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

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**Courtesy Resolutions/Proclamations/Presentations @ 6:00 p.m.**  
Resolution Honoring Deputy Kim Lay – requested by Sheriff Barker  
Resolution Honoring Deputy K-9 Al – Retirement - requested by Sheriff Barker  
Resolution Honoring Jordan Bowling – Requested by Chairman Anderson

**Consent Agenda**  
**Tuesday, January 19, 2021 @ 6:30 p.m.**

1. **Approval and corrections of December County Commission Minutes**
2. **Approval of Notary and Bonds**
3. **Courtesy Resolutions/Proclamations**
  - Resolution Honoring Deputy Kim Lay – requested by Sheriff Barker
  - Resolution Deputy K-9 Al – requested by Sheriff Barker
  - Resolution Honoring Jordan Bowling – Requested by Chairman Anderson
4. **Committee Reports**
  - ADA Oversight Committee Minutes (1/4/21)
  - AC Fire Commission Minutes (1/5/21)
  - AC Tourism Board Meeting Minutes (1/5/21)
  - Human Resource Advisory Board Minutes (1/13/21)

**Respectfully Submitted,**  
**Joshua Anderson, Chairman**

Anderson County Commission January Meeting  
Tue, Jan 19, 2021 6:00 PM - 11:00 PM (EST)

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Anderson County ADA Oversight Committee  
Minutes for January 4, 2021

Present: Mayor Frank, ADA Coordinator Roger Lloyd, Commissioner Jerry Creasey and Louise McKown--- chair of the committee. Our guest for the meeting was Administrator of Elections Mark Stephens.

**Voting Sites:**

Louise asked in advance a number of questions we would be asking Mr. Stephens.

- 1) He gave us contact information for the Oak Ridge Midtown Community Center/History Museum, the Armory in Clinton and Claxton's Community Center. All of them have ADA compliance issues that have not been addressed and we need to discuss these problems with them.

\*\*\*\*\*Jerry has tried several times to contact the person Mr. Stephens said is a contact for Claxton's polling site. If any Commissioner knows who else other than Spud Chandler, please let us know....or ask Mr. Chandler to call Commissioner Creasey.

- 2) At the Oak Ridge Midtown Community Center, it has two doors facing the Turnpike. Both doors have door hardware that is not ADA compliant. The door at the top of the stairs had always been the entrance for voting purposes. This year because of social distance COVID guidelines, the entrance door was the door at the top of the second wider ramp that was not included in the survey of our ADA transition plan. In the future Mark said the Election office will use this entrance, so we need to add replacing the door hardware on that door the transition plan. That ramp may need handrails, and the slope of the ramp may exceed ADA regulations. Someone other than Louise needs to determine these needs.
- 3) Louise asked if the room at the front left of Anderson County High School will continue being used as a polling site. If so, the door hardware needs to be replaced. Mark Stephens said that they preferred using the main entrance for voting, but because of activities happening in the school on Election Day, they had to move it to this other room.
- 4) Oak Ridge City officials and some voters with disabilities prefer to not have elections in the Oak Ridge Municipal Building. Oak Ridge City Clerk, Beth Hickman has been working with Mark to find another site for that district. These include the new Oak Ridge Senior center, Scarboro Community Center and the new preschool. The Election Office is still evaluating these and possibly the sites, but Mark assured the ADA committee the Municipal Building will not be used. Louise noted she has quickly looked at the City of Oak Ridge's ADA transition plan that states that the Scarboro Center has \$45,000 worth of ADA compliance problems----but she did not take the time to know if this would affect voters with disabilities. However, she has been told by Council member Ellen Smith that first on the City's list is to deal with problems at the Municipal Building.
- 5) Mark said that Pine Valley once vacated by the Oak Ridge School System, it will be owned by the City, who will evaluate if elections will still be held there. Mark Said that there many options of where to have elections in that precinct other than this building.
- 6) Mark said if the Rosedale grocery store closes, he understands that area has a new Fire House. Louise asked him to let us know if it has a gravel parking lot----which is hard traversing for anyone using a wheelchair, walker or cane to walk on. The Election Office is committed to having a polling site in that precinct because elections have always had a big turn out there. The ADA committee will have to survey that building for compliance if it moves there.
- 7) Mark said even though the ramp at the Oak Ridge Midtown Community Center is a bit steep for wheelchair users, he will keep that as a polling site. Robertsville Middle School has the same

problem, but he will also keep their gym as a polling site. Making both those sites accessible will be an expensive challenge.

- 8) Mayor Frank suggested that on Election Day some counties have allowed people to vote wherever they choose so that people with disabilities who have issues with their designated polling site can vote wherever they feel is best for them. Mark said that the counties are using some software to allow that happen. He would have to evaluate how well it is working before using it here.
- 9) Louise asked Mark about new voting machines. He said the Election Commission will be analyzing them later this year. A 50-50 grant is available to pay for them. Louise asked that he keep in mind that two blind voters she knows really like our system now, and that it would be nice that whatever system they go with be easy for them to use. They enjoy voting in-person.

#### **Drinking Fountains:**

Roger called the company that is sending us finally three accessible ones on February 12<sup>th</sup>. Louise asked that he measure them once installed to see if they extend out into the hallway more than two inches. We still need to decide on a texture on the floor so blind people using white canes will know that they may bump into them soon. We also need to decide on textures on the floor near for all the benches in the hallways at the Courthouse so that people who are blind won't bump into them.

#### **New Courthouse Entrance:**

Mayor Frank said that purchasing is working on putting this project out for bid. Actually, they would like it to be a pre-bid that contractors know all that is entailed. They also want an offer for contractors to present a bid with an option to include all the ADA matters in the Courthouse as well as the entrance. Mayor Frank said that the architect did a nice job with accessibility in mind for Room 118A. Once the contractor is selected, she will talk to Roger Houck with the City of Clinton to draft ideas for the parking lot. Louise really likes the idea of incorporating bids for ADA work with the new entrance. We realize that Roger Lloyd cannot do it all.

#### **Lower ADA Compliant Counter tops in the Courthouse:**

Louise finally called Tim Isbel to see if he could make pull down counter tops for wheelchair users after he did not reply to her email. He is really eager to help us with this project. He met with Roger on January 4<sup>th</sup> and will come up with some plans for him to approve----given the ADA specifics from Louise for how high the reach can be and how high they should be mounted.

Next meeting will be February 1<sup>st</sup> at 3:00 pm. It will be virtual.

Minutes were prepared and submitted by Louise McKown, chair of the committee.

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# Anderson County Fire Commission

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## January 5, 2021 Meeting Minutes

Meeting called to order by Shain Vowell at 6:30pm.

Members Present: Ambrea Peters, Terry Golden (Briceville), Cameron James (Claxton), Stephanie Fox, Joe Gilliam, Terry Allen, Sheila Herren (Norris), Travis Solomon, Justin Bailey, Shain Vowell, Nathan Sweet, Scott Thomas, Steve Payne, and Karen Ooten.

### Old Business

- Dispatch protocols: The committee is reviewing the drafted protocols, then it will be provided to Shandi in dispatch for review. An additional update will be provided at the March meeting. There has also been discussion with Mark Lucas regarding the mapping and CAD system, which currently aren't integrated. It was recommended that each Chief consider meeting with the E911 office to go over your areas and hydrants.
- Ladder testing: ATC hasn't confirmed dates yet, but once they have it will be communicated.

