MINUTES
COUNTY COMMISSION MEETING
JUNE 16, 2025

BE IT REMEMBERED THAT THE MAURY COUNTY COMMISSION MET THIS MONDAY EVENING, JUNE 16, 2025 IN THE TOM PRIMM COUNTY COMMISSION ROOM IN COLUMBIA, TENNESSEE ACCORDING TO LAW.

IN RE: PRAYER / PLEDGE

Commissioner Grodi introduced Pastor Howard Varnedoe who offered the prayer and Commissioner Howard led the pledge to the flag.

PRESENT AND PRESIDING WAS CHAIRMAN MARKHAM. ALSO PRESENT WERE: SHEILA BUTT, MAURY COUNTY MAYOR; JOEY ALLEN, COUNTY CLERK; DANIEL MURPHY, COUNTY ATTORNEY; AND DOUG LUKONEN, FINANCE DIRECTOR.

THE FOLLOWING COMMISSIONERS ANSWERED PRESENT TO ROLL CALL:

PRESENT: Talvin Barner, Jerry Bridenbaugh, Chad Brothers, Davis Burkhalter, Gwynne Evans, Connie Green, Danny Grooms, Kathey Grodi, Patricia Hollinsworth, Gabe Howard, Pam Huffman, Kevin Markham, Carl McCullen, Kenny Morrow, Brandon Nutt, Eric Previti, Gary Stovall, Jerry Strahan, Scott Sumners, and Tommy Wolaver.

TOTAL PRESENT: 20

ABSENT: Cindy Hestla and Aaron Miller.

TOTAL ABSENT: 2

A quorum being declared present by Chairman Markham, the following procedures were had and offered to be entered to record of wit:

EXPLANATION OF PUBLIC COMMENT

APPROVAL OF THE AGENDA

A motion was made by Commissioner Sumners, seconded by Commissioner Stovall and on a roll call vote with 20 Commissioners present and voting "Aye" the agenda was approved.

DELEGATION:

06-25-01. IN RE: APPROVAL OF THE MINUTES FROM THE MAY 19, 2025 FULL COMMISSION MEETING.

A motion was made by Commissioner Bridenbaugh, seconded by Commissioner Huffman and on a roll call vote with 20 Commissioners present and voting "Aye", the minutes were approved.

06-25-02. IN RE: REPORT OF THE COUNTY MAYOR.

06-25-03. IN RE: APPROVAL OF APPLICATIONS FOR NOTARY PUBLIC.

NAME	BONDING COMPANY	DATE OF OATH
ALESSANDRA ADKISSON	RLI SURETY	JUNE 20, 2025
MELISSA ALBRIGHT	WESTERN SURETY COMPANY	JUNE 20, 2025
S. DUANE BARNES	RLI INSURANCE COMPANY	JUNE 20, 2025
BRENDA K. BOLES	SURETY BONDING CO OF AMERICA	JUNE 20, 2025
JUDY BRATTON	RLI INSURANCE COMPANY	JUNE 20, 2025
BRITTANY BREWER	THE CINCINNATI INSURANCE CO	JUNE 20, 2025
CHRISTOPHER DALE BROADSTONE	TRAVELERS CASUALTY AND SURETY	JUNE 20, 2025
RACHEAL A BROCHU	WESTERN SURETY COMPANY	JUNE 20, 2025
SHARE ALL CARR	RLI SURETY	JUNE 20, 2025
JULIE COCHRAN	MERCHANTS BONDING COMPANY	JUNE 20, 2025
BRANDI B COTHRON	RLI INSURANCE COMPANY	JUNE 20, 2025
BRANDI EMRYS	SURETY BONDING CO OF AMERICA	JUNE 20, 2025
JOHANA FERNANDEZ-SOLANO	THE CINCINNATI INSURANCE CO	JUNE 20, 2025
RAYMOND JOSEPH FISHER	JET INSURANCE COMPANY	JUNE 20, 2025
BRENDA K. GLISSON	TRAVELERS CASUALTY AND SURETY	JUNE 20, 2025
APRIL D. GOODWIN	WESTERN SURETY COMPANY	JUNE 20, 2025
HANNAH HALE	THE CINCINNATI INSURANCE CO	JUNE 20, 2025
PATRICIA D HOBBS	RLI INSURANCE COMPANY	JUNE 20, 2025
CONITHA G. HOWELL	TRAVELERS CASUALTY AND SURETY	JUNE 20, 2025
THOMAS M. HUTTO	THE CINCINNATI INSURANCE CO	JUNE 20, 2025
BRILEY JOHNSON	STATE FARM FIRE AND CASUALTY	JUNE 20, 2025
SPENCER WILLIAM LEE KNEPP	SURETY BONDING COMPANY	JUNE 20, 2025
LAUREN LOVETT	WESTERN SURETY COMPANY	JUNE 20, 2025
HAYLEY KATHRYN LOWERY	MERCHANTS BONDING COMPANY	JUNE 20, 2025
STEPHANIE LUNA	SURETY BONDING CO OF AMERICA	JUNE 20, 2025
CATHY SCOTT MARTIN	SURETY BONDING COMPANY	JUNE 20, 2025
PAT N. MCCURDY	THE CINCINNATI INSURANCE CO	JUNE 20, 2025
JO ANN MCINTIRE	MERCHANTS BONDING COMPANY	JUNE 20, 2025
RICHELLE MONTGOMERY	TRAVELERS CASUALTY AND SURETY	JUNE 20, 2025
JULIE T. MOSS	CONTRACTORS BONDING AND INS CO	JUNE 20, 2025
MOLLY J NEWTON	STATE FARM	JUNE 20, 2025
DENISE MARIE ONEIL	SURETY BONDING CO OF AMERICA	JUNE 20, 2025
WILLIAM OSBORNE	STATE FARM FIRE AND CASUALTY	JUNE 20, 2025
DEANNIE A. ROBINSON	WESTERN SURETY COMPANY	JUNE 20, 2025
HANNAH M. RULE	WESTERN SURETY COMPANY	JUNE 20, 2025
ELVIRA SARAI SANCHEZ VAZQUEZ	WESTERN SURETY COMPANY	JUNE 20, 2025
ALEXIS L SCHENAVAR	WESTERN SURETY COMPANY	JUNE 20, 2025
RONALD V SELLERS	STATE FARM FIRE AND CASUALTY	JUNE 20, 2025
AMY L SHAMP	MERCHANTS BONDING COMPANY	JUNE 20, 2025
AUBREY LYNN SNYDER	THE CINCINNATI CASUALTY CO	JUNE 20, 2025
SYDNEY TUCKER	TRAVELERS CASUALTY AND SURETY	JUNE 20, 2025
HEATHER NICOLE VAUGHN	MERCHANTS BONDING COMPANY	JUNE 20, 2025
AMELIA B. VERNON	TRAVELERS CASUALTY AND SURETY	JUNE 20, 2025
CYNTHIA W. WALLS	STATE FARM FIRE AND CASUALTY	JUNE 20, 2025
MILAYA WEBSTER	THE CINCINNATI INSURANCE CO	JUNE 20, 2025
DONNA R. WITHEROW	WESTERN SURETY COMPANY	JUNE 20, 2025
VICKIE L WOODY	STATE FARM	JUNE 20, 2025

A motion was made by Commissioner Bridenbaugh, seconded by Commissioner Nutt and on a roll call vote with 20 Commissioners present and voting “Aye”, the above named persons were elected Notary Public for the term prescribed by law.

06-25-04. IN RE: REPORT OF THE COMMITTEES.
a. REPORT OF THE ADMIN COMMITTEE.
b. REPORT OF THE BUDGET COMMITTEE.
c. REPORT OF THE BUILDING COMMITTEE.
d. REPORT OF THE FINANCIAL MANAGEMENT BOARD.
e. REPORT OF THE HEALTH & ENVIRONMENT COMMITTEE.
f. REPORT OF THE SAFETY COMMITTEE.
e. REPORT OF THE AUDIT COMMITTEE.

06-25-06. IN RE: APPOINTMENT OF ONE MEMBER TO THE LIBRARY BOARD.

The Administration Committee presented the names of Clayton Smith and Michael Fullbright.

Commissioner Hollinsworth nominated Beverly Simmons.

Commissioner Previti made a motion to cease nominations, seconded by Commissioner Barner. On a roll call vote with 20 Commissioners present and voting "Aye"; the motion was approved.

PUBLIC COMMENT:

Clayton Smith – District 1
Michael Fulbright asked that his name be removed from consideration for the Library Board.
Beverly Simmons

Voting on Clayton Smith:

AYE: Gabe Howard, Danny Grooms, Kenny Morrow, Chad Brothers, Pam Huffman, and Connie Green; TOTAL: 6

Voting on Beverly Simmons:

AYE: Eric Previti, Kevin Markham, Gwynne Evans, Gary Stovall, Jerry Strahan, Kathey Grodi, Brandon Nutt, Jerry Bridenbaugh, Scott Sumners, Tommy Wolaver, Davis Burkhalter, Carl McCullen, Patricia Hollinsworth, and Talvin Barner; TOTAL: 14

Beverly Simmons was appointed to the Library Board.

06-25-07. IN RE: APPOINTMENT OF TWO MEMBERS TO THE BOARD OF ADJUSTMENT AND APPEALS BOARD.

Commissioner Bridenbaugh presented the names of Ivan Jones and Roger Sparkman.

Commissioner Bridenbaugh made a motion to nominate Ivan Jones and Roger Sparkman, seconded by Tommy Wolaver.

On a roll call vote with 20 Commissioners present and voting "Aye"; Ivan Jones and Roger Sparkman was appointed to the Board of Adjustment and Appeals Board.

06-25-08. IN RE: APPOINTMENT OF ONE MEMBER TO THE CIVIL SERVICE BOARD DUE TO THE RESIGNATION OF TERRY POTTS.

Commissioner Grooms presented the name of Wayne Romesburg.

Commissioner Previti made a motion to nominate Wayne Romesburg, seconded by Commissioner Huffman. On a roll call vote with 20 Commissioners present and voting "Aye"; Wayne Romesburg was appointed to the Civil Service Board.

06-25-09. IN RE: APPOINTMENT OF ONE MEMBER TO THE AUDIT COMMITTEE.

The Audit Committee presented the name of Todd Hooper.

Commissioner Howard made a motion to nominate Todd Hooper, seconded by Commissioner Strahan. On a roll call vote with 20 Commissioners present and voting "Aye"; Todd Hooper was appointed to Audit Committee.

06-25-10. IN RE: ANNOUNCEMENT OF ONE MEMBERS TERM EXPIRING ON THE PARK BOARD.

06-25-11. IN RE: ACKNOWLEDGEMENT OF CT FORMS DEBT OBLIGATION FOR MAURY REGIONAL MEDICAL CENTER AND COLUMBIA CENTRAL HIGH SCHOOL.

06-25-12. IN RE: RATIFY MATTHEW SMITH AS VETERAN'S SERVICE OFFICER.

A motion was made by Commissioner Grooms, seconded by Commissioner Howard and on a roll call vote with 20 Commissioners present and voting "Aye", Matthew Smith was ratified as a Veterans Service Officer.

1) CONSENT AGENDA- APPROVE THE MAURY COUNTY FULL COMMISSION RESOLUTIONS FOR THE MONTH OF JUNE 2025.

Note: All matters listed under the Consent Agenda are considered to be routine and will generally be enacted by one motion. Except for any items that are removed from the Consent Agenda, there will be no separate discussion of these items at this time.

06-25-21. IN RE: RESOLUTION APPROVING A VETERINARIAN JOB DESCRIPTION FOR THE ANIMAL SHELTER AND BUDGET AMENDMENT.

06-25-27. IN RE: RESOLUTION RESCINDING RESOLUTION NUMBER 01-25-44 REGARDING THE IMPLEMENTATION OF A 401K PLAN THROUGH TCRS.

06-25-28. IN RE: RESOLUTION APPROVING A REVISED IT SYSTEMS ADMINISTRATOR JOB DESCRIPTION FOR THE INFORMATION TECHNOLOGY DEPARTMENT.

06-25-29. IN RE: RESOLUTION RECLASSIFYING A REGISTER OF DEEDS DEPUTY CLERK II POSITION TO AN ADMINISTRATIVE AND TECHNICAL SUPPORT POSITION AND APPROVING A JOB DESCRIPTION FOR THE MAURY COUNTY REGISTER OF DEEDS OFFICE.

06-25-30. IN RE: RESOLUTION APPROVING A PAPER CONSERVATOR JOB DESCRIPTION.

06-25-31. IN RE:	***RESOLUTION APPROVING AN ENGINEER I JOB DESCRIPTION FOR THE BUILDING AND ZONING DEPARTMENT.***
06-25-32. IN RE:	***RESOLUTION APPROVING AN INTERNAL AUDITOR JOB DESCRIPTION FOR THE FINANCE DEPARTMENT.***
06-25-33. IN RE:	***RESOLUTION APPROVING A TEEN SERVICES LIBRARIAN JOB DESCRIPTION.***
06-25-34. IN RE:	***RESOLUTION APPROVING A REVISED OFFICE MANAGER JOB DESCRIPTION FOR THE CENTRAL MAINTENANCE DEPARTMENT.***
06/25/35. IN RE:	***RESOLUTION APPROVING A REVISED SENIOR PAYROLL ACOUNTANT JOB DESCRIPTION FOR THE FINANCE DEPARTMENT.***
06-25-44. IN RE:	***RESOLUTION REGARDING THE PURCHASE OF MAYOR'S VEHICLE.***

A motion was made by Commissioner Grodi, seconded by Commissioner Wolaver, and on a roll call vote with 20 Commissioners present and voting "Aye", the consent agenda was adopted as presented.

Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25-20

RESOLUTION APPROVING CHANGE ORDER TWO WITH SOLOMON BUILDERS FOR THE MAURY COUNTY HEALTH DEPARTMENT

WHEREAS, the Maury County Health Department received grant funds for a certain project at the Maury County Health Department and a contract was provided to Solomon Builders for the project in the amount of $536,866.00; and

WHEREAS, a certain project scope was changed to include an eyewash station in the amount of $5,868.00 which requires a change order that will increase the cost by $5,868.00 for a new total cost of $456,461.32; and

WHEREAS, with the previous change order that had decreased the cost of the total project there are funds in the budget for this Change Order Two.

WHEREAS, the attached Change Order Two (Exhibit A) with Solomon Builders for the Maury County Health Department should be approved.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that the attached Change Order Two as shown in Exhibit A with Solomon Builders for the Maury County Health Department is approved and the County Mayor is authorized to sign on behalf of Maury County.

This the 16th day of June 2025.

_____
SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Green, seconded by Commissioner Brothers and on a roll call vote with 20 Commissioners present and voting “Aye”, the above resolution was adopted as presented.

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Change Order

PROJECT: *(Name and address)*
Maury County Health Department
Renovations
1909 Hampshire Pike
Columbia, TN 38401

CONTRACT INFORMATION:
Contract For: General Construction
Date: November 22, 2024

CHANGE ORDER INFORMATION:
Change Order Number: 2
Date: May 29, 2025

OWNER: *(Name and address)*
Maury County
5 Public Square
Columbia, TN 38401-3306

ARCHITECT: *(Name and address)*
Wold Architects & Engineers
214 Centerview Drive, Suite 300
Brentwood, TN 37027

CONTRACTOR: *(Name and address)*
Solomon Builders
4539 Trousdale Drive
Nashville, TN 37204

THE CONTRACT IS CHANGED AS FOLLOWS:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)
CE #006 - Add $661.50
CE #007 - Add $1488.38
CE #008 - Deduct $2793.25
CE #009 - Add $6511.37

The original Contract Sum was	$	536,866.00
The net change by previously authorized Change Orders	$	-86,272.68
The Contract Sum prior to this Change Order was	$	450,593.32
The Contract Sum will be increased by this Change Order in the amount of	$	5,868.00
The new Contract Sum including this Change Order will be	$	456,461.32

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be May 30, 2025

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Wold Architects & Engineers	Solomon Builders, Inc.	Maury County
ARCHITECT *(Firm name)*	**CONTRACTOR** *(Firm name)*	**OWNER** *(Firm name)*
Jacob A. Cherry		
SIGNATURE	**SIGNATURE**	**SIGNATURE**
Jacob Cherry | Associate		
PRINTED NAME AND TITLE	**PRINTED NAME AND TITLE**	**PRINTED NAME AND TITLE**
05/29/2025		
DATE	**DATE**	**DATE**

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User Notes:

Solomon Builders
4539 Trousdale Drive
Nashville, Tennessee 37204
P: (615) 333-9369

Project: 24-1102 - Maury County Health Department Renovations
1909 Hampshire Pike
Columbia, Tennessee 38401

CHANGE EVENT #006 - Casework/Millwork - Weekend Work

Origin:

Date Created: 5/2/2025

Created By: Tyler Partee

Status: Open

Scope: Out of Scope

Type: Allowance

Change Reason: Client Request

Description: This CO is for the cost to install casework/millwork on the weekend.

Attachments:

CHANGE EVENT LINE ITEMS

			Revenue					Cost							
Budget Code	**Vendor / Contract**	**UOM**	**QTY**	**Unit Cost**	**ROM**	**Prime CCO**	**Latest Price**	**QTY**	**Unit Cost**	**ROM**	**RFQ**	**Commit.**	**Latest Cost**	**Over/ Under**	**Budget Mod.**
06-06.410.01.SUB Cabinets: General.Sub Commitment	Integrity Millwork SC-24-1102-004		1.0	$600.00	$600.00		$600.00	1.0	$600.00	$600.00			$600.00		
Description: Weekend Work															
					$61.50	$0.00	$61.50						$0.00	$61.50	
Grand Totals					**$661.50**	**$0.00**	**$661.50**			**$600.00**	**$0.00**	**$0.00**	**$600.00**	**$61.50**	**$0.00**

Solomon Builders
4539 Trousdale Drive
Nashville, Tennessee 37204
P: (615) 333-9369

Project: 24-1102 - Maury County Health Department Renovations
1909 Hampshire Pike
Columbia, Tennessee 38401

CHANGE EVENT #007 - Check-in glass speak thru

Origin:

Date Created:	5/2/2025	**Created By:**	Tyler Partee
Status:	Open	**Scope:**	Out of Scope
Type:	Owner Change	**Change Reason:**	Client Request

Description: This CO is for the added cost to provide/install (9) speak thru's at the check-in glass.

Attachments:

CHANGE EVENT LINE ITEMS

			Revenue					Cost							
Budget Code	**Vendor / Contract**	**UOM**	**QTY**	**Unit Cost**	**ROM**	**Prime CCO**	**Latest Price**	**QTY**	**Unit Cost**	**ROM**	**RFQ**	**Commit.**	**Latest Cost**	**Over/ Under**	**Budget Mod.**
08-08.800.01.SUB Storefront/Glass/Glazing.Sub Commitment	Signature Glassworks SC-24-1102-005		9.0	$150.00	$1,350.00		$1,350.00	9.0	$150.00	$1,350.00			$1,350.00		
Description: Added cost to provide/install (9) speak thru															
					$138.38	$0.00	$138.38						$0.00	$138.38	
Grand Totals					**$1,488.38**	**$0.00**	**$1,488.38**			**$1,350.00**	**$0.00**	**$0.00**	**$1,350.00**	**$138.38**	**$0.00**

Solomon Builders
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Nashville, Tennessee 37204
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Project: 24-1102 - Maury County Health Department Renovations
1909 Hampshire Pike
Columbia, Tennessee 38401

CHANGE EVENT #009 - Lab Sink & Eyewash Faucet

Origin:

Date Created:	5/15/2025	**Created By:**	Tyler Partee
Status:	Open	**Scope:**	Out of Scope
Type:	Owner Change	**Change Reason:**	Client Request

Description: This CO is to provide/install (1) new single basin sink, eyewash, thermostatic mixing valve, removal of (1) sink, and cut and cap piping in the demoed sink. This has been priced on premium time, do to the location of the work.

Attachments:

CHANGE EVENT LINE ITEMS

			Revenue					Cost							
Budget Code	**Vendor / Contract**	**UOM**	**QTY**	**Unit Cost**	**ROM**	**Prime CCO**	**Latest Price**	**QTY**	**Unit Cost**	**ROM**	**RFQ**	**Commit.**	**Latest Cost**	**Over/ Under**	**Budget Mod.**
15-15.010.01.SUB Plumbing.Sub Commitment	Lee Company SC-24-1102-011		1.0	$5,906.00	$5,906.00		$5,906.00	1.0	$5,906.00	$5,906.00			$5,906.00		
Description: Lab Plumbing															
					$605.37	$0.00	$605.37						$0.00	$605.37	
Grand Totals					**$6,511.37**	**$0.00**	**$6,511.37**			**$5,906.00**	**$0.00**	**$0.00**	**$5,906.00**	**$605.37**	**$0.00**

Solomon Builders
4539 Trousdale Drive
Nashville, Tennessee 37204
P: (615) 333-9369

Project: 24-1102 - Maury County Health Department Renovations
1909 Hampshire Pike
Columbia, Tennessee 38401

CHANGE EVENT #008 - Removal of Stonhard Flooring Install in 5 RR

Origin:			
Date Created:	5/13/2025	**Created By:**	Tyler Partee
Status:	Open	**Scope:**	TBD
Type:	Owner Change	**Change Reason:**	Client Request
Description:	This CO is the credit back for removing the installation of Stonhard flooring in 5 Restrooms.		
Attachments:			

CHANGE EVENT LINE ITEMS

			Revenue					Cost							
Budget Code	**Vendor / Contract**	**UOM**	**QTY**	**Unit Cost**	**ROM**	**Prime CCO**	**Latest Price**	**QTY**	**Unit Cost**	**ROM**	**RFQ**	**Commit.**	**Latest Cost**	**Over/ Under**	**Budget Mod.**
09-09.720.01.SUB Flooring Epoxy.Sub Commitment	Stonhard SC-24-1102-008		1.0	($2,174.50)	($2,174.50)		($2,174.50)	1.0	($2,174.50)	($2,174.50)			($2,174.50)		
Description: Removal of Stonhard install in 5 Restrooms															
02-02.071.01.SUB Demo: General.Sub Commitment	5 Star Contracting Services LLC SC-24-1102-001		1.0	($618.75)	($618.75)		($618.75)	1.0	($618.75)	($618.75)			($618.75)		
Description: Removal of flooring demo in 5 Restrooms															
					$0.00	$0.00	$0.00						$0.00	$0.00	
Grand Totals					**($2,793.25)**	**$0.00**	**($2,793.25)**			**($2,793.25)**	**$0.00**	**$0.00**	**($2,793.25)**	**$0.00**	**$0.00**

The following resolution was included in the consent agenda:

RESOLUTION NO. 06-25-21

RESOLUTION APPROVING A VETERINARIAN JOB DESCRIPTION FOR THE ANIMAL SHELTER AND BUDGET AMENDMENT

WHEREAS, the Maury County Human Resources Director and the Maury County Animal Shelter Director request approving a veterinarian job description for the Animal Shelter Department because the current Veterinarian of record has submitted his resignation; and

WHEREAS, the attached Veterinarian job description at a grade 15 should be approved; and

WHEREAS, it is anticipated that the Veterinarian position will be funding in the 2025/2026 budget year, in the event that a qualified veterinarian is hired prior to the budget being approved by the State's Comptroller Officer, it is desirable to place $1,000.00 in this year's budget to have available in any carryover budget time frame so that this hire could be finalized.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that attached job description of the Veterinarian the Animal Shelter Department is approved.

BE IT FURTHER RESOLVED that the budget for the Animal Shelter is approved as follows:

DECREASE:	101-39000	Unassigned Fund Balance	$1,000.00
INCREASE:	101-55120-131-55010	Rabies and Animal Control- Medical Personnel- Animal Shelter	$1,000.00

This the 16th of June 2025.

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SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Grodi, seconded by Commissioner Wolaver and on a roll call vote with 20 Commissioners present and voting "Aye", the above resolution was adopted as presented.

Maury County
Job Description

Job Title: Veterinarian
Reports To: Animal Shelter Director
Supervises: None
FLSA Status: Exempt
Date Revised: February 14, 2025
Grade: 15

I. Purpose of Job

Provides and oversees medical care for animals in the shelter's custody, in addition to animals fostered and recently placed. Performs high volume of spay/neuter surgeries for domestic animals. Satisfies current veterinary standards of care. Promotes a caring attitude toward all animals and treats animals humanely and with compassion at all times, regardless of circumstances, including those that are sick, injured, feral, or aggressive.

II. Essential Job Duties

A. Animal Health Care and Treatment

- Ensures that each animal receives a physical examination upon intake, and that sick and injured animals are diagnosed, and treatment is prescribed.
- Assesses and advises as to treatment options for sick or injured animals, including risks and costs of treatment.
- Monitors the health of animals in the shelter (in collaboration with the shelter staff) and provides appropriate treatment when necessary.
- Administers vaccinations and preventative treatments for parasites and diseases.
- Performs high volume spay/neuter surgeries and additional surgeries as necessary, including, but not limited to, enucleations, exploratory, orthopedics, tumor removal with biopsy, dentals, amputations, etc.
- Provides emergency medical care as needed, including, but not limited to, IV catheter placement, emergency surgery, transfusions, etc.
- Performs euthanasia of animals when required.

B. Staff Training and Guidance

- Educates staff and volunteers regarding animal disease.
- Provides leadership, direction, guidance, and training for veterinary technicians and other shelter staff, including training and oversight in sedation and euthanasia.

C. Public Relations and Community Education

- Advises and works with shelter staff in behavioral counseling and animal training programs.
- Periodically gives presentations for community residents on health care for dogs and cats.
- Assists with collaborative programs with colleges and universities.
- Assists with coordination and supervision of sponsored veterinary clinics, such as spay/neuter and vaccination of public animals and feral cats.

D. Shelter Management and Animal Welfare

- Ensures compliance with applicable laws and regulations of the Tennessee Board of Veterinary Medicine and the US Drug Enforcement Administration (DEA).
- Plans and implements a comprehensive animal health care program including: environmental sanitation, record-keeping, disease surveillance, physical examinations, vaccination, parasite control, disease testing, disease treatment, surgery, nutrition, outbreak response, and environmental enrichment for animals in the shelter and in foster homes, consistent with state and local policies, procedures, guidelines, and the reasonable instructions of supervisors.
- Develops written protocols for the shelter's veterinary clinic, including treatment plans and animal disposition guidelines.
- Supervises animal quarantine protocols to control the spread of disease.
- Ensures accurate recordkeeping in the medical records system for medical management and surveillance of disease within the shelter.

