

POLK COUNTY BOARD OF COUNTY COMMISSIONERS  
Regular Monthly Meeting  
February 18, 2016  
**Copper Basin Recreation Center**  
Ducktown, Tennessee  
7:00 P.M.

A G E N D A

Roll Call

Approval of Minutes of Previous Meeting

Approval of Reports of Offices

Approval of Notaries:	Deborah Anne Davis	Karmen Stewart
	Delano, TN	Old Fort, TN

Approval of Budget Amendments  
Fund 101: #10, 11, 12, and 13

Approval of Lease Agreement: Louetta Moats

Resolution: Support Water Line & Fire Prevention Equipment (no information provided)  
Commissioner Pippenger

Resolution: Polk County Water System Improvements Project-2016 CDBG Application  
County Executive

Announcements & Statements

ADJOURN

POLK COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR MONTHLY MEETING

January 28, 2016 (postponed from JANUARY 21, 2016)

Polk County Courthouse

Benton, Tennessee

7:00 P.M.

BE IT REMEMBERED, that the Polk County Board of County Commissioners met in regular session on the 28th day of January 2016 at 7:00 p.m. in the Polk County Courthouse, Benton, Polk County, Tennessee. This meeting complied with the provisions of TCA 8-44-101 et seq with each commissioner being notified of the meeting, notices posted on the bulletin board of the county courthouse and the news media was also notified.

A quorum of commissioners was present, namely:

Mark Bishop	ABSENT	Sheena Gaddis
Karen Bracken	ABSENT	Wendall Lewis
Greg Brooks		John Pippenger
Mike Curbow		Daren Waters
Daniel Deal		

Angie Sanford, Clerk of said Board of Commissioners, was present also. Chairperson Curbow declared the meeting called to order and the following proceedings were had and entered into record to-wit:

Approval of Minutes of Previous Meeting

Commissioner Pippenger made a motion to approve the minutes of the previous meeting. Commissioner Lewis seconded the motion. Chairperson Curbow asked for a roll call vote, with the vote as follows:

Mark Bishop		Sheena Gaddis	Yes
Karen Bracken		Wendall Lewis	Yes
Greg Brooks	Yes	John Pippenger	Yes
Mike Curbow	Yes	Daren Waters	Yes
Daniel Deal	Yes		

7 Yes Chairperson Curbow declared the motion approved.

Approval of Reports of Offices

Commissioner Pippenger made a motion to approve the reports as submitted. Commissioner Lewis seconded the motion. Chairperson Curbow asked for a roll call vote, with the vote as follows:

Mark Bishop		Sheena Gaddis	Yes
Karen Bracken		Wendall Lewis	Yes
Greg Brooks	Yes	John Pippenger	Yes
Mike Curbow	Yes	Daren Waters	Yes
Daniel Deal	Yes		

7 Yes Chairperson Curbow declared the motion approved.

#### Approval of Notaries

Commissioner Lewis a motion to approve the notaries listed. Commissioner Brooks seconded the motion. Chairperson Curbow asked for a roll call vote, with the vote as follows:

Mark Bishop		Sheena Gaddis	Yes
Karen Bracken		Wendall Lewis	Yes
Greg Brooks	Yes	John Pippenger	Yes
Mike Curbow	Yes	Daren Waters	Yes
Daniel Deal	Yes		

7 Yes Chairperson Curbow declared the motion approved.

#### Approval of Budget Amendments: School Department #2 and #3

School Department #2 (from November) CORRECTED #2 presented tonight  
School Department #3

Commissioner Pippenger made a motion to approve budget amendments #2 and #3 for the School Department. Commissioner Lewis seconded the motion. Chairperson Curbow asked for a roll call vote, with the vote as follows:

Mark Bishop		Sheena Gaddis	Yes
Karen Bracken		Wendall Lewis	Yes
Greg Brooks	Yes	John Pippenger	Yes
Mike Curbow	Yes	Daren Waters	Yes
Daniel Deal	Yes		

