vicinity of the facility.

#### **Section 9**

***What happens after a facility is named or renamed by the Commission?***

After the Commission takes final action, it shall notify the Department from the area in which the facility is located. The department shall design and install the appropriate signs in accordance with county, state and federal standards.

If the facility is a bridge, the County Road Superintendent shall provide a description of the bridge and its location to TDOT. The Commission shall maintain a single record of all facilities named, for the purpose of easy access by the public and the legislature.

#### **RULE 22**

#### **RESOLUTION OF RESPECT FOR DECEASED LEGISLATIVE BODY MEMBER OR COUNTY OFFICIALS**

In the event of death of a person who is or has served as a Lincoln County Commissioner or Lincoln County Official, a Resolution of Respect is to be written and presented to the Lincoln County Commission for approval. Verification of service and dates is to be confirmed by the Lincoln County Clerk's office prior to submission to the Legislative body. Notification to Family members regarding the date of presentation to the Legislative Body for approval will be made by the Lincoln county Mayor's office and is to be made not less than two (2) weeks prior to submission to the body.

## NOTES

Changes made for this release were:

1. Date of document changed on cover page
2. Rule 18 was added as a rule; previously it was simply listed under Rule 17 – Information for Commissioners. Rule 18 is the Declaration of Conflict of Interest and is directly taken from Tennessee Code Annotated 5-5-102-3 A through D and has been verified as such by County Attorney Ed Simms in an email dated September 8, 2015.
3. Addition of Rule 18 forced renumbering of previous Rules 18 through 20 to be Rules 19 through 21.
4. Rule 22 has been added - Rule 22 Resolution of Respect for a deceased Legislative Body Member or County Official
5. Rule 11 was modified to remove redundant second paragraph



**SOLID WASTE COMMITTEE MEETING**  
**February 5, 2019**

The Solid Waste Committee of the County Legislative Body of Lincoln County, Tennessee met pursuant to due notice on February 5, 2019 at 5:00 p.m. in the Courthouse Basement Conference Room.

Members Present were:

Ronald Jean            Steve Guntherberg  
Doug Cunningham

Member Absent was:

Anthony Taylor  
Jack Atchley

Others Present were: County Mayor Newman, Finance Director Bradford, Commissioner Ogle, City Alderman Dorothy Small, City Public Works Director Eddie Plunkett, CEC Engineer Kevin Wolfe, and Jim Neale with Keep Fayetteville-Lincoln County Beautiful (KFLCB).

**ITEM I**

The December 4, 2018 minutes were presented for approval.

Motion by Commission Jean, seconded by Commissioner Guntherberg, and passed three (3) yes, two (2) absent to approve the December 4, 2018 minutes as presented.

**ITEM II**

The city and county previously approved purchasing all of Keep Fayetteville/Lincoln County Beautiful (KFLCB) assets for \$15,000 which was well below the estimated value of \$47,550 provided by KFLCB. At the time, KFLCB thought this would be enough money for their organization to pay their liabilities. Since then, KFLCB board member Jim Neale notified the county and city that their organization is in need of an additional not-to-exceed amount of \$8,000 which is a result of some remaining liabilities owed in which the board was unaware of previously. City representatives at the meeting stated that their public works committee has already recommended approval of \$4,000 (or ½ of the \$8,000) and this recommendation will go to the full Board of Mayor and Alderman.

Motion by Commissioner Jean, seconded by Commissioner Guntherberg, and passed three (3) yes, two (2) absent to recommend approval of an additional \$4,000 being paid to KFLCB subject to the city approving the same and increasing 116-55710-733 by \$4,000 and decreasing 116-39000 by \$4,000.

**ITEM III**

CEC Engineer Kevin Wolfe provided the following update on the old landfill located off of Kounce Lane.

“I began by explaining that we are 16 months away from the end of the current Old Closed Landfill grant program that we are working under, with the end of the grant contract occurring on May 31, 2020. I have been reviewing the groundwater and gas data for both before and after the remedial steps taken during Stage 1 of the corrective action. My conclusion was that I saw little change in groundwater quality. Therefore, I asked for a meeting with TDEC to discuss whether they were OK with things as they currently stand at the Lincoln County landfill relative to the groundwater and gas issues. If not, what does TDEC want to do relative to additional corrective actions as part of the current grant contract before it expires. The total grant issued to Lincoln County was over \$380,000. It is important to have this discussion with TDEC before the grant money runs out.

I met with the TDEC Columbia field office in December 2018 to discuss this. TDEC Columbia indicated that they were in the process of contacting me when I called them because they are also not seeing much groundwater quality improvement as well. In summation, TDEC wants to discuss the next steps to take with corrective actions. They have asked for me to meet with the TDEC Central office to discuss these options and recommendations. This meeting has not been schedule yet because I am still waiting for additional groundwater test data to confirm that we are still only dealing with gas impact issues and not leachate. Knowing whether we have a gas or leachate issue (or both) is important so we can provide the most cost-effective and targeted remedial measure.

I also discussed the history of the landfill and how the Old Closed landfill grant was issued for the County landfill in 2015 at the invitation of TDEC. I also reviewed how we were limited in what TDEC allowed us to do in the initial work under the grant because of costs. I also explained that I do not know what TDEC’s position will be now under the new Governor’s administration, i.e., as to whether they will still be restrictive with what we are allowed to do based on costs or whether they will be open to our recommendations. Worst case, if there were additional measures that were needed after the current grant expired, we can always apply for another grant. However, I am not sure how open TDEC will be to give us another grant based on the way they have handled this first grant.

I believe the issues at the landfill are gas related and required a more robust gas collection system. The options are either using solar-powered flares on a few of the existing gas vents or go with a larger extraction system with more vacuum pressure, using a skid mounted flare/blower system. The larger blower and flare can be positioned near the current leachate collection sump where there is power available.

Once the meeting with the TDEC Central office takes place, I will inform Cole as to what was discussed and what our options are at this time.

Finally, the Committee asked me about the possibility of using a portion of the landfill property to allow cattle to graze. The decision was made to not allow this because of the potential damage the cattle can do to the landfill cover system and other infrastructure at the landfill.”

There being no further business to be presented, motion by Commissioner Guntherberg, seconded by Commissioner Jean, and passed to adjourn.

RESPECTFULLY SUBMITTED,

DOUG CUNNINGHAM, CHAIRMAN  
STEVE GUNTHERBERG, SECRETARY  
COLE BRADFORD, RECORDING SECRETARY



PLANNING COMMISSION

MINUTES

Meeting of February 7, 2019  
Lincoln County Conference Room

Attendees

Bruce Tanner, Chairman  
Roy Butler, Co-Chair  
Grady Reavis, Secretary  
Tony Brown  
Amanda Hazelbaker  
Tom Ward  
Charles Hunter  
Sue Welch  
Jeff Parker  
Nancy Harris, Director  
Michele Rutledge, Admin. Asst.

Absent

Mike Hyde

Other Attendees

Steven Cole  
Ryan Tyhuis  
Randall Brannon  
Heather Brannon

Chairman Tanner called the meeting to order at 6:00 PM.

**ROLL CALL**

Michele Rutledge conducted a roll call; 9 present, 1 absent.  
Chairman Tanner announced the resignation of PC member Daniel Smith. He stated Mayor Newman will appoint his replacement as soon as possible.

**MINUTES OF PREVIOUS MEETING**

Secretary Reavis moved to approve the minutes of January 3, 2019 as submitted. Second offered by Charles Hunter. **Call for vote, unanimously approved.**

**OLD BUSINESS**

No old business.

**NEW BUSINESS**

1. Lea Anne Grissom – Pulaski Hwy., Frankewing – Rezoning request from A-2 to C-1

Director Harris read and explained the staff report regarding the rezoning request. Several PC members asked questions which the prospective buyers, Randall and Heather Brannon, answered. Co-Chair Butler made recommendation of approval to send request to County Commissioners on February 19, 2019. Amanda Hazelbaker seconded. **Call for vote, unanimously approved.**

LINCOLN COUNTY  
**UT EXTENSION**  
INSTITUTE OF AGRICULTURE  
THE UNIVERSITY OF TENNESSEE

208 East Davidson  
Fayetteville, TN. 37334  
(931)433-1582  
(931-433-9302 Fax  
February 8, 2019

**Lincoln County Extension**  
**Agricultural Programs Report**  
**Oct1-Dec 31, 2018**

**October 11 Leadership Lincoln Ag Day**

**October 12 - Taught Weed Control for Advanced Master Beef class in Moore Co.**

**October 19 NRCS Demonstration Tour**

**October 25 Weed Control Visits – Dr. Neil Rhodes**

**November 5 - Taught Weed Control for Advanced Master Beef class in DeKalb Co**

**Nov. 20 - Food Safety Training Lyon Farms**

**November 28-29 Tennessee Corn checkoff Referendum**

**Dec. 3 - State Nutrient Management Advisory Committee - Nashville**

**Dec. 17 Area Cotton, Corn and Soybean Training**

**ON BACK – 2018 UT COTTON VARIETY TEST AT BRADLEY FARMS**

---

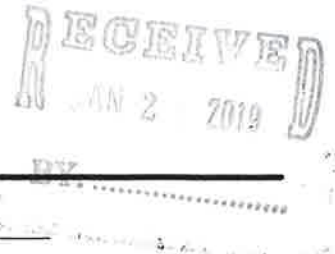
Programs in agriculture and natural resources, 4-H youth development, family and consumer sciences, and resource development.  
University of Tennessee Institute of Agriculture, U.S. Department of Agriculture and county governments cooperating.  
UT Extension provides equal opportunities in programs and employment.

208 Davidson St E • Fayetteville, TN 37334-3502 • Phone: (931) 433-1582 • Fax: (931) 433-9302

Table CST8. Results from the 2018 Lincoln County Standard Trial.

