
Anderson County Board of Commissioners
Meeting will be held electronically pursuant to Resolution 20-04-812

Regular Agenda
Monday April 20, 2020 @ 6:30 p.m.

- 1. Call to Order / Roll Call**
- 2. Prayer / Pledge of Allegiance**
- 3. Appearance of Citizens**
- 4. Approval and Correction of Agendas**
 - Consent Agenda
 - Regular Agenda
- 5. Public Hearing Report – by Vice Chairman Joshua Anderson**
- 6. Committee Reports**
 - Purchasing Report - by Katherine Ajmeri, Deputy Purchasing Agent
 - Budget Report by Robby Holbrook, Interim Finance Director
- 7. County Mayor**
 1. Anderson County Conservation Board Appointment / Re-appointment
Lewis Ridenour term expiring 12/23 Earl Cagle term expiring 12/22
 2. Regional Solid Waste Planning Board Re-appointments
Buzz Buffington term expiring 9/25 Bill Riggs term expiring 9/25
Shira McWaters term expiring 9/25
- 8. Law Director**
 - A. Contract Approvals
 - B. Lawsuit Update
 - Duncan, James v. AC – Dismissed, No Liability
 - C. Pitney Bowes – Cancellation due to budget constraints
 - D. Windrock Mountain New Cingular Cell Tower
 - E. Sheriff's Office MOU with State of Tennessee Department of Health
- 9. Committees/Boards Reports**
 - Veteran's Service Advisory Committee Report/Minutes (4/13/20)
Proposed change of Assistant's working hours/status within office.
 - Operations Committee Report – by Chairman Isbel
 - Personnel Policy
 - MOU for ACWA Vehicle Maintenance
 - Resolution 20-04-812 Authorizing the Use of Electronic Meetings Pursuant to the Governor's Executive Order 16.
 - Asian Carp Resolution – to be modified
 - MOU for Anderson County Senior Center

- 10. Old Business**
- 11. New Business**
- 12. Adjourn**

**Respectfully Submitted,
Tracy Wandell, Chairman**

ANDERSON COUNTY GOVERNMENT SUMMARY OF BUDGET AMENDMENTS

April 9, 2020

<u>PAGE NO.</u>	<u>ITEM NO.</u>	<u>FUND - DEPARTMENT</u>	<u>AMOUNT</u>
Group 1 Consent Agenda - Transfers (No Commission Action Necessary)			
1	1	Fund 101 - Election	\$ 8,200.00
2	2	Fund 101 - Dental Clinic	\$ 2,500.00
2	4	Fund 101 - Human Resources	\$ 1,300.00
3	5	Fund 118 - EMS	\$ 13,800.00
4	6	Fund 151 - General Debt Service	\$ 106,157.50
4	7	Fund 263 - Employee Benefit Fund	\$ 40,000.00
Group 2 - Transfers - School (Commission Approval by Board Vote)			
Group 3 - Appropriations - School (Commission Approval by Board Vote)			
Group 4 - Appropriations - NonSchool (Commission Approval by Board Vote)			
4	8	Fund 101 - County Clerk	\$ 5,900.00
5	9	Fund 101 - County Clerk	\$ 8,700.00
5	10	Fund 101 - County Clerk	\$ 1,840.00
6	11	Fund 101 - County Clerk	\$ 6,145.00
6	12	Fund 131 - Highway	\$ 250,000.00
6	13	Deleted	\$ -
6	14	Fund 131 - Highway	\$ 10,000.00
7	15	Fund 131 - Highway	\$ 20,000.00
7	16	Fund 131 - Highway	\$ 300,000.00
7	17	Fund 101 - Senior Center	\$ 1,623.00
8	18	Fund 101 - Finance	\$ 250,000.00
8	19	Fund 171 - Capital Projects	\$ 250,000.00
9	20	Fund 101 - Finance	\$ 200,000.00
9	21	Fund 171 - Capital Projects	\$ 200,000.00
10	23	Fund 101 - Mayor/Senior Center	\$ 42,300.00
11	24	Fund 101 - Mayor/Senior Center	\$ 25,000.00
11	25	Fund 171 - Capital Projects	\$ 25,000.00
11	26	Fund 101 - Sheriff	\$ 3,111.86
12	28	Fund 101 - County Commission	\$ 600.00
Group 5 - Transfers - NonSchool (Commission Approval by Board Vote)			
2	3	Fund 101 - Property Assessor (major line item)	\$ 6,000.00
12	27	Fund 101 - Veteran	
Group 6 - Appropriations - General Fund Unassigned Fund Balance (Commission Approval by Board Vote)			
10	22	Fund 101 - Finance/Charter Commission	\$ 775.00
13	29	Fund 101 - Finance	\$ 164,223.68
13	30	Fund 171 - Capital Projects	\$ 164,223.68
Group 7 - Miscellaneous			
1	A	Vote on 20/21 Proposed Budgets/Robby Holbrook	Action Taken
1	B	Discussion on Spending & Hiring Freeze/Robby Holbrook	No Action
1	C	Governor's Grant/Mayor Terry Frank	No Action
1	D	New Business/Conservation Board Rate Increases/Chuck Fritts	Passed
Group 8 - Additional Items not discussed during budget committee (requires 3/4 majority vote)			

BUDGET COMMITTEE MINUTES

APRIL 9, 2020

Members Present: (Role call taken for verification.)

Jerry White, Commissioner – Chairman

Shain Vowell, Commissioner

Rick Meredith, Commissioner

Chuck Fritts, Commissioner

Theresa Scott, Commissioner

Catherine Denenberg, Commissioner

Bob Smallridge, Commissioner

Denver Waddell, Commissioner

Members Absent:

Meeting Facilitator: Robby Holbrook, Interim Finance Director

(Via GoToMeeting; Facilitated by I.T. Director Brian Young.)

Committee Chair Jerry White called the meeting to order.

TRANSFERS (Approved through Consent Agenda)

THE 1st ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mark Stephens, Anderson County Election Commission, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Codes:

101-51500-435	Office Supplies	\$1,500.00
101-51500-399	Other Contracted Services	4,000.00
101-51500-709	Data Processing Equipment	1,000.00
101-51500-336	Repair voting Equipment	<u>1,700.00</u>
	Total Increased Expenditures	\$8,200.00

Decrease Expenditure Code:

101-51500-351	Rentals	\$8,200.00
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Justification: The transfer is needed to address these needs: Office supplies- paper, toner, labels, cleaning supplies. Other Contracted Services- to bring website up to ADA compliance. Data Processing Equipment- purchase label makers, a dual backup drive, and a printer. Repair Voting Equipment- replace motherboards, hard drives, and internal batteries for voting systems.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to approve the transfer request.

THE 2nd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Art Miller, Anderson County Dental Clinic, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Codes:

101-55160-599	Other Charges	\$1,500.00
101-55160-506	Liability Insurance	700.00
101-55160-435	Office Supplies	<u>300.00</u>
	Total Increased Expenditures	\$2,500.00

Decrease Expenditure Codes:

101-55160-735	Health Equipment	\$1,500.00
101-55160-499	Other Supplies	<u>1,000.00</u>
	Total Decreased Expenditures	\$2,500.00

Justification: Liability reimbursement for Dr. Bible on dental services at HD. Transportation for AC schools' student in need of dental services at the health department dental clinic. Travel reimbursement for driver/ chaperone not exceed \$75 per day.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to approve the transfer request.

THE 3rd ITEM, to be presented to the Anderson County Budget Committee, was a written request from John K. Alley, Property Assessor, that the following **TRANSFER** (major line item) in General Fund 101 be approved.

Decrease Expenditure Code:

101-52300-331	Legal Services	\$6,000.00
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Increase Expenditure Code:

101-52310-317	Data Processing	\$6,000.00
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Justification: To mail out 40,925 reappraisal notices at \$0.389 per notice.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to approve the transfer request.

THE 4th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Kim Jeffers-Whitaker, Human Resources & Risk Management, that the following **TRANSFER** in General Fund 101 be approved.

Decrease Expenditure Codes:

101-51310-709	Data Processing Equipment	\$500.00
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101-51310-524	Staff Development	500.00
101-51310-317	Data Processing Services	<u>300.00</u>
	Total Decreased Expenditures	\$1,300.00

Increase Expenditure Code:

101-51310-435	Office Supplies	\$1,000.00
101-51310-399	Other Contracted Services	<u>300.00</u>
	Total Increased Expenditures	\$1,300.00

Justification: The HR department is heading into open enrollment season- our busiest and most important time of the year for the County's employees. Despite HR's annual Emergency Plan purchases, we lacked a laptop. Benefit season along with COVID- 19, required an early purchase. Because the data processing equipment lack funding for the full purchase, I coordinated with IT and Finance to attain the required equipment from the office supplies line item because funding was available and the laptop fits the criteria. IT set up the equipment and assisted in meeting the immediate need to ensure HR's Emergency plan could be facilitated while caring for staff during enrollment. Other contracted services were lacked appropriate funding due to the current year budget being based upon the PY contract leaving a shortage in that line item. Since there is fund available in other areas, the request is for transfers of the above line items to the HR office supplies and contracted services line items to cover the cost.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to approve the transfer request.

THE 5th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Nathan Sweet, Emergency Services, that the following **TRANSFER** in Ambulance Fund 118 be approved.

Decrease Expenditure Code:

118-55130-356	Tuition	\$13,800.00
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Increase Expenditure Codes:

118-55130-410	Custodial Supplies	\$2,800.00
118-55130-413	Medical Supplies	<u>11,000.00</u>
	Total Increased Expenditures	\$13,800.00

Justification: Employees that were going to go to paramedic school did not go, or did not need funding from EMS. Increased need for cleaning supplies and medical supplies due to COVID-19.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to approve the transfer request.

THE 6th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance Director, that the following **TRANSFER** in General Debt Service Fund 151 be approved.

Increase Expenditure Code:

151-82210-603-6031 General Government- Interest on Bonds \$106,157.50

Decrease Expenditure Code:

151-82210-603-REFND General Government- Interest on Bonds- \$106,157.50
Refunded GO

Justification: Money needs to be moved to pay interest and reflect the correct General Obligation Bond, Series 2011D.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to approve the transfer request.

THE 7th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Randy Walters, Finance Department, that the following **TRANSFER** in Employees Benefit Fund 263 be approved.

Increase Expenditure Code:

263-51900-399-MEDBN Other G&A- Other Contracted Services- \$40,000.00
MedBen

Decrease Expenditure Codes:

263-51900-340-MEDBN Other G&A- Medical & Dental Services- \$40,000.00
MedBen

Justification: Corrects original budget estimates for MedBen administrative fees.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to approve the transfer request.

APPROPRIATIONS REQUIRING FULL COMMISSION APPROVAL

THE 8th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Jeff Cole, County Clerk, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-52500-399 Service Contracts \$5,900.00

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$5,900.00
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(amendment will be from 101-34515 Restricted- County Clerk Data Processing and a JE will replenish the reserve for 39000)

Justification: To pay for new website.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 9th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Jeff Cole, County Clerk, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-52500-709	Data Processing Equipment	\$8,700.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$8,700.00
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(amendment will be from 101-34515 Restricted- County Clerk Data Processing and a JE will replenish the reserve for 39000)

Justification: To purchase computers for County Clerk's Offices

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 10th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Jeff Cole, County Clerk, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-46990-6000	Business Tax Process Fee	\$1,840.00
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Increase Expenditure Code:

101-52500-709	Data Processing Equipment	\$1,840.00
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Justification: To purchase two Datamax O-Neil Printers for County Clerk's Office. To purchase Router 10Gb 12 port including installation and travel.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 11th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Jeff Cole, County Clerk, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-46990-6000	Business Tax Process Fee	\$6,145.00
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Increase Expenditure Code:

101-52500-709	Data Processing Equipment	\$6,145.00
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Justification: To purchase a NCPA Switch for the Clerk's Office to speed up the computer system response time to allow quicker service to the customers.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 12th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Gary Long, Road Superintendent, that the following **APPROPRIATION** in Highway Fund 131 be approved.

Increase Expenditure Code:

131-62000-402	Asphalt	\$250,000.00
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Decrease Reserve Code:

131-34550	Restricted for Highway	\$250,000.00
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Justification: To cover projected/ potential shortfalls for budget year ending June 30,2020.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 13th ITEM, this item was omitted.

THE 14th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Gary Long, Road Superintendent, that the following **APPROPRIATION** in Highway Fund 131 be approved.

Increase Expenditure Code:

131-63100-433	Lubricants	\$10,000.00
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Decrease Reserve Code:

131-34550	Restricted for Highway	\$10,000.00
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Justification: To cover projected / potential shortfalls for budget year ending June 30,2020.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 15th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Gary Long, Road Superintendent, that the following **APPROPRIATION** in Highway Fund 131 be approved.

Increase Expenditure Code:

131-63100-336	Maintenance & Repair Equipment	\$20,000.00
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Decrease Reserve Code:

131-34550	Restricted for Highway	\$20,000.00
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Justification: To cover projected/ potential shortfalls for budget year ending June 30,2020.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 16th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Gary Long, Road Superintendent, that the following **APPROPRIATION** in Highway Fund 131 be approved.

Increase Expenditure Code:

131-68000-713	Slide Repair	\$300,000.00
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Decrease Reserve Code:

131-34550	Restricted for Highway	\$300,000.00
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Justification: To cover projected/ potential shortfalls for budget year ending June 30,2020.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 17th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Cherie Phillips, Senior Center Director, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-56300-410	Senior Citizens Assistance- Custodial Supplies	\$1,623.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$1,623.00
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(amendment will be from 101-34635-SENR Committed for Social, Cultural, Rec-Office on Aging and a JE will replenish the reserve for 39000)

Justification: Purchases for supplies were made from code 410, custodial supplies, and the supplies were not all custodial supplies. The Senior Center was advised to use donations to pay for supplies that were not custodial.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 18th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance Director, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-99100-590-ESG	Transfers Out- Transfers to Other Funds- Energy Systems Group	\$250,000.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$250,000.00
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(amendment will be from 101-34525-4000 Restricted- Jail Commissary and a JE will replenish the reserve for 39000)

Justification: Money Committed for ESG Jail project from Jail Commissary restricted funds.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 19th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance Director, that the following **APPROPRIATION** in Capital Projects Fund 171 be approved.

Increase Expenditure Code:

171-91100-707-ESG	General Administration Projects- Building Improvements- Energy Systems Group	\$250,000.00
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Increase Revenue Code:

Transfers In- Energy Systems Group	\$250,000.00
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Justification: Money committed for ESG jail project from Commissary restricted funds.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 20th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance Director, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-99100-590-ESG	Transfers Out- Transfers to Other Funds- Energy Systems Group	\$200,000.00
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Decrease Reserve Code:

101-39000 Unassigned Fund Balance \$200,000.00
(amendment will be from 101-34520-CSCOM Restricted for Admin of Justice-
Courthouse Security by Commission and a JE will replenish the reserve for 39000)

Justification: Money Committed for ESG jail project from Courthouse Security by Commission restricted funds.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 21st ITEM, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance Director, that the following **APPROPRIATION** in Capital Projects Fund 171 be approved.

Increase Expenditure Code:

171-91100-707-ESG	General Administration Projects-	\$200,000.00
	Building Improvements- Energy Systems Group	

Increase Revenue Code:

171-49800-ESG	Transfers In- Energy Systems Group	\$200,000.00
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Justification: Money committed for ESG jail project from Courthouse Security by Commission restricted funds.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 22nd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance Director, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Codes:

101-51100-118-CHTR	County Commission-Secretary to Board- Charter Commission	\$500.00
101-51100-201-CHTR	County Commission- Social Security- Charter Commission	31.00
101-51100-204-CHTR	County Commission- State Retirement- Charter Commission	37.00
101-51100-212-CHTR	County Commission- Employer Medicare- Charter Commission	7.00
101-51100-331-CHTR	County Commission- Legal Services- Charter Commission	<u>200.00</u>
	Total Increased Expenditures	\$775.00

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$775.00
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Justification: To pay for expenses that are incurred from the Charter Commission meetings.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 23rd ITEM, to be presented to the Anderson County Budget Committee, was a written request from County Mayor Terry Frank, Senior Center, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-48610-SRBLD	Donations- Senior Center Building Donations	\$42,300.00
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Increase Expenditure Codes:

101-51800-599	Other Charges	\$2,300.00
101-56300-399	Other Contracted Services	30,000.00
101-56300-499	Other Supplies & Materials	10,000.00
	Total Increased Expenditures	\$42,300.00

Justification: This amendment reimburses Buildings & Grounds for \$2,300 spent to conduct a Phase 1 Environmental Assessment for the main parcel with the building on it at 96 Mariner Point Driver, Clinton. This amendment also sets aside funds for moving a wall and installing any equipment etc. (\$30,000) at the new Senior Center, and allows for equipment purchase (walk- in cooler, optional hand rails, etc.)

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 24th ITEM to be presented to the Anderson County Budget Committee, was a written request from County Mayor Terry Frank, Senior Center, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-48610-SRBLD	Donations- Senior Center Building Donations	\$25,000.00
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Increase Expenditure Codes:

101-99100-590-SRBLD	Transfers Out- Transfers to Other Funds- Senior Center Building Donations	\$25,000.00
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Justification: This transfer is from donations of funds set aside for the purchase of a Senior Center facility.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 25th ITEM to be presented to the Anderson County Budget Committee, was a written request from County Mayor Terry Frank, Senior Center, that the following **APPROPRIATION** in Capital Projects Fund 171 be approved.

Increase Revenue Code:

171-49800	Transfers In- Senior Center Building Donations	\$25,000.00
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Increase Expenditure Codes:

171-91150-732-SRBLD	Social, Cultural & Recreation Projects- Building Purchase- Senior Center	\$25,000.00
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Justification: This amendment reflects movement of funds donated for the purchase of a Senior facility into the proper revenue and expenditure codes.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 26th ITEM to be presented to the Anderson County Budget Committee, was a written request from Sheriff Barker/Tyler Mayes, Sheriff's Department that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-46290-TSG Public Safety Grants \$3,111.86

Increase Expenditure Code:

101-54110-431-TSG Law Enforcement Supplies- Traffic Safety Grant \$3,111.86

Justification: Our office was awarded a traffic safety grant from AAA for the implementation of programs in our school. Programs will be distracted driving and DUI awareness.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 27th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Leon Jaquet, Veteran Service Office, that the following **TRANSFER (Payroll)** in General Fund 101 be approved.

Increase Expenditure Codes:

101-58300-355	Veteran Service- Travel	\$400.00
101-58300-399	Veteran Service- Other Contracted Service	2,000.00
101-58300-435	Veteran Service- Office Supplies	<u>600.00</u>
	Total Increased Expenditures	\$3,000.00

Decrease Expenditure Code:

101-58300-169	Veteran Service- Part-Time Help	\$3,000.00
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Justification: Transfer needed to cover office expenses through end of fiscal year. During Budget Process last year, monies were moved around within my budget accounts to make more accurate and avoid transfers late in the fiscal year, but when the budget was approved, all accounts were returned to prior year's levels and my budget lost money and now needing to move some excess money from Part-Time Payroll to finish fiscal year.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 28th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Annette Prewitt, County Commission, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-51100-307-0100	Communication	\$600.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$600.00
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Justification: To pay monthly fee for Jetpacks for commission to meet electronically.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 29th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance Director, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-99100-590-ESG	Transfers Out- Transfers to Other Funds- Energy Systems Group	\$164,223.68
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$164,223.68
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Justification: To pay for next ESG invoice. \$450,000 will come from County's restricted funds on the portion that was initially committed by Anderson County Government. The balance of the \$614,223.68 invoice less the \$450,000 is \$164,223.68. Unassigned will be reimbursed.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 30th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance Director, that the following **APPROPRIATION** in Capital Projects Fund 171 be approved.

Increase Expenditure Code:

171-91100-707-ESG	General Administration Projects- Building Improvements- Energy Systems Group	\$164,223.68
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Increase Revenue Code:

171-49800-ESG	Transfers In- Energy Systems Group	\$164,223.68
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Justification: To pay for next ESG invoice. \$450,000 will come from County's restricted funds on the portion that was initially committed by Anderson County Government. The balance of the \$614,223.68 invoice less the \$450,000 is \$164,223.68. Unassigned will be reimbursed.

Motion by Commissioner Rick Meredith, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

SECTION A:

BUDGET COMMITTEE – ACCEPT OR REJECT PROPOSED BUDGETS FOR FISCAL YEAR 2020/2021

PROPOSED BUDGETS OF OTHER FUNDS WITH RESERVES THAT MEET BUDGET GUIDELINES. Interim Finance Director, Robby Holbrook, requested a motion to accept or reject proposed budgets for Funds 115, 116, 122, 127, 128, and 131.

Motion made by Commissioner Catherine Denenberg to accept the proposed budgets for Funds 115, 116, 122, 127, 128, and 131, seconded by Commissioner Bob Smallridge. Motion passed by voice vote. Voting No: Commissioner Denver Waddell.

PROPOSED BUDGETS IN GENERAL FUND 101. Interim Finance Director, Robby Holbrook, requested a motion to accept, reject, or defer proposed budgets for all General Fund departments, except 52300-Property Assessor, 52600-Information Technology, and 56300-Senior Citizens Assistance.

Motion made by Commissioner Bob Smallridge to accept the proposed budgets for all General Fund departments, except 52300-Property Assessor, 52600-Information Technology, and 56300-Senior Citizens Assistance, seconded by Commissioner Catherine Denenberg. Motion passed by voice vote.

Department 52300-Property Assessor, Interim Finance Director, Robby Holbrook, presented the department's budget proposal for discussion. The proposal includes an increase of expenses in the amount of \$98,331.

Motion made by Commissioner Catherine Denenberg to approve half of the requested increase in expenses (\$49,165), seconded by Commissioner Theresa Scott. Motion passed by voice vote. Voting No: Commissioner Rick Meredith.

Department 52600-Information Technology, Interim Finance Director, Robby Holbrook, presented the department's budget proposal for discussion.

Motion made by Commissioner Theresa Scott to approve the Department 52600-Information Technology budget as presented, seconded by Commissioner Bob Smallridge.

Department 56300-Senior Citizens Assistance, Interim Finance Director, Robby Holbrook, presented the department's budget proposal for discussion; and requested a motion to accept or reject the proposed budget.

No motion was made.

Fund 118 EMS, Interim Finance Director, Robby Holbrook, requested a motion to accept or reject proposed budget #1 for Fund 118 EMS.

Motion made by Commissioner Catherine Denenberg to approve item for discussion, seconded by Commissioner Bob Smallridge.

Motion made by Commissioner Theresa Scott to table discussion and discuss at full Commission meeting, seconded by Commissioner Catherine Denenberg. Motion Passed.

SECTION B, Interim Finance Director, Robby Holbrook, presented the topics of spending and hiring freezes for discussion. No action taken.

SECTION C, Mayor Terry Frank presented detailed information regarding the "Governor's Local Government Support Grants". No action taken.

SECTION D, NEW BUSINESS

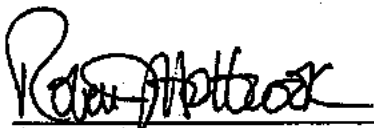
Commissioner Chuck Fritts presented rate increases for various campground fees, as proposed by the Conservation Board.

Motion made by Commissioner Denver Waddell to approve rate increases as presented, seconded by Commissioner Rick Meredith. Motion Passed.

SECTION E, OLD BUSINESS

NONE.

Meeting Adjourned.



