
Anderson County Board of Commissioners

Regular Agenda **Monday September 20, 2021 @ 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 Shain Vowell**
- 6. Elections**
 - Chairman
 - Vice-Chairman
- 7. Committee Reports**
 - Purchasing Report – by Katherine Ajmeri, Deputy Purchasing agent
 - Budget Report – by Robby Holbrook, Finance Director
 - Finance Report – by Robby Holbrook, Finance Director
- 8. Director of Schools – Written report including BOE Minutes (/8/12/21)**
- 9. County Mayor – No Report**
- 10. Law Director**
 - A. Contract Approvals
 - B. Indigent Cremations:
 1. In re: Violet
 2. In re: Dennis
 - C. Lawsuit Updates
 - D. Sheriff's Promotional Test Administered for Detention Facility Corporal and Sergeant
 - E. Arcadis Annual Report – Information Only
 - F. MNK Bankruptcy Settlement – Needs ratification vote.
 - G. Fireworks Private Act – Needs ratification vote.
- 11. Committees/Boards Reports**
 1. Operations Committee Report – by Chairman Isbel
 - Resolution 21-09-887
 - Public Records Policy
 - Agreement To Disburse Future Insurance Proceeds – Marlow Volunteer Fire Department
 - Vehicle Lease to Andersonville Volunteer Fire Department
 - Resolution 21-9-890

2. IT Advisory Board Report including Minutes (9/15/21)
3. Nominating Committee Report including Minutes (9/13/21)
 - Anderson County Beer Board – Reinstate Chairman Anderson (term expires 9/24)
 - Civil Service Board – Appointment of Lisa Smith
 - County Commission Committees – as submitted
 - Boards, Committees and Commissions – as submitted
 - Veteran’s Service Advisory – Appointment of Michael Wagoner

12. New Business

13. Old Business
COVID-19 Update

14. Adjourn

Respectfully Submitted
Joshua Anderson, Chairman

**Anderson County Board of Commissioners
Purchasing Committee Meeting Minutes
September 13, 2021
4:30 p.m.
Room 312 of the Courthouse**

Members Present: Tim Isbel (Committee Chair), Steve Mead, Phil Yager, Catherine Denenberg and Denver Waddell.

A. Contracts Approved by Law Director

1. **Language Line Solutions, Family Justice Center, Contract #22-0014** – Three-year contract for translation services.

Commissioner Denenberg made a motion to approve and to forward to County Commission with a recommendation for approval. Commissioner Yager seconded the motion with the stipulation that the contract is contingent upon Law Director approval. Motion passed unanimously.

B. Contracts Pending Law Director Approval

1. **Freddy Cousino, EMS, Contract #22-0016** – Contract to provide Roane State Community College \$1,000 tuition to EMS Employee for the Critical Care Paramedic Program. Employee must obtain the Critical Care Paramedic license and continue employment with the EMS for one year after obtaining license or employee will be required to reimburse the EMS.
2. **Ashley Rodgers, EMS, Contract #22-0017** – Contract to provide Roane State Community College \$1,000 tuition to EMS Employee for the Critical Care Paramedic Program. Employee must obtain the Critical Care Paramedic license and continue employment with the EMS for one year after obtaining license or employee will be required to reimburse the EMS.
3. **Chase Woods, EMS, Contract #22-0018** – Contract to provide EMS Employee the ACEMS EMT Program. Employee must obtain the State of Tennessee EMT Licensure and continue full-time employment with the EMS for two years after obtaining license or employee will be required to pay fees.

4. **Amber Dalton, EMS, Contract #22-0019** – Contract to provide EMS Employee the ACEMS EMT Program. Employee must obtain the State of Tennessee EMT Licensure and continue full-time employment with the EMS for two years after obtaining license or employee will be required to pay fees.
5. **Kyle Sprague, EMS, Contract #22-0020** – Contract to provide EMS Employee the ACEMS EMT Program. Employee must obtain the State of Tennessee EMT Licensure and continue full-time employment with the EMS for two years after obtaining license or employee will be required to pay fees.
6. **Emily Searcy, EMS, Contract #22-0021** – Contract to provide EMS Employee the ACEMS EMT Program. Employee must obtain the State of Tennessee EMT Licensure and continue full-time employment with the EMS for two years after obtaining license or employee will be required to pay fees.
7. **BMC Office Technology, County Clerk, Contract #22-0022** - Five (5) year lease of two desktop copiers. Price is \$22 per month per machine.
8. **Canon, Sheriff, Contract #22-0023** - Five (5) year copier lease for Detention Center. Pricing is from State Wide Contract at \$56.34 per month plus copy charges.

Commissioner Denenberg made a motion to approve as a group and to forward to County Commission with a recommendation for approval. Commissioner Yager seconded the motion. Motion passed unanimously.

C. Other Business

1. Request to Surplus the following on govdeals:

DESCRIPTION	DEPARTMENT	Condition	Starting Bid
1998 Ford Windstar Van	BOE	Needs repair on brakes/rotors, running condition	\$300

Commissioner Denenberg made a motion to approve and to forward to County Commission with a recommendation for approval. Commissioner Yager seconded the motion with the stipulation that the contract is contingent upon Law Director approval. Motion passed unanimously.

2. Winning Bid Amounts from the July's capital asset surplus sales. Informational only, no action needed.

DESCRIPTION	DEPARTMENT	Condition	Starting Bid	Winning Bid
2009 Ford Crown Victoria	Sheriff	Starts with a boost, shakes when accelerating, body damage	\$500	\$1775
2010 Ford Crown Victoria	Sheriff	Starts with a boost, shifting problems, body damage	\$500	\$1810.66
2011 Ford Crown Victoria	Sheriff	Starts with a boost, undiagnosed engine message, body damage	\$500	\$2110
2012 Dodge Charger	Sheriff	Starts with a boost, has electrical issues, no power steering.	\$500	\$3,900

D. New Business

E. Old Business

ANDERSON COUNTY GOVERNMENT SUMMARY OF BUDGET AMENDMENTS

September 9, 2021

<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	General Fund 101 - Trustee	\$ 200.00
1	2	General Fund 101 - Finance	\$ 1,400.00
2	3	Fund 115 - Library	\$ 298.16
Group 2 - Appropriations - School (Commission Approval by Board Vote)			
3	5	Fund 141 - Business Office	\$ 525,000.00
3	6	Fund 141 - Business Office	\$ 36,935.00
4	7	Fund 141 - Business Office	\$ 245,244.57
4	8	Fund 141 - Business Office	\$ 31,992.94
Group 3 - Transfer - School (Commission Approval by Board Vote)			
2	4	Special Education	\$ 60,000.00
Group 4 - Transfers - NonSchool (Commission Approval by Board Vote)			
5	9	General Fund 101 - EMA	\$ 21,000.00
Group 5 - Appropriations - NonSchool (Commission Approval by Board Vote)			
5	10	General Fund 101 - EMA	\$ 9,501.68
6	11	Fund 131 - Highway	\$ 500,000.00
6	12	Fund 131 - Highway	\$ 300,000.00
7	13	Fund 115 - Library	\$ 23,000.00
7	14	Fund 115 - Library	\$ 5,000.00
8	15	General Fund 101 - Sheriff	\$ 5,000.00
8	16	General Fund 101 - County Clerk	\$ 4,100.00
8	17	General Fund 101 - County Clerk	\$ 7,500.00
9	18	General Fund 101 - Mayor	\$ 286,951.31
9	19	General Fund 101 - Finance	\$ 93,885.00
10	20	Fund 128 - Tourism	\$ 17,037.51
11	24	General Fund 101 - Mayor	\$ 306,376.00
12	25	Fund 171 - Mayor	\$ 306,376.00
12	26	Fund 171 - Mayor	\$ 416,841.52
13	27	Fund 128 - Tourism	\$ 5,000.00
13	29	General Fund 101 - Finance	\$ 150,000.00
Group 6 - Appropriations - General Fund Unassigned Fund Balance (Commission Approval by Board Vote)			
10	21	General Fund 101 - Finance	\$ 23,078.00
10	22	General Fund 101 - Mayor	\$ 1,500.00
11	23	General Fund 101 - Mayor	\$ 26,100.00
13	28	General Fund 101 - Finance	\$ 800,000.00
Group 7 - Miscellaneous			
12	A	Fire Truck Resolution	Passed
12	B	FY 21/22 Capital Outlay	Passed
12	C	New Business/ X-Ray Machine/Jail	Passed
Group 8 - Additional Items not discussed during budget committee (requires 3/4 majority vote)			

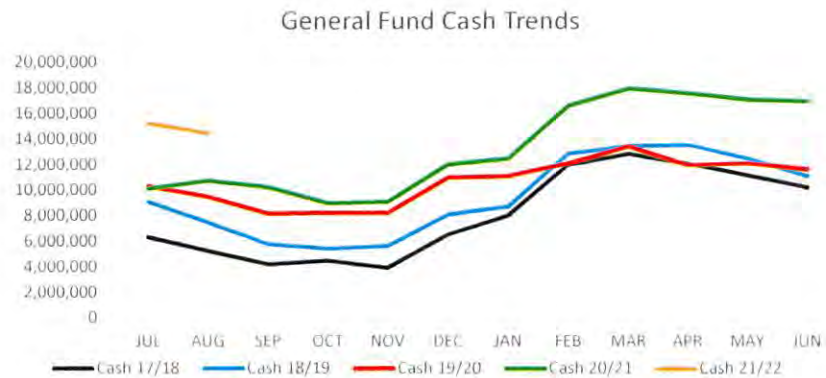
**ANDERSON COUNTY GOVERNMENT
CASH AND FUND BALANCE REPORT
August 31, 2021**

FUND	DESCRIPTION	NON-SPENDABLE	RESTRICTED FUNDS	COMMITTED FUNDS	ASSIGNED FUNDS	UNASSIGNED FUND BALANCE	TOTAL FUND BALANCE	CASH
101	General Fund	\$ -	\$ 986,126	\$ 2,164,746	\$ 2,166,322	\$ 10,831,475	* \$ 16,148,669	\$ 14,460,896
115	Library Fund	\$ -	\$ 332,063		\$ -	\$ -	\$ 332,063	\$ 335,278
116	Solid Waste/Sanitation Fund	\$ -	\$ 282,161	\$ -	\$ -	\$ -	\$ 282,161	\$ 144,513
118	Ambulance Fund	\$ -	\$ 250	\$ -	\$ -	\$ 1,343,250	\$ 1,343,500	\$ 977,978
122	Drug Control Fund	\$ -	\$ 150,936	\$ 8,459	\$ -	\$ -	\$ 159,395	\$ 169,200
127	Channel 95 Fund	\$ -	\$ -	\$ -	\$ 68,323	\$ -	\$ 68,323	\$ 56,284
128	Tourism Fund	\$ -	\$ 438,989	\$ 17,037	\$ 100,000	\$ -	\$ 556,026	\$ 535,911
131	Highway Fund	\$ 35,560	\$ 269,737	\$ 4,369,517	\$ -	\$ -	\$ 4,674,814	\$ 4,879,147
141	General Purpose School Fund	\$ -	\$ -	\$ 14,576,399	\$ -	\$ -	\$ 14,576,399	\$ 12,449,727
143	Central Cafeteria	\$ 126,069	\$ 1,786,700	\$ -	\$ -	\$ -	\$ 1,912,769	\$ 2,082,514
151	General Debt Service Fund	\$ -	\$ 1,378,618	\$ 306,894	\$ -	\$ -	\$ 1,685,512	\$ 1,827,668
152	Rural Debt Service Fund	\$ -	\$ 337,093	\$ -	\$ -	\$ -	\$ 337,093	\$ 948,959
156	Education Debt Service Fund	\$ -	\$ 179,076	\$ 118,995	\$ -	\$ -	\$ 298,071	\$ 460,002
171	Capital Projects Fund	\$ -	\$ 306,376	\$ -	\$ -	\$ -	\$ 306,376	\$ 417,139
177	Education Capital Projects Fund		\$ 548,485	\$ 5,996	\$ -	\$ -	\$ 554,481	\$ 502,881
263	Employee Benefit Fund	\$ 38,412	\$ -	\$ -	\$ 1,151,893	\$ -	\$ 1,190,305	\$ 1,219,790

* General Unassigned Fund Balance limit of \$5.5MM requiring 2/3 (11) votes for budget amendments.