Yield Rank	Variety	Lint Yield (lb/ac)	Turnout (%)	Mic	Length (in.)	Strength (g/tex)	Unif. (%)	HVI Color	Leaf Grade
1	DP 1725 B2XF	1160	42.8	5.1	1.09	29.2	82.0	41	3
2	PHY 330 W3FE	1078	40.5	5.1	1.14	31.7	84.4	42	4
3	DP 1646 B2XF	1072	41.7	5.1	1.19	29.9	81.9	31	3
4	PHY 350 W3FE	1069	41.6	5.4	1.13	31.3	83.1	32	3
5	PHY 430 W3FE	1068	42.9	5.2	1.08	29.9	82.1	32	4
6	DG 3385 B2XF	1059	40.6	5.3	1.09	27.8	82.6	32	4
7	DP 1614 B2XF	1043	42.3	5.4	1.13	29.8	82.4	42	5
8	NG 3729 B2XF	1041	39.0	5.2	1.17	30.5	83.7	41	5
9	DP 1518 B2XF	1022	40.8	5.2	1.10	29.1	82.2	42	4
10	ST 5122 GLT	1016	39.4	5.0	1.11	29.8	81.3	31	3
11	DG 3214 B2XF	1001	40.1	5.3	1.14	30.3	82.5	42	4
12	DP 1820 B3XF	985	40.5	5.2	1.12	32.0	82.5	41	4
13	PHY 320 W3FE	957	39.7	5.0	1.11	31.3	83.7	31	4
14	ST 4949 GLT	954	43.0	5.2	1.07	28.0	81.7	42	4
15	ST 5471 GLTP	943	39.8	5.1	1.10	30.4	81.0	31	3
<b>Mean</b>		<b>1031</b>	<b>41.0</b>	<b>5.2</b>	<b>1.12</b>	<b>30.1</b>	<b>82.5</b>	<b>41</b>	<b>4</b>

Fayetteville-Lincoln County Chamber of Commerce  
Profit & Loss  
October through December 2018



	Oct - Dec 18
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Postage, labels, etc.	171.85
Interest income	4.19
Golf Tournament	200.00
Fundraising Income	1,792.00
Seminars	25.00
Annual Banquet	3,231.00
Tourism income	2,500.02
City Revenues	3,750.00
County Revenues	3,125.00
Membership Dues	14,730.00
<b>Total Income</b>	<u>29,529.06</u>
<b>Expense</b>	
Reconciliation Discrepancies	182.73
Dues/Subscriptions	365.00
Insurance	6,178.70
Janitorial	406.25
Maintenance	
Building Maintenance	50.00
<b>Total Maintenance</b>	<u>50.00</u>
Office	
Office Equipment	164.24
Office Supplies	686.53
Office - Other	1,844.95
<b>Total Office</b>	<u>2,495.72</u>
Payroll Expenses	
Officer Salary	0.00
Payroll Expenses - Other	13,643.80
<b>Total Payroll Expenses</b>	<u>13,643.80</u>
Postage	1,056.22
Promotion/Development	2,276.81
Taxes	
Payroll Taxes	1,047.47
<b>Total Taxes</b>	<u>1,047.47</u>
Tourism	1,847.94
Utilities	
Phone	431.01
Utilities - Other	1,280.81
<b>Total Utilities</b>	<u>1,711.82</u>
<b>Total Expense</b>	<u>31,262.46</u>
<b>Net Ordinary Income</b>	-1,733.40
<b>Other Income/Expense</b>	
Other Expense	
Banquet Expense	3,884.28
<b>Total Other Expense</b>	<u>3,884.28</u>
<b>Net Other Income</b>	-3,884.28
<b>Net Income</b>	<u><u>-5,617.68</u></u>

Comm PKT



# 2ND QUARTER REPORT

## EMPG QUARTERLY ACTIVITY REPORT

County: Lincoln

DATE: Jan 2018

Federal Fiscal Year: 2019

Quarter: One (1)

Quarterly Activity Report on EMAP Standards – As applicable, provides specific information regarding the status of each EMAP Standard. Attach additional page(s) (supporting documentation), as necessary.

### EMAP 3.1 – Program Administration, Plans and Evaluation

- ◆ Director and Deputy Director have reviewed the BEOP and have made necessary changes.
- ◆ Annual Program Worksheet is completed and signed by County EMA Director

### EMAP 3.2 – Program Coordination

- ◆ Current letter of appointment for the Director is on file with TEMA.
- ◆ 12/6/2018 – Deputy Director attended Directors meeting in Cheatham County.

### EMAP 3.3 – Advisory Committee

- ◆ 10/3/2018 – Director attended the Utility Board meeting.
- ◆ 10/09/2018 – Director and Deputy Director attended Fire / EMA Committee meeting.
- ◆ 10/10/2018 – Deputy Director met with the Explorer Post.
- ◆ 10/11/2018 – Director attended 911 Board meeting.
- ◆ 10/18/2018 – Director attended LEPC meeting.
- ◆ 11/7/2018 – Director attended Utility Board Meeting.
- ◆ 11/8/2018 – Director attended 911 Board Meeting.
- ◆ 11/13/2018 – Director and Deputy Director attended Fire/EMA committee meeting.
- ◆ 11/15/2018 – Director and Deputy Director attended LEPC meeting.
- ◆ 11/21/2018 – Director attended Utility Board meeting.
- ◆ 12/5/2018 – Director attended Utility Board meeting.
- ◆ 12/11/2018 – Deputy Director attended the Fire / EMA committee meeting.
- ◆ 12/19/2018 – Director attended Utility Board meeting.

### EMAP 4.1 – Administration and Finance

- ◆ Quarterly report submitted to TEMA District Coordinator Jenilee Kenyon prior to 1/11/2019.
- ◆ Quarterly Funding Certification submitted to TEMA District Coordinator Jenilee Kenyon prior to 1/11/2019
- ◆ All files relating to Emergency Management funding and activities are current and open for review.

COM PKT



#### **EMAP 4.2 – Laws and Authorities**

- ◆ 10/15/2018 – Director attended court for Forestry lawsuit that he was subpoenaed to attend.
- ◆ Reviewed the local ordinance/executive order that established the Local EMA office to remain in compliance with TCA Title 58 Chapter 2, Part 1

#### **EMAP 4.3 – Hazard Identification, Risk Assessment and Impact Analysis**

- ◆ Currently working to schedule a meeting with TEMA to review and update our Hazard Mitigation plan and our Basic Emergency Operations Plan.

#### **EMAP 4.4 – Hazard Mitigation**

- ◆ Currently working to schedule a meeting with TEMA to review and update our Hazard Mitigation plan and our Basic Emergency Operations Plan.

#### **EMAP 4.5 – Prevention and Security**

- ◆ Active member in HS district, attends meetings as scheduled, and insures the county is meeting district goals.

#### **EMAP 4.6 – Planning**

- ◆ 10/09/2018 – Director met with the Mayor, Paul Braden and Benton Barnes regarding Molino Fire Department property.
- ◆ 10/18/2018 – Director attended LEPC meeting.
- ◆ 11/1/2018 – Director met with Health Department: Senior Center: Fayetteville City Police regarding 1<sup>st</sup> Planning meeting for the free drive thru Flu shot clinic to be held at the Senior Center.
- ◆ 11/8/18 – Director met with the City Police Chief and the 911 Director to insure the new command post was properly equipped to their needs.
- ◆ 11/15/2018 – Director and Deputy Director attended LEPC meeting.
- ◆ 11/29/2018 – Director met with the planning committee for the Flu Shot Drive – 2<sup>nd</sup> planning meeting.
- ◆ 11/29/23018 – Deputy Director met with Erin Watkins of NHC to assist with paperwork for emergency response during a disaster.

#### **EMAP 4.7 – Incident Management**

- ◆ 11/5/18 – Director did a partial activation for severe weather.
- ◆ 11/8/18 – Director requested scent disseminating dogs for a potential missing person at Sheriff Blackwelder's request. He notified TEMA watch point and TEMA district coordinator Jenilee Kenyon of the request. The request was cancelled shortly after the request was made.
- ◆ 11/26/18 – Incident 3215 – Director responded to a school bus accident with fire. No children were involved.

- ♦ 12/1/2018 – Director responded to gas leak in Flintville area.

#### **EMAP 4.8 – Resource Management and Logistics**

- ♦ Working to develop / combine county resource asset lists and SOG's.

#### **EMAP 4.9 – Mutual Aid**

- ♦ None to report.

#### **EMAP 4.10 – Communications and Warning**

- ♦ Participated in TEMA Communications Check in November 2018 and December 2018
- ♦ Establish Connectivity with TEWAS to 24 Hour Warning Point
- ♦ Updated Key Elected Officials list using State format.

#### **EMAP 4.11 – Operations and Procedures**

- ♦ 11/8/2018 – Deputy Director checked all radiological equipment.
- ♦ 12/14/2018 – Deputy Director checked all radiological equipment.
- ♦ 12/5/2018 – Assisted with logistics and planning for the Drive Thru Flu Shot Clinic. Provided 2 fireman from LCVFR to aid in traffic control.

#### **EMAP 4.12 – Facilities**

- ♦ 10/03/2018 – Director and Deputy Director met with Mark Fogarty of the Lincoln County Insurance Pool regarding the county insurance, building insurance and safety measures.
- ♦ 11/9/18 – Director and TOSHA representative Bridget McBride visited Highland Rim School and Stone Bridge Academy for annual inspection.
- ♦ 11/26/18 – Director and Deputy Director met with Carman Smith (Lincoln County Schools Safety Director). There was discussion on the recent TOSHA visit and follow ups on their corrective action report. Also discussion regarding if the school system planned to move forward with the hazard mitigation grant of putting a safe room in the new school that is to be built.
- ♦ Primary and alternate facility have been identified for coordinating and supporting sustained response and recovery operations.

#### **EMAP 4.13 – Training**

- ♦ Annual NIMS reporting tool has been completed.
- ♦ NIMS records for all departments are maintained in our office. Deputy Director is working to get them all updated.
- ♦ 10/15/2018 to 10/19/2018 – Deputy Director attended TEMA Basic Academy in Nashville, TN
- ♦ 10-21-2018 to 10/24/2018 - Deputy Director attended the TEMA/EMAT Annual Training Workshop in Chattanooga TN.

- ◆ 10/23/2018 to 10/24/2018 – Director attended the TEMA/EMAT Annual Training Workshop in Chattanooga TN.
- ◆ 11/19/18 – Director and Deputy Director attended 8 hours Hazardous Materials Training on decontamination process instructed by the District VI hazardous material team.
- ◆ 12/4/2018 – 12/05/2018 – Deputy Director and Billy Miles, Jr. attended TECC Class in Maury County
- ◆ 12/17/2018 to 12/18/2018 – Matt McAulliffe and Jon Kimbrough attended ICS 300 class in Bedford County.
- ◆ Director and Deputy Director have both completed the Professional Development Series and ICS 100, 200, 700, and 800.
- ◆ Director and Deputy Director have both received CEMP certification.
- ◆ Deputy Director has completed WebEOC training with TEMA.
- ◆ Director and Deputy Director have both completed Damage Assessment Training.

#### **EMAP 4.14 – Exercises, Evaluations and Corrective Actions**

- ◆ 10/29/2018 – Deputy Director conducted a full scale Hazardous Materials Exercise at FPU Water Treatment Center simulating a chlorine leak. Agencies participating were FPU, Lincoln County EMA, EMS, LCSD, FPD, FFD, LCVFR, local officials, Southern Manor Assisted Living, TEMA, and Giles Co EMA.
- ◆ EMPG funded positions will participate in a minimum of 3 exercises and submit documentation.

#### **EMAP 4.15 – Crisis Communication, Public Education and Information**

- ◆ Multi Year exercise plan has been submitted.
- ◆ 10/2/2018 – Deputy Director and members of the LCVFR presented fire education and prevention for Little Blessings Daycare.
- ◆ 10/4/2018 – Director met with Don Counts and Sarah Mac Young of FPU Local Channel 6 to do a fire prevention interview to air on Channel 6.
- ◆ 10/05/2018 – Deputy Director and members of LCVFR presented fire education and prevention to grades Pre-K – 3 at Unity School.
- ◆ 10/31/2018 – Deputy Director spoke to students at LCHS regarding the Fire / EMA Explorer Post meeting for recruitment.
- ◆ 11/16/2018 – Deputy Director spoke to students at LCHS regarding the Fire / EMA Explorer Post meeting for recruitment.
- ◆ 11/28/2018 – Deputy Director spoke to the Riverside Christian Academy Students to recruit them for a Fire / EMA Explorer Post the local county fire department sponsors.
- ◆ 11/29/2018 – Deputy Director met with Fire / EMA Explorer Post and planned the upcoming year of activities.