E. Administrative Responsibilities

- Budgets, plans, and coordinates veterinary supplies, equipment, and clinic needs.
- Implements appropriate inventory control procedures for medications and medical supplies.
- Prepares regular progress reports. Communicates with internal and external stakeholders as needed for visibility and success of the program. Takes initiative to identify and solve problems.
- Maintain compliance with veterinary licensure, controlled substance regulations, and shelter accreditation standards.

III. Other Job Duties

- Supports and participates in departmental response to disaster and emergency events.
- Performs other duties as assigned.

IV. Primary Job Challenges

Incumbent will likely encounter feral and/or aggressive animals which must be restrained in order to examine and treat.

V. Equipment Operated

Office and communications equipment, surgical & medical tools.
Computer, phone, printer, medical and surgical tools: stethoscope, otoscope and ophthalmoscope, X-ray and ultrasound machines, surgical instruments, dental equipment, microscopes, dental equipment, IV pumps and infusion systems, thermometers and blood pressure monitors, autoclave, centrifuge, syringes and needles, bandaging and wound care supplies

VI. Key Competencies Required

- **Job Content Knowledge:**
  Thorough knowledge of medical examinations and procedures utilized for diagnosing and treating a variety of animals; pharmaceuticals, medications, treatment regiments, etc. utilized to address diagnosed illnesses and injuries in animals including

heartworm injections. Thorough knowledge of state statutes and regulations regarding the care and treatment of animals and animal control activities and the statutes, ordinances, and regulations pertaining to animal control, adoption and disposal for Maury County. Thorough knowledge of animal handling and apprehension techniques, animal behavior, and animal health. Thorough knowledge of animal medications and the drugs used for tranquilization and euthanasia. Thorough knowledge of effective hygiene practices and required maintenance activities for the efficient operation of an animal control shelter.

- **Language Skills:**

  Level 3: Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, customers, and the general public.

- **Mathematical Skills:**
  Level 3: Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

- **Reasoning Ability:**
  Level 5: Ability to define complex problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

- **Teamwork:** Develops constructive and cooperative working relationships with others. Encourages others to express their ideas and opinions. Provides input into identifying and solving problems. Anticipates need of others for information about job tasks and work environment and provides it to them in a timely manner. Willingly assists others with job tasks when appropriate.

VII. Physical Demands and Work Environment

Physical Demands: Performance of the essential duties of this job requires the incumbent to:

- Regular walking and standing.
- Lift up to 50 pounds, on a regular and recurring basis.
- Perform routine keyboard operations.
- Lift and move objects and animals weighing up to 50 pounds for short distances.
- Humanely restrain an animal.
- Use protective clothing or gear.
- Have normal visual acuity, field of vision, hearing, and speaking.

Work Environment:

- May risk exposure to toxic and caustic chemicals, and animals/wildlife, including exposure to animal bites, scratches, and diseases such as Rabies, Ringworm, Lyme disease and Zoonosis.

VIII. Qualifications

Education and Experience: The required knowledge, skill, and abilities to satisfactorily perform job duties are normally acquired through attainment of DMV or VMD degree from an accredited university or equivalent plus related experience working with high volume spay/neuter and pediatric surgeries, or an equivalent combination of education and experience. Experience volunteering at or working in an animal shelter is preferred.

Required Certifications/Licenses:

- Active Tennessee license to practice veterinary medicine
- Valid class “D” driver’s license
- Must receive pre-exposure rabies vaccinations

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25-22

RESOLUTION APPROVING A CONCEPT PLAN FOR THE MAURY COUNTY COURTHOUSE

WHEREAS, the Maury County Courthouse Adhoc Committee presented a concept plan for the Maury County Courthouse to use towards obtaining a GMP for the renovations that will need to be made to the Courthouse; and

WHEREAS, the attached concept plan for the Maury County Courthouse should be approved.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that the attached concept plan for the Maury County Courthouse is approved.

This the 16th of June 2025.

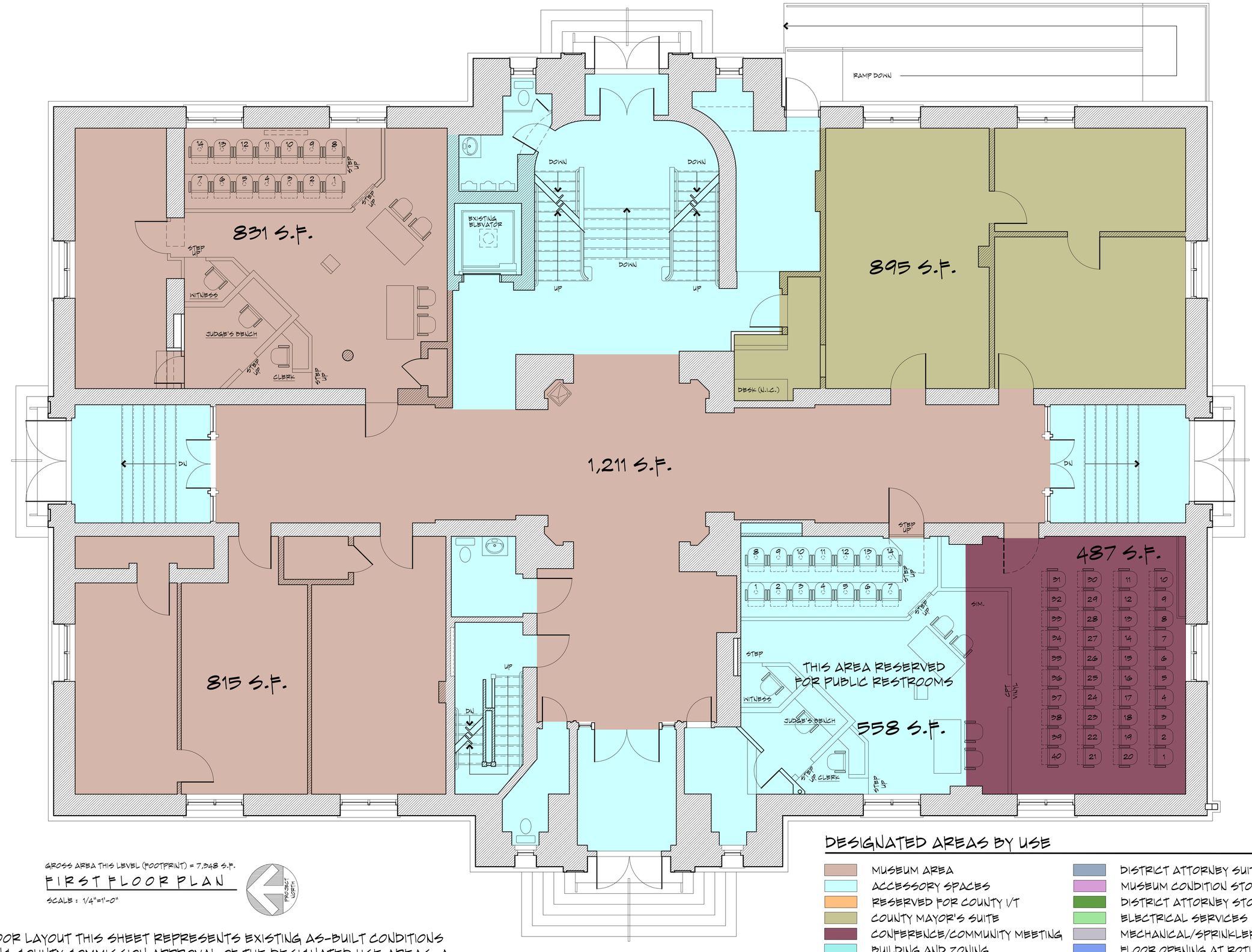
_____
SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Previti, seconded by Commissioner Green and on a roll call vote with 20 Commissioners present and voting as follows:

AYE: Talvin Barner, Jerry Bridenbaugh, Chad Brothers, Davis Burkhalter, Gwynne Evans, Connie Green, Danny Grooms, Kathey Grodi, Patricia Hollinsworth, Gabe Howard, Kevin Markham, Carl McCullen, Brandon Nutt, Eric Previti, Gary Stovall, Jerry Strahan, Scott Sumners, and Tommy Wolaver; TOTAL: 18

NO: Pam Huffman and Kenny Morrow; TOTAL: 2

The above resolution was adopted as presented.



GROSS AREA THIS LEVEL (FOOTPRINT) = 7,348 S.F.

FIRST FLOOR PLAN

SCALE : 1/4"=1'-0"

PROJECT NORTH

THE FLOOR LAYOUT THIS SHEET REPRESENTS EXISTING AS-BUILT CONDITIONS - PENDING COUNTY COMMISSION APPROVAL OF THE DESIGNATED USE AREAS, A REVISED PLAN WILL BE DEVELOPED FOR THE SPECIFIC END USER FOR FINAL APPROVAL

DESIGNATED AREAS BY USE

- MUSEUM AREA
- ACCESSORY SPACES
- RESERVED FOR COUNTY I/T
- COUNTY MAYOR'S SUITE
- CONFERENCE/COMMUNITY MEETING
- BUILDING AND ZONING
- COUNTY SUPPLY STORAGE
- GRAND JURY
- DISTRICT ATTORNEY SUITE
- MUSEUM CONDITION STORAGE
- DISTRICT ATTORNEY STORAGE
- ELECTRICAL SERVICES
- MECHANICAL/SPRINKLER
- FLOOR OPENING AT ROTUNDA
- AVAILABLE STORAGE
- MAURY COUNTY MULTI-PURPOSE

GEORGE GUENTER NUBER
REGISTERED ARCHITECT
COMMISSION NO. 100641
STATE OF TENNESSEE
05/28/2025

Nuber Architecture
ECCLESIASTICAL PLANNING / DESIGN
COMMERCIAL ARCHITECTURE
1069 Rolling Fields Circle, Columbia, Tennessee 38401
Phone:(931) 540-8045 Cell:(931) 446-1741
E-mail:george@nuberarchitecturellc.com

Proposed Renovation to the
Maury County Courthouse for
Maury County Government

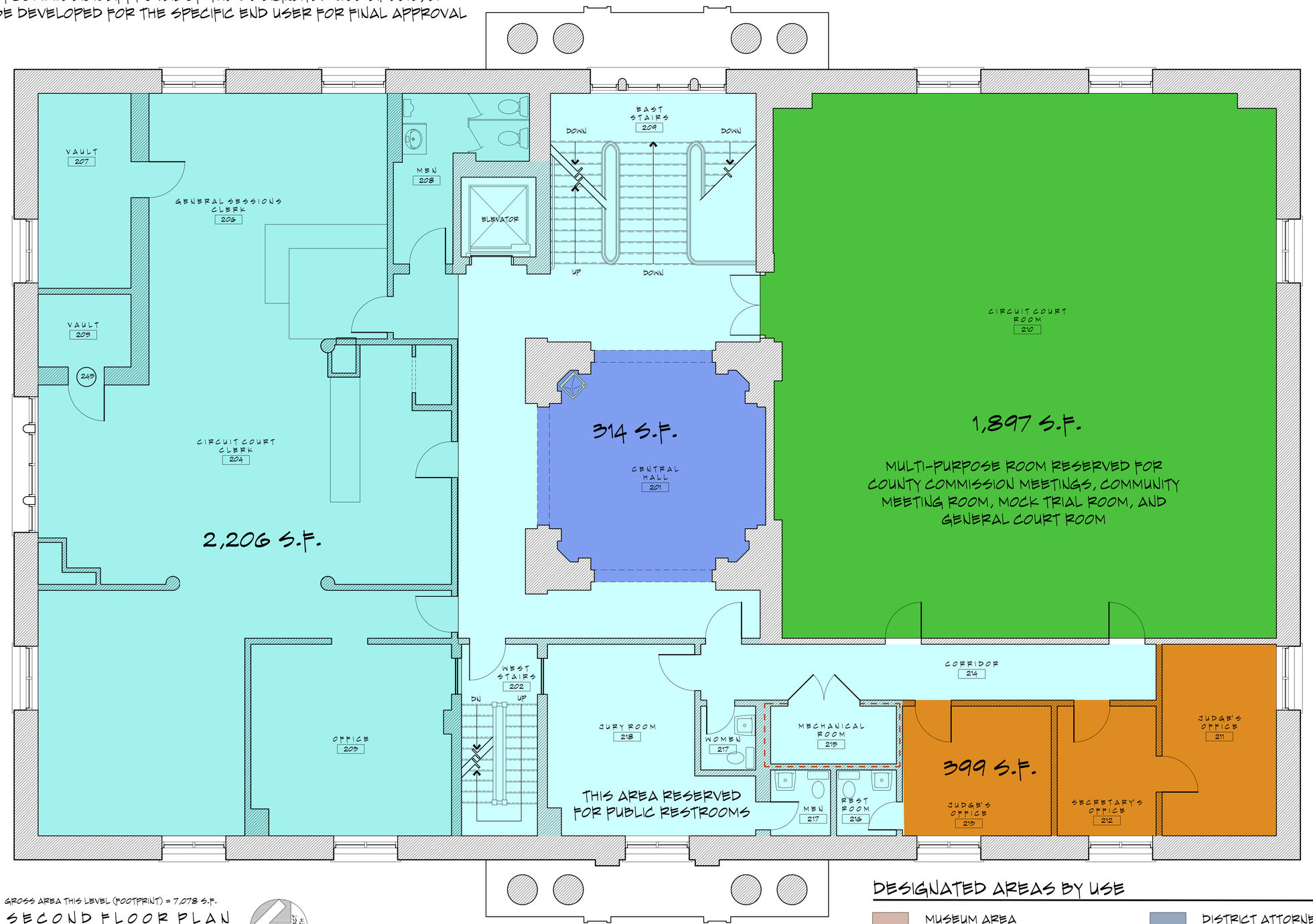
Columbia, Tennessee

Sheet 1 of 4

05-28-2025
2024020

G. Nuber
2024020AB1.1

THE FLOOR LAYOUT THIS SHEET REPRESENTS EXISTING AS-BUILT CONDITIONS - PENDING COUNTY COMMISSION APPROVAL OF THE DESIGNATED USE AREAS, A REVISED PLAN WILL BE DEVELOPED FOR THE SPECIFIC END USER FOR FINAL APPROVAL



GROSS AREA THIS LEVEL (FOOTPRINT) = 7,078 S.F.

SECOND FLOOR PLAN

SCALE : 1/4"=1'-0"

PROJECT NORTH

DESIGNATED AREAS BY USE

- MUSEUM AREA
- ACCESSORY SPACES
- RESERVED FOR COUNTY I/T
- COUNTY MAYOR'S SUITE
- CONFERENCE/COMMUNITY MEETING
- BUILDING AND ZONING
- COUNTY SUPPLY STORAGE
- GRAND JURY
- DISTRICT ATTORNEY SUITE
- MUSEUM CONDITION STORAGE
- DISTRICT ATTORNEY STORAGE
- ELECTRICAL SERVICES
- MECHANICAL/SPRINKLER
- FLOOR OPENING AT ROTUNDA
- AVAILABLE STORAGE
- MAURY COUNTY MULTI-PURPOSE

GEORGE GUENTER NUBER REGISTERED ARCHITECT COMMISSION NO. 10068 STATE OF TENNESSEE
05/28/2025

Nuber Architecture
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COMMERCIAL ARCHITECTURE
1069 Rolling Fields Circle, Columbia, Tennessee 38401
Phone:(931) 540-8045 Cell: (931) 446-1741
E-mail:george@nuberarchitecturellc.com

Proposed Renovation to the
Maury County Courthouse for
Maury County Government

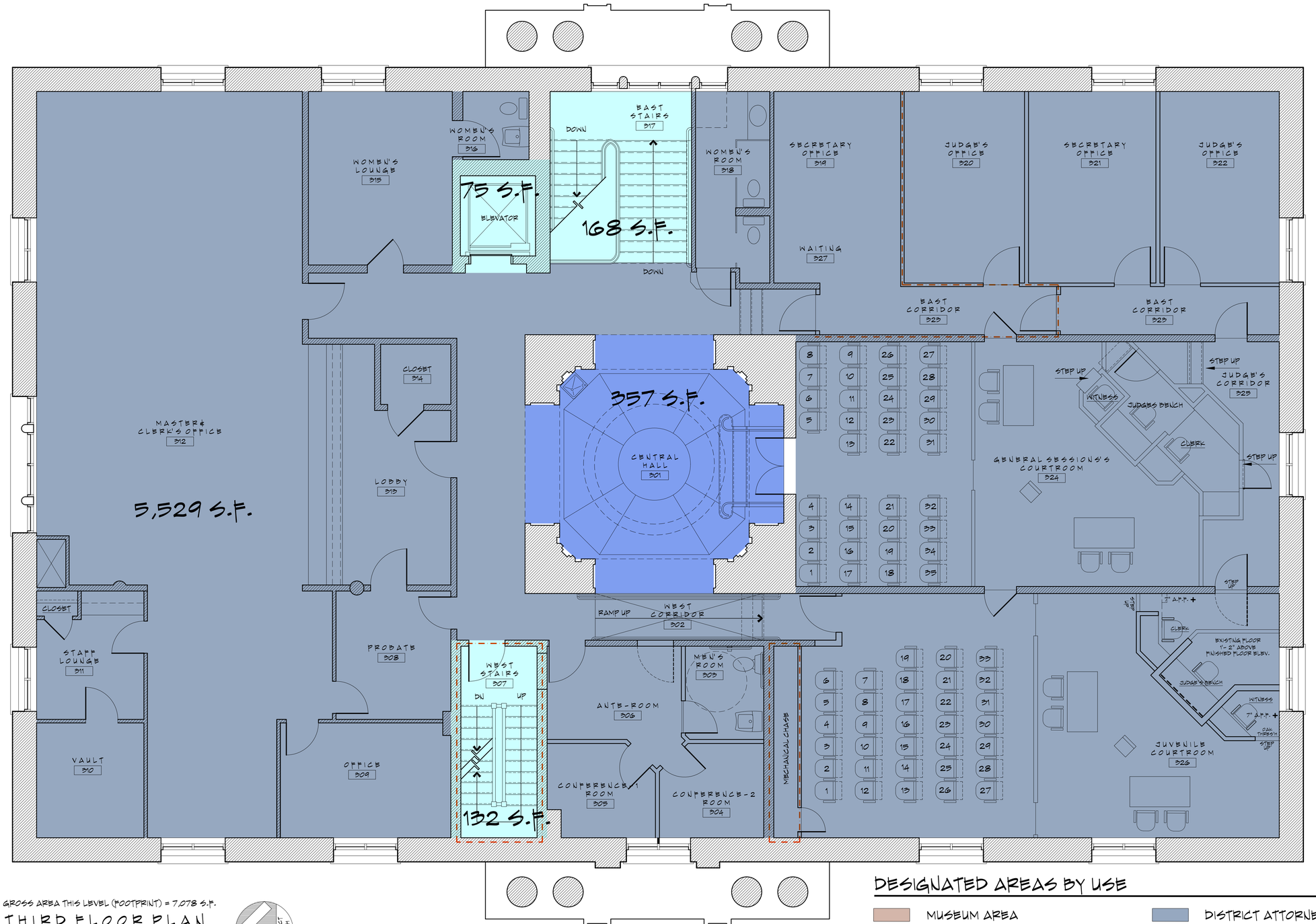
Columbia, Tennessee

Sheet 2 of 4

05-28-2025
20240020

G. Nuber
20240020AB1.2

THE FLOOR LAYOUT THIS SHEET REPRESENTS EXISTING AS-BUILT CONDITIONS
- PENDING COUNTY COMMISSION APPROVAL OF THE DESIGNATED USE AREAS, A
REVISED PLAN WILL BE DEVELOPED FOR THE SPECIFIC END USER FOR FINAL APPROVAL



GROSS AREA THIS LEVEL (FOOTPRINT) = 7,078 S.F.

THIRD FLOOR PLAN

SCALE : 1/4"=1'-0"

PROJECT NORTH

DESIGNATED AREAS BY USE

- MUSEUM AREA
- ACCESSORY SPACES
- RESERVED FOR COUNTY I/T
- COUNTY MAYOR'S SUITE
- CONFERENCE/COMMUNITY MEETING
- BUILDING AND ZONING
- COUNTY SUPPLY STORAGE
- GRAND JURY
- DISTRICT ATTORNEY SUITE
- MUSEUM CONDITION STORAGE
- DISTRICT ATTORNEY STORAGE
- ELECTRICAL SERVICES
- MECHANICAL/SPRINKLER
- FLOOR OPENING AT ROTUNDA
- AVAILABLE STORAGE
- MAURY COUNTY MULTI-PURPOSE

GEORGE GUENTER NUBER
REGISTERED ARCHITECT
COMMISSION NO. 100641
STATE OF TENNESSEE
05/28/2025

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MAURY COUNTY TENNESSEE 1807

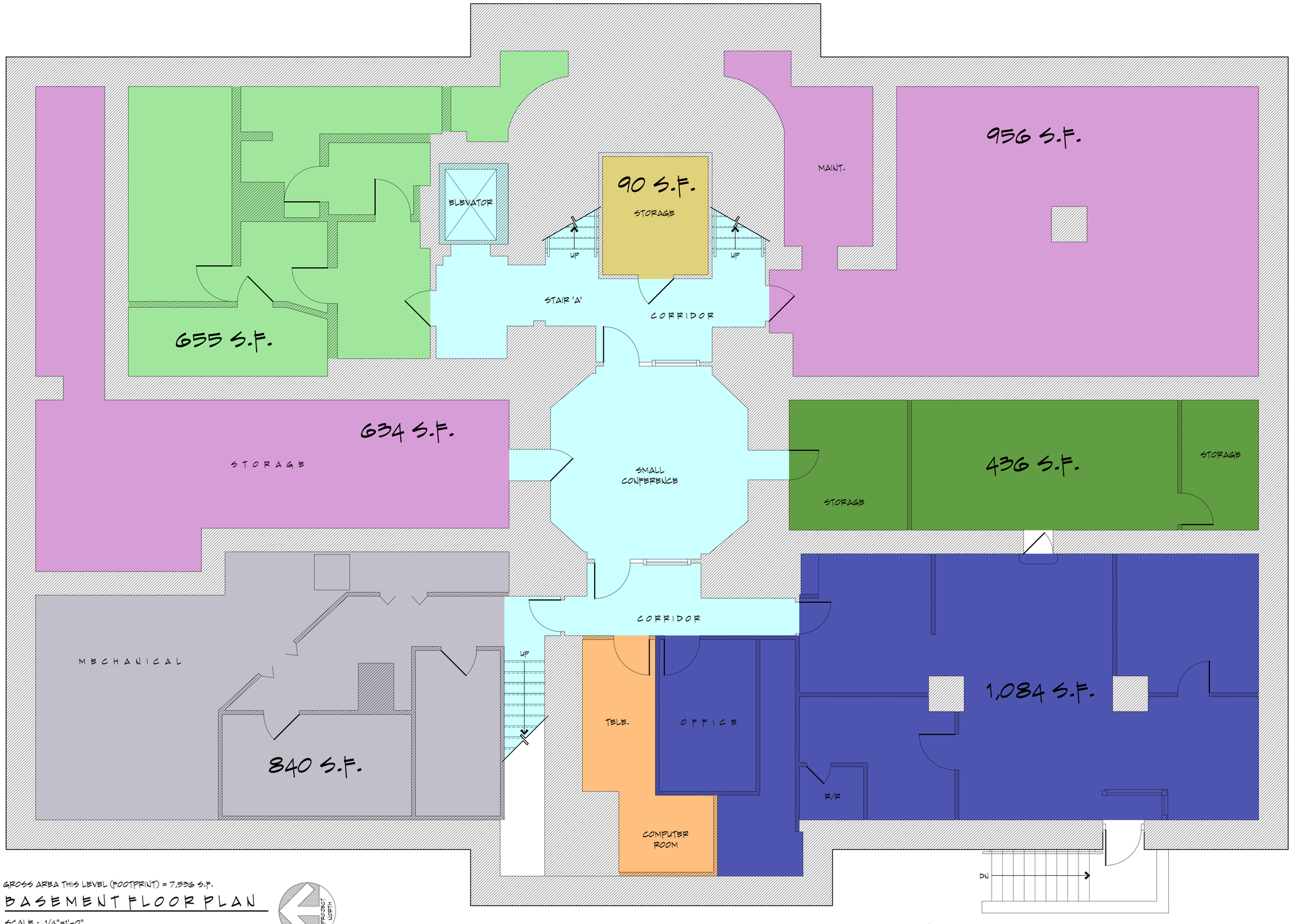
Proposed Renovation to the
Maury County Courthouse for
Maury County Government

Columbia, Tennessee

Sheet 3 of 4

05-28-2025
20240201

G. Nuber
20240201AB1.3



GROSS AREA THIS LEVEL (FOOTPRINT) = 7,536 S.F.

