Bradley County Commission
Milan Blake, Chairperson
VOTING SESSION AGENDA
November 2, 2026, at 6:00 p.m.
Bradley County Courthouse Commission Room

1. Call to Order
2. Meeting Reminder (Please ensure your microphone is activated each time you speak to maintain clarity for the record, for those joining us remotely, and for everyone here in the room.)
3. Invocation –
4. Pledge of Allegiance – Commissioner Josh Taylor
5. Roll Call
6. Approval of Minutes
7. Report from County Mayor
8. Consent Agenda (see pages 3-17)
9. Reports from Committees and/or Districts
10. Unfinished Business
11. Approval of Agenda
12. Agenda Items

    A. Motion to approve the Legal and Legislative Committee recommendation to adopt the Bradley County Commission Rules of Procedure as presented (see pages 18-29) – Commissioner Denny Collins

13. Communication From the Audience – Chairperson will recognize and allow up to five minutes for anyone wishing to speak. Speakers must speak into the microphone, identify themselves for the record, and address their concerns to the Commission as a whole.

14. Announcements

15. Adjourn

Next meeting: Work Session – November 9, 2026, at 12:00 p.m. Bradley County Courthouse

Upcoming Events
*Household Hazardous Waste Day, November 7, 8:00 a.m. – 12:00 p.m., Sheriff's Office

Bradley County Commission
Milan Blake, Chairperson
CONSENT AGENDA
November 2, 2026, at 6:00 p.m.
Bradley County Courthouse

MAYOR APPROVED BUDGET AMENDMENTS

1. Finance Department (see page 5)
2. EMS (see page 6)
3. EMS (see page 7)
4. EMS (see page 8)
5. EMS (see page 9)
6. EMS (see page 10)
7. EMS (see page 11)
8. Sheriff (see page 12)
9. Sheriff (see page 13)
10. Sheriff (see page 14)
11. Sheriff (see page 15)
12. Sheriff (see page 16)
13. Sheriff (see page 17)

NOTARIES PUBLIC

14. Notaries Public (will be presented at the meeting)

	Recommendations to be made to full Commission:	PAGE			
1	Finance Budget Amendment Request	2			
2	EMS Budget Amendment Request	3-4			
3	EMS Budget Amendment Request	5-7			
4	EMS Budget Amendment Request	8-10			
5	EMS Budget Amendment Request	11-13			
6	EMS Budget Amendment Request	14-16			
7	EMS Budget Amendment Request	17-19			
8	Sheriff Department Budget Amendment Request	20-22			
9	Sheriff Department Budget Amendment Request	23-26			
10	Sheriff Department Budget Amendment Request	27-28			
11	Sheriff Department Budget Amendment Request	29-30			
12	Sheriff Department Budget Amendment Request	31			
13	Sheriff Department Budget Amendment Request	32-39			
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Commission Voting Date 11/2/2026

BRADLEY COUNTY, TENNESSEE
BUDGET AMENDMENT FORM

Date: 10/20/2026

Requestor: Finance

INCREASE / **DECREASE** (circle one) **Amount:** $ 30,758.48

Type: **Expense**
(Revenue, Expense, Fund Balance, Reserve)

Account (Fund, Number, Name)	**128**	**58843**	American Rescue Plan Act Grant C
Line Item (Number & Name)	**707**		Building Improvements
Line Item (Number & Name)			
Line Item (Number & Name)			
Line Item (Number & Name)			
Line Item (Number & Name)			

INCREASE / **DECREASE** (circle one) **Amount:** $ 30,758.48

Type: **Expense**
(Revenue, Expense, Fund Balance, Reserve)

Account (Fund, Number, Name)	**128**	**58845**	American Rescue Plan Act Grant E
Line Item (Number & Name)	**718**		Motor Vehicles
Line Item (Number & Name)			
Line Item (Number & Name)			
Line Item (Number & Name)			
Line Item (Number & Name)			

Description of Amendment:
Reallocating funds for purchase of new planning vehicle

FINANCE COMMITTEE RECOMMENDATION:

Approved: ✓ Denied: _____

COUNTY MAYOR APPROVED: T. Gary Thompson

Date: 10/22/26

BRADLEY COUNTY, TENNESSEE
BUDGET AMENDMENT FORM

Date: 10/12/26

Requestor: EMS Sub Fund: _____ (If applicable)

INCREASE / DECREASE (circle one) Amount: $ 54.44

Type: Revenue
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name) 101 # 44170 Misc Refunds

Line item (number & name) _____ _____

INCREASE / DECREASE (circle one) Amount: $ 54.44

Type: Expense
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name) 101 55130 _____

Line item (number & name) 499 Other Supplies & Materials

Description of amendment (be specific):

Refund from Spectrum after closing account

FINANCE COMMITTEE RECOMMENDATION: D. GREY DAVIS

Approved: ✓ Denied: _____ Date 10-22-26

BRADLEY COUNTY, TENNESSEE
BUDGET AMENDMENT FORM

Date: 10/13/26

Requestor: EMS Sub Fund: _____ (If applicable)

INCREASE / DECREASE (circle one) Amount: $ 375.00

Type: Revenue
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name) 101 # 43194 Service Charges

Line item (number & name) _____ _____

INCREASE / DECREASE (circle one) Amount: $ 375.00

Type: Expense
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name) 101 55130 _____

Line item (number & name) 140 Salary Suppliments

Description of amendment (be specific):

Services Rendered for AFC urgent Care IV Training

FINANCE COMMITTEE RECOMMENDATION: COUNTY MAYOR

Approved: ✓ Denied: _____ Date 10-22-26

BRADLEY COUNTY, TENNESSEE
BUDGET AMENDMENT FORM

Date: 10/13/26

Requestor: EMS Sub Fund: _____ (If applicable)

INCREASE / DECREASE (circle one) Amount: $ 3,000.00

Type: Revenue
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name) 101 # 43194 Service Charges

Line item (number & name) _____ _____

INCREASE / DECREASE (circle one) Amount: $ 3,000.00

Type: Expense
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name) 101 55130 _____

Line item (number & name) 140 Salary Suppliments

Description of amendment (be specific):

Services Rendered for EMS Service at Dog Show at TriState Exhibition Center

FINANCE COMMITTEE RECOMMENDATION: County Mayor D. Gary Thompson

Approved: ✓ Denied: _____ Date 10-22-26

BRADLEY COUNTY, TENNESSEE
BUDGET AMENDMENT FORM

Date: 10/14/26

Requestor: EMS Sub Fund: _____ (If applicable)