#### **Additional Information**

- ◆ 10/11/2018 – Deputy Director attended Lincoln Leadership class (AG Day).
- ◆ 10/29/2018 to 10/31/2018 – Director attended as instructor for Smoke Divers Class at TFACA.
- ◆ 11/8/2018 - Deputy Director attended Lincoln Leadership class (History Day).

- ♦ 11/8/2018 – Deputy Director participated in ride along with Fayetteville PD for Lincoln Leadership Class.
- ♦ 12/13/2018 – Deputy Director attended Lincoln Leadership class (Government Day).

**Note: Supporting documentation needs to be readily available for review by TEMA, FEMA, or other appropriate entities.**

**LOCAL DIRECTOR (signature)**

**DATE:**

**AREA COORDINATOR (signature)**

**DATE:**

**REGIONAL DIRECTOR (signature)**

**DATE:**



# 2ND QUARTER REPORT

## FAYETTEVILLE-LINCOLN CO.PUBLIC LIBRARY FLCPL Balance Sheet As of December 31, 2018 As of December 31, 2018

Dec 31, 18

ASSETS	
Current Assets	
Checking/Savings	
BOLC - Operating Acct	31,220.81
BOLC - Memorial & Donation Acct	38,134.92
Petty Cash	2.73
Total Checking/Savings	69,358.46
Accounts Receivable	
Accounts Receivable	-9.75
1200 · Grants Receivable	
Dollar General Literacy Grant	-2,500.00
1200 · Grants Receivable - Other	2,500.00
Total 1200 · Grants Receivable	0.00
Total Accounts Receivable	-9.75
Other Current Assets	
Accounts Receivable AJE	1,570.00
12000 · Undeposited Funds	41.55
Total Other Current Assets	1,611.55
Total Current Assets	70,960.26
Fixed Assets	
FIXED ASSETS	3,939,908.14
ACCUMULATED DEPRECIATION	-329,982.39
ACCUMULATED DEPRECIATION1	-532,822.90
Total Fixed Assets	3,077,102.85
Other Assets	
deferred outflow	13,814.05
deferred inflows related to pen	-6,935.00
prepaid expenses	3,734.18
Total Other Assets	10,613.23
<b>TOTAL ASSETS</b>	<b><u>3,158,676.34</u></b>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
ACCOUNTS PAYABLE	-2,434.63
Total Accounts Payable	-2,434.63
Other Current Liabilities	
net pension liability asset acc	35,882.00
Deferred Grant Revenue	1,888.00
Accrued Retirement	0.17
Payroll Liabilities AJE	5,421.33
ACCRUED VACATION	818.56
ACCRUED VACATION1	361.77
2110 · Direct Deposit Liabilities	33.25
2100 · Payroll Liabilities	25.23
TN Retirement	
TN Retirement (Co)	226.36
TN Retirement (Emp)	236.40
TN Retirement - Other	-147.65
Total TN Retirement	315.11
Total Other Current Liabilities	44,745.42
Total Current Liabilities	42,310.79

COM AKT

---

Dec 31, 18

<b>Total Liabilities</b>	<b>42,310.79</b>
<b>Equity</b>	
<b>Fund Balance-Restricted</b>	12,689.47
<b>FUND BALANCE</b>	123,606.25
<b>FUND BALANCE1</b>	-2,006.46
<b>INVESTMENT IN FIXED ASSETS</b>	3,353,804.11
<b>INVESTMENT IN FIXED ASSETS1</b>	-28,803.90
<b>1110 · Retained Earnings</b>	-338,905.44
<b>Net Income</b>	-4,018.48
<b>Total Equity</b>	<b>3,116,365.55</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>3,158,676.34</u></b>

**FAYETTEVILLE-LINCOLN CO.PUBLIC LIBRARY**  
**FLCPL, P&L Q2 2018/2019**  
**October - December 2018**

---

	Oct - Dec 18
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>Contributed Revenue</b>	
General Donations	0.05
Memorials & Gifts	4,627.35
Contributed Revenue - Other	0.40
<b>Total Contributed Revenue</b>	4,627.80
<b>Fines, Fees &amp; Other Revenue</b>	851.81
<b>Government Appropriated Funds</b>	
City	26,314.56
County	29,525.25
<b>Total Government Appropriated Funds</b>	55,839.81
<b>Other Income</b>	422.98
<b>Total Income</b>	61,742.40
<b>Gross Profit</b>	61,742.40
<b>Expense</b>	
<b>Grant Expenditures</b>	
2017 Library Techn Train Grant	150.00
<b>Total Grant Expenditures</b>	150.00
<b>Misc. Expenses</b>	
Lost ILL Books	11.99
<b>Total Misc. Expenses</b>	11.99
<b>Audit</b>	3,500.00
<b>Books</b>	
Books, Non-Memorial	265.52
Books Memorial books/gift books	91.05
Books - Other	1,013.26
<b>Total Books</b>	1,369.83
<b>Copier Lease</b>	1,390.91
<b>6180 · Insurance</b>	
Health	300.03
<b>Total 6180 · Insurance</b>	300.03
<b>Maintenance/Repair</b>	
Cleaning	415.00
Elevator	555.46
Fire Monitoring	84.00
HVAC	825.00
Pest Control	135.00
Maintenance/Repair - Other	1,010.00
<b>Total Maintenance/Repair</b>	3,024.46
<b>Mileage</b>	51.78
<b>6560 · Payroll Expenses</b>	
Assistant director	1,184.62
Salary	9,423.30
Employee Benefits	641.88
Employer Taxes	2,589.14
Processing Fees	486.25
Staff	18,498.58
6560 · Payroll Expenses - Other	4,738.49
<b>Total 6560 · Payroll Expenses</b>	37,562.26
<b>6270 · Professional Fees</b>	38.90
<b>6670 · Program Expense</b>	1,107.64



---

**Oct - Dec 18**

<b>6770 · Supplies</b>	
<b>Cleaning Supplies</b>	218.38
<b>Cataloging Supplies</b>	67.83
<b>6550 · Office Supplies</b>	60.45
<b>Total 6770 · Supplies</b>	346.66
<b>6340 · Telephone</b>	1,546.64
<b>6390 · Utilities</b>	5,683.76
<b>Total Expense</b>	56,084.86
<b>Net Ordinary Income</b>	5,657.54
<b>Net Income</b>	<u>5,657.54</u>

**LINCOLN COUNTY BOARD OF PUBLIC UTILITIES  
BALANCE SHEET  
JULY 2018 - DECEMBER 2018**

**RECEIVED**  
JAN 25 2019

BY.....

<b>CASH ON HAND</b>	
Revenue Interest Liquid Fund Revenue	
Revenue Fund Bank of Lincoln County	
Revenue Fund CB & S Bank	
Revenue Fund First Bank	
Revenue Fund First National Bank of Pulaski	
Revenue First Commerce Bank	
Revenue Regions Bank	
Local Government Investment Pool	
Payroll Acct. Bank of Lincoln County	
Cash On Hand	
<b>TOTAL CASH</b>	<b>\$4,193,714.74</b>
Pension Account	
Pension Deferred Outflows	
Deposits (Gas & Electric)	
<b>RESTRICTED FUNDS</b>	<b>\$1,111,078.80</b>
Accounts Receivable Customer	
Allowance for Non Collectable Accts.	
Grant Receivables	
<b>ACCOUNTS RECEIVABLES</b>	<b>\$766,704.77</b>
<b>TOTAL CURRENT ASSETS</b>	<b>\$6,071,498.31</b>
<b>UTILITY PLANT IN SERVICE</b>	
Inventory	\$475,295.66
Prepaid Expenses	\$69,221.26
Land & Geological	
Water Tanks	
Pumps Equipment & Wells	
Mains	
Service Lines & Treatment Plant	
Buildings	
General Equipment	
Office Fixtures & Equipment	
Autos & Trucks	
Other Equipment	
Construction in Progress	
Line Relocations	
Lincoln County Water Line Extension CDBG	
Accumulated Depreciation (Water Plant & General Equipment)	
<b>PLANT &amp; EQUIPMENT</b>	<b>\$22,737,527.60</b>
<b>TOTAL ASSETS</b>	<b>\$29,353,542.83</b>

Comm PKT

LINCOLN COUNTY BOARD OF PUBLIC UTILITIES  
LIABILITIES  
JULY 2018 - DECEMBER 2018

<b>Accounts Payable</b>	
Accounts Payable	\$327,225.53
<b>Accrued Payroll &amp; Pension</b>	
Accrued Leave Payable	\$17,862.03
Pension Deferred Inflows	\$178,959.56
<b>Accrued Payable</b>	\$196,821.59
Accrued Interest Payable	\$47,027.84
FICA	
FWT	
Accrued Sales Tax, Etc.	\$39,498.21
<b>Accrued Payable</b>	\$86,526.05
<b>Customers Deposits</b>	
Refundable Deposits	\$151,175.00
<b>Total Current Liabilities</b>	<u>\$761,748.17</u>
<b>Long Term Liabilities</b>	
Bonds Payable	<u>\$6,182,026.97</u>
Contribution in Aid of construction (Customer)	
Retained Earnings	
Grants	
<b>Total Equity</b>	<u>\$22,409,767.69</u>
<b>TOTAL CAPITALIZATION</b>	<u><u>\$29,353,542.83</u></u>

LINCOLN COUNTY BOARD OF PUBLIC UTILITIES  
STATEMENT OF OPERATIONS  
JULY 2018 - DECEMBER 2018

**REVENUE**

Water - Sales H.R.  
Water - Sales S.A.  
Water - Sales S.B.  
Water - Sales S.C.

**TOTAL WATER SALES**

\$2,732,800.12

Reconnection Fees - H.R.  
Reconnection Fees - S.A.  
Reconnection Fees - S.B.  
Reconnection Fees - S.C.

**TOTAL RECONNECTION FEES**

\$31,300.00

Penalties - H.R.  
Penalties - S.A.  
Penalties - S.B.  
Penalties - S.C.  
Subdivision Growth Fees  
Service Charges  
Tap Fees  
Returned Check Fees ect.