### New Business

- Scott Vowell Fire Chief at Y-12 shared information about their department. They have 95 employees, 2 stations, ALS ambulance service with 3 ambulances, 75-foot ladder truck, 3000-gallon tanker, and 2 engines. Once things settle down, he will reach out to members of the fire commission to schedule a tour of the facility. If they can ever be of assistance on large scale incidents let them know.

### Department Reports

- **Andersonville VFD** – Recently received a donated engine from EMA, hoping to have it in service this month.

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# Anderson County Fire Commission

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- **Briceville VFD** – Still working on new station construction.

- **Claxton VFD** – Purchased a 2013 Silverado to build as the brush truck.

Was able to purchase 16 more APX 6000 radios.

Air trailer and support vehicle are back in service.

Extrication class being offered February 23<sup>rd</sup>, 25<sup>th</sup>, 26<sup>th</sup>, 27<sup>th</sup>, and 28<sup>th</sup>. Weekdays class will be

6:00pm-10:00pm and weekends will be 8:00am-5:00pm.

- **Marlow VFD** – Currently have 12 individuals scheduled to start Basic Fire Class next week, there are still openings if you have others interested.

- **Medford VFD** – Chili supper has been rescheduled for October 9, 2021.

- **Anderson County Rescue Squad** – no report

- **Clinton FD** – not present

- **Rocky Top FD** – not present

- **Norris VFD** – no report

- **Oak Ridge FD** – Receiving new brush truck in next 1-2 months.

- **Oliver Springs FD** – no report

- **Commissioner Shain Vowell** – no report

- **Commissioner Denver Waddell** – not present

- **Anderson County EMS** – Governor signed an executive order giving permission for non-medically trained individuals to drive ambulances. ACEMS has no desire or need to utilize this.

Moving to tacin radios, no set date. Will move 911 trucks first. The excising UHF channels will be in place as failovers initially, then could be made available to the fire departments.

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# Anderson County Fire Commission

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The department is managing Covid well, and employees have started receiving the vaccine. If your department is in need of PPE please let them know. They are utilizing a free service in Nashville to clean N95 masks.

Hired new Assistant Director Scott Thomas who will focus on operations.

Matt Wilson is the new EMR coordinator, replacing Darrell Muse who retired. He will be working closely with the volunteer fire departments.

- **Anderson County EMA** – no report
- **Anderson County Sheriff's Office** – not present
- **Secretary** – Here are the remaining meeting dates for the year - March 2<sup>nd</sup>, May 4<sup>th</sup>, July 6<sup>th</sup>, September 7<sup>th</sup>, and November 2<sup>nd</sup>.

Meeting adjourned at 7:05pm

Next scheduled meeting is March 2<sup>nd</sup> at 6:30pm

Submitted this the 5<sup>th</sup> day of January 2021



## Board of Directors Meeting-January 5, 2021

**Location:** Virtually using gotomeeting.com. Please note that all votes were taken by a Roll Call Vote

**Call to Order:** Meeting was called to order by Maria Hooks, Chairperson

**Members Present:** Maria Hooks, James Peacock, Tim Isbel, Amanda Bridges, Brent Galloway, Omer Cox, Katy Watt, Michael Foster, Jim Folck, Veronica Greer, Beth Hickman, Lisa Shirley and Kathy Taylor and Stephanie Wells

**Members Absent:** Rick Meredith, Terry Frank, Art Miller, Jason Brown and Robert McKamey

**Approval of Minutes:** A motion was made by Michael Foster and seconded by Katy Watt to approve the September 29, 2020 and Special Called Meeting on October 27, 2020 meeting minutes. Motion passed.

**Financial Report:** A motion was made by Michael Foster and seconded by Beth Hickman to approve the FY 2021 Second Quarter Financial Reports. Motion passed. Reports attached. Wells reported that the Anderson County Clerk's Office reported that due to a misunderstanding, a hotelier was not submitting the hotel tax to the county. The hotel will be paying six months' worth of tax, which will help make up the deficit in the year to date hotel tax. The tourism council has also applied for and received unexpected funds through the Cares Act and other grants that will also help make up the deficit in the hotel tax due to covid.

### Old Business/New Business

- A motion was made by Michael Foster and seconded by Katy Watt to approve the FY 2022 Budget. Motion passed.
- The Tourism Council discussed the proposed resolution from Campbell County Commission concerning the collection of hotel/motel tax that will be discussed at the Anderson County Commission Operations Committee meeting in January. The consensus was that Director Wells would request that the Anderson County Commission delay making a decision until the other legislation concerning hotel tax collection is implemented and an adequate time has passed to evaluate the results of the process.

### Executive's Report, given by Stephanie Wells

- Wells presented the 2020 Annual Website Visitation and Social Media Report. The Adventure Anderson.com website had 132,027 users who viewed 563,584 pages which is 3.84 pages per user session. The Adventure Anderson Facebook page has 17,769 total followers, 218,705 engaged users and has reached 413,463 people organically and 7.1 million people through paid advertisements. The Move to Anderson County Facebook page has 1,063 followers, 15,035 engaged users and reached 135,041 organically and 126,383 through paid advertisements. See the attached report for more information.
- The Tourism Council staff has been working with the agency under contract to create a video series called the "Land of And" featuring Anderson County Attractions and distributing them via Facebook and YouTube. This quarter, the videos have featured the Museum of Appalachia's Christmas events, Norris Dam State Park and



Farmhouse Furniture (Shopping Local). The videos are also accompanying blogs on the [adventureanderson.com](http://adventureanderson.com) website. The videos can be seen on Adventure Anderson's Facebook page, YouTube channel and website.

- The Tourism Council partnered with the Anderson County Chamber to host the Morristown Marine Fishing Tournament on November 14 at Anderson County Park. There were 357 participants, and the estimated direct expenditures were \$99,648.
- The Tourism Council will be working with the trail partners in Anderson County to apply for an International Mountain Bike Association Ride Center designation and working with the Norris Lake Project team to conduct the NATS Bike Event in April. Please note that during the planning process and during the event, every precaution will be taken to allow for proper social distancing.
- The Tourism Council will also be helping to plan and implement a Norris Lake Cleanup on March 27, 2021. Again, all precautions will be taken concerning Covid-19.