BASEMENT FLOOR PLAN

SCALE : 1/4"=1'-0"

PROJECT NORTH

THE FLOOR LAYOUT THIS SHEET REPRESENTS EXISTING AS-BUILT CONDITIONS - PENDING COUNTY COMMISSION APPROVAL OF THE DESIGNATED USE AREAS, A REVISED PLAN WILL BE DEVELOPED FOR THE SPECIFIC END USER FOR FINAL APPROVAL

DESIGNATED AREAS BY USE

- MUSEUM AREA
- ACCESSORY SPACES
- RESERVED FOR COUNTY I/T
- COUNTY MAYOR'S SUITE
- CONFERENCE/COMMUNITY MEETING
- BUILDING AND ZONING
- COUNTY SUPPLY STORAGE
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- MUSEUM CONDITION STORAGE
- DISTRICT ATTORNEY STORAGE
- ELECTRICAL SERVICES
- MECHANICAL/SPRINKLER
- FLOOR OPENING AT ROTUNDA
- AVAILABLE STORAGE
- MAURY COUNTY MULTI-PURPOSE

GEORGE GUENTER NUBER
REGISTERED ARCHITECT
COMMISSION NO. 100681
STATE OF TENNESSEE
05/28/2025

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E-mail:george@nuberarchitecturellc.com

Proposed Renovation to the
Maury County Courthouse for
Maury County Government

Columbia, Tennessee

Sheet 4 of 4

05-28-2025
20240120

G. Nuber
20240120.AB1.4

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25-23

RESOLUTION APPROVING LEASE CONCEPT FOR ADDITIONAL JUDICIAL CENTER PARKING

WHEREAS, Buildings & Land 1112-38401, LLC owns a building and lot on the Northwest side of the new Judicial Center more commonly known as 1112 Woodland Street Maury County Tax Map 99H-K-10.00; and

WHEREAS, Buildings & Land 1112-38401, LLC is willing to lease a portion of the unimproved lot to the County for additional parking for the Maury County Judicial Center; and

WHEREAS, the lease would include the following terms:

- Years 1-2 – no rent
- Years 3-4 - $5,000.00 per year
- Years 5-6 - $10,000.00 per year
- Years 7-8 - $15,000.00 per year
- Years 9-10 - $20,000.00 per year
- Maury County would have an option to purchase the property at anytime during the lease for the sum of Five Hundred Thousand ($500,000.00) Dollars.
- Maury County would have a Right of First Refusal on the remaining lot.
- Maury County would be responsible for the improvements to the lot.

WHEREAS, a survey and site plan would need to be prepared and approved by the City of Columbia, Tennessee; and

WHEREAS, the final lease should be approved by the Maury County Commission.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that the following lease concept with Buildings & Land 1112-38401, LLC for a portion of a lot located at 1112 Woodland Street Maury County Tax Map 99H-K-10.00 is approved:

- Years 1-2 – no rent
- Years 3-4 - $5,000.00 per year
- Years 5-6 - $10,000.00 per year
- Years 7-8 - $15,000.00 per year
- Years 9-10 - $20,000.00 per year
- Maury County would have an option to purchase the property at any time during the lease for the sum of Five Hundred Thousand ($500,000.00) Dollars.
- Maury County would have a Right of First Refusal on the remaining lot.
- Maury County would be responsible for the improvements to the lot.

BE IT FURTHER RESOLVED by the Maury County Commission that once a survey and site plan have been approved by the City, the County Commission would be required to approve the final lease.

This the 16th day of June 2025.

_____
SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Howard, seconded by Commissioner Grooms and on a roll call vote with 20 Commissioners present and voting as follows:

AYE: Talvin Barner, Chad Brothers, Davis Burkhalter, Danny Grooms, Kathey Grodi, Gabe Howard, Kevin Markham, Eric Previti, and Tommy Wolaver; TOTAL: 9

NO: Gwynne Evans, Gary Stovall, Jerry Strahan, Kenny Morrow, Scott Sumners, Pam Huffman, Patricia Hollinsworth, Brandon Nutt, Connie Green, Carl McCullen, and Jerry Bridenbaugh; TOTAL: 11

The motion failed due to lack of majority.

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25-24

RESOLUTION AUTHORIZING THE HIGHWAY DEPARTMENT TO APPLY FOR THE SAFE STREETS FOR ALL IMPLEMENTATION GRANT

WHEREAS, by Resolution No. 07-23-23, the County approved participation in the 2022 Safe Streets for All (SS4A) Grant program with the United States Department of Transportation; and

WHEREAS, by Resolution No. 03-25-27, the County adopted a long-term goal of zero traffic deaths and serious injuries on Maury County roadways, along with an interim goal of reducing fatal and serious injury crash rates by twenty (20%) percent by the year 2035; and

WHEREAS, the Maury County Highway Department seeks to further these goals by applying for SS4A Implementation Grant; and

WHEREAS, the SS4A grant application will request a total of Three Million Dollars ($3,000,000.00) for project implementation over five years, with a required twenty (20%) percent local match – amounting to Six Hundred Thousand Dollars ($600,000.00) to be funded by the Highway Department Budget; and

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that the Maury County Highway Department and other appropriate County officials are hereby authorized to apply for the Safe Streets for All Implementation Grant, with the County providing the required twenty percent (20%) matching funds, totaling up to Six Hundred Thousand Dollars ($600,000.00).

This the 16th day of June 2025.

_____
SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Brothers, seconded by Commissioner Strahan and on a roll call vote with 20 Commissioners present and voting “Aye”, the above resolution was adopted as presented.

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25-25

RESOLUTION APPROVING THE LETTER OF INTENT BETWEEN MAURY COUNTY AND PROJECT MUSTANG REGARDING PROPERTY IN CHERRY GLEN AND APPROVING A MEMORANDUM OF UNDERSTANDING WITH THE MAURY COUNTY INDUSTRIAL DEVELOPMENT BOARD

WHEREAS, Project Mustang (Project) has offered the attached letter of intent (LOI) for the purchase Lot 3B in Cherry Glen as shown on the attached map to the LOI for a purchase price of One Million Two Hundred Seventy-five Thousand ($1,275,000.00) Dollars; and

WHEREAS, Maury County will also grant a right of first refusal on Lot 3C in Cherry Glen as shown on the attached map to the LOI; and

WHEREAS, the Maury County Commission accepts the attached LOI between Maury County and Project and authorizes the County Mayor to sign the documents on behalf of Maury County; and

WHEREAS, the Maury County Commission also authorizes the Mayor and County Attorney to approve an access agreement regarding the Project so that survey and geo-technical studies can be performed; and

WHEREAS, once a survey is completed, the County desires to convey Lot 3B to the Maury County Industrial Development Board (IDB) so that the IDB can complete the sales contract and finalize the transaction; and

WHEREAS, a Memorandum of Understanding with the County and the IDB should be approved regarding the use of any net sale proceeds from the sale of the adjacent property for the Project which will include paying the County's payments under the Contribution Agreement for Innovation Park, using the remainder of the funds for improvements to Cherry Glen and economic development in Maury County; and

WHEREAS, the Maury County Mayor is also authorized to grant a right of first refusal for Lot 3C at the closing of this Project.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that the attached Letter of Intent between Maury County and the Project Mustang is accepted and the County Mayor is authorized to sign the attached Letter of Intent on behalf of Maury County.

BE IT FURTHER RESOLVED by the Maury County Commission that the County Mayor and County Attorney have the authority to approve an access agreement with the potential purchaser.

BE IT FURTHER RESOLVED by the Maury County Commission that once a survey and legal description of the property has been obtained, the conveyance of Lot 3B in Cherry Glen, as shown on the attached map to the LOI to the Maury County Industrial Development Board is approved with the Mayor being authorized to execute the necessary documents to effectuate the transfer.

BE IT FURTHER RESOLVED by the Maury County Commission that the attached Memorandum of Understanding between Maury County and the Maury County Industrial Board is approved and the Mayor is authorized to execute said document.

BE IT FURTHER RESOLVED by the Maury County Commission that a right of first refusal is granted to Project Mustang for Lot 3C upon the purchase of Lot 3B with the Mayor being authorized to execute the necessary documents that are needed to grant said right of first refusal.

This the 16th day of June 2025.

_____
SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Brothers, seconded by Commissioner Previti and on a roll call vote with 20 Commissioners present and voting "Aye", the above resolution was adopted as presented.

[redacted]

May 21, 2025

Maury County, Tennessee
1 Public Square
Columbia, TN 38401

Re: +/- 36.5 acres located Maury County, TN, with a Parcel ID of 126 041.01 (the "**Property**"). See Exhibit A.

Ladies and Gentlemen:

[redacted] ("**Purchaser**") is pleased to present you with this Letter of Intent (this "**Letter of Intent**"), which outlines the terms and conditions under which Purchaser is interested in negotiating a definitive written agreement (the "**Contract**") to purchase the fee simple title to the Property from Maury County, Tennessee ("**Seller**"). Based upon information previously made available to Purchaser and our preliminary evaluations, and subject to the satisfaction of conditions precedent set forth herein, Purchaser is prepared to negotiate a definitive transaction with respect to the Property and to proceed to consider this transaction on the following major terms and conditions.

1. **Purchase Price**. The Purchase Price is $1,275,000.00. Purchaser shall acquire the Property free and clear of any mortgage or other indebtedness or liens. The Purchase Price, plus or minus prorations and less the Earnest Money (as defined below), shall be paid by wire transfer on the Closing Date (as hereinafter defined).

2. **Inspection Period**. From the effective date of the Contract and continuing for a period of sixty (60) days thereafter (the "**Inspection Period**"), Purchaser shall have the right to access the Property to investigate and inspect the condition thereof and the suitability of the Property for Purchaser's intended use. Purchaser may extend the Inspection Period for one period of thirty (30) days by notifying Seller in writing prior to the end of the initial Inspection Period. If Purchaser determines, in its sole and absolute discretion, that it is unsatisfied with any aspect of the Property prior to the expiration of the Inspection Period, then Purchaser shall have the right to terminate the Contract in its sole discretion with immediate effect and without any prior judicial intervention, in which case the Earnest Money will be returned to Purchaser and the Purchase Price will be no longer due by the Purchaser.

3. **Earnest Money Deposit**. $50,000 shall be deposited in a segregated, government insured escrow account (the "**Earnest Money Deposit**") with Fidelity National Title ("**Title Company**") within five (5) business days after full execution and delivery of the Contract. The Earnest Money Deposit shall be held by Title Company, shall be fully refundable during the Inspection Period and shall be applied toward the Purchase Price at closing, or remitted to either Seller or Purchaser prior to closing, as specified in the Contract.

4. **Closing Date**. The closing of the transaction shall occur on the earlier of (i) thirty (30) days after Purchaser's receipt of all zoning rights and approvals, land use approvals, utility approvals, entitlements, permits and other development approvals necessary for Purchaser to construct Purchaser's intended development on the Property (collectively, the "**Entitlements**"); and (ii) a date mutually agreed by the parties (such earlier date being the "**Closing Date**"). The closing shall be affected through a customary escrow closing.

5. **Entitlements**. Seller agrees to assist Purchaser, without expense to Seller, in Purchaser's effort to obtain the Entitlements. For the avoidance of doubt, Purchaser's receipt of the Entitlements will be a condition to Purchaser's obligation to close under the Contract.

6. **Closing Costs; Prorations**. Purchaser and Seller shall each pay the fees and expenses of their respective legal counsel incurred in connection with the transaction. All title, survey expenses, transfer, recording and escrow fees shall be paid by the appropriate party as is customary in the State of Tennessee. The Contract shall provide for customary prorations with respect to real estate taxes and all other items customarily prorated between parties in transactions of this nature in Maury County, Tennessee.

7. **The Contract**. Within fifteen (15) business days of the date upon which Seller executes this Letter of Intent, counsel for Purchaser shall deliver an initial draft of a Contract for Seller's review and comment. In addition to the items set forth above, the Contract shall provide, among other things, that (a) Purchaser shall have reasonable access to the Property in order to conduct, at Purchaser's cost, any and all investigations of the Property as may be desired by Purchaser, including, without limitation, inspections or studies which may require the drilling of holes and the removal of small soil and similar samples, (b) Purchaser may proceed with the obtainment of the Entitlements, (c) Purchaser may terminate the Contract during the Inspection Period for any reason or no reason, (d) Purchaser shall have a right of first refusal on the parcel adjacent to the Property (being Lot 3C), which right of first refusal will be memorialized in an instrument recorded in the land records at Purchaser's option, (e) in the event Purchaser does not develop or otherwise substantially complete Purchaser's intended development of the Property on or before the Completion Deadline (as the same shall be defined in the Contract), Seller shall have the right to repurchase the Property from Purchaser on terms and conditions mutually acceptable to Seller and Purchaser.

8. **Assignment**. Purchaser and Seller shall have the right on or before the Closing Date to assign its rights and obligations hereunder and under the Contract to an affiliate of Purchaser or Seller, as applicable.

9. **Confidentiality**. By execution of this Letter of Intent, each party agrees to maintain the confidentiality of the other party's involvement (including the identity of such other party) in a possible transaction as described herein as well as the terms of such transaction (including the structure and pricing thereof) and any other confidential information obtained on the other party and not to disclose same to any person or entity other than (A) on an as-needed basis, to such party's advisors, agents, consultants, lenders, and potential lenders, (B) on an as-needed basis, to those governmental authorities or other commission bodies of Maury County, Tennessee, as may be reasonably necessary in order for Seller to obtain approval of the transaction contemplated herein by the appropriate governmental authorities of Maury County, Tennessee, (C) with respect disclosures required by law; or (D) disclosures consented to by both parties.

10. **Non-Binding Agreement; Term**. This Letter of Intent is only intended to set forth general understandings and agreements of the parties and to provide the basis for negotiating the Contract. Except for Paragraph 9 above, and the agreements of the parties contained herein with respect to payment of certain expenses, this Letter of Intent is not a binding obligation, commitment or agreement between the parties to purchase or sell the Property and no prior or subsequent conduct or action by the parties whether in furtherance of the proposed transaction or otherwise, shall abrogate the foregoing disclaimer of intent to be bound to this Letter of Intent. A binding obligation respecting the proposed transaction shall arise, if at all, when the Contract, which must be in form and content satisfactory to each party and its counsel, has been executed by the parties and whose terms shall supersede this Letter of Intent and all prior negotiations, discussions, agreements and understandings, whether written or oral respecting the proposed transaction. This Letter of Intent does not obligate either party to proceed to the completion of an agreement. Further, this Letter of Intent does not obligate the parties hereto to negotiate, in good faith or otherwise, toward the execution and delivery of the Contract. If the parties fail to enter into the Contract on or before sixty (60) days from acceptance of this Letter of Intent, this Letter of Intent shall be of no further force or effect.

If the provisions of this Letter of Intent are acceptable to you, please indicate by causing the enclosed duplicate original copy hereof to be signed by an authorized signatory of Seller and returned to the undersigned.

Sincerely,

For and on behalf of [redacted] as it sole member,

By: [redacted] (May 21, 2025 10:39 GMT+2)
Name: [redacted]
Title: Director

By: [redacted] (May 21, 2025 19:24 GMT+2)
Name: [redacted]
Title: Director

ACCEPTED AND AGREED TO AS OF
May _____, 2025

Maury County, Tennessee

By: _____
Name: _____
Title: _____

"EXHIBIT A"

Note:

This plan is for preliminary planning purposes and is only intended to illustrate general development potential.

Cherry Glen Future Development
109.6 Acs.

Conceptual 80' R.O.W. / Easement

East Tennessee Natural Gas Easement

Lot 3C
28.1 Acs.

Project
Mustang
Lot 3B
34.3 Acs.

Joe Frank Porter Rd.

Charles Tisher Way

Sam Watkins Blvd.

Lot 3A
26.7 Acs.

East Tennessee Natural Gas Easement

Mt. Pleasant OH Electric Easement

Existing
Wetlands

Sanitary Sewer
MH (Typical)

FH

12"

8"

S

W

0 150 300 600

PROJECT MUSTANG BOUNDARIES

CHERRY GLEN BUSINESS & INDUSTRIAL PARK, LOTS 3B AND 3C

MT. PLEASANT, MAURY COUNTY, TENNESSEE

TVA Economic Development

Created May 2025

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (Memorandum) is made and entered into on the __ day of June, 2025 by and between Maury County, Tennessee (County), and Industrial Development Board of Maury County (IDB)

WITNESSETH;

WHEREAS, by Resolution No. 06-25-__ Maury County (County) agreed letter of intent regarding selling approximately 36.5 acres (Property) for Project Mustang for the sales price of One Million Two Hundred Seventy-five ($1,275,000.00) Dollars (Proceeds); and

WHEREAS, the County also agreed that upon the completion of a survey, the County would transfer the property to the IDB so that the IDB can enter into the final sales agreement and proceed with closing on the property; and

WHEREAS, by Resolution No. 05-18-38 the County approved a Contribution Agreement with the IDB regarding the purchase and financing 330 acres of property to be purchased by the IDB for an office park development; and

WHEREAS, the IDB agrees the use of any Proceeds from the Project Mustang contract which will include paying the County's payments under the Contribution Agreement as well as using the remainder of the funds for improvements to Cherry Glen and economic development in Maury County; and

WHEREAS, the IDB is an entity created by Tennessee Code Annotated §7-53-101 et seq; and will be responsible for the oversight of the property, holding title to the property and finalizing the sale and the use of the proceeds pursuant to this Memorandum of Understanding;

WHEREAS, it is necessary for the parties to enter into a Memorandum of Understanding outlining duties and responsibilities of each party;

NOW THEREFORE, in consideration the foregoing premises and other good and valuable consideration, the parties do hereby enter into this Memorandum as follows:

1. Obligations of Maury County, Tennessee:

    a. The County will transfer the approximately 36.5 acres as shown on Exhibit A to the Industrial Development Board of Maury County upon completion of a survey.

    b. The County will grant a right of first refusal to Project Mustang on the property shown as Lot 3C on the exhibit.

c. County will take necessary actions to cancel the farm lease on the property shown on Lot 3B on the exhibit.

2. Obligations of the Industrial Development Board of Maury County
    a. The IDB will use the sale proceeds to pay the County's payment under the Contribution Agreement as well as using the remainder of the funds for improvements to Cherry Glen and economic development in Maury County.
    b. In the event that the transaction with Project Mustang is not closed, the IDB will transfer the property back to the County.

MAURY COUNTY, TENNESSEE
BY:

_____
SHEILA K. BUTT
ITS: COUNTY MAYOR

THE INDUSTRIAL DEVELOPMENT BOARD OF MAURY COUNTY, TENNESSEE
By:

_____
STEWART PARKER
ITS: CHAIRMAN

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25-26

RESOLUTION RATIFYING GENERAL SESSIONS JUDGES' RECOMMENDATION OF JUDICIAL COMMISSIONERS

WHEREAS, by Resolution No. 15 dated 10-18-1999 and amended by Resolution No. 03-08-18, the Maury County Commission approved the appointment of Judicial Commissioners for one-year terms upon the recommendation of a majority of the General Sessions Judges of Maury County; and

WHEREAS, Maury County currently has two full-time Judicial Commissioners, Rebecca Hill and Charles Prince, II and five part-time Judicial Commissioners: Lawrence Bull, Joseph Gideon, Larry Smithson, Scott Knudson, and Howard Keltner; and

WHEREAS, all the Judicial Commissioners were evaluated by the Maury County General Sessions Judges; and

WHEREAS, after the evaluation process, the Maury County General Sessions Judges recommended that Rebecca Hill and Charles Prince, II be reappointed as full-time Judicial Commissioners with Rebecca Hill being the Chief Judicial Commissioner, Charles Prince, II being the Assistant Chief Judicial Commissioner and that Lawrence Bull, Joseph Gideon, Larry Smithson, Scott Knudson and Howard Keltner be reappointed as part-time Judicial Commissioners.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that based upon the recommendation of a majority of the Maury County General Sessions Judges that Rebecca Hill and Charles Prince, II be reappointed as full-time Judicial Commissioners, and that Lawrence Bull, Joseph Gideon, Larry Smithson, Scott Knudson and Howard Keltner be reappointed as part-time Judicial Commissioners.

This the 16th day of June 2025.

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SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Green, seconded by Commissioner Strahan and on a roll call vote with 20 Commissioners present and voting "Aye", the above resolution was adopted as presented.

The following resolution was included in the consent agenda:

RESOLUTION NO. 06-25-27

RESOLUTION RESCINDING RESOLUTION NUMBER 01-25-44 REGARDING THE IMPLEMENTATION OF A 401K PLAN THROUGH TCRS

WHEREAS, by Resolution No. 01-25-44, the Maury County Commission adopted the Tennessee Deferred Compensation Plan II Adoption Agreement; and

WHEREAS, due to implementation challenges and administrative complexities, the Human Resources Director, the Finance Director and the County Mayor recommend that Resolution No. 01-25-44 be rescinded.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that Resolution No. 01-25-44 is rescinded.

This the 16th day of June 2025.

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SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Grodi, seconded by Commissioner Wolaver and on a roll call vote with 20 Commissioners present and voting "Aye", the above resolution was adopted as presented.

The following resolution was included in the consent agenda:

RESOLUTION NO. 06-25-28

RESOLUTION APPROVING A REVISED IT SYSTEMS ADMINISTRATOR JOB DESCRIPTION FOR THE INFORMATION TECHNOLOGY DEPARTMENT

WHEREAS, the Maury County Human Resources Director and the Maury County Information Technology Director request approving a revised IT Systems Administrator job description for the Information Technology Department; and

WHEREAS, the attached IT Systems Administrator job description at a grade 14 should be approved.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that attached job description of the IT Systems Administrator Engineer I for the Information Technology Department is approved.

This the 16th of June 2025

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SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Grodi, seconded by Commissioner Wolaver and on a roll call vote with 20 Commissioners present and voting “Aye”, the above resolution was adopted as presented.

Maury County
Job Description

Job Title: IT Systems Administrator
Reports To: Information Technology Director
Supervises: N/A
FLSA Status: Exempt
Date Revised: May 12, 2025
Grade: 14

I. Purpose of Job

Under general supervision, the IT Systems Administrator is responsible for maintaining the functionality, security, and performance of Maury County Government's on-premise and cloud-based IT systems and infrastructure. Duties include administering and maintaining servers, storage, network systems, file servers, virtualization environments, backups, and providing technical support to county employees. Additional responsibilities include monitoring network performance, assisting with planning and implementing IT solutions, ensuring data integrity, and contributing to the overall IT security framework.

II. Essential Job Duties

A. Systems and Infrastructure Management

• Administers, maintains, and ensures high availability of physical and virtual servers.
• Designs/redesigns the network as needed to accommodate growth and other needs including specifying hardware needed to implement proposed designs.
• Manages on-premise and cloud storage solutions, including capacity planning, data organization, and access control.
• Oversees file server setup, maintenance, permissions, and backup scheduling.
• Maintains and programs network infrastructure components including routers, switches, firewalls, and VPNs.
• Implements and monitors system backups and disaster recovery solutions.
• Performs daily system health checks, identifying and resolving potential issues proactively.
• Monitors server and network performance using appropriate tools and analytics.
• Administers all databases and programs utilized by county government offices and serves as a resource for employees when installing, troubleshooting, and modifying these databases.

B. Virtualization and Cloud Technology

• Administers and supports virtualization environments (e.g., Hyper-V, VMware).
• Deploys and manages cloud-based resources and services (e.g., Azure, AWS).
• Supports cloud migration initiatives and integration with on-premise systems.

C. Technical Support and Troubleshooting

• Provides technical assistance to county employees, addressing hardware, software, and connectivity issues.

• Troubleshoots and resolves network engineering problems, including remote and internet connectivity.
• Keeps users informed of changes to systems or services that may affect functionality.

D. Administration and Documentation

• Maintains documentation for systems architecture, licensing, IP assignments, and procedures.
• Tracks software and hardware inventory and ensures compliance with licensing agreements.
• Assists with procurement processes for IT equipment and services.
• Provides input on budget planning and IT infrastructure needs.

III. Other Job Duties

Performs other job duties as assigned.

IV. Primary Job Challenges

Primary challenges include maintaining seamless integration of hybrid IT environments (on-premise/cloud), addressing cybersecurity risks, and ensuring system uptime while responding promptly to user and infrastructure issues.

V. Equipment Operated

Office computers and peripherals, servers, networking equipment (routers, switches, firewalls), virtualization systems, backup solutions, cloud administration portals, diagnostic tools.

VI. Key Competencies Required

Job Content Knowledge:

Thorough knowledge of networking hardware/software, cloud and virtualization technologies, file server management, storage systems, and cybersecurity practices. Working knowledge of Microsoft and Linux server operating systems, DHCP/DNS, Active Directory, and backup solutions.

Language Skills:

Level 3: Ability to read and interpret complex technical manuals, write detailed documentation, and effectively present information to groups or individuals.

Mathematical Skills:

Level 2: Ability to calculate system capacities, storage allocations, uptime metrics, and data throughput rates.

Reasoning Ability:

Level 3: Ability to apply logical analysis to diagnose and resolve technical problems and to make informed decisions based on risk and system impact.

Teamwork: Collaborates with IT team members and county employees; provides timely technical assistance; actively shares knowledge and contributes to group goals.

VII. Physical Demands and Work Environment

Physical Demands: Performance of the essential duties of this job requires the incumbent to:

- Stand
- Walk
- Sit
- Use hands to handle or feel objects and tools
- Reach with hands and arms
- Climb, balance, stoop, kneel or crawl
- Talk or hear
- Lift up to 60 pounds

Work Environment:

Primarily indoor office/data center environment with occasional off-site visits. Possible exposure to electrical components and confined spaces. May require occasional after-hours or weekend work.

VIII. Qualifications

Education and Experience: Associate's Degree in Computer Science, Information Technology, or a related field. At least 3-5 years of experience in network/system administration in a multi-site environment or an equivalent combination of education and experience.

Required Certifications/Licenses:

- Valid Tennessee Driver's License
- A+ Certification preferred
- Additional certifications such as Network+, Microsoft/VMware certifications are highly desirable

The following resolution was included in the consent agenda:

RESOLUTION NO. 06-25-29

RESOLUTION RECLASSIFYING A REGISTER OF DEEDS DEPUTY CLERK II POSITION TO AN ADMINISTRATIVE AND TECHNICAL SUPPORT POSITION AND APPROVING A JOB DESCRIPTION FOR THE MAURY COUNTY REGISTER OF DEEDS OFFICE

WHEREAS, the Maury County Human Resources Director and the Maury County Register of Deeds request to reclassify a Register Deputy Clerk II position to a Register of Deeds Administrative and Technical Support Position and adopt a job description for that position for the position; and

WHEREAS, the attached Register of Deeds Administrative and Technical Support job description at a grade 9 should be approved.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that the position of a Register of Deeds Deputy Clerk II position is reclassified to a Register of Deeds Administrative and Technical Support Position.

BE IT FURTHER RESOLVED by the Maury County Commission that the attached job description of the Register of Deeds Administrative and Technical Support for the Maury County Register of Deeds Office is approved.

This the 16th of June 2025

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SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Grodi, seconded by Commissioner Wolaver and on a roll call vote with 20 Commissioners present and voting “Aye”, the above resolution was adopted as presented.