Robby Holbrook, Interim Finance Director

BUDGET COMMITTEE AGENDA
April 09, 2020 AT 4:00 PM, GoToMeeting



1. Cash and Fund Balance Report, etc.....Robby Holbrook
2. Consent Agenda Transfers, not requiring Commission approval (1-7)
3. County Clerk/Jeff Cole Appropriations (8-11)
4. Highway/Gary Long Appropriations (12-16) ~~Delete #13~~
5. Senior Center/Cherie Phillips Appropriation (17)
6. Finance/Robby Holbrook..... Appropriations (18-22)
7. Mayor/Terry Frank..... Appropriations (23—25)
8. Sheriff's Department/Russell Barker..... Appropriation (26)
9. Veterans' Services/Leon Jaquet..... Transfer (27)
10. County Commission/Annette Prewitt..... Appropriation (28)
11. Finance/Robby Holbrook..... Appropriations (29-30)

SECTIONS:

- Vote on FY 20/21 Proposed Budgets/Robby Holbrook..... (A)
- Discussion on Spending & Hiring Freeze/Robby Holbrook..... (B)
- Governor's Grant/Mayor Terry Frank..... (C)
- New Business..... (D)
- Old Business..... (E)

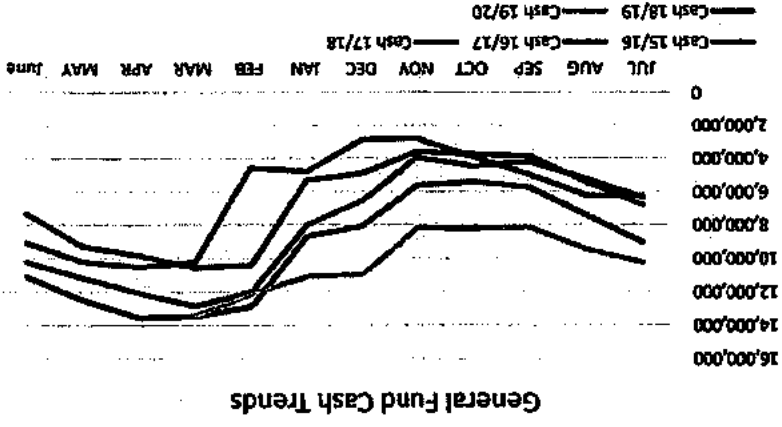
**ANDERSON COUNTY GOVERNMENT
CASH AND FUND BALANCE REPORT
March 31, 2020**

FUND	DESCRIPTION	NON-SPENDABLE	RESTRICTED FUNDS	COMMITTED FUNDS	ASSIGNED FUNDS	UNASSIGNED FUND BALANCE	TOTAL FUND BALANCE	CASH
101	General Fund	\$ -	\$ 1,355,791	\$ 2,059,016	\$ 519,857	\$ 3,652,910 *	\$ 7,587,574	\$ 13,436,103
115	Library Fund	\$ -	\$ 255,341	\$ -	\$ -	\$ -	\$ 255,341	\$ 439,965
116	Solid Waste/Sanitation Fund	\$ -	\$ 64,342	\$ -	\$ -	\$ -	\$ -	\$ 611,338
118	Ambulance Fund	\$ -	\$ 250	\$ -	\$ -	\$ 238,104	\$ 238,354	\$ 705,116
122	Drug Control Fund	\$ -	\$ 194,285	\$ 2,104	\$ -	\$ -	\$ 196,389	\$ 272,248
127	Channel 95 Fund	\$ -	\$ -	\$ -	\$ 61,383	\$ -	\$ 61,383	\$ 83,763
128	Tourism Fund	\$ -	\$ 297,853	\$ -	\$ -	\$ -	\$ 297,853	\$ 402,532
131	Highway Fund	\$ 35,560	\$ 269,737	\$ 2,491,006	\$ -	\$ -	\$ 2,796,303	\$ 4,848,017
141	General Purpose School Fund	\$ -	\$ -	\$ 5,671,876	\$ -	\$ -	\$ 5,671,876	\$ 18,125,157
143	Central Cafeteria	\$ 81,580	\$ 1,216,363	\$ -	\$ -	\$ -	\$ 1,297,943	\$ 1,566,963
151	General Debt Service Fund	\$ -	\$ 1,600,217	\$ 306,894	\$ -	\$ -	\$ 1,907,111	\$ 3,294,353
152	Rural Debt Service Fund	\$ -	\$ 816,050	\$ -	\$ -	\$ -	\$ 816,050	\$ 699,599
156	Education Debt Service Fund	\$ -	\$ 172,403	\$ 118,995	\$ -	\$ -	\$ 291,398	\$ 1,897,002
171	Capital Projects Fund	\$ -	\$ 101,339	\$ -	\$ -	\$ -	\$ 101,339	\$ 2,150,425
177	Education Capital Projects Fund	\$ -	\$ 491	\$ 5,996	\$ -	\$ -	\$ 6,487	\$ 824,350
263	Employee Benefit Fund	\$ 43,650	\$ -	\$ -	\$ 547,591	\$ -	\$ 591,241	\$ 925,283

* General Unassigned Fund Balance limit of \$4.5MM requiring 2/3 (11) votes for budget amendments.

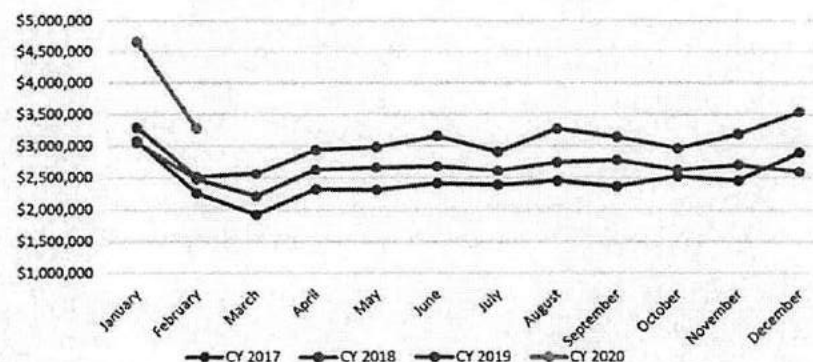
**Cash Trends
March**

Cash 15/16	10,206,155
Cash 16/17	10,551,222
Cash 17/18	12,853,297
Cash 18/19	13,454,695
Cash 19/20	13,436,103



	Anderson Co.	Clinton	Rocky Top	Norris	Oak Ridge	Oliver Springs	Total	+/-
2019								
January	\$262,394.18	\$794,904.04	\$68,231.26	\$25,023.95	\$2,049,448.99	\$94,145.30	\$3,294,147.72	8%
February	\$198,705.33	\$565,750.82	\$56,778.41	\$17,002.09	\$1,596,959.08	\$81,196.98	\$2,516,392.71	1%
March	\$243,438.83	\$588,926.17	\$58,050.57	\$17,984.40	\$1,549,661.81	\$105,266.45	\$2,563,328.23	16%
April	\$289,531.59	\$659,344.90	\$75,479.83	\$25,112.88	\$1,771,163.16	\$120,236.58	\$2,940,868.94	12%
May	\$233,123.71	\$617,648.11	\$63,856.62	\$21,106.78	\$1,975,073.95	\$75,961.05	\$2,986,770.22	12%
June	\$277,858.48	\$689,704.80	\$68,482.77	\$25,116.23	\$2,010,843.70	\$86,403.53	\$3,158,409.51	18%
July	\$257,767.29	\$644,478.72	\$74,586.55	\$28,313.31	\$1,826,736.78	\$79,546.35	\$2,911,429.00	12%
August	\$350,270.73	\$673,246.39	\$82,380.45	\$27,270.76	\$2,053,312.40	\$87,663.95	\$3,274,144.68	19%
September	\$257,844.81	\$641,347.37	\$73,011.62	\$24,271.62	\$2,072,170.32	\$75,540.99	\$3,144,186.73	13%
October	\$246,816.97	\$628,342.37	\$74,380.93	\$24,661.51	\$1,913,786.32	\$80,268.79	\$2,968,256.89	13%
November	\$293,945.41	\$641,815.82	\$75,938.96	\$25,441.19	\$2,077,688.60	\$75,313.23	\$3,190,143.21	18%
December	\$538,855.81	\$619,814.44	\$70,019.01	\$42,238.35	\$2,176,975.36	\$88,178.66	\$3,536,081.63	36%
Totals:	\$3,450,553.14	\$7,765,323.95	\$841,196.98	\$303,543.07	\$23,073,820.47	\$1,049,721.86	\$36,484,159.47	
2020								
January	\$1,025,233.42	\$741,449.75	\$80,091.55	\$37,186.31	\$2,649,211.65	\$124,906.57	\$4,658,079.25	41%
February	\$320,847.16	\$571,428.74	\$64,011.97	\$24,721.03	\$2,216,955.53	\$79,765.86	\$3,277,730.29	30%
March							\$0.00	-100%
April							\$0.00	-100%
May							\$0.00	-100%
June							\$0.00	-100%
July							\$0.00	-100%

Local Option Sales Tax - Total Net Collections



Anderson County
Summary Financial Statement
March 2020

118 Ambulance Service		Year-To-Date			Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenue							
40110	Current Property Taxes	247,331.00	(217,937.82)	88.12 %	20,610.92	0.00	0.00 %
40120	Trustee's Collection-Prior Yr	0.00	(12,726.29)	0.00 %	0.00	0.00	0.00 %
40125	Trustee's Collections - Bankruptcy	0.00	(43.85)	0.00 %	0.00	0.00	0.00 %
40140	Interest & Penalty	0.00	(1,482.75)	0.00 %	0.00	0.00	0.00 %
43120	Patient Charges	4,900,000.00	(3,685,234.83)	75.21 %	408,333.33	(358,545.65)	87.81 %
43190	Other General Service Charges	150,000.00	(80,235.10)	53.49 %	12,500.00	0.00	0.00 %
43350	Copy Fees	1,200.00	(359.00)	29.92 %	100.00	(40.00)	40.00 %
43517	Tuition-Other	1,500.00	(3,697.00)	246.47 %	125.00	(2,160.00)	1,728.00 %
44120	Lease/Rentals	0.00	(3,925.00)	0.00 %	0.00	(250.00)	0.00 %
44170	Miscellaneous Refunds	0.00	(1,357.69)	0.00 %	0.00	(1,357.69)	0.00 %
47240	Medicaid	400,000.00	(407,266.86)	101.82 %	33,333.33	(31,870.70)	95.61 %
49600	Proceeds From Sale Of Capital Assets	0.00	(2,360.00)	0.00 %	0.00	0.00	0.00 %
49700	Insurance Recovery	951.00	(3,033.78)	319.01 %	79.25	(1,895.55)	2,391.86 %
49800	Transfers In	65,925.00	(65,925.00)	100.00 %	5,493.75	0.00	0.00 %
	Total Revenue	5,766,907.00	(4,485,584.97)	77.78 %	480,575.58	(396,119.59)	82.43 %
Expenditures							
55130	Ambulance/Emergency Medical	(5,972,947.70)	4,227,046.86	70.77 %	(497,745.64)	438,202.59	88.04 %
82310	General Government	(35,250.00)	1,125.00	3.19 %	(2,937.50)	0.00	0.00 %
	Total Expenditures	(6,008,197.70)	4,228,171.86	70.37 %	(500,683.14)	438,202.59	87.52 %
Total 118	Ambulance Service	(241,290.70)	(257,413.11)	-106.68 %	(20,107.56)	42,083.00	209.29 %

Anderson County
Statement of Expenditures and Encumbrances
March 2020

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Fund : 118 Sub-Fund:

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
55130		Ambulance/Emergency Medical Services						
105			(72,609.82)	(72,609.82)	51,271.04	(21,338.78)	70.61%	5,542.66
	Supervisor/ Director		0.00		0.00			0.00
119			(182,787.71)	(182,787.71)	94,732.01	(88,055.70)	51.83%	13,995.20
	Accountants/Bookkeepers		0.00		0.00			0.00
131			(1,837,139.89)	(1,837,139.89)	1,287,297.06	(549,842.83)	70.07%	127,637.08
	Medical Personnel		0.00		0.00			0.00
169			(90,000.00)	(90,000.00)	80,189.51	(9,810.49)	89.10%	8,929.90
	Part-Time Help		0.00		0.00			0.00
187			(1,002,825.00)	(1,002,825.00)	743,949.88	(258,875.12)	74.19%	78,505.17
	Overtime Pay		0.00		0.00			0.00
201			(196,501.00)	(196,501.00)	135,775.67	(60,725.33)	69.10%	13,651.95
	Social Security		0.00		0.00			0.00
204			(232,315.00)	(232,315.00)	143,760.67	(88,554.33)	61.88%	13,553.90
	State Retirement		0.00		0.00			0.00
206			(2,496.00)	(2,496.00)	3,074.03	578.03	123.16%	353.50
	Life Insurance		0.00		0.00			0.00
207			(539,880.00)	(539,880.00)	284,880.50	(254,999.50)	52.77%	31,733.00
	Medical Insurance		0.00		0.00			0.00
208			(24,918.00)	(24,918.00)	15,762.78	(9,155.22)	63.26%	1,832.70
	Dental Insurance		0.00		0.00			0.00
209			(21,503.00)	(21,503.00)	5,278.18	(16,224.82)	24.55%	562.98
	S/T Disability Insurance		0.00		0.00			0.00
210			(4,200.00)	(4,200.00)	533.40	(3,666.60)	12.70%	0.00
	Unemployment Compensation		0.00		0.00			0.00
212			(45,956.00)	(45,956.00)	31,723.13	(14,232.87)	69.03%	3,192.75
	Employer Medicare		0.00		0.00			0.00
307			(14,000.00)	(14,000.00)	8,484.66	(5,515.34)	60.60%	500.90
	Communication		0.00		0.00			0.00
307	0100		(20,000.00)	(20,000.00)	3,603.99	(12,820.10)	35.90%	179.90
	Communication		0.00		3,575.91			0.00

Anderson County
Statement of Expenditures and Encumbrances
March 2020

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Fund : 118 Sub-Fund:

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
307	0200		(8,500.00)	(8,500.00)	6,475.40	0.00	100.00%	842.46
	Communication		0.00		2,024.60			(842.46)
309	KICK		(138,622.00)	(138,622.00)	64,261.76	(74,360.24)	46.36%	0.00
	Contracts With Governmental Agencies		0.00		0.00			0.00
317			(3,500.00)	(3,500.00)	2,531.56	(108.44)	96.90%	368.03
	Data Processing Services		0.00		860.00			383.53
320			(1,500.00)	(1,500.00)	765.00	(735.00)	51.00%	0.00
	Dues And Memberships		0.00		0.00			0.00
329			(41,000.00)	(41,000.00)	26,309.94	(2,010.00)	95.10%	1,855.80
	Laundry Service		0.00		12,680.06			(1,855.80)
334			(23,000.00)	(23,000.00)	20,713.53	(2,286.47)	90.06%	0.00
	Maintenance Agreements		0.00		0.00			0.00
335			(15,000.00)	(15,000.00)	9,498.63	(525.31)	96.50%	590.04
	Maint & Repair – Building		0.00		4,976.06			409.96
336			(7,500.00)	(7,500.00)	1,664.74	(2,000.00)	73.33%	382.79
	Maint & Repair Equipment		0.00		3,835.26			117.21
338			(75,000.00)	(75,951.00)	47,737.10	(25,511.16)	66.41%	0.00
	Repairs And Maintenance Vehicles		(951.00)		2,702.74			0.00
338	1000		(29,000.00)	(29,000.00)	5,187.87	(10,610.00)	63.41%	1,221.35
	Repairs And Maintenance Vehicles		0.00		13,202.13			3,148.65
347			(1,260.00)	(1,260.00)	0.00	(1,260.00)	0.00%	0.00
	Pest Control		0.00		0.00			0.00
348			(500.00)	(500.00)	125.55	(374.45)	25.11%	31.75
	Postal Charges		0.00		0.00			0.00
349			(800.00)	(800.00)	513.69	(102.31)	87.21%	416.00
	Printing, Stationary & Forms		0.00		184.00			(416.00)
351			(24,000.00)	(24,000.00)	22,000.00	0.00	100.00%	2,000.00
	Rentals		0.00		2,000.00			(2,000.00)
355			(7,000.00)	(7,000.00)	2,763.54	(3,140.26)	55.14%	572.80
	Travel		0.00		1,096.20			(703.80)

Anderson County
Statement of Expenditures and Encumbrances
March 2020

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Fund : 118 Sub-Fund:

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
356			(17,000.00)	(13,800.00)	0.00	(13,800.00)	0.00%	0.00
	Tuition		3,200.00		0.00			0.00
359			(2,000.00)	(2,000.00)	1,351.44	(648.56)	67.57%	0.00
	Disposal Fees		0.00		0.00			0.00
399			(410,000.00)	(410,000.00)	256,115.49	(64,330.40)	84.31%	2,265.99
	Other Contracted Services		0.00		89,554.11			(2,265.99)
410			(9,000.00)	(9,000.00)	6,828.69	(50.31)	99.44%	0.00
	Custodial Supplies		0.00		2,121.00			2,000.00
413			(240,000.00)	(240,000.00)	102,589.73	(12,585.35)	94.76%	9,537.44
	Drugs & Medical Supplies		0.00		124,824.92			97,822.56
413		1000	(1,500.00)	(1,500.00)	702.00	0.00	100.00%	0.00
	Drugs & Medical Supplies		0.00		798.00			0.00
414			(500.00)	(500.00)	0.00	0.00	100.00%	0.00
	Duplicating Supplies		0.00		500.00			500.00
425			(130,000.00)	(130,000.00)	82,816.77	(4,746.59)	96.35%	8,155.59
	Gasoline		0.00		42,436.64			(6,357.13)
434			(7,000.00)	(7,000.00)	3,271.25	(3,728.75)	46.73%	1,124.86
	Natural Gas		0.00		0.00			0.00
435			(2,500.00)	(2,500.00)	932.58	(567.42)	77.30%	257.79
	Office Supplies		0.00		1,000.00			754.13
450			(20,000.00)	(20,000.00)	9,949.64	(4,084.80)	79.58%	0.00
	Tires And Tubes		0.00		5,965.56			3,500.00
451			(30,000.00)	(30,000.00)	22,872.87	(49.24)	99.84%	3,476.16
	Uniforms		0.00		7,077.89			2,123.84
452			(34,000.00)	(34,000.00)	23,547.74	(10,452.26)	69.26%	2,212.88
	Utilities		0.00		0.00			0.00
453			(10,000.00)	(10,000.00)	5,410.21	(1,496.97)	85.03%	89.84
	Vehicle Parts		0.00		3,092.82			(89.84)
453		1000	(32,000.00)	(32,000.00)	16,862.75	(9,389.07)	70.66%	536.25
	Vehicle Parts		0.00		5,748.18			963.75

Anderson County
Statement of Expenditures and Encumbrances
March 2020

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Fund : 118 Sub-Fund:

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
499			(12,000.00)	(12,000.00)	5,595.20	(1,290.51)	89.25%	584.02
	Other Supplies & Materials		0.00		5,114.29			1,116.55
502			(5,000.00)	(5,000.00)	3,750.00	(1,250.00)	75.00%	0.00
	Building & Contents Insurance		0.00		0.00			0.00
506			(22,612.00)	(22,612.00)	16,959.00	(5,653.00)	75.00%	0.00
	Liability Insurance		0.00		0.00			0.00
510			(63,893.00)	(63,893.00)	45,765.49	(18,127.51)	71.63%	4,934.28
	Trustee's Commission		0.00		0.00			0.00
511			(11,500.00)	(11,500.00)	8,625.00	(2,875.00)	75.00%	0.00
	Vehicle & Equipment Insurance		0.00		0.00			0.00
513			(180,000.00)	(180,000.00)	135,000.00	(45,000.00)	75.00%	0.00
	Workman's Comp Ins		0.00		0.00			0.00
524			(28,000.00)	(31,200.00)	17,150.45	(41.00)	99.87%	12,889.89
	Staff Development		(3,200.00)		14,008.55			(9,689.89)
708			(5,000.00)	(17,178.28)	0.00	(17,178.28)	0.00%	0.00
	Communication Equipment		(12,178.28)		0.00			0.00
709			(10,000.00)	(10,000.00)	6,784.00	(3,216.00)	67.84%	0.00
	Data Processing Equipment		0.00		0.00			0.00
711			(6,000.00)	(6,000.00)	2,339.37	(2,700.00)	55.00%	0.00
	Furniture And Fixtures		0.00		960.63			0.00
790			(7,000.00)	(7,000.00)	1,486.01	(1,442.90)	79.39%	0.00
	Other Equipment		0.00		4,071.09			0.00
Total 55130 Ambulance/Emergency			(5,959,818.42)	(5,972,947.70)	3,877,570.50	(1,740,966.56)	70.85 %	354,517.60
			(13,129.28)		354,410.64			88,619.27
82310	General Government							
602			(33,000.00)	(33,000.00)	0.00	(33,000.00)	0.00%	0.00
	Principal On Notes		0.00		0.00			0.00
604			(2,250.00)	(2,250.00)	1,125.00	(1,125.00)	50.00%	0.00
	Interest On Notes		0.00		0.00			0.00
Total 82310 General Government			(35,250.00)	(35,250.00)	1,125.00	(34,125.00)	3.19 %	0.00
			0.00		0.00			0.00

Template Name: LGC Statement of
Created by: LGC

Anderson County
Statement of Expenditures and Encumbrances
March 2020

User:
Date/Time:

rhobrook
4/2/2020 3:54 PM
Page 5 of 5

Fund : 118 Sub-Fund:

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
Total For Fund:	118		(5,995,068.42)	(6,008,197.70)	3,878,695.50	(1,775,091.56)	70.46 %	354,517.60
			(13,129.28)		354,410.64			88,619.27

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☒
 DEPARTMENT:
 51500 Election Commission

APPROPRIATION: ☐
 FROM:
 M. Stephens

0001322

INCREASE/DECREASE (circle one)	CODE DESCRIPTION	AMOUNT
101-51500 - 435	Office Supplies	\$ 1,500.00
399	Other Contracted Services	\$ 4,000.00
709	Data Processing Equipment	\$ 1,000.00
336	Repair Voting Equipment	\$ 1,700.00
	TOTAL	\$ 8,200.00

INCREASE/DECREASE (circle one)	CODE DESCRIPTION	AMOUNT
101-51500 - 351	Rentals	\$ 8,200.00
	TOTAL	\$ 8,200.00

Motion <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <input type="checkbox"/> With </div>	
Seconded	
Motion	

Detailed Justification / Explanation :

The transfer is needed to address these needs:

- office supplies - paper, toner, labels, cleaning supplies
- other contracted services - to bring our website up to ADA compliance
- data processing equipment - purchase label makers, external backup drive for servers, and a printer.
- repair voting machines - replace motherboards, hard drives, and internal batteries for voting system

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Page ____ of ____

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

0001323

TRANSFER: ☒

APPROPRIATION: ☐

DEPARTMENT:

FROM:

Dental

Art Miller

AM

DATE 3/5/2020

INCREASE / DECREASE (circle one)	CODE DESCRIPTION	AMOUNT
	101-55180-599 Other charges	\$ 1,500.00
	101-55180-508 Liability Insurance	\$700
	101-55180-435 Office supplies	\$300
		\$ 2,500.00

INCREASE / DECREASE (circle one)	CODE DESCRIPTION	
	101-55180-735 Health equipment	\$ 1,500.00
	101-55180-499 other supplies	\$1,000

3000
6500

<p>Motion</p> <p><input type="checkbox"/> To Approve</p> <p><input type="checkbox"/> To Refer</p> <p><input type="checkbox"/> With <input type="checkbox"/> W/O</p> <p>Seconded _____</p> <p>Motion _____</p>	<p>\$ 2,500.00</p>
---	--------------------

Detailed Justification / Explanation :

Liability reimbursement for Dr. Bible on dental services at HD.

Transportation for AC schools student in need of dental services at the Health dept dental. Clinic memorandum with AC reimburse for driver/ cheprone and fuel not to exceed \$75 p/ day

What Impact does this amendment/appropriation have on next year's budget? (One time amendment or permanent increase)

Increase for next year

Please attach additional sheet if more information is needed

2

ANDERSON COUNTY GOVERNMENT BUDGET AMENDMENT REQUEST

Important Note: This form is due to the Budget Director's Office by 2:00 p.m. on the Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

0001324

TRANSFER: ☒

APPROPRIATION: ☐

DEPARTMENT: *Property Assessor*
Major line item

FROM: *John K. Allog, Jr.*
(Department Contact Person) *or Billy Brown*
DATE: *March 10, 2020*

INCREASE / DECREASE CODE	DESCRIPTION	AMOUNT
<i>101 52300-331</i>	<i>Legal Services</i>	<i>6,000 "</i>

10540

INCREASE / DECREASE CODE	DESCRIPTION	AMOUNT
<i>101 52310-317</i>	<i>Data Processing</i>	<i>6,000 "</i>
	<i>Re-appraisal - ACN</i>	

Justification / Explanation:

John K. Allog, Jr.

***Please attach additional sheet if necessary for additional information.*



JUSTIN P. WILSON
Comptroller

JASON E. MUMPOWER
Deputy Comptroller

March 5, 2020

To: Anderson County Assessor

From: Office of the Comptroller
Division of Property Assessments

Subject: County Budget Estimates Fiscal Year 2020 - 2021

Anderson County Information

# of Years in Reappraisal Cycle	5
Last Reappraisal Year	2020
Next Reappraisal Year	2025
2019 Parcel Count	40,884 <i>40,919 as of 3/10/20</i>

1 40,925
.. 0.389
15,919.83
- 10,000.00
5,919.83

These amounts represent estimated expenditures for property assessment administration for FY2020/2021. This does not represent the total amount of the budget of the Assessor of Property, but rather estimated expenditures paid to the state. All CAMA system charges are based on a per parcel amount. If your county reappraises in FY2020/2021, remember to increase your postage budget to account for an increased number of change notices.

Process	CAMA System	Amount
CAMA System Maintenance and Support	IMPACT	\$0.22 per parcel
IT- System Support	IMPACT	\$0.09 per parcel
Annual Tax Billing Processing	IMPACT	\$0.18 per parcel
Reappraisal Data Processing	IMPACT	\$0.19 per parcel
Optional Printing Services Costs (if requested by the Trustee)		
	Tax Billing Document Print	
	Tax Rolls	\$0.02 per parcel
	Tax Notice	\$0.03 per parcel
	Tax Receipts	\$0.05 per parcel
	Tax Reports (cost per report)	\$0.0015 per parcel
Postage Estimates (subject to change)		
Reappraisal Notices	Notices are 8 1/2 x 11. If mailed from state	\$0.389 per notice
Tax Billing Notices	Notices are 8 1/2 x 11. If mailed from state	\$0.389 per notice

*

3

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Page ____ of ____

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

0001325

TRANSFER: ☒
 DEPARTMENT:
Human Resources & Risk Management

APPROPRIATION: ☐
 FROM:
Kim Jeffers-Whitaker

4/2/2020

INCREASE/DECREASE (circle one)	CODE DESCRIPTION	AMOUNT
101-51310-709	Data Processing Equipment	\$500
101-51310-524	Staff Development	\$ 500
101-51310-317	Data Processing Services	\$ 300
	TOTAL	\$ 1,300.00

569
750
935

INCREASE/ DECREASE (circle one)	CODE DESCRIPTION	
101-51310-435	Office Supplies	\$ 1,000
101-51310-399	Other Contracted Services	\$ 300
	TOTAL	\$ 1,300.00

Motion <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O	
Seconded	
Motion	

Detailed Justification / Explanation :

The HR Department is heading into open enrollment season - our busiest and most important time of the year for the County's employees. Despite HR's annual Emergency Plan purchases, we lacked a laptop. Benefit season along with COVID-19, required an early purchase. Because the data processing equipment lack funding for the full purchase, I coordinated with IT and Finance to attain the required equipment from the office supplies line item because funding was available and the laptop fits the criteria. IT set up the equipment and assisted in meeting the immediate need to ensure HR's Emergency Plan could be facilitated while caring for staff during enrollment. Other contracted services was lacked appropriate funding due to the current year budget being based upon the PY contract leaving a shortage in that line item.