**Adjourn:** A motion was made by Brent Galloway to adjourn the meeting.

**Respectfully Submitted By:** Stephanie Wells, Secretary/Executive Director

# Anderson County Tourism Council

## FY 2021 Revenues

Month	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	Difference FY19-20
July	\$35,390.14	\$39,494.85	\$45,466.42	\$44,642.72	\$32,206.59	-\$12,436.13
August	\$22,676.52	\$32,515.54	\$30,214.80	\$33,517.36	\$27,151.40	-\$6,365.96
September	\$42,691.73	\$36,006.04	\$36,829.91	\$32,538.64	\$30,404.33	-\$2,134.31
October	\$41,615.89	\$35,373.27	\$35,463.77	\$39,950.65	\$35,054.20	-\$4,896.45
November	\$28,667.20	\$29,138.49	\$30,641.21	\$29,271.91		
December	\$19,872.15	\$23,969.51	\$22,075.39	\$25,460.57		
January	\$18,731.45	\$24,192.95	\$20,274.72	\$18,603.39		
February	\$21,020.38	\$22,188.81	\$21,884.48	\$26,901.92		
March	\$29,367.17	\$32,488.11	\$20,104.57	\$24,229.62		
April	\$31,626.24	\$34,255.78	\$56,253.16	\$7,970.73		
May	\$31,210.49	\$37,887.18	\$39,179.70	\$26,298.62		
June	\$41,512.55	\$37,337.92	\$37,483.72	\$34,494.12		
Misc						
<b>Total</b>	<b>\$364,381.91</b>	<b>\$384,848.45</b>	<b>\$395,871.85</b>	<b>\$343,880.25</b>	<b>\$124,816.52</b>	<b>-\$25,832.85</b>
Percentage of Change	2.81%	5.62%	2.78%	-15.12%	-20.70%	

**Anderson County Tourism Council**  
**FY 2021 Financial Report-as of 12/31/2020**

**Revenues**

Account Number	Description	Budget	Actual Revenues	Balance	% of Budget
128-40220	Hotel Motel Tax	385,000.00	124,816.52	260,183.48	32.42%
128-34535	Transfers from Fund Balance	37,000.00	37,000.00	0.00	
128-46980	State Grants-FY 2020	30,000.00	16,445.04	13,554.96	54.82%
128-46980	State Grant-FY 2021	20,000.00		20,000.00	
128-47302	State Grant-Covid #2	0.00	864.67		
128-47305	TN Cares Act Funds	52,608.00	52,608.00	0.00	
128-47305	TN Cares Act Funds-NATS	30,000.00	30,000.00	0.00	
128-44170	Funds from Oak Ridge	14,000.00	14,000.00	0.00	
<b>Total Revenues</b>		<b>568,608.00</b>	<b>275,734.23</b>	<b>273,738.44</b>	<b>48.49%</b>

**Fund Balance**

Account Number	Description	Beginning Balance	Transfer to Operational	Balance
128-34535	Fund Balance	391,274.84	139,875.28	251,399.56
128-34785	Capital Projects	100,000.00		100,000.00

**Expenses**

Account Number	Description	Budget	Actual	Balance	% of
128-58110 105	Director	57,625.00	27,052.87	30,572.13	46.95%
128-58110 162	Clerical	82,874.00	24,202.83	58,671.17	29.20%
128-58110 201	Social Security	8,667.00	3,097.44	5,569.56	35.74%
128-58110 204	State Retirement	4,835.00	2,045.67	2,789.33	42.31%
128-58110 206	Life Insurance	156.00	65.00	91.00	41.67%
128-58110 207	Medical Insurance	15,528.00	6,550.00	8,978.00	42.18%
128-58110 208	Dental Insurance	550.00	238.10	311.90	43.29%
128-58110 209	Short Term Disability	438.00	182.35	255.65	41.63%
128-58110 210	Unemployment Comp	168.00	4.44	163.56	2.64%
128-58110 212	Employer Medicare	2,027.00	724.31	1,302.69	35.73%
128-58110 302	Advertising	97,000.00	87,776.40	9,223.60	90.49%
128-58110 302 2000	Advertising-State Grant	100,000.00	74,250.00	25,750.00	74.25%
128-58110 302 4000	Advertising-Move to Anderson	10,000.00	4,500.00	5,500.00	45.00%
128-58110 307	Communication	500.00	0.00	500.00	0.00%
128-58110 307 0100	Cellular Communications	1,600.00	408.00	1,192.00	25.50%
128-58110 307 0200	Internet Communication	2,500.00	1,273.36	1,226.64	50.93%
128-58110 316	Anderson County Chamber	38,500.00	15,771.76	22,728.24	40.97%
128-58110 320	Dues and Memberships	4,000.00	1,850.00	2,150.00	46.25%
128-58110 335	Maint and Repair-Building	4,000.00	1,183.35	2,816.65	29.58%
128-58110 338	Vehicle-Repair and Maint.	500.00	0.00	500.00	0.00%
128-58110 348	Postal Charges	2,000.00	1,077.25	922.75	53.86%
128-58110 348 4000	Postal Charges-Move to Anderson	2,000.00	136.45	1,863.55	6.82%
128-58110 349	Printing and Stationary	1,000.00	500.00	500.00	50.00%
128-58110 349 4000	Printing-Move to Anderson County	1,000.00	0.00	1,000.00	0.00%
128-58110 351	Rentals-Copier	1,560.00	1,560.00	0.00	100.00%
128-58110 355	Travel	6,000.00	0.00	6,000.00	0.00%
128-58110 355 4000	Travel-Move to Anderson	2,000.00	0.00	2,000.00	0.00%
128-58110 399	Other Contracted Services	3,000.00	2,400.00	600.00	80.00%
128-58110 425	Gasoline	2,500.00	523.50	1,976.50	20.94%
128-58110 435	Office Supplies	2,000.00	1,000.00	1,000.00	50.00%
128-58110 451	Uniforms	500	0.00	500.00	0.00%
128-58110 452	Utilities	4,000.00	1,631.82	2,368.18	40.80%
128-58110 499	Other Supplies	1,500.00	1,500.00	0.00	100.00%
128-58110 502	Bldg and Content Insurance	750.00	750.00	0.00	100.00%
128-58110 506	Liability Insurance	911.00	911.00	0.00	100.00%
128-58110 510	Trustee Commission	3,850.00	1,505.55	2,344.45	39.11%
128-58110 513	Worker's Compensation	259.00	259.00	0.00	100.00%
128-58110 524	Staff Development	2,000.00	0.00	2,000.00	0.00%
128-58110 599	Other	943.00	500.00	443.00	53.02%
128-58110 709	Data Processing Equipment	1,000.00	0.00	1,000.00	0.00%
128-58110 799 SDAG	Cares Project-NATS Project	30,000.00	19,999.00	10,001.00	66.66%
<b>Total Expenses</b>		<b>500,241.00</b>	<b>285,429.45</b>	<b>214,811.55</b>	<b>57%</b>