**TOTAL PENALTIES, SUBDIVISION GROWTH FEES,  
SERVICE CHARGES, TAP FEE, & RETURN CHECK FEES**

\$163,252.95

**PROPERTY RENT**

\$10,800.00

**INTEREST INCOME**

\$21,888.04

**GRANT INCOME**

\$327,789.65

**TOTAL REVENUE**

\$3,287,830.76

Salaries & Wages  
Water Purchases  
Plants, Tanks, Wells  
Utilities  
Office Expense  
Supplies  
Autos, Trucks, & Equipment  
All Others

**TOTAL EXPENSES, DEPRECIATION & INTEREST EXPENSE**

\$2,506,543.09

**NET INCOME (LOSS)**

\$781,287.67

**Lincoln County Board of Public Utilities  
Balance Sheet**

Fiscal Year: 2019  
 Comparative Year: 0  
 Include Thru: December

Account	2019 Beginning Balance	Previous Period Balance	2019 YTD 12/31/18
<b>Assets</b>			
<b>Current Assets</b>			
00001-0000 C B & S Bank	17,499.49	27,504.11	29,248.58
00002-0000 First Bank	7,720.06	11,493.89	12,233.45
00003-0000 Cash On Hand	500.00	500.00	500.00
00004-0000 Bank of Lincoln Co. Operations & Maint.	159,489.62	208,244.70	198,459.93
00005-0000 Local Government Investment Pool	1,595,141.21	2,267,204.33	2,271,556.12
00006-0000 First National Bank Liquid Funds	0.00	0.00	0.00
00007-0000 Regions	46,070.21	73,596.91	77,414.32
00009-0000 1st National Bank State Revolving Funds	66.74	67.03	66.56
00010-0000 1st National Bank of Pulaski	1,403,863.66	1,378,864.73	1,580,370.56
00012-0000 Bank of Lincoln County Payroll Account	13,830.00	13,830.00	13,830.00
00016-0000 First Commerce Bank	5,922.18	9,622.67	10,035.22
00021-0000 Rural Development Reserves Phase VI	0.00	0.00	0.00
00027-0000 Deposit (Gas & Electric)	750.00	750.00	750.00
00031-0000 Accounts Receivables Customers	263,617.51	247,218.26	239,622.65
00031-0100 Unposted Accounts Receivables Customers	(8,855.59)	(7,294.99)	(3,143.49)
00032-0000 Accounts Receivables Other	0.00	0.00	0.00
00033-0000 Allowance Uncollectible Accounts	(2,200.00)	(2,200.00)	(2,200.00)
00034-0000 Unbilled Revenue	376,934.00	376,934.00	376,934.00
00036-0000 Grant Receivables	182,700.36	102,853.08	155,491.61
00039-0000 Inventory	352,677.51	337,845.90	475,295.66
00041-0000 Prepaid Insurance & Expenses	21,078.85	81,434.68	69,221.26
00042-0000 Pension Account	880,843.00	880,843.00	880,843.00
00043-0000 Pension Deferred Outflows	229,485.80	229,485.80	229,485.80
<b>Total Current Assets</b>	<b>5,547,134.61</b>	<b>6,238,798.10</b>	<b>6,616,015.23</b>
<b>Fixed Assets</b>			
00110-0000 Land & Geological	538,780.79	538,780.79	538,780.79
00111-0000 Wells	1,514,016.86	1,514,016.86	1,514,016.86
00112-0000 Water Tanks	5,686,622.46	5,694,638.46	5,694,638.46
00114-0000 Pumping Equipment	1,324,093.53	1,388,660.58	1,390,069.50
00115-0000 Treatment Plant	3,101,066.42	3,120,269.92	3,128,295.42
00116-0000 Mains	23,456,498.80	23,570,140.60	23,570,140.60
00118-0000 Service Line Extension	3,029,297.29	3,029,297.29	3,029,297.29
00119-0000 Advanced Metering Infrastructure	201,277.27	252,436.03	259,549.93
00120-0000 Buildings	600,622.24	600,622.24	600,622.24
00122-0000 General Equipment	507,106.24	507,106.24	507,106.24
00124-0000 Office Furniture & Fixtures	176,573.74	183,493.19	183,493.19
00126-0000 Autos & Trucks	749,050.98	749,050.98	749,050.98
00127-0000 Others	761,063.14	761,063.14	761,063.14
00129-0000 Construction Water Treatment Plant	211,300.83	211,300.83	211,300.83
00130-0000 Pepper Road Property	0.00	0.00	0.00
00142-0000 Acc. Depreciation (Water Plant)	16,492,091.00	16,874,652.31	16,951,482.98
00143-0000 Acc. Depreciation (General Equipment)	2,404,468.64	2,440,678.84	2,448,414.89
<b>Total Fixed Assets</b>	<b>22,960,810.95</b>	<b>22,805,546.00</b>	<b>22,737,527.60</b>

Account	2019 Beginning Balance	Previous Period Balance	2019 YTD 12/31/18
Total All Assets	28,507,945.56	29,044,344.10	29,353,542.83
<b>Liabilities</b>			
<b>Current Liabilities</b>			
00202-0000 Customer Dep. Future Construction	25,800.00	25,800.00	25,800.00
00203-0000 Customer Deposits	120,855.00	126,015.00	125,375.00
00205-0000 Sales Tax Payable	39,922.00	39,961.81	39,498.21
00206-0100 Child Support Withholding	0.00	0.00	0.00
00206-0200 Garnishment Withholding	0.00	0.00	0.00
00207-0000 FWT	0.00	0.00	0.00
00209-0000 FICA	0.00	0.00	0.00
00210-0000 Accrued Interest	47,027.82	31,351.89	47,027.84
00211-0000 Accounts Payable	125,696.69	116,166.65	132,861.20
00212-0000 Inventory Accounts Payable	102.00	0.00	0.00
00212-0100 AMI Inventory Accts Payable	83,150.00	103,281.09	181,641.89
00212-0200 AMI Infrastructure Inventory A/P	145,225.45	25,285.55	12,722.44
00213-0000 TCRS Employee Contribution	0.00	0.00	0.00
00213-0100 401k Employee Contribution	0.00	0.00	0.00
00213-0200 457b Employee Contributuion	0.00	0.00	0.00
00214-0000 Wages Payable	12,914.55	12,341.34	17,862.03
00215-0000 Accrued Leave	44,069.18	44,069.18	44,069.18
00215-0100 Pension Deferred Inflows	134,890.38	134,890.38	134,890.38
Total Current Liabilities	779,653.07	659,162.89	761,748.17
<b>Long Term Liabilities</b>			
00216-0000 Bonds Payable 96-97 Construction	0.00	0.00	0.00
00216-0100 Bond Rural Development CDBG	0.00	0.00	0.00
00218-0000 Bonds Payable Phase I	0.00	0.00	0.00
00218-0100 Bonds Payable Phase V & VI	0.00	0.00	0.00
00220-0000 Bonds Payable Phase III	0.00	0.00	0.00
00220-0100 Bonds Payable IV	0.00	0.00	0.00
00221-0000 Bonds Payable Phase II	0.00	0.00	0.00
00221-0100 State Revolving Fund Loan	0.00	67,707.40	88,749.60
00222-0000 Water Rev & Tax Refund Bond Series 2015	5,870,000.00	5,870,000.00	5,870,000.00
00224-0000 Orginial Issue Premium Series 2015	229,812.47	223,277.37	223,277.37
Total Liabilities	6,099,812.47	6,160,984.77	6,182,026.97
<b>Capital</b>			
00223-0000 Contribution In Aid Of Construction	2,305,545.48	2,305,545.48	2,305,545.48
00227-0000 Grants	2,875,491.75	2,875,491.75	2,875,491.75
00228-0000 Retained Earnings	16,447,442.79	16,447,442.79	16,447,442.79
Balance Transfer from Income	0.00	595,716.42	781,287.67
Total Capital	21,628,480.02	22,224,196.44	22,409,767.69
Total Liabilities & Capital	28,507,945.56	29,044,344.10	29,353,542.83

Year: 2019  
 Period: December  
 Period Begin: 12/01/18  
 Period End: 12/31/18  
 Budget Amounts: Adjusted

## Lincoln County Board of Public Utilities Income Statement for Management

Account	December Actual Balance	2019 YTD Actual Balance	YTD Budget Total	YTD Budget Remaining	
<b>Revenues</b>					
<b>Water Sales</b>					
00300-0000	Water Sales Highland Rim	\$116,155.39	734,089.80	\$1,421,098.00	\$687,008.20
00305-0000	Water Sales Sector A	\$120,206.58	791,072.63	\$1,525,847.00	\$734,774.37
00310-0000	Water Sales Sector B	\$148,898.04	970,842.94	\$1,835,334.00	\$864,491.06
00315-0000	Water Sales Sector C	\$34,938.39	236,794.75	\$463,838.00	\$227,043.25
00316-0000	Unbilled Revenue Adjustment	\$0.00	0.00	\$0.00	\$0.00
<b>Total Water Sales</b>		<b>\$420,198.40</b>	<b>2,732,800.12</b>	<b>\$5,246,117.00</b>	<b>\$2,513,316.88</b>
<b>Reconnection Fees</b>					
00320-0000	Reconnection Fee Highland Rim	\$1,240.00	7,960.00	\$18,000.00	\$10,040.00
00325-0000	Reconnection Fee Sector A	\$870.00	6,370.00	\$14,400.00	\$8,030.00
00330-0000	Reconnection Fee Sector B	\$3,000.00	13,760.00	\$28,000.00	\$14,240.00
00335-0000	Reconnection Fee Sector C	\$630.00	3,210.00	\$5,000.00	\$1,790.00
<b>Total Reconnection Fees</b>		<b>\$5,740.00</b>	<b>31,300.00</b>	<b>\$65,400.00</b>	<b>\$34,100.00</b>
<b>Penalty Fees</b>					
00340-0000	Penalties Highland Rim	\$1,585.12	10,795.97	\$20,000.00	\$9,204.03
00345-0000	Penalties Sector A	\$1,421.02	8,800.12	\$18,000.00	\$9,199.88
00350-0000	Penalties Sector B	\$2,647.75	19,282.37	\$37,000.00	\$17,717.63
00355-0000	Penalties Sector C	\$438.06	3,060.49	\$6,000.00	\$2,939.51
<b>Total Penalties</b>		<b>\$6,091.95</b>	<b>41,938.95</b>	<b>\$81,000.00</b>	<b>\$39,061.05</b>
<b>Other Fees &amp; Charges</b>					
00356-0000	Convenience Fees	\$1,302.00	8,004.00	\$20,000.00	\$11,996.00
00360-0000	Service Charges All Sectors	\$3,700.00	26,700.00	\$57,000.00	\$30,300.00
00361-0000	Charges Ret Cks & Bnk Drafts	\$382.50	2,010.00	\$5,000.00	\$2,990.00
00362-0000	Tap Fees	\$1,600.00	62,000.00	\$161,200.00	\$99,200.00
00363-0000	Capacity Fees	\$500.00	22,000.00	\$50,000.00	\$28,000.00
00365-0000	Set Meters	\$200.00	600.00	\$2,000.00	\$1,400.00
00366-0000	Other Income	\$0.00	0.00	\$0.00	\$0.00
<b>Other Fees &amp; Charges</b>		<b>\$7,684.50</b>	<b>121,314.00</b>	<b>\$295,200.00</b>	<b>\$173,886.00</b>
<b>Misc. Income</b>					
00381-0000	Property Rent	\$1,800.00	10,800.00	\$21,600.00	\$10,800.00
00382-0000	Grant Income	\$136,807.33	327,789.65	\$800,000.00	\$472,210.35
00383-0000	Interest Income	\$4,414.07	21,888.04	\$14,000.00	(\$7,888.04)
<b>Total Misc. Income</b>		<b>\$143,021.40</b>	<b>360,477.69</b>	<b>\$835,600.00</b>	<b>\$475,122.31</b>