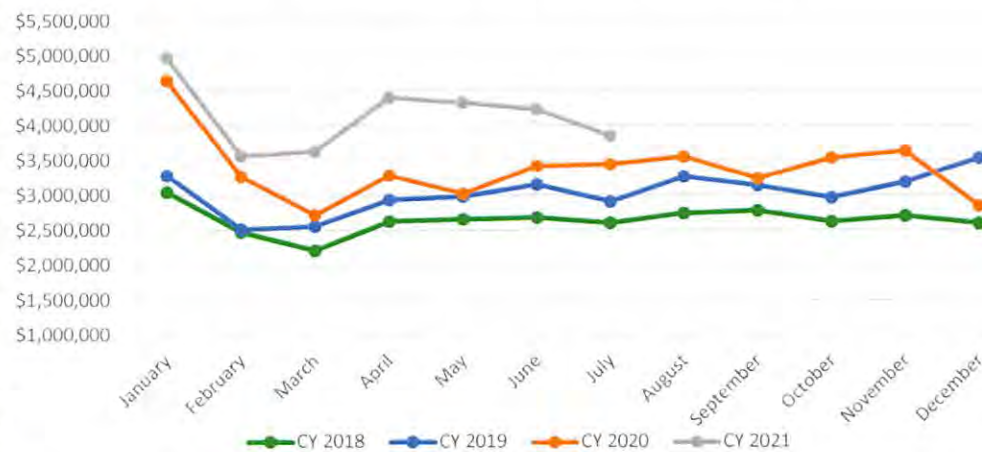
Cash Trends
August

Cash 17/18	5,260,261
Cash 18/19	7,443,989
Cash 19/20	9,468,646
Cash 20/21	10,734,418
Cash 21/22	14,460,896



	Anderson Co.	Clinton	Rocky Top	Norris	Oak Ridge	Oliver Springs	Total	+/-
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	\$323,620.51	\$567,300.13	\$65,721.42	\$22,322.77	\$1,660,162.09	\$83,113.87	\$2,722,240.79	6%
April	\$361,720.82	\$657,617.38	\$92,047.62	\$30,073.46	\$2,045,496.33	\$106,392.24	\$3,293,347.85	12%
May	\$348,469.84	\$625,189.25	\$65,584.81	\$26,437.47	\$1,866,460.89	\$98,923.46	\$3,031,065.72	1%
June	\$390,186.68	\$722,700.70	\$82,338.60	\$30,362.69	\$2,089,054.73	\$115,875.68	\$3,430,519.08	9%
July	\$408,899.21	\$680,962.02	\$85,090.00	\$33,363.50	\$2,137,018.26	\$106,832.15	\$3,452,165.14	19%
August	\$411,366.06	\$703,176.67	\$86,626.66	\$37,144.32	\$2,225,945.94	\$94,435.44	\$3,558,695.09	9%
September	\$334,489.56	\$649,943.04	\$81,649.11	\$35,224.76	\$2,048,244.37	\$94,645.35	\$3,244,196.19	3%
October	\$538,286.44	\$689,377.48	\$78,537.83	\$33,852.18	\$2,116,032.28	\$90,242.52	\$3,546,328.73	19%
November	\$484,289.65	\$714,308.95	\$84,810.47	\$36,070.72	\$2,224,699.75	\$95,400.15	\$3,639,579.69	14%
December	\$443,904.59	\$689,081.64	\$80,308.27	\$32,853.87	\$1,499,868.63	\$102,459.19	\$2,848,476.19	-19%
Totals:	\$5,391,313.94	\$8,012,535.75	\$946,818.31	\$379,613.08	\$24,779,150.45	\$1,192,992.48	\$40,702,424.01	12%
2021								
January	\$691,871.40	\$854,569.43	\$85,449.26	\$50,747.19	\$3,189,118.59	\$109,064.61	\$4,980,820.48	7%
February	\$413,424.62	\$676,048.10	\$92,017.51	\$35,736.38	\$2,257,224.79	\$98,481.85	\$3,572,933.25	9%
March	\$488,539.04	\$647,647.04	\$71,405.00	\$30,856.85	\$2,310,754.03	\$85,812.20	\$3,635,014.16	34%
April	\$624,772.56	\$812,005.66	\$97,027.21	\$40,761.43	\$2,716,162.53	\$112,327.65	\$4,403,057.04	34%
May	\$673,349.68	\$807,388.91	\$95,601.75	\$38,539.38	\$2,616,176.72	\$98,852.41	\$4,329,908.85	43%
June	\$615,785.15	\$796,440.98	\$93,263.38	\$41,701.20	\$2,591,565.86	\$99,347.49	\$4,238,104.06	24%
July	\$407,603.66	\$785,470.40	\$91,806.89	\$40,670.36	\$2,432,412.87	\$94,819.67	\$3,852,783.85	12%
August							\$0.00	-100%
September							\$0.00	-100%
October							\$0.00	-100%
November							\$0.00	-100%
December							\$0.00	-100%

Local Option Sales Tax - Total Net Collections



BUDGET COMMITTEE MINUTES

SEPTEMBER 9, 2021

Members Present:

Shain Vowell, Commissioner – Chairman
Denver Waddell, Commissioner
Bob Smallridge, Commissioner
Jerry White, Commissioner
Robert Jameson, Commissioner
Catherine Denenberg, Commissioner
Chuck Fritts, Commissioner

Meeting Facilitator: Robby Holbrook, Finance Director

Members Absent:

Jerry Creasey, Commissioner

TRANSFERS (Approved through Consent Agenda)

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

Increase Expenditure Code:

101-52400-334	Maintenance Agreements	\$200.00
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Decrease Expenditure Code:

101-52400-351	Rentals	\$200.00
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Justification: Move money to pay for our software vendor annual maintenance contract.

Motion by Commissioner Catherine Denenberg, seconded by Commissioner Robert Jameson, and passed to approve the transfer requests.

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

Increase Expenditure Code:

101-52100-709	Data Processing Equipment	\$1,400.00
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Decrease Expenditure Code:

101-52100-334	Maintenance Agreements	\$1,400.00
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Justification: Due to power outage at Courthouse, a battery was lost in the server room. See attached quote. We have filed an insurance claim. Also, a new server was needed this year and I did a BA for \$8,000 in July, but the cost has increased from last year's quote to \$8,657. This BA should cover both the battery and increase in cost.

Motion by Commissioner Catherine Denenberg, seconded by Commissioner Robert Jameson, and passed to approve the transfer requests.

THE 3rd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Susan Miceli, AC Library Board, that the following **TRANSFER** in Library Fund 115 be approved.

Increase Expenditure Codes:

115-56500-709-4001	Data Processing Equipment	\$249.95
115-56500-317-4000	Data Processing Services	<u>48.21</u>
	Total Increased Expenditures	\$298.16

Decrease Expenditure Codes:

115-56500-499-4001	Other Supplies	\$249.95
115-56500-524-4000	Staff Development	<u>48.21</u>
	Total Decreased Expenditures	\$298.16

Justification: For payment of Microsoft Office software for Mac Computer (\$249.95). The 317-4000 line is short \$48.21 to pay for the annual subscription to Autographics cataloging system the library uses.

Motion by Commissioner Catherine Denenberg, seconded by Commissioner Robert Jameson, and passed to approve the transfer requests.

APPROPRIATIONS REQUIRING FULL COMMISSION APPROVAL

THE 4th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Kim Towe, Special Education, that the following **TRANSFER (payroll)** in General Purpose School Fund 141 be approved.

Increase Expenditure Code:

141-72220-124	Psychological Personnel	\$60,000.00
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Decrease Expenditure Code:

141-72220-399	Other Contracted Services	\$60,000.00
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Justification: To transfer funds for psychologist salaries from contracted services.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 5th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Julie Minton, Fiscal Services, that the following **APPROPRIATION** in General Purpose School Fund 141 be approved.

Increase Expenditure Codes:

141-76100-707	Building Improvements	\$400,000.00
141-76100-790	Other Equipment	<u>125,000.00</u>
	Total Increased Expenditures	\$525,000.00

Decrease Reserve Code:

141-39000	Unassigned Fund Balance	\$525,000.00
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(Amendment will be from 141-34675 Committed for Capital Outlay and a JE will replenish the reserve for 39000)

Justification: To appropriate funds for partial reroofing projects at Norris Elementary and Anderson County High Schools. Also included are funds to purchase a backup generator to provide continuous and uninterrupted service throughout the school district for internet and telephone connections.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 6th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Julie Minton, Fiscal Services, that the following **APPROPRIATION** in General Purpose School Fund 141 be approved.

Increase Expenditure Codes:

141-72250-399	Other Contracted Services	\$5,400.00
141-72310-502	Building and Contents Insurance	4,535.00
141-72310-506	Liability Insurance	<u>27,000.00</u>
	Total Increased Expenditures	\$36,935.00

Decrease Reserve Code:

141-39000	Unassigned Fund Balance	\$36,935.00
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Justification: To appropriate School Safety Grant Received from Tennessee Risk Management Trust. This grant will fund purchase of software for employee safety training required each year. Also included are insurance costs for leased athletics fields from Clinton City and increased liability insurance.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 7th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Julie Minton, Fiscal Services, that the following **APPROPRIATION** in General Purpose School Fund 141 be approved.

Increase Expenditure Codes:

141-71100-213	Regular Instruction Payments to Retirees	\$90,284.58
141-71200-213	Special Instruction Payments to Retirees	27,962.50
141-71300-213	Vocational Instruction Payments to Retirees	8,585.00
141-72130-213	Other Student Support Payments to Retirees	12,490.70
141-72210-213	Regular Instruction Support Payments to Retirees	31,494.48
141-72510-213	Fiscal Services Payments to Retirees	47,064.39
141-72610-213	Operations Payments to Retirees	<u>27,362.92</u>
	Total Increased Expenditures	\$245,244.57

Decrease Reserve Code:

141-39000	Unassigned Fund Balance	\$245,244.57
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(Amendment will be from 141-34615 Committed for Finance and a JE will replenish the reserve for 39000)

Justification: To appropriate funds for the retirement benefit payouts. The employees receiving this payout qualified by number of years of service, unused sick leave, and unused vacation leave.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 8th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Julie Minton, Fiscal Services, that the following **APPROPRIATION** in General Purpose School Fund 141 be approved.

Increase Expenditure Codes:

141-71100-299	Regular Instruction Other Fringe Benefits	\$6,543.78
141-72120-299	Nurses Other Fringe Benefits	926.70
141-72210-299	Regular Instruction Support Other Fringe Benefits	3,272.06
141-72220-299	Special Instruction Support Other Fringe Benefits	634.88
141-72250-299	Technology Other Fringe Benefits	5,591.21
141-72320-299	Director of Schools Other Fringe Benefits	901.94
141-72410-299	Office of Principal Other Fringe Benefits	368.86
141-72510-299	Fiscal Services Other Fringe Benefits	4,125.36
141-72610-299	Operations Other Fringe Benefits	8,011.75
141-72620-299	Maintenance Other Fringe Benefits	<u>1,616.40</u>

Total Increased Expenditures \$31,992.94

Decrease Reserve Code:

141-39000 Unassigned Fund Balance \$31,992.94

(Amendment will be from 141-34615 Committed for Finance and a JE will replenish the reserve for 39000)

Justification: To appropriate funds for the vacation leave balances which exceed 30 days. New procedure will allow maximum accumulation of 30 days in vacation leave. Any excess balance at June 30 will automatically convert to sick leave.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, 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 Steven Payne, Emergency Management Agency, that the following **TRANSFER (payroll)** in General Fund 101 be approved.