Maury County
Job Description

Job Title: Register of Deeds Administrative and Technical Support
Reports To: Register of Deeds
Supervises: N/A
FLSA Status: Non-exempt
Date Revised: 6/2/2025
Grade: 9

I. Purpose of Job

This is very responsible administrative and technical work in the Register of Deeds office. The primary responsibilities include receipting, recording, filing, and indexing documents related to property ownership in Maury County. The position requires strong computer and organizational skills, attention to detail, and the ability to accurately calculate and collect fees. Additional duties include public interaction, support for accounting and purchasing functions, and maintaining consistency and compliance with state recording laws. Work is performed in coordination with the Register, Chief Deputy, and other staff members, and is subject to annual state audits.

II. Essential Job Duties

A. Document Processing & Recording

- Receipts documents by entering detailed information into the computer system.
- Validates and stamps documents with date/time and employee ID.
- Indexes deeds and documents into the system.
- Scans documents for legibility and completeness.
- Marks documents to denote relationships with other documents.
- Returns processed documents appropriately.
- Maintains Property Reference Books.

B. Accounting & Financial Duties

- Assists with daily reconciliation of receipts and fees.
- Prepares daily bank deposits.
- Assists in determining shortages or overages.
- Supports purchasing functions.
- Implements and maintains credit card processing.

C. Administrative & Technical Support

- Troubleshoots BIS software internally, resolves issues when possible and serves as liaison for BIS technical support.
- Trains new hires and serves as ongoing resource for questions.
- Answers phones and assists the public.
- Makes and logs copies for customers.

- Performs other administrative duties as required.

III. Other Job Duties

- Supports Register and Chief Deputy with daily operations.
- Performs other job-related duties as assigned.

IV. Primary Job Challenges

- Accurately determining document acceptability.
- Maintaining attention to detail.
- Handling sensitive interactions professionally.

V. Equipment Operated

- Office equipment (FAX, copier, scanner, etc.)
- BIS software and Microsoft Office Suite

VI. Key Competencies Required

- **Job Content Knowledge:**
  Operational knowledge of Register of Deeds office and T.C.A. laws.
  Familiarity with property transactions and related offices.

- **Language Skills (Level 3):**
  Clear, legible writing and document interpretation.

- **Mathematical Skills (Level 2):**
  Ability to compute and reconcile fees and taxes.

- **Reasoning Ability (Level 3):**
  Decision making and task prioritization.

- **Teamwork:**
  Cooperative relationships and training support.

VII. Physical Demands and Work Environment

Physical Demands:

- Sitting, standing, walking, light lifting (up to 25 lbs).

Work Environment:

- Standard office environment with moderate noise.

VIII. Qualifications

Education and Experience:

- High school diploma required; coursework in related fields preferred.
- 3 to 5 years of administrative, clerical, or technical experience in public-facing government office or related setting required.

- Required Certifications/Licenses:
- Valid Driver’s License (preferred).
- BIS or legal compliance training may be required.

The following resolution was included in the consent agenda:

RESOLUTION NO. 06-25-30

RESOLUTION APPROVING A PAPER CONSERVATOR JOB DESCRIPTION

WHEREAS, the Maury County Human Resources Director and the Maury County Archives Director request approving a Paper Conservator job description for the Maury County Archives; and

WHEREAS, the attached Paper Conservator job description at a grade 10 should be approved.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that the attached job description of the Paper Conservator for the Maury County Archives is approved.

This the 16th of June 2025

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SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Grodi, seconded by Commissioner Wolaver and on a roll call vote with 20 Commissioners present and voting “Aye”, the above resolution was adopted as presented.

Maury County
Job Description

Job Title: Paper Conservator
Reports To: Archives Director
Supervises: Titles of employees supervised
FLSA Status: Exempt
Date Revised: March 7, 2025
Grade: 10

I. Purpose of Job

The conservation manager will oversee the operations of the Maury County Archives conservation lab, which include conservation treatments, the creation of custom enclosures, housings, and supports, and monitoring of the environment and other preventive conservation duties to preserve the collections. The position supervises volunteers, plans training and outreach programs, and manages a calendar of production in concert with the Archives Director.

II. Essential Job Duties

A. Conservation Lab
- Manages and supervises the conservation lab.
- Performs conservation treatments on archival and library collections, maintaining written and photographic documentation of all work.
- Designs and creates preservation storage housings and exhibit mounts/supports for collections.

B. Staff Development and Training
- Provides training and education for archives staff, volunteers, and interns on environmental control, disaster preparedness, housing, and care and handling of historical collections.
- Trains and supervises the work of assigned staff, including volunteers and interns.

C. Planning and Administration
- Recommends standards and procedures for the preservation, treatment, handling, storage, and environmental protection of the collection.
- Maintains preventive conservation plan, including the integrated pest management system.
- Recommends laboratory operating budget to the Archives Director.
- Requisitions supplies and equipment for the laboratory.
- Works with Archives Director to maintain and/or update emergency/disaster response planning and training.

D. Collaboration and Continuing Education
- Keeps conservation techniques up-to-date by establishing and maintaining working relationships with other conservation departments and/or conservators.
- Maintains memberships and/or relationships with appropriate professional organizations.
- Attends continuing education classes and reviews journals and publications to keep informed of current research and advancements in conservation techniques.

III. Other Job Duties

Performs other job duties as assigned.

IV. Primary Job Challenges

Incumbent may be presented with old documents or photographs that are badly damaged by water, mold, pests or other agents. The documents may be of poor quality and deteriorating in such a way that preservation will be challenging.

V. Equipment Operated

General office equipment, computer, copier, etc. General laboratory equipment which may include a mold vacuum, book press, etc.

VI. Key Competencies Required

- **Job Content Knowledge:**
  Demonstrated knowledge of conservation and preservation practices and the materials, technology, and techniques associated with them. Knowledge of the materials, characteristics, and historic and current methods of manufacture of paper, photographs, and books. Familiarity and experience with appropriate exhibition and environmental standards for collections, emergency/disaster planning and response, and completing collection surveys.

- **Language Skills:**

  Level 3: Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, customers, and the general public.

- **Mathematical Skills:**

  Level 2: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

- **Reasoning Ability:**
  Level 4: Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. In decision making, some choices are known while others may need to be identified. Some reliance on precedent. Ability to interpret a variety of complex instructions furnished in written, oral, diagram, or schedule form.

- **Teamwork:** Develops constructive and cooperative working relationships with others. Encourages others to express their ideas and opinions. Provides input into identifying and solving problems. Anticipates need of others for information about job tasks and work environment and provides it to them in a timely manner. Willingly assists others with job tasks when appropriate.

VII. Physical Demands and Work Environment

Physical Demands: Performance of the essential duties of this job requires the incumbent to:

- Frequently stand or walk.
- Frequently sit.
- Regularly use hands to finger, handle, or feel.
- Frequently reach with hands and arm.
- Frequently stoop, kneel, crouch or crawl.
- May be required to climb or balance.
- Regularly talk or hear.
- Occasionally lift up to 50 pounds.

Work Environment:

The work environment is indoors and moderately quiet.

VIII. Qualifications

Education and Experience: The required knowledge, skill, and abilities to satisfactorily perform job duties are normally acquired through attainment of

• A master's degree from a recognized graduate program in art conservation, specializing in paper, photographs, and/or library and archives, and
• A minimum of two years of postgraduate experience performing conservation treatments and other preservation practices in a library, archives, special collection, or museum environment, or

• A bachelor's degrees from an accredited college or university with a degree in history/archives management/museum studies and a minimum of five years in an apprenticeship performing conservation treatments and other preservation practices under the supervision of a paper/photograph conservator credentialed with the American Institute for Conservation, or

an equivalent combination of education and experience.

Required Certifications/Licenses:

The following resolution was included in the consent agenda:

RESOLUTION NO. 06-25-31

RESOLUTION APPROVING AN ENGINEER I JOB DESCRIPTION FOR THE BUILDING AND ZONING DEPARTMENT

WHEREAS, the Maury County Human Resources Director and the Maury County Director of Building and Zoning request approving an Engineer I job description for the Building and Zoning Department; and

WHEREAS, the attached Engineer I job description at a grade 14 should be approved.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that attached job description of the Engineer I for the Building and Zoning Department is approved.

This the 16th of June 2025

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SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Grodi, seconded by Commissioner Wolaver and on a roll call vote with 20 Commissioners present and voting “Aye”, the above resolution was adopted as presented.

Maury County
Job Description

Job Title: Engineer I
Reports To: Director of Building & Zoning
Supervises: None
FLSA Status: Exempt
Date Revised: April 3, 2024
Grade: 14

I. Purpose of Job

Under general supervision provide engineering support to the Building & Zoning Department. Responsibilities may include reviewing development plans submitted for consideration by the Maury County Regional Planning Commission (MCRPC), review plat submittals, establish surety amounts for road development, inspect subdivision road construction, provide assistance in setting MCRPC agenda and staff comments on submittals, and providing technical knowledge to County staff.

II. Essential Job Duties

A. Functions in Support of the MCRPC

- Review plans and documents submitted for consideration by the MCRPC and/or the Building & Zoning Office.
- Prepare staff comments and correspondence related to submittals and inquiries.
- Prepare routine and periodic amendments to the Zoning Resolution and Subdivision Regulations.
- Make recommendations regarding day-to-day inquiries regarding the Zoning Resolution, Subdivision Regulations, planning considerations, general engineering, and the application process.
- Prepare information to be presented to the MCRCP.
- Attend scheduled monthly regular meetings of the MCRCP or as required by the Director.

B. Subdivision Inspection Program

- Coordination of the Subdivision Inspection Program, including pre-construction meetings with the developer and developer's engineer and contractor.
- Prepare pre-construction meeting documents.
- Review inspection reports provided by outside inspection services consulting firm.
- Interpret Subdivision Regulations.
- Interpret, review, and approve Construction Plans.
- Coordinate with developers and developer's consultants on subdivision road inspections.
- Calculate surety amounts for subdivision infrastructure construction.
- Present information to the MCRPC.
- Review Revisions of Subdivision Construction Plans.

C. Comprehensive or Major Planning & Regulatory Updating

- Assist with complete comprehensive rewriting and updating of both the Zoning Resolution and Subdivision Regulations into new integrated documents.
- Attend meetings and hearings as required.

III. Other Job Duties

Performs other job duties as assigned.

IV. Primary Job Challenges

Primary challenges of this position include prioritizing work in a complex project driven environment.

V. Equipment Operated

General office equipment including computers, copiers, printers, scanners, etc.
Motor vehicle.

VI. Key Competencies Required

- **Job Content Knowledge:**
  Basic knowledge of engineering terminology, principles, and theories. Knowledge of applicable local, state, and federal regulations. Knowledge of project management and administrative principles and practices. Knowledge of civil engineering practices and procedures.
- **Language Skills:**

  Level 3: Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, customers, and the general public.

- **Mathematical Skills:**

  Level 4: Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry.

- **Reasoning Ability:**

  Level 4: Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. In decision making, some choices are known while others may need to be identified. Some reliance on precedent. Ability to interpret a variety of complex instructions furnished in written, oral, diagram, or schedule form.

- **Teamwork:** Develops constructive and cooperative working relationships with others. Encourages others to express their ideas and opinions. Provides input into identifying and solving problems. Anticipates need of others for information about job tasks and work environment and provides it to them in a timely manner. Willingly assists others with job tasks when appropriate.

VII. Physical Demands and Work Environment

Physical Demands: Performance of the essential duties of this job requires the incumbent to:

- Stand
- Walk
- Sit
- Use hands to finger, handle, or feel
- Reach with hands and arms
- Talk or hear
- Lift equipment up to and occasionally in excess of 20 pounds

Work Environment:

Work is typically performed in an office environment with minimal exposure to the outside elements.

VIII. Qualifications

Education and Experience: The required knowledge, skill, and abilities to satisfactorily perform job duties are normally acquired through attainment of Bachelor's degree from a four-year college or university in civil engineering or related discipline plus 2 years of related experience and/or training, or an equivalent combination of education and experience.

Required Certifications/Licenses:
TN Driver's License
Practicing Engineer

The following resolution was included in the consent agenda:

RESOLUTION NO. 06-25-32

RESOLUTION APPROVING AN INTERNAL AUDITOR JOB DESCRIPTION FOR THE FINANCE DEPARTMENT

WHEREAS, the Maury County Human Resources Director and the Maury County Finance Director request approving an Internal Auditor job description for the Finance Department; and

WHEREAS, the attached Internal Auditor job description at a grade 13 should be approved.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that the attached job description of the Internal Auditor for the Finance Department is approved.

This the 16th of June 2025

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SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Grodi, seconded by Commissioner Wolaver and on a roll call vote with 20 Commissioners present and voting “Aye”, the above resolution was adopted as presented.

Maury County
Job Description

Job Title: Internal Auditor
Reports To: Finance Director
Supervises: None
FLSA Status: Exempt
Date Revised: March 6, 2024
Grade: 13

I. Purpose of Job

Under general supervision, the Internal Auditor's function is to assist county management in the efficient and effective discharge of their responsibilities by furnishing them with objective insights, analysis, appraisals, observations, and recommendations for improving controls, budget management, and processes within the Finance and Accounting department. This is achieved by updating internal control policy and procedure, performing audits on all facets of the accounting department, providing training to staff members, identifying opportunities to streamline processes, etc.

II. Essential Job Duties

A. Review and Evaluate Areas as Assigned

- Perform financial audit assignments and other audit services identified by the Finance Director.
- Prepare risk assessments and develop effective audit programs.
- Review and analyze accounts, records, internal controls, and fiscal procedures.
- Identify areas/activities requiring audit review through observations made during the course of audit assignments.
- Obtain an understanding of the systems of control for each auditable area by reviewing policies and procedures, communicating with staff, and observing processes.
- Design and perform audit programs that adequately test effectiveness of controls, compliance to established policies and procedures, and compliance to federal and state laws and regulations by using standard audit techniques.
- Perform tests of accounting records to verify accuracy, completeness, and propriety.
- Prepare and maintain completed audit work papers, documenting the basis for the recommendations made relative to the audit assignments.
- Perform reviews in a thorough manner in order to propose meaningful recommendations.
- Appraise the adequacy of recommended corrective actions taken to improve deficient conditions.
- Complete assignments in an efficient manner with minimal interference with daily workflow.

B. Communicate Audit Findings and Recommendations

- Describe each system examined to adequately identify controls, using acceptable documentation methods.
- Report all significant findings to the Finance Director.
- Prepare written reports for each audit conducted.

- Make timely evaluations of current audit procedures and goals and propose changes in them as situations warrant.
- Make oral and written presentations to management during and at the conclusion of the audit discussing deficiencies, recommending corrective action, and suggesting improvements.
- Advise management team on basis of audit findings, concerning proper recordkeeping, reporting, and application of pertinent provisions of state or federal statutes and/or regulations and County policy/procedures.

C. Obtain Statistics and Information Necessary to Accurately Maintain an Audit Risk System

- Collect accurate and consistent information needed to maintain a risk assessment system for all auditable areas, as established.
- Demonstrate knowledge of the risk assessment system by identifying valid information and significant changes.

D. Maintain Knowledge of Professional Auditing Standards

- Maintain awareness of changes in auditing principles and practices and related areas in order to maintain professional competence.
- Comply with the standards of professional practice and internal auditing as established by the Institute of Internal Auditors.

E. Update and Maintain Audit Policies and Procedures

- Identify, gather, review, and analyze physical or documentary data on management policies, practices, and procedures; make recommendations regarding best practices to improve performance efficiency and/or effectiveness.
- Maintain, revise, and update as appropriate the internal audit policies and procedures.

III. Other Job Duties

Performs other job duties as assigned.

IV. Primary Job Challenges

Audit work provides crucial information for management decision-making, identifies non-compliance with laws and regulations that could lead to litigation, penalties, and adverse publicity for the county.

V. Equipment Operated

Typical office equipment such as computer, monitor, printer, scanner, copier, etc.

VI. Key Competencies Required

- **Job Content Knowledge:**
  Knowledge of federal, state, and local government accounting practices and procedures (including GAAP and GASB accounting guidelines). Thorough knowledge of acceptable financial and accounting transactions including the

development and maintenance of financial records, reconciliation of accounts, maintenance of audit trails, use of internal controls, etc. Thorough knowledge of auditing procedures, standards, and protocols. Ability to conduct investigative interviews, analyze data, facts, or information and draw logical conclusions. Knowledge of the structure and financial interface of Maury County Government offices and departments.

- **Language Skills:**

  Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, customers, and the general public.

- **Mathematical Skills:**

  Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

- **Reasoning Ability:**

  Ability to define complex problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

- **Teamwork:** Develops constructive and cooperative working relationships with others. Encourages others to express their ideas and opinions. Provides input into identifying and solving problems. Anticipates need of others for information about job tasks and work environment and provides it to them in a timely manner. Willingly assists others with job tasks when appropriate.

VII. Physical Demands and Work Environment

Physical Demands: Performance of the essential duties of this job requires the incumbent to:

- Stand
- Walk
- Sit
- Use hands to finger, handle or feel
- Reach with hands and arms
- Talk or hear
- Lift items up to and occasionally in excess of 20 pounds

Work Environment:

Work is typically performed in an office environment with minimal exposure to the outside elements.

VIII. Qualifications

Education and Experience: The required knowledge, skill, and abilities to satisfactorily perform job duties are normally acquired through attainment of a Bachelor's degree with a major in Accounting, Auditing, Finance or similar field of study preferred or equivalent plus 2 years of related experience and/or training, or an equivalent combination of education and experience.

Required Certifications/Licenses:
Certified or currently working towards certification in one or more of the following preferred:
Certified Public Accountant (CPA)
Certified County Finance Officer (CCFO)
Certified Internal Auditor (CIA)
Certified Government Auditing Professional (GAP)

The following resolution was included in the consent agenda:

RESOLUTION NO. 06-25-33

RESOLUTION APPROVING A TEEN SERVICES LIBRARIAN JOB DESCRIPTION

WHEREAS, the Maury County Human Resources Director and the Maury County Library Director request approving a Teen Services Librarian job description for the Maury County Library; and

WHEREAS, the attached Teen Services Librarian job description at a grade 10 should be approved.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that the attached job description of the Teen Services Librarian for the Maury County Library is approved.

This the 16th of June 2025

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SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Grodi, seconded by Commissioner Wolaver and on a roll call vote with 20 Commissioners present and voting "Aye", the above resolution was adopted as presented.

Maury County
Job Description

Job Title: Teen Services Librarian
Reports To: Library Director
Supervises: N/A
FLSA Status: Non-exempt
Date Revised: March 16, 2025
Grade: 10

I. Purpose of Job

Under general supervision, designs, implements, and oversees a variety of programs and activities to encourage the use of the library by young adults between the ages of 12 and 18 in the Maury County Public Library System. Activities include developing and implementing a variety of programs for teens, assisting with the procurement of programmatic materials, and assisting with outreach activities. Assists with overseeing the daily activities of the teen section of the main library, researches grants and assists with obtaining grant funding, assists with public relations activities, and maintains and updates the library website.

II. Essential Job Duties

A. Teen Section and Programs

- Provides direction to all staff and volunteers participating in teen educational and instructional programs for the Maury County library system.
- Develops and implements innovative programs for teens, including literacy initiatives, STEM activities, creative arts, and leadership opportunities.
- Coordinates and facilitates teen advisory board meetings to encourage engagement and program development based on teen interests.
- Establishes partnerships with local schools, organizations, and community groups to enhance teen programming and outreach efforts.
- Manages large library-wide initiatives like Summer Reading or other multi-partner programs.

B. Collection and Inventory Management

- Recommends the ordering of books, periodicals, reference materials, and other supplies for teen activities and curriculum.
- Ensures the maintenance of an accurate inventory of all library books, audio books, CDs, equipment and supplies for the teen section of the main library.
- Evaluates collection; identifies materials that need to be replaced, added, or weeded to ensure relevance and appeal to teen readers.
- Develops and maintains a specialized collection of materials focused on young adult literature, college and career readiness, and social issues relevant to teens.
- Ensures computer hardware components and software applications are up to date to support teen learning and engagement.

C. Social Media, Promotion, and Public Outreach

- Oversees and assists with planning outreach activities to enhance the awareness of library programs and resources for teens.
- Makes presentations to schools, civic clubs, church groups, and other organizations to inform them of library operations and services related to teen programming.

- Creates a variety of publicity materials including flyers, newsletters, and promotional materials to promote the activities of the public library.
- Assists with maintaining and updated the public library website with relevant teen-related content.
- Uses social networking tools and other digital platforms to promote library events and programs targeted at young adults.
- Prepares library displays, bibliographies, and reading lists to market the teen collection and encourage engagement.
- Develops strategies for increasing teen participation in library programs through targeted outreach and engagement efforts.

D. Patron Services and Assistance

- Interacts with library patrons and addresses any issues and/or concerns related to teen activities.
- Assists with teaching computer classes.
- Educates library patrons, individually and in groups, in the use of electronic resources including the library's webpage, catalog, research databases, and online downloadable resources.
- Provides answers to reference and readers advisory questions in person, over the phone, and through electronic forums.
- Provides direct public service at service points.

E. Administrative Activities

- As directed, prepares and submits grant applications to public and private entities to support and enhance library operations and services.
- Compiles data and prepares reports for the Library Board, regional and state library officials and County Commission regarding circulation, attendance for various activities, budgetary issues.
- Assists in the implementation of strategic planning initiatives.
- Recruits volunteers to assist with special events and assist with library operations.
- Responsible for compliance with all pertinent federal, state, and local laws, regulations, and ordinances as well as all library policies and procedures.

F. Miscellaneous

- Attends conferences, workshops, seminars, etc. to remain current on issues affecting public library operations.
- Serves as librarian in charge during shifts as needed.

III. Other Job Duties

Performs other job duties as assigned.

IV. Primary Job Challenges

One of the primary challenges of the Teen Services Librarian role is effectively designing and implementing a diverse range of educational programs for teens while ensuring engagement and accessibility for the community.

V. Equipment Operated

General office equipment including computers, copiers, printers, fax machines, and multiline telephone.

VI. Key Competencies Required

- **Job Content Knowledge:**
  Thorough knowledge of library science including the appropriate cataloging and storing of books, periodicals, reference materials, etc.; Understanding of TCA laws and regulations related to library operations.
- **Language Skills:**

  Level 3: Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, customers, and the general public.

- **Mathematical Skills:**

  Level 2: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

- **Reasoning Ability:**

  Level 3: Ability to apply common sense understanding to carry out multi-step instructions furnished in written, oral, or diagram form. Ability to deal with problems by choosing from several known choices with frequent reliance on how problems were dealt with before.

- **Teamwork:** Develops constructive and cooperative working relationships with others. Encourages others to express their ideas and opinions. Provides input into identifying and solving problems. Anticipates need of others for information about job tasks and work environment and provides it to them in a timely manner. Willingly assists others with job tasks when appropriate.

VII. Physical Demands and Work Environment

Physical Demands: Performance of the essential duties of this job requires the incumbent to:

- Frequently stand or walk.
- Frequently sit.
- Regularly use hands to finger, handle, or feel.
- Frequently reach with hands and arm.
- Frequently stoop, kneel, crouch or crawl.
- May be required to climb or balance.
- Regularly talk or hear.
- Occasionally lift up to 50 pounds.

Work Environment:
The work environment is indoors and typically moderately quiet.

VIII. Qualifications

Education and Experience: The required knowledge, skill, and abilities to satisfactorily perform job duties are normally acquired through attainment of a Master's Degree in Library/Information Science (MLS or MSIS) or equivalent plus three (3) years of related experience working with teens for a public or school library, or an equivalent combination of education and experience.

Required Certifications/Licenses:
Valid Tennessee Driver's License and the ability to be insured at standard vehicle liability rates.

The following resolution was included in the consent agenda:

RESOLUTION NO. 06-25-34

RESOLUTION APPROVING A REVISED OFFICE MANAGER JOB DESCRIPTION FOR THE CENTRAL MAINTENANCE DEPARTMENT

WHEREAS, the Maury County Human Resources Director and the Maury County Central Maintenance Director request approving a revised Office Manager job description for the Central Maintenance Department; and

WHEREAS, the attached Office Manager job description at a grade 10 should be approved.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that attached job description of the Office Manager for the Central Maintenance Department is approved.

This the 16th of June 2025

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SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Grodi, seconded by Commissioner Wolaver and on a roll call vote with 20 Commissioners present and voting "Aye", the above resolution was adopted as presented.

Maury County
Job Description

Job Title: Central Maintenance Office Manager
Reports To: Central Maintenance Director
Supervises: None
FLSA Status: Non-exempt
Date Revised: March 16, 2025
Grade: 10

I. Purpose of Job

Under general supervision the incumbent is responsible for maintaining records for the department, coordinating the procurement of all supplies and materials necessary to support the shop's continued operations, processing accounts receivable and accounts payable, and providing excellent customer service to callers and visitors.

II. Essential Job Duties

A. Department Personnel Records and Scheduling

- Maintains personnel files for employees in the Central Maintenance department.
- Verifies timesheets bi-weekly for all Central Maintenance employees and presents to Director for approval.
- Maintains a calendar of vacation requests for Central Maintenance employees and updates as necessary.
- Coordinates and schedules all drug and alcohol testing as required by the Tennessee Department of Transportation (TDOT) for all Central Maintenance employees.

B. Incident Documentation and Reporting

- Prepares and compiles incident reports for work related accidents, injuries, and illnesses, and/or property damage.
- Completes the Incident Analysis and Investigation form as required by the County's Occupational Safety and Health Program Plan.
- Assists the County Safety Director with the preparation of information required on the survey of Occupational Injuries and Illnesses for the Tennessee Department of Labor and Workforce and Labor Research and Statistics report for both the Maury County Government and Maury County Public Schools.

C. County Vehicle and Fuel Service Records

- Maintains records of over 650 county vehicles that are serviced through Central Maintenance.
- Enters and verifies all repair orders into a web-based database upon completion of repairs and maintenance activities.
- Issues, maintains, and updates fuel identification numbers used by county employees.

D. Inventory Monitoring and Replenishment

- Maintains records for inventory of over 9,500 parts used in daily operation of the Central Maintenance department.
- Monitors inventory levels and submits purchase orders monthly and as needed to replenish stock to maintain appropriate quantities on hand.