## Anderson County Tourism Council FY 2021 Advertising Budget

Advertising Projects	Budget	Actual	Difference
Billboards on I 75 and Billboard Change	\$10,000.00	\$6,000.00	\$4,000.00
Rack Cards and Vacation Guides	\$5,000.00	\$2,500.00	\$2,500.00
Facebook Advertisements	\$6,000.00	\$6,000.00	\$0.00
E-newsletters	\$4,000.00	\$4,200.00	(\$200.00)
Distribute Brochures	\$1,900.00	\$1,900.00	\$0.00
Domain and Hosting	\$1,500.00	\$1,000.00	\$500.00
Partnership with Clinton to Promote Events	\$500.00	\$0.00	\$500.00
Partnership with AC Chamber to Promote Events	\$1,500.00	\$0.00	\$1,500.00
Stock Photography	\$200.00	\$200.00	\$0.00
Print Advertising and Misc. Ads	\$5,000.00	\$2,756.00	\$2,244.00
Advertisement in NLMA Brochure	\$1,000.00	\$1,000.00	\$0.00
Fishing Tournament with Morristown Marine	\$4,000.00	\$4,000.00	\$0.00
Bonfire-Park Reservation System-one time payment		\$3,800.00	-\$3,800.00
<b>Trade Shows</b>			
American Bus Association	\$1,500.00	\$0.00	\$1,500.00
Cincinnati Boat Show	\$1,000.00	\$1,000.00	\$0.00
Indianapolis Boat Show	\$900.00	\$900.00	\$0.00
Trade Show Booth Materials and Rentals	\$1,000.00	\$1,000.00	\$0.00
Promotional Items for Trade Shows	\$1,000.00	\$0.00	\$1,000.00
<b>Digital Marketing</b>			
Website Management, SEO, PPC and Digital Ads	\$38,000.00	\$38,000.00	\$0.00
Spotify	\$13,000.00	\$13,000.00	\$0.00
<b>State Grant</b>			
TDTD Marketing Grant Project FY 2020	\$60,000.00	\$60,000.00	\$0.00
TDTD Marketing Grant Project FY 2021-Website	\$14,250.00	\$14,250.00	
TDTD Marketing Grant Project FY 2021-Digital Ads	\$25,750.00	\$25,750.00	
<b>Total Budget</b>	<b>\$197,000.00</b>	<b>\$187,256.00</b>	<b>\$9,744.00</b>
<b>Move to Anderson County Project Description</b>	<b>Budget</b>	<b>Actual</b>	<b>Difference</b>
Partnership for Ideal Living Shows	\$2,000.00	\$2,000.00	\$0.00
Partnership with TDTD for Advertising	\$1,000.00	\$1,000.00	\$0.00
Additional Advertising and Website	\$7,000.00	\$1,500.00	\$5,500.00
<b>Total Budget</b>	<b>\$10,000.00</b>	<b>\$4,500.00</b>	<b>\$5,500.00</b>

NATS Brochure	\$10,000.00
NATS Signage	\$20,000.00

# Anderson County Tourism Council

## FY 2022 Proposed Budget

### Revenues

Account Number	Description	FY 2021 Budget Amended	FY 2022 Budget Proposed	Difference from Proposed Budget
128-40220	Hotel Motel Tax	385,000.00	385,000.00	0.00
128-46980	State Grants	50,000.00	30,000.00	-20,000.00
Total Revenues		435,000.00	415,000.00	-20,000.00

### Expenses

Account Number	Description	FY 2021 Budget Amended	FY 2022 Budget Proposed	Difference from Proposed Budget
128-58110 105	Director	57,625.00	57,625.00	0.00
128-58110 162	Clerical	82,874.00	82,874.00	0.00
128-58110 201	Social Security	8,667.00	8,667.00	0.00
128-58110 204	State Retirement	4,835.00	7,179.00	2,344.00
128-58110 206	Life Insurance	156.00	156.00	0.00
128-58110 207	Medical Insurance	15,528.00	15,528.00	0.00
128-58110 208	Dental Insurance	550.00	589.00	39.00
128-58110 209	Short Term Disability	438.00	546.00	108.00
128-58110 210	Unemployment Comp	168.00	280.00	112.00
128-58110 212	Employer Medicare	2,027.00	2,099.00	72.00
128-58110 302	Advertising	97,000.00	80,000.00	-17,000.00
128-58110 302 2000	Advertising-State Grant	100,000.00	60,000.00	-40,000.00
128-58110 302 4000	Advertising-Move to Anderson	10,000.00	10,000.00	0.00
128-58110 307	Communication	500.00	500.00	0.00
128-58110 307 0100	Cellular Communications	1,600.00	1,600.00	0.00
128-58110 307 0200	Internet Communication	2,500.00	2,500.00	0.00
128-58110 316	Anderson County Chamber	38,500.00	38,500.00	0.00
128-58110 320	Dues and Memberships	4,000.00	4,000.00	0.00
128-58110 335	Maint and Repair-Building	4,000.00	4,000.00	0.00
128-58110 338	Main and Repair-Car	500.00	500.00	0.00
128-58110 348	Postal Charges	2,000.00	2,000.00	0.00
128-58110 348 2000	Postal Charges-Move to AC	2,000.00	2,000.00	0.00
128-58110 349	Printing and Stationary	1,000.00	1,000.00	0.00
128-58110 349 4000	Printing-Move to AC	1,000.00	1,000.00	0.00
128-58110 351	Rentals-Copier	1,560.00	1,560.00	0.00
128-58110 355	Travel	6,000.00	6,000.00	0.00
128-58110 355 4000	Travel-Move to Anderson	2,000.00	2,000.00	0.00
128-58110 399	Other Contracted Serices	3,000.00	3,000.00	0.00
128-58110 425	Gasoline	2,500.00	2,500.00	0.00
128-58110 435	Office Supplies	2,000.00	2,000.00	0.00
128-58110 451	Uniforms	500	500.00	0.00
128-58110 452	Utilities	4,000.00	4,000.00	0.00
128-58110 499	Other Supplies	1,500.00	1,000.00	-500.00
128-58110 502	Bldg and Content Insurance	750.00	750.00	0.00
128-58110 506	Liability Insurance	911.00	911.00	0.00
128-58110 510	Trustee Commission	3,850.00	3,850.00	0.00
128-58110 513	Worker's Compensation	259.00	259.00	0.00
128-58110 524	Staff Development	2,000.00	2,000.00	0.00
128-58110 599	Other	943.00	527.00	99.00
128-58110 709	Data Processing	1,000.00	1,000.00	0.00
Total Expenses		470,241.00	415,000.00	-54,211.00

**RESOLUTION #2020-10-19**  
**REQUESTING THE TENNESSEE DEPARTMENT OF REVENUE**  
**TO COLLECT ALL HOTEL/MOTEL TAXES**

**WHEREAS**, the Tennessee General Assembly and Governor Bill Lee approved Public Chapter 787 in July 2020 requiring the Tennessee Department of Revenue to begin to collect county and city hotel/motel taxes derived from the rental of short-term rental units secured through a short-term rental unit marketplace such as VRBO effective January 1, 2021 and remit these taxes to the applicable counties and cities net of a collection fee in the same way the Department of Revenue currently collects and remits local option sales tax to counties and cities, and;

**WHEREAS**, it would be of significant benefit to all counties and cities if the provisions of Public Chapter 787 requiring the Tennessee Department of Revenue to collect county and city hotel/motel taxes derived from the rental of short-term rental units secured through a short-term rental unit marketplace such as VRBO were extended to include the collection of all county and/or city hotel/motel taxes not just the taxes derived from rentals secured through a short-term rental unit marketplace such as VRBO, and;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Campbell County, Tennessee, meeting in regular session on this 19<sup>th</sup> day of October, 2020, in Jacksboro, Tennessee, that:

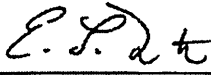
**Section 1.** It is hereby requested that State Senator Ken Yager and State Representative Dennis Powers introduce appropriate legislation at the next legislative session for the consideration of the Tennessee General Assembly to accomplish this much needed measure.

**Section 2.** Any and all assistance that Senator Yager and Representative Powers can provide in this endeavor is hereby acknowledged and greatly appreciated.

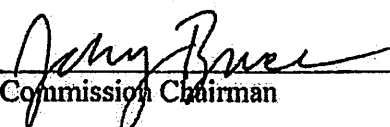
**Section 3.** Any and all resolutions in conflict herewith are repealed insofar as such conflict exists.