Since there are funds available in other areas, the request is for transfers of the above line items to the HR Office Supplies and Contracted Services line items to cover the cost.

NOTE: This transfer does not impact next year's budget.

4

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☒ 4/2/2020 APPROPRIATION: ☐
 DEPARTMENT: Emergency Services FROM: Nathan Sweet

0081326

DECREASE	CODE DESCRIPTION	AMOUNT
118-55130.358	Tuition	\$ 13,800.00
		\$ 13,800.00

13,800

INCREASE	CODE DESCRIPTION	
118-55130.410	Custodial Supplies	\$ 2,800.00
118-55130-413	Medical Supplies	\$ 11,000.00
		\$ 13,800.00

Detailed Justification / Explanation :

Employees that were going to go to paramedic school did not go, or did not need funding from EMS. Increased need for cleaning supplies and medical supplies due to COVID-19.

What Impact does this amendment/appropriation have on next year's budget? (One time amendment or permanent increase)

No impact on next year budget, unless COVID-19 continues longer than expected.

5

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☒APPROPRIATION: ☐

DEPARTMENT:

FROM:

0001327

Finance

Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
151-82210-603-6031	General Government - Interest On Bonds	\$ 106,157.50
	TOTAL	\$ 106,157.50

DECREASE	CODE DESCRIPTION	AMOUNT
151-82210-603-REFUND	General Government - Interest On Bonds - Refunded GO	\$ 106,157.50
	TOTAL	\$ 106,157.50

Motion			
<input type="checkbox"/>	To Approve		
<input type="checkbox"/>	To Refer		
<input type="checkbox"/>	With	<input type="checkbox"/>	W/O
Seconded			
Motion			

Detailed Justification / Explanation :

Money needs to be moved to pay for interest and reflect the correct General Obligation Bond,

Series 2011D.

Impact on 19/20 Budget - NO

(6)

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Page ____ of ____

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☒

APPROPRIATION: ☐

0001328

DEPARTMENT:

FROM:

FINANCE

Randy Walters

INCREASE	CODE DESCRIPTION	AMOUNT
263-51900-399-MEDBN	Other G & A -Other Contracted Services -MedBen	\$ 40,000.00
TOTAL		\$ 40,000.00

DECREASE	CODE DESCRIPTION	AMOUNT
263-51900-340-MEDBN	Other G & A -Medical & Dental Services -MedBen	\$ 40,000.00
TOTAL		\$ 40,000.00

<p>Motion</p> <p><input type="checkbox"/> To Approve</p> <p><input type="checkbox"/> To Refer</p> <p style="margin-left: 40px;"><input type="checkbox"/> With <input type="checkbox"/> W/O</p> <p>Seconded _____</p> <p>Motion</p>	
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Detailed Justification / Explanation :

Corrects original budget estimate for MedBen Administrative fees

Impact on 20/21 budget - No impact.

Please attach additional sheet if more information is needed

7

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Page ____ of ____

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ██████████

0081329

DEPARTMENT:

FROM:

County Clerk _____

Jeff Cole _____

Decrease	CODE DESCRIPTION	AMOUNT
101-34515	Restricted County clerk Data Process	\$ 5,900.00
TOTAL		\$ 5,900.00

599:

Increase	CODE DESCRIPTION	
101-52500-355 379	Service Contracts	\$ 5,900.00
TOTAL		\$ 5,900.00

<p>Motion</p> <p><input type="checkbox"/> To Approve</p> <p><input type="checkbox"/> To Refer</p> <p style="margin-left: 40px;"><input type="checkbox"/> With <input type="checkbox"/> W/O</p> <p>Seconded _____</p> <p>Motion _____</p>	
---	--

Detailed Justification / Explanation :

To pay for the new website.

Impact on 19/20 bud get

One Time Increase

(8)

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Page ____ of ____

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ██████████

0081330

DEPARTMENT:

FROM:

County Clerk _____

Jeff Cole _____

Decrease	CODE DESCRIPTION	AMOUNT
101-34515	Restricted County clerk Data Process	\$ 8,700.00
TOTAL		\$ 8,700.00

599!

Increase	CODE DESCRIPTION	
101-52500-709	Data Processing Equipment	\$ 8,700.00
TOTAL		\$ 8,700.00

<p>Motion</p> <p><input type="checkbox"/> To Approve</p> <p><input type="checkbox"/> To Refer</p> <p style="margin-left: 40px;"><input type="checkbox"/> With <input type="checkbox"/> W/O</p> <p>Seconded _____</p> <p>Motion _____</p>	
---	--

Detailed Justification / Explanation :

To purchase computers for County Clerk's Offices

Impact on 19/20 bud get

One Time Increase

9

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Page ____ of ____

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: [REDACTED]

0001331

DEPARTMENT:

FROM:

County Clerk _____

Jeff Cole _____

Increase	CODE DESCRIPTION	AMOUNT
101-46990-6000	Business Tax Process Fee	\$ 1,840.00
TOTAL		\$ 1,840.00

Increase	CODE DESCRIPTION	
101-52500-709	Data Processing Equipment	\$ 1,840.00
TOTAL		\$ 1,840.00

<p>Motion</p> <p><input type="checkbox"/> To Approve</p> <p><input type="checkbox"/> To Refer</p> <p style="margin-left: 40px;"><input type="checkbox"/> With <input type="checkbox"/> W/O</p> <p>Seconded _____</p> <p>Motion _____</p>	
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Detailed Justification / Explanation :

To purchase two Datamax O-Neil Printers for County Clerk's Office

To purchase Router 10GB 12 port including installation & travel

Impact on 19/20 budget

One Time Increase

10

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Page ____ of ____

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ██████████

0001332

DEPARTMENT:

FROM:

County Clerk _____

Jeff Cole _____

Increase	CODE DESCRIPTION	AMOUNT
101-46990-6000	County Clerk's Business Tax Process Fee	\$ 6,145.00
	TOTAL	\$ 6,145.00

Increase	CODE DESCRIPTION	
101-52500-709	Data Processing Equipment	\$ 6,145.00
	TOTAL	\$ 6,145.00

<p>Motion</p> <p><input type="checkbox"/> To Approve</p> <p><input type="checkbox"/> To Refer</p> <p style="margin-left: 40px;"><input type="checkbox"/> With <input type="checkbox"/> W/O</p> <p>Seconded _____</p> <p>Motion _____</p>	
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Detailed Justification / Explanation :

To purchase a NCPA Switch for the Clerk's office to speed up the computer system response time to allow quicker service to the customers.

Impact on 19/20 budget

One Time Increase

11

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Page ____ of ____

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ☒

0061333

DEPARTMENT:

4/1/2020

Highway

Gary Long Road Superintendent

Increase	CODE DESCRIPTION	AMOUNT
131-62000-402	ASPHALT	\$ 250,000.00
	TOTAL	\$ 250,000.00

Decrease	CODE DESCRIPTION	
131-34550	RESTRICTED FOR HIGHWAY	\$ 250,000.00
	TOTAL	\$ 250,000.00

37m

<p>Motion</p> <p><input type="checkbox"/> To Approve</p> <p><input type="checkbox"/> To Refer</p> <p style="margin-left: 40px;"><input type="checkbox"/> With <input type="checkbox"/> W/O</p> <p>Seconded _____</p> <p>Motion</p>	
--	--

Detailed Justification / Explanation :

To cover projected / potential shortfalls for budget year ending June 30, 2020

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ☒

0081334

DEPARTMENT:

2/23/2020

Highway

Gary Long Road Superintendent

Delete

Increase	CODE DESCRIPTION	AMOUNT
131-68000-713	Slide Repair	\$ 238,398.00
	Ridgeview Drive	
	TOTAL	\$ 238,398.00

Decrease	CODE DESCRIPTION	AMOUNT
131-34550	RESTRICTED FOR HIGHWAY	\$ 238,398.00
	TOTAL	\$ 238,398.00

3.7 mil

Motion

☐ To Approve

☐ To Refer

☐ With

☐

W/O

Seconded

Motion

Detailed Justification / Explanation :

To cover projected / potential shortfalls for budget year ending June 30, 2020

Build new road road

APR 24 2020 8:27 FINANCE

Please attach additional sheet if more information is needed

13

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ☒

0081335

DEPARTMENT:

2/23/2020

Highway

Gary Long Road Superintendent

Increase	CODE DESCRIPTION	AMOUNT
131-63100-433	Lubricants	\$ 10,000.00
	TOTAL	

\$ 10,000.00

Decrease	CODE DESCRIPTION	
131-34550	RESTRICTED FOR HIGHWAY	\$ 10,000.00
	TOTAL	

37ml

Motion <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded _____ Motion _____		\$ 10,000.00

Detailed Justification / Explanation :

To cover projected / potential shortfalls for budget year ending June 30, 2020

MAR 24 2020 AM 8:27 FINANCE

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Page ____ of ____

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ☒

0081336

DEPARTMENT:

2/23/2020

Highway

Gary Long Road Superintendent

Increase	CODE DESCRIPTION	AMOUNT
131-63100-336	Maintenance and Repair	\$ 20,000.00
	Equipment	
	TOTAL	\$ 20,000.00

Decrease	CODE DESCRIPTION	
131-34550	RESTRICTED FOR HIGHWAY	\$ 20,000.00
	TOTAL	\$ 20,000.00

<p>Motion</p> <p><input type="checkbox"/> To Approve</p> <p><input type="checkbox"/> To Refer</p> <p><input type="checkbox"/> With <input type="checkbox"/> W/O</p> <p>Seconded _____</p> <p>Motion _____</p>	
---	--

Detailed Justification / Explanation :

To cover projected / potential shortfalls for budget year ending June 30, 2020

MAR 20 20 04 08:27 FINANCE

Please attach additional sheet if more information is needed

15

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Page ____ of ____

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ☒

0081337

DEPARTMENT:

2/23/2020

Gary Long Road Superintendent

Highway

Increase	CODE DESCRIPTION	AMOUNT
131-68000-713	SLIDE REPAIR	\$ 300,000.00
	TOTAL	\$ 300,000.00

Decrease	CODE DESCRIPTION	
131-34550	RESTRICTED FOR HIGHWAY	\$ 300,000.00
	TOTAL	\$ 300,000.00

37M

Motion

☐ To Approve

☐ To Refer

☐ With

☐ W/O

Seconded

Motion

Detailed Justification / Explanation :

To cover projected / potential shortfalls for budget year ending June 30, 2020

Please attach additional sheet if more information is needed

16

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☒ X

0081338

DEPARTMENT:

FROM:

Finance / Sr. Center

Cheri Phillips / Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
101-58300-410	Senior Citizens Assistance - Custodial Supplies	\$ 1,623.00
	TOTAL	\$ 1,623.00

DECREASE	CODE DESCRIPTION	
101-34635-SENR	Committed For Social, Cultural, Rec - Office on Aging	\$ 1,623.00
	TOTAL	\$ 1,623.00

17199

Motion		
<input type="checkbox"/> To Approve		
<input type="checkbox"/> To Refer		
<input type="checkbox"/> With	<input type="checkbox"/> W/O	
Seconded		
Motion		

Detailed Justification / Explanation :

Purchases for supplies were made from code 410, custodial supplies, and the supplies were not all custodial supplies. The Senior Center was advised to use donations to pay for supplies that were not custodial.

Impact on 19/20 Budget - NO

17

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☒**0081339**

DEPARTMENT:

FROM:

Finance

Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
101-99100-590-ESG	Transfers Out - Transfers To Other Funds - Energy Systems Group	\$ 250,000.00
	TOTAL	\$ 250,000.00
DECREASE	CODE DESCRIPTION	
101-34525-4000	Restricted- Jail Commissary - Jail Commissary	\$ 250,000.00
	TOTAL	\$ 250,000.00
Motion <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded		
Motion		

Detailed Justification / Explanation :

Money committed for ESG jail project from Jail Commissary restricted funds.

Impact on 19/20 Budget - NO

18

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☒**0081340**

DEPARTMENT:

FROM:

Finance

Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
171-91100-707-ESG	General Administration Projects - Building Improvements -	\$ 250,000.00
	Energy Systems Group	
	TOTAL	\$ 250,000.00

INCREASE	CODE DESCRIPTION	AMOUNT
171-49800- -ESG	Transfers In - Energy Systems Group	\$ 250,000.00
	TOTAL	\$ 250,000.00

Motion <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O	
Seconded _____	
Motion _____	

Detailed Justification / Explanation :

Money committed for ESG jail project from Commissary restricted funds.

Impact on 19/20 Budget - NO

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

0081341

TRANSFER: ☐

APPROPRIATION: ☒

DEPARTMENT:

FROM:

Finance

Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
101-99100-590-ESG	Transfers Out - Transfers To Other Funds - Energy Systems Group	\$ 200,000.00
	TOTAL	\$ 200,000.00
DECREASE	CODE DESCRIPTION	
101-34520-CSCOM	Restricted For Admin Of Justice -	\$ 200,000.00
	Courthouse Security by Commission	
	TOTAL	\$ 200,000.00
Motion <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded		
Motion		

Detailed Justification / Explanation :

Money committed for ESG jail project from Courthouse Security by Commission restricted funds.

Impact on 19/20 Budget - NO

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☒

0081342

DEPARTMENT:

FROM:

Finance

Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
171-91100-707-ESG	General Administration Projects - Building Improvements -	\$ 200,000.00
	Energy Systems Group	
	TOTAL	\$ 200,000.00
INCREASE	CODE DESCRIPTION	
171-49800- -ESG	Transfers In - Energy Systems Group	\$ 200,000.00
	TOTAL	\$ 200,000.00
Motion		
<input type="checkbox"/> To Approve		
<input type="checkbox"/> To Refer		
<input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded		
Motion		

Detailed Justification / Explanation :

Money committed for ESG jail project from Courthouse Security by Commission restricted funds.

Impact on 19/20 Budget - NO

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☒

0081343

DEPARTMENT:

FROM:

Finance

Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
101-51100-118-CHTR	County Commission - Secretary To Board - Charter Commission	\$ 500.00
101-51100-201-CHTR	County Commission - Social Security - Charter Commission	\$ 31.00
101-51100-204-CHTR	County Commission - State Retirement - Charter Commission	\$ 37.00
101-51100-212-CHTR	County Commission - Employer Medicare - Charter Commission	\$ 7.00
101-51100-331-CHTR	County Commission - Legal Services - Charter Commission	\$ 200.00
	TOTAL	\$ 775 750.00
DECREASE	CODE DESCRIPTION	
101-39000	Unassigned	\$ 775 750.00
	TOTAL	\$ 775 750.00
Motion		
<input type="checkbox"/> To Approve		
<input type="checkbox"/> To Refer		
<input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded		
Motion		

Detailed Justification / Explanation :

To pay for expenses that are incurred from the Charter Commission meetings

Impact on 19/20 Budget - NO

22

Page ____ of ____

TYPE OF AMENDMENT

0081344

74,448

23

Page ____ of ____

TYPE OF AMENDMENT

0081345

County Mayor Terry Frank

DATE 4.6.2020

74,448

INCREASE / DECREASE (circle one)		CODE DESCRIPTION	
101-99100-590-SRBLD		Transfers Out-Transfers to Other Funds	\$25,000.00
		Senior Center Building Donations	
Motion			
<input type="checkbox"/> To Approve			
<input type="checkbox"/> To Refer			
<input type="checkbox"/> With <input type="checkbox"/> W/O			
Seconded			
Motion			\$ 25,000.00

This transfer is from donation of funds set aside for the purchase of a Senior Center facility.

24

Please attach additional sheet if more information is needed

Page ____ of ____

TYPE OF AMENDMENT

X

FROM:

DATE 4.6.2020

Please attach additional sheet if more information is needed

25

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Page ____ of ____

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ████████

0081347

DEPARTMENT:

FROM:

Sheriff's Department

Sheriff Barker/Tyler Mayes

DECREASE INCREASE	CODE DESCRIPTION	AMOUNT
101-46290-TSG	Public Safety Grants	\$ 3,111.86
TOTAL		\$ 3,111.86

INCREASE	CODE DESCRIPTION	
101-54110-431-TSG	Law Enforcement Supplies - Traffic Safety Grant	\$ 3,111.86
TOTAL		\$ 3,111.86

<p>Motion</p> <p><input type="checkbox"/> To Approve</p> <p><input type="checkbox"/> To Refer</p> <p style="margin-left: 40px;"><input type="checkbox"/> With <input type="checkbox"/> W/O</p> <p>Seconded _____</p> <p>Motion _____</p>	
---	--

Detailed Justification / Explanation :

Our office was awarded a traffic safety grant from AAA for the implementation of programs in our school. Programs will be distracted driving and DUI awareness.

Impact on 19/20 budget -

No impact.

26

Please attach additional sheet if more information is needed

2020 AAA Tennessee Traffic Safety Community Grant Application

**Submit application, along with a copy of your agency's W-9 to
MACooper@AutoClubGroup.AAA.com by February 7th, 2020**

Organization: Anderson County Sheriff's Office

Contact: Tyler Mayes

Mailing Address: 101 South Main Street, Ste. 400

City: Clinton State: TN Zip: 37716

County: Anderson

Phone: 865-258-2371 E-mail: tmayes@tnacso.net

Federal tax-exempt ID number: 62-6000477

Funds Requested (Limit of \$3,500 per agency): \$3,111.86

Approximate date(s) for event/campaign: 12/4/2020, 12/11/2020, 4/17/2020, 5/1/2020

Will this be a recurring event/campaign? Yes

Please describe in the page(s) below how the funds will be used by providing an event/campaign plan that includes:

- Which AAA key priority area(s) your event/campaign will focus on (Distracted Driving, Impaired Driving, Teen Driver Safety, Senior Driver Safety)
- Event/Campaign logistics and timeline for implementation
- Cost estimates
 - If you are requesting equipment items, please provide an itemized equipment list – if you already have quotes for equipment items please also include these
- Potential impact of event/campaign on community

PLEASE SEE ATTACHED

26

Anderson County Sheriff's Office 2020 Grant Application

Which AAA key priority area (s) your event/campaign will focus on (Distracted Driving, Impaired Driving, Teen Driver Safety, and Senior Driver Safety)?

The Anderson County Sheriff's Office will target Distracted Driving and Impaired Driving with the grant monies obtained. Specifically, our agency is requesting funds for the purchase of the Fatal Vision Drowsy and Distracted Program Kit and Alcohol Program Kit.

The Drowsy and Distracted Program Kit contains the following items: course creation tape, stop/go paddle, portable steering wheel, and the Driving Drowsy Goggles provide wearers with an experience of impairment from drowsiness or distraction while driving. The overall purpose of the goggles and kit is to make students aware of their choice of activities while driving, and of the potential consequences of those choices. There are three modes the students will be able to participate in:

Mode A: Distracted Dial: simulates what could happen if someone takes his eyes off the road "just long enough" to dial a phone. Every three seconds, the goggles black out for three seconds.

Mode B – Distracted Text: simulates the distraction that occurs when someone reads or responds to a text. The goggles black out for 4.6 seconds to simulate the amount of time a person's eyes and attention are on his phone, rather than on the road.

Mode C – Drowsy: simulates momentary micro-sleeps that build in waves until the eyes and brain shut down. The goggles black out beginning with a short half-second closure, and continue to black out for longer periods of time, progressing to a 10-second blackout.

The Alcohol Program Kit includes five (5) Fatal Vision Alcohol Simulation Goggles to demonstrate the effects of alcohol impairment at five (5) estimated blood alcohol concentration (BAC) levels. The demonstration will allow them to experience with a sober mind the simulated physical and cognitive impairments of alcohol, including slowed reaction time, reduced peripheral vision, and loss of equilibrium. This experience will help participants realize how susceptible they are to the potentially dangerous consequences of alcohol impairment when driving, and even while walking.

Event/Campaign logistics and timeline for implementation.

The Anderson County Sheriff's Office will host four (4) major events at our local high schools, Clinton High and Anderson County High.

April 17, 2020 (9:00 a.m. – 1:00 p.m.) Anderson County High School will host a prom safety event which centers on prom goers making wise decisions on the road and at the event. Both Fatal Vision Kits will be used at this event.

May 1, 2020 (9:00 a.m. – 1:00 p.m.) Clinton High School will host an event for their student body very similar to Anderson County High School's event on April 17, 2020.

26

December 4, 2020 (9:00 a.m. – 2:00 p.m.) The Anderson County Sheriff's Office School Resource Officer unit will hold an all-day Distracted Driving event at Anderson County High School that will include educational material and video presentations. More importantly, if we receive the grant monies, the Fatal Vision Drowsy and Distracted Program Kit will be used.

December 11, 2020 (9:00 a.m. – 2:00 p.m.) Clinton High School will hold the same event on this date.

Our School Resource Officer Unit has a tremendous relationship with our schools and will work closely throughout the year with administrative staff to incorporate these programs into individual classrooms.

Cost estimates

If you are requesting equipment items, please provide an itemized equipment list – if you already have quotes for equipment items please also include these.

The equipment quote is enclosed with this application.

The Fatal Vision Drowsy and Distracted Program Kit includes:

- Fatal Vision Drowsy and Distracted Goggles with hard carrying case.
- Stop/go paddle, arrow paddle, flex flyer steering wheel, course tape, timer, backpack, and in-app educational materials that include: six instructional videos, activity and user guides
- Distract-A-Match® and Fatal Reaction®
- "How Focused Are You?" Drowsy & Distracted Driving 3 Poster Pack

The Fatal Vision Alcohol Program Kit includes:

- 5 Fatal Vision Goggles with cloth bags
- 1 Backpack
- 1 Germicidal Wipes
- 1 TVL Lens Combo Pack
- 1 Fatal Vision Evidence-Based Program Support Materials

Potential impact of event/campaign on community

The Anderson County Sheriff's Office firmly believes in implementing programs and policing practices that benefit our community. Just recently, our overall department mission statement was changed to reflect the priority our community has with everything we do. If awarded these funds, AAA is allowing our agency to change lives in a significant way at the high school level. Currently, our School Resource Officer's do the very best they can educate and advising these students on making the right decision, but in a world of visual learners...our office needs resources to enhance the learning process. By simulating these events and allowing those to see firsthand the consequences of such actions will have a profound impact. After speaking to a mother from Clinton High School, her number one fear is her son's distracted driving and her inability to show her son the impact. The internet, pictures, and stories are often discussed, but

once they experience these kits, it will change their outlook. The mother was told about this grant opportunity and was instantly filled with hope and optimism that drivers at Anderson County and Clinton will be forever changed when behind the wheel.



500 S Nine Mound Road
Verona, WI 53593-0064
United States

Billing Address

Tyler Mayes
Anderson County Sheriff's Office
101 S. Main Street
Suite 400
Clinton, TN 37716

Shipping Address

Tyler Mayes
Anderson County Sheriff's Office
101 S. Main Street
Suite 400
Clinton, TN 37716

Order

Order Number	10905
Order Date	January 30, 2020
Payment Method	
Email	tmayes@tnacso.net
Telephone	865-457-8255

Product	Price	Quantity	Total
Fatal Vision® Drowsy and Distracted - Program Kit Goggles:2 Drowsy & Distracted Goggles SKU: FV DD Program Kit-02	\$1,885.00	1	\$1,885.00
Fatal Vision® Alcohol - Program Kit SKU: FV PROG	\$1,100.00	1	\$1,100.00
Shipping and Handling			\$126.88 via Ground
Tax			Not yet proposed
Total			Not yet proposed

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☒ (Payroll)

APPROPRIATION: ☐

0081348

DEPARTMENT:

FROM:

VETERANS SERVICE OFFICE

LEON JAQUET 03/25/20

<u>INCREASE</u>	CODE DESCRIPTION	AMOUNT
101.58300-355	Veteran Service - Travel	\$ 400.00
101.58300-399	Veteran Service - Other Contract Services	\$ 2,000.00
101.58300-435	Veteran Service - Office Supplies	\$ 600.00
		\$ 3,000.00

<u>DECREASE</u>	CODE DESCRIPTION	
101.58300-169	Veteran Service - Part-Time Help	\$ (3,000.00)
		\$ (3,000.00)

9512

Detailed Justification / Explanation:

MAR 9 '20 AM 11:44 FINANCE

Transfer needed to cover office expenses through end of Fiscal Year.

****During budget process last year, monies were moved around within my budget accounts**

to make more accurate and avoid transfers late in the Fiscal Year, but when the

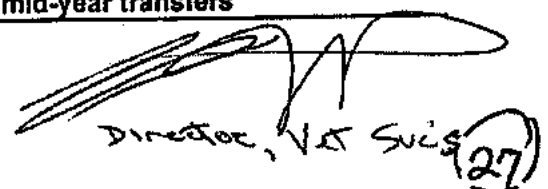
budget was approved, all accounts were returned to prior years levels and my budget LOST

money and now needing to move some excess from Part-Time Payroll to finish the Fiscal year

What Impact does this amendment/appropriation have on next year's budget? (One time amendment or permanent increase)

"Moved" monies around within my budget to bring my budget codes more into

line with actual amounts used throughout the Fiscal year and avoid mid-year transfers


Director, Vet Serv (27)

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Page ____ of ____

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: [REDACTED]

0081349

DEPARTMENT:

FROM:

County Commission

Annette Prewitt

Increase	CODE DESCRIPTION	AMOUNT
101-51100-307-100	Communication	\$ 600.00
	TOTAL	\$ 600.00

Decrease	CODE DESCRIPTION	
101-39000	Unassigned Fund Balance	\$ 600.00
	TOTAL	\$ 600.00

<p>Motion</p> <p><input type="checkbox"/> To Approve</p> <p><input type="checkbox"/> To Refer</p> <p style="margin-left: 40px;"><input type="checkbox"/> With <input type="checkbox"/> W/O</p> <p>Seconded _____</p> <p>Motion</p>	
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Detailed Justification / Explanation :

To pay monthly fee for Jetpacks for commission to meet electronically

MAR 30 '20 PM 2:27 FINANCE

Impact on 19/20 bud{get

One Time Increase

28

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☒

DEPARTMENT:

FROM:

Finance

Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
101-99100-590-ESG	Transfers Out - Transfers To Other Funds - Energy Systems Group	\$ 164,223.68
	TOTAL	\$ 164,223.68
DECREASE	CODE DESCRIPTION	
101-38000	Unassigned	\$ 164,223.68
	TOTAL	\$ 164,223.68
Motion		
<input type="checkbox"/> To Approve		
<input type="checkbox"/> To Refer		
<input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded		
Motion		

Detailed Justification / Explanation :

To pay for next ESG invoice. \$450,000 will come from County's restricted funds on the portion that was initially committed by Anderson County Gov. The balance of the \$614,223.68 invoice less the \$450,000 is \$164,223.68. Unassigned will be reimbursed.

