

**RESOLUTION**

No. 2012 / 04 / 01

To the HONORABLE MELVILLE BAILEY, Chairman, and Members of the Hawkins County Board of Commission in Regular Session, met this 23rd day of April, 2012.

**RESOLUTION IN REF:            APPOINTMENT CONFIRMATION OF MARK JOHNSON APPOINTED BY THE COUNTY MAYOR TO FILL CITIZEN SEAT VACATED BY DENNIS DEAL ON THE HAWKINS COUNTY COMMUNICATIONS (E-911) BOARD**

WHEREAS, TN Code Anno 7-86-105 states that the local Emergency Communications Board is to be appointed by the County Mayor and confirmed by the County Commission; and

WHEREAS, Emergency Communications Board member Dennis Deal, whose term was to expire June 30, 2012, has sent a letter of resignation to the County Mayor dated March 27, 2012; and

WHEREAS, Mark Johnson, 1066 Caprice Street, Church Hill, TN is being appointed to fill his term ending June 30, 2012

NOW THEREFORE BE IT RESOLVED that the above name is confirmed for appointment to serve on the Hawkins County E-911 Board of Directors, filling the vacated seat until June 30, 2012.

Introduced By Esq. B. D. Cradic

Seconded By Esq. \_\_\_\_\_

Date Submitted 4-9-12

A. Carroll Jenkins  
County Clerk

By: \_\_\_\_\_

Chairman Melville Bailey

**ACTION:    AYE    NAY    PASSED**

Roll Call    \_\_\_\_\_

Voice Vote    \_\_\_\_\_

Absent    \_\_\_\_\_

COMMITTEE ACTION

\_\_\_\_\_

\_\_\_\_\_

RESOLUTION

No. 2012 / 04 / 02

To the HONORABLE MELVILLE BAILEY, Chairman, and Members of the Hawkins County Board of Commission in Regular Session, met this 23 day of April, 2012.

RESOLUTION IN REF: APPOINTMENT OF THE EQUALIZATION BOARD FOR HAWKINS COUNTY FOR THE 2012-2014 TERM

WHEREAS the Equalization Board is appointed by the County Legislative Body on even calendar years as per TN Code Anno 67-1-401, and

WHEREAS, the board consist of 5 members that are taxpayers and are from different areas of the county with the largest city in the county appointing one member. The term is two (2) years;and

WHEREAS, the following are the current committee and all desire to be re-appointed to the Equalization Board for a two year term ending June 30, 2014.

Mr. Ray Jones
1686 Lee Valley Rd
Sneedville TN 37869

Mr. Roy Greene
213 Big Springs Rd
Rogersville TN 37857

Ken Wood
422 Looney's Gap Road
Surgoinville TN 37873

Mr. Carl Johnson
240 Highland St
Surgoinville TN 37873

Gale Fletcher (appointed by Church Hill)
P.O. Box 441
439 Alexander St
Church Hill TN 37642

Also being nominated are the following names:

Church Hill appointed
(See attached minutes)

Mr. Tommy Morrison, 477 S Central Ave., Church Hill, TN

Shane Bailey nominates
John Metz nominates

Mr. Johnny Lawson, 9449 Hwy 11W, Mooresburg, TN
Chris Manis, 204 E McKinney Ave., Rogersville TN
John Eidson, 306 Bowie Court, Church Hill, TN

THEREFORE, BE IT RESOLVED that the people listed below have been appointed as the Equalization Board for Hawkins County for the term of 2012-2014.

- 1. Tommy Morrison (appointed by Church Hill)
2.
3.
4.
5.

Introduced By Esq. Virgil Mallett

Seconded By Esq. \_\_\_\_\_

Date Submitted 4-9-12

A. Carroll Jenkins
County Clerk

By: Melville Bailey
Chairman

ACTION: AYE NAY PASSED

Roll Call \_\_\_\_\_

Voice Vote \_\_\_\_\_

Absent \_\_\_\_\_

COMMITTEE ACTION

## RESOLUTION NO. 12-508

### A RESOLUTION TO APPOINT PAUL TOMMY MORRISON TO THE HAWKINS COUNTY BOARD OF EQUALIZATION.

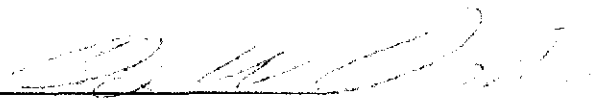
**WHEREAS**, TCA Section 67-1-401 (a), states the county legislative body of each county shall, at the April session of each even year, from the different sections of the county elect, for a term of two (2) years, five (5) freeholders and taxpayers who shall constitute a county board of equalization; and

**WHEREAS**, TCA Section 67-1-401 (4), states in counties that have no city with a population of ten thousand (10,000) or more, one (1) member of the board shall be appointed by the city council or governing board of the largest city or town in the counties; and

**WHEREAS**, the City of Church Hill is the largest city in Hawkins County; and

**NOW THEREFORE**, be it resolved by the Board of Mayor and Aldermen of the City of Church Hill, TN to hereby appoint Paul Tommy Morrison, 477 South Central Ave., Church Hill, TN to the Hawkins County Board of Equalization.

**ADOPTED** this 20th day of March, 2012.

  
\_\_\_\_\_  
**Mayor, Dennis Deal**

Attest:

  
\_\_\_\_\_  
City Recorder, Mark Sandidge

RESOLUTION

No. 2012/ 04 / 03

To the HONORABLE MELVILLE BAILEY, Chairman, and Members of the Hawkins County Board of Commission in Regular Session, met this 23<sup>rd</sup> day of April, 2012.

RESOLUTION IN REF: APPROVAL TO ADOPT A DISCIPLINARY POLICY FOR SAFETY VIOLATIONS FOR THE EMPLOYEES OF HAWKINS COUNTY, TN

WHEREAS, Hawkins County, TN has not has a policy regulating disciplinary action for safety violations of it's employees; and

WHEREAS, the Public Safety Committee met on March 9, 2012 and approved a Disciplinary Policy for Safety Violations for the employees of all department with the exception of the Board of Education.

THEREFORE, BE IT RESOLVED THAT approval be given by the Hawkins County Board of Commissioners for the aforementioned policy.

*Policy Attached*

Introduced By Esq. Bob Palmer, Chrmn. Public Safety Comm.

Seconded By Esq. \_\_\_\_\_

Date Submitted 4-9-12

*A. Carroll Jenkins*  
County Clerk

By: \_\_\_\_\_

Chairman *Melville Bailey*

ACTION: AYE NAY PASSED

Roll Call \_\_\_\_\_

Voice Vote \_\_\_\_\_

Absent \_\_\_\_\_

COMMITTEE ACTION

\_\_\_\_\_  
\_\_\_\_\_

# **DISCIPLINARY POLICY FOR SAFETY VIOLATIONS**

The County of Hawkins has adopted a progressive safety violation discipline policy to identify and address employees violating safety issues. This policy applies to any and all employee conduct that the company, in its sole discretion, determines to be unsafe, and that must be addressed by discipline. No discipline policy can be expected to address each and every safety situation requiring corrective action that may arise in the workplace. Therefore, Hawkins County takes a comprehensive approach regarding safety discipline and will attempt to consider all relevant factors before making decisions regarding discipline.

Probationary employees are held to the highest standards for behavior and job performance. Progressive discipline is the exception rather than the rule for probationary employees.

## **PURPOSE:**

To establish guidelines and steps for disciplinary action taken when safety policies, procedures, rules, or regulations are violated.

## **Scope:**

To encompass all aspects of safety violations in disciplinary guidelines for department managers as well as employees.

## **Responsibility:**

It is the department manager's responsibility to insure all employees have read and completed the form on Page 6 acknowledging receipt of the policy. This form is to be returned to the department manager to be filed in the personnel file located in the County Mayor's office. It is also the department manager's

responsibility to address safety issues that are brought to their attention, and to get them corrected in a timely manner. It is the responsibility of all employees to follow safety rules, regulations and policies, and to report to their department manager any issues that are not safe and need to be corrected.

