

1. CALL TO ORDER, 2. PRAYER & PLEDGE, 3. OPEN MEETING, 4. ROLL CALL

Be it remembered that the Bedford County Commissioners, acting as the County Legislative Body met in a regular session in the Bedford County Courthouse in Shelbyville, TN on Tuesday, April 10, 2018 at 7:00 PM. Chairman Pro Tem John Brown called the meeting to order. Prayer was led by Commissioner Mark Thomas. Sheriff Austin Swing opened the meeting. County Clerk Donna Thomas led the Pledge of Allegiance and called the roll.

BOBBY FOX	BOB DAVIS	LINDA YOCKEY
JIMMY PATTERSON	JANICE BROTHERS	JEFF YOES
JULIE SANDERS	DON GALLAGHER	BILL ANDERSON
CHUCK HEFLIN	PHILIP FARRAR	MARK THOMAS
JOHN BROWN	TONY SMITH	JIMMY WOODSON
BILLY KING	ED CASTLEMAN	RANDY CLANTON

With 18 Commissioners present Chairman Pro Tem John Brown called the meeting to order.

5. APPROVAL OF THE MARCH 13, 2018 COMMISSION MINUTES

Commissioner Thomas made a motion to approve. Second by Commissioner Fox. Passed by voice vote.

6. NOTARY APPROVALS

Commissioner Yockey moved to approve the May notary applicants/renewals as submitted by the County Clerk. Second by Commissioner Heflin. Passed by voice vote.

FROM: BEDFORD COUNTY CLERK RE: NOTARY APPLICANTS FOR May 2018
 TO: RULES AND LEGISLATIVE COMMITTEE DATE: 3-13-18

NAME	NEW/RENEW	RECOMMENDED BY
1. Vicky D. Voelkel	Renew	
2. Melody R. Chockley	Renew	
3. Jennifer Templeton	Renew	
4. Jun Odeneal	Renew	
5. Cecilia L. Turner	Renew	
6. A. Wayne Hitchcock	Renew	
7. Danielle Lester	Renew	
8. Terri L. Tune	Renew	
9. Vickie S. Smith	Renew	
10. Sandra J. Hughes	Renew	
11. Latasha Biles	Renew	
12. Toneisha Lee	Renew	
13. Melissa A. Meadows	Renew	
14. Tracy Simmons	Renew	
15. Shanda D. Johns	Renew	
16. Lynda L. Jones	New	Barrett/Fox

7. REPORTS OF STANDING COMMITTEES

A. RULES AND LEGISLATIVE COMMITTEE

- 1. **Board of Equalization – Ronda Clanton Property Assessor (Resolution for Training) and approval for the 2018-19 County Board of Equalization** – Item placed on the April 10, 2018 County Commission agenda with a unanimous recommendation by the Rules and Legislative Committee.

Motion to approve by Commissioner Woodson. Second by Commissioner Yoes. Motion passed by voice vote.

Bedford County Assessor of Property
 Ronda Clanton
 106 North Side Sq
 Shelbyville, TN 37160
 Phone 931-684-6390
 Fax 931-680-1199

March 20, 2018

I am submitting the names below for the 2018-2019 County Board of Equalization.

County Board of Equalization:

- Wayne Williams
- Debbie Flippo
- Porter Castleman
- Randy Throneberry
- Larry Hasty
- Alternate:
Ron Adcock

RESOLUTION NO. 18-16
RESOLUTION TO REQUIRE COUNTY BOARD OF EQUALIZATION MEMBERS AND COUNTY BOARD HEARING OFFICERS TO COMPLETE ANNUAL CONTINUING EDUCATION

WHEREAS, the State of Tennessee, through its General Assembly, has mandated that the county legislative body shall by resolution establish a minimum of at least four (4) hours of annual training for county board of equalization members and county hearing officers and the minimum record keeping requirements related to members' certificates of attendance; and

WHEREAS, the General Assembly, in passing Chapter 13 of the Public Acts of 2017, amended *Tennessee Code Annotated § 67-5-403(e)* to provide that such mandatory training shall be a condition of appointment or continued service; and

WHEREAS, the General Assembly, in passing Chapter 13 of the Public Acts of 2017, amended *Tennessee Code Annotated § 67-5-403(e)* to provide that mandatory annual continuing education and training is only required to the extent that such education and training is provided by the Comptroller of the Treasury free of charge.