Decrease Expenditure Codes:

101-54410-499-EMPG Other Supplies and Materials \$16,000.00

101-54410-599-ORRCA Other Charges 5,000.00

Total Decreased Expenditures \$21,000.00

Increase Expenditure Codes:

101-54410-103 Assistants \$16,000.00

101-54410-187 Overtime Pay 5,000.00

Total Increased Expenditures \$21,000.00

Justification: Salary and overtime pay. This is allowed through grants, not county funds.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Denver Waddell, 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 Steven Payne, Emergency Management Agency, that the following **APPROPRIATION** in General Fund 101 be approved.

Decrease Reserve Codes:

101-39000 Unassigned Fund Balance \$3,270.77

(Amendment will be from 101-34525-FEMA Restricted for Public Safety- FEMA Public Assistance Grant and a JE will replenish the reserve for 39000)

101-39000 Unassigned Fund Balance \$6,230.91

(Amendment will be from 101-34525-ORRCA Restricted for Public Safety- Oak Ridge Community Alliance and a JE will replenish the reserve for 39000)

Increase Expenditure Codes:

101-54410-499-EMPG Other Supplies and Materials	\$3,270.77
101-54410-599-ORRCA Other Charges	<u>6,230.91</u>
Total Increased Expenditures	\$9,501.68

Justification: Moving funds from restricted to appropriate codes.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Denver Waddell, 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 Gary Long, Road Superintendent, that the following **APPROPRIATION** in Highway Fund 131 be approved.

Increase Expenditure Code:

131-62000-402 Asphalt	\$500,000.00
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Decrease Reserve Code:

131-34550 Restricted for Highway	\$500,000.00
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Justification: To asphalt roads.

Motion by Commissioner Denver Waddell, 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:

131-68000-714 Highway Equipment	\$300,000.00
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Decrease Reserve Code:

131-34550 Restricted for Highway	\$300,000.00
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Justification: Replacing aged equipment.

Motion by Commissioner Denver Waddell, 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, to be presented to the Anderson County Budget Committee, was a written request from Susan Miceli, Anderson County Library Board, that the following **APPROPRIATION** in Library Fund 115 be approved.

Increase Expenditure Codes:

115-56500-307-1000	Briceville- Communications	\$1,100.00
115-56500-432-1000	Briceville- Book Purchases	900.00
115-56500-432-2000	Clinton- Book Purchases	6,344.00
115-56500-437-2000	Clinton- Magazines/ Periodicals	2,656.00
115-56500-432-3000	Rocky Top- Book Purchases	1,998.00
115-56500-435-3000	Rocky Top- Office Supplies	1,002.00
115-56500-307-4000	Norris- Communications	500.00
115-56500-432-4000	Norris- Book Purchases	7,000.00
115-56500-435-4000	Norris- Office Supplies	500.00
115-56500-452-4000	Norris- Utilities	500.00
115-56500-499-4000	Norris- Other Supplies	<u>500.00</u>
	Total Increased Expenditures	\$23,000.00

Decrease Reserve Code:

115-34535	Library Board Reserve	\$23,000.00
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Justification: Because our four directors added raises into their budgets for their employees, their operating expenses were shorted significantly. The Board voted to take the reserve from 2020-2021 budget and disburse it into the areas needed to run the libraries.

Motion by Commissioner Catherine Denenberg, seconded by Commissioner Chuck Fritts, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 14th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Susan Miceli, Anderson County Library Board, that the following **APPROPRIATION** in Library Fund 115 be approved.

Increase Expenditure Code:

115-56500-790-3001	Other Equipment	\$5,000.00
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Decrease Reserve Code:

115-34535-3001	Local Committed Funds	\$5,000.00
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Justification: Funds to be used for matching grants.

Motion by Commissioner Catherine Denenberg, seconded by Commissioner Chuck Fritts, 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 Sheriff Barker/ Tyler Mayes, Sheriff's Department, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Codes:

101-54110-356	Law Enforcement Training	\$5,000.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$5,000.00
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(Amendment will be from 101-34725-LET Public Safety- Law Enforcement Training and a JE will replenish the reserve for 39000)

Justification: This appropriation is to pay for the Blount County Academy spots used by two of our employees. The money is being transferred from the training donation we received in February 2021.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, 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 Jeff Cole, County Clerk, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-52500-399	Services Contracts	\$4,100.00
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Increase Revenue Code:

101-43396	Data Processing Fee	\$4,100.00
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Justification: To pay monthly invoices for Canon Printers through June 30, 2022. To pay monthly invoices for Epson Copiers through June 30, 2022.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Robert Jameson, 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 Jeff Cole, County Clerk, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-52500-709	Data Processing Equipment	\$7,500.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$7,500.00
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Justification: To install new larger drawer in the County Clerk's Drive-Thru window to allow new license plates to be sold to customers because they will not fit in the present one.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Robert Jameson, 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, that the following **APPROPRIATION** in Educational Capital Projects Fund 177 be approved.

Increase Expenditure Code:

177-76100-707	Building Improvements	\$286,951.31
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Decrease Reserve Code:

177-34585	Restricted for Capital Projects	\$286,951.31
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Justification: These 12 PO's should have been encumbered last year. Instead, they were accidentally closed and the funds rolled into the 177 restricted code 34585. This action will move the money back into the 707 code for building improvements.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, 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, that the following **APPROPRIATION** in Capital Projects Fund 171 be approved.

Increase Expenditure Code:

171-91110-707-ESG	Building Improvements- Energy Systems Group	\$93,885.00
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Decrease Reserve Code:

171-34585	Restricted for Capital Projects	\$93,885.00
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Justification: Last fiscal year Commission approved funding and a change order for the ESG contract to replace a boiler at the Detention Center. A PO was never obtained and the money rolled into a restricted code. This will move the funds back to the appropriate code to pay for the completion of the project.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, 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, that the following **APPROPRIATION** in Tourism Fund 128 be approved.

Increase Expenditure Code:

128-58110-799-SDAG	Other Capital Outlay- State Direct Appropriation Grant	\$17,037.51
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Decrease Reserve Code:

128-34635-SDAG	Committed for Social, Cultural, Rec- State Direct Appropriation Grant	\$17,037.51
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Justification: Funds from last year's State Grant were approved for a Tourism Project. The project was not completed, and the money rolled into a restricted code. This BA will move the money back to the appropriate code in order to complete the project.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, 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 General Fund 101 be approved.

Increase Expenditure Code:

101-58802-599	COVID #19 Grant #2- Other Charges	\$23,078.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$23,078.00
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Justification: Four PO's that were obtained for the single entrance should have been left open, but they were closed and the money rolled into the unassigned fund balance. These funds are needed to complete the single entrance to the Courthouse.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, 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 Mayor Terry Frank, County Mayor's Office, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-51300-355	Travel	\$1,500.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$1,500.00
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Justification: I was appointed to the Tennessee Advisory Commission on Intergovernmental Relations (TACIR), and our meetings are held in Nashville, thus creating a need for additional travel funds. Accommodation expenses for TACIR meetings will be reimbursed to Anderson County Government by the state.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, 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 Mayor Terry Frank, General Administration, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-51900-399	Other Contracted Services	\$26,100.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$26,100.00
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Justification: On 8/16/2021, Anderson County received two invoices from Moccasin Bend Mental Health Institute for the cost of mental health evaluations and treatments services, ordered by Judge Layton and Judge Miller, for two defendants charged only with misdemeanors. The invoices are each \$13,050.00.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, 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 Mayor Terry Frank, County Mayor, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-99100-590-SDAG	Transfers to Other Funds- State Direct Appropriation Grant	\$306,376.00
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Increase Revenue Code:

101-46190-SDAG	Other General Government Grants- State Direct Appropriation Grant	\$306,376.00
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Justification: Four bids were received for construction of the Wolf Valley Convenience Center. Funds are requested in order to award the low bid. Once award is made, we

intend (with legal review/ permission) to remove fencing from the contract and put the fencing out to bid separately to try to achieve savings.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, 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 Mayor Terry Frank, County Mayor, that the following **APPROPRIATION** in Capital Projects Fund 171 be approved.

Increase Expenditure Code:

171-91190-791-WVCC	Other Construction- Wolf Valley Convenience Center	\$306,376.00
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Increase Revenue Code:

171-49800-SDAG	Transfers in- State Direct Appropriation Grant	\$306,376.00
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Justification: Four bids were received for construction of the Wolf Valley Convenience Center. Funds are requested in order to award the low bid. Once award is made, we intend (with legal review/ permission) to remove fencing from the contract and put the fencing out to bid separately to try to achieve savings.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, 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 Mayor Terry Frank, County Mayor, that the following **TRANSFER (major line item)** in Capital Projects Fund 171 be approved.

Increase Expenditure Code:

171-91190-791-WVCC	Other Construction- Wolf Valley Convenience Center	\$416,841.52
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Decrease Expenditure Code:

171-91110-799	Other Capital Outlay	\$416,841.52
---------------	----------------------	--------------

Justification: Four bids were received for construction of the Wolf Valley Convenience Center. Funds are requested in order to award the low bid. Once award is made, we intend (with legal review/ permission) to remove fencing from the contract and put the fencing out to bid separately to try to achieve savings.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, 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 Stephanie Wells, Tourism, that the following **APPROPRIATION** in Tourism Fund 128 be approved.

Increase Expenditure Code:

128-58110-307-0200	Advertising	\$5,000.00
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Decrease Reserve Code:

128-34535	Restricted Tourism Fund Balance	\$5,000.00
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Justification: Brochures were ordered in FY 2021 but the order was delayed because the vendor could not get the paper needed. The FY 21 purchase orders was closed and the funds were placed in the restricted tourism fund balance. This appropriation will return the funds to the expense code.

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

Increase Expenditure Codes:

101-54110-718-2021	Sheriff's Department- Motor Vehicle	\$450,000.00
101-51500-731-2021	Election Commission- Voting Machines	<u>350,000.00</u>
	Total Increased Expenditures	\$800,000.00

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$800,000.00
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Justification: Funding requested for capital needs for Sheriff's Department for vehicles and Election Office for new voting machines.

Motion by Commissioner Chuck Fritts, 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, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-58836-716	American Rescue Plan Act Grant #6- Law Enforcement Equipment	\$150,000.00
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Increase Revenue Code:

101-47901

American Rescue Plan Act Grant #6 \$150,000.00

Justification: New body scanner or X-Ray machine for the Detention Facility with drug use continuing to increase and cost associated with that drug use.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

SECTION A, Fire Truck Resolution

Mayor Terry Frank presented a new fire truck resolution proposal that would continue the County's funding to provide fire trucks for each fire department.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, and passed by voice vote to allow the Mayor to move forward in the process and complete the necessary steps to be able to bring it back to the County Commission. Voting No: Denver Waddell

SECTION B, FY 21/22 Capital Outlay

Finance Director Robby Holbrook opened up discussion on this item to see what the will of the Committee was on funding the capital outlay requests for this fiscal year. The Committee decided it was more comfortable discussing capital outlay in the October Budget Committee Meeting.

After discussion, the Committee thought it would be best to go ahead and approve the Sheriff's Department request of \$450,000 to purchase new patrol cars since they could be on backorder, and \$350,000 for Election Commission to purchase new voting machines. The funding for these purchases will come out of the unassigned fund balance. This amendment is reflected above as "THE 28th ITEM"

Motion by Commissioner Chuck Fritts, seconded by Commissioner Bob Smallridge, and passed by voice vote to refer the request to the County Commission with a recommendation for approval.

SECTION C, New Business

Tyler Mayes presented the Committee with a detailed packet describing a new body scanning X-Ray Machine needed at the Jail. This amendment is reflected above as "THE 29th ITEM"

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, and passed by voice vote to refer the request to the County Commission with a recommendation for approval.

Meeting Adjourned.

A handwritten signature in blue ink that reads "Robby Holbrook". The signature is written in a cursive, flowing style.

Robby Holbrook, Finance Director

Anderson County Board of Commissioners
Financial Management Committee Minutes

September 13, 2021
3:30 PM, Room 312

Members Present: Phil Yager (Committee Chair), Chuck Fritts, Gary Long, Terry Frank, Tim Isbel, and Rick Meredith.