INCREASE / DECREASE (circle one) Amount: $ 3,021.00

Type: Revenue
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name) 101 # 43194 Service Charges

Line item (number & name) _____ _____

INCREASE / DECREASE (circle one) Amount: $ 3,021.00

Type: Expense
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name) 101 55130 _____

Line item (number & name) 499 Other Supplies & Materials

Description of amendment (be specific):

Services Rendered for EMS Service at Dog Show at TriState Exhibition Center

FINANCE COMMITTEE RECOMMENDATION: COUNTY MAYOR

Approved: ✓ Denied: _____ Date 10-22-26

BRADLEY COUNTY, TENNESSEE
BUDGET AMENDMENT FORM

Date: 10/12/26

Requestor: EMS Sub Fund: _____ (If applicable)

INCREASE / DECREASE (circle one) Amount: $ 975.00

Type: Revenue
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name) 101 # 43194 Service Charges

Line item (number & name) _____

INCREASE / DECREASE (circle one) Amount: $ 975.00

Type: Expense
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name) 101 55130

Line item (number & name) 140 Salary Suppliments

Description of amendment (be specific):

Services Rendered - EMS Coverage for Bendabout Polo Match

FINANCE COMMITTEE RECOMMENDATION: COUNTY MAYOR D. Hargett

Approved: ✓ Denied: _____ Date 10-22-26

BRADLEY COUNTY, TENNESSEE
BUDGET AMENDMENT FORM

Date: 10/16/26

Requestor: EMS Sub Fund: _____ (If applicable)

INCREASE / DECREASE (circle one) Amount: $ 6,507.00

Type: Revenue
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name) 101 # 43194 Service Charges

Line item (number & name) _____ _____

INCREASE / DECREASE (circle one) Amount: $ 6,507.00

Type: Expense
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name) 101 55130 _____

Line item (number & name) 499 Other Supplies & Materials

Description of amendment (be specific):

Services Rendered for EMS Service at Horse Show at TriState Exhibition Center

FINANCE COMMITTEE RECOMMENDATION: county mayor D. Barker

Approved: ✓ Denied: _____ Date 10-22-26

BRADLEY COUNTY, TENNESSEE
BUDGET AMENDMENT FORM

Date: 16-Oct-26

Requestor: BRADLEY COUNTY SHERIFF'S OFFICE Sub Fund: _____ (If applicable)

INCREASE / **DECREASE** (circle one) Amount: $ 11,500.00

Type: REVENUE
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name)	101	46990	OTHER STATE REVENUE	$11,500.00
Line item (number & name)				

INCREASE / **DECREASE** (circle one) Amount: $ $11,500.00

Type: EXPENSE
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name)	101	54110	SHERIFF'S	
Line item (number & name)	106		DEPUTY(IES)	$11,500.00
Line item (number & name)				

Description of amendment (be specific):
THIS IS A RETENTION GRANT THAT THE STATE IS OFFERING TO CERTAIN LAW ENFORCEMENT DEPUTIES. SEE ATTACHED DOCUMENTATION.

FINANCE COMMITTEE RECOMMENDATION: COUNTY MAYOR D. Gary Thomas

Approved: ✓ Denied: _____ Date: 10-20-26

10/04

BRADLEY COUNTY, TENNESSEE
BUDGET AMENDMENT FORM

Date: 29-Sep-26

Requestor: Bradley County Sheriff Sub Fund: _____ (If applicable)

INCREASE / **DECREASE** (circle one) Amount: $ **25.00**

Type: REVENUE
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name)	**101**	**44560**	**Damages Recovered**
Line item (number & name)			
Line item (number & name)			
Line item (number & name)			
Line item (number & name)			
Line item (number & name)			
Line item (number & name)			
Line item (number & name)			

INCREASE / **DECREASE** (circle one) Amount: $ **25.00**

Type: EXPENSE
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name)	**101**	**54110**	**Sheriff's Office**	
Line item (number & name)	338		Maintenance & Repair Services - Vehicle	**25.00**
Line item (number & name)				
Line item (number & name)				
Line item (number & name)				
Line item (number & name)				

Description of amendment (be specific):
RESTITUTION FROM AN INDIVIDUAL WHO CAUSED DAMAGE TO A PATROL VEHICLE.

FINANCE COMMITTEE RECOMMENDATION: county mayor D. Gary Thompson

Approved: ✓ Denied: _____ Date: 10-23-26

10/04

BRADLEY COUNTY, TENNESSEE
BUDGET AMENDMENT FORM

Date: 29-Sep-26

Requestor: BRADLEY COUNTY SHERIFF Sub Fund: _____ (If applicable)

INCREASE / **DECREASE** (circle one) Amount: **7,007.41**

Type: Revenue
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name)	**101**	**43194**	**Service Charges**	
Line item (number & name)			**First Baptist Church**	**7,007.41**
Line item (number & name)				
Line item (number & name)				
Line item (number & name)				
Line item (number & name)				
Line item (number & name)				
Line item (number & name)				

INCREASE / **DECREASE** (circle one) Amount: $ **7,007.41**

Type: Expense
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name)	**101**	**54110**	**Sheriff's**	
Line item (number & name)	189		Overtime	4,938.02
Line item (number & name)	201		Soc Sec	377.75
Line item (number & name)	204		State Retirement	672.56
Line item (number & name)	206		Life Ins.	37.04
Line item (number & name)	207		Medical Ins.	37.04
	338		Maintenance & Repair Serives - Vehicl	472.50
	356		Tuition	472.50

INCREASE / **DECREASE** (circle one) Amount: $ **7,007.41**

Type: _____
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name) _____
Line item (number & name) _____
Line item (number & name) _____

Description of amendment (be specific):
Reimbursement received for extra duty for First Baptist.
Shuan McKee, Tony Moore, Tim Myers, Mario Santos, Paul Silveira, Anna Simmons, Andy Smith,
Justin Tabor, and Angie Whittemore

Approved: ✓ county mayor Denied: _____ Date: 10-22-26

10/04

BRADLEY COUNTY, TENNESSEE
BUDGET AMENDMENT FORM

Date: 29-Sep-26

Requestor: BRADLEY COUNTY SHERIFF Sub Fund: _____ (If applicable)