Account	December Actual Balance	2019 YTD Actual Balance	YTD Budget Total	YTD Budget Remaining	
Total Revenue	\$582,736.25	3,287,830.76	\$6,523,317.00	\$3,235,486.24	
Expenses					
Salaries					
00400-0000	Wages -Office	\$18,953.05	130,682.99	\$258,594.11	\$127,911.12
00401-0000	Wages -Superintendent	\$6,202.46	39,091.64	\$74,100.00	\$35,008.36
00401-0100	Board Members	\$625.00	3,000.00	\$7,500.00	\$4,500.00
00402-0000	Wages -Meter Reading	\$9,804.58	57,513.86	\$126,387.93	\$68,874.07
00404-0000	Wages -Misc	\$0.00	0.00	\$0.00	\$0.00
00406-0000	Wages -Repairs	\$13,595.02	92,313.62	\$262,594.61	\$170,280.99
00410-0000	Wages -Line Extensions	\$0.00	0.00	\$0.00	\$0.00
00412-0000	Wages - AMR/AMI	\$8,233.83	58,100.60	\$0.00	(\$58,100.60)
00414-0000	Wages -New Services	\$0.00	0.00	\$0.00	\$0.00
00416-0000	Wages -Equipment Repairs	\$2,314.08	14,495.14	\$28,536.77	\$14,041.63
00418-0000	Wages -Plant Operators	\$13,324.22	79,989.03	\$234,440.33	\$154,451.30
00419-0000	Wages -On Call	\$1,135.90	8,874.52	\$17,000.00	\$8,125.48
00420-0000	Wages -Vacation, Sick, Holiday	\$27,618.76	90,827.03	\$162,159.02	\$71,331.99
00424-0000	Wages -Line Location, Leak Survey	\$3,176.96	20,580.16	\$41,488.07	\$20,907.91
00429-0000	Wages -In House Inspection	\$0.00	0.00	\$0.00	\$0.00
Total Salaries	\$104,983.86	595,468.59	\$1,212,800.84	\$617,332.25	
Water Purchases					
00433-0000	Bellville Water Pruchases	\$14,544.26	85,507.81	\$174,000.00	\$88,492.19
00433-0100	Mulberry Water Purchases	\$8,447.35	73,395.05	\$125,000.00	\$51,604.95
00434-0000	Wells Hill Water Purchases	\$944.42	53,311.94	\$150,000.00	\$96,688.06
Total Water Purchases	\$23,936.03	212,214.80	\$449,000.00	\$236,785.20	
Water Testing					
00440-0100	Flintville Plant Water Testing	\$0.00	5,208.41	\$8,500.00	\$3,291.59
00440-0200	Taft Plant Water Testing	\$0.00	5,753.39	\$8,500.00	\$2,746.61
00440-0300	Elora Plant Water Testing	\$0.00	2,461.40	\$2,000.00	(\$461.40)
00440-0400	Mulberry Plant Water Testing	\$0.00	405.00	\$1,000.00	\$595.00
00440-0500	Belleville Plant Water Testing	\$0.00	405.00	\$1,000.00	\$595.00
00440-0600	Wells Hill Plant Water Testing	\$0.00	0.00	\$1,000.00	\$1,000.00
00461-0000	In House Water Testing Lab	\$0.00	3,203.81	\$10,000.00	\$6,796.19
Water Testing	\$0.00	17,437.01	\$32,000.00	\$14,562.99	
Treatment Chemicals					
00438-0100	Flintville Water Treatment Chemicals	\$0.00	7,915.77	\$20,000.00	\$12,084.23
00438-0200	Taft Water Treatment Chemicals	\$0.00	8,131.00	\$21,000.00	\$12,869.00
00438-0300	Elora Water Treatment Chemicals	\$0.00	1,198.50	\$3,000.00	\$1,801.50
Total Treatment Chemicals	\$0.00	17,245.27	\$44,000.00	\$26,754.73	
Utilities					
00435-0000	Offices & Shops Utilities	\$1,714.15	9,298.91	\$18,200.00	\$8,901.09
00436-0100	Flintville Plant, Wells, Tanks Utilities	\$4,340.64	28,126.27	\$54,000.00	\$25,873.73



Account		December Actual Balance	2019 YTD Actual Balance	YTD Budget Total	YTD Budget Remaining
00436-0200	Taft Plant, Wells, Tanks Utilities	\$16,730.65	100,231.17	\$199,800.00	\$99,568.83
00436-0300	Elora Plant, Wells, Tanks Utilities	\$2,247.55	12,748.25	\$25,300.00	\$12,551.75
00436-0400	Bellville Utilities	\$1,427.22	6,437.35	\$14,300.00	\$7,862.65
00436-0500	Mulberry Utilities	\$923.81	4,479.72	\$9,300.00	\$4,820.28
00436-0600	Wells Hill Utilities	\$553.04	5,070.92	\$13,500.00	\$8,429.08
00470-0000	Telephone	\$2,495.80	14,758.65	\$27,000.00	\$12,241.35
Total Utilities		\$30,432.86	181,151.24	\$361,400.00	\$180,248.76
Repairs & Maintenance					
00439-0000	Small Equipt. and Tools	\$257.52	5,708.85	\$18,000.00	\$12,291.15
00466-0000	Small Repairs	\$93.70	168.47	\$3,000.00	\$2,831.53
00467-0000	Contract Maintenance	\$4,024.16	24,050.33	\$56,000.00	\$31,949.67
00468-0000	Water Line Repair & Maintenance	(\$2,997.22)	37,096.50	\$110,000.00	\$72,903.50
00468-0100	Water Line Replacement	\$12,733.82	12,733.82	\$0.00	(\$12,733.82)
00468-0200	Zenner Meter Replacement	\$36,940.38	279,669.20	\$0.00	(\$279,669.20)
00469-0100	Flintville Plant, Wells, Tanks Maint.	\$244.08	7,869.34	\$6,500.00	(\$1,369.34)
00469-0200	Taft Plant, Wells, Tanks Maint.	\$881.62	6,406.91	\$17,000.00	\$10,593.09
00469-0300	Elora Plant, Wells, Tanks Maint.	\$36.00	4,170.99	\$5,000.00	\$829.01
00469-0400	Belleville Tanks & Pump Stations Maint.	\$0.00	876.67	\$5,000.00	\$4,123.33
00469-0500	Mulberry Tanks & Pump Stations Maint.	\$46.62	1,656.62	\$2,000.00	\$343.38
00469-0600	Wells Hill Tanks & Pump Stations Maint.	\$0.00	0.00	\$1,000.00	\$1,000.00
Total Repairs & Maintenance		\$52,260.68	380,407.70	\$223,500.00	(\$156,907.70)
Vehicle Expense					
00474-0000	Vehicle Repair	\$4,316.67	24,909.97	\$35,000.00	\$10,090.03
00475-0000	Vehicle Fuel	\$3,469.65	26,016.06	\$45,000.00	\$18,983.94
Total Vehicle Expense		\$7,786.32	50,926.03	\$80,000.00	\$29,073.97
Equipment Expense					
00476-0000	Machine Repair	\$3,143.33	13,273.05	\$18,000.00	\$4,726.95
00477-0000	Machine Fuel	\$1,356.69	9,053.50	\$12,000.00	\$2,946.50
Total Equipment Expense		\$4,500.02	22,326.55	\$30,000.00	\$7,673.45
New Service Expense					
00430-0000	New Service Connection Expense	\$863.07	9,542.12	\$25,000.00	\$15,457.88
Total New Service Expense		\$863.07	9,542.12	\$25,000.00	\$15,457.88
Postage & Freight					
00449-0000	Postage Fees	\$2,136.40	25,377.02	\$47,000.00	\$21,622.98
00450-0000	Freight	\$19.37	769.47	\$1,500.00	\$730.53
Total Postage & Freight		\$2,155.77	26,146.49	\$48,500.00	\$22,353.51
Buildings & Offices Maintenance					
00462-0000	Building Services, Supplies, Maintenance	\$427.96	4,358.46	\$10,000.00	\$5,641.54

Account	December Actual Balance	2019 YTD Actual Balance	YTD Budget Total	YTD Budget Remaining
00472-0000 Contract Labor	\$3,933.26	14,571.56	\$20,600.00	\$6,028.44
<b>Total Buildings &amp; Offices Maintenance</b>	<b>\$4,361.22</b>	<b>18,930.02</b>	<b>\$30,600.00</b>	<b>\$11,669.98</b>
<b>Office and Other Operating Expenses</b>				
00437-0000 Office & Building Supplies	\$2,087.96	24,928.35	\$45,000.00	\$20,071.65
00437-0100 Bank and Merchant Fees	\$2,507.16	14,233.32	\$25,000.00	\$10,766.68
00441-0000 Property and Liability Insurance	\$5,833.92	37,366.50	\$74,577.00	\$37,210.50
00445-0000 Rent	\$0.00	405.60	\$1,000.00	\$594.40
00447-0000 Advertising	\$675.07	1,634.49	\$2,000.00	\$365.51
00459-0400 Bond Issue Cost	\$0.00	0.00	\$0.00	\$0.00
00460-0000 Legal & Professional Fees	\$7,325.00	18,075.00	\$25,000.00	\$6,925.00
00463-0000 Membership Dues & Fees	\$1,200.00	21,488.48	\$22,000.00	\$511.52
00463-0100 Bad Debt Collection Fees	\$19.45	765.25	\$1,000.00	\$234.75
00458-0000 Bad Debt	\$2,243.08	6,570.97	\$15,000.00	\$8,429.03
<b>Total Office and Other Operating Expenses</b>	<b>\$21,891.64</b>	<b>125,467.96</b>	<b>\$210,577.00</b>	<b>\$85,109.04</b>
<b>Employee Relations</b>				
00442-0000 Employee Health, Dental, Vision Benefit	\$26,989.34	141,030.92	\$319,486.00	\$178,455.08
00452-0000 Employers Tax Payable	\$6,925.63	40,612.14	\$82,000.00	\$41,387.86
00454-0000 Travel	\$0.00	596.05	\$4,000.00	\$3,403.95
00455-0000 Employee Training	\$0.00	1,120.00	\$6,000.00	\$4,880.00
00478-0000 Employee Life, Disability, etc. Benefits	\$2.34	142.53	\$0.00	(\$142.53)
00479-0000 Fringe Benefits	\$0.00	0.00	\$0.00	\$0.00
00480-0000 Employer's Contribution Retirement Plan	\$7,659.31	49,800.31	\$105,000.00	\$55,199.69
00431-0000 Uniform Service	\$352.07	3,438.71	\$13,000.00	\$9,561.29
00441-0100 Worker's Compensation Insurance	\$1,725.34	21,502.00	\$54,412.00	\$32,910.00
<b>Total Employee Relations</b>	<b>\$43,654.03</b>	<b>258,242.66</b>	<b>\$583,898.00</b>	<b>\$325,655.34</b>
<b>Other Expenses</b>				
00443-0000 Interest Expense	\$15,772.78	87,698.42	\$94,056.00	\$6,357.58
00444-0000 Capital Cost	\$0.00	0.00	\$0.00	\$0.00
00464-0000 Depreciation	\$84,566.72	503,338.23	\$998,552.28	\$495,214.05
<b>Total Other Expenses</b>	<b>\$100,339.50</b>	<b>591,036.65</b>	<b>\$1,092,608.28</b>	<b>\$501,571.63</b>
<b>Total Expenses</b>	<b>\$397,165.00</b>	<b>2,506,543.09</b>	<b>\$4,423,884.12</b>	<b>\$1,917,341.03</b>
<b>Net Income</b>	<b>\$185,571.25</b>	<b>781,287.67</b>	<b>\$2,099,432.88</b>	<b>\$1,318,145.21</b>
		<i>Grant - 327,789.65</i>		
		<i>453,498.02</i>		