Impact on 19/20 Budget - NO

29

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Important Note: this form is due to the budget Director's Office by 2:00 P.M. ON Tuesday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐APPROPRIATION: ☒

DEPARTMENT:

FROM:

Finance

Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
171-49800- ESG	Transfers In	\$ 164,223.68
TOTAL		\$ 164,223.68
DECREASE INCREASE	CODE DESCRIPTION	
171. -81110-707- ESG	General Administration Projects - Building Improvements	\$ 164,223.68
	Energy Systems Group	
TOTAL		\$ 164,223.68
Motion		
<input type="checkbox"/> To Approve		
<input type="checkbox"/> To Refer		
<input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded		
Motion		

Detailed Justification / Explanation :

To pay for next ESG invoice. \$450,000 will come from County's restricted funds on the portion that was initially committed by Anderson County Gov. The balance of the \$614,223.68 invoice less the \$450,000 is \$164,223.68. Unassigned will be reimbursed.

Impact on 19/20 Budget - NO

ANDERSON COUNTY GOVERNMENT
(BASED ON DEPARTMENT PROPOSED BUDGETS - MARCH 5TH)
ESTIMATED FUND BALANCES FOR FISCAL YEAR ENDING JUNE 30, 2021

Fund Description		Estimated ¹ Unrestricted Fund Equity July 1, 2020	Budgeted Revenues	Budgeted Expenditures	Budgeted Excess (Deficiency)	Estimated ¹ Unrestricted Fund Equity June 30, 2021	Comments	
101	County General Fund	*	\$4,519,541	\$28,841,378	\$28,702,905	\$138,473	\$4,658,014	Structurally Balanced; Healthy Reserve
115	Library Fund		\$255,440	\$633,136	\$888,438	(\$55,302)	\$200,138	Deficit; Healthy Reserve
116	Solid Waste Fund		\$81,342	\$1,877,982	\$1,802,759	\$75,223	\$136,565	Structurally Balanced; Reserve
118	EMS #1		\$238,104	\$6,303,456	\$6,472,426	(\$168,970)	\$69,134	Deficit; Reserve
118	EMS #2		\$238,104	\$6,138,456	\$5,891,089	\$247,367	\$485,471	Structurally Balanced; Reserve
122	Drug Control Fund		\$194,285	\$60,000	\$60,000	\$0	\$194,285	Structurally Balanced; Healthy Reserve
127	Channel 95 Fund		\$61,383	\$180,000	\$179,367	\$633	\$62,016	Structurally Balanced; Reserve
128	Tourism Fund		\$297,853	\$415,000	\$412,741	\$2,259	\$300,112	Structurally Balanced; Reserve
131	Highway / Public Works Fund		\$2,796,302	\$4,350,289	\$4,748,402	(\$398,113)	\$2,398,189	Deficit, Healthy Reserve

SECT B

	Anderson County, Tennessee	FY 2020	FY 2021		Proposed	Proposed	Proposed	Proposed	Proposed
	General Fund	Amended	Proposed		Budget	Budget	Budget	Budget	Budget
		Budgeted	Revenues &		Compliant,	Increased	Increased	Increased	Included
Dept			Expenses	Comments	Same or Lower	Personnel	Compensation	Expenses	Capital Outlay
	<u>Revenues</u>								
0000	Local Taxes	\$18,934,106	\$19,026,902						
1000	Licenses and Permits	\$361,000	\$346,000						
2000	Fines, Forfeitures, and Penalties	\$293,550	\$352,250						
3000	Charges for Current Services	\$615,795	\$570,000						
4000	Other Local Revenues	\$454,842	\$475,494						
5000	Fees Received From County Officials	\$3,895,050	\$4,120,050						
6000	State of Tennessee	\$3,617,611	\$3,518,682						
7000	Federal Government	\$581,823	\$397,000						
8000	Other Governments and Citizens Groups	\$98,502	\$35,000						
9000	Other Sources	\$177,861	\$0						
	Total Revenues	\$29,030,140	\$28,841,378	Total Revenues					
	<u>Expenditures</u>								
	<u>General Government</u>								
1100	County Commission	\$298,707	\$298,281	CTAS \$	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1210	Board of Equalization	\$7,448	\$14,488	Reappraisal year	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1240	Conservation/Parks & Recreation	\$367,962	\$295,710		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1300	County Mayor/Executive	\$234,211	\$225,860	CTAS \$.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1310	Personnel Office	\$279,233	\$215,889	Salary Increases. Reduced expenses.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1400	County Attorney	\$365,009	\$332,750	CTAS	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1500	Election Commission	\$439,769	\$484,120	CTAS \$. Pollworkers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1600	Register of Deeds	\$422,710	\$381,534	CTAS \$	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1720	Planning	\$270,889	\$254,690		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1730	Building	\$43,000	\$43,000		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1800	County Buildings	\$955,571	\$955,421	Increase in Utilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1900	Other General Administration	\$541,768	\$363,250		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1910	Preservation of Records	\$55,363	\$52,492		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<u>Finance</u>								
2100	Accounting	\$651,265	\$620,003	CTAS \$	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2200	Purchasing	\$230,245	\$235,839	Insurance increase of \$15,000	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2300	Property Assessor's Office	\$394,353	\$656,826	CTAS \$	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2310	Reappraisal Program	\$274,214	\$0	Moved budget to Prop Assessor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Anderson County, Tennessee	FY 2020	FY 2021		Proposed	Proposed	Proposed	Proposed	Proposed
	General Fund	Amended	Proposed		Budget	Budget	Budget	Budget	Budget
		Budgeted	Revenues &		Compliant,	Increased	Increased	Increased	Included
Dept			Expenses	Comments	Same or Lower	Personnel	Compensation	Expenses	Capital Outlay
2400	County Trustee's Office	\$693,066	\$624,020	CTAS \$. Tax attorney position eliminated	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2500	County Clerk's Office	\$895,147	\$824,743	CTAS \$.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<u>Administration of Justice</u>								
2600	Data Processing	\$307,709	\$314,838	Increased expenses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3100	Circuit Court	\$1,279,179	\$1,212,300	CTAS \$;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3200	Criminal Court	\$2,058	\$1,550		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3310	General Sessions Judge	\$587,079	\$571,181	CPI \$	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3330	Drug Court	\$78,801	\$78,750	\$70K Grant Revenue.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3400	Chancery Court	\$524,104	\$516,827	CTAS \$;	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3500	Juvenile Court	\$576,883	\$573,572	CPI \$	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3600	District Attorney General	\$169,438	\$177,659	VOCA Grant \$130,000, Insurance Increase	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3610	Office of Public Defender	\$40,979	\$40,979		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3700	Judicial Commissioners	\$2,154	\$2,154		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3800	Probate Court	\$3,500	\$3,500		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3900	Pre-Trial/Other Administration of Justice	\$125,073	\$123,391		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3920	Courtroom Security	\$30,400	\$30,400		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3930	Victim Assistance Programs	\$26,750	\$26,750	Pass through assessment.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<u>Public Safety</u>								
54110	Sheriff's Department	\$5,994,021	\$5,928,816	CTAS \$, SRO offset by extra revenue	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
54210	Jail	\$7,151,654	\$6,864,377		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
54230	Correctional Incentive Prog Improvements	\$114,463	\$100,449		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
54260	Commissary	\$120,000	\$35,000		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
54410	Civil Defense	\$721,128	\$697,655		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
54420	Rescue Squad	\$27,500	\$27,500		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
54490	Dispatch/Other Emergency Management	\$857,442	\$843,623		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
54610	County Coroner/Medical Examiner	\$400,000	\$400,000		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
54900	Other Public Safety/Fleet Services	\$440,514	\$437,768		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<u>Public Health and Welfare</u>								
55110	Local Health Center	\$278,305	\$253,745		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
55120	Rabies and Animal Control	\$247,552	\$206,255	Salary Increases approved.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
55160	Dental Health Program	\$399,030	\$375,146		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
55170	Alcohol and Drug Programs	\$0	\$0		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Anderson County, Tennessee	FY 2020	FY 2021		Proposed	Proposed	Proposed	Proposed	Proposed
	General Fund	Amended	Proposed		Budget	Budget	Budget	Budget	Budget
		Budgeted	Revenues &		Compliant,	Increased	Increased	Increased	Included
Dept			Expenses	Comments	Same or Lower	Personnel	Compensation	Expenses	Capital Outlay
5190	Other Local Health Services	\$540,700	\$440,400		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5390	Appropriation to State	\$123,486	\$123,486		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<u>Social, Cultural, and Recreational Services</u>								
6300	Senior Citizens Assistance	\$135,881	\$107,919	(\$18,000 rent adjustment) possible \$30,000 in part	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6700	Parks and Fair Boards	\$3,000	\$3,000		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<u>Agriculture and Natural Resources</u>								
7100	Agricultural Extension Service	\$175,087	\$181,497	Increase in salary for 1 position	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7500	Soil Conservation	\$57,928	\$56,401		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7800	Storm Water Management	\$35,260	\$35,110		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<u>Other Operations</u>								
8120	Industrial Development	\$162,000	\$162,000		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8190	Other Economic & Comm Development	\$0	\$0		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8300	Veterans' Services	\$94,237	\$92,565		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8400	Other Charges	\$471,600	\$466,500		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8500	Contributions to Other Agencies	\$125,000	\$100,000		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8900	Miscellaneous	\$241,674	\$210,926		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<u>Capital Projects</u>								
90000	Capital Projects	\$0	\$0		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
91130	Public Safety Projects	\$199,995	\$0		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
91170	Public Utility Projects	\$0	\$0		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
99100	Transfers Out	\$3,035,159	\$0		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Total Expenditures	\$33,326,653	\$28,702,905						
	Excess (Deficiency) of Revenues								
	Over Expenditures	(\$4,296,513)	\$138,473						

SECT B

<u>Anderson County, Tennessee</u>		FY 2020	FY 2021	
<u>Other Funds</u>		Amended	Revenues &	
Fund		Budgeted	Expenditures	Comments
		Amounts		
Libraries (Financially Healthy Fund)				
115	Revenues	\$648,892	\$633,136	Tax Levy \$0.0282
	Expenditures	\$736,727	\$688,438	
	Excess (Deficiency) of Revenues			Reserves 3.10.2020 of \$255,442
	Over Expenditures	<u>(\$87,835)</u>	<u>(\$55,302)</u>	
Solid Waste/Sanitation (Breakeven Budget, but Financially Healthy Fund)				
116	Revenues	\$1,807,035	\$1,877,982	Tax Levy 0.0667
	Expenditures	\$2,499,334	\$1,802,759	
	Excess (Deficiency) of Revenues			Reserves 3.10.20 of \$64,342
	Over Expenditures	<u>(\$692,299)</u>	<u>\$75,223</u>	
EMS/Ambulance				
118	Revenues	\$5,766,907	\$6,303,456	No Tax Levy 0.015
	Expenditures	\$6,008,198	\$6,472,668	
	Excess (Deficiency) of Revenues			Reserves 3.10.20 of \$238,104
	Over Expenditures	<u>(\$241,291)</u>	<u>(\$169,212)</u>	
Drug Control (Financially Healthy Fund)				
122	Revenues	\$60,000	\$60,000	Grants
	Expenditures	\$150,000	\$60,000	
	Excess (Deficiency) of Revenues			Reserves 3.10.20 of \$196,389
	Over Expenditures	<u>(\$90,000)</u>	<u>\$0</u>	
Channel 95 (Financially Healthy Fund)				
127	Revenues	\$185,157	\$180,000	Special Revenue
	Expenditures	\$184,449	\$179,367	
	Excess (Deficiency) of Revenues			Reserves 3.10.20 of \$112,383
	Over Expenditures	<u>\$708</u>	<u>\$633</u>	(7.5 months operating expenses)
Tourism (Financially Healthy Fund)				
128	Revenues	\$417,313	\$415,000	Hotel/Motel Tax
	Expenditures	\$487,885	\$412,741	
	Excess (Deficiency) of Revenues			Reserves 3.10.20 of \$297,583
	Over Expenditures	<u>(\$70,572)</u>	<u>\$2,259</u>	(8.5 months operating expenses)
Highways (Financially Healthy Fund)				
131	Revenues	\$5,332,072	\$4,350,289	Tax Levy \$0.0291
	Expenditures	\$6,584,470	\$4,748,402	
	Excess (Deficiency) of Revenues			Reserves 3.10.20 of \$2,796,303
	Over Expenditures	<u>(\$1,252,398)</u>	<u>(\$398,113)</u>	(6.50 months operating expenses)

AT1:V48

SECT B



Governor's Local Government Support Grants Fiscal Year 2020-2021

Overview

- Funds will be available after 7/1/20.
- Applications will be made available by 4/30/20, distributed via email and posted online when they become available.
- Grants are one-time funding and are to be used on one-time expenses. Funds may *not* be used to support recurring expenditures such as salaries, debt issuance, or existing programming and services. Grant funds for new building construction are *not* permitted.
- State grant funds may be used as a match to leverage other funds. No local funding match is required.
- Grant funds can be used on multiple projects.

Allocations

- Funding is based on population as published by the US Census Bureau (7/1/18 data).
- No county will receive less than \$500,000 and no city or municipality will receive less than \$30,000.
- The three Metro governments (Davidson, Moore and Trousdale) will receive one allocation, whichever is largest.

Permitted Spending Categories

1) IT Hardware Upgrades

Information Technology upgrades would include new or replacement of IT equipment with a one-time expenditure for items such as hardware. Public Safety Systems can also be included.

2) Capital Maintenance*

Projects should focus on maintaining current facilities, primarily through repair and renovation of roofing, mechanical, and electrical systems. Projects would include items that appreciably extend the life of the facility, such as alterations to rectify code deficiencies, modifications for health and safety issues, repairs to improve utility systems, repaving, roof repairs, exterior fencing and lighting, and repair. The maintenance and renovation of recreational facilities (ballfields, parks, greenways, recreation centers) would not be an allowable use. Application for these projects should be directed to TDEC's Local Park Grant Program.

3) Utility System Upgrades

Utility System upgrades would include maintenance and upgrades to existing water and sewer infrastructure.

4) Road Projects*

Road Projects would include road and bridge maintenance, renovation and replacement projects along with traffic control initiatives. Priority should be given to existing roads and bridges.

5) Public Safety*

Public Safety items would include ADA type projects (Not Planning) as well as equipment purchases for Law Enforcement, Fire and Emergency response and School Buses.

6) COVID-19 Response

COVID-19 response items would include items related to control and containment. Examples of one-time expenses include supplies and equipment purchases, cleaning, emergency food and shelter programs.

• Could include tornado relief projects for Benton, Carroll, Davidson, Gibson, Putnam, Smith & Wilson counties

Process

- Funds will be distributed by F&A as a direct appropriation grant after 7/1/20.
- Applications are to be submitted to F&A for review and approval.
- Required documents: 1) Application, 2) W-9, 3) Resolution passed by the local governing body, 4) Budget.
- All required documents must be submitted by 4/30/21 in order to complete review and processing by 6/30/21.
- Any funds not applied for by 4/30/21 will cease to be available and will return to the state general fund.
- Any funds granted by the state, but not spent or contractually obligated by 6/30/21 will be required to be returned.
- Obligated purpose of grant funds will be reported to the Comptroller of the Treasury, Division of Local Government Audit by 6/30/21 and are subject to audit.
- All funds must be expended by 6/30/23.

Application & Grant Contact:

Troy Williamson, Localgov.Grants@tn.gov
TN Department of Finance and Administration,
Budget Office

Reporting Contact:

Bryan Burklin, Bryan.Burklin@cot.tn.gov
TN Comptroller of the Treasury,
Division of Local Government Audit

SECT. C

Allocation Among Counties

<u>County</u>	<u>Base of \$500,000</u>
Anderson	\$ 1,093,102
Bedford	\$ 880,279
Benton	\$ 625,504
* Bledsoe	\$ 1,035,446
Blount	\$ 1,518,584
Bradley	\$ 1,327,645
Campbell	\$ 806,958
Cannon	\$ 612,150
Carroll	\$ 717,289
Carter	\$ 936,990
Cheatham	\$ 813,596
Chester	\$ 633,972
Claiborne	\$ 746,261
* Clay	\$ 980,868
* Cocke	\$ 1,198,444
Coffee	\$ 931,942
Crockett	\$ 611,111
Cumberland	\$ 962,752
Davidson	\$ -
Decatur	\$ 590,778
DeKalb	\$ 656,166
Dickson	\$ 914,462
Dyer	\$ 789,409
Fayette	\$ 814,123
* Fentress	\$ 1,062,293
Franklin	\$ 824,848
Gibson	\$ 880,334
Giles	\$ 728,790
Grainger	\$ 679,485
Greene	\$ 1,035,755
* Grundy	\$ 1,024,520

* indicates distressed county

Sect. C

Allocation Among Counties

<u>County</u>	<u>Base of \$500,000</u>
Hamblen	\$ 1,000,719
Hamilton	\$ 3,324,961
* Hancock	\$ 971,810
* Hardeman	\$ 1,116,600
Hardin	\$ 699,887
Hawkins	\$ 938,378
Haywood	\$ 634,429
Henderson	\$ 715,948
Henry	\$ 750,929
Hickman	\$ 694,358
Houston	\$ 564,078
Humphreys	\$ 643,355
* Jackson	\$ 1,012,205
Jefferson	\$ 918,852
Johnson	\$ 637,865
Knox	\$ 4,108,218
* Lake	\$ 978,495
* Lauderdale	\$ 1,121,292
Lawrence	\$ 839,148
Lewis	\$ 593,724
Lincoln	\$ 764,570
Loudon	\$ 911,423
McMinn	\$ 913,214
* McNairy	\$ 1,121,346
Macon	\$ 688,170
Madison	\$ 1,256,906
Marion	\$ 721,593
Marshall	\$ 761,205
Mauy	\$ 1,231,587
Meigs	\$ 595,430
Monroe	\$ 859,489

* Indicates distressed county

SECT. C

Allocation Among Counties

<u>County</u>	<u>Base of \$500,000</u>
Montgomery	\$ 2,097,099
Moore	\$ 549,716
* Morgan	\$ 1,088,365
Obion	\$ 734,714
Overton	\$ 671,133
* Perry	\$ 983,559
Pickett	\$ 539,410
Polk	\$ 631,040
Putnam	\$ 1,111,411
Rhea	\$ 756,249
Roane	\$ 912,089
Robertson	\$ 1,050,683
Rutherford	\$ 3,019,453
* Scott	\$ 1,091,932
Sequatchie	\$ 615,360
Sevier	\$ 1,259,132
Shelby	\$ 7,756,653
Smith	\$ 654,646
Stewart	\$ 605,163
Sullivan	\$ 1,722,682
Sumner	\$ 1,951,301
Tipton	\$ 977,548
Trousdale	\$ 585,396
Unicoi	\$ 637,733
Union	\$ 652,676
* Van Buren	\$ 965,731
Warren	\$ 817,000
Washington	\$ 1,497,320
Wayne	\$ 628,404
Weakley	\$ 759,126
White	\$ 710,209

* Indicates distressed county

SECTC

Allocation Among Counties

<u>County</u>	<u>Base of \$500,000</u>
Williamson	\$ 2,297,010
Wilson	\$ 1,590,517

* Indicates distressed county

SECT. C



ANDERSON COUNTY GOVERNMENT

TERRY FRANK
COUNTY MAYOR

April 15, 2020

Commissioner Tracy Wandell
Chairman, Anderson County Board of Commissioners

RE: Mayor's Report

Dear Chairman Wandell and Honorable Members of Commission,

I wish to submit the following:

1. **Anderson County Conservation Board**
Appointment of Lewis Ridenour, term expiring 12/23
Re-appointment of Earl Cagle, term expiring 12/22
2. **Regional Solid Waste Planning Board**
Re-appointment of Buzz Buffington, term expiring 9/25
Re-appointment of Bill Riggs (nominated and ratified by Clinton City Council)
Term expiring 9/25
Re-appointment of Shira McWaters (nominated and ratified by Oak Ridge City Council)
Term expiring 9/25

Sincerely,

A handwritten signature in black ink, appearing to read "Terry Frank", is written over a horizontal line.

Terry Frank

**OFFICE OF THE COUNTY LAW DIRECTOR
ANDERSON COUNTY, TENNESSEE**


101 South Main Street, Suite 310
CLINTON, TENNESSEE 37716

N. JAY YEAGER
TELEPHONE: (865) 457-6290
FACSIMILE: (865) 457-3775
Email: jyeager@aclawdirector.com

MEMORANDUM

TO: Ms. Annette Prewitt, Chief Deputy to the County Commission

CC: County Commission

FROM: N. Jay Yeager 

DATE: April 15, 2020

RE: Law Director's Report – April 20, 2020 – County Commission Meeting

A. Contract Approvals:

1. Public Consulting Group- Schools
2. State of TN- Local Road Safety –Highway Dept.
3. Faith Promise Church- Purchase Contract
4. EMA Grant
5. LexisNexis- Circuit Court Clerk
6. Storyblocks- Schools
7. Tyson- Schools
8. Log Me In- I.T. Dept.
9. Faith Promise- Amendment
10. City Tel Com- Detention Facility
11. Comcast- Clinic
12. CareHere- Amendment
13. Blue Cross Blue Shield of TN- Human Resources
14. Faith Promise Church – Amended Purchase Agreement
15. Sherriff's Office MOU - State of Tennessee

B. Lawsuit Update

1. Duncan, James v. AC – Dismissed, No Liability

C. Pitney Bowes – Cancellation due to budget constraints

Page 2 of 2
April 15, 2020
Ms. Annette Prewitt

- D. Windrock Mountain New Cingular Cell Tower
- E. Sheriff's Office MOU with State of Tennessee Department of Health
- F. Senior Center – MOU - (Operations Committee)
- G. Asian Carp Resolution – (Operations Committee)
- H. Resolution Authorizing Electronic Meetings (Operations Committee)
- I. Anderson County Water Authority – Fleet Maintenance MOU (Operations Committee)

FAA COORDINATE POINT
 EAD 85
 LATITUDE: 36°07'31.32"
 LONGITUDE: 84°20'01.83"
 NAVD 83
 ELEVATION: 3175.13'
 NORTHING: 646,231.833
 EASTING: 2,460,618.1783

TEMPORARY BENCHMARK
 NORTHING: 646,154.3267
 EASTING: 2,460,618.1794
 ELEVATION: 3173.13'
 LOCATION: SET 3/4" NEAR
 WINDY GAP STAMPEDE "POD"
 TRIP, ADJUSTED 44.11' FROM
 THE NORTHWEST CORNER
 OF THE PROPOSED
 LEASE AREA.

GENERAL NOTES

NO SEARCH OF PUBLIC RECORDS HAS BEEN COMPLETED BY POD GROUP TO DETERMINE ANY DEFECTS AND/OR AMBIGUITIES IN THE TITLE OF THE PARENT PARCEL.

THIS SURVEY IS OF THE PROPOSED LEASE AREA AND THE PROPOSED ACCESS & UTILITY EASEMENTS ONLY, AND ONLY A PARTIAL BOUNDARY SURVEY OF THE PARENT PARCEL HAS BEEN PERFORMED.

A PORTION OF THIS SURVEY WAS CONDUCTED BY THE METHOD OF RANDOM TRAVEL AND HAS NOT BEEN ADJUSTED FOR CLOSURE. UNADJUSTED CLOSURE FOR THIS TRAIL IS 0.07' FOR A PRECISION OF 1:41,300.

THIS PROPERTY IS SUBJECT TO ANY RECORD EASEMENTS AND/OR RIGHTS OF WAY SHOWN HEREON OR NOT.

THIS PLAT IS NOT WITHHELD FOR LAND TRANSFER.

ACCORDING TO FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA), THE PARENT PARCEL, THE PROPOSED LEASE AREA AND THE PROPOSED ACCESS & UTILITY EASEMENTS ARE NOT LOCATED IN A FLOOD HAZARD PLAIN (FEMA 100 YEAR FLOOD PLAIN) OR IN A FLOOD HAZARD PLAIN (FEMA 100 YEAR FLOOD PLAIN), DATED JANUARY 13, 2001. THE PROPOSED LEASE AREA IS IN ZONE "X".

GLOBAL POSITIONING SYSTEMS NOTE

- HORIZONTAL CONTROL POINTS WERE ESTABLISHED BY GPS STATIC OBSERVATIONS ON 7/15/19. SPK'S COORDINATE COORDINATE ACCURACY RANGES FROM 100 TO 100,000 FEET. HORIZONTAL COORDINATE COORDINATE ACCURACY RANGES FROM 100 TO 100,000 FEET.
- SPECTRA PRECISION PPM 50 DUAL FREQUENCY RECEIVERS WERE USED TO PERFORM THE SURVEY.