7 Yes Chairperson Curbow declared the motion approved.

#### Fund 189 Budget Amendment #2: \$30,000.00

Commissioner Waters made a motion to approve budget amendment #2 as presented. Commissioner Pippenger seconded the motion. Chairperson Curbow asked for a roll call vote, with the vote as follows:

Mark Bishop		Sheena Gaddis	Yes
Karen Bracken		Wendall Lewis	Yes
Greg Brooks	Yes	John Pippenger	Yes
Mike Curbow	Yes	Daren Waters	Yes
Daniel Deal	Yes		

7 Yes Chairperson Curbow declared the motion approved.

#### Drug Fund 122: Budget Amendment #3 and #4

Commissioner Waters made a motion to approve budget amendments #3 and #4 as presented. Commissioner Lewis seconded the motion. Chairperson Curbow asked for a roll call vote, with the vote as follows:

Mark Bishop		Sheena Gaddis	Yes
Karen Bracken		Wendall Lewis	Yes
Greg Brooks	Yes	John Pippenger	Yes
Mike Curbow	Yes	Daren Waters	Yes
Daniel Deal	Yes		

7 Yes Chairperson Curbow declared the motion approved.

#### County General Fund Budget Amendments #6, #7, #8, and #9

Commissioner Lewis made a motion to approve budget amendments #6, #7, #8, and #9 as presented. Commissioner Pippenger seconded the motion. Chairperson Curbow asked for a roll call vote, with the vote as follows:

Mark Bishop		Sheena Gaddis	Yes
Karen Bracken		Wendall Lewis	Yes
Greg Brooks	Yes	John Pippenger	Yes
Mike Curbow	Yes	Daren Waters	Yes
Daniel Deal	Yes		

7 Yes Chairperson Curbow declared the motion approved.



#### Appointment of Agricultural Extension Committee Members

Commissioner Deal made a motion to appoint Commissioner Greg Brooks and the others listed in the letter from Greg Paxton to the agricultural Extension Committee. Commissioner Pippenger seconded the motion. Chairperson Curbow asked for a roll call vote, with the vote as follows:

Mark Bishop		Sheena Gaddis	Yes
Karen Bracken		Wendall Lewis	Yes
Greg Brooks	Yes	John Pippenger	Yes
Mike Curbow	Yes	Daren Waters	Yes
Daniel Deal	Yes		

7 Yes Chairperson Curbow declared the motion approved.

#### Resolution #1-1-16: To Support Governor Haslam's Insure Tennessee Initiative

Commissioner Waters made a motion to accept the resolution as presented. Commissioner Lewis seconded the motion. Chairperson Curbow asked for a roll call vote, with the vote as follows:

Mark Bishop		Sheena Gaddis	No
Karen Bracken		Wendall Lewis	Yes
Greg Brooks	Yes	John Pippenger	Yes
Mike Curbow	Yes	Daren Waters	Yes
Daniel Deal	Yes		

6 Yes 1 No Chairperson Curbow declared the resolution approved.

#### Resolution #1-2-16:

- (1) Authorizing certain parcels of property acquired by Polk County, Tennessee through previous delinquent tax sales to be offered for sale at an amount less than the total amount of taxes, penalty, cost, and interest accumulated against the parcel of property, (2) establishing the minimum bid amount for each parcel of property, (3) authorizing the offer of each parcel of property for sale at the minimum amount, (4) authorizing the sale of each parcel of property to the party making the highest and best bid, if bid equals or is greater than minimum bid amount, and (5) authorizing the County Executive to sign quitclaim deeds on behalf of Polk County to the party making the highest and best bid on each parcel of property, if bid equals or is greater than minimum bid amount

Commissioner Deal made a motion to approve the resolution as presented. Commissioner Brooks seconded the motion. Chairperson Curbow asked for a roll call vote, with the vote as follows:

Mark Bishop		Sheena Gaddis	Yes
Karen Bracken		Wendall Lewis	Yes
Greg Brooks	Yes	John Pippenger	Yes
Mike Curbow	Yes	Daren Waters	Yes
Daniel Deal	Yes		

7 Yes Chairperson Curbow declared the resolution approved.

#### Announcements & Statements

1. Commissioner Waters announced the hospital committee is scheduled to meet with the corporate board February 8<sup>th</sup> at 6:30 p.m. at the hospital.