# LINCOLN COUNTY HEALTH DEPARTMENT

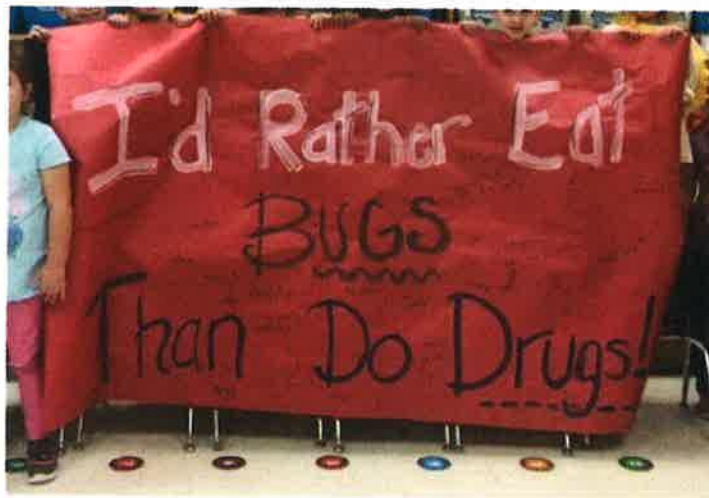
County Commissioner's  
Quarterly Report  
October 2018-December 2018

## Lincoln County Free Drive Thru Flu Clinic



The Lincoln County Health Department partnered with the Senior Citizens Center, Lincoln County EMA, Lincoln County Volunteer Fire, and Lincoln EMS to host their first ever drive thru flu clinic. Local officials, health department staff, and the Senior Citizens Center Director made efficient plans to make this clinic operate smoothly. All community members were invited to receive their flu shots, without having to exit their vehicle. Emergency and medical staff were present in case of any type of emergency, as well law enforcement handling traffic flow. There were a total of 38 patients that received their flu vaccine.

## RED RIBBON WEEK



The Lincoln County Anti-Drug Coalition partnered with the local schools to promote Red Ribbon Week, which recognizes and brings awareness to the dangers of drugs and alcohol. Schools were awarded mini-grants to celebrate Red Ribbon week by coming up with activities that related to drug and alcohol awareness. Above is a photo of a poster made by a Kindergarten class at Blanche School.

**"The Mission of the TN Department of Health is to protect, promote, and improve the health and prosperity of people in Tennessee."**



## HepA Jail Clinic



The Lincoln County Health Department partnered with the Lincoln County Jail to administer Hepatitis A vaccinations to all staff and inmates who volunteered to receive the vaccine. The goal of this project was to decrease chances of spreading the Hepatitis A disease in a high risk area like the jail setting. A total of 133 vaccinations were given.

### EMPLOYEE SPOTLIGHT: Jada Helums, Nurse



Meet Public Health Nurse, Jada Helums. Jada began her nursing career in public health starting in May of 2006 at the Bedford County Health Department. She transferred to Lincoln County in 2007. Jada enjoys working for public health because she says it gives her joy helping people and making them feel happy and comfortable. As a citizen of the Lincoln County Community, she feels honored that she can give back by addressing and conquering some major public health issues we face in our county.

## LINCOLN COUNTY HEALTH DEPARTMENT STATS

	OCT-DEC 2018
<b>MAJOR PROGRAMS</b>	<b>YTD</b>
AIDS Prevention	172
Birth Certificate	496
Breast & Cervical	16
Breastfeeding	98
Care Coordination	22
Child Health (Includes Imm)	1406
Dental-Clinical	197
Employee Health	25
EPSD&T	215
Family Planning	415
HUGS	81
Mens Health	236
Nutrition-Medical	1
STD	427
TB	45
TNCare Advocacy	1765
Vital Records	256
Women's Health	637
WIC	1369
<b>TOTAL ALL Encounters</b>	<b>7,879</b>

Environmental	211
Food & General	8
Immunization Audits	7



## Breast Cancer Awareness Month



Health Department Staff wore pink to recognize the national observance Breast Cancer Awareness Month to increase the awareness of the disease and to bring attention to the importance of early detection.

## Domestic Violence Awareness Month



In October, the Lincoln County Health Department partnered with Haven of Hope to recognize Domestic Violence Awareness Month. Carla Buchanan, Sexual Assault Victim Advocate, and Rick George, Lead Victim Advocate, presented to staff members on domestic violence and what Haven of Hope does to help victims in these situations.

## Courthouse Flu Clinic and School Based Flu Clinic



The Lincoln County Health Department partnered with the Lincoln County Government to host a free flu clinic at the Courthouse. This made it convenient for all departments at the courthouse and surrounding local businesses to have a chance to get a flu shot.

In addition, the health department partnered with all schools in Lincoln County to do a school based flu clinic. A total of 888 vaccines were given throughout Lincoln County Schools, Fayetteville City Schools, and Riverside Christian Academy.



**Lincoln Medical Center  
Quarterly Report**

**December 31, 2018**

**CASH BALANCE AS OF September 30, 2018 \$1,131,887**

**CASH RECEIPTS**

		Interco Transfers
October	\$2,314,839	\$0
November	\$3,026,097	\$400,000
December	<u>\$2,516,203</u>	<u>\$300,000</u>
<b>TOTAL RECEIPTS</b>	<b>NOTE 1 \$7,857,138</b>	<b>\$700,000</b>

**OPERATING EXPENSES**

October	\$2,439,926
November	\$3,128,102
December	<u>\$2,368,332</u>
<b>TOTAL EXPENSES</b>	<b>\$7,936,360</b>

Less Capital Disbursements	<b>\$376,453</b>
Less Bond Payments	<b>\$149,374</b>

**CASH BALANCE AS OF December 31, 2018 \$526,838**

	<u>Patient Days</u>	<u>IP Admissions</u>	<u>ED VISITS</u>	<u>EMS RUNS</u>	<u>OP VISITS</u>
October	260	97	1,105	527	3,938
November	287	95	1,172	535	3,609
December	282	90	1,227	562	3,290

*NOTE	Cash: Restricted Insurance	\$	100,105
NOTE 1	Includes Intercompany Transfers	\$	700,000



**Lincoln, Donalson, and Skill Care Centers**  
**Quarterly Report**  
**Ending 12-31-2018**

**Cash Balance as of SEPT 30, 2018** **\$ 7,810,094**

**Cash Receipts**

October	<b>\$ 1,213,677</b>
November	<b>\$ 491,165</b>
December	<b>\$ 878,646</b>
	<b><u>\$ 2,583,488</u></b>

<b><u>Cash Disbursement</u></b>	<b>Total</b>	<b>Interco Transfers</b>
October	<b>\$ 1,098,625</b>	0
November	<b>\$ 1,342,229</b>	400,000
December	<b>\$ 982,525</b>	300,000
	<b><u>\$ 3,423,379</u></b>	<b>700,000</b>

Less Capital Outlays **\$ 99,801**

**Cash Balance as of December 31, 2018** **\$ 6,870,401**

**Includes Restricted Insurance	50,052.48
**Money Market Acct	4,146,587.08
**CD	2,024,239.41

	<b><u>Patient Days</u></b>	<b><u>Patient admissions</u></b>
October	4,006	34
November	3,816	52
December	3,746	41
	<u>11,568</u>	<u>127</u>

**Intercompany Transfers**

11/28/2018	\$400,000.00
12/28/2018	\$300,000.00



Mayor Newman &lt;mayor@lc-tn.com&gt;

**Fwd: planning**

1 message

**Nancy Harris** <nharris@lc-tn.com>

Thu, Jan 31, 2019 at 1:58 PM

To: Bill Newman &lt;mayor@lc-tn.com&gt;, Bruce Tanner &lt;brucet@firstclassprintinginc.com&gt;

Mayor and Bruce,

Daniel Smith has submitted his notice that he will no longer be able to serve on the Planning Commission. I've sent him a response, asking if it is effective immediately or not....I think it is.  
His term expires May 2021.

To make the Planning Commission more productive, I would like to request the replacement candidate to be someone who possesses a background in either construction, development, or surveying. I understand that may be difficult but hey, doesn't hurt to wish.

Thank you,

**Nancy Harris**

Planning & Zoning Director  
Lincoln County Government  
106 College Street, West  
Fayetteville, TN 37334

931-438-5186 | Office  
931-438-5187 | Fax

Email [nharris@lc-tn.com](mailto:nharris@lc-tn.com)  
Web [www.lc-tn.com](http://www.lc-tn.com)

----- Forwarded message -----

From: **danielsmith@fowlerauction.com** <danielsmith@fowlerauction.com>

Date: Thu, Jan 31, 2019 at 1:41 PM

Subject: planning

To: &lt;brucet@firstclassprintinginc.com&gt;

Cc: Nancy Harris &lt;nharris@lc-tn.com&gt;

Hey,

I will no longer be able to serve on the planning commission, I am doing a job change which requires me to go back to school. I have enjoyed serving and am thankful for the opportunity. If there is anything else I need to do let me know.