LEGEND

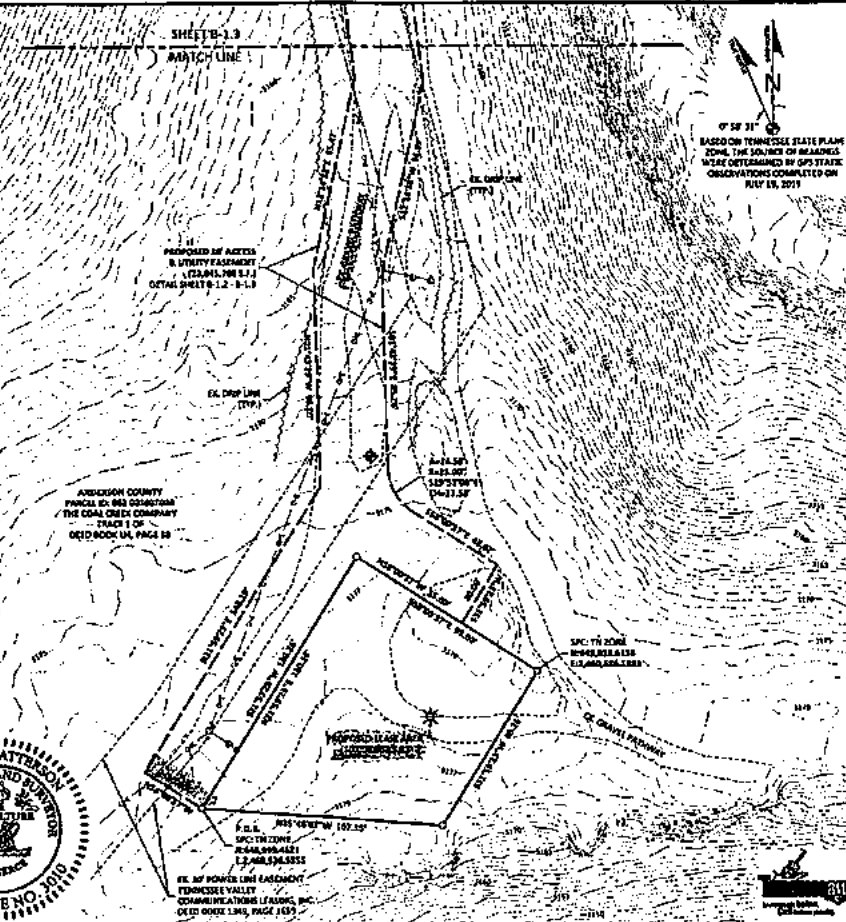
UTL - EX. UTILITY HOLE
 EX - EX. GUT ANCHOR
 P.C. - POINT OF COMMENCEMENT
 P.O.B. - POINT OF BEGINNING
 SPC - STATE PLATE COORDINATE
 EX - EX. OVERHEAD ELECTRIC
 SET 3/4" NEAR 1/4" LONG
 CAPPED "PATTERSON RES 3020"
 FOUND MONUMENT AS NOTED

3 INCH = 40 FEET

CERTIFICATE OF ACCURACY SURVEYOR'S CERTIFICATE

I, MARK E. PATTERSON, A LICENSED SURVEYOR IN THE STATE OF TENNESSEE, DO HEREBY CERTIFY THAT THE INFORMATION SHOWN HEREON WAS OBTAINED BY ME OR BY AN ACTUAL FIELD SURVEY MADE UNDER MY CLOSE SUPERVISION AND THAT THE FIELD SURVEY AND THE COMPLETION OF INFORMATION SHOWN HEREON WERE CONDUCTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE STANDARDS OF PRACTICE AS CONTAINED IN THE RULES OF THE TENNESSEE STATE BOARD OF EXAMINERS FOR LAND SURVEYORS.

Mark E. Patterson
 12/09/2019
 MARK E. PATTERSON, RES 3020



POD
 FORM OF DESIGN
 15000 N. HARRIS AVE.
 SUITE 100
 MEMPHIS, TN 38119

MasTec
 PREPARED FOR
 PREPARED BY
 at&t

SITE SURVEY

REV	DATE	DESCRIPTION
A	11.11.19	PRELIMINARY SURVEY
B	12.09.19	ISSUED FOR FINAL

SITE INFORMATION:
WINROCK FN
 WINROCK ROAD
 OFFICE SPACES, 100740
 ANDERSON COUNTY
 TAX PARCEL NUMBER:
 061 0000004
 PROPERTY OWNER:
 THE COAL CRUISE COMPANY
 614 MAURY HISSON ROAD
 SUITE 300
 KNOXVILLE, TN 37921
 SOURCE OF TITLE:
 DEED BOOK 14, PAGE 88

SITE NUMBER:
 TR1504453

POD NUMBER:
 18-02383

DRAWN BY:
 DAP

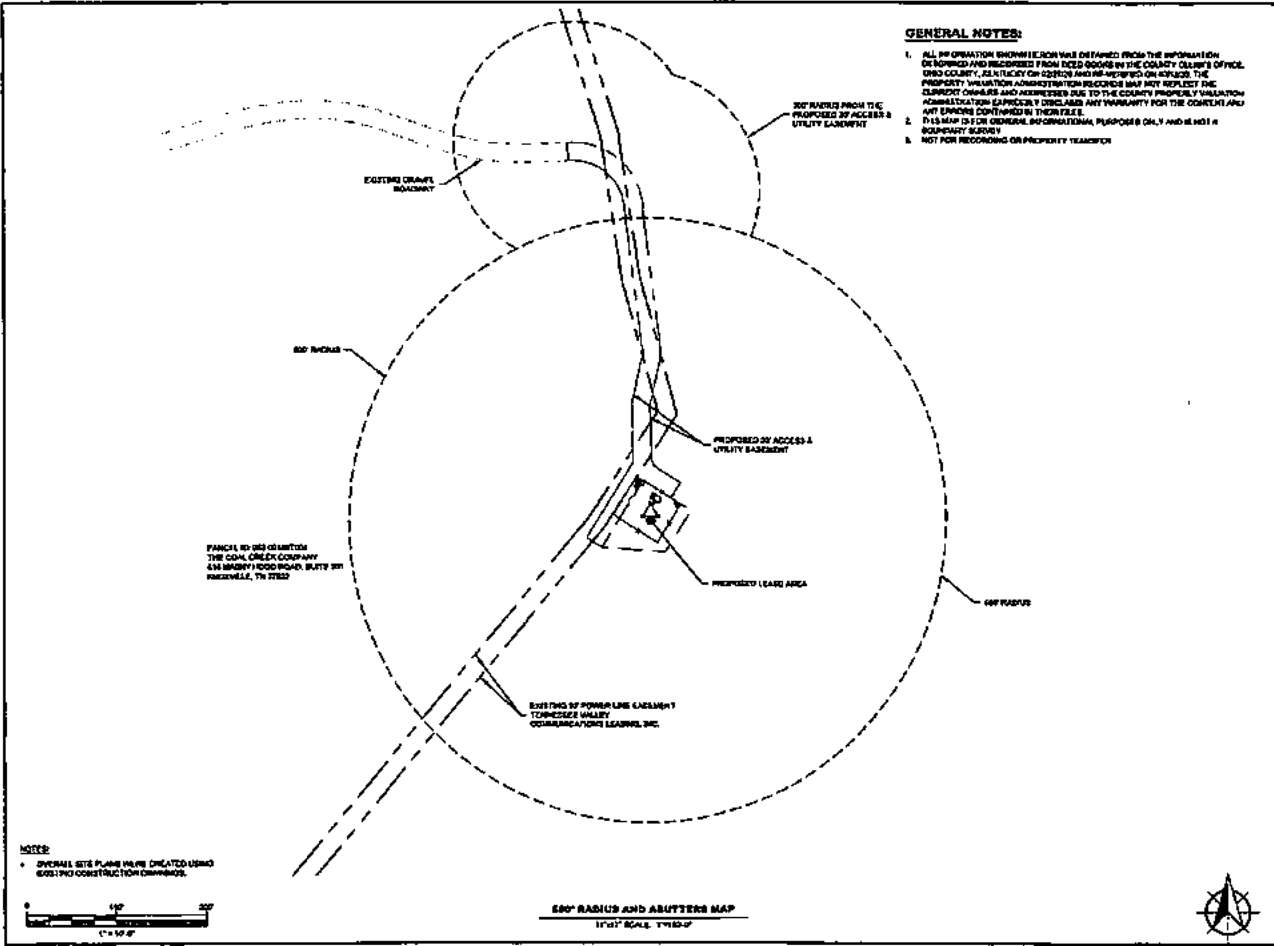
CHECKED BY:
 MTP

SURVEY DATE:
 7.15.19

PLAT DATE:
 8.6.19

SHEET TITLE:
SITE SURVEY
 THIS DOES NOT REPRESENT A
 BOUNDARY SURVEY OF THE
 PARENT PARCEL.

SHEET NUMBER (5 pages)
B-1.2



GENERAL NOTES:

1. ALL INFORMATION SHOWN HEREON WAS OBTAINED FROM THE INFORMATION OBTAINED AND RECEIVED FROM DEED BOOKS IN THE COUNTY CLERK'S OFFICE, DEED COUNTY, AS ATTACHED ON ADDITION AND/OR DEEDS. THE PROPERTY VALUATION ADMINISTRATION RECORDS MAY NOT REFLECT THE CURRENT CHANGES AND ADDITIONS DUE TO THE COUNTY PROPERTY VALUATION ADMINISTRATION APPROXIMATELY ONE YEAR FOR THE CURRENT AND ANY EASEMENTS CONTAINED IN THEREIN.
2. THIS MAP IS FOR GENERAL INFORMATION PURPOSES ONLY AND IS NOT A BOUNDARY SURVEY.
3. NOT FOR RECORDING OR PROPERTY TRANSACTION.



REDAKED, MOHAWD, P.E.
TRANSMISSION L.C. NO. 110341

SUBMITTALS			
DATE	DESCRIPTION	BY	REMARKS
01/15/20	CONSTRUCTION	S	OK

Drawn By: ETS
Checked By: GDS
Issued By: JPS
Issue Project No.: 20004

THIS INFORMATION CONTAINED HEREIN IS FOR INFORMATION PURPOSES ONLY AND IS NOT A BOUNDARY SURVEY. THE INFORMATION IS NOT TO BE USED FOR ANY OTHER PURPOSES WITHOUT THE WRITTEN CONSENT OF THE ENGINEER.



PREPARED BY:
MasTec
Network Solutions
3000 N. W. 10th Ave., Suite 101
Fort Lauderdale, FL 33304

SITE ID:
WINDROCK PH

SITE NAME:
WINDROCK PH

SITE ADDRESS:
WINDROCK ROAD
OLIVER SPRINGS, TN 37849

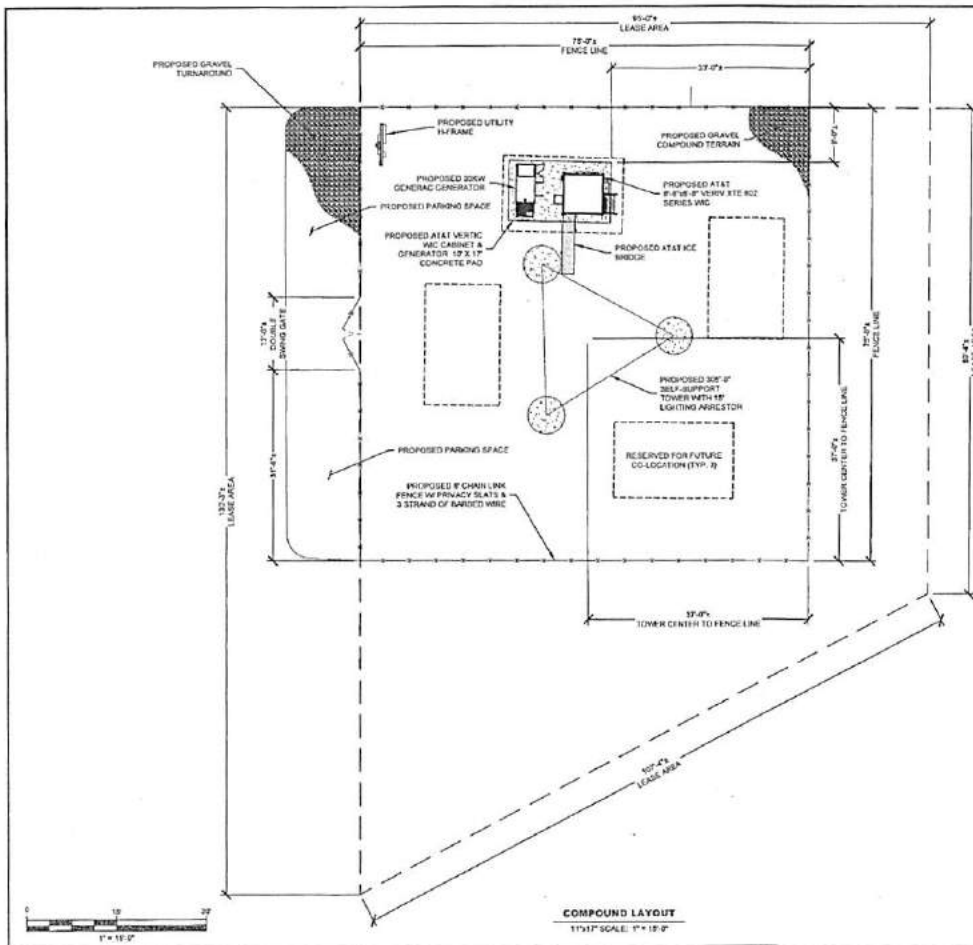
FA LOCATION:
1443829-1

SHEET TITLE:
500' RADIUS AND
ABUTMENT MAP

SHEET NUMBER:
B-2

NOTES:
• OVERALL SITE PLANS HAVE BEEN CREATED USING 500' TWO CONSTRUCTION DIMENSIONS.

500' RADIUS AND ABUTMENT MAP
1" = 100' SCALE 11/15/20



RAFAEL MOHAMED, P.E.
TENNESSEE LIC. NO. 110341

SUBMITTALS				
DATE	DESCRIPTION	REV	SUBMIT BY	CHK
04/20/11	CONSTRUCTION	1	AM	

DESIGNED BY: CTR
CHECKED BY: CTR
APPROVED BY: PM
WIND PROJECT NO: 200906

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PREPARED FOR:

PREPARED BY:
MasTec
Network Solutions
801 ARROWHEAD BLVD, SUITE 111
BIRMINGHAM, AL 35204

SITE ID:
WINDROCK FH

SITE NAME:
WINDROCK FH

SITE ADDRESS:
**WINDROCK ROAD
OLIVER SPRINGS, TN 37840**

FA LOCATION:
14435291

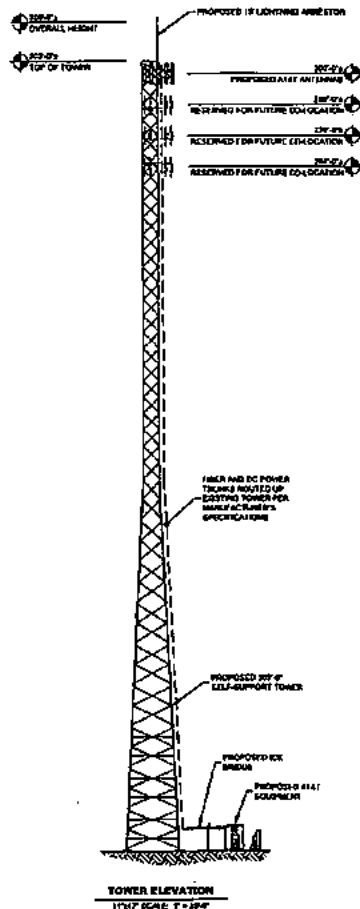
SHEET TITLE:
COMPOUND LAYOUT

SHEET NUMBER:
C-2



TOWER NOTES:

1. THE PROPOSED TOWER, FOUNDATION, ANTENNA MOUNTS, AND ANTENNAS WERE DESIGNED BY OTHERS.
2. THE TOWER ELEVATION SHOWN IS FOR REFERENCE ONLY.
3. SEE TOWER MANUFACTURER DRAWINGS FOR TOWER AND FOUNDATION DETAILS & SPECIFICATIONS.
4. MANUFACTURER DRAWINGS SUPPLEMENT AND DRAWINGS.



RAFAEL H. HINES, P.E.
TENNESSEE LIC. NO. 118541

REVISIONS		
DATE	DESCRIPTION	REVISION BY

Drawn by: CH
 Checked by: CH
 Date: 10/10/10
 Job Number: 101010

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PREPARED BY:
MasTec
 Network Solutions
 10000 N. 10th St., Suite 111
 Phoenix, AZ 85020

SITE ID:
 WINDROCK PH

SITE NAME:
 WINDROCK PH

SITE ADDRESS:
 WINDROCK ROAD
 OLIVER SPRINGS, TN 37845

FA LOCATION:
 14428201

SHEET TITLE:
 TOWER ELEVATION

SHEET NUMBER:
 C-3

- ### PENDING DETAIL

MEMORANDUM OF UNDERSTANDING
BETWEEN THE TENNESSEE DEPARTMENT OF HEALTH AND
THE Anderson County Sheriff's Office

INTRODUCTION

This Memorandum of Understanding (MOU) is between the Tennessee Department of Health (Health) and the Anderson County Sheriff's Office. The purpose of this MOU is to detail the limited purposes for which Health is disclosing Protected Health Information (PHI) to Anderson County Sheriff's Office.

Health is a Covered Entity subject to the Privacy and Security Rules (45 C.F.R. Parts 160 and 164) promulgated by the United States Department of Health and Human Services pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA), Public Law 104-191, as amended by the final rule modifying the HIPAA Privacy, Security, Enforcement, and Breach Notification Rules under the Health Information Technology for Economic and Clinical Health Act (HITECH).

Anderson County Sheriff's Office has lawful custody of individuals arrested or committed to the local jail and therefore is responsible for providing health care to the individuals committed to its custody and is also responsible for the health and safety of other individuals, including officers, employees and others present at the jail, and persons responsible for the transporting or transferring of arrestees and inmates.

Anderson County Sheriff's Office is also responsible for the administration and maintenance of the safety, security, and good order of the jail.

PURPOSES OF DISCLOSURES OF PHI BY HEALTH TO Anderson County Sheriff's Office

Health is disclosing to Anderson County Sheriff's Office a list of names and addresses of individuals documented as having tested positive, or received treatment, for COVID-19. Health intends to update this list daily; after 30 days on the list, an individual's name and address will roll off of this list. Health may cease disclosure of the list upon the termination of the statewide state of emergency for COVID-19.

The purpose of these disclosures is to:

1. Prevent or control the spread of COVID-19;
2. Minimize the imminent threat of exposure of COVID-19 to employees and officers of Anderson County Sheriff's Office and to any individual in Anderson County Sheriff's Office's custody;
3. Provide health care to any individual who is documented as having tested positive, or received treatment, for COVID-19 committed to Anderson County Sheriff's Office's custody;

4. Provide for the health and safety of the individual, others inmates, officers, employees and others present at Anderson County Sheriff's Office's correctional institution, or persons responsible for the transporting or transferring of arrestee or individuals committed to Anderson County Sheriff's Office's correctional institution;
5. Enforce the law on the premises of the Anderson County Sheriff's Office correctional institution; and
6. Administer and maintain the safety, security, and good order of the correctional institution.

Health believes these disclosures are necessary for these purposes.

REASONS DISCLOSURES ARE PERMITTED

As discussed in the "COVID-19 and HIPAA: Disclosures to law enforcement, paramedics, other first responder and public health authorities" guidance issued by the U.S. Department of Health and Human Services - Office for Civil Rights, Health's disclosures to TECB for the purpose described above is permitted under 45 C.F.R. § 164.512(b)(1)(iv), (j)(1)(i), (j)(4), and (k)(5)(i) which state as follows:

(b) Standard: Uses and disclosures for public health activities –

(1) Permitted uses and disclosures. A covered entity may use or disclose protected health information for the public health activities and purposes described in this paragraph to:

(iv) A person who may have been exposed to a communicable disease or may otherwise be at risk of contracting or spreading a disease or condition, if the covered entity or public health authority is authorized by law to notify such person as necessary in the conduct of a public health intervention or investigation;

(j) Standard: Uses and disclosures to avert a serious threat to health or safety –

(1) Permitted disclosures. A covered entity may, consistent with applicable law and standards of ethical conduct, use or disclose protected health information, if the covered entity, in good faith, believes the use or disclosure:

(i)

- (A) Is necessary to prevent or lessen a serious and imminent threat to the health or safety of a person or the public; and
- (B) Is to a person or persons reasonably able to prevent or lessen the threat, including the target of the threat;

(4) **Presumption of good faith belief.** A covered entity that uses or discloses protected health information pursuant to paragraph (j)(1) of this section is presumed to have acted in good faith with regard to a belief described in paragraph (j)(1)(i) or (ii) of this section, if the belief is based upon the covered entity's actual knowledge or in reliance on a credible representation by a person with apparent knowledge or authority.

(k) **Standard: Uses and disclosures for specialized government functions.**

(5) **Correctional institutions and other law enforcement custodial situations.**

(i) **Permitted disclosures.** A covered entity may disclose to a correctional institution or a law enforcement official having lawful custody of an inmate or other individual protected health information about such inmate or individual, if the correctional institution or such law enforcement official represents that such protected health information is necessary for:

- (A) The provision of health care to such individuals;
- (B) The health and safety of such individual or other inmates;
- (C) The health and safety of the officers or employees of or others at the correctional institution;
- (D) The health and safety of such individuals and officers or other persons responsible for the transporting of inmates or their transfer from one institution, facility, or setting to another;
- (E) Law enforcement on the premises of the correctional institution; or
- (F) The administration and maintenance of the safety, security, and good order of the correctional institution.

Anderson County Sheriff's Office RESPONSIBILITIES

Anderson County Sheriff's Office may:

- Consult the list and advise the employees of Anderson County Sheriff's Office's correctional institution of the individuals within its facility that are documented as having tested positive, or received treatment, for COVID-19 so that employees of Anderson County Sheriff's Office's correctional institution may:
 - Take extra precautions such as the enhanced use of personal protective equipment;
 - Provide appropriate health care to the individuals;
 - Provide for the health and safety of the individuals, other inmates, officers, employees and others present at the correctional institution;
 - Enforce the law on the premises; and
 - Administer and maintain the safety, security, and good order of the correctional institution;
- Upon arrest of an individual, consult the list and advise the officers making the arrest that the arrestee is documented as having tested positive, or received treatment, for COVID-19 so that the officers making the arrest may take extra precautions such as the enhanced use of personal protective equipment; and
- In the event of a transport or transfer of an inmate, consult the list and advise the persons responsible for making the transport or transfer that the individual to be transported or transferred is documented as having tested positive, or received treatment, for COVID-19 so that the persons responsible for the transport or transfer may:
 - Take extra precautions such as the enhanced use of personal protective equipment; and
 - Provide for the health and safety of the individuals, other inmates, officers, employees and others present during the transport or transfer.

Anderson County Sheriff's Office may not:

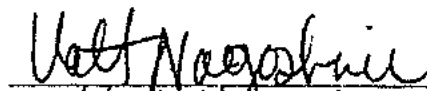
- Re-disclose the entire list to anyone;
- Re-disclose any information on the list, or summary or derivative thereof, to anyone other than its officers and employees that need to know the information to meet the purposes of the disclosure;
- Use or disclose any information on the list for any purpose other than the purpose detailed in this MOU; or
- Retain any copy, or summary or derivative, of the list for more than 30 days.

Anderson County Sheriff's Office must:

- Keep the list confidential, and secure it accordingly, including, but not limited to:
 - safeguarding paper copies of the list from easy view of anyone other than its officers and employees that need to know the information to meet the purposes of the disclosure; and
 - storing electronic versions of the list on encrypted devices;
- Shred outdated lists, and delete any electronic copies thereof, upon receipt of an updated list from Health;
- Shred the list (and any copies), and delete any electronic copies thereof, 30 days after the termination of the statewide state of emergency;
- Limit disclosures of the information provided by Health to the purpose detailed in this MOU;
- Inform Health within 3 days if information has been, or is suspected of having been, disclosed in a manner not authorized by this MOU, even if the disclosure was made by a party other than Anderson County Sheriff's Office; and
- Inform Health immediately if it is known or suspected that, aside from taking extra precautions, including but not limited to enhanced use of personal protective equipment, any employee or officer is not providing services to individuals appearing on the list or previously on the list with the same level of service and responsiveness that they provide in response to other individuals not appearing on the list.

Agreed to and effective April 13, 2020.

TENNESSEE DEPARTMENT OF
HEALTH



By: Valerie Nagoshiner
Title: Chief of Staff



By: Russell Barker
Title: Sheriff of Anderson County

Anderson County Board of Commissioners
Veterans Service Advisory Committee
Minutes

April 13, 2020

Members Present: Commissioner Steve Mead, Commissioner Robert McKamey, Commissioner Tracy Wandell, Michael Vudragovich, Mark Walter, John Aperans, and VSO Leon Jaquet

Members Absent: Billy Bates

Call to Order: Commissioner Mead called viral meeting on "GoToMeeting.com" Portal to order at 5:02 pm.

Approval of Agenda/Prior minutes

- Motion to Approve, Commissioner Wandell, seconded by Mark Walter, Approved / accepted by all members

VSO Report

- Reviewed monthly and quarterly reports
- Reviewed/discussed 2019/2020 Budget

Old Business

- Reviewed Proposed FY20/21 Budget
- VA programs update, Blue Water Agent Orange claims update

New Business

- Discussed proposed change of Assistant's working hours / status within office. *Motion by Mike Vudragovich, seconded by John Aperans and approved of full committee with recommendation to full Commission to approve adjusting "Part-Time" Assistant's hours from 25 to 30 per week, thus changing status to full-time Assistant working from 9-3 vice 9-2 daily. Adjustment has been reviewed and fits within the current 2019/2020 & proposed 2020/2021 budgets.*

Adjournment

- Motion to adjourn, Commissioner Wandell; seconded by Mike Vudragovich; adjourned 5:20 pm.