### **Definitions:**

Safety includes, but is not limited to, department safety rules and policies, State and Federal regulations, including OSHA, EPA, and Fire Marshall. Examples include wearing a seat belt in a company vehicle, wearing required PPE, insuring all safety guards and switches are in good working order before using equipment, ladder safety, lockout/tagout, etc.

### **Overview:**

This policy is intended to provide rules and guidelines for administering disciplinary action to Hawkins County employees who violate safety rules and procedures or who, by their record or actions, indicate a disregard for safety. Safety related disciplinary action will be administered jointly through the Office Holder and the Public Safety Committee. The purpose of this policy is to enhance safety awareness in all employees, and to motivate them to perform their work safely in accordance with established safety rules, procedures, and instructions.

### **Circumstances Leading to Disciplinary Action:**

Listed below are conditions that could be considered for disciplinary action under the provisions of this policy:

- A. Violation of a supervisor's safety related instructions
- B. Violation of established safety rules and/or procedures
- C. Violation of instructions on posted safety related signs
- D. Obvious unsafe actions as may be indicated by the improper use of equipment, horseplay or practical joking, poor housekeeping practices, etc
- E. Lack of concern toward safety instructions and programs.

The above circumstances are not intended to be all-inclusive. Any other circumstances that indicate an employee's disregard for their own safety, the safety of others, or the neglect of proper care for equipment, may also result in disciplinary action under the provisions of this policy.

## **Procedures:**

The twelve (12) month period: 12 months from the date of the incident.

Whenever a supervisor or other member of management observes an employee committing an unsafe act or creating or allowing a hazardous condition to exist, a Safety Violation Warning Notice will be issued and recorded. A copy of the violation form will be retained in the employee's personnel folder, and each time a new violation form is received, the employee's file will be reviewed for previous violations. Where previous violations appear during any 12 month period, the sanctions listed below will be implemented.

## **Disciplinary Steps for Violations:**

Hawkins County will normally adhere to the following progressive disciplinary process:

1. The severity of the safety violation may lead to termination on the first offence or violation. Examples of such violations, but not limited to the noted examples, are carrying a gun into a restricted area, school, and courtroom (unless an officer of the law), or failing a drug or alcohol test while on the job.
2. **VERBAL CAUTION:**  
An employee will be given a verbal caution when he/she engages in unsafe working conditions. As a first step in the progressive safety violation discipline policy, a verbal caution is meant to alert the employee that a problem may exist or that one has been identified, which must be addressed. Verbal warnings will be documented and maintained in the employee's personnel file. A verbal caution remains in effect for 12 months from the date of the offense.
3. **WRITTEN WARNING:**  
A written warning is more serious than a verbal warning. A written warning will be given when an employee engages in unsafe working conditions that justify a written warning or the employee engages in unacceptable work practices during the period that a verbal warning is in effect. Written

warnings are maintained in an employee's personnel file and remains in effect for 12 months from the date of the offense.

4. **SUSPENSION:**

A four (4) day suspension without pay is more serious than a written warning. This offense will be reviewed with the employee, and a written warning, signed by the department manager and the affected employee, will be placed in their personnel file. The time off may not be used as vacation, sick, comp or FMLA time.

An employee will be suspended when he/she engages in conduct that justifies a suspension or the employee engages in unsafe working conditions that justify a suspension during the period that a written warning is in effect. An employee's suspension will be documented and, regardless of the length of the suspension issued, the documentation will remain in the personnel file.

5. **TERMINATION:**

In the event a fourth violation occurs, an employee will be terminated. The violation will be documented in writing, reviewed with the employee, signed by the employee and the department manager, and filed in the personnel file.

While Hawkins County will generally take disciplinary action in a progressive manner, it reserves the right, in its sole discretion, to decide whether and what disciplinary action will be taken in a given situation.

6. The safety violations will be on record for 12 months from the date of the incident.
7. To be considered a safety violation, the occurrence must be within the affected employee's control. The employee cannot have a safety violation if they have not been provided the proper PPE, equipment, or tools to do the assigned work safely.



All pertinent facts will be carefully reviewed and the employee will be given a full opportunity to explain his/her conduct before any decision is reached.

At any point an employee displaying disregard for safety, or incorrigibility after violations, may be terminated at the discretion of management.

Employees working with the offender may be subject to the same reprimands as the offender, as determined by management. The safety intent requires all employees to report unsafe behavior and all employees have STOP WORK authority.

# HAWKINS COUNTY GOVERNMENT

## RE: Disciplinary Policy for Safety Violations

I do hereby certify that I have received and read the Hawkins County Government Disciplinary Policy for Safety Violations. I understand that if my safety performance is in violation of this policy, I am subject to discipline by suspension and/or termination.

---

Name of Employee (please print)

---

Employee's Signature

---

Date

## EMPLOYEE SAFETY VIOLATION WARNING NOTICE

Employee	Warning Date
Department	Office Holder / Supervisor
VIOLATION(S):	
WARNING(S):	
WARNING	DATE
	ORAL
	WRITTEN
	SIGNED
#1	
#2	
#3	
#4	
COMPANY STATEMENT	
EMPLOYEE STATEMENT	
ACTION TAKEN	
<b>I have read this Warning Notice and understand it.</b>	
EMPLOYEE'S SIGNATURE:	DATE:
SUPERVISOR'S SIGNATURE:	DATE:
_____ This form was refused by Employee	
SUPERVISOR'S SIGNATURE:	DATE :

**RESOLUTION**

No. 2012 / 04 / 04

To the HONORABLE MELVILLE BAILEY, Chairman, and Members of the Hawkins County Board of Commission in Regular Session, met this 23rd day of April, 2012.

**RESOLUTION IN REF:            APPROVAL TO PARTICIPATE IN THE THREE-STAR PROGRAM**

**WHEREAS**, the Tennessee Department of Economic and Community Development is committed to assist the communities it serves in creating opportunities for sustained economic growth through the Three-Star Program; and

**WHEREAS**, participation in the Three-Star Program affords certified communities the opportunity to develop and implement programs affecting the economic appeal and viability considered by business and industry in making investment decisions; and

**WHEREAS**, certification as a Three-Star community in the Three-Star Program involves a cooperative effort by numerous local entities;

**WHEREAS**, Nancy Barker is the designated contact for the Three-Star Program.

**NOW, THEREFORE, BE IT RESOLVED**, by the county legislative body of Hawkins County, Tennessee, meeting in regular session on this 23rd day of April, 2012 in Rogersville, Hawkins County, Tennessee, that Hawkins County will participate in the Three-Star Program.

Introduced By Esq.            John Metz

Seconded By Esq. \_\_\_\_\_

Date Submitted 4-9-12

A. Carroll Jenkins  
County Clerk

By: \_\_\_\_\_

Chairman \_\_\_\_\_

ACTION:    AYE    NAY    PASSED

Roll Call    \_\_\_\_\_

Voice Vote    \_\_\_\_\_

Absent    \_\_\_\_\_

COMMITTEE ACTION

RESOLUTION

No. 2012/ 04 / 05

To the HONORABLE MELVILLE BAILEY, Chairman, and Members of the Hawkins County Board of Commission in Regular Session, met this 23rd day of April, 2012.

RESOLUTION IN REF: **AFFIRM COMPLIANCE WITH FEDERAL TITLE VI REGULATIONS**

WHEREAS, both Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 provide that no person in the United States shall, on the ground of race, color or national origin be excluded from participation in, be denied the benefits of or be subjected to discrimination under any program or activity receiving federal financial assistance; and

WHEREAS, the Tennessee Attorney General opined in Opinion No. 92.47 that state and local governments are required to comply with Title VI of the Civil Rights Act in administering federally funded programs; and

WHEREAS, the Community Development Division of the Tennessee Department of Economic and Community Development administers the Three-Star Program and awards financial incentives for communities designated as Three-Star communities; and

WHEREAS, by virtue of the Tennessee Department of Economic and Community Development receiving federal financial assistance all communities designated as Three-Star communities must confirm that the community is in compliance with the regulations of Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987.

