STATE OF TENNESSEE

COUNTY OF ROBERTSON

TERM FEBRUARY 26, 2018 REGULAR SESSION

Be it remembered that the Board of Commissioners of Robertson County, Tennessee met in open public session at the Robertson County Juvenile Courtroom in Springfield, Tennessee on the 26th day of February 2018 at 7:00 PM.

County Mayor, Howard Bradley called the meeting to order.

The invocation was given by Commissioner Hogan. The pledge to the flag followed.

A roll call was taken and the following County Commissioners were present to-wit: Bowens, Couts, Dorris, Eden, Ellis, Evans, Farmer, Glover, Gregory, Haley, Hogan, Hoover, Jackson, Stacey Moore, Roberts, Stroud, Stubblefield, Vogle and Wilson. Commissioners Adcock, Baggett, Brown, Bill Moore, and Spears were absent.

MINUTES OF PREVIOUS MEETING

On motion by Commissioner Roberts and second by Commissioner Jackson the minutes of the previous meeting were approved, treated same as read, made a matter of record and filed. The motion was approved by voice vote.

COMMUNICATIONS FROM COUNTY MAYOR

Mayor Bradley asked for prayers for Commissioner Baggett and Commissioner Adcock for health reasons. He also reminded the commissioners that starting in March we are on regular schedule. Bradley mentioned the Audit Committee Report along with the corrective action plan and insured all commissioners had copies.

PROCLAMATION

WHEREAS, it is our duty to recognize county athletes who have achieved greatness in their sports; and

WHEREAS, it is fitting that we celebrate Greenbrier High School senior, Toby Lynch as the TSSAA Class A/AA State Wrestling Champion, the first in the school's history; and

WHEREAS, Toby, who went undefeated in his 220 weight class, having a 33-0 record for the season has been wrestling since 7th grade; and

WHEREAS, Toby, his twin brother, Tanner, and older brother Todd, have all had successful wrestling careers, with at least one of the brothers competing at the state level

every year for the last six years; and

WHEREAS, parents Trisha and Todd Lynch, Sr., have encouraged their love for wrestling, believing the sport was the perfect outlet for their competitive, high-energy sons; and

WHEREAS, the Lynch family also credits Toby and his brothers' successes on the coaching staff of Greenbrier High School, especially Coach Josh Reynolds who has coached them since their middle school years; and

WHEREAS, Toby and his teammates should all be extremely proud for having placed 4th as a team at state, proving that hard work and dedication is rewarded,

NOW, THEREFORE, I, Howard R. Bradley, Robertson County Mayor, do hereby proclaim Tuesday, February 27th, 2018 as

TOBY LYNCH DAY

in Robertson County and urge all citizens to congratulate Toby on his state championship title. Done this 26th of February 2018 in Springfield, TN.

REPORTS

The following reports were received, filed and approved by voice vote on motion made by Commissioner Haley and second by Commissioner Glover: Highway Department, Animal Control, Veteran Service, Trustee, Planning and Zoning, EMS, Fire Report, Solid Waste, Emergency Management Agency, and Financial.

ELECTIONS AND APPOINTMENTS

Nominations for the following position to be considered for an approval at this session of the County Commission:

PLANNING COMMISSION
Rick Green
Eugene Federman
William Bell Henry

EQUALIZATION BOARD
Doug Aldrich

SAFETY
Lt. Brad Edwards

Commissioner Vogle made motion to approve and second by Commissioner Farmer. The motion was approved by voice vote.

REZONING RESOLUTIONS PUBLIC HEARING

There are no rezoning resolutions at this time.

NEW RESOLUTIONS

AMEND BUDGET YEAR ENDING JUNE 30, 2018 (General Funds)

Resolution number 022618012 amending the budget of Robertson County, Tennessee for the fiscal year ending June 30, 2018 was presented. Commissioner Hoover made the motion to approve and second by Commissioner Couts. Motion was approved by roll call vote. (Resolution and Roll Call included)

AMEND BUDGET YEAR ENDING JUNE 30, 2018 (Highway Dept.)

Resolution number 022618013 amending the budget of Robertson County, Tennessee for the fiscal year ending June 30, 2018 was presented. Commissioner Hoover made the motion to approve and second by Commissioner Hogan. Motion was approved by roll call vote. (Resolution and Roll Call included)

AMEND BUDGET YEAR ENDING JUNE 30, 2018 (Schools)

Resolution number 022618014 amending the budget of Robertson County, Tennessee for the fiscal year ending June 30, 2018 was presented. Commissioner Hoover made the motion to approve and second by Commissioner Jackson. Motion was approved by roll call vote. (Resolution and Roll Call included)

AMEND BUDGET YEAR ENDING JUNE 30, 2018 (General Fund)

Resolution number 022618015 amending the budget of Robertson County, Tennessee for the fiscal year ending June 30, 2018 was presented. Commissioner Hoover made the motion to approve and second by Commissioner Glover. Motion was approved by roll call vote. (Resolution and Roll Call included)

SCHOOL BOND ($9,750,000)

Resolution number 022618016 a resolution authorizing the issuance of general obligation school bonds in the aggregate principal amount of not to exceed nine million seven hundred fifty thousand dollars ($9,750,000) of Robertson County, Tennessee; establishing the terms thereof and the disposition of proceeds therefrom; and providing for the levy of taxes for the payment of principal of, premium, if any, and interest on the bonds. Commissioner Hoover made the motion to approve and second by Commissioner Couts. The motion to amend the resolution was approved by roll call vote. (Resolution and Roll Call included)

RESOLUTION TO DECLARE SURPLUS PROPERTY (Sheriff Dept.)

Resolution number 022618017 a resolution to declare surplus property for the Robertson County Sheriff Department was presented. Commissioner Vogle made the motion to approve and second by Commissioner Jackson. The motion to approve the resolution was approved by roll call vote. (Resolution and Roll Call included)

RESOLUTION TO DECLARE SURPLUS PROPERTY (Finance Dept.)

Resolution number 022618018 a resolution to declare surplus property for the Robertson County Finance Department was presented. Commissioner Vogle made the motion to approve and second by Commissioner Jackson. The motion to approve the resolution was approved by roll call vote. (Resolution and Roll Call included)

RESOLUTION TO APPROVE ENERGY SETTLEMENT

Resolution number 022618019 a resolution to approve energy settlement for the Robertson County Board of Education was presented. Commissioner Haley made motion to make Chris Causey, Director of Schools, a member of the body and a second by Commissioner Jackson. Motion approved by voice vote. Commissioner Haley made the motion to approve and second by Commissioner Stroud. The motion to approve the resolution was approved by roll call vote. (Resolution and Roll Call included)

RESOLUTION TO APPROVE INSURANCE SERVICES AGREEMENT

Resolution number 022618020 a resolution to approve insurance services agreement was presented. Commissioner Eden made the motion to approve and second by Commissioner Jackson. The motion to approve the resolution was approved by roll call vote. (Resolution and Roll Call included)

OLD BUSINESS

AMEND BUDGET YEAR ENDING JUNE 30, 2018 (Health Dept. Dental Asst.)

Resolution number 012218003 amending the budget of Robertson County, Tennessee for the fiscal year ending June 30, 2018 was presented. Commissioner Couts made motion to **take off the table** and second by Commissioner Stacey Moore. Commissioner Hoover made the motion to approve and second by Commissioner Jackson. Motion was approved to table by roll call vote. (Resolution and Roll Call included)

NEW BUSINESS

No new business at this time.

NOTARIES

The following were elected to the office of Notary Public on motion of Commissioner Bowens and second by Commissioner Glover: Mary J. Beita, Alfred N. Boyter, Kimberly R. Brown, Donna G. Cale, Nancy Elaine Davenport, Daniel A. Dixon, Jacqueline A. Eden, Michelle Goss, Samantha Hall, Linda M. Harbert, J. Marshall, Sara J. McKinney, Jill Miller, Donna Richter, James E. Sorrells, J. E. Thelin, Mellody S. Webb, Darlene Williams, Jennifer Williams and Cortney Woods.

There being no further business, the meeting adjourned on motion by Commissioner Vogle and second by Commissioner Dorris. Motion approved by voice vote.

Howard R. Bradley, County Mayor

Susan K. Atchley, County Clerk

Date and Time of New Session: 2_26_2018 6_59_23 PM

Beginning Roll Call for New Session:

Chair Bradley is	present	
Couts is	present	
Jackson is	present	
Eden is	present	
Hoover is	present	
Gregory is	present	
Roberts is	present	
Brown is		Absent
Spears is		Absent
Adcock is		Absent
Evans is	present	
S. Moore is	present	
Wilson is	present	
Stroud is	present	
Vogle is	present	
Dorris is	present	
Stubblefield is	present	
Baggett is		Absent
Hogan is	present	
Glover is	present	
B. Moore is		Absent
Ellis is	present	
Haley is	present	
Bowens is	present	
Farmer is	present	

Number of Voters PRESENT for Roll Call: 20
Number of Voters ABSENT for Roll Call: 5

Robertson County Tennessee

Jody Stewart, Finance Director
Finance Department
523 South Brown Street, Springfield, TN 37172
(615) 384-0202 Fax (615) 384-0237

February 1, 2018

Robertson County Mayor, Howard Bradley:
All Robertson County Commissioners:

Reference: Report from the Audit Committee

An Audit Committee Meeting was held on January 22, 2018. The Committee discussed the County's June 30, 2017 Audit Report. There was one finding to report. Jody Stewart explained the finding and the details concerning how it happened. A former employee did not finish the phone system process through the Electronic Funds Tax Payment System (EFTPS) to make a tax payment to the IRS for the June 30, 2016 School Payroll. The Committee was informed that this former employee left the Finance Office on September 16, 2016. The error was discovered on September 27, 2016 when the IRS penalty notice was received in the mail. The following six (6) steps of checks and balances were implemented in January 2017:

1. The EFTPS payments for payroll taxes are made via the internet by the payroll accountant and the phone system process is no longer being used.
2. A paper copy is printed as our receipt after the tax payment has been made to the IRS.
3. The payroll accountant maintains a binder containing the above printed receipts.
4. The printed receipts include details concerning the payroll tax payment transaction, which includes an acknowledgment number and settlement date as provided by the IRS.
5. A supervisor is required to verify the above printed receipt from the IRS. The supervisor initials the document as a second verification.
6. The payroll accountant verifies that all bank account show a zero balance every Wednesday as an extra precautionary measure.

The Fiscal Year Ending June 30, 2017 (FY2017) Audit Report is basically a clean Audit concerning the daily operations of the County. Jody Stewart said the Audit Report is a testament to all County officials working together and following the laws under the Financial Management Act of 1981, Centralized Accounting.

This Report is from the following Robertson County Audit Committee Members:
Commissioner Tommy Baggett, Chairman, Commissioner Lanny Adcock, Commissioner Ervin Brown, Commissioner Don Eden, Commissioner Robert Farmer, Commissioner Stacey Moore and Mr. George Hatcher, Mr. Bradley Moreland and Mr. Dennis Wade.

Copy: Katie Armstrong, C.P.A., State Auditor
Jeff Bailey, C.P.A., State Auditor, phone number at the Comptroller's Office is 401-7841.
Greg Worley, C.P.A., State Auditor, direct phone line, Comptroller's Office is 401-7846.
Howard Bradley, County Mayor will present this report to the Robertson County Commission at their February 26, 2018 County Commission Meeting.

Attachments: Page 6, Summary of Audit Findings and Pages 178 through 185 from the FY2017 Audit Report for Robertson County, Tennessee. Also attached is the unapproved minutes of the January 22, 2018 Audit Committee Meeting.

