

RESOLUTION

No. 2015 / 07 / 01

To the HONORABLE Melville Bailey, Chairman, and Members of the Hawkins County Board of Commission in Regular Session, met this 27<sup>th</sup> day of July, 2015.

RESOLUTION IN REF: **APPROVAL TO DONATE SURPLUS OFFICE DESKS FROM VARIOUS COUNTY OFFICES TO CHIP HALE CENTER**

WHEREAS, Chip Hale Center has requested (6) six office desks that have been declared surplus from various county offices and are in storage, be donated to their facility; and

THEREFORE, BE IT RESOLVED that approval be given to donate the aforementioned surplus property to the Chip Hale Center.

Introduced By Esq. Glenda Davis

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

Date Submitted 7-13-15

County Clerk Nancy A. Lewis

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

Chairman Melville Bailey

ACTION: AYE NAY PASSED

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

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

Absent \_\_\_\_\_

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

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RESOLUTION

No. 2015 / 07 / 02

To the HONORABLE MELVILLE BAILEY, Chairman, and Members of the Hawkins County Board of Commission in Regular Session, met this 27th day of July, 2015.

RESOLUTION IN REF: APPROVAL AND ADOPTION OF A COURT COST TO DEFRAY COSTS INCURRED BY THE PUBLIC DEFENDER'S OFFICE

WHEREAS, Tennessee Code Annotated, § 40-14-210 is a statute which authorizes counties to institute a twelve dollar and fifty cent (\$12.50) charge on every misdemeanor and felony cost bill which shall be remitted to the Office of the Executive Director of the District Public Defender's Office, and in turn shall be used to provide legal representation and support services to indigent defendants in criminal proceedings; and,

WHEREAS, the statute directs the clerk of every court having jurisdiction of state misdemeanors and felonies to collect the twelve dollar and fifty cent (\$12.50) charge and remit the same to the Office of the Executive Director of the District Public Defender's Office pursuant to statute; and

WHEREAS, the Hawkins County Legislative Body has determined that it is in the best interests of Hawkins County that the County adopt the implementation of this fee;

NOW, THEREFORE, BE IT RESOLVED, by the County Commission of Hawkins County, Tennessee, meeting in regular session on this the 27th day of July, 2015, with a lawful majority of said Commission voting in the affirmative as follows:

Section 1. The Hawkins County Commission does hereby approve and adopt the implementation of a twelve dollar and fifty sent (\$12.50) charge on every misdemeanor and felony charge which shall be in accordance with Tennessee Code Annotated § 40-14-210.

Section 2. The Hawkins County Commission does hereby direct the clerks of every court in Hawkins County having jurisdiction of state misdemeanors and felonies to include in every misdemeanor and felony cost bill the twelve dollar and fifty cent (\$12.50) charge and remit the same to the Office of the Executive Director of the District Public Defender's Office pursuant to statute.

Section 3. The Hawkins County Commission does hereby direct that funds collected shall be used to provide legal representation and support services to indigent defendants in criminal proceedings through the District Public Defender's Office.

Section 4. This Resolution shall be effective from and after its adoption.

Introduced By Esq. Gary Hicks, Jr., Chrmn Budget Comm

ACTION: AYE NAY PASSED

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

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

Date Submitted 07-13-15

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

Nancy H. Lewis  
County Clerk

Absent \_\_\_\_\_  
COMMITTEE ACTION

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

Chairman Melville Bailey

RESOLUTION

No. 2015/ 07 / 03

To the HONORABLE MELVILLE BAILEY, Chairman, and Members of the Hawkins County Board of July Commission in Regular Session, met this 27th day of July, 2015.