**Section 4.** This resolution shall become effective on the 19<sup>th</sup> day of October, 2020, the public welfare requiring it.


**APPROVED:**

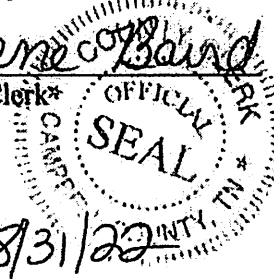
  
\_\_\_\_\_  
County Mayor

**APPROVED:**

  
\_\_\_\_\_  
Commission Chairman

**ATTEST:**

  
\_\_\_\_\_  
County Clerk\*

  
8/31/22  
\_\_\_\_\_  
Expiration Date



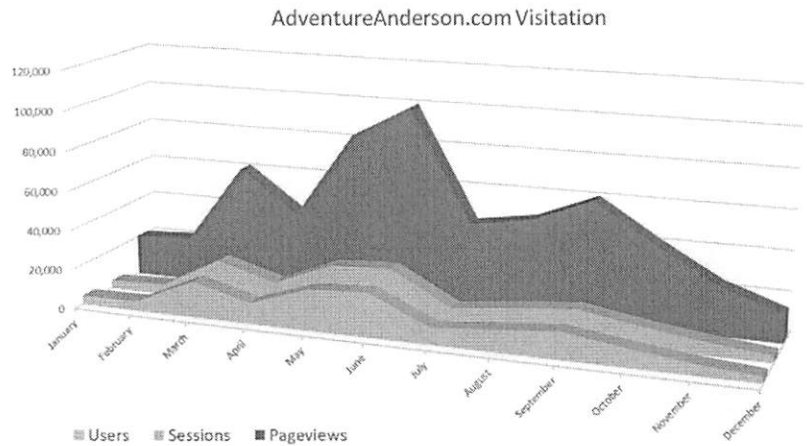
## 2020 Annual Website and Social Media Report

### Visitation to AdventureAnderson.com

Users..... 132,027  
 Sessions ..... 151,785  
 Page Views..... 563,584  
 Pages per Sessions ..... 3.84

2019 YTD Visitation ..... 120,667

9% Increase /Goal was 5%



### Top 10 States

Tennessee ..... 36,477  
 Georgia ..... 21,784  
 Ohio ..... 12,473  
 Kentucky ..... 9,808  
 Indiana ..... 9,735  
 Michigan ..... 9,331  
 Illinois ..... 4,273  
 Florida ..... 2,812  
 North Carolina ..... 2,668  
 Virginia ..... 1,818

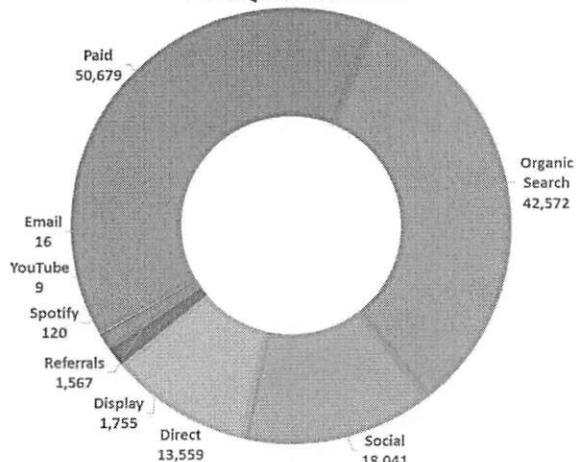
### Top 10 Metro Areas

Atlanta ..... 20,052  
 Nashville ..... 17,243  
 Knoxville ..... 16,784  
 Cincinnati ..... 8,385  
 Detroit ..... 7,819  
 Indianapolis ..... 7,259  
 Lexington ..... 4,331  
 Chicago ..... 3,971  
 Louisville ..... 2,682  
 Columbus, OH ..... 2,129

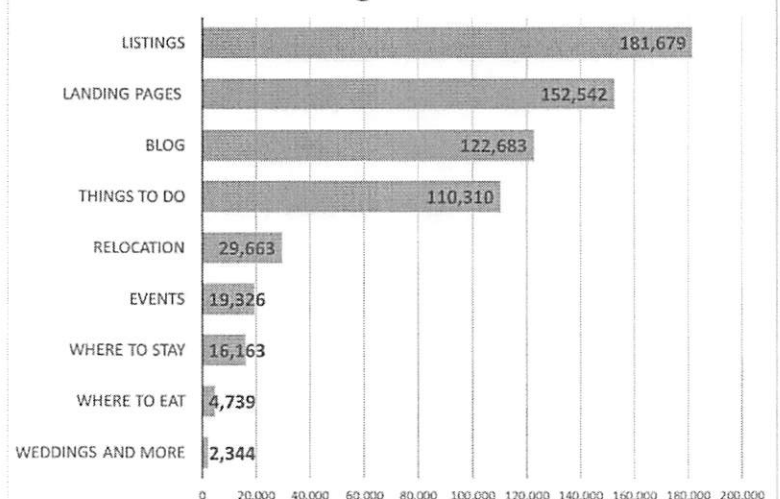
### Top 10 pages

Home Page ..... 44,292  
 ATV Landing Page ..... 44,104  
 Blog-Watersports ..... 26,784  
 Windrock Park Listing ..... 26,725  
 Travel 300 Years ..... 19,363  
 Things to Do ..... 17,535  
 Relocation Information ..... 14,245  
 Fishing Landing Page ..... 13,821  
 Where to Stay ..... 13,791  
 Norris Lake Listing ..... 12,450

### ACQUISITION



### Pageviews



# Facebook

## AdventureAnderson

17,769 Total Likes

	Engaged Users	Page Reach	Organic Page Reach	Paid Page Reach	New Likes
<b>Total</b>	<b>218,705</b>	<b>7,194,311</b>	<b>413,463</b>	<b>6,808,816</b>	<b>1,494</b>
January	2,197	32,671	18,191	14,675	25
February	1,398	25,185	15,268	10,125	18
March	36,350	1,179,352	30,229	1,152,516	144
April	24,732	838,104	38,312	801,681	164
May	46,263	1,651,098	51,704	1,606,558	347
June	35,667	1,424,830	39,282	1,391,490	199
July	2,986	56,029	49,914	6,182	78
August	15,021	427,133	36,692	392,218	66
September	24,316	614,603	43,254	572,211	194
October	24,844	729,053	51,590	682,043	211
November	1,972	90,132	16,053	74,811	30
December	2,959	126,121	22,974	104,306	18

## MovetoAndersonCounty

1,063 Total Likes

	Engaged Users	Page Reach	Organic Page Reach	Paid Page Reach
<b>Total</b>	<b>15,035</b>	<b>143,581</b>	<b>135,041</b>	<b>126,383</b>
January	233	2,036	0	7
February	1,036	935	14,138	7
March	5,119	1,048	117,422	32
April	1,136	742	0	2
May	125	1,011	0	1
June	862	6,735	0	78
July	106	780	0	9
August	70	670	0	0
September	1,046	15,951	1,196	14,760
October	2,154	38,630	671	38,007
November	3,105	74,365	940	73,480
December	43	678	674	0



**Anderson County  
Human Resource Advisory Board Minutes  
January 13, 2021  
10:00 a.m. in Room 118A, Courthouse & GoToMeeting**

**Members Present**

Chairman Catherine Denenberg, Gary Long, Robby Holbrook, Jay Yeager, Johnny Alley, Tim Shelton, Regina Copeland, Russell Barker, Jeff Cole and Rex Lynch

**Members Absent**

Terry Frank and Hal Cousins.