Summary of Audit Findings

Annual Financial Report
Robertson County, Tennessee
For the Year Ended June 30, 2017

Scope

We have audited the basic financial statements of Robertson County as of and for the year ended June 30, 2017.

Results

Our report on Robertson County's financial statements is unmodified.

Our audit resulted in one finding and recommendation, which we have reviewed with Robertson County management. The detailed finding, recommendation, and management's response is included in the Single Audit section of this report.

Finding

The following is a summary of the audit finding:

OFFICE OF FINANCE DIRECTOR

- In one instance, payroll taxes were not reported timely to the Internal Revenue Service, resulting in interest and penalty assessments and related attorney fees totaling $11,076.

Robertson County, Tennessee
Summary Schedule of Prior-year Findings
For the Year Ended June 30, 2017

Government Auditing Standards require auditors to report the status of uncorrected findings from prior audits. In addition, OMB's Uniform Guidance requires auditees to report the status of all prior-year findings whether corrected or not. Presented below are financial statement findings along with their current status from the Annual Financial Report for Robertson County, Tennessee, for the year ended June 30, 2016.

Prior-year Financial Statement Findings

Fiscal Year	Page Number	Finding Number	Title of Finding	CFDA Number	Current Status
2016	174	2016-001	The Self-Insurance Fund had a deficit in unrestricted net position	N/A	Corrected
2016	174	2016-002	Competitive bids were not solicited for custodial services for Robertson County Schools	N/A	Corrected

Prior-year Federal Awards Findings

There were no prior-year federal award findings to report.

ROBERTSON COUNTY, TENNESSEE

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

For the Year Ended June 30, 2017

PART I, SUMMARY OF AUDITOR'S RESULTS

Financial Statements:

1. Our report on the financial statements of Robertson County is unmodified.

2. Internal Control Over Financial Reporting:

   * Material weakness identified? NO

   * Significant deficiency identified? NO

3. Noncompliance material to the financial statements noted? NO

Federal Awards:

4. Internal Control Over Major Federal Programs:

   * Material weakness identified? NO

   * Significant deficiency identified? NONE REPORTED

5. Type of report auditor issued on compliance for major programs. UNMODIFIED

6. Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? NO

7. Identification of major federal programs:

   * CFDA Numbers: 84.027 and 84.173 — Special Education Cluster: Special Education - Grants to States and Special Education - Preschool Grants

8. Dollar threshold used to distinguish between type A and Type B Programs. $750,000

9. Auditee qualified as low-risk auditee? YES

PART II, FINDINGS RELATING TO THE FINANCIAL STATEMENTS

A finding and recommendation, as a result of our audit, are presented below. We reviewed this finding and recommendation with management to provide an opportunity for their response. A written response is paraphrased and presented following the finding and recommendation. Management's corrective action plan, whether related to the financial statements or federal awards, is presented separately in the Management's Corrective Action Plan in the Single Audit Section of this report. Findings relating specifically to the audit of federal awards, if any, are separately presented under Part III, Findings and Questioned Costs for Federal Awards.

OFFICE OF FINANCE DIRECTOR

FINDING 2017-001

IN ONE INSTANCE, PAYROLL TAXES WERE NOT REPORTED TIMELY TO THE INTERNAL REVENUE SERVICE, RESULTING IN INTEREST AND PENALTY ASSESSMENTS AND RELATED ATTORNEY FEES TOTALING $11,076

(Noncompliance Under *Government Auditing Standards*)

Robertson County maintains a payroll clearing bank account to deposit employee payroll taxes due the Internal Revenue Service (IRS) and is required to notify the IRS of all deposits so withdrawals can be made from the county's account timely. In one instance, a deposit for payroll taxes was made to the clearing account; however, the IRS was not notified timely to provide for the current withdrawal of the deposit. The IRS assessed the county interest and penalty totaling $94,592 because the county failed to notify the IRS timely. After the finance director's initial efforts to mitigate the charges, Robertson County opted to hire a tax attorney in an attempt to lower the assessed interest and penalty. Ultimately, Robertson County paid $11,076 associated with this deficiency ($5,506 in interest and penalty assessments to the IRS and $5,570 in related attorney fees). This deficiency resulted from a lack of management oversight.

RECOMMENDATION

Federal payroll taxes deposited to the payroll clearing bank account should be reported to the IRS on a timely basis to avoid interest and penalty assessments.

MANAGEMENT'S RESPONSE – FINANCE DIRECTOR

I agree with the facts as stated in Finding 2017-001, except the county only opted to hire a tax attorney after my efforts to abate the tax penalty were exhausted. I also want to make it known that this mistake was made by a former 14-year employee; whereas the process to make the tax payment was not completed, and this former employee never informed me about the mistake.

I truly do not believe there was a lack of management oversight. Due to staff size and work load volume in the Finance Department, the finance director is required to rely on all employees to perform their job duties as outlined in their job descriptions. The Finance Department has written job descriptions for all employees listing duties to be performed,

and job description number ten for the payroll accountant states: Prepare all federal tax deposits and quarterly payroll reports according to law. Also, the Finance Department's internal control policies and procedures are current.

The Finance Department's monthly staff meetings include all employees. Occasionally the finance director and the assistant finance director will visit each employee at their workstations to discuss individual needs, work load, any needs for help to perform their job duties and maintain open lines of communication at all times between management and each employee.

Robertson County Finance Department's former payroll accountant employee (the 14-year employee) claims that during the process of verifying payroll tax deposits and the Electronic Funds Tax Payment System (EFTPS) submission process for payroll taxes due June 30, 2016, the second quarter 941 report, was mistakenly incomplete. The former payroll accountant also claims that she was apparently interrupted during the phone call to process the EFTPS submission, and the call was not entirely completed to the point where the "acknowledgment number" and "settlement date" were received. The former employee made a decision to keep this mistake from management, and I only discovered this mistake on September 27, 2016, upon receipt of the tax penalty notice in the mail.

The standard office operating procedures for any type of mistake involves management evaluating the situation with the employee. There is a determination of cause and requirements that is necessary to correct the mistake. The final step is implementation of new procedures to ensure the mistake will not recur in the future.

There is no excuse for making this type of mistake. The busyness of the Finance Department during this time of year, when the county is in the process of closing all accounting books for the fiscal year and double the amount of payrolls must be processed during the month of June, attributed to the sequence of events that occurred during this time period. The Finance Department's work load is exponentially greater at the time this mistake occurred.

Please note, as the finance director, although I was not informed when the former employee discovered the mistake, I did take swift action to contact the IRS immediately, and I worked diligently to resolve the issue as quickly as possible. I had a goal to abate the total amount of $94,592. Upon being informed by the IRS that the computer denied my request for tax abatement, I informed my two oversight committees, and all agreed a tax lawyer should be retained to assist with the total abatement of this IRS tax penalty. The original tax penalty notice required the county to pay a penalty of $94,592. Due to my prompt attention to this mistake, the lawyer's knowledge of the IRS tax laws to abate this penalty, and cooperation from the local Nashville IRS agent, the end result was positive, since the county paid $83,516 less than the original assessment. I also truly believe that if I had been informed timely about this mistake, there would not have been any costs incurred.

After the IRS issue was entirely resolved, the Finance Department implemented new procedures to ensure the mistake will not recur in the future.

The following checks and balances have been implemented:

a. The EFTPS payments for payroll taxes are made via the internet by the payroll accountant, and the phone system is no longer being used.

b. A paper copy is printed as our receipt after the tax payment has been made to the IRS.

c. The payroll accountant maintains a binder including the above printed receipts.

d. The printed receipts include details concerning the payroll tax payment transaction, which include an acknowledgment number and settlement date as provided by the IRS.

e. A supervisor is required to verify the above printed receipt document from the IRS. The supervisor initials the document as a second verification.

f. The payroll accountant will verify that all bank accounts show a zero balance every Wednesday as an extra precaution.

PART III, FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS

There were no findings and questioned costs related to federal awards for the year ended June 30, 2017.

Robertson County, Tennessee
Management's Corrective Action Plan
For the Year Ended June 30, 2017

We reviewed the financial statement and federal award findings and recommendations with management to provide an opportunity for their response as required by the auditee requirements within Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Management's corrective action plans for all financial statement findings and federal award findings are presented in this section and have been indexed below. The corrective action plans were prepared by management and have been presented as they were submitted.

Finding Number	Title of Finding	Corrective Action Plan Page Number
OFFICE OF FINANCE DIRECTOR		
2017-001	Payroll taxes were not reported timely to the Internal Revenue Service resulting in interest and penalty assessments and related attorney fees totaling $11,076	185

Robertson County Tennessee
Jody Stewart, Finance Director
Finance Department
523 South Brown Street, Springfield, TN 37172
(615) 384-0202 Fax (615) 384-0237

Corrective Action Plan

FINDING: FINDING 2017-001: PAYROLL TAXES WERE NOT REPORTED TIMELY TO THE INTERNAL REVENUE SERVICE RESULTING IN INTEREST AND PENALTY ASSESSMENTS AND RELATED ATTORNEY FEES TOTALING $11,076.

Response and Corrective Action Plan Prepared by:
Jody Stewart, Finance Director

Person Responsible for Implementing the Corrective Action:
Donna Riley, Payroll Accountant

Anticipated Completion Date of Corrective Action:
The Corrective Action has been completed and implemented on:
January 11, 2017

Repeat Finding:
No

Planned Corrective Action:

The following checks and balances have been implemented:

1. The Electronic Funds Tax Payment System (EFTPS) payments for payroll taxes are made via the internet by the Payroll Accountant and the phone system is no longer being used.
2. A paper copy is printed off as our receipt after the tax payment has been made to the Internal Revenue Service (IRS).
3. The Payroll Accountant maintains a binder including the above printed receipts.
4. The printed receipts include details concerning the payroll tax payment transaction, which include an acknowledgment number and settlement date as provided by the IRS.
5. A supervisor is required to verify the above printed receipt document from the IRS. The supervisor initials the document as a second verification.
6. The Payroll Accountant will verify all bank accounts show a zero balance every Wednesday as an extra precaution.

Signature: Jody Stewart 9.20.2017

ROBERTSON COUNTY HIGHWAY DEPARTMENT

DELVIN HESTER, Superintendent
P.O. BOX 401 - 4751 HWY 41 N
SPRINGFIELD, TENNESSEE 37172
(615) 384-2507 FAX (615) 384-0211

Commission
DONNIE MARTIN, Chairman
RALPH M. WHITE
RALPH (FRED) HEAD
JIMMY STARK
CHARLIE J. COOK
WILLIAM (WILLIE) PEACH

MINUTES OF MEETING
ROBERTSON COUNTY HIGHWAY COMMISSION

1. The Robertson County Highway Commission met in regular session at 10:00 A.M., Thursday, December 21, 2017.

2. The following commissioners were present:

   Mr. Cook, Mr. Head, Mr. Martin, Mr. Peach, Mr. Stark and Mr. White. Chairman Martin presided.

3. The minutes of the previous regular meeting were approved and ordered filed on a motion by Mr. Stark, seconded by Mr. White and approved by voice vote.

4. Supervisor's Report:

Commission	Tons Hauled to Date	End Balance
Stark	131.72	2,237.89 tons
Peach	23.47	687.73 tons
Head	10.64	143.27 tons
White	43.04	1,092.48 tons
Cook	483.52	2,987.38 tons
Martin	58.45	3,991.17 tons

Date	Road Name	Work Performed	Loads & Tons of Rock

   On a motion by Mr. Head, seconded by Mr. Peach and approved by voice vote, the commission received and ordered these filed. (Copies of these reports are on file at the highway office.)