INCREASE / **DECREASE** (circle one) Amount: **619.04**

Type: Revenue
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name)	**101**	**43194**	**Service Charges**	
Line item (number & name)			**Mt. Olive**	**619.04**
Line item (number & name)				
Line item (number & name)				
Line item (number & name)				
Line item (number & name)				
Line item (number & name)				
Line item (number & name)				

INCREASE / **DECREASE** (circle one) Amount: $ **619.04**

Type: Expense
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name)	**101**	**54110**	**Sheriff's**	
Line item (number & name)	189		Overtime	**430.92**
Line item (number & name)	201		Soc Sec	**32.97**
Line item (number & name)	204		State Retirement	**58.69**
Line item (number & name)	206		Life Ins.	**3.23**
Line item (number & name)	207		Medical Ins.	**3.23**
	338		Maintenance & Repair Services - Vehicles	**45.00**
	399		Other Contracted Services	**45.00**

INCREASE / **DECREASE** (circle one) Amount: $ **619.04**

Type: _____
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name)			
Line item (number & name)			
Line item (number & name)			

Description of amendment (be specific):
Reimbursement received for extra duty for Mt. Olive.
Brandon Edwards and Jacob Robinson

FINANCE COMMITTEE RECOMMENDATION: County Mayor D. Haynie

Approved: ✓ Denied: _____ Date: 10-23-26

10/04

BRADLEY COUNTY, TENNESSEE
BUDGET AMENDMENT FORM

Date: 29-Sep-26

Requestor: BRADLEY COUNTY SHERIFF Sub Fund: _____ (If applicable)

INCREASE / **DECREASE** (circle one) Amount: **7.20**

Type: Revenue
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name)	**101**	**43194**	**Service Charges**	
Line item (number & name)			Larry L. Henry	7.20
Line item (number & name)				
Line item (number & name)				
Line item (number & name)				
Line item (number & name)				
Line item (number & name)				
Line item (number & name)				

INCREASE / **DECREASE** (circle one) Amount: $ **7.20**

Type: Expense
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name)	**101**	**54110**	**Sheriff's**	
Line item (number & name)	187		Overtime	7.20
Line item (number & name)	201		Soc Sec	-
Line item (number & name)	204		State Retirement	-
Line item (number & name)	206		Life Ins.	-
Line item (number & name)	207		Medical Ins.	-
	338		Vehicle Maintenance	0.00
	425		Vehicle Gasoline	0.00

INCREASE / **DECREASE** (circle one) Amount: $ **7.20**

Type: _____
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name)			
Line item (number & name)			
Line item (number & name)			

Description of amendment (be specific):
Reimbursement received for the transportation of Emergency Committal Cases.

FINANCE COMMITTEE RECOMMENDATION: COUNTY MAYOR D. Haugh

Approved: ✓ Denied: _____ Date: 10-22-26

10/04

BRADLEY COUNTY, TENNESSEE
BUDGET AMENDMENT FORM

Date: 16-Oct-26

Requestor: BRADLEY COUNTY SHERIFF Sub Fund: _____ (If applicable)

INCREASE / **DECREASE** (circle one) Amount: 7,781.42

Type: Revenue
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name)	**101**	**43194**	**Service Charges**	
Line item (number & name)			**See Attached Detailed List**	7,781.42
Line item (number & name)				
Line item (number & name)				
Line item (number & name)				
Line item (number & name)				
Line item (number & name)				
Line item (number & name)				

INCREASE / **DECREASE** (circle one) Amount: $ 7,781.42

Type: Expense
(Revenue, Expense, Fund Balance, Reserve)

Account (fund, number, name)	**101**	**54110**	**Sheriff's**	
Line item (number & name)	189		Overtime	5,466.17
Line item (number & name)	201		Soc Sec	418.16
Line item (number & name)	204		State Retirement	744.49
	206		Life Ins.	40.99
Line item (number & name)	207		Medical Ins.	40.99
	338		Vehicle Maintenance	535.31
	256		Tuition	535.31

Amount: $ 7,781.42

Description of amendment (be specific):
Reimb. Received for Deputies Working Special Detail at:
See attached detailed list.

FINANCE COMMITTEE RECOMMENDATION: County Mayor W. Bayliss

Approved: ✓ Denied: _____ Date: 10-20-26

10/04

Bradley County Commission
Rules of Procedure

RULE 1 - CONVENING THE COUNTY COMMISSION

The County Commission shall meet at the date, time, and location as set forth in the following chart:

Date	Location	Time	Voting/Work Session
First Monday of the Month	County Courthouse	6:00 PM	Voting
Second Monday of the Month	County Courthouse	12:00 PM	Work Session
Third Monday of the Month	County Courthouse	12:00 PM	Voting
Fourth Monday of the Month	County Courthouse	6:00 PM	Work Session

If any prescribed meeting date should fall on a legal holiday or if an emergency should arise, the County Commission shall meet the following day at the prescribed time. Notification of the members for regular meetings shall be left to the discretion of the Chairperson and County Clerk.

The County Commission shall not meet on the fifth Monday of the month nor shall any internal Commission committees convene during the week of the fifth Monday.

1A. WORK SESSION: Work Sessions are meetings of the County Commission held for discussion, information gathering, agenda preparation, and committee reports. No formal action shall be taken during a Work Session except procedural actions necessary to conduct the meeting.

1B. VOTING SESSION: Voting Sessions are regular meetings of the County Commission at which official action may be taken. Resolutions, motions, appointments, appropriations, and other matters requiring Commission action shall be considered during Voting Sessions in accordance with Robert's Rules of Order.

1C. SPECIAL CALLED SESSION: Special Called Sessions are extra sessions called outside of regular scheduled meetings to handle urgent business. Special Called Sessions may be called by the County Mayor or a majority of County Commissioners. Public Notice must be provided at least five (5) days prior to the meeting. Discussions and actions are strictly limited to the specific items and purposes listed in the official meeting notice.

RULE 2 – QUORUM

A quorum consists of a majority of the duly qualified and acting members of the County Commission. Vacancies shall not be included in determining the membership of the County Commission.(Tenn. Code Ann. § 5-5-108).