NOW, THEREFORE, BE IT RESOLVED, by the county legislative body of Hawkins County, Tennessee, meeting in regular session at Rogersville, Hawkins County, Tennessee, that:

SECTION 1. The legislative body of Hawkins County declares that the county is in compliance with the federal Title VI regulations.

SECTION 2. The Department of Economic and Community Development may from time to time monitor the county's compliance with federal Title VI regulations.

SECTION 3. This Resolution shall take effect upon adoption, the public welfare requiring it.

Introduced By Esq. John Metz  
Seconded By Esq. \_\_\_\_\_  
Date Submitted 4-9-12  
A. Carroll Jenkins  
County Clerk  
By: \_\_\_\_\_  
Chairman \_\_\_\_\_

ACTION: AYE NAY PASSED  
Roll Call \_\_\_\_\_  
Voice Vote \_\_\_\_\_  
Absent \_\_\_\_\_  
COMMITTEE ACTION \_\_\_\_\_

**RESOLUTION**

**NO. 2012/04/06**

To the HONORABLE MELVILLE BAILEY, Chairman, and Members of the Hawkins County Board of Commissioners in Regular Session, met this 23<sup>rd</sup> day of APRIL, 2012

**RESOLUTION IN REF:**

**RED ROCK LANE BE ACCEPTED AS A COUNTY ROAD AND INCLUDED IN THE 2012 HAWKINS COUNTY ROAD LIST**

WHEREAS, an amendment was made to include Red Rock Lane in the 2012 Hawkins County Road List and was tabled at the March 26, 2012 County Commission Meeting.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS that the amendment be removed from the table and Red Rock Lane be accepted as a county road and included in the 2012 Hawkins County Road List.

INTRODUCED BY: Charlie Newton

ACTION:            AYE    NAY    PASSED

SECONDED BY: \_\_\_\_\_

ROLL CALL            \_\_\_\_\_

DATE SUBMITTED: 04/09/2012  
A. Carroll Jenkins

VOICE VOTE            \_\_\_\_\_

COUNTY CLERK  
BY: A. Carroll Jenkins

ABSENT                \_\_\_\_\_

COMMITTEE ACTION: \_\_\_\_\_

\_\_\_\_\_  
CHAIRMAN: MELVILLE BAILEY

RESOLUTION

No. 2012 04 107

To the HONORABLE MELVILLE BAILEY, Chairman, and Members of the Hawkins County Board of Commission in Regular Session, met this 23rd day of April, 2012.

RESOLUTION IN REF: **ADOPTION OF ADDITIONAL POWERS PURSUANT TO TCA §5-1-118**

WHEREAS, TCA § 5-1-118 provides, inter alia, that the County by two-thirds (2/3) vote of the County Legislative Body may adopt and exercise those powers granted to municipalities pursuant to TCA § 6-2-201(22)(23) except as otherwise provided in TCA § 5-1-118; and

WHEREAS, it has been determined that Hawkins County, Tennessee needs to adopt these additional powers for the purpose of regulating businesses, promoting the general welfare pursuant to the health, morals, comfort, safety and convenience of its inhabitants, prescribing limits which business occupations and practices may be established, conducted or maintained, exercising general police powers and any other matters as set out in the aforesaid section.

THEREFORE, BE IT RESOLVED that Hawkins County, Tennessee hereby approves and adopts the additional powers set out aforesaid pursuant to TCA § 5-1-118.

Introduced By Esq. John Metz

Seconded By Esq. \_\_\_\_\_

Date Submitted 4-9-12

A. Carroll Jenkins  
County Clerk

By: \_\_\_\_\_

Chairman \_\_\_\_\_

ACTION:    AYE    NAY    PASSED

Roll Call    \_\_\_\_\_

Voice Vote    \_\_\_\_\_

Absent    \_\_\_\_\_

COMMITTEE ACTION

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RESOLUTION

No. 2012/ 04 / 08

To the HONORABLE MELVILLE BAILEY, Chairman, and Members of the Hawkins County Board of Commission in Regular Session, met this 23rd day of April, 2012.

RESOLUTION IN REF: APPROVAL TO AMEND ARTICLES 1, 2, AND 5 OF THE REGULATIONS REGARDING THE SALE AND/OR USE OF FIREWORKS IN HAWKINS COUNTY

WHEREAS, the Regulations Regarding the Sale and/or Use of Fireworks in Hawkins County was approved by the Hawkins County Legislative Body on May 23, 2011, Out Of Order Resolution No. 2011/05/01; and

WHEREAS, the current language and proposed changes (in bold) for Articles 1, 2, and 5 are attached.

THEREFORE, BE IT RESOLVED that approval is given to change the language in Article 1, 2, and 5 of the Regulations Regarding the Sale and/or Use of Fireworks in Hawkins County.

Introduced By Esq. John Metz

Seconded By Esq. \_\_\_\_\_

Date Submitted 4-9-12

A. Carroll Jenkins  
County Clerk

By: \_\_\_\_\_

Chairman \_\_\_\_\_

ACTION: AYE NAY PASSED

Roll Call \_\_\_\_\_

Voice Vote \_\_\_\_\_

Absent \_\_\_\_\_

COMMITTEE ACTION

\_\_\_\_\_

\_\_\_\_\_



Current and Proposed language changes to Articles 1, 2, and 5 of the Regulations Regarding the Sale and/or Use of Fireworks in Hawkins County. Language change is in bold print.

#### Article 1. (Current)

The retail sale of fireworks shall be allowed from a permanent location and from temporary locations with proper permits and licensing from the State of Tennessee Fire Marshall Office and through the County Clerk's office of Hawkins County.

#### Proposed change:

The retail sale of fireworks shall be allowed from a permanent location and from a **"seasonal location" by an authorized "seasonal retailer" as defined In Article 2** with proper permits and licensing from the State of Tennessee Fire Marshal Office, and through the County Clerk's Office of Hawkins County.

#### Article 2. (Current)

A permanent location shall be defined as commercial property with a permanent structure standing year round within Hawkins County indicated solely for the sell of fireworks as approved by the state Fire Marshal. Temporary "seasonal" locations shall be defined as any structure that is strictly for short-term use (tents), with pre-established dates and times set forth by the State of Tennessee and meets all criteria set forth by the State of Tennessee and Hawkins County.

#### Proposed change:

A permanent location shall be defined as commercial property with a permanent structure standing year round within Hawkins County indicated solely for the sell of fireworks as approved by the state Fire Marshal. A **"seasonal location" shall be limited to sales from a Hawkins County volunteer fire department's permanent location. The acceptance of a volunteer fire department as a "seasonal retailer" shall apply only if fireworks are sold from the permanent structure by which the volunteer fire department resides. Temporary locations or tents are no longer authorized as an approved retail location within Hawkins County, regardless of the seller qualifying as a "seasonal retailer"**.

#### Article 5. (Current)

The annual permit fee for each state approved permanent location conducting fireworks sales in Hawkins County shall be set at \$300.00 renewable annually. Seasonal locations shall be required to pay a permit fee of \$300.00 per each state approved location. Seasonal permits shall be issued and expire during the dates prescribed by the State Fire Marshal's Office outlining Seasonal sales dates by Tennessee Code.

#### Proposed change:

The annual permit fee for each state approved permanent location conducting fireworks sales in Hawkins County shall be set at \$300.00 renewable annually. "Seasonal locations" shall be required to obtain a permit per each state approved location **but, will not be required to pay a permit fee to Hawkins County. Any fees assessed by the state Fire Marshall and/or other government entities will be the responsibility of the volunteer fire department as an authorized "seasonal retailer"**. Seasonal permits shall be issued and expire during the dates prescribed by the State Fire Marshal's Office outlining Seasonal sales dates by Tennessee Code.

RESOLUTION

No. 2012 04 109

To the HONORABLE MELVILLE BAILEY, Chairman, and Members of the Hawkins County Board of Commission in Regular Session, met this 23th day of April, 2012.