Next Scheduled meeting date Monday July 6, 2020 @ 6:30 p.m.

Anderson County Board of Commissioners
OPERATIONS COMMITTEE

MINUTES

April 13, 2020

Meeting held electronically pursuant to Resolution 20-04-812

Members Present: Tim Isbel, Steve Mead, Tracy Wandell, Phil Yager, Jerry Creasey, Robert Jameson, Robert McKamey and Josh Anderson

Members Absent: None

Call to Order: Chairman Isbel called the meeting to order.

Chairman Isbel said the prayer.

Commissioner Mead led the pledge of allegiance.

Commissioner Mead made a motion to approve the agenda. Seconded by Commissioner Yager. Motion passed.

Mayor Frank

Commissioner McKamey made a motion to put the Blockhouse Valley Farm Lease back out for bids and open up to anyone who wants to bid on it. Commissioner Creasey seconded the motion. Motion passed unanimous.

Governor's Local Government Support Grants – Discussion. No Action Taken.

➤ Commissioner Mead made a motion to approve the Personnel Policy document as submitted to include wording changes on page 5, H – second bullet to say “County can allow” and third bullet to say “County can permit”. Commissioner Creasey seconded the motion. Motion passed unanimously to forward to full commission for approval.

Covid-19 Grants Update. – Discussion. No action Taken.

Law Director

➤ Commissioner Creasey made a motion to approve the MOU for ACWA Vehicle Maintenance Agreement. Seconded by Commissioner Mead and passed to forward to full commission for approval.

➤ Commissioner Mead made a motion to approve Resolution 20-04-812 Authorizing the Use of Electronic Meetings Pursuant to the Governor's Executive Order 16. Commissioner Yager seconded the motion. Motion passed to forward to full commission for approval.

➤ Commissioner Yager made a motion to approve the Law Director writing a Resolution for the Asian Carp. Motion was seconded by Commissioner McKamey. Motion passed to forward to full commission for approval.

New Business

- Commissioner Wandell made a motion to forward the MOU for the Senior Center to the Law Director for review and present back to Operations or full commission for approval. Motion was seconded by Commissioner Yager. Motion passed to bring to full commission for approval.

Old Business

- Commissioner Mead made a motion to establish a group consisting of Commissioner Yager, the Sheriff and two (2) fee officials to work with the architect to present ideas for consideration for a single entrance to the Courthouse for security reasons to full Commission. Seconded by Commissioner Yager. Motion passed.

Adjournment

With no further business meeting adjourned.



ANDERSON COUNTY PLANNED RESPONSE TO THE CORONAVIRUS PANDEMIC FOR COUNTY EMPLOYEES

The new coronavirus, COVID-19, is not a flu but a pneumonia-like infection. At this time, the Centers for Disease Control (CDC) believes symptoms may appear in as few as two days or as long as 14 days after exposure. The good news is that, except in rare situations, those diagnosed with the virus will have no significant long-term health care problems.

A. PLAN OBJECTIVES

➤ County's Primary Goal:

- Protect Employees and Citizens
- Reduce the spread of disease among staff
- Protect people at higher risk for complications
- Maintain critical operations
- Minimize impact on your residents, customers and businesses
- Be proactive, rather than reactive, by taking small measures now to minimize risk
- This plan will supersede all other County policies if the pandemic impacts Anderson County
- This plan is subject to change as needed, when conditions change and as events play out

B. KEY BUSINESS FUNCTIONS

- If an Anderson County Government shutdown becomes necessary, essential employees are defined as those who will be required to Telework or in their offices/vehicles so that critical government services can still be provided. Non-essential departments and employees are defined as those non-critical during a pandemic. The chart below shows the County's plan of action if there is a government shutdown. The County buildings will be closed and Staff will be available to handle residents' needs by phone or email. To facilitate the important needs, while also following the restrictions and guidelines that have been put in place, the following adjustments have been made.

Essential – Front Line – Full Staff	Essential – Telework	# Staff to Telework	Non-Essential
EMS / EMA		Full	Planning and Zoning
Police		Full	Veteran's Services
Sanitation		Full	Recycling Center
	County Mayor	TBD	Archives
	Elected Official Office(s)	TBD	Tourism
	Law Director	TBD	Senior Center
	Buildings & Grounds	TBD	
	Finance / Purchasing	TBD	
	Human Resources	TBD	

	Fleet Services	TBD	
	Pre-Trial	TBD	
	Office on Aging	TBD	
	IT	TBD	
	Building Inspector	TBD	
	Parks & Recreation	TBD	
	Library(ies)	TBD	
	Animal Shelter	TBD	

- Inventory equipment that remote workers will be utilizing.
- Essential employees who are listed as “Telework”, should prepare by developing a “ready bag” that they take home with them at the end of each day.
- All employees are subject to be called back to work during a government shutdown, depending on the need and circumstances.
- An expense account will be established and access granted to all departments who will be purchasing items related to the pandemic.
- Impact on County services:
 - Department heads should be prepared to backfill positions if employees are absent
 - Communicate and practice various scenarios with staff to ensure understanding
 - Ensure lines of communication are available for all critical staff and departments

C. COMMISSION, COMMITTEE and BOARD MEETINGS

All public meetings will be held in accordance with all Federal and State regulations during the Coronavirus pandemic.

- Executive Order 16 signed by the Governor made specific provisions to allow for alternative meeting options to protect the health and welfare of citizens.
 - Arrangements will be made to possibly hold electronic meetings during this time of social distancing.
 - Notice of the meetings and format will be published.

D. WORKPLACE EXPOSURE

- Staff with increased risk include older employees, those with existing serious health conditions and those involved in public safety, such as EMS and Police. Public Safety employees should immediately consider showering and changing clothing at the end of each shift (before going home) to minimize risk of exposure to family members. Mandated use of appropriate PPE for employees working with individuals suspected of having the COVID-19 infection including first responders can be found on the CDC’s website (www.cdc.gov).
- No handshaking
- Minimize face-to-face contact
- Minimize meetings with large numbers of people
- Use email, phones and teleconferencing/webinars during a pandemic, rather than face-to-face contact
- Effectively handle materials and customers/patients that could be contaminated
- Wash hands often and practice other sanitary means to prevent spread of germs

- If an employee is diagnosed/confirmed positive with the virus, the workplace should be shut down and disinfected following CDC guidelines before allowing other employees to return.

E. H.R.6201 - FAMILIES FIRST CORONAVIRUS RESPONSE ACT – 4/1

Implementation Effective Date

All State and Federal legislation supersedes Anderson County Policy.

- The bill is a public health emergency leave related to the COVID-19 pandemic and becomes effective in 15 days from the date it was signed, which was March 18th. Effective April 1. There are three primary employment provisions included in this legislation that address an emergency family and medical leave act expansion, health provisions and emergency paid sick leave. All provisions remain in effect until December 31, 2020.

- **Health Provisions** - Those with health care coverage: the County' health care plan shall provide coverage, and shall not impose any cost sharing (including deductibles, copayments, and coinsurance) requirements or prior authorization or other medical management requirements, for the following:

- FDA-approved, in vitro testing for the virus that causes COVID-19
- Items (DME) or services furnished during an office visit (whether in-person or through telehealth), urgent care visit, or ER visit that result in an order for such testing, but only to the extent that the items and services relate to the testing or evaluation of the need for testing for COVID-19.

- **FMLA Eligibility Expanded** - Public health emergency leave is only unpaid leave for 14 days. Under the coronavirus response law, all public sector employees qualify to request and use FMLA leave if they:

- Have been employed by their current employer for at least 30 calendar days,
- Are unable to work remotely or report to their worksite, and
- Are caring for their child who is younger than 18 and whose school or place of care has closed, or
- Cannot place their child with their childcare provider due to a public health emergency.

- The first 14 days of leave may be taken as unpaid leave, or the employee can substitute any accrued leave for the unpaid portion. The employer cannot require the employee to use PTO during this time frame.

- Employers would need to provide paid leave for the subsequent 10 weeks of leave at a rate that is capped at \$200/day and \$10,000 in total.

Emergency Paid Sick Leave – requires employers to provide full-time employees with 80 hours of paid sick time and part-time employees with paid sick leave on a pro-rated basis for the following reasons:

- To self-isolate because the employee or a family member has been diagnosed with coronavirus or is experiencing symptoms of coronavirus and needs to obtain medical diagnosis or care.
- To care for the child if the school or place of care has been closed.
- The paid sick leave would be available immediately no matter how long the employee has worked for the employer. The employees' emergency

paid sick leave related to the employees' condition is calculated based on the employees' regular rate but is limited to \$511/day and \$5,110 total. Where the emergency sick time is for employees' to be caregivers, it is based on 2/3 of the regular rate, but is limited to \$200/day and \$2,000 total.

- Employers with existing paid leave policies would need to make the emergency paid sick leave available in addition to their own policy's paid leave. Employers cannot require employees to use other paid leave provided by the employer before using the sick time provided by this law. Employers cannot require employees as a condition of providing paid sick time that they find a replacement to cover their hours.

F. WORKPLACE POLICIES

- County Mayor will coordinate cases/events with Elected Officials and Department Heads.
- TCA 68-2-603 provides that the County Health Officer is empowered to order the closure of any public facility or building. Pursuant to TCA 68-2-609, the county health officer is empowered to order
 - The quarantine of any place or person, if the county health officer finds that quarantine is necessary to protect the public from an epidemic;
 - The closure of any public establishment, facility or building if the county health officer finds unsanitary conditions of such a nature and extent to significantly threaten the public health; or
 - The closure of any public establishment, facility or building if the county health officer is otherwise authorized by law to take that action.
- Official notification will come from the County Mayor's office and will be given to local media outlets, the County phone system and the Anderson County Government website. Each department should develop an internal notification process.
 - **Presumed or Confirmed Cases or Exposure Event** of coronavirus in an employee or immediate family member –notification must be filed with the employee's department head and the Human Resources & Risk Management Office to ensure proper use of leave and tracking purposes.
 - **Government Shut-down** – County will pay employees their current hourly rate with employees using accrued time off at the sequence approved by their department head.
 - **On the job Exposure** – while it is possible for an employee to be exposed in the line of duty, the County will follow normal reporting procedures, but each claim must be investigated to determine compensability due to the difficulty in determining a source.
 - **Health care provider's statement** – Any employee who exhibits Contagious Symptom or Contagious Condition that has been medically cleared and may return to work without risk to other employees, will be required to have a written statement submitted electronically to the Human Resources & Risk Management Office, which shall review and must approve the release before the employee may return to work. An employee failing to provide a written return to work authorization prior to reporting to work will be immediately sent home and may be subject to disciplinary

action for failure to comply with this requirement.

- If an employee chooses to personally travel to a high-risk country and is quarantined upon return to the US, the County will not pay the employee during this timeframe. The employee would have the ability to utilize any earned leave (sick, vacation, etc.) while quarantined. The County reserves the right to place the employee in voluntary quarantine under these conditions.
- Commission Chair and the Mayor, specifically, will have the ability to make decisions which impact the County's services during a pandemic.

G. INFECTION CONTROL MEASURES – Immediate Implementation

- Place posters that encourage staying home when sick, cough and sneeze etiquette, and hand hygiene at the entrance to your workplace and in high visibility locations
- Provide soap, water, and alcohol-based hand rubs in multiple locations and routinely refill
- Employees should clean hands often by washing for at least 20 seconds using soap and water, or using an alcohol-based hand sanitizer if soap and water is not available
- Supply tissues and no-touch waste bins
- Ask employees to stay home when sick
- Employees should routinely clean commonly touched surfaces and sanitize all areas of their workspace daily
- Routine cleaning of common use areas

H. ENCOURAGE SOCIAL DISTANCING – Immediate implementation

- Social distancing is an intervention to increase the physical distance between people and reduce the spread of disease.
 - Implement policies and procedures for critical employees to work remotely
 - The County can allow telecommuting, if necessary
 - The County can permit flexible work hours (e.g. staggered shifts), if possible
 - Ensure that we have the technology and infrastructure needed to support multiple employees working from home
 - Establish one entrance to all County buildings at the lower level to minimize risk of exposure to staff and contamination of areas
 - Place appropriate signage at all entrances and an information monitor at the designated entrance for customers, visitors, etc.
 - Place a locked drop-box at the designated entrance to the building, where documents and payments can be submitted safely, without the need to interact directly with staff
 - Provide email and telephone number on signage for assistance to customers utilizing the drop box
 - Establish employee business travel and training restrictions to minimize risk

I. SEPARATE SICK EMPLOYEES - Immediate implementation

- Employees who report to work having a fever or flu-like symptoms upon arrival, or who become sick during the workday, should be separated from others and immediately sent home. Ensure that:
 - All managers and employees are aware of County policies and the expectation that sick employees stay home.
 - Employees should call the Anderson County Health Department at 865-425-8800 which is located at 710 North Main Street Clinton, TN 37716, if they experience fever or flu-like symptoms.
 - Do **NOT** go directly to the hospital or urgent care unless directed by the Health Department. This will minimize the risk of exposure risk all concerned parties. If the employee has other health conditions or is otherwise considered high risk, that information must be disclosed immediately to the Health Department during the call.

J. ON-SITE HEALTH CLINIC- Immediate implementation

- Televisits will be conducted wherever appropriate – specifically for sick and follow-up visits
- No Walk-ins permitted
- HRA's will be extended based upon timeframe of modification

K. ANTICIPATE ABSENTEEISM- Immediate implementation

- Prepare for employee absences resulting from personal illness, caring for ill family members, and dismissal of early childhood programs and K-12 schools. Be ready to adapt your business practices to maintain critical operations.
 - Cross-train employees to carry out critical functions so the workplace can operate when essential staff are out
 - Prepare to temporarily suspend non-essential operations, if necessary
 - Be prepared to differentiate between critical and non-critical services if staff shortages occur due to illnesses or quarantines
 - Utilize "what-if" scenarios with essential and non-essential staff to prepare

L. PERSONAL PREPAREDNESS - Immediate implementation

- Our government is only as healthy as our employees. Employees should immediately take standard steps to prepare for staying at home, if needed:
 - Store a two-week supply of water and food
 - Make sure to have enough prescription drugs at home
 - Keep non-prescription drugs and other health supplies on hand. This includes pain relievers, stomach remedies, cough and cold aides, fluids with electrolytes, and vitamins
 - Get copies of electronic health records from the doctor, hospital, or pharmacy
 - Talk with family members and loved ones about how they would like to be cared for if they got sick, and what's needed to care for them at home
 - Try to minimize being in large groups, events and traveling by plane – any direct

contact with others you can reasonably avoid will help

M. COMMUNICATION PROTOCOL - Immediate implementation

- Keep workforce informed about the outbreak
- Provide positive, factual information that will help calm and encourage staff
- Establish clear lines of communication between essential staff members and departments to ensure critical services can be provided
- Establish a 24-hour communication line if government is forced to shut down
- Provide timely and factual press releases as needed to keep community informed

N. PROCESS FOR ACTIVATING THE COUNTY'S PLAN - Immediate implementation

- The County is being proactive in reducing the direct threat to the safety of other employees by asking employees to immediately notify, by phone or email only, their Department Head or Human Resources Director if they have experienced an exposure or received a presumed or confirmed diagnosis of coronavirus.
- Utilize County's defined method to communicate with department heads and team members.
- The County's policy is to treat any medical information as a confidential medical record. Any disclosure of medical information to supervisors, department heads, first aid and safety personnel, and government officials is in limited circumstances, as required by law.
- Employees who have been medically diagnosed with the virus or who were quarantined, must submit a physician's release to return to work. If the employee was self-quarantined due to exposure, then the employee must be symptom free for fourteen days before returning to work.
- Work with local health officials as needed to manage the pandemic.

O. WORKFORCE INVOLVEMENT - Immediate implementation

- Ensure that every person and department deemed essential has reviewed the County's Planned Response plan and is ready to act immediately.
- Every department must test the plan to help detect gaps or problems that need attention by utilizing "what if" scenarios prior to shut down or events.
- Every employee should be familiar with this plan and be prepared to act immediately if an employee illness or event occurs.
- Every employee should know and understand the role they will play if an event occurs.
- Employees who may be classified initially as non-essential could become essential in the event of major outbreaks and/or quarantine of essential employees. Be prepared!

MEMORANDUM OF UNDERSTANDING

ACWA VEHICLE MAINTENANCE AGREEMENT

THIS AGREEMENT in the form of a Memorandum of Understanding ("M.O.U.") is made and entered into this the _____ day of _____, 2020 by and between the "Parties" of Anderson County, Tennessee, d/b/a "Anderson County Fleet Maintenance" ("County"), the Anderson County Water Authority ("ACWA").

WHEREAS, the Tennessee General Assembly has provided legal authority for cooperation between local governments or public agencies through the Interlocal Cooperation Act, codified at Tennessee Code Annotated (TCA) Title 12, Chapter 9, Section 101 et seq.; and

WHEREAS, the undersigned Parties to this agreement desire to avail themselves to the authority conferred by Tennessee law as referenced above; and

WHEREAS, it is the intention of the undersigned Parties to establish a non-exclusive maintenance agreement by which Anderson County provides vehicle maintenance for ACWA in exchange for equal reimbursement for parts, labor and expenses; and

WHEREAS, County has Certified ASE, EVT Technicians and diesel mechanics on staff, including specialized tools and diagnostic equipment which it wishes to make available to the ACWA.

NOW, THEREFORE, in consideration of the mutual covenants, promises of support, reimbursements and conditions set forth herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, it is agreed by the Parties to this M.O.U. as follows:

SECTION 1. Term of Agreement

This M.O.U. shall commence on the date signed for a period expiring June 30, 20____.

SECTION 2. Maintenance, Service, and Repairs

County agrees to provide routine inspections, maintenance, repairs, and required periodic service for ACWA Vehicles in exchange for the equal reimbursement for required parts, expenses, and labor at \$65.00 per hour paid by ACWA. The Parties hereto agree that this agreement is non-exclusive and does not prevent ACWA from using other means for vehicle repairs and allows Anderson County to reject any and all ACWA work depending on the county's priorities and needs.

SECTION 3. Reimbursements

Reimbursement payments shall be paid within forty-five (45) days of invoicing from County. Maintenance expenses above \$1,000.00 for any single vehicle shall be reviewed and agreed upon between both parties before the vehicle is repaired.

SECTION 4. Payment Invoices.

Reimbursement payments to County under the terms of this M.O.U. shall be forwarded to:

Anderson County Finance Department
Room 210, Anderson County Courthouse
100 North Main Street
Clinton, TN 37716

SECTION 5: Default.

In the event of default by ACWA or County under this M.O.U. either Party may bring suit against the defaulting Party to enforce the terms of this M.O.U. provided that any alleged default is not cured by the defaulting Party after thirty (30) days written notice sent by the non-defaulting Party. The prevailing Party shall be entitled only to actual damages lost and any remedies available at law and/or equity including reasonable attorney's fees and costs associated with the default.

SECTION 6: No Oral Modification.

No modification, amendment, supplement to or waiver of this M.O.U. or any of its provisions shall be binding upon the Parties hereto unless made in writing and duly signed by all Parties.

SECTION 7: Waiver.

A failure of any Party to exercise any right provided for herein, shall not be deemed to be a waiver of any right hereunder.

SECTION 8: Entire Agreement.

This M.O.U. sets forth the entire understanding of the Parties as to the subject matter and may not be modified except in a writing executed by all Parties.

SECTION 9: Severability.

In the event any one or more of the provisions of this M.O.U. is invalid or otherwise unenforceable, the enforceability of remaining provisions shall be unimpaired.

SECTION 10: Cancellation.

This M.O.U. is subject to cancellation by the legislative body of the County or the ACWA Board with sixty (60) days written notice to the other Party.

SECTION 11: Exhibits

Any Exhibits attached hereto or incorporated herein are made a part of this M.O.U. for all purposes. The expression "this M.O.U." means the body of this M.O.U. and the Exhibits.

SECTION 12: Multiple Counterparts; Effectiveness.

This M.O.U. may be executed in multiple counterparts, each of which shall be deemed an original for all purposes and all of which shall be deemed, collectively, one M.O.U. This M.O.U. shall become effective when executed and delivered by all the Parties.

SECTION 13: Jurisdiction.

Each Party hereby irrevocably consents to the jurisdiction of all state courts sitting in Anderson County, Tennessee or all federal courts sitting in Knoxville, Tennessee and agrees that venue for any legal action brought in connection with this M.O.U. shall lie exclusively in such courts.

SECTION 14: Binding Effect.

This M.O.U. shall be binding upon and inure to the benefit of the Parties and upon their respective successors, heirs or assigns.

SECTION 15: Choice of Law.

This M.O.U. shall be governed and construed in accordance with the laws of the State of Tennessee.

SECTION 16: Notice.

Any notice required or provided pursuant to this M.O.U. shall be in writing and sent or delivered to the Parties by return receipt U.S. Mail.

SECTION 17: Titles and Subtitles.

Titles of paragraphs and subparagraphs are for convenient reference only and shall not have the effect of modifying, amending or changing the express terms of this M.O.U.

SECTION 18: Assignment.

This M.O.U. shall be assignable only upon the written consent of the non-assigning Party. Consent to an assignment shall not be unreasonably withheld. In the event of assignment or succession, the terms and conditions of this M.O.U. shall be binding upon the Parties and their successors, assigns, heirs, executors and/or administrators.

SECTION 19: Further Documentation.

The Parties agree for themselves and their successors and assigns to execute any and all instruments in writing which are or may become necessary or proper to carry out the purpose and intent of this M.O.U.

SECTION 20: Release and Hold Harmless.

The Parties agree that they shall and do hereby release, forever discharge and hold harmless one another as well as the employees, agents and counsel for one another from any and all claims whatsoever associated with this MOU. Furthermore, the Parties agree to indemnify each other losses, damages or judgments rendered or caused by the negligent or intentional acts of the other Party. The only claim between the Parties that shall survive this M.O.U. is compliance with the terms and provisions of this M.O.U.

IN WITNESS WHEREOF, the Parties hereto, each acting under due and proper authority, have executed this M.O.U. on this _____ day of _____, 20____.

ACCEPTANCE BY ANDERSON COUNTY:

Terry Frank, County Mayor

Tracy Wandell, Commission Chair

Date: _____

John Vickery, AC Motor Pool

ATTEST:

APPROVED AS TO FORM:

Jeff Cole, County Clerk

N. Jay Yeager, County Law Director

ACCEPTANCE BY ACWA:

Larry Clowers, Manager

ACWA Board Chair

Date: _____

Anderson County, Tennessee

Board of Commissioners

RESOLUTION 20-04-812

RESOLUTION AUTHORIZING THE USE OF ELECTRONIC MEETINGS PURSUANT TO THE GOVERNOR'S EXECUTIVE ORDER 16 AND CONSISTENT WITH THE COMPTROLLER'S GUIDELINES

WHEREAS, on March 12, 2020, the Governor issued Executive Order No. 14 declaring a state of emergency and outlining reasonable measures to facilitate the response to COVID-19 outbreak (*See, Exhibit 1- Executive Order 14*); and

WHEREAS, county governing bodies and the various committees, commissions, boards and sub-committees must continue to meet to carry out essential functions, including, but not limited to, annual budgets, purchasing acquisitions and all other important county business that cannot be delayed; and

WHEREAS, on March 20, 2020 the Governor issued Executive Order 16 waiving certain laws pursuant to the authority in Tenn. Code Ann. §58-2-107(e). Specifically, the Governor waived certain provision of the Tennessee Open Meetings Law codified at Tenn. Code Ann. §8-44-102. (*See, Exhibit 2 - Executive Order 16, Exhibit 3 - TCA §58-2-107 and Exhibit 4 - TCA §8-44-102*)

WHEREAS, Section 1 of Executive Order 16 states as follows:

As a reasonable measure to protect the safety and welfare of Tennesseans while ensuring that government business may continue in a manner that is open and accessible to the public, the provisions of Tennessee Code Annotated, Title 8, Chapter 44, Part 1, are hereby suspended to the extent necessary to allow a governing body, as defined in Tennessee Code Annotated, Section 8-44-102, to meet and conduct its essential business by electronic means, rather than being required to gather a quorum of members to be physically present at the same location, if the governing body determines that meeting electronically is necessary to protect the health, safety and welfare of Tennessee and in light of the COVID-19 outbreak, subject to the following conditions. (*Emphasis Added*)

- a. All governing body meetings conducted by electronic means under this Order shall remain open and accessible to public attendance by electronic means, as follows: Each governing body must make reasonable efforts to ensure that the public access to the meeting via electronic means is live access, but if the governing body cannot provide such live access despite reasonable efforts, the governing body must make a clear audio or video recording of the meeting available to the public as soon as practicable following the meeting, and in no event more than two business days after the meeting; and

- b. This Order does not in any way limit existing quorum, meeting notice, or voting requirements under law, and governing bodies are urged to provide the public with clear notice of the meeting agenda and how the public can access the meeting electronically at a time and location reasonably accessible to all members of the public; and
- c. The provisions of Tennessee Code Annotate, Section 8-44-108 (c) remain in effect; and
(See, Exhibit 5 - TCA §8-44-108(c))
- d. All such meetings shall be conducted in a manner consistent with Article I, Section 19 of the Tennessee Constitution. (See, Exhibit 6 - Tennessee Constitution Article 1 Section 19)

WHEREAS, in furtherance of Executive Order 16 the Comptroller has established guidelines for conducting government meetings by electronic means. (See, Exhibit 7 - Comptroller Guidelines and Exhibit 8 - Electronic Meeting Public Notice template); and

WHEREAS, consistent with Executive Order 16 and the Comptroller's Guidelines for Electronic meetings, the Anderson County Board of Commissioners desires to avail themselves to the authority established in Executive Order 16 and hold electronic meetings for county commission meetings and any board, commission, sub-committee or committee authorized by Tennessee law or local Resolution in order to protect the health, safety and welfare of our citizens and limit the spread of the COVID-19 virus.