#### SUSPENSION OF RULES OF ORDER

Commissioner Waters made a motion to suspend the rules of order to open a bid an award the bid for the cost of a drug dog. Commissioner Pippenger seconded the motion. Chairperson Curbow asked for a roll call vote, with the vote as follows:



Mark Bishop		Sheena Gaddis	Yes
Karen Bracken		Wendall Lewis	Yes
Greg Brooks	Yes	John Pippenger	Yes
Mike Curbow	Yes	Daren Waters	Yes
Daniel Deal	Yes		

7 Yes Chairperson Curbow declared the motion approved.

Bid for 2<sup>nd</sup> Drug Dog:

Commissioner Pippenger made a motion to approve the bid. Commissioner Brooks seconded the motion. Chairperson Curbow asked for a roll call vote, with the vote as follows:

Mark Bishop		Sheena Gaddis	Yes
Karen Bracken		Wendall Lewis	Yes
Greg Brooks	Yes	John Pippenger	Yes
Mike Curbow	Yes	Daren Waters	Yes
Daniel Deal	Yes		

7 Yes Chairperson Curbow declared the motion approved.

#### CONTINUE WITH ANNOUNCEMENTS & STATEMENTS

- Road Superintendent Thomason asked for support from the commissioners for House Bill 2142 and Senate Bill 2115.
- Commissioner Waters wants to put out bids for lights for the softball field.

Adjourn

Commissioner Waters made a motion to adjourn. Commissioner Deal seconded the motion. As there was no more business to come before the commissioners, this January 28, 2016 meeting adjourned at 8:04 p.m. (EST).

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Mike Curbow, Chairperson

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Angie Sanford, Clerk

POLK COUNTY TENNESSEE  
COUNTY CLERK REVENUE TRANSMITTAL FOR THE MONTH OF

January, 2016

Clerk's Acct. #	County Revenue Acct. #	Description	Amount	Check #
24170	40220	Hotel/Motel Tax	<u>1966.91</u>	<u>3501</u>
24130	40240	Wheel Tax	_____	_____
24140	40250	Litigation Tax – General	_____	_____
24150	40260	Litigation Tax – Spec. Purpose	_____	_____
24110	40270	County Business Tax	_____	_____
	40280	Mineral Severance Tax	_____	_____
24190	40290	Other Local Option Taxes	_____	_____
24120	40330	Beer Tax	<u>19364.48</u>	<u>3501</u>
<del>24210</del>	41110	Marriage Licenses	<u>28.50</u>	<u>3501</u>
	41120	Animal Registration	_____	_____
24240	41140	Cable TV Franchise	_____	_____
24230	41150	Mobile Home Licenses	_____	_____
24220	41510	Beer Permits	_____	_____
24250	41520	Building Permits	_____	_____
24260	41530	Electrical Permits	_____	_____
24270	41540	Plumbing Permits	_____	_____
24280	41550	Food Handling Permits	_____	_____
24410	43350	Copy Fees	_____	_____
	45110	Excess Fees – County Clerk	_____	_____
	45510	Fees in Lieu of Salary – Co. Clerk	<u>11993.76</u>	<u>3503</u>
	40331	Beer Privilege Tax	<u>855.00</u>	<u>3501</u>
	44990	Helping Schools Plates	_____	_____
	43396	Data Processing Fee	<u>41.00</u>	<u>3503</u>
	46835	Vehicle Cert. of Title Fees	<u>1031.00</u>	<u>3503</u>
TOTAL			<u>35280.65</u>	