Except as otherwise provided by law, action by the County Commission requires the affirmative vote of a majority of the total membership of the County Commission, not merely a majority of those present at a meeting where a quorum exists. (Tenn. Code Annotated §5-5-108 and 5-5-109). Certain actions required by law must be approved by a two-thirds vote of the total membership. Vacancies shall not be counted in determining either the two-thirds or a majority voting threshold. Unless otherwise provided by law, the total membership standard applies throughout these Rules of Procedure. The following chart illustrates these principles:

Number of Members:	9	10	11	12	13	**14**	15	16	17	18	19	20	21	22	23	24	25
Majority:	5	6	6	7	7	**8**	8	9	9	10	10	11	11	12	12	13	13
Two-Thirds:	6	7	8	8	9	**10**	10	11	12	12	13	14	14	15	16	16	17

For example, if the County Commission has 14 members, ten of whom are present for a meeting, all ten of those would have to vote in the affirmative in order to pass a measure requiring a two-thirds vote; eight of the ten present would constitute a majority.

Revised 5/07 & 7/20/09 & 10/21/13
& 11/19/2018 & 10/19/20 & 5/6/22 & 3/6/2023
& 8.17.2026

Motions Requiring a Majority Vote	Motions requiring a Two/Thirds Majority
Business Discussed at the Previous Work Session and Requested to be Placed on the Agenda	Business Not Discussed at the previous Work Session and placed on the agenda
Unfinished Business Discussed at Work Session or previous regular meeting if there was no intervening Work Session	Motions to Rescind or Amend Matters Previously Decided Without Prior Notice
Scheduled Committee or Board Appointments	Private Acts and other business requiring 2/3 majority vote by statute
Motions from a Standing Internal Committee (see Rule16E.4)	Suspending the Rules
Motions to Rescind or Amend Matters Previously Decided With Prior Notice	

RULE 3 - ORDER OF BUSINESS

1. Call to Order by chairperson. In the absence of the chairperson, the vice chairperson shall preside.
2. Microphone Reminder
3. Prayer
4. Pledge of Allegiance
5. Roll Call
6. Approval of Minutes
7. Report from County Mayor
8. Consent Agenda
9. Reports from Committees and/or Districts
10. Unfinished Business
11. Approval of Agenda
12. Agenda Items
13. Communication from the Audience
14. Announcements
15. Adjourn

RULE 4 - GENERAL

4A. GAINING THE FLOOR: A Commissioner may address the Commission only after being recognized by the Chairperson. The first Commissioner to seek recognition is entitled to the floor. If two or more Commissioners seek recognition at the same time, the Chairperson shall determine who speaks first.

4B. SPEAKING: Following recognition by the Chairperson, a Commissioner shall respectfully address the Chairperson and confine remarks strictly to the question under debate and refrain from personal remarks.

4C. CONSENT TO YIELD: A Commissioner who has the floor shall not be interrupted, except to request permission to ask a question. If the speaker declines to yield, the Commissioner shall not be interrupted, and may be questioned after completing their remarks.

4D. WHO MAY ADDRESS THE COUNTY COMMISSION: It is a Commissioner's right to address the Chairperson and the Commission at any appropriate time after proper recognition by the Chairperson. It may be allowable for non-Commission members to address the County Commission if there is no objection by the County Commission or if a majority of the membership votes to allow such participation. The Chairperson may set a limit on the time a non-Commission member may be allowed to speak. The Bradley County Commission has set the following rules:

> *A non-Commission member may only address the County Commission following an affirmative vote by a majority of the Commission, if there is an objection. The time limit is five minutes. The non-member may be allowed more time following a majority vote of the County Commission granting more time. Non-Commission*

members addressing the County Commission shall remain civil at all times and all comments shall be respectful in nature. Any person who makes offensive, insulting, threatening, insolent, slanderous or obscene remarks or becomes boisterous or who makes threats against any person or against public order shall not be allowed to continue addressing the County Commission and may be removed from the meeting at the direction of the Chairperson.

4E. POINTS OF ORDER: If a Commissioner, speaking or otherwise, transgresses the rules of the County Commission, a Commissioner may call point of order, in which case the Commissioner so called to order shall immediately stop speaking. When the point of order has been decided by the Chairperson, the Commissioner having the floor may proceed, subject to the decision made.

4F. APPEAL ON RULING: Any Commissioner may appeal to the County Commission the ruling of the Chairperson and a majority vote of the Commission shall decide the appeal.

4G. UNFINISHED BUSINESS: The phrase "old business" is to be avoided since it incorrectly suggests consideration of matters that have been previously and finally disposed of (*see* Robert's Rules of Order, 10th Edition, p.346).

"Unfinished business" is the proper phrase and is defined as considering questions that have come over from the immediate preceding Work Session or Voting Session if there was no intervening Work Session as a result of the following:

1. The question that was pending when the previous meeting adjourned, if that meeting adjourned while a question other than a special order was pending.
2. Any questions that were unfinished business at the previous meeting but were not reached before it adjourned – taken in the order in which they were due to come up at that meeting.
3. Any questions which, by postponement or otherwise, were set as general orders for the previous meeting, or for a particular hour during that meeting, but were not reached before it adjourned – taken in the order in which the general orders were made.
4. Matters that were postponed to or otherwise made general orders for the present meeting – taken in the order in which they were made.

4H. PREVIOUS NOTICE: Previous notice means announcement at the immediate previous Work Session or Voting Session if there was no intervening Work Session that the motion will be introduced. Motions that have the effect of changing or nullifying previous actions of the County Commission require previous notice if to be adopted by a majority vote. Without previous notice, such motions require a two-third majority.

Previous notice, whether given orally or in writing, must state the substance of the proposed motion with sufficient detail to accurately describe its intent. An amendment, including a substitute motion, invalidates the notice if it expands the motion beyond the scope of the original notice. The County Clerk shall record the previous notice in the minutes of the meeting at which it is given.

4I. MATTERS PREVIOUSLY DECIDED: Any Commissioner may bring up a matter previously decided at the next Work Session or the next Voting Session subject to the requirements of votes set forth in Rule 2 above.

RULE 5 - MOTIONS

5A. INTRODUCTION AND DEBATE: Only Commissioners may make motions. No motion shall be debated until the same is seconded and stated by the Chairperson.

5B. REQUIRING ROLL CALL: Motions shall be put to the County Commission for a roll call.

5C. AMENDMENTS TO A MOTION: Debate may follow an amended motion that receives a second. No action shall be taken on the original motion until the amended motion has been voted upon.