5. Rock allocation for the month of January was set at 2,000.00 tons. This is to be added to the carryover of 1,112.42 tons. On a motion by Mr. Cook, seconded by Mr. White and approved by voice vote. (A copy of this report is on file at the highway office.)

6. A report showing the revenue and expenditures for 131 - Highway Fund for the period ending November 30, 2017 was reviewed by the commission. On a motion by Mr. White, seconded by Mr. Peach and approved by voice vote, the commission received and ordered this filed. (A copy of this report is on file at the highway office.)

7. The January meeting date is set for Thursday, January 25, 2018 at 4:00 P.M.

8. Delegation - None

9. State Aid Roads - update:
   Additional roads added to system after state allotted additional state aid funding.
   2016/2017 -Baggett Road / Bethlehem Road (portions of both roads)
   South Lamont Road (portion of road)

   2017/2018 - Lahr Road (portion of road)
   Lights Chapel Road (portion of road)

   Supt. Hester informed the commission all paperwork on all four projects was hand delivered to the Region III office on December 6th. We have not paid the contractor, Charles DeWeese, any money until we receive our money from TDOT.

   Supt. Hester reported to the commission we will log Highland Road in the next couple of months.

10. County Road Bridge - 16/17 River Road Bridge:

    Supt. Hester reported to the commission the final inspection was done on November 30th. The bridge was opened on December 4th. The final cost for this bridge was $85,715.26. This included an increase of $6,433.26 due to the leveling concrete for unsuitable foundation.

11. Driveway Permit Check List:

    A report showing "Driveway Permit List" for the month of December 2017 was reviewed by the commission. It showed 15 permits fully processed for a total of $2,750.00. On a motion by Mr. Cook, seconded by Mr. Stark and approved by voice vote, this report was received and ordered filed. (A copy of this report is on file at the highway office.)

12. Bids - Corrugated Metal Culvert Pipe -

Type	Size	Gauge	Simpson Culvert
Standard Corrugated	12"	16	$ 7.67
	15"	16	9.53
	18"	16	11.73
	21"	16	13.68
	24"	16	14.87
	30"	16	18.68
	36"	16	22.85
	42"	16	27.14
	48"	16	30.11
	18"	14	15.18
	21"	14	17.62
	24"	14	19.57
	30"	14	24.01
	36"	14	28.54
	42"	14	33.96
	48"	14	38.13
	21"	12	22.60
	24"	12	24.49
	30"	12	29.98
	36"	12	36.40
	42"	12	41.80
	48"	12	51.68
Aluminized Type II	12"	16	$ 8.28
	15"	16	10.38
	18"	16	12.47
	21"	16	14.51
	24"	16	15.87
	30"	16	19.87
	36"	16	24.43
	42"	16	28.78
	48"	16	31.99

18"	14	16.29
21"	14	18.78
24"	14	20.88
30"	14	25.66
36"	14	30.29
42"	14	36.19
48"	14	40.87
36"	12	38.89
42"	12	43.84
48"	12	51.01

On a motion by Mr. Head, seconded by Mr. Peach the only bid submitted by Simpson Culvert Company was approved by voice vote.

(A copy of this bid is on file at the highway office.)

13. Supervisor/Commission Remarks:

    1. Supt Hester informed the commission, Mr. Clyde Richert, County Attorney, is still working on the East Robertson Road de-annexation.

    2. Supt. Hester reported to the commission he was contacted by Mr. John Phillips, Transportation Manager 1 with State Aid Road, Bridge Grant and Off-System Bridge Programs, in regards to the Cross Plains Road Bridge. TDOT is wanting us to do this bridge under the bridge grant plan. Supt. Hester informed the commission he would be talking with our bridge engineer, Mr. Tom Sommers, in regards to this and reporting more information in the upcoming months.

14. There being no further business, the meeting was adjourned on a motion by Mr. Stark, seconded by Mr. Peach and approved by voice vote.

Lynette L. Crain

Lynette L. Crain, Secretary

Donnie Martin, Chairman

Robertson County
ANIMAL CONTROL
615-384-5611
2900 W. County Farm Road
Springfield, TN 37172

Howard Bradley
Mayor

Kevin Clinard
Director

Intake Summary Report

Period: from **1-Jan-2017** 12:00 AM to **1-Feb-2017** 12:00 AM

Total Intake	44	
Outcome Summary Report		
Adoption	18	
Euthanasia	11	
Transfer	16	
Return to Owner	2	
Died in Kennel	1	
Public Euthanasia	0	
Total Outcome	48	
In Foster	0	
Animal Inventory	45	
Donations for this month		$350.00
Donations Year to Date		$2,460.00
Revenue for this month		$790.00
Revenue Year to Date		$5,010.00
Spay/Neuter Deposits for this month		$650.00
Spay/Neuter Deposits Year to Date		$1,950.00
Spay/Neuter Refunds for this month		$230.00
Spay/Neuter Refunds Year to Date		$1,370.00
Spay/Neuter Fund Balance		$12,970.50
Calls Received	384	
Calls Completed	365	

(INCLUDES call from Central Dispatch and All the calls received in the Office)

Robertson County Veterans Service Office
Terry Wilson, Veterans Service Officer

	A	B	C	D	E	F	G
1	**Activity Report 2017-2018**						
2							
3	**Total County Population**	68,079					
4	**Veteran Population (Annual Report 2015-2016)**	5,604					
5	***Annual VA Benefits Compensation (Annual Report 2015-2016)***	$24,184,000.00	***FY2014***	$21,944.000.00	10% Increase		
6	***Average Compensation Per Veteran FY2015***	$4,315	***FY2014***	$3,940	9.5% Increase		
7	**Office Activity**	**July**	**August**	**September**	**October**	**November**	**December**
8	Number of Veterans Files Maintained						1,490
9							
10	Office Visits (Walk-ins/Appts.)	72	90	75	79	83	79
11							
12	**Communications**						
13	Phone (includes received/returned/made)	145	161	135	150	133	105
14	Emails	25	25	23	25	25	25
15	Fax	30	38	33	30	29	25
16	Incoming Mail	10	10	8	6	6	8
17	Outgoing Mail	6	6	8	6	5	6
18	Other (Includes submission of additional docs)	10	15	11	13	17	11
19							
20	Burial Pre-Registration		1				
21	Request for DD-214						
22							
23							
24	Claims Electronically Submitted	64	110	65	40	40	39
25	Claims Submitted via Fax						
26							
27	**Out Reach**						
28	Veteran/Surviving Spouse Home Visits	4	3	3	4	2	1
29							
30	Springfield (Including Funeral Homes)					1	
31	Greenbrier (Including Funeral Homes)	1					
32	White House (Including Funeral Homes)				1		
33	All Veterans Tuesday, Greenbrier	1	1	1	1	1	1
34	American Legion Post 45 Greenbrier	1	1	1	1	1	1
35	American Legion Post 48 Springfield						
36	American Legion Post 206 White House		1		1		

Robertson County Veterans Service Office
Terry Wilson, Veterans Service Officer

	H	I	J	K	L	M	N	O	P
37	1							7	
38	1							7	
39								0	
40									
41								0	
42								1	
43								0	
44								0	
45								0	
46								0	
47								0	
48								0	
49								0	
50									
51									
52									
53								0	
54								0	
55								0	
56								0	
57								0	
58								0	
59									
60	1							7	
61								0	
62								0	
63									
64	240							1634	
65									
66	382	0	0	0	0	0		2596	
67									
68	370.857							370.8571429	
69									
70	**VVA**								
71									
72									
73									

Robertson County Tennessee
Kendra Shelton
Trustee for Robertson County
515 South Brown Street, Springfield, TN 37172
(615) 384-4238 Fax (615) 382-2316

Robertson County Trustee Statement of Funds
January 31, 2018

BANK	DESCRIPTION	Prior Year Balance: 1/31/2017	CURRENT BALANCE: 1/31/2018
Farmers Checking #1	Trustee's Checking	$ 56,656.68	$ 94,959.67
Farmers Checking #2	Vendor Clearing	$ 300,000.00	$ 300,000.00
Farmers Bank Payroll	Payroll Clearing	$ 1,000.00	$ 1,000.00
Farmers Tax	Money Market	$ 527,825.50	$ 217,521.05
Farmers Money Mkt	Money Market	$ 24,074,799.70	$ 30,538,831.01
Farmers Med Insurance	County Funded Medical	$ 478,146.53	$ 1,502,609.42
Farmers SW	Solid Waste Acct	$ -	$ 101,182.11
Reliant Bank Fire	Fire Hydrant	$ 117,655.08	$ 118,244.71
Reliant Bank Tax	Money Market	$ 783,517.88	$ 156,995.78
Reliant Bank ICS	Cash Sweep	$ 13,938,517.52	$ 2,999,482.30
Farmers & Merchants	Money Market	$ 2,928.74	$ 4,021,668.58
Volunteer State Bank	Money Market	$ 10,767.06	$ 10,783.09
Farmers Bank	Certificate of Deposit	$ 5,000,000.00	$ 5,052,500.00
Volunteer State Bank	Certificate of Deposit	$ 4,000,000.00	$ 4,052,494.78
L G I P	Trustee Investment	$ 1,011.18	$ 1,020.62
	TOTAL COUNTY DEPOSITS:	**$ 49,292,825.87**	**$ 49,169,293.12**
Industrial Development Board - Farmers MMkt		**$ 2,221,175.82**	**$ 2,823,664.84**
	TOTAL TRUSTEE DEPOSITS:	**$ 51,514,001.69**	**$ 51,992,957.96**

Kendra Shelton Trustee

Kendra Shelton, Trustee

ROBERTSON COUNTY REGIONAL PLANNING COMMISSION

Robertson County Office Building
527 South Brown Street
Springfield, Tennessee 37172
Tel. (615) 384-3666

PLANNING AND ZONING

01-01-2018 / 01-31-2018

To: All Robertson County Commissioners
From: Robertson County Planning Office

Re: Growth Data

Single-Family Dwelling Permits	10
Other Permits Issued	21
Plumbing Permits Issued	9
Mechanical Permits Issued	9
Total Permits Issued	49
Lots Approved by Planning Commission	04
Commercial / Industrial AFT Collected	$ 9,343.80
Environmental Fees Collected	$ 4,800.00
Environmental Transactions	14

Permits	Rezonings	Site Plans	Subdivisions	Appeals Board	Adequate Facilities Tax
$ 18,104.45	$ 254.00	$ 0.00	$ 168.00	$ 0.00	$ 25,928.90

ADEQUATE FACILITIES TAX

	2016 - 2017	Previous YTD	2017 - 2018	Year to Date
July	$ 66,606.10	$ 66,606.10	$ 32,595.50	$ 32,595.50
August	$ 49,480.60	$ 116,086.70	$ 49,769.30	$ 82,364.80
September	$ 67,173.50	$ 183,260.20	$ 32,827.60	$ 115,192.40
October	$ 51,168.80	$ 234,429.00	$ 77,370.80	$ 192,563.20
November	$ 72,792.90	$ 307,221.90	$ 20,665.60	$ 213,228.80
December	$ 48,598.10	$ 355,820.00	$ 30,854.60	$ 244,083.40
January	$ 358,297.90	$ 714,117.90	$ 25,928.90	$ 270,012.30
February	$ 45,668.70	$ 759,786.60		
March	$ 47,498.50	$ 807,285.10		
April	$ 68,923.40	$ 876,208.50		
May	$ 68,150.70	$ 944,359.20		
June	$ 57,861.30	$1,002,220.50		

Adequate Facilities Tax collected January 1, 1997 thru January 31, 2018	$ 25,505,050.06
Environmental Septic Fees collected October 1, 2009 thru January 31, 2018	$ 638,353.00
Environmental Transactions October 1, 2009 thru January 31, 2018	1656