- Monitors fuel levels daily to track consumption and submit timely requests to the Purchasing Department in order to maintain sufficient quantity on hand at all times.
- Assists Director with development of bid specifications and requirements. Provides additional information on departmental needs to the Purchasing Department as needed.

E. Budget and Financial Records

- Collaborates with the Director in the development of the department's annual budget based on previous year's expenses and anticipated needs.
- Monitors invoices, receipts, and expenditures to ensure the department stays within budgetary limitations throughout the year.
- Serves as the departmental liaison during any auditing processes and compiles financial records or information for review as necessary.
- Reconciles and closes out all departmental financial records and reports both on a monthly and fiscal year basis. Submits the required quarterly and annual financial documents to the county commission for review via the Central Maintenance Director.

F. Accounts Payable and Receivable Functions

- Produces monthly invoices for departments that use Central Maintenance services and fuel using both the Fuel Master and maintenance databases. Sends invoices electronically to departments for payment.
- Processes payments received from county departments to be deposited at the County Trustee's office. Ensures payments are coded with correct revenue codes and amounts due are verified and submitted in a timely manner.
- Receives and processes invoices from vendors. Assigns appropriate expense account codes, applies applicable discounts, verifies to purchase orders/requests, and submits to Accounts Payable to ensure timely payment.

G. General Administrative Duties

- Greets the public, vendors, and visitors as they enter the Central Maintenance Department office.
- Answers incoming calls, takes messages, assists callers and/or refers to the appropriate party for resolution.
- Interacts with various county departments, employees, and the public over the phone and in person and assists with issues, concerns, and/or requests.
- Types memorandums and other correspondence as needed by the Central Maintenance Director and the County's Safety Director.
- Receives and processes incoming and outgoing mail and other correspondence.
- Makes copies of documents, memos, informational materials, etc. as required.
- Prepares lists, maintains files, and performs other general office duties as required or needed.

III. Other Job Duties

Performs other job duties as assigned.

IV. Primary Job Challenges

Job duties require a high degree of organization and attention to detail. The incumbent must be able to quickly shift from one task to another.

V. Equipment Operated

Computer, phone system, copier, scanner, and other standard office equipment.

VI. Key Competencies Required

- **Job Content Knowledge:**
  Ability to organize, prioritize, and schedule activities to ensure the completion of all assigned duties prior to established deadlines or reporting requirements. Ability to analyze situations carefully and adopt effective courses of action. Maintain financial records in compliance with federal, state, and county regulations. Knowledge of County rules, regulations, policies, and procedures. Display tactful manners to interact with co-workers and the public both in person and over the telephone.

- **Language Skills:**

  Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, customers, and the general public.

- **Mathematical Skills:**

  Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

- **Reasoning Ability:**

  Ability to apply common sense understanding to carry out detailed but uninvolved written or oral instructions. Ability to deal with problems by choosing from a very small number of known choices with great reliance on how problems were dealt with before.

- **Teamwork:** Develops constructive and cooperative working relationships with others. Encourages others to express their ideas and opinions. Provides input into identifying and solving problems. Anticipates need of others for information about job tasks and work environment and provides it to them in a timely manner. Willingly assists others with job tasks when appropriate.

VII. Physical Demands and Work Environment

Physical Demands: Performance of the essential duties of this job requires the incumbent to:

- Regularly sit, stand and walk.
- Regularly use hands to finger, handle, or reel.
- Regularly reach with hands and arms.
- Regularly talk or hear.
- Regularly lift up to 10 pounds.
- Often stoop, kneel, crouch, or crawl
- Occasionally lift up to 50 pounds.

- Frequently visually inspect items for defects, measure items, etc.

Work Environment:

The work being performed may be subject to either inside or outside environmental conditions and may be in both quiet and noisy environments.

VIII. Qualifications

Education and Experience: The required knowledge, skill, and abilities to satisfactorily perform job duties are normally acquired through attainment of a high school diploma or equivalent plus 3 to 5 years of related experience and/or training, or an equivalent combination of education and experience. Four (4) years of experience performing accounting and/or bookkeeping duties is preferred.

Required Certifications/Licenses:
Valid Tennessee Driver's License and ability to be insured at standard vehicle liability rates.

The following resolution was included in the consent agenda:

RESOLUTION NO. 06-25-35

RESOLUTION APPROVING A REVISED SENIOR PAYROLL ACOUNTANT JOB DESCRIPTION FOR THE FINANCE DEPARTMENT

WHEREAS, the Maury County Human Resources Director and the Maury County Finance Director request approving a revised Senior Payroll Accountant job description for the Finance Department; and

WHEREAS, the attached Senior Payroll Accountant job description at a grade 12 should be approved.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that the attached job description of the Senior Payroll Accountant for the Finance Department is approved.

This the 16th of June 2025

_____

SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Grodi, seconded by Commissioner Wolaver and on a roll call vote with 20 Commissioners present and voting “Aye”, the above resolution was adopted as presented.

Maury County
Job Description

Job Title: Senior Payroll Accountant
Reports To: Finance Director
Supervises: None
FLSA Status: Non-exempt
Date Revised: March 7, 2025
Grade: 12

I. Purpose of Job

Under general supervision, the Senior Payroll Accountant performs professional duties involved in overseeing and reviewing the payroll functions for employees of Maury County government paid through the general fund, Central Maintenance, Parks & Recreation, Highway Department, and Solid Waste departments and preparing special payrolls for the county commission and election commission as necessary. The incumbent is responsible for projecting employee wages and fringe benefits and preparing the annual payroll budget.

II. Essential Job Duties

A. Payroll Calculations & Processing

- Compiles employee timesheets and enters data into the system.
- Calculates child support and garnishment amounts.
- Prints payroll checks/check stubs, processes direct deposits, and distributes according to established procedures.
- Calculates deductions for Empower 457(b) and 401(k) plans.
- Creates payroll calendars for each fiscal year.
- Serves as point of contact for updating MyBenefits Channel (Backpack) for pay stubs.
- Updates TCRS actuarial rates in the system.
- Prepares longevity calculations.
- Posts and records the accumulation and use of vacation, sick days, and compensatory time.
- Prepares information for accounts payable checks to cover all payrolls.

B. Balancing and Auditing

- Reconciles payroll deduction accounts including federal and state taxes, employee benefits, and other authorized deductions; issues checks to the appropriate entity.
- Prepares TCRS reports and balances employee and employee contributions.
- Audits accrued leave reports.; balances Kronos & NextGen for leave and pay.
-

C. Reporting

- Completes wage statements for workers compensation, loan applications, child support enforcement forms, etc.
- Prepares for year end by compiling information and preparing W-2s for all current employees and those who terminated employment during the calendar year.
- Prepares monthly and quarterly federal and state payroll reports including 941s, FICA, FUTA, EEOS reports, etc.
- Files E4 reports.

- Prepares documentation for grants, TEMA, and FEMA to ensure compliance and successful reimbursement of funds.

A. Oversees Payroll Processes

- Oversees and directs the activities of other accounting staff that occasionally assists with payroll operations.
- Determines priorities for daily activities to meet established deadlines and complete all job tasks and assignments.

B. Prepares annual payroll budgets

- Maintains and updates spreadsheets and reports necessary to accurately project budgets for employee wages and fringe benefits.

D. Performs various administrative duties

- Processes early retirement applications, new employee information, employee termination information, etc.
- Assists payroll accountants with training and questions.
- Assists Finance Director and Deputy Finance Director establish a departmental standard operating procedure for payroll.
- Works with Finance Director and Deputy Finance Director on future developments to improve and streamline payroll.
- Maintains confidential employee information and files and updates as necessary.
- Attends various meetings as required.

III. Other Job Duties

Performs other job duties as assigned such as, but not limited to, answering phones, backing up computer data, delivering checks, making bank deposits, opening and sorting mail, and assisting other office personnel when necessary.

IV. Primary Job Challenges

- Making changes to current procedures in order to streamline processes and save money could be met with resistance from staff
- Payroll needs to be ran regardless of the weather, holidays, or vacancies.

V. Equipment Operated

Computer, phone system, copier, scanner, and other standard office equipment.

VI. Key Competencies Required

- **Job Content Knowledge:**
  Thorough knowledge of payroll processes and procedures including all federal, state, and local taxes, employee benefits, allowable deductions, etc. and Maury County Personnel policies and procedures. Knowledge of federal and state laws and regulations pertaining to employment and labor relations including EEOC, OSHA,

FLSA, FLMA, etc. and payroll tax structures, allowable exemptions, and withholding tables for various payroll schedules.

- **Language Skills:**
  Ability to read, analyze, and interpret common scientific and technical journals, financial reports, and legal documents. Ability to respond to common inquiries or complaints from customers, regulatory agencies, or members of the business community. Ability to write speeches and articles for publication that conform to prescribed style and format. Ability to effectively present information to top management, public groups, and/or boards of directors.

- **Mathematical Skills:**
  Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

- **Reasoning Ability:**
  Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. In decision making, some choices are known while others may need to be identified. Some reliance on precedent. Ability to interpret a variety of complex instructions furnished in written, oral, diagram, or schedule form.

- **Teamwork:**
  Develops constructive and cooperative working relationships with others. Encourages others to express their ideas and opinions. Provides input into identifying and solving problems. Anticipates need of others for information about job tasks and work environment and provides it to them in a timely manner. Willingly assists others with job tasks when appropriate.

VII. Physical Demands and Work Environment

Physical Demands:

Performance of the essential duties of this job requires the incumbent to:

- Regularly sit, stand and walk.
- Regularly use hands to finger, handle, or feel.
- Regularly reach with hands and arms.
- Regularly talk or hear.
- Regularly lift up to 15 pounds.

Work Environment:

The work environment for this position is primarily an office environment and is moderately noisy (examples: business office with computers and printers, light traffic, etc.).

VIII. Qualifications

Education and Experience:

The required knowledge, skill, and abilities to satisfactorily perform job duties are typically acquired through attainment of a Bachelor's Degree in accounting or related field plus at

least 5 to 7 years of payroll experience and/or training, or an equivalent combination of education and experience.

Required Certifications/Licenses:
Tennessee Driver's License
Must be bondable.

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25-36

RESOLUTION APPROVING AGREEMENT WITH CIVIL & ENVIRONMENTAL CONSULTANTS, INC. FOR PROFESSIONAL CONSULTING FOR THE MAURY COUNTY BUILDING AND ZONING OFFICE REGARDING SUBDIVISION REVIEW

WHEREAS, the Maury County Building and Zoning Director has recommended that the attached agreement with Civil & Environmental Consultants, Inc. be accepted by the Maury County Commission for professional consulting services for his department regarding subdivision review; and

WHEREAS, the attached Agreement with Civil & Environmental Consultants, Inc. for consulting services for Maury County Building and Zoning Department should be approved.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that the attached Agreement with Civil & Environmental Consultants, Inc. for subdivision review is hereby approved.

This the 16th day of June 2025.

_____
SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Grooms, seconded by Commissioner Grodi and on a roll call vote with 20 Commissioners present and voting “Aye”, the above resolution was adopted as presented.

AUTHORIZATION FOR ADDITIONAL SERVICES

Client Name:	County of Maury, TN	**Contact:**	Robert Caldiraro
Address:	5 Public Square	**Client Phone:**	931-375-3000
	Columbia, TN 38401	**Client Fax:**	
		Client Email:	rcaldiraro@maurycounty-tn.gov
Date:	May 23, 2025		
Request No.:	1	**CEC Project Manager:**	Mathew Piofer
CEC Project:	345-375 **Task:** 0001-0004		
Project Name:	Maury County Engineering Services		
Location:	Columbia, TN		

Proposed Scope of Services:

Task 0001 – County Ordinances and Subdivision Regulations

Unchanged and complete.

Task 0002 – MCRPC Submission Review

CEC is providing an updated fee to account for the increase in the number of submittals received for review.

Task 0003 – Subdivision Construction Phase Program Assistance

Unchanged

Task 0004 – Additional Services as Requested

Unchanged

ASSUMPTIONS AND EXCLUSIONS

- CEC understands that the county is thriving, and our Task 0002 fee is based on the review of (12) twelve submittals per cycle. Should this assumed number of submittals be exceeded, CEC will communicate that to you. CEC can provide an estimate for additional services to accommodate this need on a time and materials basis.
- Regarding recommendations for surety amounts and reduction opinions, CEC will submit to MCBZO an opinion of the probable cost required for the construction scope described in a submittal. However, CEC is not a construction cost estimator or construction contractor, nor should CEC rendering an

opinion of probable construction costs be considered equivalent to the nature and extent of service a construction cost estimator or construction contractor would provide. CEC's opinion will be based solely upon our own experience, published cost indices and similar references.

- CEC is not proposing to perform design for this scope of services.
- CEC will include MCBZO in correspondence with applicants to keep MCBZO aware of inquiries, inspections requests, and questions received directly.
- CEC will not direct contractors or others during inspections. Observations will be reported to MCBZO.
- If updated Zoning Ordinances and/or Subdivision Regulations change the required scope of services from those under the current regulations, CEC will communicate with MCBZO to provide an updated estimated fee for these services.

ESTIMATED FEES

The estimated fees for providing professional services, as described above, are summarized below. Our proposed fee is effective for the calendar year in which this proposal has been written through June 30 of the subsequent year. CEC understands that the Maury County fiscal year spans from July 1 to June 30, and that the County prepares their annual budget in February each year. CEC will work with the MCBZO in February of each year to adjust estimated fees and provide updated Municipal Rates for the upcoming fiscal year.

The fees for Tasks 0003 and 0004 are variable based on development activities and MCBZO needs. The scope of services and estimated fee for items under Tasks 0003 and 0004 will be defined, and written authorization will be issued before CEC proceeds.

CEC will provide the Client with estimates of fees for proposed additional services upon request.

Proposed Task Descriptions	Invoicing Type	Monthly Fee	One Time Estimated Fee
Task 0002 – MCRPC Submission Review	**Lump Sum**	**$15,500**	**-**
Task 0003 – Subdivision Construction Phase Program Assistance	**Time and Materials**	**-**	**-**
Task 0004 – Additional Services as Requested	**Time and Materials**	**-**	**-**
Proposed Task Total		**$15,500**	

Invoicing for tasks of professional services will be as noted above.

AUTHORIZATION FOR ADDITIONAL SERVICES

Reason(s) for Additional Services and Impacts to Schedule:

MCBZO has requested a revision to our previous proposal accepted by MCBZO on 09-30-2024 for fiscal year 2024. This change order updates the scope of services and fee for Task 0002 through fiscal year 2025 based on CEC's experience since beginning this project which has shown that additional budget is needed. The average number and complexity of reviews per month has exceeded the original estimate.

If approved, CEC will begin providing engineering consulting services per this change order on July 1, 2025 or sooner to accommodate your needs.

CEC Principal Signature: 

Estimated Additional Fee: Per budget table above

Please provide a signature below authorizing CEC to proceed with the additional services. Upon receipt, CEC will begin the additional services under the Terms and Conditions of our initial Agreement for the additional fee identified above.

Client Authorized Signature: _____ **Date:** _____

CIVIL & ENVIRONMENTAL CONSULTANTS, INC.
117 SEABOARD LANE • SUITE E-100
FRANKLIN, TENNESSEE 37067
PHONE: 615-333-7797 • www.cecinc.com/location/nashville-tn

Municipal Services Fee Schedule

January 1, 2025, through December 31, 2025

PROFESSIONAL SERVICES

Classification	Rate/Hour
Vice President	$285
Principal	$260
Senior Project Manager	$245
Project Manager III	$220
Project Manager II	$190
Project Manager I	$169
Assistant Project Manager	$152
Project Consultant	$132
Staff Consultant	$119
Project Scientist	$109
Staff Scientist	$ 86
CADD Manager	$171
Senior Designer	$170
Field Service Manager	$133
Senior Engineering Assistant	$126
Senior Technician	$126
Technician I	$ 70
Survey Technician IV	$130
Survey Technician III	$100
Survey Technician II	$ 85
Survey Technician I	$ 80
Administrative Manager	$100
Administrative Assistant	$ 81
Intern	$ 62

DIRECT EXPENSES

Automobile Mileage	Current IRS Rate
Technology and Office Service Fee	3% of professional fees
Survey Equipment Usage	$25/hour
In-House Equipment Usage	Per daily rates
Other Travel Related Expenses	Cost plus 10%
Printing and Reproduction	Cost plus 10%
Telephone and Shipping	Cost plus 10%
Miscellaneous Reimbursables	Cost plus 10%

SUBCONTRACT SERVICES

Services @ Cost Plus 10%

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25-37

RESOLUTION APPROVING AGREEMENT WITH CIVIL & ENVIRONMENTAL CONSULTANTS, INC. FOR PROFESSIONAL CONSULTING FOR THE MAURY COUNTY BUILDING AND ZONING OFFICE

WHEREAS, the Maury County Building and Zoning Director has recommended that the attached agreement with Civil & Environmental Consultants, Inc. be accepted by the Maury County Commission for professional consulting services for his department; and

WHEREAS, the attached Agreement with Civil & Environmental Consultants, Inc. for consulting services for Maury County Building and Zoning Department should be approved.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that the attached Agreement with Civil & Environmental Consultants, Inc. is hereby approved.

This the 16th day of June 2025.

_____
SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Grodi, seconded by Commissioner Strahan and on a roll call vote with 20 Commissioners present and voting “Aye”, the above resolution was adopted as presented.

AUTHORIZATION FOR ADDITIONAL SERVICES

Client Name:	County of Maury, TN	**Contact:**	Robert Caldiraro
Address:	5 Public Square	**Client Phone:**	931-375-3000
	Columbia, TN 38401	**Client Fax:**	
		Client Email:	rcaldiraro@maurycounty-tn.gov
Date:	May 23, 2025		
Request No.:	1	**CEC Project Manager:**	Mathew Piofer
CEC Project:	345-375 **Task:** 0005-0007		
Project Name:	Maury County Engineering Services		
Location:	Columbia, TN		

Proposed Scope of Services:

Task 0005 – Review Updated County Ordinances and Subdivision Regulations

CEC understands that MCBZO is currently revising the Zoning Resolution and Subdivision Regulations. CEC proposes to perform a review of the revised Zoning Resolution and Subdivision Regulations and provide feedback regarding floodplain regulations and the current plan requirements (e.g. Preliminary Plat, Construction Plans, Final Plat, etc.). This task assumes that only one round of feedback and recommendations will be needed.

If additional reviews or reviews of other elements are needed, CEC can provide a change order for those services.

Task 0006 – Non-Subdivision Submittal Flood Study Support Services

Task 006A Administrative Support

CEC will assist the local floodplain administrator regarding day-to-day inquiries, questions, updates on submittals, and submittal requirements concerning the Floodplain Regulations located within the Zoning Resolution. This work may include preparing written responses to the inquiries, questions, and/or submittal requirements.

The budgetary estimate is based on providing an employee for 1 hour per week each month.

Task 006X Non-Subdivision Submittal Flood Study Review

CEC proposes to perform reviews of applicant provided Flood Studies for developments not included in subdivision submittals on behalf of Maury County Board of Zoning Officials (MCBZO). This includes the following services:

AUTHORIZATION FOR ADDITIONAL SERVICES

- Technical review of the hydrologic and hydraulic modeling.
- Consistency check between the proposed floodplain development shown in the site plans and the hydrologic and hydraulic modeling.
- Compliance evaluation of the proposed floodplain development shown in the site plans with the Maury County Zoning Resolution Section 5.071. Floodplain District and applicable subdivision requirements.
- Preparation of a technical comment letter for MCBZO to provide to applicant.

Assumptions:

- CEC will be provided a copy of the proposed submittal (e.g. site layout and grading plan) including supporting drainage study. The HEC-RAS model (or other modeling software such as HydroCAD or HY8) will also be provided.
- CEC will provide one review letter per submittal.
- CEC will participate in one phone call or video conference with the applicant to discuss the review and answer questions, if necessary. Additional meetings or calls can be performed on a time and materials basis upon receiving your authorization.
- Site conditions will be verified through publicly available imagery online and information provided by the County. A site visit should not be necessary. However, if a site visit is deemed necessary, it will be performed on a time and materials basis upon receiving County authorization.

A typical fee estimate for one review of a proposed driveway crossing on a residential property is $2,500. Estimated costs for re-reviews will be estimated based on the complexity of the project.

This task will be billed monthly on a time and materials basis. An estimate will be provided to MCBZO and approved before starting work. A municipal rate sheet for fiscal year 2025 has been attached to this proposal for reference.

Task 0007 – Office Assistance

The purpose of this task is to assist MCBZO with administrative, planning, and review tasks associated with normal operations of the office and new staff integration.

CEC proposes to provide a staff member to assist with as-needed tasks such as:

- Responding to Applicant phone and email Inquiries
- Receiving Applications and distributing electronic Applications for review
- Distribution of electronic Staff Comments
- Assembly and Posting of electronic MCRPC Agenda
- Assembly and Distribution of physical and electronic MCRPC Packets
- Documenting MCRPC Meeting Minutes and Decisions in electronic format
- Training new staff to assume the tasks listed above as directed by MCBZO

A CEC employee (e.g., Mathew Piofer or his designee) will work approximately 8-12 hours per week on the tasks defined above. A budgetary allowance based on Mathew's hourly rate has been provided in the estimated

AUTHORIZATION FOR ADDITIONAL SERVICES

fees. Where practical, a CEC employee will spend one day per week working from the MCBZO. CEC assumes MCBZO will provide a desk and chair.

This task is variable as MCBZO is growing and needs assistance on various tasks as they occur. This task will be billed monthly on a time and material basis. Additional staff are available as needed, and the Municipal Rate sheet for fiscal year 2025 has been attached to this proposal for reference.

ASSUMPTIONS AND EXCLUSIONS

- CEC is not proposing to perform design for this scope of services.
- CEC will include MCBZO in correspondence with applicants to keep MCBZO aware of inquiries, inspections requests, and questions received directly.
- CEC will not direct contractors or others during inspections. Observations will be reported to MCBZO.
- If updated Zoning Ordinances and/or Subdivision Regulations change the required scope of services from those under the current regulations, CEC will communicate with MCBZO to provide an updated estimated fee for these services.

ESTIMATED FEES

The estimated fees for providing professional services, as described above, are summarized below. Our proposed fee is effective for the calendar year in which this proposal has been written through June 30 of the subsequent year. CEC understands that the Maury County fiscal year spans from July 1 to June 30, and that the County prepares their annual budget in February each year. CEC will work with the MCBZO in February of each year to adjust estimated fees and provide updated Municipal Rates for the upcoming fiscal year.

The fees for Tasks 006X and 0007 are variable based on development activities and MCBZO needs. The scope of services and estimated fee for items under Task006X will be defined and written authorization will be issued before CEC proceeds.

CEC will provide the Client with estimates of fees for proposed additional services upon request.

Proposed Task Descriptions	Invoicing Type	Monthly Fee	One Time Estimated Fee
Task 0005 – Review Updated County Ordinances and Subdivision Regulations	**Lump Sum**	**-**	**$9,000**
Task 0006A – Non-Subdivision Submittal Flood Study Support Services - Administration	**Lump Sum**	**$1,000**	**-**
Task 0006X – Non-Subdivision Submittal Flood Study Support Services – Submission Reviews	**Time and Materials**	**-**	**-**
Task 0007 – Office Assistance	**Time and Materials**	**$3,500**	**-**
Proposed Task Total		**$4,500**	**$9,000**

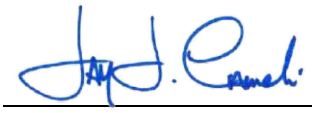
AUTHORIZATION FOR ADDITIONAL SERVICES

Invoicing for tasks of professional services will be as noted above.

Reason(s) for Additional Services and Impacts to Schedule:

MCBZO has requested a proposal for additional services. This change order updates the scope accepted by MCBZO on 09-30-2024 and provides services through fiscal year 2025 and beyond.

If approved, CEC will begin providing engineering consulting services per this change order on July 1, 2025 or sooner to accommodate your needs.

CEC Principal Signature: 

Estimated Additional Fee: Per budget table above

Please provide a signature below authorizing CEC to proceed with the additional services. Upon receipt, CEC will begin the additional services under the Terms and Conditions of our initial Agreement for the additional fee identified above.

Client Authorized Signature: _____ **Date:** _____

CIVIL & ENVIRONMENTAL CONSULTANTS, INC.
117 SEABOARD LANE • SUITE E-100
FRANKLIN, TENNESSEE 37067
PHONE: 615-333-7797 • www.cecinc.com/location/nashville-tn

Municipal Services Fee Schedule

January 1, 2025, through December 31, 2025

PROFESSIONAL SERVICES

Classification	Rate/Hour
Vice President	$285
Principal	$260
Senior Project Manager	$245
Project Manager III	$220
Project Manager II	$190
Project Manager I	$169
Assistant Project Manager	$152
Project Consultant	$132
Staff Consultant	$119
Project Scientist	$109
Staff Scientist	$ 86
CADD Manager	$171
Senior Designer	$170
Field Service Manager	$133
Senior Engineering Assistant	$126
Senior Technician	$126
Technician I	$ 70
Survey Technician IV	$130
Survey Technician III	$100
Survey Technician II	$ 85
Survey Technician I	$ 80
Administrative Manager	$100
Administrative Assistant	$ 81
Intern	$ 62

DIRECT EXPENSES

Automobile Mileage	Current IRS Rate
Technology and Office Service Fee	3% of professional fees
Survey Equipment Usage	$25/hour
In-House Equipment Usage	Per daily rates
Other Travel Related Expenses	Cost plus 10%
Printing and Reproduction	Cost plus 10%
Telephone and Shipping	Cost plus 10%
Miscellaneous Reimbursables	Cost plus 10%

SUBCONTRACT SERVICES

Services @ Cost Plus 10%

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25-38

A RESOLUTION TO APPROVE A NEW WASTEWATER UTILITY TO OPERATE IN MAURY COUNTY

WHEREAS, Maury County is authorized to approve the operation of Utility Systems in the unincorporated County by Section 4.130 of the Maury County Zoning Resolution; and

WHEREAS, Edge Wastewater, LLC, a Tennessee limited liability, is seeking authority from the Maury County Commission to operate in the unincorporated County, specifically to provide wastewater treatment and disposal; and

WHEREAS, the Maury County Planning Commission, at its May 27, 2025 meeting, voted to give a favorable recommendation to the County Commission for approval of Edge Wastewater, LLC's request to operate in Maury County; and

WHEREAS, Edge Wastewater, LLC has proposed service to one residential development and filed application for preliminary approval from the Tennessee Department of Environment and Conservation for the operation of a proposed wastewater treatment and disposal system for said development;

WHEREAS, the Board of County Commissioners finds and determines that the best interests of Maury County and its citizens will be served by the adoption of this Resolution.