5D. MOTIONS TO RESCIND OR AMEND MATTERS PREVIOUSLY DECIDED: Motions to rescind or amend matters previously decided require previous notice at the immediate preceding Work Session or Voting Session if there was no intervening Work Session and a majority vote. Without notice at the previous Work Session or Voting

Session if there was no intervening Work Session, motions to rescind or amend matters previously decided require a two-thirds majority vote.

RULE 6 - RESOLUTIONS

6A. INTRODUCTION: Only Commissioners and the County Mayor may introduce resolutions.

6B. ROLL CALL VOTE: Resolutions shall be put to the County Commission for a roll call vote by the County Clerk. Each Commissioner shall vote "yes" or "no" on its passage when called by the County Clerk.

6C. CHANGING VOTE: A Commissioner may change their vote at any time before the County Clerk announces the results of the roll call. Before announcing the results, the County Clerk shall ask whether any member who passed when called or was absent when called wishes to vote or whether any Commissioner wishes to change their vote. The County Clerk shall then announce the results.

6D. SUCCESSFUL RESOLUTIONS: Following its adoption, each resolution shall be signed by the Chairperson and submitted to the County Mayor for consideration within five (5) days for his/her consideration. After the County Mayor has acted or the time for consideration (10 days) has expired, the County Clerk shall attest the resolution.

6E. RESOLUTION PREPARATION: All resolutions placed on the agenda of a Voting Session shall be available for distribution to Commissioners no later than 4:00PM on the Friday before the meeting.

RULE 7 – ELECTIONS, NOMINATIONS, AND APPOINTMENTS

7A. ELECTIONS AND NOMINATIONS: Commissioners may nominate only one person. The floor shall remain open until every Commissioner has had an opportunity to make nominations or until a motion has been made and seconded that nominations cease and a majority of those present so vote.

7B. ELECTION OR CONFIRMATION: All ballots for election or confirmation shall be cast by roll call. If the vote is on confirmation of an appointee, each Commissioner shall vote either "yes" or "no" on the confirmation. A majority of the Commission is required for election or confirmation.

7C. SECOND BALLOT: If no one is elected on a given ballot, the nominee receiving the smallest number of votes shall be dropped and the vote shall be taken again until a nominee is elected by the required majority of the Commission.

7D. APPOINTMENTS AND CONFIRMATIONS: All board or committee appointments and confirmations made by the full county commission shall be selected from a pool of qualified applicants. Commission board and external committee appointments may be placed on the consent agenda. All board appointments made by individual districts require confirmation by a majority vote of the Commission. Confirmation of County Mayor appointments requires a majority vote of the Commission.

RULE 8 - COMMITTEES

There are many committees, boards and commissions in county government. The laws that apply can be very confusing. It is important to distinguish between internal committees of the County Commission and external committees or boards established or made optional by general law or private acts.

8A. PURPOSE: The County Commission may establish internal committees and ad hoc committees to study matters within their assigned responsibilities and make recommendations to the full County Commission. Unless otherwise provided by law, committees shall have no independent authority to act on behalf of the County Commission. Therefore, the number, title, composition, method of appointment and other matters pertaining to these

committees are determined by resolution of the County Commission, either directly or through the adopted rules of procedure. *See e.g.*, Op. Tenn. Att'y Gen. U91-48 (March 25, 1991). These internal committees may vary greatly from county to county and may change easily within a county. They exist simply to provide advice to the full County Commission.

8B. INTERNAL STANDING COMMITTEES: Internal standing committees are created by the County Commission to assist in the conduct of County Commission business.

Each Commissioner shall submit committee preferences to the Chairperson in writing. The Commission Chairperson shall appoint the members and chairperson of each internal standing committee after considering each Commissioners' preferences, expertise, and experience.

Internal standing committee appointments shall be made annually at the last Voting Session in September.

8C. AD HOC COMMITTEES: The County Commission may establish ad hoc committees by majority vote for the purpose of studying a specific issue or completing a particular assignment. The Chairperson shall appoint the members and chairperson of each ad hoc committee after considering Commissioners' expertise and experience. Unless otherwise provided by the County Commission, ad hoc committee shall expire one (1) year after its creation unless extended by majority vote of the County Commission.

8D. EXTERNAL BOARDS AND COMMITTEES: Boards, commissions, and committees established by general law or private act shall be governed by the statutes or private acts creating them. Appointments, terms, vacancies, powers, and duties shall be determined by applicable law.

8E. COMMITTEE MEETINGS: Committee meetings shall comply with the Tennessee Open Meetings Act and all other applicable laws.

Unless otherwise approved by the Chairperson for good cause, meetings of internal standing and ad hoc committees shall be held in the Bradley County Courthouse Commission Room. To the extent practicable, committee meetings conducted in the Commission Room shall be livestreamed and archived for public viewing.

8F. COMMITTEE REPORTS AND RECOMMENDATIONS: The chairperson of each internal standing or ad hoc committee, or another committee member designated by the chairperson, shall present the committee's report and recommendations at the next available meeting of the County Commission. Committee recommendations are advisory only and shall not become effective until approved by the County Commission. Upon completion of a committee report, the presenter shall yield to questions from Commissioners. There shall be a vote on the proposition following discussion.

8G. COMMITTEE MINUTES: The chairperson of each internal standing and ad hoc committee shall ensure that minutes are prepared and submitted to the County Commission following each committee meeting. Committee minutes shall be made available electronically to Commissioners before the next Voting Session.
Any recommendation not reflected in the committee minutes shall be considered new business and shall be subject to the voting requirements established in Rule 2.

8H. FAILURE TO CALL A MEETING: If the chairperson of an internal standing or ad hoc committee fails or refuses to call a meeting when necessary, the Chairperson of the County Commission or a majority of the members of that committee may call the meeting.

8I. RESIGNATIONS AND VACANCIES: A Commissioner wishing to resign from an internal standing committee, ad hoc committee, or external board or committee shall submit written notice to the Chairperson.

Vacancies on internal standing and ad hoc committees shall be filled by appointment of the Chairperson.

Vacancies on external board and committees shall be filled in accordance with the appointed process prescribed by applicable law.

8J. QUESTIONS OF JURISDICTION: Questions concerning the jurisdiction or authority of a committee shall be referred to the Chairperson or the County Attorney for determination, subject to appeal to the County Commission.