**Others Present**

Kim Jeffers-Whitaker, Stephanie Strickland, Andrew Stone, Annette Prewitt, and Paul Richardson.

**Call to Order**

Robby Holbrook did a roll call vote for attendance. Quorum present.

**Approval of Prior Minutes**

Minutes of the October 14, 2020 and November 2, 2020 meetings were approved, as presented, on a motion made by Gary Long, and seconded by Rex Lynch. Motion carried by roll call vote. Members not voting were Tim Shelton, Johnny Alley.

**Approval and Correction of Agenda**

Gary Long made a motion to approve agenda, seconded by Rex Lynch.

**HR Director Report**

HR Director Kim Jeffers-Whitaker presented items to the committee.

- 1) Retirement Plan: Upon discussion with a TCRS representative it was proposed that part-time employees be able to participate in the State of Tennessee's 401k and 457b retirement plans. Motion by Gary Long, and seconded by Jeff Cole. Motion carried by roll call vote. Members not voting were Tim Shelton, Johnny Alley
- 2) Compensation Plan Analysis: Page 24 of the Compensation Plan was brought to the committee's attention pointing out that there is only one remaining discrepancy that needs to be addressed. Motion to move the discussion of the Compensation Plan to the next meeting to allow committee members time to review. Motion by Rex Lynch, and seconded by Gary Long. Motion carried by roll call vote.
- 3) COVID-19 Tracking: Motion that the HR Department facilitate the time frame around quarantining and return to work unless an individual department's operation

**Anderson County  
Human Resource Advisory Board Minutes  
January 13, 2021  
10:00 a.m. in Room 118A, Courthouse & GoToMeeting**

necessitates a different approach. Motion by Rex Lynch, seconded by Johnny Alley.  
Motion carried by roll call vote.

Jay Yeager requested an initial checklist be compiled and distributed to all  
departments in order to assist the HR Department in information collection.

**Old Business**

Voting Leave Policy: Moved to next meeting due to technical difficulties. Motion by Jay Yeager,  
seconded by Gary Long. Motion carried by roll call vote.

**New Business**

PPE Policy: Jay Yeager presented a Personnel Policy change concerning Personal Protective  
Equipment. Motion by Gary Long, seconded by Johnny Alley. Motion carried by roll call vote.

**Next Meeting**

March 3, 2021 @ 10:00AM

**Adjourned**

Anderson County Board of Commissioners

# Human Resources Advisory Committee Agenda

January 13, 2021

Room 118A / Virtual at 10 a.m.

1. Call to Order
2. Roll Call
3. Approve Prior Meeting Minutes
4. Approval and Corrections of Agenda
5. HR Director Report
  - Retirement Policy
  - ACG 2019.2020 Comp Plan Analysis
  - COVID-19 Tracking
  - Other
6. Old Business:
  - Voting Leave Policy, Law Director Jay Yeager
7. New Business
  - PPE Policy, Law Director Jay Yeager
8. Next Meeting
  - April 14, 2021 @ 10 am
9. Adjourn

**HR Advisory Meeting**

Wed, Jan 13, 2021 10:00 AM - 11:00 AM (EST)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/409430853>

You can also dial in using your phone.

(For supported devices, tap a one-touch number below to join instantly.)

United States (Toll Free): 1 877 568 4106

- One-touch: <tel:+18775684106..409430853#>

United States: +1 (571) 317-3129

- One-touch: <tel:+15713173129..409430853#>

Access Code: 409-430-853

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

<https://global.gotomeeting.com/install/409430853>

**Anderson County  
Human Resource Advisory Board Minutes  
October 14, 2020  
10:00 a.m. in Room 118A, Courthouse & GoToMeeting**

**Members Present:** Chairman Catherine Denenburg, Jeff Cole, Gary Long, Robby Holbrook, Jay Yeager, Johnny Alley, Rex Lynch and Russell Barker

**Members Absent:** Terry Frank, Tim Shelton and Hal Cousins.

**Others Present:** Kim Jeffers-Whitaker, Stephanie Strickland.

**Call to Order**

Robby Holbrook did a roll call vote for attendance. Quorum present.

**Approval of Prior Minutes**

Minutes of the July 22, 2020 meeting were approved, as presented, on a motion made by Gary Long, and seconded by Rex Lynch. Motion carried by roll call vote.

**Approval and Correction of Agenda**

Jeff Cole made a motion to approve agenda, seconded by Gary Long. Motion carried by roll call vote.

**Election of a New Chairman**

Motion by Rex Lynch to nominate Catherine Denenburg as Chairman, seconded by Jeff Cole. Gary Long made a motion to cease nominations and elect Catherine Denenburg, seconded by Johnny Alley. Motion carried unanimously by roll call vote

**Voting Leave Policy**

Jay Yeager informed the Board that voting policy language needs to be reviewed and updated. The current policy has been in place for many years and Jay feels with early voting so predominant now the policy should be updated to steer employees in that direction due to some Departments being short staffed on Election Day. This will be discussed at the next HR Advisory meeting.

**HR Director Report**

HR Director Kim Jeffers-Whitaker presented to the committee an update on recent OSHA inspection, the County Handbook and NeoGov requirements, the FFCRA Aggregate Report, and licensure request via IT to ensure security of PHI. She also explained to the Committee about a Wellness Fund that BCBS is giving the County this year in the amount of \$25,000 and wanted input from the Committee on how best to spend the money. There are several ideas discussed; such as an onsite fitness center, diabetes and heart healthy cooking classes, and healthy vending

**Anderson County  
Human Resource Advisory Board Minutes  
November 2, 2020  
10:00 a.m. in Room 312, Courthouse & GoToMeeting**

**Members Present:** Chairman Catherine Denenberg, Gary Long, Robby Holbrook, Jay Yeager, Johnny Alley, and Rex Lynch

**Members Absent:** Terry Frank, Tim Shelton, Regina Copeland, Russell Barker, Jeff Cole, and Hal Cousins.

**Others Present:** Kim Jeffers-Whitaker, Stephanie Strickland, Theresa Scott, Jerry Creasy, Bob Smallridge, Andrew Stone, Annette Prewitt, Brian Young, Jeff Fraas, Brandon Williams, and Paul Richardson.

**Call to Order**

Robby Holbrook did a roll call vote for attendance. Quorum was not present.

**Adjourned**

## **6.10 Retirement Plan**

Anderson County Government participates in the Tennessee Consolidated Retirement System (TCRS). Membership to the retirement plan is mandatory for all full-time employees and the five percent (5%) employee contribution will begin after the six (6) month probation period. For those new hires who have prior TCRS membership, the TCRS probationary period will be waived and payroll deductions will start the following month after your date of hire. Anderson County Government contributes to the retirement fund for all eligible employees. TCRS information is available in the Human Resources and Risk Management Department or on the state website at <https://treasury.tn.gov/Retirement/Information-and-Resources/TCRS-Overviewand-Self-Service>

Effective fiscal year 2019, Anderson County **part-time and full-time**, regular employees will have the option to participate in the State of Tennessee's 401k and 457b. These optional retirement plans are available without County matching funds. The State's 401k and 457b information is available in the Human Resources and Risk Management Department or on the state website at <https://treasury.tn.gov/Retirement/Information-and-Resources/401-k-457-Investing>

If you are considering retirement from Anderson County, you need to schedule a meeting with the Human Resources and Risk Management Department approximately three (3) months before your retirement date.