NOW, THEREFORE, BE IT RESOLVED, that the Maury County Board of Commissioners at its regular meeting on this the 16th day of June 2025, hereby adopts this Resolution and approves Edge Wastewater, LLC for operation as a wastewater utility in Maury County.

Dated this the 16th day of June 2025.

_____

SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Green, seconded by Commissioner McCullen and on a roll call vote with 20 Commissioners present and voting as follows:

AYE: Talvin Barner, Jerry Bridenbaugh, Chad Brothers, Davis Burkhalter, Gwynne Evans, Connie Green, Danny Grooms, Kathey Grodi, Patricia Hollinsworth, Pam Huffman, Kevin Markham, Carl McCullen, Kenny Morrow, Brandon Nutt, Eric Previti, Gary Stovall, Jerry Strahan, and Scott Sumners; TOTAL: 18

NO: Tommy Wolaver and Gabe Howard; TOTAL: 2

The above resolution was adopted as presented.

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION 06-25-39

RESOLUTION APPROVING AMENDED CONTRACT WITH WILLIAMSON COUNTY, TENNESEE FOR USE OF JUVENILE DETENTION CENTER

WHEREAS, by Resolution No. 05-25-34, Maury County approved a contract for the detention of Maury County juveniles in a juvenile detention facility located in Williamson County; and

WHEREAS, the contract was for one year and needs to be extended; and

WHEREAS, Maury County will be responsible for transporting any juvenile detainees to this facility as well as all medical expenses incurred by said juvenile; and

WHEREAS, in addition, Williamson County, Tennessee will charge Maury County, Tennessee Two Hundred ($200.00) per day for each Maury County juvenile detained at the facility; and,

WHEREAS, the attached contract with Williamson County, Tennessee, should be approved.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that the attached amended contract with Williamson County, Tennessee for juvenile detention services should be approved with the Mayor and appropriate officials being authorized to execute all contract documents on behalf of the County.

This the 16th day of June 2025.

`

_____
SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Green, seconded by Commissioner Huffman and on a roll call vote with 20 Commissioners present and voting “Aye”, the above resolution was adopted as presented.

AMENDMENT TO THE CONTRACT BETWEEN WILLIAMSON COUNTY, TENNESSEE ON BEHALF OF THE JUVENILE COURT OF WILLIAMSON COUNTY AND MAURY COUNTY

THIS AMENDMENT ("Amendment") ") to the original Contract ("Contract") is made and entered into on the day and date last written by and between the GOVERNMENT OF WILLIAMSON COUNTY, TENNESSEE, a governmental entity created and existing under and by virtue of the constitution and the laws of the State of Tennessee, acting by and through the County Mayor for Williamson County on behalf of the JUVENILE COURT OF WILLIAMSON COUNTY (hereinafter referred jointly as "JUVENILE COURT"), and MAURY COUNTY, TENNESSEE, a governmental entity created and existing under and by virtue of the constitution and the laws of the State of Tennessee, acting by and through the County Mayor for Maury County (hereinafter referred to as "COUNTY") concerning housing COUNTY juveniles in the Williamson County Juvenile Detention Center (hereinafter referred to as "Juvenile Detention Center").

WHEREAS, JUVENILE COURT and COUNTY operate separate secure juvenile detention facilities which house juveniles who are waiting for court dispositions; and

WHEREAS, events may arise which result in the need to temporarily relocate COUNTY juveniles in order to continue to provide essential functions of response, mitigation, preparedness, and recovery from such events; and

WHEREAS, depending on the availability of space, JUVENILE COURT may temporarily detain juveniles from COUNTY in its Juvenile Detention Center located at 408 Century Court, Franklin, Tennessee.

NOW THEREFORE, in consideration of the above premises and the mutual promises contained herein, it is hereby agreed that the Contract identified herein shall be modified and amended as follows:

A. The Contract is hereby amended by deleting Section 4 in its entirety and replacing it with the following paragraph:

The daily rate to house juveniles is Two Hundred Dollars ($200.00) per day for each juvenile detained in the Juvenile Detention Center to be effective as of July 1, 2025. A day shall be considered twenty-four (24) hours or any portion thereof, beginning when the juvenile enters the Juvenile Detention Center. In addition, COUNTY shall be responsible for any and all destructive actions of its juvenile and/or visitors of the juvenile while the juvenile is detained at the Juvenile Detention Center. COUNTY shall pay JUVENILE COURT any and all sums set forth in this Contract within thirty (30) days after receiving an invoice. The parties may agree in writing to modify the daily fee to be effective on the following first day of July.

B. The Contract is amended to include the following paragraph as a new section:

Both parties shall comply with the requirements of T.C.A. § 37-1-114. Upon request, COUNTY shall present a Court Order to JUVENILE COURT that describes with particularity the probable cause that exists to detain the juvenile in a secure facility under T.C.A. § 37-1-114 and the specific ground(s) upon which the detention of such juvenile in a secure facility is based under T.C.A. § 37-1-114.

C. All other terms and conditions remain in full force and unchanged.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be executed by their duly authorized representatives as of the date last written below.

JUVENILE COURT OF WILLIAMSON COUNTY:

By: _____
Judge of the Juvenile Court of Williamson County

By: _____
County Mayor, Williamson County

By: _____
Williamson County Attorney

Date: _____

MAURY COUNTY, TENNESSEE:

By: _____
County Mayor, Maury County

By: _____
Maury County Attorney

Date: _____

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25-40

RESOLUTION APPROVING MEMORANDUM OF UNDERSTANDING BETWEEN MAURY COUNTY, TENNESSEE, MAURY COUNTY LIBRARY BOARD AND MOUNT PLEASANT, TENNESEE REGARDING A NEW LIBRARY AT HOWARD FIELD

WHEREAS, the City owns real property in Mount Pleasant located at Map 133H F 003.01, known as Howard Field, and more particularly described in the deed registered in Book 745, Page 38, Maury County Register of Deeds ("Howard Field"); and

WHEREAS, Maury County desires to build a new, state of the art public library in Mount Pleasant ("New Library") and other recreational improvements on the Howard Field property and City desires to transfer Howard Field to Maury County for that purpose; and

WHEREAS, Maury County will own the New Library Property for the benefit of the Library Board; and

WHEREAS, the attached Memorandum of Understanding outlines each parties responsibility going forward with the project and should be adopted by Maury County.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that the attached Memorandum of Understanding between Maury County, Tennessee and Maury County, Tennessee Library Board and the City of Mount Pleasant, Tennessee is approved and the Maury County Mayor is authorized to execute on behalf of Maury County, Tennessee.

This the 16th day of June 2025.

_____
SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Grooms, seconded by Commissioner Green and on a roll call vote with 20 Commissioners present and voting "Aye", the above resolution was adopted as presented.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (Memorandum) is made and entered into on the __ day of May, 2025 by and between Maury County, Tennessee (County), the Maury County Library Board (Library Board), and the City of Mount Pleasant, Tennessee (City).

WITNESSETH;

WHEREAS, City owns real property in Mount Pleasant located at Map 133H F 003.01, known as Howard Field, and more particularly described in the deed registered in Book 745, Page 38, Maury County Register of Deeds ("**Howard Field**"); and,

WHEREAS, County transferred Howard Field to City in 1985 subject to a restriction and possibility of reverter that "the property is used for recreational purposes"; and,

WHEREAS, City currently uses Howard field for recreational purposes, including as a baseball field and dog park; and,

WHEREAS, County owns real property in Mount Pleasant located at Map 133J J 12.00, known as the Maury County Library, and more particularly described in the deed registered in Book R2079, Page 609, Maury County Register of Deeds ("**Library Property**"); and,

WHEREAS, City transferred Library to County in 2009 subject to a possibility of reverter that if the property ceases to be used as a library for the benefit of the Mount Pleasant community, then the ownership of the land shall automatically revert to Mount Pleasant; and,

WHEREAS, County desires to build a new, state of the art public library in Mount Pleasant ("**New Library**") and other recreational improvements on the Howard Field property and City desires to the transfer Howard Field to County for that purpose; and,

WHEREAS, if the New Library is constructed, Maury County will close the existing library, and the ownership of Library Property will revert to City; and,

WHEREAS, Maury County will own the New Library Property for the benefit of the Library Board; and,

WHEREAS, County, Library Board, and City agree to these terms; and

WHEREAS, it is necessary for the parties to enter into a Memorandum of Understanding outlining duties and responsibilities of each party;

NOW THEREFORE, in consideration of the foregoing premises and other good and valuable consideration, the parties do hereby enter into this Memorandum as follows:

1. Obligations of Maury County Library Board:

a. The Library Board will request from Maury County that a new, state of the art library be constructed on the Howard Field pursuant to this Memorandum.

b. Library Board shall work with Maury County to obtain a survey and plat of all of Howard Field, including the dog park, and setting forth the proposed plan for the New Library and any other proposed recreational improvements.

2. Obligations of Maury County, Tennessee:

a. Maury County, at its expense, shall obtain a survey and plat of all of Howard Field, including the dog park, setting forth the proposed plan for the New Library and any other proposed recreational improvements and cause any proposed subdivisions and plat presented to and approved by the Mount Pleasant Planning Commission.

b. Upon receipt of the Howard Field Property, Maury County shall have one year to allocate adequate funding to the Library Board for the construction of a new, state of the art public library in Mount Pleasant ("New Library") to be located on the Howard Field property.

c. County shall accept ownership, maintenance and control of Howard Field and shall build a new public library in Mount Pleasant ("New Library") on the Howard Field property. County shall have two (2) years from commencement of construction to complete the New Library.

d. County shall use the remainder of the Howard Field property for recreational purposes.

e. In conjunction with County's opening of New Library, County shall close the existing Library and transfer the property located at Map 133J J 12.00, known as the Maury County Library, and more particularly described in the deed registered in Book R2079, Page 609, Maury County Register of Deeds ("**Library Property**") to City free of restrictions.

3. Obligations of Mount Pleasant, Tennessee:

a. Upon receipt of proof that County satisfied the obligations in 1(a), City shall transfer the property located at Map 133H F 003.01, known as Howard Field, and more particularly described in the deed registered in Book 745, Page 38, Maury County Register of Deeds ("**Howard Field**"), except the portion of the property currently used as Howard Field Dog Park, to County.

b. City shall accept ownership, maintenance, and control of Library Property.

4. If County does not obtain a survey, plan, and plat for the proposed New Library within 36 months of execution of this Memorandum, this Memorandum shall expire.

MAURY COUNTY, TENNESSEE

_____

SHEILA K. BUTT, MAYOR

CITY OF MOUNT PLEASANT

_____

WILLIAM F. WHITE, MAYOR

MAURY COUNTY LIBRARY BOARD

_____

TRACY VOYLES, CHAIR

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25-41

RESOLUTION OF THE MAURY COUNTY BOARD OF COMMISSIONERS TO AMEND THE OFFICIAL ZONING MAP REZONING TAX MAP 048, PARCEL 022.03 FROM A-2 RURAL RESIDENTIAL DISTRICT TO C-2 GENERAL COMMERCIAL

WHEREAS, Property Owners Amishkumar and Dharmishtha Patel and applicant TTL, Inc. have requested that approximately 1.00 acre of property located at 3543 US 431, Columbia, Maury County, Tennessee, further identified as Tax Map 048, Parcel 022.03, be rezoned from A-2 Rural Residential District to C-2 General Commercial; and

WHEREAS, on April 28, 2025, the Regional Planning Commission considered the rezoning request; and

WHEREAS, based upon its consideration of all of the information and the applicants' request, the Maury County Regional Planning Commission has voted unanimously to recommend the adoption of the amendment to the Maury County Official Zoning Map as presented; and

WHEREAS, the Board of County Commissioners finds and determines that the best interests of Maury County and its citizens will be served by the adoption of the amendment to Official Zoning Map receiving a favorable recommendation from the Regional Planning Commission; and

WHEREAS, due notice has been published and a public hearing has been held as required by the Tennessee Code Annotated, Title 13, Chapter 7, Part 1.

NOW, THEREFORE, BE IT RESOLVED, that the Maury County Board of Commissioners at its regular meeting on this the 16th day of June, 2025, after conducting the public hearing as required by law, hereby adopts the amendment to the Official Zoning Map, as described herein, in accordance with its authority in Tennessee Code Annotated, Title 13, Chapter 7, Part 1.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the amendment to the Official Zoning Map shall be effective and enforced upon adoption and upon publication, the public welfare requiring it.

This the 16th day of June 2025.

_____
SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Brothers as read by Attorney, Daniel Murphy, seconded by Commissioner Grodi and on a roll call vote with 20 Commissioners present and voting "Aye", the above resolution was adopted as presented.

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25- 42

RESOLUTION OF THE MAURY COUNTY BOARD OF COMMISSIONERS TO AMEND THE OFFICIAL ZONING MAP REZONING TAX MAP 072, PARCEL 036.01 FROM A-2 RURAL RESIDENTIAL DISTRICT TO C-2 GENERAL COMMERCIAL

WHEREAS, Property Owner Billy Joe Hendricks and applicant Jonathan Cox have requested that approximately 20.08 acres of property located at 1919 Rally Hill Road, Columbia, Maury County, Tennessee, further identified as Tax Map 072, Parcel 036.01, be rezoned from A-2 Rural Residential District to C-2 General Commercial; and

WHEREAS, on April 28, 2025, the Regional Planning Commission considered the rezoning request; and

WHEREAS, based upon its consideration of all of the information and the applicants' request, the Maury County Regional Planning Commission has voted unanimously to *not recommend* the adoption of the amendment to the Maury County Official Zoning Map as presented; and

WHEREAS, the Board of County Commissioners finds and determines that the best interests of Maury County and its citizens will be served by the adoption of the amendment to Official Zoning Map despite not receiving a favorable recommendation from the Regional Planning Commission; and

WHEREAS, due notice has been published and a public hearing has been held as required by the Tennessee Code Annotated, Title 13, Chapter 7, Part 1.

NOW, THEREFORE, BE IT RESOLVED, that the Maury County Board of Commissioners at its regular meeting on this the 16th day of June, 2025, after conducting the public hearing as required by law, hereby adopts the amendment to the Official Zoning Map, as described herein, in accordance with its authority in Tennessee Code Annotated, Title 13, Chapter 7, Part 1.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the amendment to the Official Zoning Map shall be effective and enforced upon adoption and upon publication, the public welfare requiring it.

This the 16th day of June 2025.

_____
SHEILA K. BUTT
County Mayor

PUBLIC COMMENT:
April Goad

A motion was made by Commissioner Previti, seconded by Commissioner Stovall and on a roll call vote with 20 Commissioners present and voting as follows:

AYE: Gwynne Evans, Scott Sumners, Eric Previti, Gary Stovall, Davis Burkhalter, Talvin Barner, Brandon Nutt, Chad Brothers, Carl McCullen; TOTAL: 9

NO: Pam Huffman, Kevin Markham, Jerry Strahan, Tommy Wolaver, Danny Grooms, Jerry Bridenbaugh, Patricia Hollinsworth, Kenny Morrow, Gabe Howard, Kathey Grodi, Connie Green; TOTAL: 11

The above resolution failed due to lack of majority.

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25-43

RESOLUTION AMENDING 2024-2025 SCHOOL GENERAL PURPOSE BUDGET

WHEREAS, it is desirable to amend the 2024-2025 School General Purpose budget as shown on the attached budget amendment.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission, that the 2024-2025 School General Purpose budget is amended as shown on the attached budget amendment.

This the 16th day of June 2025.

_____
SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Grodi, seconded by Commissioner Strahan and on a roll call vote with 20 Commissioners present and voting “Aye”, the above resolution was adopted as presented.

Docusign Envelope ID: FBA3C5C9-327B-4FE0-800A-EB028FD03EB5

MAURY COUNTY PUBLIC SCHOOLS

BUDGET AMENDMENT

AMENDMENT NO. BA 14114

DATE 4.25.25

APPROPRIATION OR REVENUE

FUND	SUB FUND	ACCT NO.	OBJ	LOCATION	SUB OBJECT	DESCRIPTION	Debit (From)	Credit (To)
141		72120	499		565	Health Services - Other Supplies And Materials - Youth Education Foundation Grant	2,500.00	
141		72290	499		565	Other Programs - Other Supplies And Materials - Youth Education Foundation Grant		2,500.00
						TOTAL	2,500.00	2,500.00

Detailed Explanation: -

Move the budget to correct account.

SUBMITTED BY: Laurie Stanton, School Health Coordinator	DATE
DocuSigned by: Laurie Stanton DB435C8CC55E41A...	05/19/2025
APPROVAL - EXECUTIVE APPROVAL: Lisa Ventura, Superintendent	DATE
Signed by: Lisa Ventura EFD3DA51AD4547D...	05/19/2025
APPROVAL - Doug Lukonen - Finance Director	DATE
Signed by: Doug Lukonen 49C70D13F2AB458...	05/19/2025
APPROVAL - Will Sims - Board Chair	DATE
DocuSigned by: Will Sims 4DBAEA0802A247A...	06/04/2025
APPROVAL COUNTY COMMISSIONERS	DATE

Revised 10.01.18 Finance

Docusign Envelope ID: FBA3C5C9-327B-4FE0-800A-EB028FD03EB5

MAURY COUNTY PUBLIC SCHOOLS
BUDGET AMENDMENT

AMENDMENT NO. BA	14117

DATE PREPARED	4.29.25

							APPROPRIATION OR REVENUE	
FUND	SUB FUND	ACCT NO.	OBJ	LOCATION	SUB OBJECT	DESCRIPTION	Debit (From)	Credit (To)
141		72710	412			Transportation - Diesel Fuel	3,000.00	
141		72710	499			Transportation - Other Supplies And Materials		3,000.00
						TOTAL	3,000.00	3,000.00

Detailed Explanation: -

Move Funds to another GL to cover Expense for the remainder of the Year

SUBMITTED BY: Jonathan Barry: Director of Safety and Transportation	DATE
Signed by: Jonathan Barry 03A2C319A6B740E...	05/16/2025
APPROVAL - EXECUTIVE APPROVAL: Lisa Ventura, Superintendent	DATE
Signed by: Lisa Ventura EFD3DA51AD4547D...	05/16/2025
APPROVAL - Doug Lukonen - Finance Director	DATE
Signed by: Doug Lukonen 49C70D13F2AB458...	05/16/2025
APPROVAL - Will Sims - Board Chair	DATE
DocuSigned by: Will Sims 4DBAEA0802A247A...	06/04/2025
APPROVAL COUNTY COMMISSIONERS	DATE

Revised 10.01.18 Finance

Docusign Envelope ID: FBA3C5C9-327B-4FE0-800A-EB028FD03EB5

MAURY COUNTY PUBLIC SCHOOLS
BUDGET AMENDMENT

AMENDMENT NO. BA 14118

DATE PREPARED 5.8.25

APPROPRIATION OR REVENUE

FUND	SUB FUND	ACCT NO.	OBJ	LOCATION	SUB OBJECT	DESCRIPTION	Debit (From)	Credit (To)
141		48130			277	Contributions - John R Massey Memorial Scholarship fund	8,365.00	
141		72310	316		277	Board Of Education - Contributions - John R Massey Memorial Scholarship fund		8,365.00
						TOTAL	8,365.00	8,365.00

Detailed Explanation: -

Donations given for John R Massey Scholarship fund

SUBMITTED BY: Lesli Crawford, Director of Special Populations	DATE
Signed by: Lesli Crawford FC7E52041D20465...	05/16/2025
APPROVAL - EXECUTIVE APPROVAL: Lisa Ventura, Superintendent	DATE
Signed by: Lisa Ventura EFD3DA51AD4547D...	05/16/2025
APPROVAL - Doug Lukonen - Finance Director	DATE
Signed by: Doug Lukonen 49C70D13F2AB458...	05/16/2025
APPROVAL - Will Sims - Board Chair	DATE
DocuSigned by: Will Sims 4DBAEA0802A247A...	06/04/2025
APPROVAL COUNTY COMMISSIONERS	DATE

Revised 10.01.18 Finance

Docusign Envelope ID: FBA3C5C9-327B-4FE0-800A-EB028FD03EB5

MAURY COUNTY PUBLIC SCHOOLS
BUDGET AMENDMENT

AMENDMENT NO. BA 14119

DATE PREPARED 05/08/25

APPROPRIATION OR REVENUE

FUND	SUB FUND	ACCT NO.	OBJ	LOCATION	SUB OBJECT	DESCRIPTION	Debit (From)	Credit (To)
141		71200	312			Contracts with Private Agencies	3,000.00	
141		71200	599			Other Charges		3,000.00
141		72220	348			Postage		100.00
141		72220	355			Travel		1,500.00
141		72220	524			Inservice/Staff Development	1,600.00	
						TOTAL	4,600.00	4,600.00

Detailed Explanation: -

Revision to cover overages in expense lines

SUBMITTED BY: Lesli Crawford, Director of Special Populations	**DATE**
Signed by: Lesli Crawford FC7E52041D20465...	05/16/2025
APPROVAL - EXECUTIVE APPROVAL: Lisa Ventura, Superintendent	**DATE**
Signed by: Lisa Ventura EFD3DA51AD4547D...	05/16/2025
APPROVAL - Doug Lukonen - Finance Director	**DATE**
Signed by: Doug Lukonen 49C70D13F2AB458...	05/16/2025
APPROVAL - Will Sims - Board Chair	**DATE**
DocuSigned by: Will Sims 4DBAEA0802A247A...	06/04/2025
APPROVAL COUNTY COMMISSIONERS	**DATE**

Revised 10.01.18 Finance

Docusign Envelope ID: FBA3C5C9-327B-4FE0-800A-EB028FD03EB5

MAURY COUNTY PUBLIC SCHOOLS
BUDGET AMENDMENT

AMENDMENT NO. BA 14120

DATE PREPARED 05/08/25

APPROPRIATION OR REVENUE

FUND	SUB FUND	ACCT NO.	OBJ	LOCATION	SUB OBJECT	DESCRIPTION	Debit (From)	Credit (To)
141		71200	163		410	Educational Assistants	65,000.00	
141		71200	201		410	Social Security	3,500.00	
141		71200	204		410	State Retirement	5,000.00	
141		71200	207		410	Medical Insurance	30,000.00	
141		71200	208		410	Dental Insurance	200.00	
141		71200	212		410	Employer Medicare	3,000.00	
141		71200	429		410	Instructional Supplies and Materials	50,000.00	
141		71200	499		410	Other Supplies and Materials	11,300.00	
141		71200	725		410	Special Education Equipment	25,000.00	
141		72220	524		410	In-service/Staff Development	61,675.29	
141		72220	599		410	Other Charges		92,614.78
141		72220	790		410	Other Equipment		162,060.51
						TOTAL	254,675.29	254,675.29

Detailed Explanation: -

Application revision to renovated preschool playgrounds

SUBMITTED BY: Lesli Crawford, Director of Special Populations **DATE**

Signed by: Lesli Crawford FC7E52041D20465... 05/16/2025

APPROVAL - EXECUTIVE APPROVAL: Lisa Ventura, Superintendent **DATE**

Signed by: Lisa Ventura EFD3DA51AD4547D... 05/16/2025

APPROVAL - Doug Lukonen - Finance Director **DATE**

Signed by: Doug Lukonen 49C70D13F2AB458... 05/16/2025

APPROVAL - Will Sims - Board Chair **DATE**

DocuSigned by: Will Sims 4DBAEA0802A247A... 06/04/2025

APPROVAL COUNTY COMMISSIONERS **DATE**

Revised 10.01.18 Finance

The following resolution was included in the consent agenda:

RESOLUTION NO. 06-25-44

RESOLUTION REGARDING THE PURCHASE OF MAYOR'S VEHICLE

WHEREAS, by Resolution No. 05-25-40, the Maury County Commission approved the Mayor's purchase of a 2025 Dodge Durango for her use as County Mayor in the amount of $44,391.10 to be purchased from the State Contract with the emergency package installed by Motorola in the amount of $9,688.13; and

WHEREAS, the vehicle is no longer available and it is desirable to purchase a Nissan Pathfinder or equivalent vehicle from the State Contract in the amount of $42,225.00 and to amend the 2024/2025 Maury County 189 Capital Fund Budget; and

WHEREAS, funds were placed in the budget from the previously passed resolution, so no budget amendment is required.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that the Maury County Mayor is authorized to purchase a 2025 Nissan Pathfinder or equivalent vehicle in the amount of $42,225.00 and install an emergency package in the amount of $9,688.13.

This the 16th day of June 2025.

_____
SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Grodi, seconded by Commissioner Wolaver and on a roll call vote with 20 Commissioners present and voting "Aye", the above resolution was adopted as presented.

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25-45

RESOLUTION AMENDING 2024/2025 ADEQUATE FACILITIES FUND BUDGET REGARDING LINDSEY NELSON LOCKER ROOM UPGRADES

WHEREAS, the Maury County Parks Department had $150,000.00 in its budget for renovations to the Lindsey Nelson locker room project; and

WHEREAS, the lowest bid that was provided when the bids were open was in the amount of $357,800.00; and

WHEREAS, it is desirable to amend the 2024/2025 Maury County 125 Adequate Facilities budget and use the fund balance to provide additional funding in the amount of $210,000.00 so that the project can be completed.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that the following budget amendment to the Adequate Facilities budget is approved so that the Lindsey Nelson locker room project can be completed:

DECREASE:	125-39000	Unassigned Fund Balance	$210,000.00
INCREASE:	125-56700-707	Parks and Fair Boards- Building Improvements	$210,000.00

This the 16th day of June 2025.