BUILD-RES - RESIDENTIAL BUILDING PE

ADEQUATE FAC TAX - RESIDENTIAL

Permit #	Issue Date	Applied Dat	*USE SUB FEES*	Permit Fee	Add'l Fee Amt
2018-4789	1/18/2018	1/18/2018	70000.00	$483.00	840.00
2018-4788	1/19/2018	1/18/2018	290000.00	$1,268.75	1827.00
2018-4793	1/24/2018	1/24/2018	195000.00	$807.45	1222.20
2018-4802	1/29/2018	1/29/2018	12500.00	$200.20	400.40
2018-4791	1/22/2018	1/22/2018	161000.00	$914.20	1253.00
2018-4776	1/3/2018	1/3/2018	150000.00	$761.60	980.00
2018-4779	1/10/2018	1/10/2018	170000.00	$887.60	1285.20
2018-4780	1/10/2018	1/10/2018	160000.00	$843.15	1217.30
2018-4804	1/29/2018	1/29/2018	235000.00	$1,207.15	1908.20
			'ADEQUATE FAC TAX - RESIDENTIAL' Fee		10933.30

Miscellaneous Receipts By Territory

2/1/2018 10:07:02 AM

Property Territory	Receipt Numbe	Session	Date Pai		Revenue Amount
CROSS PLAINS	2018-5136	02-02-2018	01/31/2018		$1,382.50
	2018-5136	02-02-2018	01/31/2018		$1,382.50
	2018-5135	01/30/2018 CHE	01/30/2018		$7,000.00
	2018-5133	01/12/2018 CHE	01/18/2018	com	$1,242.00
		Summary for CROSS PLAINS (4 detail records)			$11,007.00
COOPERTOWN	2018-5121	01-03-2017sus	01/05/2018		$819.00
		Summary for COOPERTOWN (1 detail records)			$819.00
RIDGETOP	2018-5122	01-03-2017sus	01/05/2018		$842.80
		Summary for RIDGETOP (1 detail records)			$842.80
SPRINGFIELD	2018-5130	01-23-2018sus	01/23/2018		$1,225.00
		Summary for SPRINGFIELD (1 detail records)			$1,225.00
WHITEHOUSE	2018-5132	01-23-2018sus	01/24/2018	com	$8,101.80
		Summary for WHITEHOUSE (1 detail records)			$8,101.80
			Grand Total		$21,995.60

Total AFT for January 2018 $ 25,928.90

Robertson County EMS
EMERGENCY MEDICAL SERVICES
1305 Hill Street, Springfield, TN 615-384-2186 (Office) 615-384-1293 (Fax)

Service Report of January 2018

Total number of calls for service this month:	792
Estimated number of calls that will be billable transports:	561
Total number of calls for service last month:	844
Total number of calls for service in January 2017:	718
Average number of calls for service per day:	26
Number of calls for service in 2018 to date:	792

Response Summary

Springfield

Unit	Transport	Non-Transport	Total
1A	105	45	150
1B	111	42	153
1C/ spec event	61	9	70

Cross Plains

STATION	Transport	Non-Transport	Total
2	52	34	86

Ridgetop

STATION	Transport	Non-Transport	Total
3	56	37	93

White House

STATION	Transport	Non-Transport	Total
4	85	31	116

Coopertown

STATION	Transport	Non-Transport	Total
5	47	22	69

Cedar Hill

STATION	Transport	Non-Transport	Total
6	44	11	55

Collection Summary

January 2018 cash collections	$230,273.05
January 2017 cash collections	$150,710.96
2017-2018 Fiscal year to date cash collections	$1,280,855.28
2016-2017 Fiscal Year to date cash collections	$1,087,393.04

All totals reflective of information received at time of report.

Submitted by: Russell D. Gupton, Assistant Director

ROBERTSON COUNTY FIRE REPORT				Report	Jan. 2018				Total by Call
	AFD	CPFD	GFD	NRVFD	OFD	PVF	RFD	WHVFD	
Fire Report for January 2018									
Calls for the Month of January									
Structure Fires	1	2		1	3		5	4	
Brush Fires		1			1	3	3	7	
Vehicle Fires	1	1				1			
Mutual Aid Assist	1	8	12	2	4		7	5	
Hazmat/Chemical		2	2			1		1	
MVA(No Extrication)	1	7	2	5	1	6	4	8	
Extrications		1				1			
1st Responder/EMS	4	21	12	18	12	11	25	65	
MIC/Investigation	5	8	2	1	1	5	2	2	
False Calls	1	6		4		3		5	
Alarms							4		
Rescue (non MVA)									
Total by Department	14	57	30	31	22	31	50	97	
Avg. Response Times	16:00	10:43	10:09	9:20	9:50	11:01	5:00	12:03	
Respectfully Submitted By:									
Cathy Lowe, RC Fire Secretary									

ROBERTSON COUNTY
SOLID WASTE DEPARTMENT
MONTHLY REPORT

January 2018

Tipping Fees & Sales Revenue:

	Month	Year to Date
Transfer Station Income	$119,118.73	$1,020,499.51
Payout for Disposal	$130,496.96	$777,345.43
Waste Received (tons)	4,016.23	30,465.53
Solid Waste Shipped (tons)	3996.26	29005.56

	Month	Year to Date
Recycling Center Income:	$3,319.16	$38,142.97
Recyclables Shipped (tons)		
Aluminum/Copper	0.00	1.32
Cardboard	11.83	111.32
Mixed Steel	11.90	171.19
Newsprint	11.13	41.52
Electronics	0.00	5.98
Batteries OUT	0	300
Waste Oil (gallons)	367	1561
Recyclables Collected		
Refrigeration units	27	263

ROBERTSON COUNTY
EMERGENCY MANAGEMENT AGENCY

1305 HILL STREET
SPRINGFIELD, TENNESSEE 37172
615-384-2186

HOWARD BRADLEY, COUNTY MAYOR
CHANCE HOLMES, DEPUTY DIRECTOR
RL DOUGLAS, DIRECTOR

MONTHLY REPORT

JANUARY 14----------FEBRUARY 12 **2018**

CALLS:

MVA----------13
STRUCTUR FIRE----------07
COMMERCIAL VECHICLE CRASH----------05
HAZ-MAT----------04
SUSPICIOUS PACKAGE ----------01
ILLEGAL BURN----------01

TRAINING/MEETING:

HOMELAND SECURITY MEETING MONTHLY
911 BOARD MEETING
MONTHLY SAFETY MEETING
STATE WIDE COMO CHECK
SPECIAL OP'S MEETING/TRAINING
SPRINGFIELD FIRE DEPARTMENT GAS MONITORING TRANING
TOSHA INSPECTION OF TWO COUNTY BUILDINGS AND REVIEW OSHA LOGS
NHC HEALTH CARE MEETING
EMAT SUMMIT / EAST TENNESSEE
MONTHLY 911 MEETING
TEMA DAMAGE ASSESSMENT CLASS AT THE 911 CENTER
EMPLOYEE MANUAL MEETING

COMP. TIME FOR REPORTING TIME PERIOD----------10
COMP. TIME HOURS USED----------00
TOTAL COMP TIME LEFT----------1387

Elections and Appointments

Planning Commission
Rick Green
Eugene Federman
William Bell Henry

Equalization Board
Doug Aldrich

Safety
Lt. Brad Edwards

RESOLUTION NO. 022618012 #17

A RESOLUTION AMENDING THE BUDGET OF ROBERTSON COUNTY, TENNESSEE FOR THE FISCAL YEAR ENDING JUNE 30, 2018

Be it resolved by the Board of Commissioners of Robertson County that the budget of Robertson County for the fiscal year ending June 30, 2018 is hereby amended as follows:

NAME OF FUND / DEPARTMENT	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	INCREASE (DECREASE)
General Fund - 101			
Revenue Amendments			
Other Local Revenues	Miscellaneous Refunds	44170	9,050
Total Revenue Amendment			9,050
Expense Amendments			
County Mayor	Rent - Copying Machine	51300-351-201	90
Register of Deeds	Rent - Copying Machine	51600-351-201	200
County Buildings	Rent - Copying Machine	51800-351-201	400
Archives	Rent - Copying Machine	51910-351-201	225
Finance Department	Rent - Copying Machine	52100-351-201	260
County Trustee's Office	Rent - Copying Machine	52400-351-201	100
County Clerk's Office	Rent - Copying Machine	52500-351-201	300
Circuit Court Clerk's Office	Rent - Copying Machine	53100-351-201	1,300
General Sessions Court	Rent - Copying Machine	53300-351-201	20
Chancery Court	Rent - Copying Machine	53400-351-201	410
Sheriff's Department	Rent - Copying Machine	54110-351-201	5,050
Health Department	Rent - Copying Machine	55110-351-201	625
Health Department	Other Charges - HIV Clinic	55110-599-101	30
Animal Control	Rent - Copying Machine	55120-351-201	40
Total Expense Amendment			9,050
Total Fund Balance Amendment			0

Duly passed and approved this 26th day of February, 2018.

County Commissioner

County Mayor

ATTEST:

County Clerk

Hoover Requested a Motion at: 7_07_03 PM
Couts Seconded the Motion at: 7_07_03 PM

RESOLUTION NO. 022618012 A RESOLUTION OF ROBERTSON COUNTY, TENNESSEE FOR THE FISCAL YEAR ENDING JUNE 30, 2018- GENERAL FUND

Time of Vote: 7_07_48 PM
Type of Vote is Custom: 13 YEA Votes Needed to Pass
Note: Abstain Votes are NOT counted.

Chair Bradley does not vote

Couts voted:	Y	
Jackson voted:	Y	
Eden voted:	Y	
Hoover voted:	Y	
Gregory voted:	Y	
Roberts voted:	Y	
Brown was		Absent
Spears was		Absent
Adcock was		Absent
Evans voted:	Y	
S. Moore voted:	Y	
Wilson voted:	Y	
Stroud voted:	Y	
Vogle voted:	Y	
Dorris voted:	Y	
Stubblefield voted:	Y	
Baggett was		Absent
Hogan voted:	Y	
Glover voted:	Y	
B. Moore was		Absent
Ellis voted:	Y	
Haley voted:	Y	
Bowens voted:	Y	
Farmer voted:	Y	

Passed (19 Y - 0 N - 5 Absent)

RESOLUTION NO. 022618013

*18

A RESOLUTION AMENDING THE BUDGET OF ROBERTSON COUNTY, TENNESSEE FOR THE FISCAL YEAR ENDING JUNE 30, 2018

Be it resolved by the Board of Commissioners of Robertson County that the budget of Robertson County for the fiscal year ending June 30, 2018 is hereby amended as follows:

NAME OF FUND / DEPARTMENT	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	INCREASE (DECREASE)
Highway Fund - 131			
Revenue Amendments			
None	None		0
Total Revenue Amendment			0
Expense Amendments			
Capital Outlay	Other Equipment	68000-790	30,000
Restricted Reserves-Capital	Reduce Restricted Reserve-Capital	34675	(30,000)
Total Expense Amendment			0
Total Fund Balance Amendment			0

Duly passed and approved this 26th day of February, 2018.

County Commissioner

County Mayor

ATTEST:

County Clerk

Hoover Requested a Motion at: 7_07_58 PM
Hogan Seconded the Motion at: 7_07_58 PM

RESOLUTION NO. 022618013 A RESOLUTION AMENDING THE BUDGET OF ROBERTSON COUNTY, TENNESSEE FOR THE FISCAL YEAR ENDING JUNE 30, 2018- HIGHWAY DEPARTMENT

Time of Vote: 7_08_27 PM
Type of Vote is Custom: 13 YEA Votes Needed to Pass
Note: Abstain Votes are NOT counted.