RESOLUTION IN REF: APPROVAL OF 48 MONTH LEASES FOR KYOCERA COPY MACHINES FROM ROGERSVILLE OFFICE SUPPLY FOR THE HAWKINS CO SHERIFF'S OFFICE

WHEREAS, the lease on the copy machine at the Hawkins County Sheriff's office has ended and the department desires to enter into lease agreements for 48 months with Rogersville Office Supply for four (4) new copy machines; and

WHEREAS, the department is in need (4) copy machines for different offices and jail. The lease agreements would consist of the following machines:

- (1) - Kyocera TA5500i - at \$234.92 per month, plus a .006 cent per copy charge  
Includes stapling, fax & overwrite protection
- (1) - Kyocera TA5500i - at \$208.91 per month, plus a .006 per copy charge  
Includes fax & overwrite protection-No stapling
- (2) - Kyocera Model F1135- at \$29.46 per month, plus a .00125 per copy charge

The agreements will include maintenance and supplies, excluding paper and staples.

THEREFORE, BE IT RESOLVED THAT the four (4) lease agreements for the above referenced copy machines and amounts be approved for the Hawkins County Sheriff's office and jail.

See attached quote

Introduced By Esq. Charlie Freeman

Seconded By Esq. \_\_\_\_\_

Date Submitted 4-9-12

A. Carroll Jenkins  
County Clerk

By: \_\_\_\_\_

Chairman Melville Bailey

ACTION: AYE NAY PASSED

Roll Call \_\_\_\_\_

Voice Vote \_\_\_\_\_

Absent \_\_\_\_\_

COMMITTEE ACTION

\_\_\_\_\_

\_\_\_\_\_

2-10-12  
Sheriff ✓

**COPIER QUOTE REQUEST**

Hawkins County is asking for quotes on the following copy machine. Please see attached sheets for the copier. They may be mailed, faxed to 272-1867, e-mailed to me at [martha.wallace@hawkinscountyttn.gov](mailto:martha.wallace@hawkinscountyttn.gov) or hand delivered to Hawkins County Mayors office, 150 Washington St., Rogersville TN.

Specifications for quotes are to include the following, if different please state.

Please **return all pages to:** Hawkins County Mayor's office by 10:00 a.m. , February 10, 2012

Vendor Name ROGERSVILLE OFFICE SUPPLY  
Address 500 WEST MAIN ROGERSVILLE, TN.  
Phone Number 423-272-7664

Signature Dean W. Woody

Requesting quote for each speed of machine listed below

**Specifications (Minimum)**

Speed: 50 pages per minute (with stand)      Black & White copies only

Term: 48 Month lease to include Maintenance. If separate maintenance contract is being used please include with quote.

Paper Handling:

- DADF, 75 sheet capacity (minimum)
- Bypass, 100 sheet capacity, max. paper size up to 11x17 in. (minimum)
- Two 500 sheet Paper Trays ( please indicate if more than 2 paper trays is included in stand)
- Large Capacity Paper Tray
- Paper size capability – invoice to ledger
- 

Copy:

- Warm up time (please indicate time) < 2.3 sec.
- First page out time: Please indicate time < 4.3 sec.
- Automatic 2-sided/duplex, touch screen, automatic reduction/enlargement, auto paper selection, automatic tray selection,

Print:

- Please include Print prescribe, interfaces and program compatibility for each machine.

Finishing:

- Collating
- Stapling (if not standard feature then add in options if additional cost.)

OPTIONS ( If options are standard feature please indicate)

Scan/e-mail:

- Scan to e-mail, Scan to file/network repository
- Resolutions, up to 200x600dpi,
- B&W & color scanning
- Scanning software to be included
- Scan to SMTP
- Access and authentication for local user
- Network address list search

Fax: Faxing capability standard to machine being quoted

Network Printer Option:

- Network printer option
- State if software will be a part of copier and if there will be a charge for installing software on computers.

Scan:

- Scan to e-mail, scan to PC desktop, scan to FTP, thumbnail preview from device
- Free software for turning a scanned copy into a word document.)
- Please state which scan option software you are quoting
- Text searchable PDF, XPS, JPEG, TIFF, Multi-page TIFF, Mixed sized originals, Scan build job, Auto color

**Other Feature:**

**Image Overwrite Security** option that electronically erases data processed to the hard disk in print, copy, scan, internet fax and server fax modes that will eliminate data stored as part of routine job processing, electronic erasing that can be performed immediately after every job or on demand. Must be Federal Government Certified.

The copier must have this feature if it has a hard drive

**Copy Overwrite:** Is this a ~~standard~~ feature \_\_\_\_\_ or extra \_\_\_\_\_ @ \$ 11.46 per month.  
( If not a standard feature please quote as an option)

**Lease & Maintenance:**

Lease pricing (including maintenance and cost per impression) is fixed for entire lease period.

All paper sizes billed at one "click" or impression i.e. 11x17 is only charged as one copy/print.

Delivery of all supplies at no charge (excludes paper)

Genuine OEM supplies must be delivered and used on equipment

No charge for service copies/prints made while technician is working on equipment

No charge for scans made on equipment

**Satisfaction of machine:**

Hawkins County has right for exchange of equipment if not satisfied with machine performance for entire lease period. This is solely done at Hawkins County discretion.

\_\_\_\_\_ Yes \_\_\_\_\_ No

**Payment:**

Will there be down payments/security deposits required on lease? \_\_\_\_\_ Yes  No

Will there be any documentation fees for lease processing? \_\_\_\_\_ Yes  No

State Monthly billing time for lease, either \_\_\_\_\_ beginning of month or \_\_\_\_\_ arrears

*Billing time is timed w/ installation of machine.*

**Delivery & Setup:**

Will there be any extra charges for the following?

Delivery \_\_\_\_\_ Yes  No ( If yes, please state charge) \$ \_\_\_\_\_

Network setup and on-going support \_\_\_\_\_ Yes  No  
( If yes please state charge) \$ \_\_\_\_\_

**End of Lease Options:**

Please state end of lease options, whether FMV \_\_\_\_\_ YES  NO.

Will there be any charges for removal from site if lease is not renewed? \_\_\_\_\_ Yes  No

If so please state amount. \$ \_\_\_\_\_

**Image Overwrite Feature:**

Is the feature Federal Government certified \_\_\_\_\_ Yes  No

Black /white only Please send a spec sheet with machine you are quoting.

Make: KYOCERA Model: TA 5500i

Monthly lease (48 months) \$161.20 2DR. per month.  
~~\$174.60~~ 2DR + DUAL

1500 sheet trays

Do not add a number of monthly copies to your monthly price. We will do that when we sign lease papers if we chose too.

**Maintenance** ( that include all supplies except paper & staples)

Per copy charge .006 Black/white

OPTIONS: The following may be added to quote amount. If any of the features are standard please indicate.

Scanning capability	\$ _____ per month	<input checked="" type="checkbox"/> Standard
Network interface	\$ _____ per month	<input checked="" type="checkbox"/> Standard
Stapling capability	\$ <u>26.01</u> per month	_____ Standard
Faxing capability	\$ <u>22.85</u> per month	_____ Standard
Overwrite feature	\$ <u>11.46</u> per month	_____ Standard

2-10-12  
Sheriff

**COPIER QUOTE REQUEST**

Hawkins County is asking for quotes on the following copy machine. Please see attached sheets for the copier. They may be mailed, faxed to 272-1867, e-mailed to me at [martha.wallace@hawkinscountyttn.gov](mailto:martha.wallace@hawkinscountyttn.gov) or hand delivered to Hawkins County Mayors office, 150 Washington St., Rogersville TN.

Specifications for quotes are to include the following, if different please state.