Members Absent: Tim Parrott

Meeting Facilitator: Phil Yager (Committee Chair)

Call to Order: The meeting was called to order by Phil Yager (Committee Chair).

I. Firetruck Resolution

Finance Director Robby Holbrook opened the discussion on this item. Mayor Terry Frank presented a funding proposal for the bulk purchase fire trucks and other financing options.

No action taken.

II. ARP Act Update

Finance Director Robby Holbrook updated the Committee on the receipt of the County's first installment of the American Rescue Plan Act (ARPA) funding and the status of the U.S. Treasury Department's Interim Final Rule.

No action taken.

III. CAFR Award

Finance Director Robby Holbrook informed the Committee that the Government Finance Officer Association (GFOA) has awarded the County the Certificate of Achievement for Financial Excellence in Financial Reporting for its Comprehensive Annual Financial Report for the fiscal year ended June 30, 2020.

No action taken.

IV. Non-Profit Funding Policy

Committee Chair Phil Yager opened the discussion on this item and expressed a desire to insure transparency and strengthen the guidelines and information required of Non-Profit organizations seeking funding from the county.

No action taken.

V. Debt Management Policy

Finance Director Robby Holbrook presented the amended Anderson County Debt Management Policy for Finance Committee approval.

Motion by Commission Rick Meredith, seconded by Mayor Terry Frank, and passed by voice vote to refer the request to the County Commission with a recommendation for approval.

VI. Debt Payoff Possibilities

Finance Director Robby Holbrook presented a proposal for early payoff of General Obligation Capital Outlay Notes, Series 2017A and TMBF Loan, Series 2006 (Jail) bonds utilizing restricted debt service funds. Retirement of this debt will result in an approximate savings of \$115,000.

Motion by Mayor Terry Frank, seconded by Commission Rick Meredith, and passed by voice vote to refer the request to the County Commission with a recommendation for approval.

VII. Old Business

None.

VIII. New Business

None.

IX. Meeting Adjourned.

Anderson County Board of Commissioners
Financial Management Committee
Meeting Agenda

September 13, 2021
3:30 PM, Room 312

Purpose of Meeting: Regularly scheduled meetings to discuss topics as they relate to the County Financial Management System of 1981

Meeting Facilitator: Phil Yager (Committee Chair)

Invitees: Phil Yager, Rick Meredith, Chuck Fritts, Terry Frank, Tim Isbel, Gary Long, and Tim Parrott

- I. Firetruck Resolution
- II. ARP Act Update
- III. CAFR Award
- IV. Non-Profit Funding Policy
- V. Debt Management Policy
- VI. Debt Payoff Possibilities
- VII. Old Business
- VIII. New Business
- IX. Adjourn



ANDERSON COUNTY GOVERNMENT

TERRY FRANK
COUNTY MAYOR

September 7, 2021

Commissioner Phil Yager
Chairman, Anderson County Finance Committee

RE: Firetruck Resolution

Dear Chairman Yager and Honorable Members of Finance Committee,

Through a request of full county commission, Finance Committee has been asked to review funding for fire department infrastructure. As part of the discussion, I wanted to make you aware that I submitted a letter to Budget Chairman Vowell and members of Budget Committee requesting they give serious consideration to a bulk purchase of fire trucks based on the same expectations for mutual aid considerations as part of the existing Fire Truck Resolution No. 15-7-545.

Currently there are a several larger issues at stake:

1. Current county allocation is being split into two budget years and even though the Fire Truck resolution built in an annual 2.5% cost of inflation, the current county allocation is drastically lower than the current actual cost of a new fire truck. This funding gap between what we're allocating for the purchase and what each department actually has to pay for a new truck has been a topic of concern raised by Budget Committee.
2. Regarding inflation, non-COVID world averages are approximately 3% a year, but COVID impacts have greatly increased cost of materials. (For purposes of the attached spreadsheet, the inflation rate of 5% is used.)
3. Fire Commission and County Commission have indicated a desire to maintain the Fire Truck Resolution.

Based on the three key points above, I wish to humbly recommend County Commission proceed with a bulk purchase of fire trucks split into 2 budget years for the following reasons:

1. Bulk purchase generates a considerable discount for purchase price. For instance, as an example from Pierce, a single new truck with no discounts would be \$359,616.23. Bulk purchase of 10 or more (within two budget years) would be \$319,229 per truck. (Bulk purchase over three years would be \$346,334 for each unit, thus my recommendation for splitting into 2 years.)

2. Bulk purchase has a direct community impact by putting 10 new vehicles in service within two years, boosting impact for ISO ratings.
3. Bulk purchase addresses the next 10 year cycle, but generates additional savings by avoiding annual inflationary pressures and future unknowns in material supply costs.
4. If we proceed with keeping the commitment per a fire truck resolution, we are going to be purchasing the vehicles anyway, so a front-loaded, bulk purchase allows us to save money over time.

Other Options:

1. If Budget Committee does not agree with allocating the full bulk cost split into two budget years, a possible option is to allocate half and borrow/finance half. In speaking with the county's financial advisor Cumberland Securities, we can estimate 1% for a 5 year note (though he did say he just was able to borrow at .85% for one county recently). Even with interest, avoiding the annual allocation plan generates well over a million dollars in avoided cost to the fire truck program over 10 years.
2. The difference between one unit at \$359,616 and a 10 vehicle bulk price of \$319,229 is \$40,387 per truck. Because of the steep discount involved in a bulk purchase, this program creates a genuine one-of-a-kind opportunity to purchase an additional truck to stand up an on-call shared response vehicle for all agencies. This would mean purchasing 11 trucks.

In terms of allocating tax dollars, assigning those dollars to investments that improve ISO ratings yields savings to homeowners that are real and tangible.

This 10 Bulk Purchase is based on the existing Fire Truck Resolution beginning with the current status of Andersonville as next up for funding:

1. Andersonville Volunteer Fire Department
 2. Briceville Volunteer Fire Department
 3. Oliver Springs Fire Department
 4. Clinton Fire Department
 5. Rocky Top Fire Department
 6. Norris Volunteer Fire Department
 7. Claxton Volunteer Fire Department
 8. Marlow Volunteer Fire Department
 9. Oak Ridge Fire Department
 10. Medford Volunteer Fire Department
- OPTION: County Wide Back Up Response added as 11th vehicle

11th year would be Rescue Squad as their purchase is currently finalizing. As Rescue Squad does not purchase a fire engine, their allocation could be handled differently by Anderson County. Or, we could inquire if bulk pricing would apply for a vehicle they might need and include it in this bulk purchase.



**For purposes of this discussion, I contacted Pierce. Their pricing is based on full warranty of 5 years; the pricing covers cost of a new commercial pumper or tanker—whatever the department needs. Pierce indicated the industry is expecting double digit price increases over the next several years.

A handwritten signature in black ink, appearing to read "T. Frank", with a long horizontal stroke extending to the left.

Increase Revenue Code:

101-47901

American Rescue Plan Act Grant #6 \$150,000.00

Justification: New body scanner or X-Ray machine for the Detention Facility with drug use continuing to increase and cost associated with that drug use.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

SECTION A, Fire Truck Resolution

Mayor Terry Frank presented a new fire truck resolution proposal that would continue the County's funding to provide fire trucks for each fire department.

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, and passed by voice vote to allow the Mayor to move forward in the process and complete the necessary steps to be able to bring it back to the County Commission. Voting No: Denver Waddell

SECTION B, FY 21/22 Capital Outlay

Finance Director Robby Holbrook opened up discussion on this item to see what the will of the Committee was on funding the capital outlay requests for this fiscal year. The Committee decided it was more comfortable discussing capital outlay in the October Budget Committee Meeting.

After discussion, the Committee thought it would be best to go ahead and approve the Sheriff's Department request of \$450,000 to purchase new patrol cars since they could be on backorder, and \$350,000 for Election Commission to purchase new voting machines. The funding for these purchases will come out of the unassigned fund balance. This amendment is reflected above as "THE 28th ITEM"

Motion by Commissioner Chuck Fritts, seconded by Commissioner Bob Smallridge, and passed by voice vote to refer the request to the County Commission with a recommendation for approval.

SECTION C, New Business

Tyler Mayes presented the Committee with a detailed packet describing a new body scanning X-Ray Machine needed at the Jail. This amendment is reflected above as "THE 29th ITEM"

Motion by Commissioner Chuck Fritts, seconded by Commissioner Catherine Denenberg, and passed by voice vote to refer the request to the County Commission with a recommendation for approval.

Q 1,340



County Technical Assistance Service INSTITUTE for PUBLIC SERVICE

226 Anne Dallas Dudley Boulevard, Suite 400 Nashville, Tennessee 37219
(615) 532-3555 ctas.tennessee.edu

Dear Official,

As previously provided guidance indicated ([see link here](#)), online sports betting became effective in Tennessee on November 1, 2020. This provides a reminder and some updated information in relation to that guidance as counties should have received the first installment of that revenue source in January of 2021.

The Comptroller's Office Division of Local Government Audit has amended the Uniform Chart of Accounts to add the following account for receipt of the revenue:

46855 - State Shared Sports Gaming Privilege Tax

As referenced in the statute, the funds are to be receipted into the general fund to be used for local infrastructure projects, including, without limitation, transportation and road projects, as well as public buildings. Representatives with the Comptroller's Office Division of Local Government Audit have indicated that they will be auditing the expenditures for compliance with the uses stipulated by the statute (i.e., infrastructure projects) as opposed to the fund that they are expended from, thus creating an opportunity for county legislative bodies to allocate the revenue source to a fund other than the general fund. Should the county legislative body choose to do so, the revenue source should first be deposited into the general fund and then transferred to the applicable fund.

It is also important to note that the funds that remain unspent at the end of the fiscal year will need to be restricted per GASB 54.

Please contact your county government consultant should you have any questions.

CONTACT

(615) 532-3555 ctas.support@tennessee.edu <http://ctas.tennessee.edu>

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226 Anne Dallas Dudley Blvd. Suite 400
Nashville, TN | 37219 United States

Sports Gaming cannot
be used for VFD

Robby Holbrook

From: Amy E. Moore <Amy.E.Moore@cot.tn.gov>
Sent: Thursday, May 27, 2021 9:04 AM
To: Robby Holbrook
Subject: RE: Sports Gaming Privilege Tax

Good Morning Robby,

~~Because of the nature of this new state tax revenue and the restrictions in place, it is by law a restricted revenue, so you would not need any local authorization for this.~~ I had this same question in another county, as they were trying to determine an account number for the restriction. Just for your reference, I suggested the following, but you can decide what is best for Anderson County.

Sports Betting Tax (101-46885): Per statute, the revenue is restricted for " transportation, road projects, and public buildings" which covers various functions in the county and classifications on the State Chart of Accounts. Therefore, you could probably choose to use one of the following three (and use a cost center):

34510 – Restricted for General Government
34545 – Restricted for Other Operations
34590 – Restricted for Other Purposes

I hope this answers your question?

Amy E. Moore, CGFM
Legislative Auditor
Comptroller of the Treasury
Division of Local Government Audit
5401 Kingston Pike, Building 2, Suite 300 | Knoxville, TN 37918
amy.e.moore@cot.tn.gov | Direct Line 615.747.8828



Mission: To Make Government Work Better

From: Robby Holbrook <rhobrook@andersoncountyttn.gov>
Sent: Thursday, May 27, 2021 8:58 AM
To: Amy E. Moore <Amy.E.Moore@cot.tn.gov>
Subject: Sports Gaming Privilege Tax

Amy,

We are now receiving the state shared sports gaming privilege tax. I haven't spoken about this to Commission yet, but there are specific instructions on how this money can be spent. I've attached the CTAS guidance. My question is do I need to take this to Budget Committee/Commission to have this money restricted, or can I do this automatically. We have \$12,340, and haven't spent any of it.

ARP

Technical Assistance Program Training Timeline

SEPTEMBER 2021 (Phase 1 - Local Government Engagement)

Sep 1 - 13	State releases schedule for 10-week training program for local government officials
	State releases Local Government ARPA Spending Plan template (after Treasury Interim Rule becomes Final.)