Chair Bradley does not vote

Couts voted:	Y	
Jackson voted:	Y	
Eden voted:	Y	
Hoover voted:	Y	
Gregory voted:	Y	
Roberts voted:	Y	
Brown was		Absent
Spears was		Absent
Adcock was		Absent
Evans voted:	Y	
S. Moore voted:	Y	
Wilson voted:	Y	
Stroud voted:	Y	
Vogle voted:	Y	
Dorris voted:	Y	
Stubblefield voted:	Y	
Baggett was		Absent
Hogan voted:	Y	
Glover voted:	Y	
B. Moore was		Absent
Ellis voted:	Y	
Haley voted:	Y	
Bowens voted:	Y	
Farmer voted:	Y	

Passed (19 Y - 0 N - 5 Absent)

RESOLUTION NO. 022618014

#19

A RESOLUTION AMENDING THE BUDGET OF ROBERTSON COUNTY, TENNESSEE FOR THE FISCAL YEAR ENDING JUNE 30, 2018

Be it resolved by the Board of Commissioners of Robertson County that the budget of Robertson County for the fiscal year ending June 30, 2018 is hereby amended as follows:

NAME OF FUND / DEPARTMENT	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	INCREASE (DECREASE)
School Fund 141			
Revenue Amendments			
None	None		0
Total Revenue Amendment			0
Expense Amendments			
Regular Education Program	Teachers	71100-116	(90,500)
Regular Education Program	Medical Insurance	71100-207	(36,000)
Special Education Program	Teachers	71200-116	(115,000)
Attendance Services Support	Medical Insurance	72110-207	(1,500)
Other Student Services	Social Security Tax	72130-201	(6,000)
Other Student Services	Medicare Tax	72130-212	(500)
Principals' Offices	Principals	72410-104	(10,000)
Principals' Offices	Secretaries	72410-161	(12,000)
Plant Operation	Custodial Personnel	72610-166	(8,000)
Plant Operation	Medical Insurance	72610-207	(2,000)
Plant Operation	Natural Gas	72610-434	(100,000)
Pre - K Education Program	Educational Assistants	73400-163	(3,000)
Pre - K Education Program	Social Security Tax	73400-201	(1,500)
Regular Education Program	Unemployment Compensation	71100-210	25,000
Regular Education Program	Other Contracted Services	71100-399	10,000
Regular Education Program	Other Charges	71100-599	25,000
Special Education Program	Other Full-Time Salaries	71200-189	115,000
Student Body Education	Medical Insurance	71400-207	6,000
Student Body Education	Other Contracted Services	71400-399	12,500
Attendance Services Support	Other Charges	72110-599	1,500
Other Student Services	School Resource Officers	72130-170	6,000
Other Student Services	Medical Insurance	72130-207	5,000
Other Student Services	Contracts with Government Agencies	72130-309	500
Principals' Offices	Assistant Principals	72410-139	22,000
Principals' Offices	Medical Insurance	72410-207	25,000
Human Resources	Other Contracted Services	72520-399	18,000
Plant Operation	Custodial Supplies	72610-410	10,000

#19

NAME OF FUND / DEPARTMENT	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	INCREASE (DECREASE)
Plant Operation	Electricity	72610-415	100,000
Pre - K Education Program	State Retirement	73400-204	500
Pre - K Education Program	Medical Insurance	73400-207	4,000
Total Expense Amendment			0
Total Fund Balance Amendment			0

Duly passed and approved this 26th day of Feburary, 2018.

County Commissioner

County Mayor

ATTEST:

County Clerk

Hoover Requested a Motion at: 7_08_35 PM
Jackson Seconded the Motion at: 7_08_35 PM

RESOLUTION NO. 022618014 A RESOLUTION AMENDING THE BUDGET OF ROBERTSON COUNTY, TENNESSEE FOR THE FISCAL YEAR ENDING JUNE 30, 2018- SCHOOLS

Time of Vote: 7_09_12 PM
Type of Vote is Custom: 13 YEA Votes Needed to Pass
Note: Abstain Votes are NOT counted.

Chair Bradley does not vote

Couts voted:	Y	
Jackson voted:	Y	
Eden voted:	Y	
Hoover voted:	Y	
Gregory voted:	Y	
Roberts voted:	Y	
Brown was		Absent
Spears was		Absent
Adcock was		Absent
Evans voted:	Y	
S. Moore voted:	Y	
Wilson voted:	Y	
Stroud voted:	Y	
Vogle voted:	Y	
Dorris voted:	Y	
Stubblefield voted:	Y	
Baggett was		Absent
Hogan voted:	Y	
Glover voted:	Y	
B. Moore was		Absent
Ellis voted:	Y	
Haley voted:	Y	
Bowens voted:	Y	
Farmer voted:	Y	

Passed (19 Y - 0 N - 5 Absent)

RESOLUTION NO. 022618015

A RESOLUTION AMENDING THE BUDGET OF ROBERTSON COUNTY, TENNESSEE FOR THE FISCAL YEAR ENDING JUNE 30, 2018

Be it resolved by the Board of Commissioners of Robertson County that the budget of Robertson County for the fiscal year ending June 30, 2018 is hereby amended as follows:

NAME OF FUND / DEPARTMENT	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	INCREASE (DECREASE)
General Fund - 101			
Revenue Amendments			
General Service Charges	Patient Charges for TennCare	43120-TNCAR	75,000
Total Revenue Amendment			75,000
Expense Amendments			
Ambulance Services	Other Charges	55130-599-	75,000
	(Bureau of TennCare)	TNCAR	75,000
Total Fund Balance Amendment			0

Duly passed and approved this 26th day of February, 2018.

County Commissioner

County Mayor

ATTEST:

County Clerk

Hoover Requested a Motion at: 7_09_21 PM
Glover Seconded the Motion at: 7_09_21 PM

RESOLUTION NO. 022618015 A RESOLUTION AMENDING THE BUDGET OF ROBERTSON COUNTY, TENNESSEE FOR THE FISCAL YEAR ENDING JUNE 30, 2018- GENERAL FUND

Time of Vote: 7_09_42 PM
Type of Vote is Custom: 13 YEA Votes Needed to Pass
Note: Abstain Votes are NOT counted.

Chair Bradley does not vote

Couts voted:	Y	
Jackson voted:	Y	
Eden voted:	Y	
Hoover voted:	Y	
Gregory voted:	Y	
Roberts voted:	Y	
Brown was		Absent
Spears was		Absent
Adcock was		Absent
Evans voted:	Y	
S. Moore voted:	Y	
Wilson voted:	Y	
Stroud voted:	Y	
Vogle voted:	Y	
Dorris voted:	Y	
Stubblefield voted:	Y	
Baggett was		Absent
Hogan voted:	Y	
Glover voted:	Y	
B. Moore was		Absent
Ellis voted:	Y	
Haley voted:	Y	
Bowens voted:	Y	
Farmer voted:	Y	

Passed (19 Y - 0 N - 5 Absent)

Hoover Requested a Motion at: 7_09_51 PM
Couts Seconded the Motion at: 7_09_51 PM

RESOLUTION NO. 022618016 A RESOLUTION AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION SCHOOL BONDS IN THE AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED NINE MILLION SEVEN HUNDRED FIFTY THOUSAND DOLLARS ($9,750,000) OF ROBERTSON COUNTY, TENNESSEE; MAKING PROVISION FOR THE ISSUANCE, SALE AND PAYMENT OF SAID BONDS; ESTABLISHING THE TERMS THEREOF AND THE DISPOSITION OF PROCEEDS THEREFROM; AND PROVIDING FOR THE LEVY OF TAXES FOR THE PAYMENT OF PRINCIPAL OF, PREMIUM, IF ANY, AND INTEREST ON THE BONDS.

Time of Vote: 7_10_49 PM
Type of Vote is Custom: 13 YEA Votes Needed to Pass
Note: Abstain Votes are NOT counted.

Chair Bradley does not vote		
Couts voted:	Y	
Jackson voted:	Y	
Eden voted:	Y	
Hoover voted:	Y	
Gregory voted:	Y	
Roberts voted:	Y	
Brown was		Absent
Spears was		Absent
Adcock was		Absent
Evans voted:	Y	
S. Moore voted:	Y	
Wilson voted:	Y	
Stroud voted:	Y	
Vogle voted:	Y	
Dorris voted:	Y	
Stubblefield voted:	Y	
Baggett was		Absent
Hogan voted:	Y	
Glover voted:	Y	
B. Moore was		Absent
Ellis voted:	Y	
Haley voted:	Y	
Bowens voted:	Y	
Farmer voted:	Y	

Passed (19 Y - 0 N - 5 Absent)

RESOLUTION NO. 022618017

RESOLUTION TO DECLARE SURPLUS PROPERTY

WHEREAS, Robertson County, Tennessee, is the owner of certain vehicles listed on the attached Exhibit "A"; and

WHEREAS, these automobiles have been used by the Robertson County Sheriff's Department, are no longer serviceable, and it is requested that the Robertson County Commission declare this property surplus as provided by Tennessee Code Annotated, and authorize the sale of said automobiles.

NOW, THEREFORE, BE IT RESOLVED by the Robertson County Commission, meeting in regular session this the 26th day of February, 2018 that the automobiles above described, previously used by the Robertson County Sheriff's Department, are declared to be surplus property, and the County Mayor and/or Sheriff is hereby directed to execute a Bill of Sale or such other documents of transfer of title for said vehicles.

Passed this the 26th day of February, 2018, to be effective on the date of its passage, the public welfare requiring it.

Billy Doyle
COUNTY COMMISSIONER

COUNTY MAYOR

ATTEST:

Susan K. Atchley
SUSAN K. ATCHLEY
County Clerk

Vogle Requested a Motion at: 7_12_07 PM
Jackson Seconded the Motion at: 7_12_07 PM

RESOLUTION NO 022618017 A RESOLUTION TO DECLARE SURPLUS PROPERTY- SHERIFF DEPARTMENT

Time of Vote: 7_12_46 PM
Type of Vote is Custom: 13 YEA Votes Needed to Pass
Note: Abstain Votes are NOT counted.

Chair Bradley does not vote

Couts voted:	Y	
Jackson voted:	Y	
Eden voted:	Y	
Hoover voted:	Y	
Gregory voted:	Y	
Roberts voted:	Y	
Brown was		Absent
Spears was		Absent
Adcock was		Absent
Evans voted:	Y	
S. Moore voted:	Y	
Wilson voted:	Y	
Stroud voted:	Y	
Vogle voted:	Y	
Dorris voted:	Y	
Stubblefield voted:	Y	
Baggett was		Absent
Hogan voted:	Y	
Glover voted:	Y	
B. Moore was		Absent
Ellis voted:	Y	
Haley voted:	Y	
Bowens voted:	Y	
Farmer voted:	Y	

Passed (19 Y - 0 N - 5 Absent)

RESOLUTION NO. 022618018

RESOLUTION TO DECLARE SURPLUS PROPERTY

WHEREAS, Robertson County, Tennessee, is the owner of certain office equipment as set forth in the attached list; and

WHEREAS, these items have been used by the Robertson County Finance Department, are no longer serviceable, and it is requested that the Robertson County Commission declare this property surplus as provided by Tennessee Code Annotated, and authorize the sale and/or disposing of said items.

NOW, THEREFORE, BE IT RESOLVED by the Robertson County Commission, meeting in regular session this 26th day of February, 2018 that these items on the attached list, previously used by the Robertson County Finance Department, are declared to be surplus property, and the County Information Technology Director is hereby directed to execute a Bill of Sale or such other documents for said items.