NOW THEREFORE, BE IT RESOLVED by the Anderson County Board of Commissioners meeting in regular session this 20th day of April 2020 that in order to protect the health, safety and welfare of our citizens and members of our governing body, boards, committees, commissions and sub-committees, and in an effort to limit the spread of the COVID-19 virus, we therefore authorize electronic public meetings consistent with Executive Order 16 and the Comptroller's guidelines for holding electronic meetings.

BE IT FURTHER RESOLVED that all previously held electronic meetings subsequent to the issuance of Executive Order 16 on March 20, 2020 are covered under this Resolution and all actions approved are valid and enforceable.

APPROVED, DULY PASSED AND EFFECTIVE this 20th day of April, 2020.

Tracy Wandell, Chair, County Commission

Terry Frank, Mayor

ATTEST:

Jeff Cole, County Clerk



STATE OF TENNESSEE
EXECUTIVE ORDER
BY THE GOVERNOR

No. 14

**AN ORDER SUSPENDING PROVISIONS OF CERTAIN STATUTES AND
RULES IN ORDER TO FACILITATE THE TREATMENT AND CONTAINMENT OF
COVID-19**

WHEREAS, Coronavirus Disease 2019 (COVID-19) is a respiratory disease caused by the SARS-CoV-2 virus that can result in mild or severe symptoms, including fever, cough, and shortness of breath, and can lead to serious illness or death, particularly in the case of older adults and persons with serious chronic medical conditions; and

WHEREAS, COVID-19 is frequently spread through close contact between persons and respiratory transmission; and

WHEREAS, in late 2019, a significant outbreak of COVID-19 was identified in China, and this disease has since spread to many other countries; and

WHEREAS, to date, according to the Centers for Disease Control and Prevention (CDC), there have been 938 cases of COVID-19 identified in the United States, which have resulted in 29 deaths; and

WHEREAS, on January 16, 2020, the Tennessee Department of Health activated the State Health Operations Center (SHOC), and on January 21, 2020, following CDC guidance, the Department designated COVID-19 as a reportable disease in Tennessee; and

WHEREAS, on March 4, 2020, I announced the formation of a Coronavirus Task Force to enhance Tennessee's coordinated efforts to prevent, identify, and treat potential cases of COVID-19, and that task force convened its first meeting a few days later; and

WHEREAS, on March 4, 2020, the first case of COVID-19 in the State of Tennessee was identified, and several additional confirmed or presumptively positive cases of COVID-19 have since been identified in Tennessee; and

Exhibit 1

WHEREAS, on March 11, 2020, the World Health Organization declared the outbreak a global pandemic; and

WHEREAS, on January 31, 2020, the U.S. Secretary of Health and Human Services declared a public health emergency to aid the nation's healthcare community in responding to COVID-19; and

WHEREAS, several states, including Kentucky, Florida, North Carolina, Colorado, Connecticut, New Jersey, New York, and others, have declared states of emergency to facilitate their responses to COVID-19; and

WHEREAS, the spread and identification of additional cases of COVID-19 in Tennessee is likely to continue, and therefore, taking proactive steps to prevent a substantial risk to public health and safety is paramount; and

WHEREAS, public and private health care, emergency, and other entities are engaged in efforts throughout the state to treat and prevent the additional spread of COVID-19, and the provisions of this Order are necessary to maximize those efforts to protect the health and safety of Tennesseans; and

WHEREAS, Tennessee Code Annotated, Section 58-2-107(e)(1), provides that during a state of emergency, the Governor is authorized to "[s]uspend any law, order, rule or regulation prescribing the procedures for conduct of state business or the orders or rules or regulations of any state agency, if strict compliance with any such law, order, rule, or regulation would in any way prevent, hinder, or delay necessary action in coping with the emergency;" and

WHEREAS, pursuant to this authority and the general emergency management powers of the Governor under law, the temporary suspension of selected state laws and rules is necessary to facilitate the response to the current public health situation.

NOW THEREFORE, I, Bill Lee, Governor of the State of Tennessee, by virtue of the power and authority vested in me by the Tennessee Constitution and other applicable law, do hereby declare a state of emergency exists to facilitate the response to COVID-19 and order the following:

1. The Commissioner of Health or her designee, in conjunction with the Director of the Tennessee Emergency Management Agency (TEMA) or his designee, shall implement the Tennessee Emergency Management Plan (TEMP) and all applicable annexes to coordinate the State's response to COVID-19.
2. The relevant provisions of Tennessee Code Annotated, Titles 63 and 68, and related rules are hereby suspended to the extent necessary to give the Commissioner of Health the discretion to allow a health care professional who is licensed in another state, and who would otherwise be subject to licensing requirements under Title 63 or Title 68, to engage in the practice of such individual's profession in Tennessee,

if such individual is a health care professional who is assisting in the medical response to COVID-19.


3. The provisions of Tennessee Code Annotated, Section 63-10-207(a) and (c), are hereby suspended to allow a pharmacist to dispense an extra 30-day supply of maintenance prescriptions without proper authorization to persons as is necessary to respond to and prevent the spread of COVID-19 in Tennessee, subject to all other provisions of Tennessee Code Annotated, Sections 63-10-207 and 63-1-164.
4. The provisions of Tennessee Code Annotated, Section 68-11-201(20), are hereby suspended to the extent necessary to allow health care professionals who would otherwise be subject to licensing requirements to provide localized treatment of patients in temporary residences.
5. The provisions of Tenn. Comp. R. & Regs. 1200-06-03-.16 are suspended to allow testing for COVID-19 at alternate testing sites without prior approval by the Medical Laboratory Board; provided, that laboratories shall notify the Medical Laboratory Board of any such alternate testing sites.
6. The provisions of Tennessee Code Annotated, Section 68-11-202(c)(1)-(8), are hereby suspended to allow for the construction of temporary structures, the plans for which would otherwise be subject to review for new construction, additions, or substantial alterations, as directed by the Commissioner of Health and the Director of TEMA in response to COVID-19; provided, that there shall be inspections of such structures to ensure safety, as necessary.
7. In accordance with Tennessee Code Annotated, Section 47-18-5103, it is hereby declared that in Tennessee an abnormal economic disruption exists, and therefore, persons are prohibited from charging any other person a price for medical supplies or emergency supplies, as listed in Tennessee Code Annotated, Section 47-18-5103(a)(1)(C) and (D), that is grossly in excess of the price generally charged for the same or similar goods or services in the usual course of business. Paragraph 7 of this Order shall remain in effect until 12:01 a.m., Central Daylight Time, on March 27, 2020.
8. The provisions of Tennessee Code Annotated, Section 55-4-401, through Tennessee Code Annotated, Section 55-4-413, Tennessee Code Annotated, Section 55-7-201, through Tennessee Code Annotated, Section 55-7-209, and Tenn. Comp. R. & Regs. 1680-07-01-.01 through Tenn. Comp. R. & Regs. 1680-07-01-.25 that set forth maximum height, length, and width limitations are hereby suspended in the case of vehicles participating in the response to COVID-19, subject to the following conditions:
 - a. A vehicle must be transporting emergency supplies, equipment, or mobile structures to affected areas.

- b. A vehicle shall be permitted only to travel on (1) Interstate Highways; (2) highways on the National Highway System; and (3) other state-maintained roads as may be required to obtain access to needed services off of the aforementioned highways, without any restrictions on their time of movement except as may otherwise be provided in this Order.
 - c. A vehicle may transport a divisible or non-divisible load up to a maximum gross vehicle weight of 95,000 pounds and a maximum axle weight of 20,000 pounds, except on any bridge or overpass with a lower posted weight limit.
 - d. The outer bridge span of any five-axle truck tractor/semi-trailer combination shall be no less than fifty-one feet (51').
 - e. The overall dimensions of a vehicle and load shall not exceed:
 - i. One hundred feet (100') in length;
 - ii. Fourteen feet, four inches (14' 4") in height on the Interstate Highway System, except on Interstate 55, and thirteen feet, six inches (13' 6") in height on Interstate 55 and any other highway on the National Highway System; or
 - iii. Fourteen feet, six inches (14' 6") in width.
 - f. Vehicles that do not exceed ten feet (10') in width may travel seven (7) days per week during daylight or nighttime hours without any time restrictions.
 - g. Any person, firm, company, corporation, or other entity that undertakes the movement of any overweight and/or overdimensional article and/or commodity on the highways of Tennessee shall hold Tennessee and its officers and employees harmless from any claims for damages resulting from the exercise of any of the privileges granted under this Order and, to this end, shall carry liability insurance with an insurer, acceptable to the Tennessee Department of Transportation's Oversize and Overweight Permit Office, in the amount of not less than three hundred thousand dollars (\$300,000) for each claimant and one million dollars (\$1,000,000) per occurrence. The transporter shall carry the certificate of insurance in the vehicle at all times.
 - h. Paragraph 8(c) of this Order shall take effect only upon the issuance of and in accordance with an appropriate declaration by the President of the United States.
9. In accordance with 49 C.F.R. § 390.23, as adopted by Tenn. Comp. R. & Regs. 1340-06-01-.08, there is hereby provided a temporary exception from the federal rules and regulations in 49 C.F.R. Part 395 limiting the hours of service for the

operator of a commercial motor vehicle providing supplies, equipment, personnel, and other provisions to assist persons affected by COVID-19, subject to the following conditions:

- a. Nothing in this Order shall be construed as an exemption from the Commercial Driver's License requirements in 49 C.F.R. § 383, the financial requirements in 49 C.F.R. § 387, or applicable federal size and weight limitations.
 - b. No motor carrier operating under the terms of this Order shall require or allow an ill or fatigued driver to operate a motor vehicle. A driver who notifies a motor carrier that he or she needs immediate rest shall be given at least ten (10) consecutive hours off-duty before the driver is required to return to service.
10. The relevant provisions of Tennessee Code Annotated, Title 71, Chapter 3, Part 5, and related rules are hereby suspended to the extent necessary to give the Commissioner of Human Services the discretion to waive the child care licensure requirements, including requirements concerning capacity, care categories, grouping, license transfers, and drop-in centers, if necessary to respond to the effects of COVID-19.
 11. The Division of TennCare is hereby authorized to create policies or modify existing policies as is necessary to ensure that members of the TennCare and CoverKids programs continue to receive medically necessary services without disruption during this state of emergency.
 12. Pursuant to Tennessee Code Annotated, Section 58-2-107(e)(2), I hereby direct the Tennessee Department of Health and the Tennessee Department of Commerce and Insurance to continue working with health insurance plans operating in the state to identify and remove any burdens to responding to COVID-19 and improve access to treatment options and medically necessary screening and testing for COVID-19.
 13. This Order shall remain in effect until 12:01 a.m., Central Daylight Time, on May 11, 2020, at which time the suspension of any state laws and rules shall cease and be of no further force or effect.

IN WITNESS WHEREOF, I have subscribed my signature and caused the Great Seal of the State of Tennessee to be affixed this 12th day of March, 2020.


GOVERNOR

ATTEST

SECRETARY OF STATE

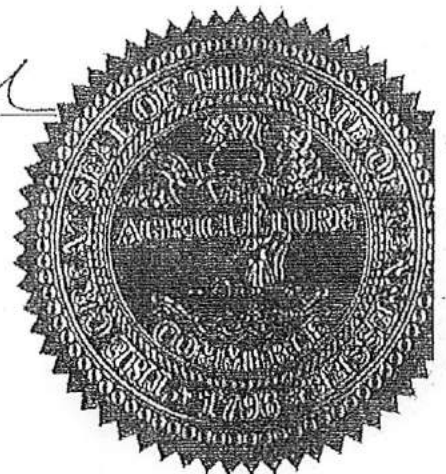


Exhibit 1



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SECRETARY OF STATE
PUBLICATIONS

STATE OF TENNESSEE
EXECUTIVE ORDER
BY THE GOVERNOR

No. 16

**AN ORDER ENSURING GOVERNMENT CONTINUES TO FUNCTION
OPENLY AND TRANSPARENTLY DURING THE COVID-19 EMERGENCY WHILE
TAKING APPROPRIATE MEASURES TO PROTECT THE HEALTH AND SAFETY
OF CITIZENS AND GOVERNMENT OFFICIALS**

WHEREAS, on March 12, 2020, I issued Executive Order No. 14, which declared a state of emergency and waived certain laws to facilitate the response to Coronavirus Disease 2019 (COVID-19), and on March 19, 2020, I issued Executive Order No. 15, which superseded Executive Order No. 14 and, in addition to reiterating the existence of a state of emergency, took a number of additional measures in furtherance of the treatment and containment of COVID-19; and

WHEREAS, the findings in Executive Order No. 15 are incorporated herein by reference; and

WHEREAS, it is critical to limiting the community spread of COVID-19 that private and governmental entities of all types eliminate large public gatherings and conduct business remotely by electronic means to the greatest extent possible; and

WHEREAS, to this end, guidance from the White House and Centers for Disease Control and Prevention (CDC) advises that Americans should "avoid social gatherings in groups of more than 10 people" and advises that older persons and persons with serious underlying health conditions should remain at home; and

WHEREAS, state, county, and municipal governing bodies must continue to meet to carry out essential functions, including, but not limited to, considering annual budgets or special budgetary items in response to COVID-19 or measures providing regulatory flexibility or other means to treat and contain COVID-19; and

WHEREAS, in accordance with state and federal guidance, during this continuing emergency, the interest of public health and safety requires avoiding large gatherings of people in the same physical location; and

WHEREAS, despite these constraints on holding public meetings, maintaining open, public access to government proceedings, as guaranteed by Article I, Section 19 of the Tennessee Constitution and the Open Meetings Act, codified in Tennessee Code Annotated, Title 8, Chapter 44, Part 1, is of critical importance; and

WHEREAS, in a March 20, 2020, letter, the Tennessee Coalition for Open Government acknowledged the need to balance these interests, stating that, in light of the COVID-19 outbreak, governing bodies should be able to meet electronically regarding essential business, so long as they provide electronic access to the public and reasonable safeguards to ensure transparency; and

WHEREAS, other state entities have recently taken measures balancing the protection of public health and safety with the need to ensure that government continues to function and remains open to the public, including:

On March 13, 2020, the Supreme Court of Tennessee issued an order suspending in-person court proceedings through March 31, 2020, subject to certain narrow exceptions for essential proceedings, and, even in those exceptional cases, limited attendees to attorneys, parties, witnesses, security officers, and other necessary parties. The Supreme Court's order further "urged [judges] to limit in-person courtroom contact as much as possible by utilizing available technologies, including alternative means of filing, teleconferencing, email, and video conferencing" and suspended "[a]ny Tennessee state or local rule, criminal or civil, that impedes a judge's or court clerk's ability to utilize available technologies to limit in-person contact."

Beginning March 16, 2020, the Lieutenant Governor and Speaker of the House of Representatives limited access to the Cordell Hull Building, while ensuring that the General Assembly's proceedings remained open to the public through the livestreaming services on its website, and I announced that the State Capitol would likewise be closed to tours and visitors; and

WHEREAS, in addition to the other powers granted by law, Tennessee Code Annotated, Section 58-2-107(e), provides that during a state of emergency, the Governor is authorized to suspend laws and rules regarding the conduct of state business if necessary to cope with the emergency, utilize all available state and local resources and state departments and personnel to combat the emergency, order evacuations, make orders concerning entry and exit and the occupancy of premises within an emergency area, and take measures concerning the conduct of civilians and the calling of public meetings and gatherings, among other things; and

WHEREAS, pursuant to this authority and the general emergency management powers of the Governor under law, the temporary suspension of selected state laws and rules and the other


measures contained herein are necessary to facilitate the response to the current public health emergency.

NOW THEREFORE, I, Bill Lee, Governor of the State of Tennessee, by virtue of the power and authority vested in me by the Tennessee Constitution and other applicable law, in light of the continuing state of emergency to facilitate the response to COVID-19, do hereby order the following:

1. As a reasonable measure to protect the safety and welfare of Tennesseans while ensuring that government business may continue in a manner that is open and accessible to the public, the provisions of Tennessee Code Annotated, Title 8, Chapter 44, Part 1, are hereby suspended to the extent necessary to allow a governing body, as defined in Tennessee Code Annotated, Section 8-44-102, to meet and conduct its essential business by electronic means, rather than being required to gather a quorum of members physically present at the same location, if the governing body determines that meeting electronically is necessary to protect the health, safety, and welfare of Tennesseans in light of the COVID-19 outbreak, subject to the following conditions:
 - a. All governing body meetings conducted by electronic means under this Order shall remain open and accessible to public attendance by electronic means, as follows: Each governing body must make reasonable efforts to ensure that the public access to the meeting via electronic means is live access, but if the governing body cannot provide such live public access despite reasonable efforts, the governing body must make a clear audio or video recording of the meeting available to the public as soon as practicable following the meeting, and in no event more than two business days after the meeting; and
 - b. This Order does not in any way limit existing quorum, meeting notice, or voting requirements under law, and governing bodies are urged to provide the public with clear notice of the meeting agenda and how the public can access the meeting electronically at a time and location reasonably accessible to all members of the public; and
 - c. The provisions of Tennessee Code Annotated, Section 8-44-108(c), remain in effect; and
 - d. All such meetings shall be conducted in a manner consistent with Article I, Section 19 of the Tennessee Constitution.
2. Pursuant to Tennessee Code Annotated, Sections 58-2-107 and 58-2-118, I hereby authorize all governing bodies, state departments and agencies, and political subdivisions of the state, and other agencies designated or appointed by the governor to make, amend, and rescind orders and rules as necessary to conduct electronic meetings adhering to the provisions and spirit of the Tennessee Constitution and Open Meetings Act.

3. Given the findings underlying, and general applicability of, this Order, Tennessee Code Annotated, Section 8-44-108(b)(3), which requires each governing body to provide findings to the Secretary of State concerning the need for a meeting where a quorum is not physically present, is hereby suspended.
4. Any law, order, rule, or regulation inconsistent with this Order is hereby suspended.
5. This Order shall remain in effect until 12:01 a.m., Central Daylight Time, on May 18, 2020, at which time the suspension of any state laws and rules and my authorization pursuant to Tennessee Code Annotated, Section 58-2-118, shall cease and be of no further force or effect.

IN WITNESS WHEREOF, I have subscribed my signature and caused the Great Seal of the State of Tennessee to be affixed this 20th day of March, 2020.


GOVERNOR

ATTEST:


SECRETARY OF STATE

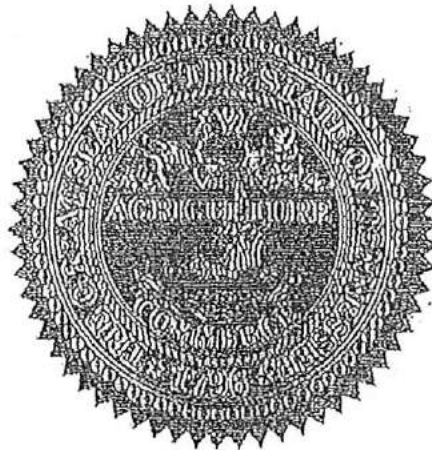


EXHIBIT 3

58-2-107. Emergency management powers of the governor.

(a)

(1) The governor is responsible for addressing the dangers presented to this state and its people by emergencies. In the event of an emergency beyond local control, the governor, or, in the governor's absence, the governor's successor as provided by law, may assume direct operational control over all or any part of the emergency management functions within this state, and such person has the power through proper process of law to carry out this chapter. The governor is authorized to delegate such powers as the governor may deem prudent.

(2) Pursuant to the authority vested in the governor under subdivision (a) (1), the governor may issue executive orders, proclamations, and rules and may amend or rescind them. Such executive orders, proclamations, and rules have the force and effect of law.

(b)

(1) The governor or the governor's designee, shall declare a state of emergency or a disaster declaration in one (1) of two (2) ways:

(A) By executive order or proclamation; or

(B) By the activation of the TEMP.

(2) These two (2) types of threats may be declared by the governor if the governor finds an emergency has occurred or the occurrence of threat thereof is imminent. The state of emergency shall continue until the governor finds that the threat or danger has been dealt with to the extent that the emergency conditions no longer exist and the governor terminates the state of emergency by executive order or proclamation, but no state of emergency may continue for longer than sixty (60) days unless renewed by the governor. All executive orders or proclamations issued under this section shall indicate the nature of the emergency, the area or areas threatened, and the conditions which have brought the emergency about or which make possible its termination. An executive order or proclamation shall be promptly disseminated by means calculated to bring its contents to the attention of the general public; and, unless the circumstances attendant upon the emergency prevent or impede such filing, the order or proclamation shall be filed promptly with the department of state and in the office of the chief executive officer in each county to which the order or proclamation applies.

(c) An executive order or proclamation of a state of emergency shall:

(1) Activate the emergency mitigation, response, and recovery aspects of the state, local, and interjurisdictional emergency management plans applicable to the political subdivision or area in question;

(2) Be authority for the deployment and use of any forces to which the plan or plans apply and for the use or distribution of any supplies, equipment, and materials and facilities assembled, stockpiled, or arranged to be made available pursuant to this chapter or any other law relating to emergencies; and

(3) Identify whether the state of emergency is due to a minor, major, or catastrophic disaster.

(d) During the continuance of a state emergency, the governor is commander in chief of the Tennessee national guard and of all other forces available for emergency duty. To the greatest extent practicable, the governor shall delegate or assign command authority by prior arrangement

embodied in appropriate executive orders or rules, but nothing in this section restricts the governor's authority to do so by orders issued at the time of the emergency.

(e) In addition to any other powers conferred upon the governor by law, the governor may:

- (1) Suspend any law, order, rule or regulation prescribing the procedures for conduct of state business or the orders or rules or regulations of any state agency, if strict compliance with any such law, order, rule, or regulation would in any way prevent, hinder, or delay necessary action in coping with the emergency;
 - (2) Utilize all available resources of the state government and of each political subdivision of the state, as reasonably necessary to cope with the emergency;
 - (3) Transfer the direction, personnel, or functions of state departments and agencies or units thereof for the purpose of performing or facilitating emergency services;
 - (4) Subject to any applicable requirements for compensation, commandeer or utilize any private property, which term shall not be construed to include firearms, ammunition, or firearm or ammunition components, if the governor finds this necessary to cope with the emergency;
 - (5) Direct and compel the evacuation of all or part of the population from any stricken or threatened area within the state if the governor deems this action necessary for the preservation of life or other emergency mitigation, response, or recovery;
 - (6) Prescribe routes, modes of transportation, and destinations in connection with evacuation;
 - (7) Control ingress and egress to and from an emergency area, the movement of persons within the area, and the occupancy of premises therein;
 - (8) Suspend or limit the sale, dispensing, or transportation of alcoholic beverages, explosives, or combustibles, which terms shall not be construed to include firearms, ammunition, or firearm or ammunition components;
 - (9) Make provision for the availability and use of temporary emergency housing;
 - (10) Take effective measures for limiting or suspending lighting devices and appliances, gas and water mains, electric power distribution, and all other utility services in the general public interest;
 - (11) Take measures concerning the conduct of civilians, the movement and cessation of movement of pedestrian and vehicular traffic prior to, during, and subsequent to drills and actual or threatened emergencies, the calling of public meetings and gatherings, and the evacuation and reception of civilian population, as provided in the TEMP and political subdivisions thereof; and
 - (12) Authorize the use of forces already mobilized as the result of an executive order, rule, or proclamation to assist the private citizens of the state in clean up and recovery operations during emergencies when proper permission to enter onto or into private property has been obtained from the property owner.
- (f) The governor shall take such action and give such direction to state and local law enforcement officers and agencies as may be reasonable and necessary for the purpose of securing compliance with this chapter and with the orders and rules made pursuant thereto.
- (g) The governor shall employ such measures and give such directions to the department of health and department of human services, division of vocational rehabilitation, as may be reasonable and necessary for the purpose of securing compliance with this chapter or with the findings or recommendations of such agency by reason of conditions arising from emergencies or threats of emergency.
- (h) The governor shall delegate emergency responsibilities to the officers and agencies of the state and of the political subdivisions thereof prior to an emergency or threat of an emergency, and shall utilize the services and facilities of existing officers and agencies of the state and of the

political subdivisions thereof, including their personnel and other resources, as the primary emergency management forces of the state, and all such officers and agencies shall cooperate with and extend their services and facilities to the agency, as it may require.

(i) The governor and the agency shall establish agencies and offices and appoint executive, professional, technical, clerical and other personnel as may be necessary to carry out this chapter.

(j) The governor shall formulate and execute plans and rules for the control of traffic in order to provide for the rapid and safe movement or evacuation over public highways and streets of people, troops, or vehicles and materials for national defense or for use in any defense industry, and may coordinate the activities of the departments or agencies of the state and the political subdivisions thereof concerned directly or indirectly with public highways and streets in a manner which will effectuate such plans.

(k) The governor may delegate to the director of TEMA the authority to declare a state of emergency in order that certain commercial vehicles engaged in the distribution of electric power, the supply of fuel, or telecommunications services to residences and businesses may be considered to be participating in an emergency relief effort for the purpose of the federal hours-of-service regulations promulgated by the federal motor carrier safety administration. Pursuant to the delegation of authority granted by this subsection (k), the director of TEMA may declare a state of emergency prospectively in anticipation of an emergency.

(l)

(1) If the governor of Tennessee declares an emergency in response to a catastrophic or major disaster, voluntary health care providers, including hospitals and community mental health care centers, participating in the Emergency Management Assistance Compact or Southern Regional Emergency Management Assistance Compact are immune from liability in providing the health care to victims or evacuees of the catastrophic or major disaster, as long as the services are provided within the limits of the provider's license, certification or authorization, unless an act or omission was the result of gross negligence or willful misconduct.