**Please return all pages to Hawkins County Mayor's office by 10:00 a.m. , February 10, 2012**

Vendor Name Rogersville Office Supply  
Address 500 West Main, Rogersville, TN.  
Phone Number 423-272-7164  
Signature Diane V. Woody

Requesting quote for each speed of machine listed below  
Specifications (Minimum)

Speed: 35 page per minute-      Table Top      Black & White

Term: 48 Month lease to include Maintenance

Paper Handling:

- DADF, 75 sheet capacity (minimum)
- Bypass, 100 sheet capacity, max. paper size up to 8½ x 14 in. (minimum)
- Two 500 sheet Paper Trays ( please indicate if more than 2 paper trays is included in stand)
- Paper size capability – invoice to legal
- 

Copy:

- Warm up time (please indicate time) < 20 sec.
- First page out time: Please indicate time < 6.9 sec
- Automatic 2-sided/duplex, touch screen, automatic reduction/enlargement, auto paper selection, automatic tray selection,

Print:

- Please include Print prescribe, interfaces and program compatibility for each machine.

Finishing:

- Collating
- Stapling (if not standard feature then add in options if additional cost.)

OPTIONS ( If options are standard feature please indicate)

Scan/e-mail:

- Scan to e-mail, Scan to file/network repository
- Resolutions, up to 200x600dpi,
- B&W & color scanning
- Scanning software to be included
- Scan to SMTP
- Access and authentication for local user
- Network address list search

Fax: Faxing capability standard to machine being quoted

Network Printer Option:

- Network printer option
- State if software will be a part of copier and if there will be a charge for installing software on computers.

Scan:

- Scan to e-mail, scan to PC desktop, scan to FTP, thumbnail preview from device
- Free software for turning a scanned copy into a word document.)
- Please state which scan option software you are quoting
- Text searchable PDF, XPS, JPEG, TIFF, Multi-page TIFF, Mixed sized originals, Scan build job, Auto color

**Other Feature:**

**Image Overwrite Security** option that electronically erases data processed to the hard disk in print, copy, scan, internet fax and server fax modes that will eliminate data stored as part of routine job processing, electronic erasing that can be performed immediately after every job or on demand. Must be Federal Government Certified.

The copier must have this feature if it has a hard drive

**Copy Overwrite:** Is this a standard feature \_\_\_\_\_ or extra \_\_\_\_\_ @ \$ \_\_\_\_\_ per month.  
( If not a standard feature please quote as an option)

**Lease & Maintenance:**

Lease pricing (including maintenance and cost per impression) is fixed for entire lease period.

All paper sizes billed at one "click" or impression i.e. 11x17 is only charged as one copy/print.

Delivery of all supplies at no charge (excludes paper)

Genuine OEM supplies must be delivered and used on equipment

No charge for service copies/prints made while technician is working on equipment

No charge for scans made on equipment

**Satisfaction of machine:**

Hawkins County has right for exchange of equipment if not satisfied with machine performance for entire lease period. This is solely done at Hawkins County discretion.

\_\_\_\_\_ Yes \_\_\_\_\_ No

**Payment:**

Will there be down payments/security deposits required on lease? Yes  No

Will there be any documentation fees for lease processing? Yes  No

State Monthly billing time for lease, either  beginning of month or  arrears

*Based on Machine installation time.*

**Delivery & Setup:**

Will there be any extra charges for the following?

Delivery  Yes  No ( If yes, please state charge) \$ \_\_\_\_\_

Network setup and on-going support  Yes  No  
( If yes please state charge) \$ \_\_\_\_\_

**End of Lease Options:**

Please state end of lease options, whether FMV  YES  NO.

Will there be any charges for removal from site if lease is not renewed?  Yes  No

If so please state amount. \$ \_\_\_\_\_

**Image Overwrite Feature:**

Is the feature Federal Government certified  Yes  No

**Copy - Black/white**

**Please send a spec sheet with each machine you are quoting.**

Make: KYOCERA Model: FS-1135

1-DR 26.71

Monthly lease (48 months) 2-DR 29.46 per month.

Do not add a number of monthly copies to your monthly price. We will do that when we sign lease papers if we chose too.

**Maintenance** (includes all supplies except paper and staples)

Per copy charge .0125

OPTIONS: The following may be added to quote amount. If any of the features are standard please indicate.

Scanning capability	\$ _____ per month	<input checked="" type="checkbox"/>	Standard
Network interface	\$ _____ per month	<input checked="" type="checkbox"/>	Standard
Stapling capability	\$ <u>N/A</u> per month	<input type="checkbox"/>	Standard
Faxing capability	\$ _____ per month	<input checked="" type="checkbox"/>	Standard
Overwrite feature	\$ <u>N/A</u> per month	<input type="checkbox"/>	Standard



TO THE HONORABLE MELVILLE BAILEY, CHAIRMAN, AND MEMBERS OF THE HAWKINS COUNTY BOARD OF COMMISSIONERS IN REGULAR SESSION, MET THIS 23RD DAY OF APRIL, 2012.

**RESOLUTION IN REFERENCE: BUDGET AMENDMENT - GENERAL FUND**

The following budget amendments are being requested as listed below:

Account Number	Description	Current Budget	Increase	Decrease	Amended Budget
<b>REGISTER OF DEEDS</b>					
<b>Increase Expenditures</b>			<b>Increase</b>		
51600-106	Deputy(ies)	92,831.00	887.00		93,718.00
<b>Decrease Expenditures</b>				<b>Decrease</b>	
51600-169	Part-time Personnel	5,000.00		(887.00)	4,113.00
<b>Sub-total</b>		<b>\$ 97,831.00</b>	<b>\$ 887.00</b>	<b>\$ (887.00)</b>	<b>\$ 97,831.00</b>
The above increase is needed due to this line-item being under-estimated.					
Funding will come from a transfer within the Register of Deeds budget.					
<b>COUNTY BUILDINGS</b>					
<b>Increase Expenditures</b>			<b>Increase</b>		
51800-707	Building Improvements	235,735.00	53,350.00		289,085.00
<b>Sub-total Expenditures</b>		<b>\$ 235,735.00</b>	<b>\$ 53,350.00</b>	<b>\$ 0.00</b>	<b>\$ 289,085.00</b>
<b>Increase Revenue</b>			<b>Increase</b>		
48990	Other Governments and Citizens Groups	6,240.00	53,350.00		59,590.00
<b>Sub-total Revenue</b>		<b>\$ 6,240.00</b>	<b>\$ 53,350.00</b>	<b>\$ 0.00</b>	<b>\$ 59,590.00</b>
The above increase is needed to budget repairs to the Library, the storage building and the Kenner House.					
Funding will come from insurance recovery through the Hawkins County Library Board's insurance policy.					
<b>PROPERTY ASSESSOR</b>					
<b>Increase Expenditures</b>			<b>Increase</b>		
52300-106	Deputy(ies)	165,493.00	266.00		165,759.00
52300-204	State Retirement	21,368.00	25.00		21,393.00
<b>Decrease Expenditures</b>				<b>Decrease</b>	
52300-201	Social Security	17,230.00		(291.00)	16,939.00
<b>Sub-total</b>		<b>\$ 204,091.00</b>	<b>\$ 291.00</b>	<b>\$ (291.00)</b>	<b>\$ 204,091.00</b>
The above increases are needed due to these line-items being under-estimated.					
Funding will come from transfers within the Property Assessor's budget.					
		<b>Current Budget</b>	<b>Increase</b>	<b>Decrease</b>	<b>Amended Budget</b>
<b>Page Totals- Expenditures</b>		<b>\$ 537,657.00</b>	<b>\$ 54,528.00</b>	<b>\$ (1,178.00)</b>	<b>\$ 591,007.00</b>
<b>Page Totals- Revenues</b>		<b>\$ 6,240.00</b>	<b>\$ 53,350.00</b>	<b>\$ 0.00</b>	<b>\$ 59,590.00</b>