SEPTEMBER – NOVEMBER 2021 (Phase 2 - Local Government Training)

Sep 13 – Nov 19	Begin and complete 10-week training program with local government officials.
	State releases monthly updates on Treasury guidance and local government assistance program and hosts monthly call with local leaders to solicit and respond to frequently asked questions.

JANUARY 2022 - JUNE 2022 (Phase 3 - Local Government Annual Plan Review)

Jan 4, 2022	Portal opens for submission of local government annual ARP spend plans for state review
Jan 4 - Apr 30	State review of local plans and provide feedback and guidance to local governments in response
May 1 - June 30	Local governments encouraged to integrate local government spend plans into local government budgets to be submitted and approved by the Comptroller.



Department of
Finance &
Administration



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**Anderson County
Tennessee**

For its Comprehensive Annual
Financial Report
For the Fiscal Year Ended

June 30, 2020

Christopher P. Morrill

Executive Director/CEO

III



GOVERNMENT FINANCE OFFICERS ASSOCIATION
NEWS RELEASE

FOR IMMEDIATE RELEASE

9/1/2021

For more information contact:
Michele Mark LeVine, Director/TSC
Phone: (312) 977-9700
Fax: (312) 977-4806
Email: mlevine@gfoa.org

→ (Chicago, Illinois)—Government Finance Officers Association of the United States and Canada (GFOA) has awarded the Certificate of Achievement for Excellence in Financial Reporting to **Anderson County** for its comprehensive annual financial report for the fiscal year ended June 30, 2020. The report has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the report.

The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources, and practical research for more than 21,000 members and the communities they serve.



203 NORTH LASALLE STREET, SUITE 2700, CHICAGO, ILLINOIS 60601-1210

2010/2011 Fiscal Year

Anderson County Government

Non-Profit Funding Policy

1. No organization can receive more than \$5,000.
2. All non-profits must provide proof of 501(c)3 status for the most recent year prior to the date of application.
3. Funds will be provided only to an organization that perform countywide functions of government (i.e. health, legal, education, public safety).
4. Applicants must complete the Application for County Funds.
5. Organizations must list a specific project (or projects) for which the funds will be used.
6. Applications must be typed or computer generated. Handwritten applications will not be accepted.
7. Any in-kind services or other county funding will disqualify the applicant from receiving non-profit funding.
8. There will be no exceptions to the application deadline.
9. **Organizations that have not picked up funds within 30 days from date of notification by return receipt letter will forfeit funds.** Forfeited funds will return to the non-profit balance. Those funds can be re-allocated at the discretion of the Non-Profit Committee anytime during the year. Any funds not allocated will be rolled over to the next fiscal year for non-profit distribution.

Note:

The deadline to submit an application to request non-profit funding for the 2010/2011 fiscal year is Wednesday, February 9, 2011 at 12:00 Noon, in the County Commission Office, Room 118, Courthouse.

2010/2011 Fiscal Year

Anderson County Government

100 N. Main Street, Room 118, Clinton, Tennessee 37716

Non Profit Organizations Application for County Funds

The purpose of this document is to aid County Commissioners in evaluating expenditures, and services provided to Anderson County or its Residents. Response to these questions does not guarantee funding nor does it preclude an organization from funding. The County Commissioners will use this information to help them in their decisions during the selection process.

1. **Agency Making Request** _____
Address: _____
Mailing Address: _____
(if different than above)
2. **Contact Person:** _____
Phone Number(s): _____
E-Mail Address: _____
3. **Amount Requested:** _____
Are Funds Used As Matching: _____ Yes _____ No
4. **How does this organization benefit Anderson County or Anderson County Residents?**
Approximate the % of these funds that would directly benefit Anderson County Residents and the % that is used for overhead. % Direct Benefit: _____ % Overhead: _____.

5. What group of citizens benefits from this organizations service? (i.e. all residents, age group, particular community)
6. Is Anderson County's portion of the money being matched from elsewhere? If yes, from where and what is the matching ratio?
7. How many individuals are benefiting per dollar, i.e. clients/dollar?
8. If a previous appropriation has been received from the County, for how much and how long?

Is an increase from the previous appropriation being requested? If yes, what is the amount of increase and what is the justification?
9. What other agencies or organizations perform this service to the community?
10. How does your organization provide countywide functions of government (i.e. health, legal, education, public safety) ?

11. Is this Organization receiving funding from another county or municipality? If yes, how much and from which other entities?
12. Use this space to provide any additional information you would like to provide to the Commission.
13. **Your latest audit or financial report must be submitted with this application including the date of your next audit.** _____
(If you have any questions concerning your financial documents, please contact Deputy Budget Director Connie Aytes at 457-6202 for guidance)
14. **Attach copy of your 501(c)3 status.**

**** NOTE **** It is the responsibility of each organization applying for funding to ensure that the contact information and phone numbers stay current during this process. Failure to do so could result in the forfeiture of funding if awarded.

Accounting Use Only
Application Received: _____
Audit/Financial Report Received: _____
Proof of 501(c)3 Received: _____

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Service: Get by LEXSTAT®

TOC: 109. Charitable and civic organizations.

Citation: TCA 5-9-109

Tenn. Code Ann. § 5-9-109

TENNESSEE CODE ANNOTATED
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*** CURRENT THROUGH THE 2010 REGULAR SESSION ***
*** ANNOTATIONS SUPREME COURT CURRENT THROUGH MAY 24, 2010 ***

Title 5 Counties
Chapter 9 Appropriation and Disbursement of Funds
Part 1 --Authorized Appropriations Generally

Tenn. Code Ann. § 5-9-109 (2010)

5-9-109. Charitable and civic organizations.

(a) (1) The county legislative body or governing body of each county may appropriate funds for the financial aid of any nonprofit charitable organization, any chamber of commerce, exempt from taxation pursuant to the Internal Revenue Code of 1954, § 501(c) (6), as amended, or any nonprofit civic organization in accordance with the guidelines required by subsection (b).

(2) For the purposes of this section:

(A) A nonprofit charitable organization is one in which no part of the net earnings inures or may lawfully inure to the benefit of any private shareholder or individual and that provides services benefiting the general welfare of the residents of the county; and

(B) A nonprofit civic organization means a civic organization exempt from taxation pursuant to that operates primarily in the county for the purpose of bringing about civic betterments and social improvements through efforts to maintain and increase employment opportunities in the county by promoting industry, trade, commerce, tourism and recreation by inducing manufacturing, industrial, governmental, educational, financial, service, commercial, recreational and agricultural enterprises to locate in or remain in the county.

(3) The statement of public policy set forth in Acts 1955, chapter 209, § 3 is hereby incorporated into and made a part of this section, and it is hereby determined and declared that appropriations authorized by this section are needed to relieve the emergency created by the continuing migration from Tennessee and its counties of a large number of its citizens in order to find employment elsewhere, and to enable the counties of the state to assist nonprofit organizations in furthering the economic development, social welfare and common good of its residents.

X (b) Each county legislative body shall devise guidelines directing for what purposes the appropriated money may be spent. These guidelines shall provide generally that any funds appropriated shall be used to promote the general welfare of the residents of the county. Any funds appropriated under the provisions of this section shall be used and expended under the direction and control of the county legislative bodies.

(c) (1) Any nonprofit organization that desires financial assistance from the county legislative body or the governing body of the county shall file with the county clerk a copy of an annual report of its business affairs and transactions, which includes, but is not limited to, a copy of an annual audit, a description of the program that serves the residents of the county, and the proposed use of the county assistance.

(2) Such report will be open for public inspection during the regular business hours of the county clerk's office.

(3) Any nonprofit organization that desires such financial assistance may file, in lieu of the annual audit, an annual

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report detailing all receipts and expenditures.

(4) Such report shall be prepared and certified by the chief financial officer of such nonprofit organization.

(5) Financial reports shall be available to fiscal officers of the county and shall be subject to audit under provisions of

(d) Appropriations to nonprofit organizations other than charitable organizations may be made only when notices have been published in a newspaper of general circulation in the county of the intent to make an appropriation to a nonprofit but not charitable organization, specifying the intended amount of the appropriation and the purposes for which the appropriation will be spent.

HISTORY: [Acts 1976, ch. 696, § 1; 1977, ch. 120, § 1; Impl. am. Acts 1978, ch. 934, §§ 7, 22, 36; Acts 1979, ch. 132, § 1; T.C.A., § 5-932; Acts 1984, ch. 820, §§ 1, 3; ; ;]

NOTES: Code Commission Notes.

Section 3 of Acts 1955, ch. 209, reads as follows:

"That it is hereby determined and declared that the purpose of this act is to do that which the state welfare demands, and the state public policy requires:

"(a) That the migration and loss of the people of Tennessee, who are compelled to leave the territorial limits of the state, daily, weekly, monthly and yearly to obtain employment and earn a livelihood be retarded and reduced.

"(b) That the conditions of unemployment existing statewide in Tennessee be relieved thereby reducing the evils attendant thereto.

"(c) That the average family income in Tennessee be raised and increased as much as possible, but to an amount at least the average over the United States.

"(d) That a means be provided for the citizens of communities to promote and develop industry in their areas, when it is possible for them to do so in their separate and individual capacities.

"(e) That a balanced economic development highly essential to the welfare of this state be promoted.

"(f) That the reconversion from war time and civil defense economy to peace time pursuits be expedited by a program for readjustment of employment to accord with employment problems necessarily arising from changed conditions.

"(g) That the present and prospective health, safety, morals, pursuit of happiness, right to gainful employment and the general welfare of the citizens demand as a public purpose, the development within Tennessee of commercial, industrial, agricultural and manufacturing enterprises by the several municipalities.

"(h) That the means and measures herein authorized to promote such enterprises are, as a matter of public policy, for the public purposes of the several municipalities, and the state of Tennessee.

"(i) That the present and prospective promotion of health, safety, morals, pursuit of happiness, right to gainful employment, and the general welfare of the state requires the measures that are herein and hereby authorized, and to that end will afford ready and attractive markets for farm and garden products, for the development of natural resources, and for the conversion of raw materials of farm, mine and forest into finished products for the general welfare of each of such municipalities, and the entire people of the state.

"(j) That the accomplishment of the things herein authorized to be done by the several municipalities will give to them local benefits peculiar to each, and general benefits to the entire state."

Compiler's Notes.

, referred to in this section, is codified at

Amendments.

The 2010 amendment deleted former (b)(1); merged (b)(2) and (3) as present (b); and deleted "in conjunction with the guidelines and procedures of the comptroller of the treasury" at the end of present (b).

Effective Dates.

. April 9, 2010.

http://www.lexis.com/research/retrieve?_m=b0189266524b801d4ae37af627dd0bd1&csv... 10/20/2010

IV

Objective 7: Use the Debt Plan as a guide to determine when it is in the citizens' best interest to incur additional interest and other costs and risks incurred with the issuance of debt with a balloon structure.

III. HISTORY

In 2011, the County's cash position was dangerously low and the County was unwilling to raise revenues to fund additional debt issues while still struggling from the significant economic downturn that started during the Great Recession of 2008.

COUNTY'S GENERAL FUND DEBT

In the past, the County issued Balloon Debt as described by T.C.A. § 9-21-134.

- a. In 2011, the County refunded then existing fixed rate debt and delay principal payments to bring general debt service expenses in line with the estimated revenues.
- b. The County also issued new debt to fund a jail expansion in 2011. That debt was structured as Balloon Debt. The County structured the repayment schedule to create an overall level amortization of the County's portfolio of debt. This required that the debt for the jail expansion be delayed until the County's other debt was retired. The County did this with the understanding that any major future borrowing would require new revenue sources to fund the new debt service.

Impact of Outstanding Balloon Debt

- Due to its low cash position experienced during the Great Recession, the County implemented its current General Fund - Fund Balance Policy. This policy has resulted in the County's General Fund balance to be over \$10,000,000 of restricted and unrestricted funds at year ended June 30, 2016.
- The County also placed a stronger emphasis on funding the Capital Project Fund to fund smaller projects and equipment purchase since nearly all of the revenues of the General Debt Service Fund are utilized until 2035.