RESOLUTION IN REF: **Approval to Sell a parcel in Camelot for \$500.00 from Property Acquired at a Delinquent Tax Sale in 1981**

Whereas, property that delinquent taxes are overdue on are periodically sold at a Delinquent Tax Sale at the direction of the Clerk & Master and the Delinquent Tax Attorney; and

WHEREAS, if there are properties that do not receive a bid they revert to the county; and

WHEREAS, there were properties in the Camelot area on a Delinquent Tax Sale confirmed Dec.1, 1981 that the county acquired. Mr. Bobby Honaker of Johnson City has offered \$500.00 for a parcel of land on Control Map 074C-B—074C-025.00. This parcel of land joins his property which is land lock and this will give him access to his 77 acres. The total amount, with judgement and interest added from December 1, 1981 thru June 30, 2015, is \$1,603.98. On July 2, 2015, the Resale of Land/Delinquent Tax Committee meet and voted to send this offer to county commission for approval.

Therefore, Be It Resolved that approval be given to accept the offer from Mr. Bobby Honaker of \$500.00 for the aforementioned parcel in Camelot.

Further, Once this is approved the offer will be advertised and anyone will have a 10 day period to raise the offer 10%.

Introduced By Esq. Greg Fletcher, Chrmn Resale Land/Del Tx Comm

ACTION: AYE NAY PASSED

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

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

Date Submitted, 07-13-15

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

Nancy L Davis  
County Clerk

Absent \_\_\_\_\_

COMMITTEE ACTION

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

Melville Bailey  
Chairman

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RESOLUTION

No. 2015 / 07 / 04

To the HONORABLE MELVILLE BAILEY, Chairman, and Members of the Hawkins County Board of Commission in Regular Session, met this 27<sup>th</sup> day of July, 2015.

RESOLUTION IN REF: APPROVAL AND ADOPTION OF THE HAWKINS COUNTY INVESTMENT POLICY

WHEREAS All Tennessee counties are directed by general state law to invest all idle county funds to the maximum practical extent; and

WHEREAS T.C.A. § 5-8-301 authorizes counties to invest in instruments designated by general law as a safe temporary medium; and

WHEREAS These temporary investments must be in compliance with an investment policy adopted by the County Legislative Body per T.C.A. § 5-8-301; and

WHEREAS The proposed policy entitled "Hawkins County Investment Policy" is attached to this resolution.

NOW THEREFORE, BE IT RESOLVED by the Hawkins County Board of Commissioners that the document entitled "Hawkins County Investment Policy" be approved and adopted including any and all attachments.

BE IT FURTHER RESOLVED that any and all previous investment policy resolutions relating to idle investments that are in conflict with the foregoing resolution are hereby superseded.

Introduced By Esq. Gary Hicks, Chrmn Budget Comm

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

Date Submitted 07-13-15

County Clerk Nancy L. Harris

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

Chairman Melville Bailey

ACTION: AYE NAY PASSED

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

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

Absent \_\_\_\_\_

COMMITTEE ACTION

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# Hawkins County Investment Policy

## I. Objective

The objective of this investment policy is to lend guidance and direction to the county personnel charged with investing idle county funds.

The County Trustee is authorized by state law to invest idle county funds in accordance with guidelines established by the State of Tennessee and the Hawkins County Legislative Body.

The investment program for Hawkins County has these priorities:

- a) Safety – The County's idle cash should be invested only in the safest and most secure investments authorized by state statute.
- b) Liquidity – The maturities of the investments should be structured to meet the cash flow needs of the County.
- c) Yield – The best yield should be obtained after safety and liquidity are attained.

## II. Types of Investments

The County Trustee is authorized to invest idle County funds in instruments allowed under state law (TCA 5-8-301). These investments include certificates of deposit, federally-insured money market accounts, U.S. Treasury bills, notes, bonds and other obligations guaranteed as to principle and interest by the United States and any of its agencies. Other approved investments include:

- a) other obligations of the United States or its agencies under a repurchase agreement for a shorter time than the maturity date of the security if the market value of the security itself is more than the amount of funds invested;
- b) bonds issued by the State of Tennessee or any of its agencies. Any funds invested must be in bonds rated A or higher by any nationally recognized rating service;
- c) the Local Government Investment Pool (LGIP) managed by the State of Tennessee;
- d) nonconvertible debt securities of the following issuers; provided, such securities are rated in the highest category by a least two (2) nationally recognized rating services;
  - i) The Federal Home Loan Bank
  - ii) The Federal National Mortgage Association
  - iii) The Federal Farm Credit Bank

iv) The Federal Home Loan Mortgage Corporation

The Hawkins County Trustee may deposit funds using the Certificate of Deposit Account Registry Service (CDARS) or Insured Cash Sweep accounts (ICS) in accordance with T.C.A. 9-1-118. These deposits must fully comply with the standards set forth in said Tennessee Code Annotated.