Thanks,

Daniel Smith  
Fowler Auction & Real Estate Service, Inc.  
8719 Highway 53  
Toney, Alabama 35773  
(931) 675-2402  
(256) 420-4454  
[danielsmith@fowlerauction.com](mailto:danielsmith@fowlerauction.com)  
[www.fowlerauction.com](http://www.fowlerauction.com)

*Com PKT*

1/23/19  
cc Commissioners, Ed, Cole

Jan

Feb  
agenda

LORI BRYANT  
GREENE COUNTY CLERK  
204 North Cutler Street  
Suite 200  
Greeneville, TN 37745

January 11, 2019

Lincoln County  
Bill Newman, County Mayor  
P.O. Box 32  
Fayetteville, TN 37334

Lincoln County Legislative Body

**IN RE: Resolution requesting the duly elected State Senator and State Representatives for Greene County take such legal steps as is necessary to require/mandate the appointed position of Clerk and Master become an elected position as are the other Constitutional offices**

**Dear Honorable Mayor and  
Honorable Legislative Body:**

**Please be advised that I am the County Clerk for Greene County, Tennessee. I have been asked by our County Legislative Body to forward a copy of the enclosed Resolution adopted by our County Commission on December 17, 2018, with a quorum being present and a majority voting in the affirmative, requests that the Tennessee General Assembly, respectively, considering the following:**

- It is the desire of the Greene County Legislative Body to request that the elected State Representatives, elected to represent Greene County discuss with their fellow Legislators and the Attorney General for the State of Tennessee a mechanism that would allow the voters of Greene County as well as the voters in the other counties if they desire to elect by popular vote the person to serve as Clerk and Master.**

**Our County Commission is requesting that each County Legislative Body consider and approve this Resolution or a similar resolution and forward a copy of the approved Resolution to their elected State Senators and Representatives.**

**Thank you in advance for your consideration in the Resolution of the Greene County Legislative Body requesting the duly elected State Senator and State Representatives for Greene County to take such legal steps as is necessary to require/mandate the appointed position of Clerk and Master become an elected position as are the other Constitutional offices.**

Sincerely,

*Lori Bryant*

**Lori Bryant  
Greene County Clerk**

**A RESOLUTION REQUESTING THE DULY ELECTED STATE SENATOR AND STATE REPRESENTATIVES FOR GREENE COUNTY TAKE SUCH LEGAL STEPS AS IS NECESSARY TO REQUIRE/MANDATE THE APPOINTED POSITION OF CLERK AND MASTER BECOME AN ELECTED POSITION AS ARE THE OTHER CONSTITUTIONAL OFFICES**

WHEREAS, Greene County presently has three (3) constitutional offices that are identified as Clerks; Circuit Court Clerk is responsible for all cases and matters for three (3) Circuit Judges, one (1) Criminal Court Judge, one (1) Session Court Judge, and one (1) Juvenile Court Magistrate, the County Clerk whose duties include but are not limited to vehicle registration and renewal, business licenses issuance, beer permit issuance as well as being the Clerk of the Greene County Legislative Body, and the Clerk and Master who in Greene County serves one (1) Chancellor holding Chancery and Probate Court and who generally holds court on the average of 18 hours per month; and

WHEREAS, the Circuit Court Clerk and the County Clerk are each an elected position, elected by the registered voters of Greene County while the Clerk and Master is and has been an appointed position appointed by the Chancellor with the registered voters not having any input or voice in that appointment, and

WHEREAS, in order to operate more efficiently, it would be manifestly in the best interest of the citizens of Greene County for the position of Clerk and Master to become an elected position like the other constitutional offices whose election and service is subject to the will and vote of the citizens of Greene County; and

WHEREAS, while the Greene County Legislative Body understands that the issue concerning mandating that the Clerk and Master's position become an elected position has been discussed at the state level on previous occasions, it is the desire of

E

**er A. Woolsey**  
**County Attorney**  
34 N. Cutler St.  
Suite 120  
Greenville, TN 37745  
Phone: 423/798-1779  
Fax: 423/798-1781

the Greene County Legislative Body to request that the elected state representatives, elected to represent Greene County discuss with their fellow Legislators and the Attorney General for the State of Tennessee a mechanism that would allow the voters of Greene County as well as the voters in other counties if they desire to elect by popular vote the person to serve as Clerk and Master.

NOW, THEREFORE BE IT RESOLVED by the Greene County Legislative Body meeting in regular session on the 17<sup>th</sup> day of December, 2018, a quorum being present and a majority is voting in the affirmative that a request be made to our duly elected State Senator and State Representatives to seek an avenue by which the position of Clerk and Master would be an elected position as are all other constitutional office elected by the citizens of the county in which he/she serves as opposed to an appointed position who serves at the pleasure of the Chancellor.

BE IT FURTHER RESOLVED that the County Clerk is directed to forward a copy of this Resolution to other counties to determine if other counties are interested in mandating that the position of Clerk and Master be an elected position as outlined above.

Robin Quillen  
Sponsor

Kevin C. Morrison  
County Mayor

Rori Bryant  
County Clerk

Roger A. Woolsey  
County Attorney

**Roger A. Woolsey**  
County Attorney  
204 N. Cutler St.  
Suite 120  
Greenville, TN 37745  
Phone: 423/798-1779  
Fax: 423/798-1781

## Wayne Simms Bio

Wayne was born and raised in Lincoln County. He and his wife, Shelia, have been married for 50 years. They have one son, Heath, and one daughter, April, along with 5 grandchildren and 1 great grandchild.

Wayne graduated from Central High School in 1966. He received his B.S. in Wildlife Management and his M.S. in Fisheries Biology from Tennessee Tech.

Wayne worked with TWRA as a Wildlife Manager for 27+ years and was a real estate agent and owner/agent for 18 years. He retired in 2015.



Mayor Newman &lt;mayor@lc-tn.com&gt;

---

**Fwd: Bio**

1 message

---

**Doug Cunningham** <dcunningham1879@gmail.com>

Sat, Jan 12, 2019 at 12:14 PM

To: Mayor Newman &lt;mayor@lc-tn.com&gt;

Information on Russ Dixon. Should you need further information for the Commission please advise!

Sent from my iPhone

Begin forwarded message:

**From:** JEFF ALDER <jeffalder@hotmail.com>  
**Date:** January 12, 2019 at 10:23:09 AM CST  
**To:** Doug Cunningham <dcunningham1879@gmail.com>  
**Cc:** Michael Whisenant <mwhisenant@gsqmap.com>  
**Subject:** Fwd: Bio

Doug & Michael,  
Here is the bio for Russ

Get Outlook for iOS

---

**From:** JEFF ALDER <jeffalder@hotmail.com>  
**Sent:** Saturday, January 12, 2019 10:21:31 AM  
**To:** Russel Dixon  
**Subject:** Re: Bio

Looks good ! Thanks

Get Outlook for iOS

---

**From:** Russel Dixon <rjdixon1100@gmail.com>  
**Sent:** Saturday, January 12, 2019 9:27:47 AM  
**To:** jeffalder@hotmail.com  
**Subject:** Fwd: Bio

Jeff,

Let me know if this works...

Russ joined Corridor Group as Senior Vice President of Operations in November of 2018. Corridor is one the nation's leading provider of home healthcare and hospice consulting, including revenue cycle optimization, outsourced coding, regulatory compliance and operations. Russ brings more than 20 years of experience in Information Technology and Business Transformation including business strategy planning, program / project management and large-scale system development and implementation projects.

Russ began working with Centric in 2001 as one of the company's very first hires as a member of the company's Energy and Utilities practice. Russ served in multiple roles but his primary contributions were engagement management, specifically in technology delivery. Russ also



## Samantha Jennings' Bio

I am a native of Lincoln County. I am currently the Public Health Educator at the Lincoln County Health Department. My husband, Ethan, and I have one child and we live in the Mulberry Community. Since returning home from college in 2014, I have made it my mission to become invested in our community. Thank you for considering me to serve as a member of the Planning Commission.

## Sandi Bradford

Sandi is married to Tim Bradford and they reside in the Mimosa community. They have 5 children and 9 grandchildren. Sandi is an Educational Assistant at Riverside Christian Academy. She provides all the cakes for the numerous Bradford get-togethers.



# Lincoln County Planning & Zoning

## PLANNING DEPARTMENT STAFF REPORT TO COUNTY COMMISSION

---

**FILE #** 2019-R1

**REQUEST:** REZONE FROM A-2 SUBURBAN RESIDENTIAL C-1 GENERAL COMMERCIAL

**SITE LOCATION:** PULASKI HWY (HWY 64W) –PARCEL 052 007.04

**OWNER:** LEA ANNE GRISSOM

**APPLICANT:** SAME

**PC RECOMMENDATION:** FEBRUARY 7, 2019 PC MEETING - APPROVAL OF APPLICANT'S REQUEST

**STAFF RECOMMENDATION:** APPROVAL OF APPLICANT'S REQUEST

**CC MEETING DATE:** FEBRUARY 19, 2019 - CALL FOR PUBLIC HEARING  
MARCH 19, 2019 - PUBLIC HEARING AND REGULAR MEETING

**OVERVIEW:** The owner and applicant has requested approval to rezone a 1.03 ac tract from A-2 Suburban Residential to C-1 General Commercial. Applicant has a contract on the property for a proposed beauty shop. .

---

### FINDINGS:

**Natural Land Features** Property is level throughout. Adjacent property to the rear, also owned by the applicant, begins a slight incline to the north.

**Adjacent or Area Uses** **North** is bordered by A-1 district zoned property with existing agricultural use; **South** is bordered by Pulaski Hwy (Hwy 64W) with A-1 district zoned property beyond with existing agricultural use; **East** is bordered by 2 vacant A-2 district zoned properties and C-1 General Commercial (Dollar General); and **West** is bordered by A-2 district zoned property containing 1 vacant lot and an existing Day Care business.