(2) If additional medical resources are required, the governor, by executive order, may provide limited liability protection to health care providers, including hospitals and community mental health care centers and those licensed, certified or authorized under titles 33, 63 or 68, and who render services within the limits of their license, certification or authorization to victims or evacuees of such emergencies; provided, however, that this protection may not include any act or omission caused by gross negligence or willful misconduct.

(3) The duration of the protection provided by this subsection (l) shall not exceed thirty (30) days, but may be extended by the governor by executive order for an additional thirty (30) days, if required to ensure the provision of emergency medical services in response to the catastrophic or major disaster.

(m) During any state of emergency, major disaster or natural disaster, the state, a political subdivision or a public official shall not prohibit nor impose additional restrictions on the lawful possession, transfer, sale, transport, carrying, storage, display or use of firearms and ammunition or firearm and ammunition components.

EXHIBIT 4

Tennessee Code Annotated, Section 8-44-102

(a) All meetings of any governing body are declared to be public meetings open to the public at all times, except as provided by the Constitution of Tennessee.

(b)

(1) "Governing body" means:

(A) The members of any public body which consists of two (2) or more members, with the authority to make decisions for or recommendations to a public body on policy or administration and also means a private nonprofit community organization eligible to receive funds from the community services block grant program under 42 U.S.C. §§ 9901 - 9926. Any governing body so defined by this section shall remain so defined, notwithstanding the fact that such governing body may have designated itself as a negotiation committee for collective bargaining purposes, and strategy sessions of a governing body under such circumstances shall be open to the public at all times;

(B) The board of directors of any nonprofit corporation which contracts with a state agency to receive community grant funds in consideration for rendering specified services to the public; provided, that community grant funds comprise at least thirty percent (30%) of the total annual income of such corporation. Except such meetings of the board of directors of such nonprofit corporation that are called solely to discuss matters involving confidential doctor-patient relationships, personnel matters or matters required to be kept confidential by federal or state law or by federal or state regulation shall not be covered under this chapter, and no other matter shall be discussed at such meetings;

(C) The board of directors of any not-for-profit corporation authorized by the laws of Tennessee to act for the benefit or on behalf of any one (1) or more counties, cities, towns and local governments pursuant to title 7, chapter 54 or 58. This subdivision (b)(1)(C) shall not apply to any county with a metropolitan form of government and having a population of four hundred thousand (400,000) or more, according to the 1980 federal census or any subsequent federal census;

(D) The board of directors of any nonprofit corporation which through contract or otherwise provides a metropolitan form of government having a population in excess of five hundred thousand (500,000), according to the 1990 federal census or any subsequent federal census, with heat, steam or incineration of refuse;

(E)

(i) The board of directors of any association or nonprofit corporation authorized by the laws of Tennessee that:

(a) Was established for the benefit of local government officials or counties, cities, towns or other local governments or as a municipal bond financing pool;

(b) Receives dues, service fees or any other income from local government officials or such local governments that constitute at least thirty percent (30%) of its total annual income; and

(c) Was authorized as of January 1, 1998, under state law to obtain coverage for its employees in the Tennessee consolidated retirement system.

(ii) This subdivision (b)(1)(E) shall not be construed to require the disclosure of a trade secret or proprietary information held or used by an association or nonprofit corporation to which this chapter applies. In the event a trade secret or proprietary information is required to be discussed in an open meeting, the association or nonprofit corporation may conduct an executive session to discuss such trade secret or proprietary information; provided, that a notice of the executive session is included in the agenda for such meeting.

(iii) As used in this subdivision (b)(1)(E):

(a) "Proprietary information" means rating information, plans, or proposals; actuarial information; specifications for specific services provided; and any other similar commercial or financial information used in making or deliberating toward a decision by employees, agents or the board of directors of such association or corporation; and which if known to a person or entity outside the association or corporation would give such person or entity an advantage or an opportunity to gain an advantage over the association or corporation when providing or bidding to provide the same or similar services to local governments; and

(b) "Trade secret" means the whole or any portion or phrase of any scientific or technical information, design, process, procedure, formula or improvement which is secret and of value. The trier of fact may infer a trade secret to be secret when the owner thereof takes measures to prevent it from becoming available to persons other than those selected by the owner to have access thereto for limited purposes.

(2) "Meeting" means the convening of a governing body of a public body for which a quorum is required in order to make a decision or to deliberate toward a decision on any matter. "Meeting" does not include any on-site inspection of any project or program.

(c) Nothing in this section shall be construed as to require a chance meeting of two (2) or more members of a public body to be considered a public meeting. No such chance meetings, informal assemblages, or electronic communication shall be used to decide or deliberate public business in circumvention of the spirit or requirements of this part.

EXHIBIT 5

8-44-108. Participation by electronic or other means.

(a) As used in this section, unless the context otherwise requires:

(1) "Governing body" refers to boards, agencies and commissions of state government, including state debt issuers as defined in this section and municipal governing bodies. For the purpose of this section only, "municipal governing bodies" means only those municipal governing bodies organized under title 6, chapter 18, and having a city commission of three (3) members, and having a population of more than two thousand five hundred (2,500), according to the 2000 federal census or any subsequent federal census;

(2) "Meeting" has the same definition as defined in § 8-44-102;

(3) "Necessity" means that the matters to be considered by the governing body at that meeting require timely action by the body, that physical presence by a quorum of the members is not practical within the period of time requiring action, and that participation by a quorum of the members by electronic or other means of communication is necessary; and

(4) "State debt issuers" means the Tennessee state funding board, Tennessee local development authority, Tennessee housing development agency, and Tennessee state school bond authority, and any of their committees.

(b)

(1) A governing body may, but is not required to, allow participation by electronic or other means of communication for the benefit of the public and the governing body in connection with any meeting authorized by law; provided, that a physical quorum is present at the location specified in the notice of the meeting as the location of the meeting.

(2) If a physical quorum is not present at the location of a meeting of a governing body, then in order for a quorum of members to participate by electronic or other means of communication, the governing body must make a determination that a necessity exists. Such determination, and a recitation of the facts and circumstances on which it was based, must be included in the minutes of the meeting.

(3) If a physical quorum is not present at the location of a meeting of a governing body other than a state debt issuer, the governing body other than a state debt issuer must file such determination of necessity, including the recitation of the facts and circumstances on which it was based, with the office of secretary of state no later than two (2) working days after the meeting. The secretary of state shall report, no less than annually, to the general assembly as to the filings of the determinations of necessity. This subdivision (b)(3) shall not apply to the board of regents, to the board of trustees of the University of Tennessee or to the Tennessee higher education commission.

(4) Nothing in this section shall prohibit a governing body from complying with § 8-44-109.

(c)

(1) Any meeting held pursuant to the terms of this section shall comply with the requirements of the Open Meetings Law, codified in this part, and shall not circumvent the spirit or requirements of that law.

(2) Notices required by the Open Meetings Law, or any other notice required by law, shall state that the meeting will be conducted permitting participation by electronic or other means of communication.

Exhibit 5

(3) Each part of a meeting required to be open to the public shall be audible to the public at the location specified in the notice of the meeting as the location of the meeting. Each member participating electronically or otherwise must be able to simultaneously hear each other and speak to each other during the meeting. Any member participating in such fashion shall identify the persons present in the location from which the member is participating.

(4) Any member of a governing body not physically present at a meeting shall be provided, before the meeting, with any documents that will be discussed at the meeting, with substantially the same content as those documents actually presented.

(5) All votes taken during a meeting held pursuant to the terms of this section shall be by roll call vote.

(6) A member participating in a meeting by this means is deemed to be present in person at the meeting for purposes of voting, but not for purposes of determining per diem eligibility. However, a member may be reimbursed expenses of such electronic communication or other means of participation.

(d) Notwithstanding this chapter to the contrary, members of an emergency communications district board of directors may participate in meetings by any electronic means approved by such board. A board member who participates in a meeting electronically under this subsection (d) is present for purposes of creating a quorum and voting on matters presented to the board for consideration during the meeting to the same extent as a board member who is physically present at the meeting. Subdivisions (c)(1), (2), and (3) shall apply to meetings held pursuant to this subsection (d).

EXHIBIT 6

Sec. 19. Freedom of speech and press.

That the printing presses shall be free to every person to examine the proceedings of the Legislature; or of any branch or officer of the government, and no law shall ever be made to restrain the right thereof. The free communication of thoughts and opinions, is one of the invaluable rights of man, and every citizen may freely speak, write, and print on any subject, being responsible for the abuse of that liberty. But in prosecutions for the publication of papers investigating the official conduct of officers, or men in public capacity, the truth thereof may be given in evidence; and in all indictments for libel, the jury shall have a right to determine the law and the facts, under the direction of the court, as in other criminal cases.



JUSTIN P. WILSON
Comptroller

JASON E. MUMPOWER
Deputy Comptroller

Memorandum

Date: March 20, 2020

To: Tennessee Local Government Officials, Leaders, and Legal Representatives

From: Office of the Tennessee Comptroller of the Treasury

Subject: Revised: COVID-19 Guidance

Local governing bodies throughout Tennessee are impacted by the COVID-19 pandemic. We recognize that many of you may have questions about how to carry out your governance and operational responsibilities lawfully and effectively. This memorandum addresses recent changes related to Tennessee's open meeting requirements and addresses what all local governments should do to ensure policies are in place to respond to this situation.

Public Meetings by Electronic Means

On March 20, 2020, Governor Bill Lee signed Executive Order No. 16 ("the Order"), which suspends the requirements of the Tennessee Open Meetings Act ("TOMA") to the extent necessary to allow any governing body subject to the requirements of TOMA to meet and conduct essential business by electronic means if the body determines meeting electronically is necessary to protect the health, safety, and welfare of Tennesseans in light of the COVID-19 pandemic.

The Order applies to any state, county, or municipal governing body or any other public body that may be subject to the requirements of TOMA. It allows members of the governing body to participate and vote in public meetings without being physically present to protect public health, safety, and welfare and prevent the spread of COVID-19. This is a temporary measure that expires on May 18, 2020, unless further action is taken by the Governor.

Except as specifically provided in this new executive order, the public notice provisions, meeting minute provisions, and other requirements of TOMA still apply to meetings of governing bodies being held electronically.

If a governing body seeks to conduct electronic meetings in accordance with the Order, it must make reasonable efforts to ensure that the public may access the meeting live via electronic means. In the event a governing body cannot provide live access after making reasonable efforts, the governing body must make a clear audio or video recording of the meeting and make the

recording available to the public as soon as practicable after the meeting, but no later than two business days after the meeting.

Although not specifically required in the Order, our Office recommends that members of a governing body participating by electronic means make a determination on the record that meeting electronically is necessary to protect public health, safety, and welfare in light of the coronavirus and that the governing body include this determination in the minutes of the governing body. Additionally, governing bodies are urged by the Governor to include in the notice any instructions for the public to access the meeting electronically and a copy of the meeting agenda. Accordingly, our Office also encourages governing bodies to include this information in the notice of the meeting to the extent they are able to do so.

As noted above, a governing body allowing participation by electronic means is required to make efforts to provide the public with live electronic access to the meeting and they are urged to include instructions as to how the public may electronically access the meeting in the meeting notice. This access may be provided through a call-in number if the meeting is by phone or through other online mediums such as Skype, Zoom, Facebook Live, or other available products. Attached hereto are Virtual Meeting Guidelines that you may find useful to assist with providing the public electronic access to meetings held electronically or by other means.

In addition to the notice requirements set forth above, we encourage governmental entities to include a statement that public access to the meeting will be limited. Also, we recommend that notice of the meeting still include the time, place, and date of the meeting, although there may not be public access to the physical location of the meeting. The notice should also address if there will not be a physical location for the meeting in order to protect public health, safety, and welfare.

State governing bodies holding meetings electronically pursuant to Tenn. Code Ann. § 8-44-108 are still subject to the following requirements in Tenn. Code Ann. § 8-44-108(c). Local governing bodies holding meetings electronically may also want to take these into consideration.

- The meeting should be audible to the public at the location specified in the notice of the meeting.
- Each member participating electronically or otherwise should be able to hear each other simultaneously and speak to each other during the meeting.
- Documents to be discussed at the meeting should be provided to members participating electronically prior to the meeting, to the extent doing so is practicable.
- All votes at the meeting should be by roll call vote.
- Notice of the meeting should provide a statement that the meeting will allow members to participate electronically or by other means.

Exhibit 7

Please also note that a member participating in a meeting by electronic means is deemed to be present in person at the meeting for purposes of voting but not for purposes of determining per diem eligibility. However, a member may be reimbursed expenses of such electronic communication or other means of participation.

Policies and Procedures During Emergencies

Local governments have broad authority to implement alternative policies and procedures to address operating dilemmas presented by emergency situations. In response to COVID-19, our Office has received numerous questions regarding continuing operations of your local government in these difficult times. When and if an emergency declaration is made in your local government, we recommend that the governing body take immediate action to address temporary operating policies and procedures. While we recognize the situation is fluid and it will be hard to address every potential possibility, we strongly recommend taking urgent steps to implement any existing emergency operating policies and procedures or adopting such policies and procedures as necessary. When adopting emergency policies and procedures, we offer the following items to be considered:

- 1) Closing and opening government offices
- 2) Timely budget adoption (see FY 2021 COVID-19 Budget Memo)
- 3) Leave policies
- 4) Payroll issues related to salaried and hourly staff
- 5) Provisions regarding routine accounting functions such as receipting, depositing, payable disbursements, and debt service payments
- 6) Continued local government operations such as collecting property taxes, deed filings, motor vehicle licenses and renewals, issuing building permits, public safety, utilities, etc.
- 7) Electronic public meetings (see section above)
- 8) Public records access (see section below)

Local governments will need to implement emergency policies and procedures that best meet the needs and operational goals of the local government. The pandemic is an unprecedented event. Therefore, it is not possible to provide detailed, emergency guidance that will address every local government.

While it is our expectation that local governments continue to comply with state statutes and policies and procedures adopted by the governing body, annual audits of local governments for the 2019-2020 fiscal year will take into account the circumstances surrounding the implementation of emergency policies and procedures that deviate from standard practice. Our goal is to continue to help you make government work better despite the challenges faced due to the Coronavirus.

Access to Public Records

Although the COVID-19 pandemic may require the temporary closure of public offices and may limit access to public records, we believe the Tennessee Public Records Act ("TPRA") allows

Exhibit 7

governmental entities sufficient flexibility to comply with its requirements because it takes into account whether it is practicable for a records custodian to provide access to public records.

The TPRA provides that state, county, and municipal records must be open for inspection, during normal business hours, to any citizen of this state to the extent such records are not otherwise made confidential by state law. Tenn. Code Ann. § 10-7-503(a)(2)(A). The TPRA further provides that records custodians must promptly make public records available to the extent they are not specifically exempt from disclosure. Tenn. Code Ann. § 10-7-503(a)(2)(B). In the event it is not practicable for a records custodian to provide access promptly to public records, the custodian must, within seven business days, make the records or information available, deny the request in writing with the basis for denial, or provide the requestor with the time reasonably necessary to produce the records or information. Tenn. Code Ann. § 10-7-503(a)(2)(B)(i)-(iii).

Local government efforts to prevent the spread of COVID-19 will likely make it impracticable for records custodians to provide access promptly to public records. If circumstances surrounding a local government's response to COVID-19 make it impracticable for a records custodian to provide access promptly to public records (e.g., public buildings are closed or the majority of public employees must work from home without access to physical records), the Comptroller's Office of Open Records Counsel recommends that the records custodian, within seven business days, advise the requester of the circumstances making it impracticable to produce the records promptly and provide the time the custodian believes will be reasonably necessary to produce the records or information.

Contacts

Our Office has a variety of staff who can assist you during this time. If you have questions, please reference the contact information below:

- Meetings and Public Records – Office of Open Records Counsel at open.records@cot.tn.gov
- Policies and Procedures – Division of Local Government Audit at LGA.web@cot.tn.gov
- Budget and Debt Obligations – Division of Local Government Finance. Visit tncot.cc/lgf-contacts for the appropriate contact.

Other Resources

The County Technical Assistance Service (CTAS) and Municipal Technical Advisory Service (MTAS) are also providing resources for local governments related to COVID-19. You can access that information by clicking the links below.

- [CTAS – COVID-19 Resources for Local Governments](#)
- [MTAS – COVID-19 Resources for Local Governments](#)

Exhibit 7



VIRTUAL MEETING GUIDELINES

The keys to success for any virtual public meeting include having a clear understanding of the platform you are using and advance planning.

Picking the Right Platform

Many options are on the market for conducting remote meetings. Some of these platforms are more familiar to a general audience – like Facebook Live and YouTube – but there are others that may give you capabilities such as seeing the participants, collaborating on documents, screen sharing, and recording the meeting. Some platforms offer a free option and others charge a monthly fee.

Possible Options:

- Facebook Live
- YouTube
- FreeConferenceCall.com
- Microsoft Teams
- SLACK
- Periscope
- Discord
- Livestream

Planning the Meeting

The most important factor in having a successful virtual meeting is to have a clear meeting agenda and make sure the people involved are ready to present. It is also helpful to post or share any meeting materials beforehand, so participants are prepared.

Make sure to test your selected platform before the meeting to make sure you're familiar with how the application functions and that it is working properly.

Etiquette for Virtual Meetings

- Introduce everyone at the beginning of the meeting.
- Make sure you designate when questions will be accepted (during or at the end of a presentation).
- Do not interrupt people while they are speaking.
- Mute your phone if you are not speaking.
- Ask people to silence cell phones.
- Make sure to eliminate as much background noise as possible.
- Common courtesy is key to a successful meeting.

Ending the Meeting

- Make sure all deliverables and next steps are fully communicated.
- Assign any open items or tasks to individuals or groups.
- Declare when information is due.
- Provide information for the next meeting.

Exhibit 7

Anderson County Commission

{OR}

Any sub-committee

NOTICE OF [INDICATE REGULAR OR SPECIAL] MEETING

PLEASE TAKE NOTICE that the _____ County Commission has scheduled a meeting for _____, 2020 at ____ AM/PM for the purpose of

[INCLUDE AGENDA HERE]

In accordance with the Governor's Executive Order No. 16 regarding limiting gatherings to prevent the further spread of COVID-19 and allowing public meetings to be conducted by electronic means, **THE MEETING WILL BE CONDUCTED WITH COMMISSIONERS PARTICIPATING ELECTRONICALLY** and can be viewed by members of the public at:

[INCLUDE INSTRUCTIONS ON VIEWING HERE]

Meeting electronically and limiting public access to the meeting is necessary to protect the public health, safety, and welfare in light of COVID-19. We hope to return to in-person meetings as soon as possible.

Posted: _____, 2020

For further information, please contact _____ at _____.

Example Resolution: This is only a strawman, any others must be tailored to your specific organization with proper signatures.

**RESOLUTION NO. _____
IN THE COUNTY COMMISSION FOR ROANE COUNTY, TENNESSEE**

A resolution in support of efforts by the Tennessee State Legislature, Tennessee Wildlife Resource Agency, The U.S. Army Corps of Engineers, and Tennessee Valley Authority to control and prevent the spread of invasive Asian carp, especially silver carp, in all East Tennessee waterways, especially those located within the boundaries of Roane County, Tennessee.

WHEREAS, invasive Asian carp, especially silver carp, have been and are presently regulated by the State through the Tennessee Wildlife Resource Agency; and

WHEREAS, the design and installation of electric fish barriers in the waters of the state of Tennessee are also regulated by the United States Army Corps of Engineers; and

WHEREAS, there are more than fifty electric barriers already in operation in the United States, with new units under design and scientific testing proving electric barriers as safe for use with absolutely no lethal shocking hazard to waterway users and not one electrocution or lethal shock documented during their use in the United States and Europe; and

WHEREAS, while sonic barriers are considered another alternative deterrent to the Asian carp's movement, they have not been proven to "prevent" movement, only deter, and are expected to be only 90% effective, thus the Asian carp will eventually pass through the sonic barrier and continue their movement upstream, thus negating the value of the sonic barrier's installation cost; and

WHEREAS, hundreds of research studies of fresh water lakes and rivers throughout the U.S. show conclusively/prove that if the invasive Asian carp is allowed to manifest itself in a waterway their presence will decimate all native fishery populations; and

WHEREAS, the Silver Carp have triggered a >50% economic downturn, destroyed bass fishing, cabin rentals, and lake recreation in Barkley and Kentucky Lakes, the area known as "The Land Between the Lakes," which is an area much like our East Tennessee River Lakes; and

WHEREAS, if there is only a 50% downturn in Watts Bar Lake's economic income due to the silver carp takeover, as is what happened in "The Land Between the Lakes," using the economic revenue data from the U.T. and TVA report of 2016, the **Annual** economic loss by county will be: Roane-\$193 Million, Rhea-\$196 Million, Meigs-\$157 Million, Loudon-\$155M, with total annual loss of over \$700Million; and

WHEREAS, *B.A.S.S.* the leading U.S. bass fishing organization states in their publication "*BASSMASTER*" that the number one most serious threat to bass and bass fishing is invasive Asian carp; and

WHEREAS, infestations of invasive Asian carp severely impact waterway use for swimming, motor boating, water skiing, tubing, sailing, and small craft boating (canoeing, kayaking, paddle boarding), seriously endangering waterway users with physical harm (fractured skulls, broken jaws), impacting the recreational value of Tennessee Lakes, detracts from tourism associated with the waterways, and has a significant negative impact on the regional economics brought about by local/tourism recreational use; and

WHEREAS, invasive Asian carp incursions will reduce property values and reduce the county tax base; therefore, the selling price of lakefront property will also be significantly impacted, and some sales lost, affecting property owners as well as the local government tax base; and

WHEREAS, once invasive Asian carp are allowed to infest a waterway the invasive species will never be eliminated from infected waters resulting in the inevitable destruction of the waterway fishery and ecosystem; and

WHEREAS, a large number of states in the U.S. have spent and are spending millions of dollars every year to control invasive Asian carp.

NOW, THEREFORE, BE IT RESOLVED the Roane County Commission supports the funding and installation of electric fish barriers to control the movement of invasive Asian carp, especially silver carp, immediately downstream of all the dams located in East Tennessee that contain a barge lock utilized for the movement of waterway traffic (commercial and recreational), especially the Watts Bar Dam which services the Watts Bar Lake that has >42% of its shoreline within Roane County boundaries.

BE IT FURTHER RESOLVED that a copy of this resolution be transmitted to our State and Federal legislators asking for their support of this resolution.

UPON MOTION of Commissioner _____, seconded by Commissioner _____, the following Commissioners voted **YES**:

The following Commissioners voted No:

The following Commissioners Passed:

THEREUPON, the County Chairman announced to the Commission that said Resolution had received a constitutional majority and ordered same spread of record

APPROVED:

County Commission Chairman

The foregoing resolution was submitted to the County Executive for his consideration this ____ day of October, 2019 by the Roane County Environmental Review Board.

ATTESTED: _____
County Clerk

I approve ____/veto ____ the foregoing resolution this the ____ day of November, 2019

County Executive

Submitted by Commissioner Ron Berry

**Memorandum of Understanding
For Operation of Anderson County Senior Center**

This Memorandum of Understanding (MOU) is made this _____ day of _____, 2020 between the Anderson County Senior Center and Office on Aging and Anderson County Government.

The purpose of the MOU is to clarify the duties and obligations of the Anderson County Senior Center and Office on Aging and Anderson County Government under an agreement for occupying 96 Mariner Point Drive, Clinton, TN.

The Anderson County Senior Center and Office on Aging is a program of Anderson County Government operating under the legal and fiscal requirements of the Anderson County General Fund.

The facility located at 96 Mariner Point Drive, Clinton, TN is a county owned building located on county owned property.

Anderson County Government agrees to allow Anderson County Senior Center and Office on Aging to occupy 96 Mariner Point Drive for the purposes of operating a Senior Center and Office on Aging.

Under such agreement, the County agrees to the following:

1. Provide property loss and casualty insurance for building and contents.
2. Provide normal capital improvement replacements and repairs.
3. Allow the Senior program to host senior related events after normal working hours for the benefit of the senior program.

Under such agreement, the Senior Center and Office on Aging agrees to the following:

1. Provide regular maintenance, minor building repairs, painting, daily cleaning, renovations.
2. Provide maintenance of the grounds (cutting grass, landscaping, parking lot, striping).
3. Provide appropriate signage.
4. Provide normal building supplies (paper products, equipment, chemicals).
5. Pay utilities (water, gas, electric, waste disposal, phone/internet).
6. Maintain an exterior and interior in a well-maintained and safe condition free of hazards to the general public and seniors.
7. Allow other Anderson County Government related entities to utilize the facility for conferences, meetings or events free of charge provided the event or conference does not conflict with scheduled senior activities.

The Anderson County Office on Aging & Senior Center coordinates with other local agencies, organizations, businesses, and churches to provide for the needs of those 60+ years of age in Anderson County. This office provides information, assistance and referrals, outreach programs, reassurance, and other direct services to assist the elderly. The stated goal is to enable these individuals to remain in their own home as long as possible and to build and enhance the quality of life through the combined strengths and efforts of staff, volunteers, and clients.

The Anderson County Office on Aging & Senior Center currently operates through a contractual agreement between the East Tennessee Human Resource Agency, Inc—Area Agency on Aging and Disability and Anderson County Government to provide a senior center and a scope of services for both the Senior Center and Office on Aging. Anderson County Government provides additional fiscal and/or in-kind contributions to meet matching requirements of the contract that is subject to the annual appropriations process.

The required scope of services are outlined in the Anderson County Government and the East Tennessee Human Resource Agency, Inc—Area Agency on Aging and Disability contract. Reporting requirements are also outlined in the contract.