INTRODUCED BY: Gary Hicks, Chrmn Budget Committee

ESTIMATED COST \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

PAID FROM \_\_\_\_\_ FUND \_\_\_\_\_

ACTION: AYE NAY

DATE SUBMITTED 4-9-12

ROLL CALL \_\_\_\_\_

COUNTY CLERK: A. CARROLL JENKINS

VOICE VOTE \_\_\_\_\_

BY: A. Carroll Jenkins

ABSENT \_\_\_\_\_

COMMITTEE ACTION: \_\_\_\_\_

APPROVED \_\_\_\_\_

DISAPPROVED \_\_\_\_\_

CHAIRMAN: \_\_\_\_\_

Melville Bailey  
MELVILLE BAILEY



Account Number	Description	Current Budget	Increase	Decrease	Amended Budget
	<b>JAIL</b>				
	<b>Increase Expenditures</b>		<b>Increase</b>		
54210-187	Overtime Pay	30,000.00	10,000.00		40,000.00
54210-421	Food Preparation Supplies	10,000.00	3,000.00		13,000.00
54210-499	Other Supplies and Materials	25,000.00	6,000.00		31,000.00
54210-707	Building Improvements	0.00	14,500.00		14,500.00
54210-709	Data Processing Equipment	3,500.00	1,000.00		4,500.00
54210-710	Food Service Equipment	3,000.00	2,500.00		5,500.00
54210-719	Office Equipment	1,000.00	500.00		1,500.00
54210-790	Other Equipment	500.00	1,500.00		2,000.00
54210-799	Other Capital Outlay	1,000.00	2,000.00		3,000.00
	<b>Decrease Expenditures</b>			<b>Decrease</b>	
54210-160	Guards	884,165.00		(10,000.00)	874,165.00
54210-169	Part-time Personnel	12,500.00		(6,500.00)	6,000.00
54210-335	Maintenance & Repair Serv-Building	6,500.00		(3,000.00)	3,500.00
54210-451	Uniforms	8,000.00		(1,500.00)	6,500.00
54210-507	Medical Claims	100,000.00		(20,000.00)	80,000.00
	<b>Sub-total</b>	<b>\$ 1,085,165.00</b>	<b>\$ 41,000.00</b>	<b>\$ (41,000.00)</b>	<b>\$ 1,085,165.00</b>
The increase in Overtime Pay is needed to pay end of year and unused holiday time. Food Preparation Supplies and Other Supplies and Materials were under-estimated. The increase in Building Improvements is needed to make appropriations to replace an old AC unit that was from the Kmart Building. The increase in Data Processing Equipment is needed to purchase a computer. The increase in Food Service Equipment is needed to purchase a food cart. The increase in Office Equipment is needed to purchase a laminator. The increase in Other Equipment is needed to purchase a restraint chair. The increase in Other Capital Outlay is needed to purchase a ladder and shelving units for the kitchen.					
Funding will come from transfers within the Jail budget.					
	<b>SENIOR CITIZENS ASSISTANCE</b>	<b>Current Budget</b>			<b>Amended Budget</b>
	<b>Increase Expenditures</b>		<b>Increase</b>		
56300-709	Data Processing Equipment	0.00	700.00		700.00
	<b>Decrease Expenditures</b>			<b>Decrease</b>	
56300-425	Gasoline	1,000.00		(300.00)	700.00
56300-499	Other Supplies and Materials	500.00		(400.00)	100.00
	<b>Sub-total</b>	<b>\$ 1,500.00</b>	<b>\$ 700.00</b>	<b>\$ (700.00)</b>	<b>\$ 1,500.00</b>
The above increase is needed to purchase a new computer to replace the old one that quit working.					
Funding will come from a transfer within the Senior Citizens Assistance budget.					
	<b>Page Totals - Expenditures</b>	<b>\$ 1,086,665.00</b>	<b>\$ 41,700.00</b>	<b>\$ (41,700.00)</b>	<b>\$ 1,086,665.00</b>
	<b>Page Totals - Revenues</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>







RESOLUTION NO. 2012/04/13

TO THE HONORABLE MELVILLE E. BAILEY, CHAIRMAN, AND MEMBERS OF THE HAWKINS COUNTY BOARD OF COMMISSIONERS IN REGULAR SESSION, MET THIS 23rd DAY OF APRIL 2012.

**RESOLUTION IN REF: GENERAL PURPOSE SCHOOL FUND BUDGET AMENDMENT**

WHEREAS, the Hawkins County Board of Education has approved the attached budget amendment to the Federal Projects Fund, and now requests approval of said amendment by the Hawkins County Board of Commissioners.

NOW THEREFORE BE IT RESOLVED THAT the Hawkins County Board of Commissioners, meeting in regular session, April 23, 2012, go on record as passing this resolution.

Introduced by Esq. Gary Hicks

Estimated Cost: \_\_\_\_\_

Seconded by Esq. \_\_\_\_\_

Paid From \_\_\_\_\_ Fund

ACTION:    Aye    Nay

Date Submitted 4-9-12

Roll Call    \_\_\_\_\_    \_\_\_\_\_

County Clerk: A. Carroll Jenkins

Voice Vote    \_\_\_\_\_    \_\_\_\_\_

By: A. Carroll Jenkins

Absent    \_\_\_\_\_    \_\_\_\_\_

COMMITTEE ACTION:

APPROVED

DISAPPROVED

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CHAIRMAN: Melville E. Bailey

FUND: 141 GENERAL PURPOSE SCHOOL FUND  
 AMENDMENT NUMBER: 6  
 DATE: March 30, 2012

ORIGINAL BUDGET AMOUNT	52,375,554.00
PREVIOUS AMENDMENTS	580,390.28
<b>TOTAL</b>	<b>52,955,944.28</b>
REQUESTED AMENDMENT	-
<b>TOTAL</b>	<b>52,955,944.28</b>

Desc Code	ACCOUNT NO	DESCRIPTION	CURRENT BUDGET	INCREASE	DECREASE	AMENDED BUDGET
		<b>EXPENDITURES</b>				
		<b>71100 REGULAR EDUCATION PROGRAM</b>				
3,8	71100-449	Textbooks	702,977.00		11,175.00	691,802.00
		<b>Subtotal</b>	<b>702,977.00</b>	<b>-</b>	<b>11,175.00</b>	<b>691,802.00</b>
		<b>71150 ALTERNATIVE INSTRUCTION PROGRAM</b>				
6	71150-195	Certified Substitute Teachers	1,023.00	1,000.00		2,023.00
6	71150-198	Non-Certified Substitute Teachers	4,000.00		1,000.00	3,000.00
		<b>Subtotal</b>	<b>5,023.00</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>5,023.00</b>
		<b>72110 ATTENDANCE</b>				
5	72110-355	Travel	8000	1500		9,500.00
5	72110-499	Other Supplies and Materials	3000		1000	2,000.00
5	72110-704	Attendance Equipment	3000		500	2,500.00
		<b>Subtotal</b>	<b>14,000.00</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>14,000.00</b>
		<b>72120 HEALTH SERVICES</b>				
9	72120-355-CSH	Travel	6,000.00		2,474.97	3,525.03
2	72120-399	Other Contracted Services	3,500.00		1,000.00	2,500.00
9	72120-399-CSH	Other Contracted Services	500.00		500.00	-
2	72120-413	Drugs and Medical Supplies	18,000.00	8,000.00		26,000.00
2	72120-499	Other Supplies and Materials	69,480.27		9,600.00	59,880.27
2	72120-599	Other Charges	59,544.00		10,000.00	49,544.00
9	72120-599-CSH	Other Charges	29,044.00	2,974.97		32,018.97
2	72120-735	Health Equipment	12,000.00	12,600.00		24,600.00
		<b>Subtotal</b>	<b>198,068.27</b>	<b>23,574.97</b>	<b>23,574.97</b>	<b>198,068.27</b>
		<b>72210 REGULAR INSTRUCTION PROGRAM</b>				
7	72210-599-T	Other Charges	61,400.00	50,000.00		111,400.00
7	72210-790-T	Other Equipment	250,000.00		50,000.00	200,000.00
		<b>Subtotal</b>	<b>311,400.00</b>	<b>50,000.00</b>	<b>50,000.00</b>	<b>311,400.00</b>
		<b>72310 BOARD OF EDUCATION</b>				
8	72310-305	Audit Services	26,000.00	1,175.00		27,175.00
		<b>Subtotal</b>	<b>26,000.00</b>	<b>1,175.00</b>	<b>-</b>	<b>27,175.00</b>
		<b>72510 FISCAL SERVICES</b>				
3	72510-399	Other Contrated Services	14,000.00	10,000.00		24,000.00
		<b>Subtotal</b>	<b>14,000.00</b>	<b>10,000.00</b>	<b>-</b>	<b>24,000.00</b>
		<b>72710 TRANSPORTATION</b>				
4	72710-729	Transporation Equipment	-	384,820.00		384,820.00
		<b>Subtotal</b>	<b>-</b>	<b>384,820.00</b>	<b>-</b>	<b>384,820.00</b>
		<b>76100 REGULAR CAPITAL OUTLAY</b>				
1	76100-707-M	Building Improvements	831,891.00	14,426.40		846,317.40
		<b>Subtotal</b>	<b>831,891.00</b>	<b>14,426.40</b>	<b>-</b>	<b>846,317.40</b>