Passed this the 26th day of February 2018, to be effective on the date of its passage, the public welfare requiring it.

Billy Vogle
COUNTY COMMISSIONER

COUNTY MAYOR

ATTEST:

Susan K. Atchley
SUSAN K. ATCHLEY
County Clerk

EXHIBIT "A"

Year	Manufacturer	Model/Type	Serial Number
1996	Columbia Data Systems/LG	Computer/Server	9602138
1999	Columbia Data Systems/LG	Computer/Server	099011049
2007	LGDPC	Computer	20071001
2007	LGDPC	Computer	20071003
2007	LGDPC	Computer	20071004
2007	LGDPC	Computer	20071005
2007	LGDPC	Computer	20071006
2007	LGDPC	Computer	20071007
2007	LGDPC	Computer	20071008
2007	LGDPC	Computer/Server	20071011
	HP	P2015 Printer	CNB1557517
	HP	P2015 Printer	CNB1557518
	HP	P2015 Printer	CNB1557660
	HP	1320 Printer	JPHD65Y0K2
	Tally/Genicom	T6100 Line Printer	
2001	HP Printer	C8531A	THBLB56586

Miscellaneous and Nonworking

	SHARP Compet	QS-2770H Adding Machine	
	SHARP Compet	QS-2770H Adding Machine	
	SHARP Compet	QS-2770H Adding Machine	
	SHARP Compet	QS-2770H Adding Machine	
	SHARP Compet	QS-2770H Adding Machine	
	HP	OfficeJet 4500 Printer	CN150F12M8
1992	Canon	Fax L-775	H11274
	HP	OfficeJet v40xi	MY11FA10NQ
	Generic	Fax Machine	
	Duplo Form Burster	V350	Used

Vogle Requested a Motion at: 7_12_57 PM
Jackson Seconded the Motion at: 7_12_57 PM

RESOLUTION NO. 022618018 A RESOLUTION TO DECLARE SURPLUS PROPERTIES- FINANCE DEPARTMENT

Time of Vote: 7_13_28 PM
Type of Vote is Custom: 13 YEA Votes Needed to Pass
Note: Abstain Votes are NOT counted.

Chair Bradley does not vote

Couts voted:	Y	
Jackson voted:	Y	
Eden voted:	Y	
Hoover voted:	Y	
Gregory voted:	Y	
Roberts voted:	Y	
Brown was		Absent
Spears was		Absent
Adcock was		Absent
Evans voted:	Y	
S. Moore voted:	Y	
Wilson voted:	Y	
Stroud voted:	Y	
Vogle voted:	Y	
Dorris voted:	Y	
Stubblefield voted:	Y	
Baggett was		Absent
Hogan voted:	Y	
Glover voted:	Y	
B. Moore was		Absent
Ellis voted:	Y	
Haley voted:	Y	
Bowens voted:	Y	
Farmer voted:	Y	

Passed (19 Y - 0 N - 5 Absent)

RESOLUTION NO. 022618019

RESOLUTION TO APPROVE ENERGY SETTLEMENT

WHEREAS, the Robertson County Board of Education ("the Board") entered into an energy savings contract with Education Initiative, Inc. ("EI"), who later changed its name to Cenergistic, dated August 17, 2012; and

WHEREAS, the Board and Cenergistic have agreed to end their contractual relationship on the terms of that proposed "Settlement Agreement and Release of All Claims" document attached hereto ("the Settlement Agreement"); and

WHEREAS, the Board has voted to enter in the Settlement Agreement and has approved a budget amendment as necessary to fund payment of the Settlement Agreement; and

WHEREAS although the original contract is between the Board and Cenergistic, for County audit purposes it is recommended that this Resolution be also adopted by the full County Commission acknowledging the settlement, and the payment for same;

NOW, THEREFORE, BE IT RESOLVED by the Robertson County Commission, meeting in regular session this 26th day of February, 2018 that the proposed Settlement Agreement between the Robertson County Board of Education and Cenergistic and attached hereto, together with payment of such settlement is hereby approved.

Passed this the 26th day of February 2018, to be effective on the date of its passage, the public welfare requiring it.

COUNTY COMMISSIONER

COUNTY MAYOR

ATTEST:

SUSAN K. ATCHLEY
County Clerk

SETTLEMENT AGREEMENT AND RELEASE OF ALL CLAIMS

This Settlement Agreement and Release of All Claims ("Agreement") is entered into effective this_____day of February, 2018 by and between Cenergistic, LLC, a Texas limited liability company, and the Robertson County Board of Education.

RECITALS

A. Cenergistic, formerly known as Energy Education, Inc., and the Robertson County Board of Education are parties to an Energy Savings Contract dated August 17, 2012 ("Contract");

B. The Parties wish to mutually terminate the Contract upon the terms and conditions set forth herein and to settle any and all claims that do or may exist in the past, present or future;

C. The Parties believe this settlement is a fair, adequate and reasonable resolution of all matters related to the Contract, taking into account all relevant factors, present and potential; and

D. In entering into this Agreement, no Party to this Agreement is relying upon any statement, representation or promise of any other Party to this Agreement or any officer, director, agent, partner, employee, consultant, representative or attorney of or for any Party, in executing this Agreement or in making this Agreement, except as expressly stated in this Agreement.

NOW, THEREFORE, for and in consideration of the promises, covenants, and undertakings described below, and for other good and sufficient consideration, the Parties agree to the following, with the intent of forming a legally bindingcontract:

TERMS OF SETTLEMENT

1. Settlement Payment. Upon the proper execution of this Agreement by Cenergistic, the Robertson County Board of Education agrees to deliver to Cenergistic the sum of Two Hundred Thousand and 00/100 Dollars ($200,000.00) following the recommended approval of this settlement by the Robertson County Board of Education and within five (5) calendar days of the approval of this settlement by the Robertson County Commission (the "Payment Date"). Upon payment of the settlement amount by the Robertson County Board of Education and acceptance by Cenergistic, both parties will have been deemed to have performed fully their obligations under the Contract.

2. Mutual Waiver and Release. In exchange for the mutual promises set forth herein, Cenergistic and its respective subsidiaries, parent entities, affiliates, predecessor corporations, shareholders, members, managers, officers, employees, subcontractors, insurers, sureties, directors, partners, attorneys, representatives, agents, successors, heirs and assigns (collectively "Cenergistic") do hereby irrevocably release and discharge the Robertson County Board of Education and its directors, employees, subcontractors, insurers, sureties, partners, attorneys, representatives, and agents (collectively "Robertson County Board of Education") and each of them, from any and all claims for Performance Fees, Billing Audit Contingent Fees, Termination Fees, or any other amount the Robertson County Board of Education may owe Cenergistic under the Contract, demands, causes of action, obligations, liabilities, costs,

damages, interest and attorney's fees, past, present and future, that Cenergistic has or may have arising from or related to the Contract, or that were asserted, or could have been asserted, whether known or unknown, whether accrued or unaccrued, whether vested or contingent, and whether sounding in law or equity, contract, tort or otherwise. Cenergistic hereby acknowledges and agrees that the release given herein is a general release and further expressly waives and assumes the risk of any and all claims for damages which exist as of this date but which are unknown to Cenergistic, whether through ignorance, oversight, error, negligence or otherwise, and which, if known, would materially affect Cenergistic's decision to give this release.

In exchange for the mutual promises set forth herein, the Robertson County Board of Education and its directors, employees, subcontractors, insurers, sureties, partners, attorneys, representatives, and agents (collectively "Robertson County Board of Education") do hereby irrevocably release and discharge Cenergistic and its respective subsidiaries, parent entities, affiliates, predecessor corporations, shareholders, members, managers, officers, employees, subcontractors, insurers, sureties, directors, partners, attorneys, representatives, agents, successors, heirs and assigns (collectively "Cenergistic") and each of them, from any and all claims for demands, causes of action, obligations, liabilities, costs, damages, interest and attorney's fees, past, present and future, that the Robertson County Board of Education has or may have arising from or related to the Contract, or that were asserted, or could have been asserted, whether known or unknown, whether accrued or unaccrued, whether vested or contingent, and whether sounding in law or equity, contract, tort or otherwise. The Robertson County Board of Education hereby acknowledges and agrees that the release given herein is a general release and further expressly waives and assumes the risk of any and all claims for damages which exist as of this date but which are unknown to the Robertson County Board of Education, whether through ignorance, oversight, error, negligence or otherwise, and which, if known, would materially affect the Robertson County Board of Education's decision to give this release.

3. Return of Propriety Information. Within five (S) business days of the Payment Date, the Robertson County Board of Education shall make arrangements to return to Cenergistic any materials in its possession that are copyrighted, trade secrets, and other information that is proprietary to Cenergistic ("Proprietary Information").

4. No Admission of Liability. It is understood and expressly agreed that this Agreement was made as a compromise of uncertain and disputed claims and that the consideration by the parties in connection herewith is not to be construed as an admission of responsibility or liability on the part of the Robertson County Board of Education, and further that any alleged responsibility or liability on the part of the Robertson County Board of Education is, has been, and continues to be expressly denied.

5. Confidentiality and Non-Disparagement. Except as otherwise expressly authorized herein, the Parties and their attorneys, agents, and representatives acknowledge and agree, for an in consideration of the terms of this Agreement, not to disclose the terms of this Agreement or its contents to any third-party except (and only as necessary) to their attorneys, accountants and/or tax advisors, to any government agency having regulatory authority over any of the Parties, as may be required by court order to comply with any applicable statute or regulation, or in response to a request made pursuant to the Tennessee Open Records Act, Tenn. Code Ann. § 10-7-503 et seq. It is further understood and agreed that in response to any inquiry

made by any third-party (and only in response to such inquiry) the Parties and their attorneys, agents and representatives will state that "the matter has been amicably resolved and both sides have fulfilled their obligations under the contract." The Parties further agree that they will not in any way engage in any conduct or make or publish any statement, orally or in writing, that defames, disparages, or in any way criticizes the personal or business reputation, practices, or conduct of the other Party.

6. Breach. The parties agree that this Agreement may be specifically enforced in court and may be used as evidence in a subsequent proceeding in which one of the parties to this Agreement alleges a breach of this Agreement, and that the prevailing party will be entitled to its reasonable costs and attorneys' fees in enforcing this Agreement.

7. Costs and Attorney's Fees. Except as provided for in paragraph 6 of this Agreement, the parties shall be solely responsible for their own attorneys' fees, costs and expenses in connection with this Agreement.

8. Choice of Law and Forum Selection. The Parties agree that this Agreement is to be governed by and construed under the laws of the State of Tennessee without regard to conflicts of law principles and without regard to the place of execution or the place for performance thereof. Any action arising out of or related to this Agreement or otherwise brought against any of the Parties hereto must be instituted and maintained exclusively in Robertson County, Tennessee.

9. No Representations. Except for representations specifically made in this Agreement, in executing this Agreement, it is understood and expressly agreed that the parties to this Agreement rely solely on their own independent analysis of the facts and claims at issue and their own judgment, belief and knowledge of the nature, extent, and duration of expenses, damages and losses, if any, and that they have not been influenced in any way whatsoever in executing this Agreement by any representations made by the other or the other's attorneys or representatives. The parties to this Agreement and their attorneys expressly accept and assume the risks that their independent analysis of the facts and claims at issue and their own judgments, belief and knowledge on which they rely in executing this Agreement may prove to be inaccurate or different and expressly agree that the terms of this Agreement shall be in all respects effective and not subject to termination or rescission by any such inaccuracy or difference.