Angie Sanford County Clerk 1-29-16

SIGNATURE

TITLE

DATE



APPLICATION FOR NOTARY PUBLIC FOR THE STATE OF TENNESSEE  
POLK County, Tennessee

County Clerk Use Only  
☐ Check  
☐ Cash  
Date \_\_\_\_\_

This application must be signed under oath in the presence of a Notary Public and submitted to the County Clerk at least 7 days prior to the meeting of the County Legislative Body at which it is to be considered. Once elected, you must then be commissioned by the Governor. If elected, you will be required to post a bond in the amount of Ten Thousand Dollars (\$10,000). The bond must be filed in the office of the County Clerk, who will accept the required fees and administer the oath of office. You are not authorized to act as a Notary Public until you have received your commission from the Governor, filed your bond, and taken the Oath of Office. If you move your residence or your principal place of business out of this county, you are required by law to notify the County Clerk of the change of address.

Check One: ☐ New ☐ Re-Appointment

PLEASE PRINT: Full Name Deborah Anne Davis  
First Middle Last

Notary Name Deborah Anne Davis  
Print Name that you will use when notarizing documents. (Must match signature below.)

621 Columbus Rd. Social Security Number  
Residence Address (PO BOX AND PHYSICAL) Delano Tenn. 37325  
City State Zip

Self Birth Date \_\_\_\_\_  
Residence Phone \_\_\_\_\_

Name of Employer \_\_\_\_\_ Business Phone (423) 338-1010

Business Address (PO BOX AND PHYSICAL) \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

If presently commissioned as a Notary Public, give expiration date of most current commission 3/31/2016

ELIGIBILITY FOR ELECTION

To qualify for a public office a person must be at least eighteen (18) years of age and be in compliance with Tennessee Code Annotated (TCA 8-18-101). All notaries must be a resident of the county, or have their principal place of business in the county from which they were elected. If an individual has his principal place of business in any county in the state of Tennessee, he shall be eligible for election as a notary at large, although he may reside in a state other than Tennessee (TCA 8-16-101). All notaries must be a U.S. citizen (Public Chapter No. 834, Acts 2008).

All individuals meeting these qualifications are eligible for election as a notary public at large except the following persons:

- (1) Those who have been convicted of offering or giving a bribe, or of larceny, or any other offense declared infamous by law, unless restored to citizenship in the mode pointed out by law;
- (2) Those against whom there is a judgment unpaid for any moneys received by them, in any official capacity, due to the United States, to this state, or any county of this state;
- (3) Those who are defaulters to the treasury at the time of the election, and the election of any such person shall be void;
- (4) Soldiers, sailors, marines, or airmen in the regular army or navy or air force of the United States; and
- (5) Members of congress, and persons holding any office of profit or trust under any foreign power, other state of the union, or under the United States. (8-18-101).
- (6) Those who have been removed from the Office of Notary Public for official misconduct.
- (7) Those who have had a notarial commission revoked by this or any other State.
- (8) Those who have been found by a court to have engaged in the unauthorized practice of law.

I certify that this application has been completed and examined by me and to the best of my knowledge and belief is a true and complete application made in good faith pursuant to the provisions of Chapters 16 and 18, Title 8, of the Tennessee Code Annotated, dealing with Notaries Public.

Deborah Anne Davis 2-1-2016  
Applicant's Signature Date  
(Must match "Notary Name" above)

★ Applicants Signature Must Be Notarized.  
Sworn to and subscribed before me this 2nd day of Feb, 2016  
Angie Spizford  
Signature of Notary Public and Seal  
My commission expires 8-31-16



APPLICATION FOR NOTARY PUBLIC FOR THE STATE OF TENNESSEE  
POLK County, Tennessee

County Clerk Use Only  
☐ Check  
☐ Cash  
Date \_\_\_\_\_

This application must be signed under oath in the presence of a Notary Public and submitted to the County Clerk at least 7 days prior to the meeting of the County Legislative Body at which it is to be considered. Once elected, you must then be commissioned by the Governor. If elected, you will be required to post a bond in the amount of Ten Thousand Dollars (\$10,000). The bond must be filed in the office of the County Clerk, who will accept the required fees and administer the oath of office. You are not authorized to act as a Notary Public until you have received your commission from the Governor, filed your bond, and taken the Oath of Office. If you move your residence or your principal place of business out of this county, you are required by law to notify the County Clerk of the change of address.