At the time of the writing of this policy, total annual debt service payments are approximately level until 2028. Under the current revenue stream, the County does not have sufficient debt capacity to issue any new debt for substantial capital needs. As a result, the County will not be able to issue future debt for new projects as level debt utilizing the existing revenue stream, as described by T.C.A. § 9-21-134. See attached County GDSF Debt Chart.

ANDERSON COUNTY TENNESSEE

Debt Management Policy

Originally Adopted: August 15, 2011
Amended and Formally Adopted: November 21, 2016
Amended and Formally Adopted: August __, 2021



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INTRODUCTION

This Debt Management Policy (the "Debt Policy") is a written guideline with parameters that affect the amount and type of debt that can be issued by Anderson County, Tennessee (the "County"), the issuance process and the management of the County's debt. The purpose of this Debt Policy is to improve the quality of management and legislative decisions and to provide justification for the structure of debt issuances consistent with the Debt Policy's goals while demonstrating a commitment to long-term capital planning. It is also the intent of the County that this Debt Policy will signal to credit rating agencies, investors and the capital markets that the County is well managed and will always be prepared to meet its obligations in a timely manner. This Debt Policy fulfills the requirements of the State of Tennessee regarding the adoption of a formal debt management policy on or before January 1, 2012. This updated policy amends the previously adopted Debt Policy on August 15, 2011 and as amended on November 21, 2016.

This Debt Policy provides guidelines for the County to manage its debt and related annual costs within both current and projected available resources while promoting understanding and transparency for our citizens, taxpayers, rate payers, businesses, investors and other interested parties.

The County may, from time to time, review this Debt Policy and make revisions and updates, if warranted.

ANDERSON COUNTY, TENNESSEE DEBT MANAGEMENT POLICY

I. INTRODUCTORY STATEMENT

In managing its Debt (defined herein as tax-exempt or taxable bonds, capital outlay notes, other notes, capital leases, interfund loans or notes and loan agreements); it is the County's policy to:

- Achieve the lowest cost of capital within acceptable risk parameters
- Maintain or improve credit ratings
- Assure reasonable cost access to the capital markets
- Preserve financial and management flexibility
- Manage interest rate risk exposure within acceptable risk parameters
- Regularly review this Debt Policy and perform a risk assessment on debt management process and related internal controls

II. GOALS AND OBJECTIVES

Debt policies and procedures are tools that ensure that financial resources are adequate to meet the County's long-term capital planning objectives. In addition, the Debt management policy (the "Debt Policy") helps to ensure that financings undertaken by the County have certain clear, objective standards which allow the County to protect its financial resources in order to meet its long-term capital needs.

The Debt Policy formally establishes parameters for issuing debt and managing a debt portfolio which considers the County's specific capital improvement needs; ability to repay financial obligations; and, existing legal, economic, and financial market conditions. Specifically, the policies outlined in this document are intended to assist in the following:

- To guide the County in policy and debt issuance decisions
- To maintain appropriate capital assets for present and future needs
- To promote sound financial management
- To protect the County's credit rating

- To ensure the County's debt is issued legally under applicable state and federal laws
- To promote cooperation and coordination with other parties in the financing
- To evaluate debt issuance options
- To issue debt with a level or declining payment structure to create future debt capacity and financial flexibility
- To manage and mitigate the impact of past balloon indebtedness on the County's revenues

III. PROCEDURES FOR ISSUANCE OF DEBT

1) Authority

- a. The County will only issue Debt by utilizing the statutory authorities provided by *Tennessee Code Annotated* as supplemented and revised ("TCA") and the Internal Revenue Code (the "Code").
- b. The County will adhere to any lawfully promulgated rules and regulations of the State and those promulgated under the Code.
- c. All Debt must be formally authorized by resolution of the County's Legislative Body.

2) Transparency

- a. It is recognized that the issuance of Debt must have various approvals and on occasion, written reports provided by the State of Tennessee Comptroller's office either prior to adoption of resolutions authorizing such Debt, prior to issuance and/or following issuance. The County, in conjunction with any professionals (including, but not limited to, financial advisors, underwriters, bond counsel, etc. which may individually or collectively be referred to herein as "Financial Professionals") will ensure compliance with TCA, the Code and all federal and State rules and regulations. Such State compliance will include, but not be limited to, compliance with all legal requirements regarding adequate public notice of all meetings of the County related to consideration and approval of Debt. Additionally, the County shall provide the Tennessee Comptroller's office sufficient information on the Debt to not only allow for transparency regarding the issuance, but also assuring that the Comptroller's office has sufficient information to adequately report or approve any formal action related to the sale and issuance of Debt. The

County will also make this information available to its legislative body, citizens and other interested parties.

- b. The County will file its Audited Financial Statements and any Continuing Disclosure document prepared by the County or its Dissemination Agent. To promote transparency and understanding, these documents should be furnished to members of the Legislative Body and made available electronically or by other usual and customary means to its citizens, taxpayers, rate payers, businesses, investors and other interested parties by posting such information on-line or in other prominent places.

IV. CREDIT QUALITY AND CREDIT ENHANCEMENT

The County's Debt management activities will be conducted in order to maintain or receive the highest possible credit ratings. The Mayor and Finance Director in conjunction with any Financial Professionals that the County may choose to engage will be responsible for maintaining relationships and communicating with one or more rating agencies.

The County will consider the use of credit enhancements on a case-by-case basis, evaluating the economic benefit versus cost for each case. Only when clearly demonstrable savings can be shown shall an enhancement be considered. The County will consider each of the following enhancements as alternatives by evaluating the cost and benefit of such enhancements:

1) Insurance

The County may purchase bond insurance when such purchase is deemed prudent and advantageous. The predominant determination shall be based on such insurance being less costly than the present value of the difference in the interest on insured bonds versus uninsured bonds.

2) Letters of Credit

The County may enter into a letter-of-credit ("LOC") agreement when such an agreement is deemed prudent and advantageous. The County or its Financial Professionals, if any, may seek proposals from qualified banks or other qualified financial institutions pursuant to terms and conditions that are acceptable to the County.

V. AFFORDABILITY

The County shall consider the ability to repay Debt as it relates to the total budget resources, the wealth and income of the community and its property tax base and other revenues available to service the Debt. The County may consider debt ratios and other benchmarks

compared to its peers when analyzing its Debt including materials published by the nationally recognized credit rating agencies.

VI. DEBT STRUCTURE

The County shall establish all terms and conditions relating to the issuance of Debt and will invest all bond proceeds pursuant to the terms of its investment policy, if any. Unless otherwise authorized by the County, the following shall serve as the Debt Policy for determining structure:

1) Term

All capital improvements financed through the issuance of Debt will be financed for a period not to exceed the useful economic life of the improvements and in consideration of the ability of the County to absorb such additional debt service expense. The term of Debt shall be determined by, but not limited to, the economic life of the assets financed, conditions in the capital markets, the availability of adequate revenue streams to service the Debt and the existing pattern of Debt payable from such identifiable fund or enterprise activity, but in no event will the term of such Debt exceed forty (40) years, as outlined in TCA.

2) Capitalized Interest

From time to time, certain financings may require the use of capitalized interest from the date of issuance until the County is able to realize beneficial use and/or occupancy of the financed project. Interest may be capitalized through a period permitted by federal law and TCA if it is determined that doing so is beneficial to the financing by the Legislative Body and is appropriately memorialized in the legislative action authorizing the sale and issuance of the Debt.

3) Debt Service Structure

General Obligation debt issuance shall be planned to achieve relatively net level debt service or level principal amortization considering the County's outstanding debt obligations, while matching debt service to the useful economic life of facilities. Absent events or circumstances determined by its Legislative Body, the County shall avoid the use of bullet or balloon maturities (with the exception of sinking fund requirements required by term bonds). Debt which is supported by project revenues and is intended to be self-supporting should be structured to achieve level proportional coverage to expected available revenues.

4) Balloon Debt

It is in the best interest of the citizens to maintain a debt portfolio utilizing individual debt issues in a manner that minimizes interest paid and other related costs as well as repaying principal as rapidly as possible to create financial flexibility and future debt capacity. Balloon indebtedness does not generally meet these objectives. The County Commission will make sure to additionally comply with T.C.A. § 9-21-134 and its Balloon Debt Management Plan, as attached as Exhibit A. This will include the requirements for balloon indebtedness found in the Tennessee State Funding Board's guidance on debt management policies and balloon indebtedness.

5) Call Provisions

In general, the County's Debt should include a call feature no later than ten (10) years from the date of delivery of the bonds. The County will avoid the sale of long-term debt which carries longer redemption features unless a careful evaluation has been conducted by the Mayor and Finance Director and/or Financial Professionals, if any, with respect to the value of the call option.

6) Original Issuance Discount/Premium

Debt with original issuance discount/premium will be permitted.

7) Deep Discount Bonds

Deep discount debt may provide a lower cost of borrowing in certain capital markets. The Mayor and Finance Director and/or Financial Professionals, if any, should carefully consider their value and effect on any future refinancing as a result of the lower-than-market coupon.

VII. DEBT TYPES

When the County determines that Debt is appropriate, the following criteria will be utilized to evaluate the type of debt to be issued.

I) Security Structure

a. General Obligation Bonds

The County may issue Debt supported by its full faith, credit and unlimited ad valorem taxing power ("General Obligation Debt"). General Obligation Debt shall be used to finance capital projects that do not have significant independent creditworthiness or significant on-going revenue streams or as additional credit

support for revenue-supported Debt, if such support improves the economics of the Debt and is used in accordance with these guidelines.

b. Revenue Debt

The County may issue Debt supported exclusively with revenues generated by a project or enterprise fund ("Revenue Debt"), where repayment of the debt service obligations on such Revenue Debt will be made through revenues generated from specifically designated sources. Typically, Revenue Debt will be issued for capital projects which can be supported from project or enterprise-related revenues.

c. Capital Leases

The County may use capital leases to finance projects assuming the Mayor and Finance Director and/or Financial Professionals, if any, determine that such an instrument is economically feasible.

2) Duration

a. Long-Term Debt

The County may issue long-term debt when it is deemed that capital improvements should not be financed from current revenues or short-term borrowings. Long-term debt will not be used to finance current operations or normal maintenance. Long-term debt will be structured such that financial obligations do not exceed the expected useful economic life of the project(s) financed. Long-term debt will be structured with a level or declining payment structure, unless the County determines that a Balloon Debt structure is in the best interest of its citizens and additionally complies with T.C.A. § 9-21-134 and its Balloon Debt Management Plan, as attached as Exhibit A.

- i. *Serial and Term Debt.* Serial and Term Debt may be issued in either fixed or variable rate modes to finance capital infrastructure projects;
- ii. *Capital Outlay Notes ("CONs").* CONs may be issued to finance capital infrastructure projects with an expected life up to twelve years; or
- iii. *Capitalized Leases.* Capitalized Leases may be issued to finance infrastructure projects or equipment with an expected life not greater than its expected useful life.

b. Short-Term Debt

Short-term borrowing may be utilized for:

- i. Financing short economic life assets;
- ii. The construction period of long-term projects;
- iii. For interim financing; or
- iv. For the temporary funding of operational cash flow deficits or anticipated revenues subject to the following policies:
 - a. *Bond Anticipation Notes ("BANs").* BANs, including commercial paper notes issued as BANs, may be issued instead of capitalizing interest to reduce the debt service during the construction period of a project or facility. The BANs shall not mature more than 2 years from the date of issuance. BANs can be rolled in accordance with federal and state law. BANs shall mature within 6 months after substantial completion of the financed facility.
 - b. *Revenue Anticipation Notes ("RANs") and Tax Anticipation Notes ("TANs").* RANs and TANS shall be issued only to meet cash flow needs consistent with a finding by bond counsel that the sizing of the issue fully conforms to federal IRS and state requirements and limitations.
 - c. *Lines of Credit.* Lines of Credit shall be considered as an alternative to other short-term borrowing options. A line of credit shall only be structured to federal and state requirements.
 - d. *Interfund Loans.* Interfund Loans shall only be used to fund operational deficiencies among accounts or for capital projects to be paid from current fiscal year revenues. Such interfund loans shall be approved by the State Comptroller's office and shall only be issued in compliance with state regulations and limitations.
 - e. *Other Short-Term Debt.* Other Short-Term Debt including commercial paper notes, BANs, Capitalized Leases and CONs may be used when it provides an interest rate advantage or as interim financing until market conditions are more favorable to issue debt in a fixed or variable rate mode. The County will determine and utilize the most advantageous method for short-term borrowing. The County may issue short-term Debt when there is a defined repayment source or amortization of principal.