10. Binding Effect and Execution. This Agreement shall be binding on and inure to the benefit of the parties hereto and/or identified herein, and their respective directors, officers, members, managers, shareholders, trustees, partners, successors, agents, employees, legal representatives, and assigns, and shall be for the benefit of the Robertson County Board of Education. This Agreement may be executed in any number of counterparts, each of which shall be considered an original for all purposes.

11. Entire Agreement. This Agreement contains the entire agreement and understanding between Cenergistic and the Robertson County Board of Education with respect to any and all disputes or claims that the Parties have, or could have had, related to or arising out of the Contract as of the date this Agreement is executed, and supersedes all other agreements between Cenergistic and the Robertson County Board of Education with regard to such disputes or claims. This Agreement shall not be changed unless in writing and signed by both Cenergistic and an authorized representative of the Robertson County Board of Education. Each party has cooperated in the drafting and preparation of this Agreement. Hence, in any construction or

interpretation of this Agreement, the same shall not be construed against any party on the basis that the party was the drafter.

12. Consultation with Counsel. The Parties to this Agreement represent and warrant that they have presented their counsel with this Agreement, that their counsel has had the opportunity to review this Agreement, and that they are executing this Agreement of their own free will after having received advice from counsel regarding execution of this Agreement.

13. No Assignments or Transfer of Action. Cenergistic represents and warrants that it owns all right, title and interest in and to the claims released in this Agreement; that no other person or entity has any interest in such claims; that it has not sold, signed, conveyed or otherwise transferred to any such claim; or any other claim or demand against any person released hereby; and, that it has the sole right to settle and release such claims. Cenergistic represents and warrants that to the best of its information and belief, it has no knowledge of any claims held by anyone against the Robertson County Board of Education that is not released hereby.

14. Partial Invalidity. If any term, provision, covenant, or condition of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.

15. Authority. The undersigned natural persons executing this Agreement warrant and represent that they are duly authorized to do so and to bind the entities for which they sign.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the dates written below.

READ CAREFULLY BEFORE SIGNING.

Dated: February 19, 2018

Cenergistic, LLC

By: _____

Title: CEO

Robertson County Board of Education

Dated: February _, 2018

By: _____

Title: _____

NASHVILLE 76010-1 629805v2

Haley Requested a Motion at: 7_15_23 PM
Stroud Seconded the Motion at: 7_15_23 PM

RESOLUTION NO. 022618019 A RESOLUTION TO APPROVE ENERGY SETTLEMENT

Time of Vote: 7_15_51 PM
Type of Vote is Custom: 13 YEA Votes Needed to Pass
Note: Abstain Votes are NOT counted.

Chair Bradley does not vote

Couts voted:	Y	
Jackson voted:	Y	
Eden voted:	Y	
Hoover voted:	Y	
Gregory voted:	Y	
Roberts voted:	Y	
Brown was		Absent
Spears was		Absent
Adcock was		Absent
Evans voted:	Y	
S. Moore voted:	Y	
Wilson voted:	Y	
Stroud voted:	Y	
Vogle voted:	Y	
Dorris voted:	Y	
Stubblefield voted:	Y	
Baggett was		Absent
Hogan voted:	Y	
Glover voted:	Y	
B. Moore was		Absent
Ellis voted:	Y	
Haley voted:	Y	
Bowens voted:	Y	
Farmer voted:	Y	

Passed (19 Y - 0 N - 5 Absent)

RESOLUTION NO. 022618020

A RESOLUTION TO APPROVE INSURANCE SERVICES AGREEMENT

WHEREAS, the County Personnel Committee has met and interviewed insurance broker representatives from "Cowan, a Division of HUB International ("HUB") for the positon of assisting the County with certain of its insurance plans as offered to County employees; and

WHEREAS, HUB has sent a proposed contract for these services a copy attached hereto and it is the purpose of this Resolution to approve this contract;

NOW, THEREFORE, BE IT RESOLVED the County Mayor is hereby authorized and directed to execute the attached contract for these services on behalf of Robertson County, Tennessee.

Passed this the 26th day of February 2018, to be effective on the date of its passage, the public welfare requiring it.

COUNTY COMMISSIONER

COUNTY MAYOR

ATTEST:

SUSAN K. ATCHLEY
County Clerk

HUB International COWAN

A Division of HUB International

www.hubinternational.com

5110 Maryland Way, Suite 250
Brentwood, TN 37027
Main: 615-327-9597
Toll Free: 800-457-1463
Fax:615-327-8192

February 16, 2018

Mr. Howard Bradley
Mayor
Robertson County
523 S. Brown Street
Springfield, TN 37172

RE: Brokerage Services Agreement - (2018-2021)

Dear Mr. Bradley:

As authorized representative(s) of **Robertson County** (the "Plan Sponsor"), we understand that you have engaged Cowan, a Division of HUB International, ("HUB") to assist the Plan Sponsor in designing and maintaining self-insured and/or fully-insured group health, prescription drug, dental, and vision plans (collectively, the "Plan"). The Plan Sponsor has already designated HUB as its exclusive broker of record under the Plan. This letter represents our understanding of the terms and objectives of our engagement and the nature and limitations of the services HUB will provide to the Plan Sponsor in connection with the Plan

Effective February 26, 2018, HUB agrees to perform the consulting/brokerage, financial, and communication services listed on Exhibit A, attached hereto. In exchange for the aforementioned services, the Plan Sponsor agrees to pay HUB the fees listed on Exhibit B, attached hereto. HUB does not assume the responsibilities of the Plan Sponsor or Plan administrator. HUB shall have no authority or control with respect to the Plan's assets or any discretionary authority regarding the management or administration of the Plan. In furtherance of the above, HUB shall have no authority or discretion to determine any individual's eligibility to participate in any employee benefit plan and may rely upon information provided by the Plan Administrator regarding its determinations of all individuals' eligibility to participate in such plans. HUB shall not be responsible for payment of contributions or benefits under the Plan.

We understand that the Plan Sponsor will act as the Plan administrator. The Plan Sponsor will be responsible for annual reporting to the Internal Revenue Service ("IRS"), to the U.S. Department of Labor ("DOL") on Form 5500 (if applicable), and to the IRS on Form 990 (if applicable), and for disclosure of Plan terms and conditions to covered persons under the Plan. HUB will prepare signature (electronic) ready 5500s for review.

All user fees, taxes, penalties and interest levied by the IRS, the DOL, or any other governmental agency shall be the responsibility of the Plan Sponsor.

Documents and forms prepared by HUB for the Plan Sponsor are intended to assist in administrative compliance with applicable laws. They are not intended to serve as legal advice and are not to be relied upon as such. The Plan Sponsor agrees to contact its attorney on all legal matters as required for its particular situation regardless of any general information that HUB provides on Plan matters.

Plan Data Sharing

The Plan Sponsor hereby authorizes HUB to contact any other current or former service providers for the Plan to obtain information required to perform HUB's services hereunder. The Plan Sponsor and HUB will execute a HIPAA Business Associate Agreement to ensure the privacy of the medical records of past, present and future covered persons under the Plan.

The Plan Sponsor shall provide, or the Plan Sponsor shall direct the Plan's Group Health Plan to provide, to HUB all data necessary to enable HUB to perform its obligations hereunder in a timely fashion. This information shall also be available to the Plan Sponsor upon request. All such data shall be accurate, and the nature, format, content, timing, and appearance thereof shall be acceptable to HUB, as determined by HUB in good faith. HUB shall be entitled to rely upon information provided to HUB by the Plan Sponsor, the Plan's filings, or the attorney, accountant, agent, or financial advisor of the Plan Sponsor or the Plan.

Limitation of Liability

HUB shall not be responsible for the failure of the Plan's other service providers or the Plan Sponsor's other advisors to perform their duties.

HUB shall have no liability for losses resulting from causes over which it does not have direct control.

Hold Harmless and Indemnity

The Plan Sponsor and the Plan shall indemnify and hold harmless HUB, its employees, and agents, from any liabilities and expenses, arising out of or in any way relating to (i) any aspect of the Plan or the Plan's administration at any time prior to HUB's and the Plan Sponsor's execution of this Agreement, including, without limitation, timely filing of all tax, disclosure and/or reporting forms required by any governmental agency in connection with the Plan, timely amendments of the Plan required to comply with changes in the applicable laws, and timely execution of HIPAA business associate agreements with Plan service providers; (ii) any breach of fiduciary duty under the Plan by the Plan Sponsor or any other Plan fiduciary, including the failure to administer the Plan in accordance with its terms or in accordance with the Plan's policies, procedures, and interpretations, or unlawful disclosure of protected health information by the Plan Sponsor or any HIPAA business associate of the Plan other than HUB; (iii) HUB's acting in accordance with instructions received by the Plan Sponsor or other Plan fiduciary or service provider; and (iv) the failure to timely make a claim for reimbursement under the Plan's stop-loss insurance policy, as applicable, for reasons beyond the reasonable control of HUB. (See Limitation of Liability)

Term and Termination of Agreement

This Agreement becomes effective February 26, 2018, and shall extend through June 30, 2021. Prior to the expiration of the term of this Agreement, neither party may terminate this Agreement except for cause. For purposes of this paragraph, "cause" shall mean a material breach of a party's duties and obligations hereunder which is not cured to the satisfaction of the aggrieved party within fifteen (15) days after the breaching party receives written notice of the breach.

Billing Practices

HUB will bill the Plan Sponsor for its fees hereunder on a monthly basis. All invoices are due and payable upon receipt. Invoice amounts that are not paid within thirty (30) days will accrue interest at the rate of 1.5% per month until paid. Payments will be applied to decrease the amount of any outstanding interest charges before being applied to fees. If an invoice is not paid in full within sixty (60) days, HUB may suspend all services until the invoice is paid in full. The amounts due under this Agreement shall include all costs of collection, including attorneys' fees and court costs.

Miscellaneous Provisions

The unenforceability or invalidity of any provision of this Agreement shall not affect the enforceability or validity of the remainder hereof.

This Agreement shall inure to the benefit of and be binding upon the parties hereto and their successors and assigns.

This Agreement shall be governed by the laws of the State of Tennessee, to the extent not preempted by Federal law.

This Agreement and the attachments and documents referred to herein represent the entire agreement of the parties. There are no representations, covenants, understandings, or warranties between the parties relating to the subject matter of this Agreement that are not stated herein.

Please indicate your acknowledgment and acceptance of the terms of this letter agreement by signing and dating below and by returning the agreement to our office.

Sincerely,

COWAN, a DIVISION OF HUB INTERNATIONAL

_____

David M Cowan, President, Tennessee Operations

Acknowledged and Accepted this _____ day of _____, 2018

Signed by: _____

Name: _____
(Print)

Title: _____

Attachments

EXHIBIT A

SERVICES TO BE PROVIDED BY HUB

I. **Consulting/Brokerage Services/Compliance Services/Wellness Service**
   a. Evaluate current Plan design based upon Plan Sponsor's current objectives.
   b. Negotiate with third party administrators, insurance carriers and other service providers based upon our knowledge of market conditions and Plan Sponsor's objectives. Final approval of all contracts must be made by Plan Sponsor
   c. Update Plan Sponsor on employee benefit trends and developments.
   d. Negotiate renewal of insured insurance policy. Final approval of all insurance policies must be made by Plan Sponsor.
   e. Consult regarding employee contribution rates.
   f. Consult on all ERISA, HIPAA, PHSA, and ACA matters, including reporting, PCORI, and Reinsurance fee filings
   g. Review market competitiveness
   h. Wellness consulting services
   i. Prepare CMS filing for Medicare D notice within 60 days of beginning of plan year for medical plans.
   j. Provide access to our HR360 portal
   k. Manage carrier and vendor relationships
   l. Develop vendor performance guarantees, as appropriate with final approval by Plan Sponsor.
   m. Evaluate Health and Welfare vendor responses to RFP
   n. Implement benefit plan and vendor changes

II. **Financial Analysis Services**
   a. Provide claims and budget report with executive summary highlights.
   b. Monitor and evaluate large claims, for the purpose of financial budgeting.
   c. Consult regarding employee contribution rates. Benchmarking analysis is included.