NOW, THEREFORE BE IT RESOLVED, by the County Legislative Body of Bedford County, Tennessee, meeting in regular session on this 10th day of April, 2018, at Shelbyville, Tennessee, that:

SECTION 1. As a condition of appointment or continued service, county board of equalization members and county hearing officers shall complete a minimum of four (4) hours of annual training to include board governance, open meetings requirements, and other topics reasonably related to the duties of the members of the county board of equalization, as provided by the Comptroller of the Treasury.

SECTION 2. Members' certificates of attendance shall be turned over to the assessor of property for preservation for a period of at least three (3) years.

SECTION 3. This Resolution shall be effective upon its passage and approval, the public welfare requiring it.

Adopted this 10th day of April, 2018.

APPROVED: County Mayor

ATTEST: County Clerk

B. COURTHOUSE AND PROPERTY COMMITTEE

C. LAW ENFORCEMENT COMMITTEE

D. FINANCIAL MANAGEMENT COMMITTEE

1. **Ad hoc study committee findings** - Item placed on the April 10, 2018 Commission Agenda by the Commissioners in the March 13, 2018 County Commission Meeting.

Commissioner Yockey reported that “the sub-committee met on March 20 and a copy of the minutes was sent to each Commissioner. The committee’s approach was first to see what contracts were held by any county employee which the Commission has jurisdiction over. It was determined that the finance director position was the only one with a contract. This contract expired in December 2016 and, without review or notice, automatically renewed. As with any expired contract, the committee felt that it should be reviewed rather than continually being automatically renewed. To dispel any rumors – this committee has no charge over hiring, firing, salary negotiations, or contract negotiations of the position of finance director. These are entirely up to the finance committee, with final approval of the County Commission. With this being said, I want to reread the motion as unanimously voted by the committee members. This motion again has nothing to do with firing the finance director, but only to put the expired contract on notice that it will not be automatically renewed.

To restate the motion: It is to direct the Mayor to give written notice to Robert Daniel, Finance Director, that his contract will not automatically renew this year to allow review of the contract and employment arrangement.” Second by Commissioner Fox.

Commissioner Woodson stated that the committee appointed by the Mayor was well-rounded. He reminded the Commission that he had initially voted no to the motion to form the committee because he didn’t understand what was going on. He said that Mayor Ray asked him to serve on the committee to keep it fair and balanced. Woodson said that he will vote for the motion tonight, but not because he is against Mr. Daniel. He wanted to clarify why he is voting yes tonight even though he voted against the motion to form the committee.

Commissioner Gallagher stated that he was also asked to serve on the committee and felt that the motion made by the committee is very appropriate. He said that anyone with a contract with the county should have it reviewed. He said it is important that Mr. Daniel is treated fairly, along with everyone else.

Motion passed by roll call vote. 18 Ayes 0 Noes

2. **Motion to put to rest the issue concerning the contracts for Bedford County employees** - Item placed on the April 10, 2018 Commission Agenda with a unanimous recommendation by the Finance Committee.

**Commissioner Heflin made a motion that the item be tabled in light of the previous motion that was just passed. Second by Commissioner Yockey. Motion passed by roll call vote. 16 Ayes 0 Noes 2 Pass
Commissioners King and Smith passed.**

3. **First Floor Bid for Courthouse Annex** – Item placed on the April 10, 2018 County Commission agenda with a unanimous recommendation by the Finance Committee.

7.D.3. FIRST FLOOR BID FOR COURTHOUSE ANNEX (continued)

Commissioner Yoes made a motion to approve. Second by Commissioner Castleman.

Commissioner Anderson asked to make a comment: “The comment I want to make, and I’m sure this is fixing to pass, I just want to remind everybody before we take on more spending that until we see this jail staffing, which I think we’re looking at a major tax increase of 40-50 employees and I still don’t think we know what it is, I would like to see what the furnishings for the justice center are going to be and how much it’s going to cost. My other concern, number two, is we’ve got a bank we paid \$300K for but we’re going to spend \$400K plus per floor to renovate it and to me that’s just too much money. And the last thing that I want to mention is we’re spending tens of millions of dollars at the justice center and now Regions bank, tens of millions, on office space for politicians and county employees and I just found out last week that we’re looking at cutting the Senior Citizens Center. And I just think that’s wrong. That’s all I’ve got to say.”