3) Interest Rate Modes

a. **Fixed Rate Debt**

To maintain a predictable debt service schedule, the County may give preference to debt that carries a fixed interest rate.

b. **Variable Rate Debt**

The targeted percentage of net variable rate debt outstanding (excluding an amount of debt considered to be naturally hedged to short-term assets in the Unreserved General and/or Debt Service Fund Balance) shall not exceed 35% of the County's total outstanding debt and will take into consideration the amount and investment strategy of the County's operating cash.

The following circumstances may result in the consideration of issuing variable rate debt:

- i. *Asset-Liability Matching;*
- ii. *Construction Period Funding;*
- iii. *High Fixed Interest Rates:* Interest rates are above historic averages;
- iv. *Diversification of Debt Portfolio;*
- v. *Variable Revenue Stream.* The revenue stream for repayment is variable and is anticipated to move in the same direction as market-generated variable interest rates or the dedication of revenues allows capacity for variability; and
- vi. *Adequate Safeguard against Risk.* Financing structure and budgetary safeguards are in place to prevent adverse impacts from interest rate shifts such structures could include, but are not limited to, interest rate caps and short-term cash investments in the County's General Fund.

An analysis by the Mayor and Finance Director and/or Financial Professionals, if any, shall be conducted to evaluate and quantify the risks and returns associated with the variable rate Debt including, but not limited to, a recommendation regarding the use of variable rate debt.

4) **Zero Coupon Debt**

Zero Coupon Debt may be used if an analysis has been conducted by the Mayor and Finance Director and/or Financial Professionals, if any, and the risks and returns

associated with the Zero Coupon Debt have been made. The analysis shall include, but not be limited to a recommendation regarding the use of Zero Coupon Debt as the most feasible instrument considering available revenues streams, the need for the project and other factors determined by the Legislative Body.

5) Synthetic Debt

The County will not enter into any new interest rate swaps or other derivative instruments unless it adopts a Debt Derivative Policy consistent with the requirements of TCA and only after approval of the State Comptroller's office and affirmative action of the Legislative Body.

VIII. REFINANCING OUTSTANDING DEBT

The Mayor and Finance Director, in conjunction with Financial Professionals, if any, shall have the responsibility to analyze outstanding Debt for refunding opportunities. The Mayor and Finance Director will consider the following issues when analyzing possible refunding opportunities:

1) Debt Service Savings

Absent other compelling considerations such as the opportunity to eliminate onerous or restrictive covenants contained in existing Debt documents, the County has established a minimum net present value savings threshold of at least 3.0 percent of the advance refunded Debt principal amount. Current refunding opportunities may be considered by the County using any savings threshold if the refunding generates positive net present value savings. The decision to take less than 3.0 percent net present value savings for an advance refunding or to take the savings in any manner other than a traditional year-to-year level savings pattern must be approved by the Legislative Body or delegated to the County's Chief Executive.

2) Balloon Debt

It is in the best interest of the citizens to maintain a debt portfolio utilizing individual debt issues in a manner that minimizes interest paid and other related costs as well as repaying principal as rapidly as possible to create financial flexibility and future debt capacity. Balloon indebtedness does not generally meet these objectives. The County Commission will make sure to additionally comply with T.C.A. § 9-21-134 and its Balloon Debt Management Plan, as attached as Exhibit A. This will include the requirements for balloon indebtedness found in the Tennessee State Funding Board's guidance on debt management policies and balloon indebtedness.

3) Restructuring for economic purposes

The County may also refund Debt when it is in its best financial interest to do so. Such a refunding will be limited to restructuring to meet unanticipated revenue expectations, achieve cost savings, mitigate irregular debt service payments, release reserve funds or remove unduly restrictive bond covenants or any other reason approved by the Legislative Body in its discretion. The County aspires to issue refunding debt with a level or declining debt payment structure and whenever possible mitigate previously issued balloon indebtedness structures.

4) Term of Refunding Issues

Normally, the County will refund Debt equal to or within its existing term. However, the Mayor and Finance Director may consider maturity extension, when necessary to achieve desired outcomes, provided that such extension is legally permissible and it is approved by the Legislative Body. The Mayor and Finance Director may also consider shortening the term of the originally issued debt to realize greater savings. The remaining useful economic life of the financed facility and the concept of intergenerational equity should guide these decisions.

5) Escrow Structuring

The County shall utilize the least costly securities available in structuring refunding escrows. In the case of open market securities, a certificate will be provided by a third party agent, who is not a broker-dealer stating that the securities were procured through an arms-length, competitive bid process, that such securities were more cost effective than State and Local Government Obligations (SLGS), and that the price paid for the securities was reasonable within Federal guidelines. In cases where taxable Debt is involved, the Mayor and Finance Director, with the approval of bond counsel, may make a direct purchase as long as such purchase is the most efficient and least costly. Under no circumstances shall an underwriter, agent or any Financial Professionals sell escrow securities involving tax-exempt Debt to the County from its own account.

6) Arbitrage

The County shall take all necessary steps to optimize escrows and to avoid negative arbitrage in its refunding. Any positive arbitrage will be rebated as necessary according to Federal guidelines.

IX. METHODS OF ISSUANCE

The Mayor and Finance Director may consult with a Financial Professional regarding the method of sale of Debt. Subject to approval by the Legislative Body, the Mayor and

Finance Director will determine the method of issuance of Debt on a case-by-case basis consistent with the options provided by prevailing State law.

1) Competitive Sale

In a competitive sale, the County's Debt will be offered in a public sale to any and all eligible bidders. Unless bids are rejected, the Debt shall be awarded to the bidder providing the lowest true interest cost as long as the bid adheres to the requirements set forth in the official notice of sale.

In a competitive sale, a financial advisor may not bid on an issue for which they are providing advisory services.

2) Negotiated Sale

The County recognizes that some securities are best sold through a negotiated sale with an underwriter or group of underwriters. The County shall assess the following circumstances in determining whether a negotiated sale is the best method of sale:

- a. State requirements on negotiated sales;
- b. Debt structure which may require a strong pre-marketing effort such as those associated with a complex transaction generally referred to as a "story" bond;
- c. Size or structure of the issue which may limit the number of potential bidders;
- d. Market conditions including volatility wherein the County would be better served by the flexibility afforded by careful timing and marketing such as is the case for Debt issued to refinance or refund existing Debt;
- e. Whether the Debt is to be issued as variable rate obligations or perhaps as Zero Coupon Debt;
- f. Whether an idea or financing structure is a proprietary product of a single firm;
- g. In a publicly offered or privately placed, negotiated sale, a financial advisor, if any, shall not be permitted to resign as the financial advisor in order to underwrite or privately place an issue for which they are or have been providing advisory services;
- h. The underwriter shall clearly identify itself in writing as an underwriter and not as a financial advisor from the earliest stages of its relationship with the County with respect to the negotiated issue. The underwriter must clarify its primary role as a purchaser of securities in an arm's length commercial transaction and that it has financial and other interests that differ from those of the County. The underwriter

in a publicly offered, negotiated sale shall be required to provide pricing information both as to interest rates and to takedown per maturity to the Legislative Body (or its designated official) in advance of the pricing of the debt.

3) Private Placement

From time to time, the County may elect to privately place its Debt. Such placement shall only be considered if this method is demonstrated to be advantageous to the County.

X. PROFESSIONALS

1) Financial Professionals

As needed, the County may select Financial Professionals to assist in its Debt issuance and administration processes. In selecting Financial Professionals, consideration should be given with respect to:

- a. relevant experience with municipal government issuers and the public sector;
- b. indication that the firm has a broadly based background and is therefore capable of balancing the County's overall needs for continuity and innovation in capital planning and Debt financing;
- c. experience and demonstrated success as indicated by its experience;
- d. the firm's professional reputation;
- e. professional qualifications and experience of principal employees; and
- f. the estimated costs, but price should not be the sole determining factor.

2) Miscellaneous

a. Written Agreements

- i. Any Financial Professionals engaged by the County shall enter into written agreements including, but not limited to, a description of services provided and fees and expenses to be charged for the engagement.
- ii. The County shall enter into an engagement letter agreement with each lawyer or law firm representing the County in a debt transaction. No engagement letter is required for any lawyer who is an employee of the County or lawyer or law

firm which is under a general appointment or contract to serve as counsel to the County. The County does not need an engagement letter with counsel not representing the County, such as underwriters' counsel.

- iii. The County shall require all Financial Professionals engaged in the process of issuing debt to clearly disclose all compensation and consideration received related to services provided in the debt issuance process by both the County and the lender or conduit issuer, if any. This includes "soft" costs or compensations in lieu of direct payments.

b. Conflict of Interest

- i. Financial Professionals involved in a debt transaction hired or compensated by the County shall be required to disclose to the County existing client and business relationships between and among the professionals to a transaction (including but not limited to financial advisors, swap advisors, bond counsel, swap counsel, trustee, paying agent, underwriter, counterparty, and remarketing agent), as well as conduit issuers, sponsoring organizations and program administrators. This disclosure shall include that information reasonably sufficient to allow the County to appreciate the significance of the relationships.
- ii. Financial Professionals who become involved in the debt transaction as a result of a bid submitted in a widely and publicly advertised competitive sale conducted using an industry standard electronic bidding platform are not subject to this disclosure. No disclosure is required that would violate any rule or regulation of professional conduct.

XI. COMPLIANCE

1) Continuing Annual Disclosure

Normally at the time Debt is delivered, the County will execute a Continuing Disclosure Certificate in which it will covenant for the benefit of holders and beneficial owners of the publicly traded Debt to provide certain financial information relating to the County by not later than twelve months after each of the County's fiscal years, (the "Annual Report and provide notice of the occurrence of certain enumerated events. The Annual Report (and audited financial statements, if filed separately) will be filed with the MSRB through the operation of the Electronic Municipal Market Access system ("EMMA") and any State Information Depository established in the State of Tennessee (the "SID"). If the County is unable to provide the Annual Report to the MSRB and any SID by the date required, notice of each failure will be sent to the MSRB and any SID on or before such date. The notices of certain enumerated events will be filed by the County with the MSRB through EMMA and any SID. The specific nature of the

information to be contained in the Annual Report or the notices of significant events is provided in each Continuing Disclosure Certificate. These covenants are made in order to assist underwriters in complying with SEC Rule 15c2-12(b) (the "Rule").

2) Arbitrage Rebate

The County will also maintain a system of record keeping and reporting which complies with the arbitrage rebate compliance requirements of the Internal Revenue Code (the "Code").

3) Records

The County will also maintain records required by the Code including, but not limited to, all records related to the issuance of the debt including detailed receipts and expenditures for a period up to 6 years following the final maturity date of the Debt or as required by the Code.

4) Internal Controls

In accordance with the requirements of T.C.A. § 9-18-102, the County Commission using its audit committee and appropriate County personnel shall perform a risk assessment of any funds associated with the payment of debt.

XII. DEBT POLICY REVIEW

1) General Guidance

The guidelines outlined herein are only intended to provide general direction regarding the future issuance of Debt. The County Commission maintains the right to modify this Debt Policy and may make exceptions to any of its guidelines at any time to the extent that the execution of such Debt achieves the goals of the County as long as such exceptions or changes are consistent with TCA and any rules and regulations promulgated by the State.

The County Commission shall regularly review this Debt Policy and perform a risk assessment on the related internal control procedures. Further the Debt Policy will be reviewed from time to time as circumstances, such as during the planning of new debt issuances, rules and regulations warrant. Any amended Debt Policy will be filed with the Office of State and Local Finance in accordance with State Funding Board requirements.