_____
SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Previti, seconded by Commissioner Stovall and on a roll call vote with 20 Commissioners present and voting as follows:

AYE: Talvin Barner, Jerry Bridenbaugh, Chad Brothers, Gwynne Evans, Kathey Grodi, Patricia Hollinsworth, Kevin Markham, Carl McCullen, Kenny Morrow, Brandon Nutt, Eric Previti, Gary Stovall, and Jerry Strahan; TOTAL: 13

NO: Davis Burkhalter, Tommy Wolaver, Scott Sumners, Pam Huffman, Danny Grooms, Connie Green, and Gabe Howard; TOTAL: 7

The above resolution was adopted as presented.

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25-46

RESOLUTION REGARDING FEDERAL BUDGETS

WHEREAS, the Maury County Board of Education (the "Board") is responsible for managing all public schools established or that may be established under its jurisdiction; and

WHEREAS, the Board annually adopts a budget which, among other things, allocates federal funds awarded to the Maury County Public Schools by grants or otherwise; and

WHEREAS, the Board has authorized the Superintendent of Schools of Maury County, Tennessee, to oversee the expenditure of federal funds in accordance with the budget it has adopted; and

WHEREAS, grants in the School Federal Projects Fund are on a reimbursement basis and funds are requested from the State of Tennessee by the Board.

THEREFORE, BE IT RESOLVED, that the budgets of the School Federal Projects Fund be the budget approved for separate projects within the fund by the Tennessee Department of Education.

This resolution will take effect upon passage. The Secretary of the Board of Education shall include this Resolution in the minutes of the Maury County Board of Education. The County Clerk shall include this Resolution in the minutes of the Maury County Commission.

Adopted this _____ *day of* _____ *2025*

APPROVED:	**APPROVED:**
_____	_____
Will Sims, Chairman, Board of Education	**Sheila K. Butt, Mayor**
ATTEST:	**ATTEST:**
_____	_____
Secretary, Board of Education	**County Clerk**

A motion was made by Commissioner Barner, seconded by Commissioner Grodi and on a roll call vote with 20 Commissioners present and voting "Aye", the above resolution was adopted as presented.

The following resolution was included in the consent agenda:

RESOLUTION NO. 06-25-47

RESOLUTION AMENDING THE JUVENILE SERVICES BUDGET FOR THE STATE CRISIS INTERVENTION PROGRAM GRANT

WHEREAS, by Resolution No. 04-25-30 the county passed a budget amendment for the State Crisis Intervention Programs Grant which needs to be corrected as set forth in the attached budget amendment; and

WHEREAS, by Resolution No. 0, 1-25-37, Maury County accepted the State Crisis Intervention Programs Grant with the State of Tennessee Department of Finance and Administration; and

WHEREAS, the County, at the time of the acceptance of the grant, amended the budget to include funds for the entire year when it should have only included a portion of the year therefore the budget should be amended accordingly to include the correct funding as set forth on the attached budget amendment.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that the attached State Crisis Intervention Program grant budget should be amended as set forth on the attached budget amendment.

This the 16th day of June 2025.

_____
SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Grodi, seconded by Commissioner Wolaver and on a roll call vote with 20 Commissioners present and voting “Aye”, the above resolution was adopted as presented.

2024-2025 Budget Amendment

Proposed By: Budget Office

Committee Approval: Health & Environment

Budget Committee Approval:

Commission Approval:

Budget Amendment No.

Resolution No:

Balanced

Fund	Function	Object Code	Cost Center	Increase/Decrease	Description	Debit (Dr)	Credit (Cr)
101	54240	201	14052	decrease	Juvenile Services-Social Security-State Crisis Intervention Program Grant	3,112.64	
101	54240	204	14052	decrease	Juvenile Services-State Retirement-State Crisis Intervention Program Grant	3,840.59	
101	54240	212	14052	decrease	Juvenile Services-Employer Medicare-State Crisis Intervention Program Grant	727.96	
101	54240	206	14052	decrease	Juvenile Services-Life Insurance-State Crisis Intervention Program Grant	18.20	
101	54240	207	14052	decrease	Juvenile Services-Medical Insurance-State Crisis Intervention Program Grant	7,369.56	
101	54240	208	14052	decrease	Juvenile Services-Dental Insurance-State Crisis Intervention Program Grant	183.94	
101	54240	210	14052	decrease	Juvenile Services-Unemployment Compensation-State Crisis Intervention Program Grant	830.00	
101	54240	112	14052	decrease	Juvenile Services-Youth Service Officer(s)-State Crisis Intervention Program Grant	2,493.41	
101	54240	189	14052	decrease	Juvenile Services-Other Salaries and Wages-State Crisis Intervention Program Grant	64,423.70	
101	54240	471	14052	increase	Juvenile Services-Software-State Crisis Intervention Program Grant		$3,650.00
101	54240	524	14052	increase	Juvenile Services-In Service/Staff Development-State Crisis Intervention Program Grant		$500.00
101	47590		14052	decrease	Other Federal through State--State Crisis Intervention Program Grant		$78,850.00
					--		
					--		
					--		
					--		
					--		
Description:							
Res # to amend budget for SCIP Grant							
						$ 83,000.00	**$ 83,000.00**

Comments:

Prepared by: Abby Chapman

Approved by: Ben Webster

Entered by: Lessa Jacoby

Date Prepared:

Date Entered:

Entry Month:

Form Revised 1/22/2025

Docusign Envelope ID: E4F190C0-42A7-4E41-877D-1DA7285A0B1C

GRANT AMENDMENT

Agency Tracking #	Edison ID	Contract #	Amendment #
NA	56785	56785	1

Contractor Legal Entity Name	Edison Vendor ID
Maury County Government	2720

Amendment Purpose & Effect(s)

Revises Clauses, Revises Budget, Decreases Maximum Liability and Extends Expiration Date

Amendment Changes Contract End Date: ☒ YES ☐ NO **End Date:** 9/30/2027

TOTAL Contract Amount INCREASE or DECREASE per this amendment (zero if N/A): -$34,550.00

Funding —

FY	State	Federal	Interdepartmental	Other	TOTAL Contract Amount
FY25		$71,150.00			$71,150.00
FY26		$150,000.00			$150,000.00
FY27		$150,000.00			$150,000.00
FY28		$44,300.00			$44,300.00
TOTAL:		$415,450.00			$415,450.00

Budget Officer Confirmation: There is a balance in the appropriation from which obligations hereunder are required to be paid that is not already encumbered to pay other obligations.

OCR USE

Speed Chart	Account Code
FA00003624	County - 71301000

Docusign Envelope ID: E4F190C0-42A7-4E41-877D-1DA7285A0B1C

AMENDMENT 1
OF GRANT CONTRACT

This Grant Contract Amendment is made and entered by and between the State of Tennessee, Department of Finance and Administration, Office of Criminal Justice Programs, hereinafter referred to as the "State" and Maury County Government, hereinafter referred to as the "Grantee." It is mutually understood and agreed by and between said, undersigned contracting parties that the subject Grant Contract is hereby amended as follows:

1. Grant Contract section B.1. is deleted in its entirety and replaced with the following:

   B.1. This Grant Contract shall be effective on February 15, 2025 ("Effective Date") and extend for a period of thirty-one (31) months and fifteen (15) days after the Effective Date ("Term"). The State shall have no obligation to the Grantee for fulfillment of the Scope outside the Term.

2. Grant Contract section B.2. is added with the following:

   B.2. Term Extension. It is understood and agreed that the State may extend the Term an additional period of time, not to exceed three hundred-sixty-five (365) days beyond the expiration date of this Grant Contract, under the same terms and conditions. In no event, however, shall the maximum Term, including all extensions or renewals, exceed a total of sixty (60) months.

3. Grant Contract section C.1. is deleted in its entirety and replaced with the following:

   C.1. Maximum Liability. In no event shall the maximum liability of the State under this Grant Contract exceed Four Hundred Fifteen Thousand Four Hundred Fifty Dollars ($415,450.00) ("Maximum Liability"). The Grant Budget attached and incorporated as Attachment A-1 for fiscal year 2025, Attachment A-1 for fiscal year 2026, Attachment A-1 for fiscal year 2027 and Attachment A-1 for fiscal year 2028, is the maximum amount due the Grantee under this Grant Contract. The Grant Budget line-items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Grantee.

3. Grant Contract Attachment A-1 is deleted in its entirety and replaced with the new attachment A-1 attached hereto.

4. Grant Contract Attachment B is deleted in its entirety and replaced with the new attachment B attached hereto.

Docusign Envelope ID: E4F190C0-42A7-4E41-877D-1DA7285A0B1C

Required Approvals. The State is not bound by this Amendment until it is signed by the contract parties and approved by appropriate officials in accordance with applicable Tennessee laws and regulations (depending upon the specifics of this contract, said officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).

Amendment Effective Date. The revisions set forth herein shall be effective May 1, 2025. All other terms and conditions of this Grant Contract not expressly amended herein shall remain in full force and effect.

Signed by:
Doug Lukonen
49C70D13F2AB458...

03/27/2025

IN WITNESS WHEREOF,

MAURY COUNTY GOVERNMENT:

DocuSigned by:
Sheila K. Butt
DC1CB8B5A5254DC...

03/27/2025

GRANTEE SIGNATURE **DATE**

Sheila Butt, County Executive

PRINTED NAME AND TITLE OF GRANTEE SIGNATORY (above)

DEPARTMENT OF FINANCE AND ADMINISTRATION:

JAMES E. BRYSON, COMMISSIONER **DATE**

Docusign Envelope ID: E4F190C0-42A7-4E41-877D-1DA7285A0B1C

GRANT BUDGET			
AGENCY NAME: Maury County Youth Services			
FUND SOURCE: Byrne State Crisis Intervention Program - Soliciation Number 16.738			
SOLICITATION IDENTIFICATION TITLE: Juvenile Court – Family Engagement Programs			
The grant budget line-item amounts below shall be applicable only to expense incurred during the following Applicable Period: BEGIN: 2/15/2025 END: 06/30/2025			
EXPENSE OBJECT LINE-ITEM CATEGORY [1]	**GRANT CONTRACT**	**GRANTEE PARTICIPATION**	**TOTAL PROJECT**
Salaries, Benefits & Taxes [2]	$53,200.00	$0.00	$53,200.00
Professional Fee, Grant & Award [2]	$0.00	$0.00	$0.00
Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications [2]	$9,650.00	$0.00	$9,650.00
Travel, Conferences & Meetings[2]	$8,300.00	$0.00	$8,300.00
Interest [2]		$0.00	$0.00
Insurance[2]	$0.00	$0.00	$0.00
Specific Assistance To Individuals[2]	$0.00	$0.00	$0.00
Depreciation [2]	$0.00	$0.00	$0.00
Other Non-Personnel [2]	$0.00	$0.00	$0.00
Capital Purchase [2]	$0.00	$0.00	$0.00
Indirect Cost[2]	$0.00	$0.00	$0.00
In-Kind Expense[2]	$0.00	$0.00	$0.00
GRAND TOTAL	**$71,150.00**	**$0.00**	**$71,150.00**

[1] Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E) and CPO Policy 2013-007 (posted online at https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html).
[2] Applicable detail follows this page if line-item is funded.

Docusign Envelope ID: E4F190C0-42A7-4E41-877D-1DA7285A0B1C

GRANT BUDGET LINE-ITEM DETAIL:

AGENCY NAME: Maury County Youth Services
FUND SOURCE: Byrne State Crisis Intervention Program - Soliciation Number 16.738
SOLICITATION IDENTIFICATION TITLE: Juvenile Court – Family Engagement Programs

SALARIES, BENEFITS & TAXES	AMOUNT
Position #1: Diversion Specialist, Salary and/or Benefits. (Est. 100% of time on project) (Estimated hourly wage of $23.59/hour) for approximately 5 months	$25,000.00
Position #2: Diversion Specialist, Salary and/or Benefits. (Est. 100% of time on project) (Estimated hourly wage of $23.59/hour) for approximately 5 months	$25,000.00
Position #3: Youth Service Officer, Salary and/or Benefits. (Est. 15% of time on project) (Estimated hourly wage of $27.00/hour) for approximately 5 months	$3,200.00
TOTAL	**$53,200.00**

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Supplies: Furniture, office supplies estimated at $1,000 (Est. 100% for administering services to program participants), Youth Assessment and Screening Tool (YASI) Software, estimated at $4,300	$5,300.00
Sensitive Minor Equipment: laptops and/or tablets, cameras, and projector estimated at $2,850	$2,850.00
All Other Items: cellphone, postage, printing estimated at $1,500	$1,500.00
TOTAL	**$9,650.00**

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local travel: Travel includes mileage for two full-time staff to travel to meet with clients. Rate will be the prevailing rate per State of TN travel regulations or follow Maury County Government's written policy, whichever is less. Estimated at $3,800.	$3,800.00
Training and Conferences attended by Staff: It is estimated that both full-time employees will go to one state conference per year at an estimated cost of $1,000. Youth Assessment and Screening Instrument (YASI) Training and Certification estimated at $3,500.	$4,500.00
TOTAL	**$8,300.00**

Docusign Envelope ID: E4F190C0-42A7-4E41-877D-1DA7285A0B1C

GRANT BUDGET			
AGENCY NAME: Maury County Youth Services			
FUND SOURCE: Byrne State Crisis Intervention Program - Soliciation Number 16.738			
SOLICITATION IDENTIFICATION TITLE: Juvenile Court – Family Engagement Programs			
The grant budget line-item amounts below shall be applicable only to expense incurred during the following Applicable Period: BEGIN: 7/01/2025 END: 06/30/2026			
EXPENSE OBJECT LINE-ITEM CATEGORY [1]	**GRANT CONTRACT**	**GRANTEE PARTICIPATION**	**TOTAL PROJECT**
Salaries, Benefits & Taxes [2]	$141,100.00	$0.00	$141,100.00
Professional Fee, Grant & Award [2]	$0.00	$0.00	$0.00
Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications [2]	$2,100.00	$0.00	$2,100.00
Travel, Conferences & Meetings[2]	$6,800.00	$0.00	$6,800.00
Interest [2]	$0.00	$0.00	$0.00
Insurance[2]	$0.00	$0.00	$0.00
Specific Assistance To Individuals[2]	$0.00	$0.00	$0.00
Depreciation [2]	$0.00	$0.00	$0.00
Other Non-Personnel [2]	$0.00	$0.00	$0.00
Capital Purchase [2]	$0.00	$0.00	$0.00
Indirect Cost[2]	$0.00	$0.00	$0.00
In-Kind Expense[2]	$0.00	$0.00	$0.00
GRAND TOTAL	**$150,000.00**	**$0.00**	**$150,000.00**

[1] Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E) and CPO Policy 2013-007 (posted online at https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html).
[2] Applicable detail follows this page if line-item is funded.

Docusign Envelope ID: E4F190C0-42A7-4E41-877D-1DA7285A0B1C

GRANT BUDGET LINE-ITEM DETAIL:

AGENCY NAME: Maury County Youth Services
FUND SOURCE: Byrne State Crisis Intervention Program - Soliciation Number 16.738
SOLICITATION IDENTIFICATION TITLE: Juvenile Court – Family Engagement Programs

SALARIES, BENEFITS & TAXES	AMOUNT
Position #1: Diversion Specialist, Salary and/or Benefits estimated at $67,550. (Est. 100% of time on project) (Estimated hourly wage of $26.50/hour)	$67,550.00
Position #2: Diversion Specialist, Salary and/or Benefits estimated at $67,550. (Est. 100% of time on project) (Estimated hourly wage of $26.50/hour)	$67,550.00
Position #3: Youth Service Officer, Salary and/or Benefits estimated at $6,000. (Est. 15% of time on project) (Estimated hourly wage of $27/hour)	$6,000.00
TOTAL	**$141,100.00**

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Supplies: Office supplies estimated at $450 (Est. 100% for administering services to program participants), Youth Assessment and Screening Tool (YASI) Software, estimated at $650 (annual fees)	$1,100.00
All Other Items: cellphone, postage, printing estimated at $1,000	$1,000.00
TOTAL	**$2,100.00**

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local travel: Travel includes mileage for two full-time staff to travel to meet with clients. Rate will be the prevailing rate per State of TN travel regulations or follow Maury County Government's written policy, whichever is less. Estimated at $3,800.	$3,800.00
Training and Conferences attended by Staff: It is estimated that both full-time employees will go to one state conference per year and/or one national conference per year at an estimated cost of $1,000. Continuing Education, Trainings, and Certifications; estimated at $2,000.	$3,000.00
TOTAL	**$6,800.00**

Docusign Envelope ID: E4F190C0-42A7-4E41-877D-1DA7285A0B1C

GRANT BUDGET			
AGENCY NAME: Maury County Youth Services			
FUND SOURCE: Byrne State Crisis Intervention Program - Soliciation Number 16.738			
SOLICITATION IDENTIFICATION TITLE: Juvenile Court – Family Engagement Programs			
The grant budget line-item amounts below shall be applicable only to expense incurred during the following Applicable Period: BEGIN: 07/01/2026 END: 06/30/2027			
EXPENSE OBJECT LINE-ITEM CATEGORY [1]	**GRANT CONTRACT**	**GRANTEE PARTICIPATION**	**TOTAL PROJECT**
Salaries, Benefits & Taxes [2]	$142,100.00	$0.00	$142,100.00
Professional Fee, Grant & Award [2]	$0.00	$0.00	$0.00
Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications [2]	$1,600.00	$0.00	$1,600.00
Travel, Conferences & Meetings[2]	$6,300.00	$0.00	$6,300.00
Interest [2]	$0.00	$0.00	$0.00
Insurance[2]	$0.00	$0.00	$0.00
Specific Assistance To Individuals[2]	$0.00	$0.00	$0.00
Depreciation [2]	$0.00	$0.00	$0.00
Other Non-Personnel [2]	$0.00	$0.00	$0.00
Capital Purchase [2]	$0.00	$0.00	$0.00
Indirect Cost[2]	$0.00	$0.00	$0.00
In-Kind Expense[2]	$0.00	$0.00	$0.00
GRAND TOTAL	**$150,000.00**	**$0.00**	**$150,000.00**

[1] Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E) and CPO Policy 2013-007 (posted online at https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html).
[2] Applicable detail follows this page if line-item is funded.

Docusign Envelope ID: E4F190C0-42A7-4E41-877D-1DA7285A0B1C

GRANT BUDGET LINE-ITEM DETAIL:

AGENCY NAME: Maury County Youth Services
FUND SOURCE: Byrne State Crisis Intervention Program - Soliciation Number 16.738
SOLICITATION IDENTIFICATION TITLE: Juvenile Court – Family Engagement Programs

SALARIES, BENEFITS & TAXES	AMOUNT
Position #1: Diversion Specialist, Salary and/or Benefits estimated at $68,050. (Est. 100% of time on project) (Estimated hourly wage of $27.00/hour)	$68,050.00
Position #2: Diversion Specialist, Salary and/or Benefits estimated at $68,050. (Est. 100% of time on project) (Estimated hourly wage of $27.00/hour)	$68,050.00
Position #3: Youth Service Officer, Salary and/or Benefits estimated at $6,000. (Est. 15% of time on project) (Estimated hourly wage of $27.00/hour)	$6,000.00
TOTAL	**$142,100.00**

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Supplies: Office supplies estimated at $300 (Est. 100% for administering services to program participants), Youth Assessment and Screening Tool (YASI) Software, estimated at $650 (annual fees)	$950.00
All Other Items: cellphone, postage, printing estimated at $650	$650.00
TOTAL	**$1,600.00**

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local travel: Travel includes mileage for two full-time staff to travel to meet with clients. Rate will be the prevailing rate per State of TN travel regulations or follow Maury County Government's written policy, whichever is less. Estimated at $3,800.	$3,800.00
Training and Conferences attended by Staff: It is estimated that both full-time employees will go to one state conference per year and/or one national conference per year at an estimated cost of $1,000. Continuing Education, Trainings, and Certifications; estimated at $1,500.	$2,500.00
TOTAL	**$6,300.00**

Docusign Envelope ID: E4F190C0-42A7-4E41-877D-1DA7285A0B1C

GRANT BUDGET			
AGENCY NAME: Maury County Youth Services			
FUND SOURCE: Byrne State Crisis Intervention Program - Soliciation Number 16.738			
SOLICITATION IDENTIFICATION TITLE: Juvenile Court – Family Engagement Programs			
The grant budget line-item amounts below shall be applicable only to expense incurred during the following Applicable Period: BEGIN: 7/1/2027 END: 9/30/2027			
EXPENSE OBJECT LINE-ITEM CATEGORY [1]	**GRANT CONTRACT**	**GRANTEE PARTICIPATION**	**TOTAL PROJECT**
Salaries, Benefits & Taxes [2]	$39,200.00	$0.00	$39,200.00
Professional Fee, Grant & Award [2]	$0.00	$0.00	$0.00
Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications [2]	$1,600.00	$0.00	$1,600.00
Travel, Conferences & Meetings[2]	$3,500.00	$0.00	$3,500.00
Interest [2]		$0.00	$0.00
Insurance[2]	$0.00	$0.00	$0.00
Specific Assistance To Individuals[2]	$0.00	$0.00	$0.00
Depreciation [2]	$0.00	$0.00	$0.00
Other Non-Personnel [2]	$0.00	$0.00	$0.00
Capital Purchase [2]	$0.00	$0.00	$0.00
Indirect Cost[2]	$0.00	$0.00	$0.00
In-Kind Expense[2]	$0.00	$0.00	$0.00
GRAND TOTAL	**$44,300.00**	**$0.00**	**$44,300.00**

[1] Each expense object line-item is defined by the U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles (posted on the Internet at: https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E) and CPO Policy 2013-007 (posted online at https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html).
[2] Applicable detail follows this page if line-item is funded.

Docusign Envelope ID: E4F190C0-42A7-4E41-877D-1DA7285A0B1C

GRANT BUDGET LINE-ITEM DETAIL:

AGENCY NAME: Maury County Youth Services
FUND SOURCE: Byrne State Crisis Intervention Program - Soliciation Number 16.738
SOLICITATION IDENTIFICATION TITLE: Juvenile Court – Family Engagement Programs

SALARIES, BENEFITS & TAXES	AMOUNT
Position #1: Diversion Specialist, Salary and/or Benefits estimated at $18,500. (Est. 100% of time on project) (Estimated hourly wage of $27.00/hour and $4,000 for benefits) for approximately 3 months	$18,500.00
Position #2: Diversion Specialist, Salary and/or Benefits estimated at $18,500. (Est. 100% of time on project) (Estimated hourly wage of $27.00/hour and $4,000 for benefits) for approximately 3 months	$18,500.00
Position #3: Youth Service Officer, Salary and/or Benefits estimated at $2,200. (Est. 15% of time on project) (Estimated hourly wage of $27.00/hour) for approximately 3 months	$2,200.00
TOTAL	**$39,200.00**

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Supplies: Office supplies estimated at $300 (Est. 100% for administering services to program participants), Youth Assessment and Screening Tool (YASI) Software, estimated at $650 (annual fees)	$950.00
All Other Items: cellphone, postage, printing estimated at $650	$650.00
TOTAL	**$1,600.00**

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local travel: Travel includes mileage for two full-time staff to travel to meet with clients. Rate will be the prevailing rate per State of TN travel regulations or follow Maury County Government's written policy, whichever is less. Estimated at $3,800.	$1,000.00
Training and Conferences attended by Staff: It is estimated that both full-time employees will go to one state conference per year and/or one national conference per year at an estimated cost of $1,000. Continuing Education, Trainings, and Certifications; estimated at $1,500.	$2,500.00
TOTAL	**$3,500.00**

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ATTACHMENT B

Federal Award Identification Worksheet

Subrecipient's name (must match name associated with its Unique Entity Identifier (SAM)	Maury County Government
Subrecipient's Unique Entity Identifier (SAM)	NFNQYUNV3LX9
Federal Award Identification Number (FAIN)	15PBJA-23-GG-00034-BSCI
Federal award date	2/13/2023
Subaward (Federal Award) Period of Performance Start and End Date	10/1/2022; 9/30/2026
Subaward (Federal Award) Budget Period Start and End Date	10/1/2022; 9/30/2026
Assistance Listing number (formerly known as the CFDA number) and Assistance Listing program title.	16.738; SCIP
Grant contract's (Sub-Recipient) begin date	2/15/2025
Grant contract's(Sub-Recipient) end date	9/30/2027
Amount of federal funds obligated by this grant contract	$415,450.00
Total amount of federal funds obligated to the subrecipient	$415,450.00
Total amount of the federal award to the pass-through entity (Grantor State Agency)	$6,722,537.00
Federal award project description (as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA)	Juvenile Court - Family Engagement Programs
Name of federal awarding agency	Bureau of Justice Assistance
Name and contact information for the federal awarding official	DOJ: Attorney General Pam Bondi 202-514-2000
Name of pass-through entity	State of Tennessee: Finance & Administration; Office of Criminal Justice Programs
Name and contact information for the pass-through entity awarding official	Tennille Falatic tennille.falatic@tn.gov
Is the federal award for research and development?	No
Indirect cost rate for the federal award (See 2 C.F.R. §200.331 for information on type of indirect cost rate)	N/A

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25-48

RESOLUTION MAKING APPROPRIATIONS TO NON-PROFIT CHARITABLE AND CIVIC ORGANIZATIONS OF MAURY COUNTY, TENNESSEE FOR THE FISCAL YEAR BEGINNING JULY 1, 2025 AND ENDING JUNE 30, 2026

WHEREAS, Section 5-9-109, Tennessee Code Annotated, authorizes the County Legislative Body to make appropriations to non-profit charitable and civic organizations; and

WHEREAS, the Maury County Legislative Body recognizes the various non-profit charitable and civic organizations located in and around Maury County have great need of funds to carry on their non-profit charitable and civic work.

SECTION 1. That One Million, Four Hundred Thirty-five Thousand, Two Hundred Forty ($1,435,240) be appropriated to the Maury County Fire Department to provide fire protection in rural areas of Maury County not served by any other fire departments.

SECTION 2. That Seventy Thousand Dollars ($70,000.00) be appropriated to Maury County Senior Citizens to promote general welfare for senior citizens of Maury County.