		<b>TOTAL EXPENDITURES</b>	<b>2,103,359.27</b>	<b>486,496.37</b>	<b>87,249.97</b>	<b>2,502,605.67</b>
		<b>RESERVES &amp; FUND BALANCE</b>				
3	39000	Budgeted Undesignated Fund Balance	496,969.04	399,246.40	-	896,215.44
		This budget amendment is to budget for the following:				
1		Bleachers for Volunteer HS and Cherokee HS				
2		The increase in Drugs and Medical Supplies is needed to purchase first aid supplies for the school clinics. The increase in Equipment is needed to purchase audiometers, stadiometers, scales and ipads for the school clinics. Funding will come from transfers within the Health Services budget.				
3		Update to Local Government Accounting software with enhanced reporting and budgeting programs				
4		To purchase buses without financing through the county.				
5		More funds are expected to be expended for travel (2 Truancy Officers, Attendance Secretary, Attendance Supervisor, and the Data Clerks) than originally budgeted.				
6		There were more certified subs used than non-certified subs.				
7		ENA Charges				
8		Auditing Services were slightly more than what was planned for.				
9		All travel costs for April, May, and June have been accounted for. Due to Rural Health and Welmont providing free services, no money was needed in contracted services.				

### Fund Balance Analysis

			<b>Beginning Actuals</b>	<b>Budgeted</b>	<b>Budgeted Ending Balance</b>
	34560	Restricted for Instruction	1,234,597.12	1,234,597.12	-
	34755	Assigned for Education	1,005,771.00	1,005,771.00	-
	34775	Assigned for Capital Outlay	68,115.00	68,115.00	-
	34785	Assigned for Capital Projects	318,611.00	318,611.00	-
	39000	Undesignated Fund Balance	7,588,226.96	896,215.44	6,692,011.52
				-	
		<b>TOTAL FUND BALANCE</b>	<b>10,215,321.08</b>	<b>3,523,309.56</b>	<b>6,692,011.52</b>

RESOLUTION NO. 2012 / 04 / 14

TO THE HONORABLE MELVILLE E. BAILEY, CHAIRMAN, AND MEMBERS OF THE HAWKINS COUNTY BOARD OF COMMISSIONERS IN REGULAR SESSION, MET THIS 23rd DAY OF APRIL 2012.

**RESOLUTION IN REF: FEDERAL PROJECTS SCHOOL FUND BUDGET AMENDMENT**

WHEREAS, the Hawkins County Board of Education has approved the attached budget amendment to the Federal Projects Fund, and now requests approval of said amendment by the Hawkins County Board of Commissioners.

NOW THEREFORE BE IT RESOLVED THAT the Hawkins County Board of Commissioners, meeting in regular session, April 23, 2012, go on record as passing this resolution.

Introduced by Esq. Gary Hicks

Estimated Cost: \_\_\_\_\_

Seconded by Esq. \_\_\_\_\_

Paid From \_\_\_\_\_ Fund

ACTION:    Aye    Nay

Date Submitted 4-9-12

Roll Call    \_\_\_\_\_

County Clerk: A. Carroll Jenkins

Voice Vote    \_\_\_\_\_

By: A. Carroll Jenkins

Absent    \_\_\_\_\_

COMMITTEE ACTION:

APPROVED

DISAPPROVED

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CHAIRMAN: Melville E. Bailey

FUND: 142 FEDERAL PROJECTS FUND  
 AMENDMENT NUMBER: 7  
 DATE: March 2, 2011

ORIGINAL BUDGET AMOUNT	6,342,917.00
PREVIOUS AMENDMENTS	<u>2,147,752.17</u>
TOTAL	8,490,669.17
REQUESTED AMENDMENT	<u>17,183.00</u>
TOTAL	<u>8,507,852.17</u>

Desc Code	ACCOUNT NO	DESCRIPTION	CURRENT BUDGET	INCREASE	DECREASE	AMENDED BUDGET
		<b>EXPENDITURES</b>				
		<b>71200 SPECIAL EDUCATION PROGRAM</b>				
3	71200-116	Teachers	341,617.00	2,500.00		344,117.00
3	71200-189	Other Salaries/Wages	47,000.00	2,000.00		49,000.00
3	71200-201	Social Security	63,720.00	280.00		64,000.00
3	71200-204	State Retirement	92,535.00	405.00		92,940.00
3	71200-212	Employer Medicare	14,900.00	70.00		14,970.00
2	71200-336	Maintenance/Repair Services-Equipment	3,000.00		2,460.00	540.00
2	71200-429	Instructional Supplies/Materials	34,441.85	2,460.00		36,901.85
		<b>Subtotal</b>	<b>597,213.85</b>	<b>7,715.00</b>	<b>2,460.00</b>	<b>602,468.85</b>
		<b>72210 REGULAR INSTRUCTION - SUPPORT</b>				
1	72210-432	Library Books/Media	\$ 18,600.00	\$ 2,550.00		\$ 21,150.00
1	72210-524	In Service/Staff Development	\$ 339,550.00		\$ 2,550.00	\$ 337,000.00
		<b>Subtotal</b>	<b>358,150.00</b>	<b>2,550.00</b>	<b>2,550.00</b>	<b>358,150.00</b>
		<b>72220 SPECIAL EDUCATION SUPPORT</b>				
3	72220-135	Assessment Personnel	\$ 42,062.00	\$ 1,000.00		\$ 43,062.00
3	72220-161	Secretaries	\$ -	\$ 326.57		\$ 326.57
3	72220-201	Social Security	\$ 2,607.84	\$ 62.00		\$ 2,669.84
3	72220-204	State Retirement	\$ 3,806.61	\$ 90.00		\$ 3,896.61
3	72220-212	Employer Medicare	\$ 610.00	\$ 15.00		\$ 625.00
2	72220-499	Other Supplies/Materials	\$ 18,000.00	\$ 3,600.00		\$ 21,600.00
3	72220-524	In-service/Staff Development	\$ 85,000.00	\$ 10,434.43		\$ 95,434.43
2	72220-790	Other Equipment	\$ 45,000.00		\$ 3,600.00	\$ 41,400.00
		<b>Subtotal</b>	<b>197,086.45</b>	<b>15,528.00</b>	<b>3,600.00</b>	<b>209,014.45</b>
		<b>TOTAL EXPENDITURES</b>	<b>1,152,450.30</b>	<b>25,793.00</b>	<b>8,610.00</b>	<b>1,169,633.30</b>
		<b>REVENUE</b>				
3	47143	Special Education Grants to the State	\$ 1,945,855.85	\$ 17,183.00		\$ 1,963,038.85
		<b>The above amendment budgets for the following:</b>				
1		The above amendment is being made in order for Title I schools to purchase library books.				
2		The amendment will expend funds to purchase testing materials for school psychologists, SRA reading materials, protective cases for iPads, printers and laptops for support staff and reading and math programs for students with disabilities.				
3		The above amendment will increase expenditures due to reallocation from the State. Funds will be used to pay for summer school staff working with students with disabilities and staff development for support staff.				

RESOLUTION NO. 2012104115

TO THE HONORABLE MELVILLE E. BAILEY, CHAIRMAN, AND MEMBERS OF THE HAWKINS COUNTY BOARD OF COMMISSIONERS IN REGULAR SESSION, MET THIS 23rd DAY OF APRIL 2012.