Check One: ☐ New ☒ Re-Appointment

PLEASE PRINT: Full Name Karmen Bethany Stewart  
First Middle Last

Notary Name Karmen Stewart  
Print Name that you will use when notarizing documents. (Must match signature below.)

826 Swan Rd Old Fort Tn 37362  
Residence Address (PO BOX AND PHYSICAL) City State Zip

[REDACTED] [REDACTED]  
Residence Phone Birth Date

First Volunteer Bank (423) 338-3200  
Name of Employer Business Phone

P.O. Box 270 219 Ward St Benton Tn 37307  
Business Address (PO BOX AND PHYSICAL) City State Zip

If presently commissioned as a Notary Public, give expiration date of most current commission 03/16/16

ELIGIBILITY FOR ELECTION

To qualify for a public office a person must be at least eighteen (18) years of age and be in compliance with Tennessee Code Annotated (TCA 8-18-101). All notaries must be a resident of the county, or have their principal place of business in the county from which they were elected. If an individual has his principal place of business in any county in the state of Tennessee, he shall be eligible for election as a notary at large, although he may reside in a state other than Tennessee (TCA 8-16-101). All notaries must be a U.S. citizen (Public Chapter No. 834, Acts 2008).

All individuals meeting these qualifications are eligible for election as a notary public at large except the following persons:

- (1) Those who have been convicted of offering or giving a bribe, or of larceny, or any other offense declared infamous by law, unless restored to citizenship in the mode pointed out by law;
- (2) Those against whom there is a judgment unpaid for any moneys received by them, in any official capacity, due to the United States, to this state, or any county of this state;
- (3) Those who are defaulters to the treasury at the time of the election, and the election of any such person shall be void;
- (4) Soldiers, sailors, marines, or airmen in the regular army or navy or air force of the United States; and
- (5) Members of congress, and persons holding any office of profit or trust under any foreign power, other state of the union, or under the United States. (8-18-101).
- (6) Those who have been removed from the Office of Notary Public for official misconduct.
- (7) Those who have had a notarial commission revoked by this or any other State.
- (8) Those who have been found by a court to have engaged in the unauthorized practice of law.

I certify that this application has been completed and examined by me and to the best of my knowledge and belief is a true and complete application made in good faith pursuant to the provisions of Chapters 16 and 18, Title 8, of the Tennessee Code Annotated, dealing with Notaries Public.

Karmen Stewart 02-10-16  
Applicant's Signature Date  
(Must match "Notary Name" above)

★ Applicants Signature Must Be Notarized.

Sworn to and subscribed before me this 10  
day of Feb. 2016

[Signature]  
Signature of Notary Public and Seal

My commission expires 8-31-18



Fund No. 101

No. 10

PROPOSED BUDGET AMENDMENT

To show appropriations for Juvenile citations, envelopes and drug screens.

101-39000	Unassigned	\$700
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Proposed Expenditures of Funds:

101-53500-499	Other Supplies	\$700
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Effect of Proposed Amendment on Departmental Allocated and Total Budget:

As noted above

Comments:

SIGNATURE: \_\_\_\_\_

DEPARTMENT: Juvenile

DATE: \_\_\_\_\_

APPROVED: \_\_\_\_\_

ACTION TAKEN \_\_\_\_\_

Fund No. 101

No. 11

PROPOSED BUDGET AMENDMENT

To show appropriations for legal notices

101-39000	Unassigned	\$1000
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Proposed Expenditures of Funds:

101-51900-332	Legal Notices	\$1000
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Effect of Proposed Amendment on Departmental Allocated and Total Budget:

As noted above

Comments:

SIGNATURE: \_\_\_\_\_

DEPARTMENT: County General

DATE: \_\_\_\_\_

APPROVED: \_\_\_\_\_

ACTION TAKEN \_\_\_\_\_



Fund No. 101

No. 12

PROPOSED BUDGET AMENDMENT

To show appropriations for termite inspection & treatment.