Motion passed by roll call vote. 15 Ayes 3 Noes
 Commissioners Heflin, Anderson and Sanders voted no.

Construction Documents Date: 12/01/17

**SECTION 00 4100
 BID FORM**

THE PROJECT AND THE PARTIES

1.01 TO:

A. Owner: Bedford County Department of Finance
 1. 200 Dover Street, Suite 102
 2. Shelbyville, TN 37160

1.02 FOR:

A. Courthouse Annex - Basement and First Floor Offices

1.03 DATE: SEPTEMBER 22, 2015

1.04 SUBMITTED BY: (BIDDER TO ENTER NAME AND ADDRESS)

A. Bidder's Full Name Lee Adcock Construction Co., Inc.
 1. Address 826 N. Jefferson St.
 2. City, State, Zip Shelbyville, TN 37160

1.05 OFFER

A. Having examined the Place of The Work and all matters referred to in the Instructions to Bidders and the Contract Documents prepared by Davis Stokes Collaborative, P.C., 7121 Crossroads Blvd., Brentwood, Tennessee 37027 for the above mentioned project, we, the undersigned, hereby offer to enter into a Contract to perform the Work for the Sum of

Basement Floor:	\$283,428.00	
First Floor:	\$339,574.00	
Total:	\$623,000.00	

B. All applicable federal, state and local taxes are included in the Bid Sum.

1.06 ACCEPTANCE

A. This offer shall be open to acceptance and is irrevocable for sixty (60) days from the bid closing date.

B. If this bid is accepted by Owner within the time period stated above, we will:

1. Execute the Agreement within seven days of receipt of Notice of Award.
2. Furnish the required bonds within seven days of receipt of Notice of Award.
3. Commence work within seven days after written Notice to Proceed of this bid.

C. If this bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required Bond(s), the security deposit shall be forfeited as damages to Owner by reason of our failure, limited in amount to the lesser of the face value of the security deposit or the difference between this bid and the bid upon which a Contract is signed.

D. In the event our bid is not accepted within the time stated above, the required security deposit shall be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders, unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

1.07 CONTRACT TIME

A. If this Bid is accepted, we will:

B. Complete the Work in 150 calendar days from Notice to Proceed.

1.08 CHANGES TO THE WORK

A. When Architect establishes that the method of valuation for Changes in the Work will be net cost plus a percentage fee in accordance with General Conditions, our percentage fee will be:

Courthouse Annex - 00 4100 - 1 15031.3
 Basement and First Floor

7.D.3. FIRST FLOOR BID FOR COURTHOUSE ANNEX (continued)

Construction Documents

Date: 12/01/17



1. 15 percent overhead and profit on the net cost of our own Work;
 2. 15 percent on the cost of work done by any Subcontractor.
- B. On work deleted from the Contract, our credit to Owner shall be Architect-approved net cost plus 0 of the overhead and profit percentage noted above.

1.09 ADDENDA

A. The following Addenda have been received. The modifications to the Bid Documents noted below have been considered and all costs are included in the Bid Sum.

1. Addendum # 1 Dated Dec. 22, 2017.
2. Addendum # 2 Dated Jan. 8, 2018.
3. Addendum # 3 Dated Jan. 9, 2018.
4. Addendum # 4 Dated Jan. 10, 2018.
5. Addendum # _____ Dated _____.
6. Addendum # _____ Dated _____.

1.10 BID FORM SUPPLEMENTS

A. We agree to submit the following Supplements to Bid Forms within 24 hours after submission of this bid for additional bid information:

1. Document 00 4336: Include the names of all Subcontractors and the portions of the Work they will perform.
2. Document 00 4373 - Proposed Schedule of Values Form identifies the Bid Price/Sum segmented into portions as requested.

1.11 BID FORM SIGNATURE(S)

- A. The Corporate Seal of _____
- B. Lee Adcock Construction Co., Inc.
- C. (Bidder - print the full name of your firm)
- D. was hereunto affixed in the presence of: _____
- E. K. S. V.P.
- F. (Authorized signing officer, Title)
- G. (Seal)
- H. _____
- I. (Authorized signing officer, Title)

1.12 IF THE BID IS A JOINT VENTURE OR PARTNERSHIP, ADD ADDITIONAL FORMS OF EXECUTION FOR EACH MEMBER OF THE JOINT VENTURE IN THE APPROPRIATE FORM OR FORMS AS ABOVE.