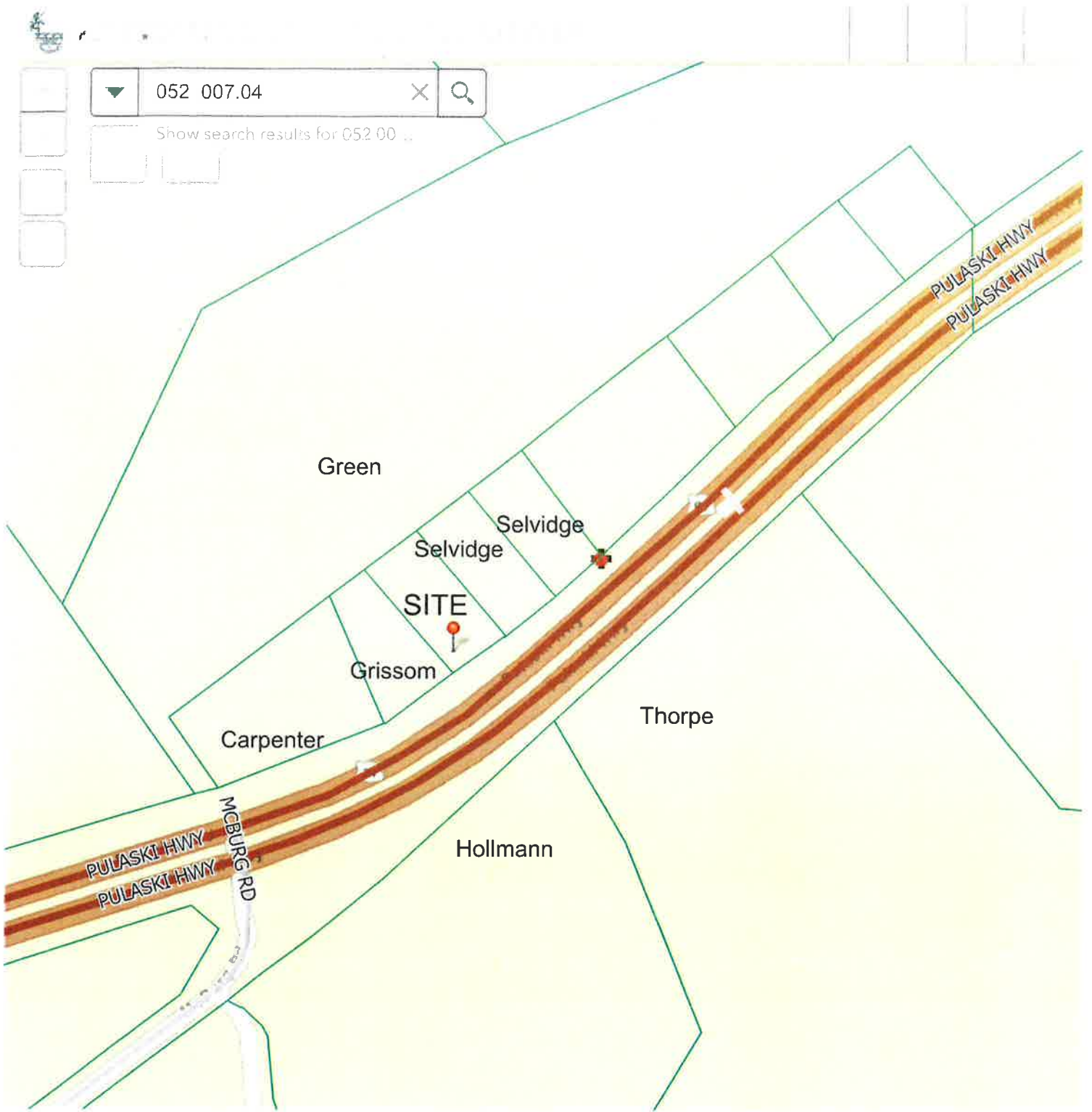
The subdivision, Paradise Hills, was created July 31, 2000 by Mr. Mitchell Wade, who, at the time, proposed a small scale residential development. The parcels were subdivided and rezoned to A-2 but actual development never commenced.

On November 21, 2016, four lots were granted rezoning approval from A-2 to C-1 for the development of a Dollar General retail store.

**Lot Size and Layout** Records indicate the parcel totals 1.03 acres and is located between the Dollar General store and Little Blessings Day Care.

**Floodplain or Floodway** Property is not located in a special hazard flood area. Panel 47103C0125D, dated Sept. 19, 2007.

**Rights-of-Way | Roads** Located on a TDOT maintained major thoroughfare.



**BUDGET COMMITTEE MEETING REPORT  
FOR THE FEBRUARY 19TH, 2019  
REGULAR SESSION OF THE BOARD OF COMMISSIONERS**

The Budget Committee of the County Legislative Body of Lincoln County, Tennessee met pursuant to due notice in the Courthouse Basement Conference Room on February 5th, 2019 at 6:00 p.m.

Members Present were:

Steve Graham            Shirley Dangerfield  
Doug Cunningham      Grady Reavis  
Donny Ogle              Kate Guin

Members Absent were:

Ricky Bryant  
Randy Bradford

Others present were County Mayor Bill Newman, Finance Director Cole Bradford, County Attorney Ed Simms, Sheriff Murray Blackwelder, Commissioner David Sanders, Commissioner Steve Spray, Commissioner Tori Young, Commissioner Charles Hunter, Commissioner Ronald Jean, Commissioner Mark Mitchell, Commissioner Glen Douglas, Road Superintendent Tim Gill, Chief Deputy Bill Reavis, Lieutenant Jeff Bradford, School Resource Officer Tony Metcalf, Sheriff's Administrative Secretary Sandy Metcalf, and members of Leadership Lincoln.

**ITEM I**

Sheriff Blackwelder informed the committee of the significant challenges he has faced in hiring and retaining correctional officers to staff the jail. He stated their department has spent time, energy, and money to adequately train employees and streamline procedures through the use of technology in an attempt to recruit and retain correctional officers. While the extensive training and streamlined procedures have helped the situation somewhat, the inability to hire and retain an adequate number of correctional officers to staff the jail is a critical issue that needs a solution. The Law Enforcement Committee recommended approval of Sheriff Blackwelder's request of a \$2/hour across the board raise for all Sheriff Department employees. Sheriff Blackwelder's request to the Budget Committee was for a \$1/hour across the board raise at this time with the understanding that this additional money could be funded from his budget in the current fiscal year. However, he did acknowledge this raise would be a recurring cost that the Budget Committee and Commission would have to consider funding for future fiscal years.

Motion by Commissioner Cunningham, seconded by Commissioner Dangerfield, and passed six (6) yes, two (2) absent to defer action on this item and consider the request during the upcoming FY 19-20 budget process.

**ITEM II**

Highway Superintendent Gill made a presentation regarding construction of a new facility to house Highway Department operations. Mr. Gill began his presentation by informing the committee of the reasons a new facility is needed. The current facility is extremely outdated and

the shop area is too small for much of the equipment to be brought inside for repair. The overhead crane is obsolete and cannot be used. The proposed facility would have multiple bays and adequate ceiling clearance allowing for raised dump truck beds with use of the overhead crane. Currently, most of the equipment is stored outside. If the new building is constructed, then the existing building would be converted to equipment storage space. Mr. Gill also presented preliminary drawings with a layout of the proposed new facility. The preliminary cost estimate provided by Stephen Ward & Associates is \$2,244,842 for the proposed new facility. Mr. Gill then turned the meeting over to Finance Director Bradford to review some of the financial highlights.

Finance Director Bradford presented the attached historical analysis of the Highway Department's Fund Balance, Total Payroll Expenses, Asphalt Expense, and Highway Equipment Capital Outlay. The FY 17-18 ending fund balance was \$5,039,764. If all FY 18-19 budgeted funds are spent and revenues come in at budgeted amounts, then the estimated 6/30/19 fund balance will be \$3,797,512. Finance Director Bradford noted that the Highway Department has historically spent well below budgeted amounts and revenues typically come in above budgeted amounts due to conservative budgeting practices. Therefore, actual 6/30/19 fund balance will likely be considerably higher than the \$3,797,512 estimate above which doesn't consider the current building program proposal. Secondly, Finance Director Bradford discussed the payroll expense chart and noted the Highway Department payroll expense which includes any cost-of-living increases along with health insurance cost increases has been flat or declining beginning in FY 08-09. Mr. Bradford stated that payroll expense trend lines typically slope upward due to cost-of-living increases and other payroll-related costs that normally increase over time. Thirdly, Finance Director Bradford reviewed the asphalt expense chart and stated the county has been spending significantly more on paving roads with \$1,502,033 being spent in FY 17-18 and \$2,000,000 being budgeted in FY 18-19. Lastly, Finance Director Bradford reviewed the highway equipment capital outlay chart and referenced the trend beginning in FY 09-10 of increased expenditures for equipment upgrades with these upgrades being made on a pay-as-you-go basis instead of financing these equipment purchases with debt.

Highway Superintendent Gill stated the actual construction wouldn't begin until next fiscal year. Therefore, the majority of the costs could be budgeted in the upcoming FY 19-20 budget. However, the county could begin some site preparation work which will be done in-house and continue with detailed design drawings and bid package preparation. Highway Superintendent Gill and Finance Director Bradford suggested budgeting \$217,465 in the current year budget to cover architectural, engineering, and other costs necessary prior to bid date and start of construction. However, if the commission doesn't support the project, then the county wouldn't want to spend additional funds for detailed design drawings and bid package preparation.

Motion by Commissioner Reavis, seconded by Commissioner Guin, and passed six (6) yes, two (2) absent to concur with the Highway Committee's recommendation and recommend approval of appropriating \$217,465 from the Highway Fund Balance to cover architectural, engineering, bid package preparation, and other necessary costs incurred prior to FY 19-20 with the understanding that the remaining cost for the proposed new facility will be budgeted during the FY 19-20 budget process with Highway Department Fund Balance being used to construct the

facility. Furthermore, line item 131-68000-706 shall be increased by \$217,465 and line item 131-39000 shall be decreased by \$217,465.

### **ITEM III**

Solid Waste Committee Chairman Cunningham provided an update on the Solid Waste Committee Meeting that was held at 5:00 p.m. The city and county previously approved purchasing all of Keep Fayetteville/Lincoln County Beautiful (KFLCB) assets for \$15,000 which was well below the estimated value of \$47,550 provided by KFLCB. At the time, KFLCB thought this would be enough money for their organization to pay their liabilities. Since then, KFLCB board member Jim Neale notified the county and city that their organization is in need of an additional not-to-exceed amount of \$8,000 which is a result of some remaining liabilities owed in which the board was unaware of previously. City representatives at the meeting stated that their public works committee has already recommended approval of \$4,000 (or ½ of the \$8,000) and this recommendation will go to the full Board of Mayor and Alderman.

Motion by Commissioner Ogle, seconded by Commissioner Dangerfield, and passed six (6) yes, two (2) absent to concur with the Solid Waste Committee's recommendation of approving an additional \$4,000 to be paid to KFLCB subject to the city approving the same and increasing 116-55710-733 by \$4,000 and decreasing 116-39000 by \$4,000.

### **ITEM IV**

Finance Director Bradford presented the following items:

a) [101 General Fund Budget Amendments \(Attached\)](#)

Motion by Commissioner Cunningham, seconded by Commissioner Reavis, and passed six (6) yes, two (2) absent to recommend approval of the attached 101 General Fund Budget Amendments.

b) [Planning/Zoning Department Budget Amendment Request \(Attached\)](#)

Motion by Commissioner Guin, seconded by Commissioner Reavis, and passed six (6) yes, two (2) absent to recommend approval of the attached request and increase 101-51720-451 by \$1,000 and decrease 101-51720-599 by \$1,000.

c) [151 Debt Service Fund Budget Amendment \(Attached\)](#)

Motion by Commissioner Cunningham, seconded by Commissioner Guin, and passed six (6) yes, two (2) absent to recommend approval of the attached 151 Debt Service Fund Budget Amendment.

d) [Other Post Employment Benefits \(OPEB\) Retiree Coverage Election Form \(Attached\)](#)

Motion by Commissioner Cunningham, seconded by Commissioner Ogle, and passed six (6) yes, two (2) absent to recommend approval of electing Option 1 with the understanding that this item can be reevaluated in the future and the county can Opt out at a later time.

e) [Financial Reports \(Enclosed\)](#)

Motion by Commissioner Cunningham, seconded by Commissioner Reavis, and passed six (6) yes, two (2) absent to acknowledge receipt of the enclosed financial reports.

There being no further business to be presented, motion by Commissioner Cunningham, seconded by Commissioner Dangerfield, and passed to adjourn.

RESPECTFULLY SUBMITTED TO THE  
FEBRUARY 2019 REGULAR SESSION OF  
THE COUNTY LEGISLATIVE BODY

STEPHEN GRAHAM, CHAIRMAN  
DONNY OGLE, SECRETARY  
COLE BRADFORD, RECORDING SECRETARY