III. **Plan Communication Services**
   a. Review Summary Plan Descriptions prepared by insurance carriers and administrators.
   b. Prepare communication plan for annual enrollment and new benefit offerings if outside annual enrollment.
   c. Create and implement communication pieces for use in annual enrollment and new hire enrollment.
   d. Conduct new hire meetings as needed.
   e. Prepare material and assist with. annual open enrollment meetings.
   f. Attend annual enrollment meetings at locations and travel to locations as necessary.
   g. Attend committee meetings as requested.

EXHIBIT B

FEE SCHEDULE

Consulting/Brokerage Services:

- Brokerage / Consulting / Financial Consulting / Wellness Consulting / Compliance
- Employee Communication material - creation and printing
- The above services are provided for the plan fees paid directly to HUB as **Robertson County** broker of record as follows:

Annual Fees			
	7/1/2018 to 6/30/2019 Year 1	**7/1/2019 to 6/30/2020 Year 2**	**7/1/2020 to 6/30/2021 Year 3**
Brokerage/consulting	$ 60,000	$ 50,000	$ 50,000
Total to Cowan	**$ 60,000**	**$ 50,000**	**$ 50,000**

- If Robertson County so chooses, existing commissions (stop loss, dental, vision, basic and optional life and disability coverages) could be used to offset or entirely cover these fees. If current commissions exceed these fees premiums may be reduced.
- HUB does not solicit or promote contingent commissions; however, HUB may receive bonuses based on production and retention on our entire book-of-business. Robertson County has elected for HUB not to receive these bonuses.
- The quoted Consulting/Brokerage fees are guaranteed for the length of the 3 year initial agreement.

Eden Requested a Motion at: 7_16_19 PM
Jackson Seconded the Motion at: 7_16_19 PM

RESOLUTION NO 022618020 A RESOLUTION TO APPROVE INSURANCE AGREEMENT

Time of Vote: 7_18_44 PM
Type of Vote is Custom: 13 YEA Votes Needed to Pass
Note: Abstain Votes are NOT counted.

Chair Bradley does not vote

Couts voted:	Y	
Jackson voted:	Y	
Eden voted:	Y	
Hoover voted:	Y	
Gregory voted:	Y	
Roberts voted:	Y	
Brown was		Absent
Spears was		Absent
Adcock was		Absent
Evans voted:	Y	
S. Moore voted:	Y	
Wilson voted:	Y	
Stroud voted:	Y	
Vogle voted:	Y	
Dorris voted:	Y	
Stubblefield voted:	Y	
Baggett was		Absent
Hogan voted:	Y	
Glover voted:	Y	
B. Moore was		Absent
Ellis voted:	Y	
Haley voted:	Y	
Bowens voted:	Y	
Farmer voted:	Y	

Passed (19 Y - 0 N - 5 Absent)

RESOLUTION NO. 012218003

#13

A RESOLUTION AMENDING THE BUDGET OF ROBERTSON COUNTY, TENNESSEE FOR THE FISCAL YEAR ENDING JUNE 30, 2018

Be it resolved by the Board of Commissioners of Robertson County that the budget of Robertson County for the fiscal year ending June 30, 2018 is hereby amended as follows:

NAME OF FUND / DEPARTMENT	ACCOUNT DESCRIPTION	ACCOUNT NUMBER	INCREASE (DECREASE)
General Fund - 101			
Revenue Amendments			
None	None		0
Total Revenue Amendment			0
Expense Amendments			
Health Department	Medical Personnel-Not Reimbursed	55110-131-NotST	28,821
Health Department	Social Security Tax	55110-201-NotST	1,787
Health Department	State Retirement	55110-204-NotST	1,046
Health Department	Medicare Tax	55110-212-NotST	418
Health Department	Worker's Compensation Insurance	55110-513-NotST	1,153
Other Charges	Employee Medical Insurance	58400-205	15,947
Total Expense Amendment	(Second Dental Assistant for Health Dept Dental Clinic/County Expense)		49,172
Total Fund Balance Amendment			(49,172)

Duly passed and approved this 22nd day of January, 2018.

County Commissioner

County Mayor

Duly passed and approved this 26th day of February, 2018.

County Commissioner

County Mayor

ATTEST:

County Clerk

Couts Requested a Motion at: 7_20_03 PM
S. Moore Seconded the Motion at: 7_20_03 PM

A MOTION TO TAKE RESOLUTION NO. 012218003 OFF THE TABLE AMENDING THE BUDGET OF ROBERTSON COUNTY, TENNESSEE FOR THE FISCAL YEAR ENDING JUNE 30, 2018 - HEALTH DEPARTMENT

Time of Vote: 7_20_31 PM
Type of Vote is Custom: 13 YEA Votes Needed to Pass
Note: Abstain Votes are NOT counted.

Chair Bradley does not vote

Couts voted:	Y	
Jackson voted:	Y	
Eden voted:	Y	
Hoover voted:	Y	
Gregory voted:	Y	
Roberts voted:	Y	
Brown was		Absent
Spears was		Absent
Adcock was		Absent
Evans voted:	N	
S. Moore voted:	Y	
Wilson voted:	Y	
Stroud voted:	Y	
Vogle voted:	Y	
Dorris voted:	N	
Stubblefield voted:	Y	
Baggett was		Absent
Hogan voted:	Y	
Glover voted:	Y	
B. Moore was		Absent
Ellis voted:	N	
Haley voted:	N	
Bowens voted:	Y	
Farmer voted:	Y	

Passed (15 Y - 4 N - 5 Absent)

Hoover Requested a Motion at: 7_20_49 PM
Jackson Seconded the Motion at: 7_20_49 PM

RESOLUTION NO. 012218003 A RESOLUTION AMENDING THE BUDGET OF ROBERTSON COUNTY, TENNESSEE FOR THE FISCAL YEAR ENDING JUNE 30, 2018- HEALTH DEPARTMENT

Time of Vote: 7_29_18 PM
Type of Vote is Custom: 13 YEA Votes Needed to Pass
Note: Abstain Votes are NOT counted.

Chair Bradley does not vote

Couts voted:	Y	
Jackson voted:	Y	
Eden voted:	Y	
Hoover voted:	Y	
Gregory voted:	Y	
Roberts voted:	Y	
Brown was		Absent
Spears was		Absent
Adcock was		Absent
Evans voted:	N	
S. Moore voted:	Y	
Wilson voted:	Y	
Stroud voted:	Y	
Vogle voted:	Y	
Dorris voted:	N	
Stubblefield voted:	Y	
Baggett was		Absent
Hogan voted:	Y	
Glover voted:	Y	
B. Moore was		Absent
Ellis voted:	N	
Haley voted:	Y	
Bowens voted:	Y	
Farmer voted:	Y	

Passed (16 Y - 3 N - 5 Absent)

	615-347-6770	615-384-3357
Miller, Jill	2731 New Hall Rd. Greenbrier, TN 37073 970-302-0690	2731 New Hall Rd. Greenbrier, TN 37073 970-302-0690
Richter, Donna	1920 Lynn Cir. Greenbrier, TN 37073 615-772-5151	4781 Hwy 41 N. Springfield, TN 37172 615-382-9115
Sorrells, James E.	1215 W. College St. Greenbrier, TN 37073 615-604-8638	204 Hwy 76 White House, TN 37172 615-285-0388
Thelin, J. E.	201 S. Sequioa Springfield, TN 37172 931-278-7337	514 Hill St. Springfield, TN 37172 615-985-2008
Webb, Mellody S.	1122 Fairfield Rd. Westmoreland, TN 37186 615-888-4118	3155 Pleasant Grove Rd. White House, TN 37188 615-672-9751
Williams, Darlene	2133 Lake Rd. Greenbrier, TN 37073 561-345-1131	513 Memorial Blvd. Springfield, TN 37172 615-384-0093
Williams, Jennifer	102 Creekglen Dr. Hendersonville, TN 37075 615-512-4525	816 S. Main St. Springfield, TN 37172 615-384-3388
Woods, Cortney	4402 Brownstone Dr. Cross Plains, TN 37049 615-830-5925	835 Bill Jones Ind. Dr. Springfield, TN 37172 615-212-0508

ame	Home Address & Phone	Business Address & Phon
eita, Mary J.	7710 S. Swift Rd. Goodlettsville, TN 37072 615-585-1247	3024 Business Park Cir. Goodlettsville, TN 37072 615-851-6033
oyter, Alfred N.	3813 East Lake Rd. Springfield, TN 37172 615-507-5296	3813 East Lake Rd. Springfield, TN 37172 615-507-5296
rown, Kimberly R.	1019 Moncrief Cir. Greenbrier, TN 37073 615-643-1108	800 S. Brown St. Springfield, TN 37172 615-384-4504
ale, Donna G.	4937 Walden Rd. Greenbrier, TN 37073 615-630-9346	P.O. Box 702 Greenbrier, TN 37073 615-429-1393
avenport, Nancy Elaine	4975 Starks Rd. Cross Plains, TN 37049 615-484-1780	2603 Memorial Blvd. Springfield, TN 37172 615-384-2543
ixon, Daniel A.	1062 Luton Way White House, TN 37188 615-319-8974	2127 Memorial Blvd. Springfield, TN 37172 615-382-2156
den, Jacqueline A.	4830 Highway 161 Springfield, TN 37172 615-945-7387	2343 Highway 41 S Greenbrier, TN 37073 615-643-0410
oss, Michelle	528 Janet Dr. Pleasant View, TN 37146 615-389-3091	3995 Memorial Blvd. Springfield, TN 37172 615-380-8253
all, Samantha	5757 N. Barnes Rd. Cedar Hill, TN 37032 615-969-5289	507 S. Brown St. Springfield, TN 37172 615-384-7971
arbert, Linda M.	415 Keysburg Rd. Adams, TN 37010 615-696-2022	5195 Hwy 41 A South Clarksville, TN 37043 931-368-1921
larshall, J.	3223 Old Greenbrier Pk. Greenbrier, TN 37073 615-427-3623	1321 Murfreesboro Rd. Nashville, TN 37217 615-577-5760
cKinney, Sara J.	4905 Hwy 161 Springfield, TN 37172 615-347-6776	701 South Main St. Springfield, TN 37172 615-384-3357

Name	Home Address & Phone	Business Address & Phon
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Dixon, Daniel A.	1062 Luton Way White House, TN 37188 615-319-8974	2127 Memorial Blvd. Springfield, TN 37172 615-382-2156
Eden, Jacqueline A.	4830 Highway 161 Springfield, TN 37172 615-945-7387	2343 Highway 41 S Greenbrier, TN 37073 615-643-0410
Goss, Michelle	528 Janet Dr. Pleasant View, TN 37146 615-389-3091	3995 Memorial Blvd. Springfield, TN 37172 615-380-8253
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Marshall, J.	3223 Old Greenbrier Pk. Greenbrier, TN 37073 615-427-3623	1321 Murfreesboro Rd. Nashville, TN 37217 615-577-5760
McKinney, Sara J.	4905 Hwy 161 Springfield, TN 37172 615-347-6776	701 South Main St. Springfield, TN 37172 615-384-3357