END OF BID FORM

PROJECT BUDGET
BEDFORD COUNTY COURTHOUSE ANNEX RENOVATIONS
(BASEMENT & 1ST FLOOR)
 Architect Project No: 15031.3
 Bid Package No: 18-20
 January 23, 2018

Low Bid (Adcock Construction)

Basement	\$ 283,426.00	\$623,000.00
First Floor	\$ 339,574.00	
Budget Contingency	10%	\$ 62,300.00
Hazardous Material Testing		\$ 6,738.00
Architect Fee	5%	\$ 31,150.00
TOTAL PROJECT BUDGET		\$ 723,188.00

Courthouse Annex -
 Basement and First Floor

00 4100 - 2

15031.3

7121 Crossroads Blvd.

Brentwood, TN 37027

Phone 615.726.0010 Fax 615.726.2090

4. Probation Lab Fees – Item placed on the April 10, 2018 County Commission Agenda with a unanimous recommendation by the Finance Committee.

Commissioner Smith made a motion to approve. Second by Commissioner Anderson. Passed by roll call vote. 18 Ayes 0 Noes

7.D.4. PROBATION LAB FEES (continued)

Proposed Drug Screen Lab Fees

- Positive for one (1) substance: \$25
- Positive for two (2) substances: \$50
- Positive for three (3) or more substances: \$75

These amounts, if unpaid, would be allowed to roll over to any subsequent probation(s) as described in the Drug Screen Lab Fee Acknowledgement form.

Drug Screen Lab Fee Acknowledgement

By initialing & signing below, you acknowledge the following:

_____ I understand that I have the option to sign an admission form in lieu of submitting any positive drug screen for lab confirmation.

_____ I understand that I am responsible for any lab fees incurred should I choose to submit my drug screen for lab confirmation.

_____ I understand that if I fail to pay my lab fees during my probation, the balance may be applied to any probation fee balance assessed on any future probation sentence.

Probationer

Date

8. ANNOUNCEMENTS

Commissioner Yockey reminded everyone that early voting will be held April 11 – 26. The hours will be 8 a.m. to 5 p.m., Monday through Friday, and 8 a.m. to noon on Saturdays.

Sonia Miller, Director of the Senior Citizens Center, addressed the Commission. She stated that the Finance Committee would be meeting soon with plans to cut county contributions to non-profits by 20% until all funding has stopped completely. She said that the Senior Citizens Center is unique in that it was created by legislation in the 1970's. They have been serving seniors for more than 40 years and have been funded by both the city and the county for that long. The Center's state and federal funding requires matching funds from local sources. She named the many services provided by the Center, including public transportation, meal programs, food giveaways, financial services, health care programs, and even providing a warm/cool place to come to during extreme cold/hot weather conditions. Miller asked that the Commission reconsider the 20% cut.

Commissioner Gallagher commended Miller and her staff as well as other local non-profits, saying they all help elevate the quality of life in Bedford County. Commissioner Anderson also commended the Center and asked Miller to tell how much the County contributes. Miller said this year the Center received \$9200, down from \$16,000 a few years ago. Her understanding is that the goal is to cut 20% each year until it is gone.

8. ANNOUNCEMENTS (continued)

Commissioner Yockey stated that she remembers a resolution passed by the Commission in regard to the Center and asked County Clerk Donna Thomas to research it. Commissioner King asked if the Center takes outside contributors into consideration when matching state and federal funds. Miller said yes, but fundraiser efforts bring in little income.

Commissioner Heflin encouraged the Finance Committee to add back to the amount the County contributes. Commissioner Woodson said he that at one time he served on the Board of the Center and he agrees that the contribution should be increased.

Commissioner Brown announced that Mayor Ray is doing well but appreciates everyone's prayers.

9. ADJOURN

There being no further business before the Board, Chairman Pro Tem Brown declared the meeting adjourned at 7:27 p.m. after a motion to adjourn by Commissioner Heflin and a second by Commissioner Yockey.

**Eugene Ray
Bedford County Board of Commissioners**

I certify that the minutes were completed on the 16th day of April and delivered to the Bedford County Mayor's Office.

**Donna Thomas
Bedford County Clerk**

I certify that I received these minutes on the _____ day of April, 2018.

**Eugene Ray
Bedford County Mayor**

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