Anderson County Board of Commissioners  
**OPERATIONS COMMITTEE**  
**MINUTES**

January 11, 2021

Meeting held electronically pursuant to Resolution 20-04-812

All votes are by Roll Call

**Members Present:** Tim Isbel, Steve Mead, Phil Yager, Theresa Scott, Tracy Wandell, Robert McKamey, Rick Meredith 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.

Chairman Anderson requested to withdraw item #9 from the agenda.

Commissioner Mead made a motion to approve the agenda seconded by Commissioner McKamey. Motion passed by voice vote.

No citizens addressed the Committee.

General Clark and Melissa Miller were present to answer any questions regarding the Family Justice Center grant. No Action Taken.

Commissioner Meredith made a motion to approve Resolution #21-01-841 authorizing the Mayor to enter into a Payment-In-Lieu-Of-Tax agreement with DOE, seconded by Commissioner Mead. Motion passed to forward to full commission for approval.

Commissioner McKamey made a motion to recommend to County Commission that we extend our emergency sick leave guidelines effective January 1, 2021 through March 31, 2021 at which time it will be reconsidered by the Legislative Body. Commissioner Mead seconded the motion. Motion passed to forward to full commission for approval.

***Emergency Sick Leave applies to Anderson County regular, active full-time and part-time employee(s) for any of the following reasons:***

- 1. Quarantine/Isolation Order—when the employee is subject to a federal, state, or local quarantine or isolation order related to COVID-19;***
- 2. Self-Quarantine—when the employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19;***
- 3. COVID-19 Symptoms—when the employee is experiencing symptoms such as a fever, dry cough, shortness of breath, or other COVID-19 symptoms recognized by the U.S. Centers for Disease Control and Prevention and is seeking a medical diagnosis;***
- 4. Care for Others—when an employee is caring for an individual who is subject to a quarantine or isolation order or whose health care***



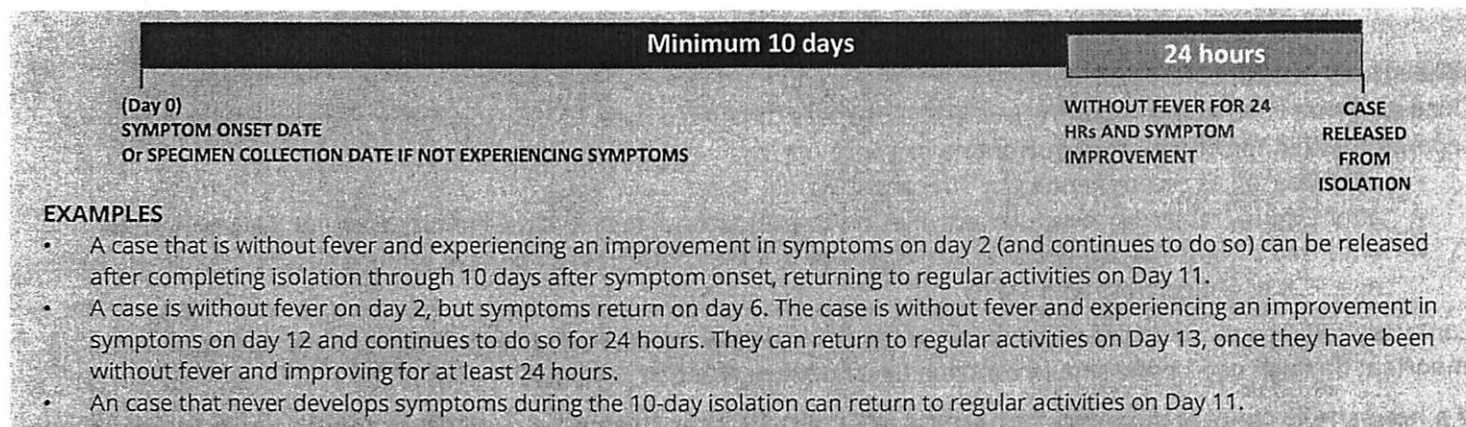
## CASES

**Isolate for a minimum of 10 days after illness onset. Release from isolation when without fever for 24 hours (without fever-reducing medication) and show improvement in symptoms. Some severely ill patients will need to isolate for at least 20 days.**

**Cases without symptoms must be isolated through 10 days after their specimen collection date.**

### Notes:

- Lingering cough should not prevent a case from being released from isolation.
- If a follow-up PCR test is positive, cases do not need to re-enter isolation as long as they have completed the minimum 10-day isolation and had symptom resolution for a minimum of 24 hours.
- If a case has been released from isolation and symptoms return, individuals do not need to re-enter isolation as long as they have completed the minimum 10-day isolation and had symptom resolution for a minimum of 24 hours.



**PREVIOUS CASES:** Anyone who has had close contact with someone with COVID-19 and who meets the following criteria does **NOT** need to quarantine.

- Had COVID-19 within the previous 3 months **and**
- Has recovered **and**
- Remains without COVID-19 symptoms (e.g., cough, shortness of breath)

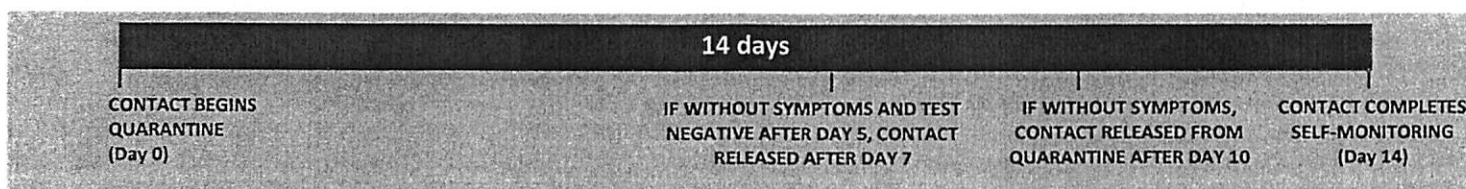
## NON-HOUSEHOLD CONTACTS

**Non-household contacts must be quarantined after exposure\* to a case, regardless of whether the case was symptomatic. TDH and CDC recommend a 14-day quarantine. CDC has proposed two alternative (but less effective) options to a 14-day quarantine:**

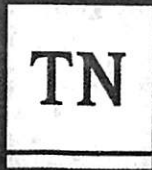
- after Day 10 (returning to regular activities on Day 11) without testing if the contact does not have symptoms.
- after Day 7 (returning to regular activities on Day 8) if the contact does not have symptoms and if they test negative by a PCR or antigen test collected after Day 5. Persons must be responsible for securing verification of a negative test results if using this quarantine release option.