RULE 9 - APPROPRIATION REQUESTS

Requests for appropriations, in addition to those within the annual budget, shall be submitted in the following manner:

9A. The request shall be submitted to the appropriate committee of the County Commission and shall reflect the estimated cost.

9B. The committee to which the request has been referred shall in open meeting of the County Commission assume one of the following positions: (1) Adoption recommended (2) Rejection recommended or (3) Submitted to the County Commission without recommendation.

9C. The Finance and Budget Committee Chairperson or a Commissioner designated by him/her shall advise the Commission as to fund availability before a vote is taken on appropriations in any amount which are in addition to those of the annual budget.

9D. The Bradley County Mayor may approve budget amendments that move funds within the same fund and account in non-salary and benefit lines, or, at the Mayor's discretion, to refer to Finance Committee for consideration.

RULE 10 - SUSPENDING THE RULES

Any rule may be suspended by the two-thirds (2/3) vote.

RULE 11 - ROBERT'S RULES OF ORDER

All matters not covered herein shall be governed by Robert's Rules of Order Revised, as contained in the latest copyrighted edition.

RULE 12 - THE CHAIRPERSON

12A. ELECTION: Annually, at its first meeting in September, the County Commission shall elect a Chairperson and a Vice Chairperson. The Chairperson may be a Commissioner or the County Mayor. If the County Commission elects as its chairperson the County Mayor, and s/he accepts the position, then the County Mayor shall relinquish veto power.

12B. VOTING BY THE CHAIRPERSON: If the County Mayor serves as Chairperson, s/he may vote only in the case of a tie. A Commissioner Chairperson may vote on all issues coming before the body, just as any other Commissioner.

12C. CALL TO ORDER: The County Commission shall be called to order by the Chairperson. In the absence of the Chairperson, the Vice Chairperson shall preside. In the absence of the Vice Chairperson, the Commission shall be called to order by the County Clerk and shall elect one of its members to preside over the deliberations.

12D. SPEAKING: Should the Chairperson desire to speak upon any subject either in the negative or the affirmative, s/he may do so, provided s/he vacates the Chair. Whereupon the Vice Chairperson shall preside until the Commission disposes of the matter under consideration. However, the Chairperson may answer questions, provide information, and give explanations from the chair, unless the Commission objects.

12E. PRESERVE ORDER: The Chairperson shall preserve order and decorum. The Chairperson may rule on points of order before recognizing other Commissioners. All questions of order shall be decided by the Chairperson, subject to appeal by any Commissioner to the full Commission.

12F. ORDER OF RECOGNITION: Before a Commissioner is allowed to speak twice on the same subject, the Chairperson shall inquire if there is another Commissioner who has not spoken on that subject and who wishes to speak.

12G. MOTIONS: Once a motion has been made and duly seconded, the Chairperson shall allow debate on the motion.

12H. CLARIFICATION: A Commissioner may ask for clarification of any vote until the vote is announced.

12I. AGENDA: The Chairperson shall forward to each Commissioner the tentative agenda of the next commission meeting not less than three (3) days prior to meeting date.

12J. CONSENT AGENDA: The Chairperson shall forward to each Commissioner a consent agenda not less than three days prior to the meeting date. Items such as committee appointments, budget amendment requests, approved by either the Finance Committee or Mayor, notaries public, and requests to dispose of assets may be placed on the consent agenda at the discretion of the Chairperson. Items placed in the form of a resolution, items involving the approval of any contract, or items obligating county funds of over $100,000 shall not be placed on the consent agenda. Items may be removed from the consent agenda by the request of any Commissioner. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the Chairperson.

RULE 13 - THE COUNTY CLERK

13A. NOTICE: The Chairperson shall provide notice to each Commissioner of all regular, special, and called meetings. Notice of special and called meetings shall be provided not less than five (5) days before the meeting, unless otherwise authorized by law.

13B. MINUTES: The County Clerk shall reduce the minutes of each County Commission Voting Session to writing and attach a copy of each resolution considered and the vote thereon. The minutes shall be prepared within five days after said meeting, placed in a well-bound book for public inspection, and distributed to the County Commission Office.

13C. ROLL CALL: In all instances involving authorization to expend public funds, the County Clerk shall call the roll for "yes" and "no" votes. In all instances where the roll is called for any vote, the County Clerk shall make such roll call and the vote of each Commissioner a part of the record of the meeting and include it in the official minutes.

13D. CHANGE OF VOTE: It shall be the duty of the County Clerk, at the end of each roll call, to inquire of those who passed or were absent when the roll call was called if they desire to vote; also, if any member who has voted wishes to change their vote. Subsequently, the County Clerk shall announce the results.

RULE 14 - SHERIFF

The Sheriff or a designated deputy shall attend each session of the County Commission. That officer shall preserve order and carry out orders of the presiding officer of the Commission. The attending officer shall be paid for these services, unless such officer is performing this duty during regular working hours, paid by the county, and is not working overtime.

RULE 15 - COUNTY ATTORNEY

The County Attorney shall, as legal consultant to the County Commission, attend all Voting Sessions and any other meetings as requested by the County Commission. It shall be the duty of the County Attorney to advise the

Commission when, in the Attorney's opinion, the County Commission is taking action outside its jurisdiction, or in any manner proceeding illegally. The County Attorney shall advise the County Mayor and County Commission on legal issues involving the County. The County Attorney is not required to advise members of the public or provide legal

advice to members of the public, including requests for legal advice or opinions made during public comment periods of the County Commission meetings.

RULE 16 - CONFLICT WITH LAW

In the event any of the foregoing rules are determined to be in conflict with statutory provisions, then that part in conflict shall be null and void.

RULE 17 – VACANCIES IN COUNTY OFFICES

Vacancies in county offices are to be filled by the County Commission, and any person so appointed serves until a successor is elected at the next election after the vacancy. The Tennessee Supreme Court has determined that the term "next election" means the next general election or other countywide election in the county. McPherson v. Everett, 594 S.W.2d 677 (Tenn. 1980).