101-39000	Unassigned	\$2600
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Proposed Expenditures of Funds:

101-51900-347	Pest Control	\$2600
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Effect of Proposed Amendment on Departmental Allocated and Total Budget:

As noted above

Comments:

SIGNATURE: \_\_\_\_\_

DEPARTMENT: County General

DATE: \_\_\_\_\_

APPROVED: \_\_\_\_\_

ACTION TAKEN \_\_\_\_\_

Fund No. 101

No. **13**

PROPOSED BUDGET AMENDMENT

To show appropriations for travel to Resource Conference.

101-39000	Unassigned	\$446
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Proposed Expenditures of Funds:

101-52100-355	Travel	\$446
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Effect of Proposed Amendment on Departmental Allocated and Total Budget:

As noted above

Comments:

SIGNATURE: \_\_\_\_\_

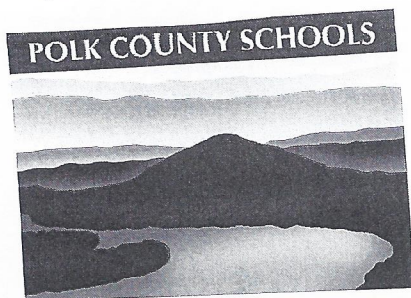
DEPARTMENT: Accounting & Budget

DATE: \_\_\_\_\_

APPROVED: \_\_\_\_\_

ACTION TAKEN \_\_\_\_\_





*"LEARNING FOR A LIFETIME"*

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131 STEPHENS STREET  
P.O. BOX 665  
BENTON, TN 37307  
  
PH . (423) 299-0471  
FAX (423) 338-2691  
WWW.POLK-SCHOOLS.COM

---

DR. JAMES R.  
JONES  
DIRECTOR OF  
SCHOOLS

LOUETTA MOATS  
SUPERVISOR OF INSTRUCTION  
& VOCATIONAL EDUCATION

JEAN BRAMLETT  
SUPERVISOR OF SPECIAL  
EDUCATION

JILL SWAFFORD  
SUPERVISOR OF TESTING  
& TITLE I

LAURA BARNETT  
SUPERVISOR OF TECHNOLOGY

TOMMY FRAZIER  
SUPERVISOR OF

TO: County Commissioners

FROM: Louetta Moats

RE: Lease Approval

Date: January 28, 2016

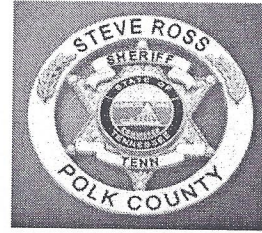
I am requesting approval of lease agreement for the purchase of a lift for Copper Basin High School Auto Tech program. I will lease the lift for two years and then will buy it for \$1.00. They will remove the old lift and install the new one. We will lease it for two years, with a payment of \$14,729.64. Career and Technical Education will pay from Carl Perkins funds, \$7364.82 yearly and the Polk Co. Schools general fund will pay the remaining \$7364.82. The lift will be tracked on the Career and Technical equipment inventory yearly.

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# COUNTY OF POLK

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## OFFICE OF THE SHERIFF



Steve Ross  
Sheriff  
423.338.4540

February 09, 2016

County Commissioners

FYI – The Polk County Sheriff's Office will be accepting bids from qualified food service vendors to provide Jail Food Services for inmates. Bids will be accepted until March 9, 2016 at 9:00am and will be opened on March 17, 2016 at the regularly scheduled County Commission meeting.

Thank you.

Steve Ross  
Sheriff  
Polk County Sheriff's Office