SECTION 3. That Thirty Thousand Dollars ($30,000.00) be appropriated to Spring Hill Library to provide library services for the citizens of Maury County in the Spring Hill area.

SECTION 4. That Ten Thousand Dollars ($10,000.00) be appropriated to the Center of Hope to provide assistance to domestic violence victims and their families in Maury County, Tennessee.

SECTION 5. That Five Thousand ($5,000.00) Dollars be appropriated to Neighbors Concerned (Harvest Share Food Pantry) to provide food to those in need in Maury County, Tennessee.

SECTION 6. That Five Thousand Dollars ($5,000.00) be appropriated to the Family Center to provide assistance with child abuse prevention and poverty related issues in Maury County, Tennessee.

SECTION 7. That Twenty Thousand Dollars ($20,000.00) be appropriated to the Boys and Girls Club of Maury County to promote the general welfare of at risk youth in Maury County.

SECTION 8. That Three Thousand Dollars ($3,000.00) be appropriated to The Mediation Center as an in-kind contribution for rent of office space to provide mediation services to Maury County citizens with said appropriation to be reviewed in one year and subject to the remaining terms of its lease with the County.

SECTION 9. That Five Thousand Dollars ($5,000.00) be appropriated to Court Appointed Special Advocates of Maury County (CASA) to provide assistance with abused and neglected children in Maury County, Tennessee.

SECTION 10. That Seventeen Thousand Five Hundred Dollars ($17,500.00) be appropriated to the Tennessee Rehabilitation Center to provide rehabilitation vocational services for

citizens of Maury County, Tennessee.

SECTION 11. That Eight Thousand Dollars ($8,000.00) be appropriated to the Kid's Place for intervention and treatment of child sexual abuse and severe physical abuse in Maury County, Tennessee.

SECTION 12. That Nine Thousand Dollars ($9,000.00) be appropriated to Keep Maury Beautiful to fulfill the responsibility of keeping Maury County litter free through education and event efforts.

SECTION 13. That Ten Thousand Dollars ($10,000.00) be appropriated to The Well to provide food to those in need in Maury County, Tennessee.

SECTION 14. That Five Thousand Dollars ($5,000.00) be appropriated to Maury County Students in Crisis to provide resources to Maury County, TN students in need.

BE IT FURTHER RESOLVED, that all appropriations enumerated in SECTIONS One through fourteen above are made subject to the following conditions.

1. That the non-profit charitable and civic organizations to which funds or in kind services are appropriated shall file with the County Clerk and the disbursing official a copy of an annual report of its business affairs and transactions and the proposed use of the County's funds or in kind services in accordance with Section 5-9-109, Tennessee Code Annotated. The disbursing official shall not release said appropriations until receipt of such reports.

2. That said funds or in kind services must only be used by the named non-profit charitable and civic organizations in furtherance of their non-profit charitable and civic purposes benefiting the general welfare of the residents of the County.

3. That it is the expressed intent of the Legislative Body of Maury County in providing these funds or in kind services to the above named non-profit charitable and civic organizations that they be fully in compliance with Section 5-9-109, Tennessee Code Annotated, and any and all other laws which may apply to County appropriations is made subject to compliance with any and all of these laws and regulations.

4. That the above referenced allocations are included in the Fiscal Year 2025-2026 Budget Document in the appropriate expenditure line items

BE IT FURTHER RESOLVED, that this resolution shall take effect July 1, 2025.

This the 16th day of June, 2025.

_____
SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Howard, seconded by Commissioner Grodi and on a roll call vote with 20 Commissioners present and voting as follows:

AYE: Talvin Barner, Jerry Bridenbaugh, Davis Burkhalter, Gwynne Evans, Connie Green, Danny Grooms, Kathey Grodi, Patricia Hollinsworth, Gabe Howard, Pam Huffman, Kevin Markham, Carl McCullen, Kenny Morrow, Brandon Nutt, Eric Previti, Gary Stovall, Jerry Strahan, and Tommy Wolaver; TOTAL: 18

NO: Scott Sumners and Chad Brothers; TOTAL: 2

The above resolution was adopted as presented.

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25-49

RESOLUTION MAKING APPROPRIATIONS FOR THE VARIOUS FUNDS, DEPARTMENTS, INSTITUTIONS, OFFICES AND AGENCIES OF MAURY COUNTY, TENNESSEE FOR THE FISCAL YEAR BEGINNING JULY 1, 2025 AND ENDING JUNE 30, 2026

WHEREAS, a budget and budget control system for Maury County was created under the provisions of Financial Management Act of 2018, and

WHEREAS, it is imperative that a budget reflecting fixed appropriations, be adopted by the Legislative Body of Maury County, Tennessee, so as to meet the debt requirements and operating expenses for the services rendered.

SECTION I. THEREFORE BE IT RESOLVED by the Legislative Body of Maury County, Tennessee assembled in regular session the 16th day of June, 2025, that the amounts hereafter set out are hereby appropriated for the purpose of meeting the expenses and the capital needs of the various funds, offices, institutions, departments, and agencies of Maury County, Tennessee and for meeting the scheduled payments of principal and interest on the County's indebtedness for the fiscal year 2025-2026 according to the following schedule:

	101 County General Fund	
51100	County Commission	$ 178,374
51210	Board Of Equalization	1,557
51240	Other Boards And Committees	13,100
51300	County Executive	389,070
51310	Personnel Office	437,509
51400	County Attorney	165,928
51500	Election Commission	425,751
51600	Register Of Deeds	440,587
51710	Development	1,478,622
51800	County Buildings	2,070,205
51900	Other General Administration	2,032,650
51910	Preservation Of Records	432,798
52100	Accounting And Budgeting	2,105,306
52200	Purchasing	491,186
52300	Property Assessor's Office	1,265,394
52310	Reappraisal Program	292,306
52400	County Trustee's Office	487,045
52500	County Clerk's Office	1,250,808
52600	Data Processing	1,142,022
53100	Circuit Court	2,026,195
53300	General Sessions Court I	1,410,853
53300	General Sessions Court II	427,694
53400	Chancery Court	697,807
53900	Other Administration of Justice	500
53930	Victim Assistance Programs	117,877
54110	Sheriff's Department	12,954,849
54160	Admn-Sexual Offender Reg	3,000
54210	Jail	9,324,911
54240	Juvenile Services	967,098
54410	Rural Fire	1,582,839

54490	Other Emergency Management	1,057,830
55110	Local Health Center	1,730,555
55120	Rabies	254,767
55120	Animal Shelter	1,185,588
55390	Appropriation To State	84,235
55731	Waste Pickup	18,480
56300	Senior Citizens Assistance	70,000
56500	Libraries	1,194,754
57100	Agricultural Extension Service	323,347
57300	Forest Service	2,000
57500	Soil Conservation	73,205
58110	Tourism	635,223
58120	Industrial Development	357,300
58190	Economic and Com. Development	1,200
58220	Airport	51,000
58300	Veterans' Services	280,628
58500	Contributions To Other	132,510
58600	Employee Benefits	51,200
58700	Payments To Cities	-
58809	Local Assistance & Tribal Consistency Fund	57,726
58810	ARP – Tourism Grant	64,113
58900	Miscellaneous	1,087,500
99100	Transfers Out	2,060,000
	Total County General Fund	55,387,002
	121 CPRA-Infrastructure Fee	
99100	Transfers Out	4,200,000
	Total CPRA-Infrastructure Fee	4,200,000
	122 Drug Control Fund	
54150	Drug Enforcement	146,900
	Total Drug Control Fund	146,900
	123 Parks & Recreation Fund	
56700	Parks and Fair Boards	4,290,329
	Total Parks & Recreation Fund	4,290,329
	125 Adequate Facilities Tax Fund	
51710	Development	-
56700	Social, Cultural And Recreation Projects	210,000
	Total Adequate Facilities Tax Fund	210,000
	127 Archive Capital Fund	
51910	Preservation of Records	10,000
99100	Transfers	220,000
	Total Archive Capital Fund	230,000

	131 Highway Fund		
61000	Administration	$	414,907
62000	Highway And Bridge Maintenance		6,322,343
63100	Operation And Maintenance Of Equipment		1,219,840
65000	Other Charges		499,500
68000	Capital Outlay		571,512
91200	Highway & Street Capital		175,000
	Total Highway Fund		9,203,102
	141 School General Purpose Fund		
71100	Regular Instruction Program	$	73,521,843
71150	Alternative Instruction Program		2,349,995
71200	Special Education Program		15,811,105
71300	Career and Technical Education Program		6,354,908
71900	Other		368,011
72110	Attendance		1,432,847
72120	Health Services		2,029,744
72130	Other Student Support		3,041,786
72210	Regular Instruction Program		3,273,579
72215	Alternative Instruction Program		426,501
72220	Special Education Program		2,423,256
72230	Career and Technical Education Program		255,720
72250	Technology		4,334,290
72290	Other Programs		190,307
72310	Board of Education		3,497,940
72320	Director of Schools		543,899
72410	Office of the Principal		11,268,727
72520	Human Services/Personnel		1,112,290
72610	Operation of Plant		8,587,215
72620	Maintenance of Plant		5,593,172
72710	Transportation		7,923,651
72810	Central and Other		1,995,088
73300	Community Services		190,800
73400	Early Childhood Education		1,493,039
82330	Education		2,915,618
	Total 141 School General Purpose Fund		160,935,331
	143 School Food Service		
72310	Board of Education	$	70,000
73100	Food Service		11,138,153
73100-710	Food Service-Equipment		400,000
	Total School Food Service		11,608,153
	151 Debt Service Fund		
82110	General Government	$	2,319,961
82130	Education		14,315,457
82210	General Government		1,791,203
82230	Education		9,340,150
82310	General Government		941,000
	Total Debt Service Fund		28,707,771
	176 Highway Capital Projects Fund		

58900	Miscellaneous		20,000
91200	Highway Capital Projects		2,902,561
	Total Highway Capital Projects Fund		2,922,561
	189 Capital Equipment Fund		
51710	Development	$	90,000
51800	Building Maintenance		950,000
52300	Property Assessor's Office		-
52600	Data Processing		-
54110	Sheriff's Department		1,138,635
54410	Rural Fire		1,288,400
54490	Office of Emergency Management		181,000
55120	Animal Shelter		-
56500	Libraries		126,000
58900	Miscellaneous		80,000
95100	Capital Projects Donated to Schools		1,700,000
	Total Capital Equipment Fund		5,554,035
	207 Solid Waste Disposal Fund		
55732	Convenience Centers	$	1,669,957
55754	Landfill Operation And Maintenance		4,636,230
	Total Solid Waste Disposal Fund		6,306.187
	261 Central Maintenance/Garage Fund		
51900	Other General Administration		2,858,720
	Total Central Maintenance		2,858,720
	263 Self-Insurance Fund		
58600	Employee Benefits		182,600
	Total Self-Insurance		182,600

SECTION II. BE IT FURTHER RESOLVED that the budget for the School Federal Projects Fund shall be the budget of the individual projects within the fund as approved by the Tennessee Department of Education.

SECTION III. BE IT FURTHER RESOLVED that any appropriation made by this resolution which covers the same purpose for which a specific appropriation is made by statute is made in lieu of but not in addition to said statutory appropriations. The salary, wages, or remuneration of each officer, employee, or agent of the county, shall not be in excess of the amounts authorized by existing law or as set forth in the estimate of expenditures which accompanies this resolution. Provided, however, that appropriations for such salaries, wages, or remuneration hereby authorized shall in no case be construed as permitting expenditures for an officer, agency, institution, division, or department of the county in excess of the appropriation made herein for such office, agency, institution, division or department of the County. Such appropriation shall constitute the limit to the expenditures of any office, agency, institution, division or department ending June 30, 2026. The aggregate expenditures for any item of appropriation shall in no instance be more than the amount herein appropriated for such item.

SECTION IV. BE IT FURTHER RESOLVED, that if the need shall arise, the Budget Committee may, with the approval of any official, head of any department or division which may be affected, transfer any amount within any major appropriation category. For transfers between major appropriation categories within the same fund, the approval of the Legislative Body of Maury County must be obtained as required by law. The Director of Schools must also obtain the approval of the Board of Education for transfers within each major appropriation category and the approval of the Legislative Body of Maury County for transfers between these major categories as required by law. One copy of this authorization shall be filed with the County Clerk, one copy with the Chairman of the Budget Committee, and one with each divisional or departmental head concerned. Aforesaid authorization shall clearly state the reasons for the transfer, but this provision shall in no case whatsoever be construed as authorizing transfer from one fund to another, but shall apply solely to transfers within a certain fund.

SECTION V. BE IT FURTHER RESOLVED that the County Mayor and the County Clerk are hereby authorized to borrow money on revenue anticipation notes, provided such notes are first approved by the Director of State and Local Finance, to pay for the expenditures herein authorized until the taxes and other revenue for the fiscal year 2025 – 2026 have been collected, not exceeding 60% of appropriations of each individual fund. The proceeds of loans for each individual fund shall be used only to pay the expenditures and other requirements of the fund for which the money is borrowed. Also, the loan shall be paid out of the revenue for the fund for which the money is borrowed. The notes evidencing the loans authorized under this section shall be signed by the County Mayor and countersigned by the County Clerk and shall mature and be paid in full without renewal not later than June 30, 2026.

SECTION VI. BE IT FURTHER RESOLVED that any resolution which may hereafter be presented to the Legislative Body of Maury County providing for appropriations in addition to those made by this Budget Appropriation Resolution shall specifically provide sufficient revenue or other funds, actually to be provided during the fiscal year in which the expenditures are to be made, to meet such additional appropriation. Said appropriating resolution shall be submitted to and approved by the State Director of Local Finance after its adoption as provided by Sections 9-11-101 to 9-11-119 Tennessee Code Annotated.

SECTION VII. BE IT FURTHER RESOLVED if monies are available in one fund so that they may be transferred to another fund the Director of Accounts and Budgets and the Budget Committee are hereby authorized to transfer said monies provided they are transferred back to the original funds prior to June 30, 2026.

SECTION VIII. BE IT FURTHER RESOLVED that the delinquent county property taxes for prior years and the interest and penalty thereon collected during the year ending June 30, 2023, shall be apportioned to the various county funds according to the subdivision of the tax levy for the prior years. The clerk and master and the trustee are hereby authorized and directed to make such apportionment accordingly.

SECTION IX. BE IT FURTHER RESOLVED that all unencumbered balances of appropriations at the end of the fiscal year shall lapse and be of no further effect at the end of the fiscal year June 30, 2026.

SECTION X. BE IT FURTHER RESOLVED that any resolution or part of the Resolution which has heretofore been passed by the Legislative Body of Maury County which is in conflict with any provision in this resolution, be and the same is hereby repealed.

SECTION XI. BE IT FURTHER RESOLVED that this resolution shall take effect on July 1, 2025 and shall be in force from and after July 1, 2025. This resolution shall be spread upon the minutes of the Legislative Body of Maury County.

Passed this 16th day of June 2025.

_____
Sheila K. Butt,
COUNTY MAYOR

ATTEST:

_____
JOE H. ALLEN
COUNTY CLERK

A motion was made by Commissioner Barner as read by Attorney Daniel Murphy, seconded by Commissioner Grodi and on a roll call vote with 20 Commissioners present and voting "Aye", the above resolution was adopted as presented.

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25-50

RESOLUTION FIXING THE TAX LEVY IN MAURY COUNTY, TENNESSEE FOR THE FISCAL YEAR BEGINNING JULY 1, 2025

SECTION I. BE IT RESOLVED by the Legislative Body of Maury County, Tennessee assembled in a regular session on the 16th day of June, 2025, after publication of the tax rate, that the combined property tax rate for Maury County, Tennessee for the fiscal year beginning July 1, 2025, shall be $1.91 on each $100.00 of taxable property, which is to provide revenue for each of the following funds, and otherwise conform to the following levies:

FUND		**RATE**
101 County General	$	0.5542
123 Parks & Recreation		0.0356
131 Highway		0.1102
141 General Purpose School		0.8365
151 Debt Service		0.1776
189 Capital Projects		0.1140
207 Solid Waste		0.0819
TOTAL	**$**	**1.9100**

SECTION II. BE IT FURTHER RESOLVED that there is hereby levied a gross receipts tax as provided by law. The proceeds of the gross receipts tax herein levied shall be appropriated to the County General Fund.

SECTION III. BE IT FURTHER RESOLVED that all resolutions of the Legislative Body of Maury County, Tennessee, which are in conflict with this resolution are hereby repealed.

SECTION IV. BE IT FURTHER RESOLVED that this resolution take effect July 1, 2025, the public welfare requiring it. This resolution shall be spread upon the minutes of the Legislative Body.

Passed this 16th day of June 2025.

_____
SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Previti, seconded by Commissioner Brothers and on a roll call vote with 20 Commissioners present and voting “Aye”, the above resolution was adopted as presented.

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25-51

RESOLUTION APPROVING FUND BALANCES OF THE MAURY COUNTY BUDGET

WHEREAS, the auditors have requested that Maury County set forth the unaudited Fund Balance amounts in each account as of most recent data; and

WHEREAS, the fund balance for each County account is listed below and should be accepted as the ending dates referenced below with the expected 2025-2026 fiscal year revenues and expenditures for each fund.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that the Maury County Budgets are listed to reflect the ending balance fund balance on all accounts after expected revenues and expenditures for each fund as follows:

General Fund – 101

Estimate Fund Balance 6/30/2025	$	38,785,460
Budgeted Revenues		49,807,225
Budgeted Expenditures		(55,387,002)
Change in Fund Balance		(5,579,777)
Ending Fund Balance	$	33,205,683

CPRA-Infrastructure Fee – 121

Estimate Fund Balance 6/30/2025	$	675,000
Budgeted Revenues		4,200,000
Budgeted Expenditures		(4,200,000)
Change in Fund Balance		-
Ending Fund Balance	$	675,000

Drug Fund – 122

Estimate Fund Balance 6/30/2025	$	243,563
Budgeted Revenues		57,000
Budgeted Expenditures		(146,900)
Change in Fund Balance		(89,900)
Ending Fund Balance	$	153,663

Parks & Recreation Fund- 123

Estimate Fund Balance 6/30/2025	$	3,131,759
Budgeted Revenues		2,529,079
Budgeted Expenditures		(4,290,329)
Change in Fund Balance		(1,761,250)
Ending Fund Balance	$	1,370,509

Adequate Facilities Tax Fund- 125

Estimate Fund Balance 6/30/2025	$ 5,743,562
Budgeted Revenues	-
Budgeted Expenditures	(210,000)
Change in Fund Balance	(210,000)
Ending Fund Balance	$ 5,533,562

Archive Capital Fund - 127

Estimate Fund Balance 6/30/2025	$ 280,867
Budgeted Revenues	230,000
Budgeted Expenditures	(230,000)
Change in Fund Balance	-
Ending Fund Balance	$ 280,867

Highway Fund – 131

Estimate Fund Balance 6/30/2025	$ 2,158,205
Budgeted Revenues	9,427,087
Budgeted Expenditures	(9,203,102)
Change in Fund Balance	223,985
Ending Fund Balance	$ 2,382,190

General Purpose School Fund – 141

Estimate Fund Balance 6/30/2025	$ 18,900,000
Budgeted Revenues	148,302,159
Budgeted Expenditures	(160,935,331)
Change in Fund Balance	(12,633,172)
Ending Fund Balance	$ 6,266,828

School Food Service Fund - 143

Estimate Fund Balance 6/30/2025	$ 4,000,000
Budgeted Revenues	9,369,249
Budgeted Expenditures	(11,608,153)
Change in Fund Balance	(2,238,904)
Ending Fund Balance	$ 1,761,096

Debt Service Fund - 151

Estimate Fund Balance 6/30/2025	$ 47,168,245
Budgeted Revenues	31,350,317
Budgeted Expenditures	(28,707,771)
Change in Fund Balance	2,642,546
Ending Fund Balance	$ 49,810,791

General Capital Projects - 171

Estimate Fund Balance 6/30/2025	$	3,922,605
Budgeted Revenues		-
Budgeted Expenditures		-
Change in Fund Balance		-
Ending Fund Balance	$	3,922,605

Highway Capital Projects – 176

Estimate Fund Balance 6/30/2025	$	2,492,653
Budgeted Revenues		1,300,000
Budgeted Expenditures		(2,922,561)
Change in Fund Balance		(1,622,561)
Ending Fund Balance	$	870,092

Education Capital Projects - 177

Estimate Fund Balance 6/30/2025	$	-
Budgeted Revenues		-
Budgeted Expenditures		-
Change in Fund Balance		-
Ending Fund Balance	$	-

Other Capital Projects – 189

Estimate Fund Balance 6/30/2025	$	2,568,962
Budgeted Revenues		5,205,858
Budgeted Expenditures		(5,554,035)
Change in Fund Balance		(348,177)
Ending Fund Balance	$	2,220,785

Solid Waste Fund- 207

Estimate Fund Balance 6/30/2025	$	7,267,530
Budgeted Revenues		5,200,483
Budgeted Expenditures		(6,306,187)
Change in Fund Balance		(1,105,704)
Ending Fund Balance	$	6,161,826

Central Maintenance Fund – 261

Estimate Fund Balance 6/30/2025	$	978,436
Budgeted Revenues		2,003,000
Budgeted Expenditures		(2,858,720)
Change in Fund Balance		(855,720)
Ending Fund Balance	$	122,716

Self-Insurance Fund – 263

Estimate Fund Balance 6/30/2025	$	311,950
Budgeted Revenues		182,600
Budgeted Expenditures		(182,600)
Change in Fund Balance		-
Ending Fund Balance	$	311,950

This the 16th day of June, 2025.

_____
Sheila K. Butt,
County Mayor

A motion was made by Commissioner Grodi, seconded by Commissioner Grooms and on a roll call vote with 20 Commissioners present and voting “Aye”, the above resolution was adopted as presented.

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25-52

RESOLUTION APPROVING FUND BALANCES OF THE MAURY COUNTY BUDGET

WHEREAS, the fund balance for each County account is listed below and should be accepted as the beginning fund balance on July 1, 2024 based upon audited figures.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that the Maury County Budgets are listed to reflect the audited beginning fund balance on all accounts as follows:

General Fund – 101	
Beginning Fund Balance	$40,785,460.00
Drug Fund – 122	
Beginning Fund Balance	$ 258,563.00
Parks & Recreation Fund – 123	
Beginning Fund Balance	$ 2,606,759.00
Adequate Facilities Fund- 125	
Beginning Fund Balance	$ 7,248,562.00
OGGSR-Archives & Record Mgmt Fund- 127	
Beginning Fund Balance	$ 480,867.00
American Rescue Plan Grant Fund- 128	
Beginning Fund Balance	$ -0-
Highway Fund - 131	
Beginning Fund Balance	$ 6,158,205.00
School General Purpose Fund – 141	
Beginning Fund Balance	$24,819,013.00
School Federal Projects Fund – 142	
Beginning Fund Balance	$ 2,068,738.00
Central Cafeteria Fund – 143	
Beginning Fund Balance	$ 5,486,292.00
Debt Service Fund- 151	
Beginning Fund Balance	$44,168,245.00
General Capital Projects-171	
Beginning Fund Balance	$22,672,605.00
Highway Capital Projects-176	
Beginning Fund Balance	$ 2,692,653.00
Education Capital Projects-177	
Beginning Fund Balance	$36,873,579.00
Capital Projects Fund– 189	
Beginning Fund Balance	$ 3,668,962.00
Solid Waste Fund- 207	
Beginning Fund Balance	$ 7,667,530.00

Central Maintenance Fund – 261
Beginning Fund Balance $ 878,436.00

Self-Insurance Fund- 263
Beginning Fund Balance $ 251,950.00

This the 16th day of June 2025.

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SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Strahan, seconded by Commissioner Green and on a roll call vote with 20 Commissioners present and voting “Aye”, the above resolution was adopted as presented.

County Attorney Daniel Murphy summarized the following resolution:

RESOLUTION NO. 06-25-53

RESOLUTION APPROVING IMPROVEMENTS TO THE MAURY COUNTY LIBRARY

WHEREAS, the Maury County Library Board and Library Director have requested certain improvement to the front and rear of the Maury County Library in the estimated amount of $1,400,000.00; and

WHEREAS, it is desirable to place the funds in the current year budget and amend the budget accordingly.

NOW, THEREFORE, BE IT RESOLVED by the Maury County Commission that Maury County Library Board are authorized to make certain improvements to the front and rear of the Maury County Library at the estimated cost of $1,400,000.00.

BE IT FURTHER RESOLVED by the Maury County Commission that the General Fund Budget is amended as follows:

DECREASE:	101-39000	Unassigned Fund Balance	$1,400,000.00
INCREASE:	101-56500-707	Libraries- Building Improvements	$1,400,000.00

This the 16th day of June 2025.

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SHEILA K. BUTT
County Mayor

A motion was made by Commissioner Green, seconded by Commissioner Brothers and on a roll call vote with 20 Commissioners present and voting “Aye”, the above resolution was adopted as presented.

NEW BUSINESS / OLD BUSINESS:

PUBLIC COMMENT:

ANNOUNCEMENTS:

THERE WILL BE A MAURY REGIONAL HOSPITAL BOARD OF TRUSTEES MEETING JUNE 26, 2025 AT 6:30PM IN AUXILARY CONFERENCE ROOM.

NOTIFICATION OF THE ROAD CLOSURE ON LAWRENCEBURG HWY WHERE THE BRIDGE CROSSES OVER THE TN SOUTHERN RAILROAD IN THE SANDY HOOK COMMUNITY IN, MAURY COUNTY TN. THIS CLOSURE IS REQUIRED BY TDOT FOR THE UPCOMING CONSTRUCTION OF THE BRIDGE REPLACEMENT OVER THE TN SOUTHERN RAILWAY.

A MOTION WAS MADE BY COMMISSIONER GROOMS TO ADJOURN, SECONDED BY COMMISSIONER SUMNERS; CHAIRMAN MARKHAM DECLARED THE MEETING ADJOURNED.

THERE BEING NO OTHER MATTERS ON THE DOCKET OR COMING ON TO BE HEARD, THE COMMISSION ADJOURNED IN DUE COURSE.

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KEVIN MARKHAM, CHAIRMAN

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JOE H. ALLEN, COUNTY CLERK