RULE 18 – CONFLICT OF INTEREST

A conflict of interest exists if a county officer or employee is required to supervise or vote on a contract in which he or she has some kind of investment or concern. Most of the time a conflict of interest involves a financial relationship, but the interest may also be one of supervisory control: is the official in the position of supervising himself or herself? Under general state law a "direct" conflict of interest is prohibited, while an "indirect" conflict may be allowed if it is disclosed. The statutory definitions of these terms read as follows:

"Directly interested means any contract with the official personally or with any business in which the official is the sole proprietor, a partner, or the person having the controlling interest. "Controlling interest" includes the individual with the ownership or control of the largest number of outstanding shares owned by any single individual or corporation.

"Indirectly interested," means any contract in which the officer is interested but not directly so . . . ."
Tenn. Code Ann. § 12-4-101.

In other words, a direct interest exists any time the county enters into an agreement with a county official personally, or with any business in which the official is a sole proprietor, a partner, or the person owning the largest number of corporate shares. Basically, an indirect interest is anything else: it exists in a contract which could result in some type of benefit for a county official, but which does not meet the definition for a direct interest.

The general rule is that a direct conflict is prohibited, while an indirect conflict is permitted if it is publicly disclosed; after disclosure the official is not required to abstain from voting on the matter, but may do so. Tenn. Code Ann. §

12-4-101. Although 1998 Public Chapter 774 amending the conflict of interest law appeared to reverse the rule that a person not voting because of a conflict of interest would not be counted in determining a majority on the County Commission, this 1998 act did not amend Tenn. Code Ann. § 5-5-102 which continues to specifically state that any member of county legislative body who abstains for cause on any issue coming to a vote before the body shall not be counted for the purpose of determining a majority vote.

A special rule exists in the case of a County Commissioner who is also an employee of the county. A conflict of interest can come up in this situation any time the County Commission votes on appropriations or budgets. A statutory exception allows a Commissioner to vote on these matters if the county employed that Commissioner before becoming a member of the County Commission. But, immediately before the vote, the Commissioner must read the following disclaimer that is set out in the Tennessee Code:

I disclose that I have a conflict of interest in the proposal about to be voted. I am disclosing this conflict prior to casting my vote, required by Tenn. Code Ann. §5-5-112. I declare that my argument and my vote answer only to my conscience and to my obligation to my constituents and the citizens this body represents.

The vote of any Commissioner, who is required to make this disclosure and does not do so, is void if it is challenged in a timely manner (during the same meeting at which the vote was cast and prior to the transaction of any further

business). Tenn. Code Ann. § 12-4-101. A legislative body member who is also a county employee and whose employment began on or after the date on which the member was initially selected as a member of the governing body may not vote on matters in which the member has a conflict of interest. Tenn. Code Ann. § 12-4-101.

RULE 19 - OPEN MEETINGS ACT ("SUNSHINE LAW")

In enacting the Tennessee Open Meetings Act, the General Assembly declared it to be "the public policy of the state that the formation of public policy and decisions is public business and shall not be conducted in secret." Tenn. Code Ann. § 8-44-101. As recognized by the Tennessee Court of Appeals, "Our Open Meetings Law is perhaps one of the most comprehensive and extensive in the nation. There are no exceptions except those situations which may be in conflict with the constitution." Lakeway Publishers, Inc. v. Civil Service Board, 1994 WL 315919 (Tenn. Ct. App.). Ironically, the General Assembly itself is not subject to this law. See Mayhew v. Wilder, 46 S.W.3d 760 (Tenn. Ct. App. 2001).

Penalties and Remedies for Non-Compliance
Any action taken at a meeting in violation of the Sunshine Law is void. Tenn. Code Ann. § 8-44-105. While this provision does not forever bar a public body from subsequently ratifying an action taken in violation of the act, it does not allow a public body to ratify an action in a subsequent meeting by perfunctory affirmation of its earlier action. In order to remedy a violation of the Sunshine Law, however, the ultimate decision must be made at a meeting that satisfies the Sunshine Law and there must be new and substantial reconsideration of the issues involved. Neese v. Paris Special School District, 813 S.W.2d 432 (Tenn. Ct. App. 1990). Even if a subsequent meeting is held in compliance with the Sunshine Law, the ratification and confirmation of an action will not remedy a prior violation of the Sunshine Law if it is merely a "perfunctory rubber stamp." Souder v. Health Partners, Inc., 997 S.W.2d 140 (Tenn. Ct. App. 1998).

Under the act, any citizen may bring an action in circuit court, chancery court, or any court of equity to enforce the Sunshine Law. These courts are given broad authority to issue injunctions, impose penalties, and otherwise enforce the purposes of the act. Tenn. Code Ann. § 8-44-106.

Requirements of the Act

The Open Meetings Act, commonly referred to as the "Sunshine Law," is found in Tenn. Code Ann. § 8-44-101 et seq. The requirements of this law are as follows:

1. All meetings of any governing body are declared to be public meetings and must be open to the public at all times. Tenn. Code Ann. § 8-44-102.

2. Adequate public notice of all regular and special meetings must be given. Tenn. Code Ann. § 8-44-103.

3. The minutes of the meetings must be recorded and open to public inspection, and at a minimum must contain a record of the persons present, all motions, proposals and resolutions offered, the results of any votes taken, and a record of individual votes in the event of a roll call. Tenn. Code Ann. § 8-44-104(a).

4. All votes must be by public vote, public ballot, or public roll call; secret votes are prohibited. Tenn. Code Ann. § 8-44-104(b).

The statute declares that a meeting occurs whenever a public body convenes for one of two purposes: (1) to make a decision or (2) to deliberate toward a decision. Tenn. Code Ann. § 8-44-102(b)(2). Therefore, it is not necessary that a decision be reached before the Sunshine Law applies. The statute does state that a chance meeting between two or more members of a public body should not be considered a public meeting subject to the terms of the act. However, the same statute goes on to warn that chance meetings shall not be used to deliberate

public business in circumvention of the spirit of the act. Tenn. Code Ann. § 8-44-102. Courts have held that informal assemblages of a governing body at which public business is discussed and deliberated, including informal telephone discussions between members of a governing body, fall under the Sunshine Law. *See, e.g.,* Littleton v.

City of Kingston, 1990 WL 198240 (Tenn. Ct. App. 1990). Because of the broad interpretation with which both the courts and the legislature have applied this act, the attorney general's office offers the following advice:

> "Two or more members of a governing body should not deliberate toward a decision or make a decision
>
> on public business without complying with the Open Meetings Act." Op. Tenn. Atty. Gen. 88-169 (Sept. 19, 1988).