**Contacts should continue to self-monitor for symptoms and wear a face mask through Day 14. Mask wearing is especially important through day 14 and should continue beyond your quarantine period.**

\*Exposure means contact with a case during the time period **beginning two days prior to case's symptom onset** (or specimen collection date if case never experiences symptoms) through the end of the case's isolation period.







## HOUSEHOLD CONTACTS

A household contact is an individual who shares any living spaces with a case. This includes bedrooms, bathrooms, living rooms, kitchens, etc. Household contacts must be quarantined after exposure to a case, regardless of whether the case is symptomatic.

### When does quarantine start?

Household contacts must quarantine as long as they are exposed to the case, and for a 7-14 day period beyond their last exposure.

If the contact can separate from the case within the home, then they are considered no longer exposed. Separation must include:

- The case must never be in the same room as household members.
- The case cannot share plates, cups, dishes or phones with household members.
- The case should have their own bathroom. If that isn't possible, the household must conduct daily cleaning.

If the contact cannot separate from the case within the home, the contact must quarantine for the case's (minimum) 10-day isolation period plus an additional 7-14 days.

### When does quarantine end?

Once exposure is no longer occurring (either the case has completed their 10-day isolation or the case and contact have separated within the home), then quarantine can end:

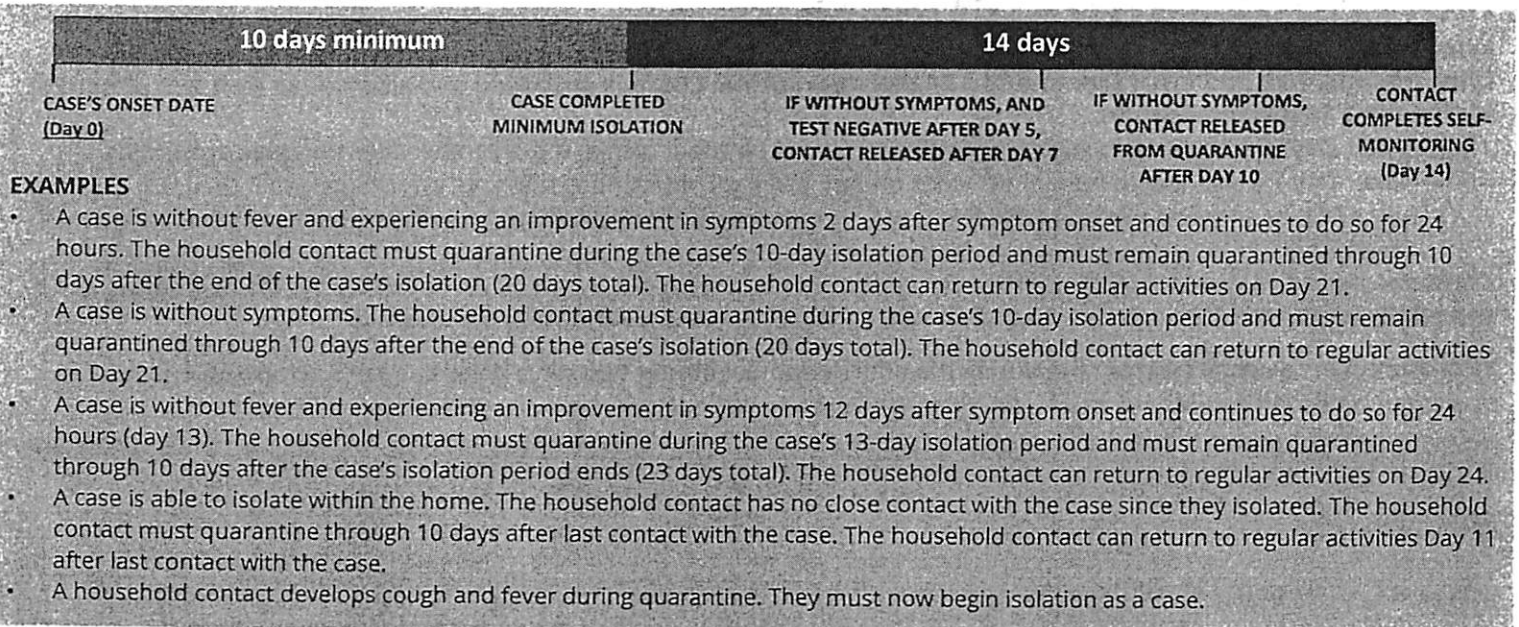
- after Day 14, as recommended by TDH and CDC
- after Day 10 (returning to regular activities on Day 11) without testing if the contact does not have symptoms.
- after Day 7 (returning to regular activities on Day 8) if the contact does not have symptoms and if they test negative by a PCR or antigen test after Day 5.

Contacts should continue to self-monitor for symptoms and wear a face mask through Day 14. Mask wearing is especially important through day 14 and should continue beyond the quarantine period.

**If a household contact develops symptoms of COVID-19, they become a case. They should begin isolation as a case and consider getting tested.**

### Notes:

- Household contacts will often need to remain at home longer than the initial case.
- If a case has been released from isolation and symptoms return, household contacts do not need to restart the 10-day period as long as the case has completed the minimum 10-day isolation and had symptom resolution for a minimum of 24 hours.



# **Anderson County Personnel Policy Amendment**

## **Personal Protective Equipment**

Elected officials and department heads shall have discretionary authority to institute protective measures and office policies including the wearing of personal protective equipment (“PPE”) to reduce employee exposure to hazards when engineering and administrative controls are not feasible or effective in decreasing health and safety risks to acceptable levels.

PPE is equipment worn to minimize exposure to hazards that cause serious workplace injuries and illnesses. These injuries and illnesses may result from contact with chemical, radiological, physical, electrical, mechanical, airborne pathogens, contact contagions or other workplace hazards or public health emergencies. PPE may include items such as gloves, masks, safety glasses, shoes, earplugs or muffs, hard hats, helmets, respirators, coveralls, vests, body armor, full body suits, reflective vests and clothing, ultraviolet lighting (UV/UVC) or any other item(s) deemed suitable by the elected official or department head needed to help minimize workplace hazards or the spread of harmful disease.

All employees should understand that although PPE is helpful and effective when workplace hazards are present, it does not eliminate the hazard at the source and may result in employees being exposed to the hazard if the equipment fails; therefore, employees should take additional steps to ensure the PPE is fitted correctly, comfortable, in good condition, free from defects, clean and sanitized when need. There is no absolute and failsafe protection that is 100% effective and PPE should not be substituted for sound decision-making, personal hygiene, the frequent washing of hands and used PPE items, refraining from touching your face, and the sanitizing of the workspace.

Notwithstanding any policy to contrary, all employees shall have the ability to voluntarily wear PPE at their discretion when they believe it is necessary to protect the employees’ health, safety and welfare or their fellow co-workers and family members.

Employee Safety is a top priority of Anderson County Government. Safety training and the implementation of safety procedures and equipment are key components to ensuring all employees have the knowledge and tools to perform their job duties in a safe, effective manner. PPE Training and applicable safety sheets, also known as white papers, are located on the Human Resources and Risk Management section of the County web site, <https://www.anderson-county.com/humanresources/>. Onsite training can also be scheduled by contacting the Human Resources and Risk Management Department. The Human Resources Department should be consulted when questions arise about the proper PPE needed for a specific workplace hazard or illness, when PPE training is needed, and interpretation of applicable OSHA laws and regulations.