**RESOLUTION IN REF: SCHOOL FOOD SERVICE FUND BUDGET AMENDMENT**

WHEREAS, the Hawkins County Board of Education has approved the attached budget amendment to the Transportation Fund, and now requests approval of said amendment by the Hawkins County Board of Commissioners.

NOW THEREFORE BE IT RESOLVED THAT the Hawkins County Board of Commissioners, meeting in regular session, April 23, 2012, go on record as passing this resolution.

Introduced by Esq. Gary Hicks

Estimated Cost: \_\_\_\_\_

Seconded by Esq. \_\_\_\_\_

Paid From \_\_\_\_\_ Fund

ACTION:    Aye    Nay

Date Submitted 4-9-12

Roll Call    \_\_\_\_\_    \_\_\_\_\_

County Clerk: A. Carroll Jenkins

Voice Vote    \_\_\_\_\_    \_\_\_\_\_

By: A. Carroll Jenkins

Absent    \_\_\_\_\_    \_\_\_\_\_

COMMITTEE ACTION:

APPROVED

DISAPPROVED

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CHAIRMAN: Melville E. Bailey

FUND: 143 FOOD SERVICE FUND  
 AMENDMENT NUMBER: 2  
 DATE: March 29, 2012

ORIGINAL BUDGET AMOUNT	\$ 3,962,597.00
PREVIOUS AMENDMENTS	
TOTAL	\$ 3,962,597.00
REQUESTED AMENDMENT	\$ -
TOTAL	\$ 3,962,597.00

ACCOUNT NO	DESCRIPTION	CURRENT BUDGET	INCREASE	DECREASE	AMENDED BUDGET
	<b>EXPENDITURES</b>				
	<b>73100 FOOD SERVICE</b>				
73100-119	Accountants/Bookkeepers	26,059.00			26,059.00
73100-146	Bus Drivers	-			-
73100-162	Clerical Personnel	61,550.00			61,550.00
73100-165	Cafeteria Personnel	1,288,353.00			1,288,353.00
73100-201	Social Security	75,000.00			75,000.00
73100-204	State Retirement	100,000.00			100,000.00
73100-206	Life Insurance	18,000.00			18,000.00
73100-207	Medical Insurance	280,000.00			280,000.00
73100-212	Employer Medicare	18,000.00			18,000.00
73100-307	Communication	15,000.00			15,000.00
73100-336	Maintenance and Repair Service	188,880.00		27,500.00	161,380.00
73100-355	Travel	1,000.00	2,500.00		3,500.00
73100-399	Other Contracted Services	242,500.00		211,923.29	30,576.71
73100-421	Food Preparation Supplies	132,475.00			132,475.00
73100-422	Food Supplies	1,190,450.00			1,190,450.00
73100-435	Office Supplies	30,000.00			30,000.00
73100-451	Uniforms	4,950.00			4,950.00
73100-469	USDA Commodities	-	236,923.29		236,923.29
73100-499	Other Supplies and Materials	4,000.00			4,000.00
73100-524	Inservice/Staff Development	500.00			500.00
73100-599	Other Charges	5,000.00			5,000.00
73100-710	Food Service Equipment	280,880.00			280,880.00
	<b>Subtotal</b>	<b>3,962,597.00</b>	<b>239,423.29</b>	<b>239,423.29</b>	<b>3,962,597.00</b>
	<b>TOTAL EXPENDITURES</b>	<b>3,962,597.00</b>	<b>239,423.29</b>	<b>239,423.29</b>	<b>3,962,597.00</b>
	<b>REVENUES</b>				
43521	Lunch Payments - Children	890,480.00			890,480.00
43522	Lunch Payments - Adults	218,845.00			218,845.00
43523	Income from Breakfast	353,845.00			353,845.00
43525	A La Carte Sales	184,124.00			184,124.00
43990	Other Charges for Services	70,000.00			70,000.00
44110	Investment Income	10,000.00			10,000.00
46520	School Food Service	40,653.00			40,653.00
47111	USDA School Lunch Program	1,636,750.00			1,636,750.00
47113	Breakfast	528,000.00			528,000.00
47114	USDA - Other	29,900.00			29,900.00
	Total	<b>3,962,597.00</b>	-	-	<b>3,962,597.00</b>

The above amendment is to increase expense account balance in 73100-355 -Travel - to cover anticipated conference training expenses for remaining of fiscal year and to increase new object code 469 - USDA Commodities to cover expenses previously expensed to 399 and projected expenses to complete fiscal year.

RESOLUTION NO. 2012/04/16

TO THE HONORABLE MELVILLE E. BAILEY, CHAIRMAN, AND MEMBERS OF THE HAWKINS COUNTY BOARD OF COMMISSIONERS IN REGULAR SESSION, MET THIS 23rd DAY OF APRIL 2012.

**RESOLUTION IN REF: SCHOOL TRANSPORTATION FUND BUDGET AMENDMENT**

WHEREAS, the Hawkins County Board of Education has approved the attached budget amendment to the Transportation Fund, and now requests approval of said amendment by the Hawkins County Board of Commissioners.

NOW THEREFORE BE IT RESOLVED THAT the Hawkins County Board of Commissioners, meeting in regular session, April 23, 2012, go on record as passing this resolution.

Introduced by Esq. Gary Hicks	Estimated Cost: _____
Seconded by Esq. _____	Paid From _____ Fund
ACTION:    Aye    Nay	Date Submitted <u>4-9-12</u>
Roll Call    _____	County Clerk: A. Carroll Jenkins
Voice Vote    _____	By: <u>A. Carroll Jenkins</u>
Absent    _____	

COMMITTEE ACTION:	APPROVED	DISAPPROVED
_____	_____	_____

CHAIRMAN: Melville E. Bailey

FUND: 144 SCHOOL TRANSPORTATION FUND

AMENDMENT NUMBER: 3

DATE: March 30, 2012

ORIGINAL BUDGET AMOUNT	\$	3,814,359.00
PREVIOUS AMENDMENTS	\$	39,922.92
TOTAL	\$	3,854,281.92
REQUESTED AMENDMENT	\$	300,000.00
TOTAL	\$	4,154,281.92

ACCOUNT NO	DESCRIPTION	CURRENT BUDGET	INCREASE	DECREASE	AMENDED BUDGET
	<b>EXPENDITURES</b>				
	<b>72710 SCHOOL TRANSPORTATION</b>				
72710-313	Contracts with Parents	12,000.00		4,000.00	8,000.00
72710-399	Other Contracted Services	18,000.00	4,000.00		22,000.00
72710-425	Gasoline	790,851.00	260,000.00		1,050,851.00
72710-433	Lubricants	20,300.00		9,500.00	10,800.00
72710-450	Tires and Tubes	41,000.00	9,500.00		
72710-453	Vehicle Parts	145,000.00	30,000.00		
72710-599	Other Charges	30,000.00	10,000.00		
	<b>Subtotal</b>	<b>1,057,151.00</b>	<b>264,000.00</b>	<b>13,500.00</b>	<b>1,091,651.00</b>
	<b>TOTAL EXPENDITURES</b>	<b>1,057,151.00</b>	<b>264,000.00</b>	<b>13,500.00</b>	<b>1,091,651.00</b>
	<b>RESERVES AND FUND BALANCE</b>				
39000	Budgeted Undesignated Fund Balance	39,922.92	300,000.00		339,922.92
	<b>Total</b>	<b>39,922.92</b>	<b>300,000.00</b>	<b>-</b>	<b>339,922.92</b>
This amendment is to budget for the increase in the cost of fuel, tires, and vehicle parts.					
There are many field trips coming up the last few months of school					

### Fund Balance Analysis

		Beginning Actuals	Budgeted	Budgeted Ending Balance
34765	Restricted for Instruction	210,007.00	210,007.00	-
39000	Assigned for Education	873,001.96	339,922.92	533,079.04
	<b>TOTAL FUND BALANCE</b>	<b>1,083,008.96</b>	<b>549,929.92</b>	<b>533,079.04</b>