19A. LIVESTREAMING & RECORDING OF MEETINGS: All regular meetings and committee meetings of the County Commission shall be livestreamed when practical and archived for public viewing.

RULE 20 – DUTIES OF COUNTY LEGISLATIVE BODY

Under the Tennessee Constitution, counties are an extension of the state and are deemed political subdivisions of the state created in the exercise of its sovereign power to carry out the policy of the state. Counties, as the creation of the state, are subject to control by Tennessee's legislature, known as the General Assembly. Although the General Assembly has very broad powers to deal with county government, the state's constitution places some limitation on its discretion regarding counties.

A long line of Tennessee Supreme Court case law has held that counties have no authority except that expressly given them by statute or necessarily implied from it. *Bayless v. Knox County*, 286 S.W.2d 579 (Tenn. 1955).

Although statutes are the primary source of county authority, the Tennessee Constitution does contain a few provisions specifically addressed to county government.

Nature of the Body. The County Commission may exercise the powers of a legislative nature granted to it by the General Assembly in public acts (laws of general application or local option application which may be found in codified form in the *Tennessee Code Annotated*) or in private acts that apply to a particular county (that do not conflict with the general law). The General Assembly has given the County Commission a considerable array of powers, including the power to levy property taxes without limitation regarding rates, the power to expend funds for any lawful purpose, zoning powers for the unincorporated areas of the county and some regulatory powers, yet the General Assembly has not seen fit to grant to the County Commission all of the powers that have been granted to Tennessee's incorporated municipalities (cities and towns). Therefore, counties must always look for the source of authority for any action taken, as counties have no authority to act outside the scope of the powers granted by the General Assembly.

Budgeting and Levying Taxes. The County Commission assembled in session is authorized to act for the county. Tenn. Code Ann. § 5-1-103. All funds to be used in the operation of the county must be appropriated for that use by the County Commission, which can appropriate money only for expenditures sanctioned by state law. Tenn. Code Ann. § 5-9-401. The County Commission may appropriate funds for any lawful purpose. Tenn. Code Ann. § 5-5-118 incorporating certain municipal powers in Tenn. Code Ann. § 6-2-201. It is the duty of the County Commission to adopt a budget and to appropriate funds for the ensuing fiscal year for all county departments and agencies. Tenn. Code Ann. § 5-9-404. The County Mayor, who does not chair the County Commission, may veto the entire county budget, but may not veto portions of it. Tenn. Code Ann. § 5-6-107.

The budget adopted by the County Commission must be balanced, meaning that estimated revenues must at least equal the amounts appropriated plus any reserves required by state law. The County Commission must levy

taxes sufficient to meet appropriations (with other revenues such as state shared taxes included in the determination) and to meet all debt retirement and interest obligations. Tenn. Code Ann. § 9-11-115. The county budget must meet all state law requirements. The failure to meet these requirements can cause the loss or withholding of state shared

funds, such as education funds. Besides the requirements of balance and meeting debt obligations, the budget must also meet several other requirements such as the maintenance of effort requirement for education funding, the five-year average requirement for highway funding, the requirement not to lower the funds available to the sheriff for personnel costs without the consent of the sheriff, the mandatory minimum salaries of county officials, any court decrees providing the number and salaries of deputies and assistants of county officials, the requirement to have adequate correctional facilities (alone or in conjunction with one or more other counties) and any of the other mandates that state law places on the county.

The county property tax is the only significant source of revenue that the County Commission can levy without limitation as to rate and without being subject to referendum (directly or if an adequate petition if filed) or requiring the passage of a private act.

Private Act Approvals . Private acts of the General Assembly are a source of authority for counties in areas not covered by the general law. Examples of private acts include those levying hotel/motel taxes and development taxes (there is no general law authority for counties to levy these particular taxes). Under Article XI, Section 9 of the Tennessee Constitution, private acts are not effective until approved locally by the county (or city) to which they apply by the terms of the private act. Local approval of a private act for a particular county can occur by a majority vote in a referendum by the qualified voters of the county who vote in the referendum, or by a two-thirds majority vote of the County Commission. The method of local approval must be specified in the private act. Sometimes private acts provide that they must be approved by a certain date or they will not become effective. However, if there is not a deadline for local approval in the private act, general law requires that approval take place by December 1 in the year that the private act passed the General Assembly. The approval or rejection of a private act that requires approval by two-thirds vote of the County Commission is certified by the Chairperson of the County Commission to the secretary of the state of Tennessee.

The County Commission may request that members of the General Assembly representing the people of the county introduce and work for the passage of a particular private act. Such a resolution has no legal effect, but members of the General Assembly prefer to see such a resolution, particularly if passed by the number of votes necessary to approve the private act if passed, before they introduce the private act bill. However, members of the General Assembly are under no legal obligation to introduce the requested private act bill. Further, although this rarely occurs, they may introduce and work for the passage of a private act bill that provides for referendum approval against the wishes of the County Commission.

Other Duties. The County Commission has duties with respect to the acceptance of county roads, the annual updating and approval of the county road list, and the closing of roads not deemed worthy of inclusion on the county road list. The County Commission may adopt optional general laws in the areas of financial management, budgeting and purchasing. The County Commission has important duties with respect to approval of the issuance of county debt instruments such as bonds or notes. The County Commission has a duty to provide courthouse space for the state courts and jail facilities (alone or in conjunction with one or more counties) as well as for certain county officials. The County Commission may adopt comprehensive zoning for the area of the county outside the corporate limits of the municipalities. The County Commission has a duty to have a countywide personnel policy (although several offices may have their own policy separate from the general county policy). The County Commission may provide medical and life insurance benefits to county employees and county officials through insurance or self-insurance. The County Commission has the authority to regulate dogs, cats and stray animals. The County Commission in those counties without zoning, may, by two-thirds vote of the County Commission, adopt regulations to prevent public nuisances. Also, the County Commission must determine how to deal with its liability risks, either through insurance or self-insurance, or joint self-insurance through an insurance pool. Many of the records of the county are very valuable and the County Commission has an important role with the county public records commission and other county officials to preserve records of permanent value and to manage

the county's records efficiently.

The County Commission has a role in either electing or approving the appointment of many county officials and department heads. Also, the County Commission may decide to limit the duties of constables to process serving and take away law enforcement powers, or to abolish the office at the end of the terms of the incumbent constables.