### III. Types of Maturities

Maturities of investments should coincide with the County cash flow needs. A cash flow analysis should be completed annually using data from at least the three previous fiscal years.

The Hawkins County Legislative Body must approve investments with maturities greater than two (2) years. The Hawkins County Legislative Body and the State Director of Local Finance must approve any investments with maturities of five (5) years or greater.

### IV. Placement of Investments

The County Trustee's office shall obtain and document at least two proposals from banks or other financial institutions to assure the County receives the highest and best rate of return. Such documentation shall be retained in the official's office for a period of not less than three (3) years.

The institution that is awarded the bid must provide appropriate collateral (105% of principle amount) or be a member of the Bank Collateral Pool managed by the State of Tennessee if the investment exceeds the limits for federal deposit insurance coverage.

At least once every four (4) years and not less than once every term of office, the County Trustee shall evaluate whether its banking services contract should be rebid. The official shall base the evaluation on proposals obtained from at least two banks or other financial institutions. The official shall prepare a written evaluation of the proposals and preserve such evaluations for a period of not less than three (3) years.

### V. Internal Control System

The authority to invest idle County funds lies with the County Trustee. Either the chief deputy trustee or the deputy trustee, charged with the bookkeeping duties, may also be required to sign the documents required to open investment accounts.

The County Trustee has the authority to release securities pledged as collateral by financial institutions. Either the chief deputy trustee or the deputy trustee, charged

with the bookkeeping duties, is also authorized to release securities in the absence of the County Trustee. The pledged securities can be released if the remaining collateral is sufficient to meet the collateralization requirement.

A history of investments must be maintained for not less than three (3) years to provide an adequate audit trail.

## VI. Reporting

The County Trustee must maintain monthly reports:

- a) listing investments by the type of investment, maturity date, CUSIP/account number, coupon interest rate;
- b) listing the total amount of investments with each financial institution with the amount of collateral being held to cover the total deposits at each depository or a statement of whether the institution is a member of the Bank Collateral Pool.

**CERTIFICATE OF ELECTION OF NOTARIES PUBLIC  
AS CLERK OF THE COUNTY OF HAWKINS, TENNESSEE**

Resolution No. 2015/07/05

**NOTARY PUBLIC DURING THE JULY 27, 2015 MEETING OF THE GOVERNING BODY:**

NAME	HOME ADDRESS	BUSINESS
1. ROSEMARY ADEE	1419 LEGACY BAY DR MOORESBERG, TN. 37811	SELF EMPLOYED - CRYE-LEIKE RON MORRISTOWN, TN. 37814
2. TIMMY BLAND CARWILE	193 LAUREN DR ROGERSVILLE, TN. 37857	LAKEVIEW UTILITY DISTRICT OF HAWKINS CO. ROGERSVILLE, TN. 37857
3. PATRICIA RHEA GIBBONS	144 SHIPLEY RD CHURCH HILL, TN. 37642	FORTNER SMALLEY, PLLC KINGSPORT, TN. 37660
4. CHAD S. HILL	202 W. CANEY CREEK RD ROGERSVILLE, TN. 37857	BROOME FUNERAL HOME ROGERSVILLE, TN. 37857
5. LISA M. HUTTON	231 MOUNTAIN VIEW DR MT. CARMEL, TN. 37645	MARK HALVORSEN STATE FARM KINGSPORT, TN. 37660

(Seal)

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Clerk of the County of Hawkins, Tennessee

Date