2) Designated Official

The County Mayor and Finance Director are responsible for ensuring substantial compliance with this Debt Policy.

EXHIBIT A

ANDERSON COUNTY TENNESSEE

Balloon Debt Management Plan

4/15/2015 10:00:00 AM

Anderson County, Tennessee
The following information is provided for the purpose of
information only. It is not intended to be used for any other
purpose.

4/15/2015 10:00:00 AM

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Anderson County, Tennessee Balloon Debt Management Plan

I. INTRODUCTION

This Balloon Debt Management Plan (the "Debt Plan") is a written guideline to manage, reduce, and mitigate the effect of existing Balloon Debt on the County's financial condition and to issue future debt structured with level principal payments or a level debt amortization. The County has previously issued Balloon Debt as defined by Public Chapter 766, Acts of 2014 ("Balloon Debt"). This outstanding Balloon Debt has reduced the County's future capacity to issue debt and its financial flexibility to meet future needs. The purpose of this Debt Plan is to improve the quality of management and legislative decisions for the County regarding the structure of its current and future debt issuances consistent with the County's Debt Management Policy's ("DMP") goals and to do what is in the best interest of the County and its taxpayers.

Policy Statement: It is in the best interest of the County's citizens to maintain a debt portfolio utilizing individual debt issues in a manner that minimizes interest paid, the real cost of debt, and other related costs as well as repaying principal as rapidly as possible to create financial flexibility and future debt capacity. Balloon Debt does not generally meet these objectives.

This Debt Plan formally establishes parameters for structuring debt and managing a debt portfolio that considers:

- specific current capital improvement needs,
- future capital improvement needs,
- ability to repay financial obligations,
- impact on future debt capacity and revenues available for operations, and
- existing legal, economic, and financial market conditions.

Specifically, the intent of the plan outlined in this document is to assist in the following:

- To guide the County Commission in debt issuance decisions
- To establish a County Commission policy to issue new money debt that is not Balloon Debt as defined by T.C.A. § 9-21-134
- To manage and mitigate the County's currently outstanding Balloon Debt
- To create future debt capacity
- To promote sound financial management
- To protect the County's credit rating

The Debt Plan will be divided into four (4) sections for each of the major funds that have debt: County's General Debt Service Fund, Rural School Debt Service Fund (Rural

Elementary School Fund), Education Debt Service Fund (Rural High School Fund) and General Purpose School Fund.

The County Commission will regularly review this Debt Plan and its DMP and make revisions and updates, if warranted. The County Commission will utilize this Debt Plan with its DMP when planning future debt issues. If the County Commission plans to issue Balloon Debt in the future, it will review this Debt Plan and ensure it follows the Debt Plan guidance.

II. GOALS AND OBJECTIVES

The County's goal is to issue debt structured in a manner that:

- minimizes the real cost of debt: interest payments;
- creates future debt capacity within its projected future revenue stream to meet the County's capital needs; and
- provides financial flexibility by reducing future calls on the County's revenues for annual debt service.

Objective 1: Create future debt capacity within the projected debt service revenue stream with an overall declining structure for the County's debt portfolio and the flexibility to use that debt service revenue stream for future operations or other needs of the County.

Objective 2: Issue new debt with a level or declining debt payment structure.

Objective 3: Manage the County's currently outstanding Balloon Debt in a manner that mitigates its effects on the County's future revenues; if possible, by:

- restructuring;
- early repayment;
- delaying of capital projects until capacity is available to issue debt structured with level or declining payment;
- or such action available within its financial capacity to manage debt.

Objective 4: Understand any proposed transaction and reasonable alternatives before taking action

Objective 5: Explain to the County's citizens any proposed transaction including the cost and risks.

Objective 6: Protect and improve the County's credit rating by managing the County's current Balloon Debt and by issuing future debt with a level or declining payment structure.

- Objective 7:** Use the Debt Plan as a guide to determine when it is in the citizens' best interest to incur additional interest and other costs and risks incurred with the issuance of debt with a balloon structure.

III. HISTORY

In 2011, the County's cash position was dangerously low and the County was unwilling to raise revenues to fund additional debt issues while still struggling from the significant economic downturn that started during the Great Recession of 2008. Since that time, the County has eliminated all of its balloon debt in the General Debt Service Fund except the General Obligation Refunding Bonds, Series 2017 (the "Series 2017 Bonds").

COUNTY'S GENERAL FUND DEBT

In the past, the County issued Balloon Debt as described by T.C.A. § 9-21-134.

- a. The Series 2017 Bonds are callable on May 1, 2023, and it is the County's goal to eliminate this balloon debt in the future if the County is able to economically refinance the Series 2017 Bonds.

Impact of Outstanding Balloon Debt

- Due to its low cash position experienced during the Great Recession, the County implemented its current General Fund - Fund Balance Policy. This policy has resulted in the County's General Fund balance to be over \$12,000,000 of restricted and unrestricted funds at year ended June 30, 2020.
- The County also placed a stronger emphasis on funding the Capital Project Fund to fund smaller projects and equipment purchase since nearly all of the revenues of the General Debt Service Fund are utilized until 2035.

At the time of the writing of this policy, total annual debt service payments are approximately level until 2025. Under the current revenue stream, the County does not have sufficient debt capacity to issue any new debt for substantial capital needs. As a result, the County will not be able to issue future debt for new projects as level debt utilizing the existing revenue stream, as described by T.C.A. § 9-21-134. See attached County GDSF Debt Chart.

RURAL SCHOOL DEBT SERVICE FUND (Rural Elementary School)

In the past, the County issued Balloon Debt as described by T.C.A. § 9-21-134.

- a. In 2011, the County refunded existing variable rate debt paid from the Rural Debt Service Fund (RDSF) to delay principal payments to bring debt service expenses in line with the estimated revenues for the RDSF and to lower interest rate risk by issuing the refunding debt as fixed interest rate.
- b. The County also issued new debt in 2011 to fund renovations and expansions and new construction with the County's school system. That debt was originally structured as Balloon Debt to delay the repayment of a majority of the principal. However, this debt has since been refinanced and/or paid down and is no longer considered Balloon Debt.
- c. In 2014, the County issued more debt to finance energy conservation projects and additional renovations at its schools. The County selected a repayment structure to match the projected savings from the energy conservation improvements and as a result a portion of the principal was delayed resulting in Balloon Debt.

Impact of Outstanding Balloon Debt

The County structured the 2011 RDSF debt issues with the understanding that any major future borrowing would require either a new revenue source or an increase in the current source to fund new debt service or that it would issue future debt with a Balloon Debt structure to delay principal payments, potentially increasing the total cost of debt for the original project(s). This Balloon Debt structure reduced future debt capacity within the revenue stream for the RDSF. Subsequently, the County issued additional debt with a Balloon Debt structure in fiscal year 2014.

The total annual payments are approximately level until 2026; then the payments decrease by approximately \$540,000 per year. Due to the annual debt payments being approximately level, the County will need to find new revenue sources for any substantial new debt in the future. As a result, the County will not be able to issue future debt for new projects as level debt, as described by T.C.A. § 9-21-134, until 2027 and annual debt service cannot exceed \$540,000 during the period 2027 to 2031 without a new revenue source. See attached County RDSF (Rural Elementary School) Debt Chart.

EDUCATION DEBT SERVICE FUND (Rural High School)

In the past, the County issued Balloon Debt as described by T.C.A. § 9-21-134.

- a. In 2011, the County refunded existing variable rate debt paid from the Education Debt Service Fund (EDSF) to delay principal payments to bring debt service expenses in line with the estimated revenues for the EDSF and to lower interest rate risk by issuing the refunding debt as fixed interest rate.
- b. The County also issued new debt in 2011 to finance renovations and expansions and new construction within the County's school system. That debt was structured as Balloon Debt to delay the repayment of a majority of the principal. However,

this debt has since been refinanced and/or paid down and is no longer considered Balloon Debt.

c. In 2014, the County issued more debt to finance energy conservation projects and additional renovations at its schools. The County selected a repayment structure to match the projected savings from the energy conservation improvements and as a result a portion of the principal was delayed resulting in Balloon Debt.

Impact of Outstanding Balloon Debt

The County structured these EDSF debt issues with the understanding that any major future borrowing would require either a new revenue source or an increase in the current source to fund new debt service or that it would issue future debt with a Balloon Debt structure delaying principal payments, potentially increasing the total cost of debt for the original project(s). This Balloon Debt structure reduced future debt capacity within the revenue stream for the RDSF. Subsequently, the County issued additional debt with a Balloon Debt structure in fiscal year 2014.

The total annual payments are approximately level until 2031 when the payments on the outstanding debt are complete. Due to the annual debt payments being approximately level, the County will need to find new revenue sources for any substantial new debt in the future. As a result, the County will not be able to issue future debt for new projects as level debt, as described by T.C.A. § 9-21-134, until 2031 without a new revenue source. See attached County EDSF (Rural High School) Debt Chart.

GENERAL PURPOSE SCHOOL FUND DEBT

The General Purpose School Fund aspires to issue future debt as level debt.

The small amount of General Purpose School Fund debt will be retired in 2022 and is not considered Balloon Debt. See attached General Purpose School Fund Debt Chart.

IV. PROCEDURE

The County Commission seeks to issue future debt for new large capital projects as level debt. The County Commission seeks to fund certain smaller capital projects using the monies appropriated and accumulated in the Capital Project Fund. The County Commission, within its available financial resources, seeks to take action to mitigate the effects of its currently outstanding Balloon Debt on the County's future revenues. The intent is to create sufficient future debt capacity to issue debt for capital projects without restructuring outstanding debt into Balloon Debt or issuing new money debt as Balloon Debt.

If it is determined that is in the public interest to issue New Debt, as defined under the "New Debt" heading below, or Outstanding Balloon Debt, as defined under the

"Outstanding Balloon Debt" heading below, that results in an extension of the original final maturity, as defined below, as Balloon Debt, the County Mayor will present a Plan of Balloon Indebtedness, as defined below, as prepared by the County's staff and/or its supporting financial professionals, to the appropriate County Committee.

The Plan of Balloon Indebtedness will detail the transaction and explain why it is in the public's interest. The Plan of Balloon Indebtedness will include the requisite information as outlined in the sections below entitled New Debt and Outstanding Balloon Indebtedness, as applicable. A majority of the appropriate County Committee shall determine if the structure of the transaction described in the Plan of Balloon Indebtedness is in the public's interest and if it is to be submitted to the Division of Local Government Finance for approval. The Plan of Balloon Indebtedness will be submitted to the Division of Local Government Finance for approval in accordance with T.C.A. § 9-21-134 prior to the adoption of any authorizing resolution for debt structured as Balloon Debt.

If it is determined by the County Mayor as the Chief Executive Officer that is in the public interest to issue Outstanding Balloon Indebtedness that is a current refunding or an advance refunding that generates at least a 3.0% net present value savings, as a maturity to maturity refunding that results in Balloon Debt, the County Mayor may submit the maturity to maturity refunding Plan of Balloon Indebtedness as prepared by the County's staff and/or its supporting financial professionals, directly to Division of Local Government Finance for approval in accordance with T.C.A. § 9-21-134 prior to the adoption of any authorizing resolution for debt structured as Balloon Debt.

The Plan of Balloon Indebtedness will include the requisite information as outlined in the sections below entitled New Debt and Outstanding Balloon Indebtedness, as applicable, and why it is in the public's interest to issue Balloon Indebtedness.

A debt authorization resolution that structures the debt as Balloon Debt will not be adopted until approval of the Plan of Balloon Indebtedness is received from the Division of Local Government Finance. If the County Commission determines it will issue debt structured as Balloon Debt, it will provide the Plan of Balloon Indebtedness and the approval from the Division of Local Government Finance to the public.

New Debt

It is the desire of the County Commission to issue all new debt with a level debt structure. Balloon Debt structures can oftentimes increase the interest cost for a capital project, reduce future available debt capacity, and decrease the financial flexibility of the County Commission to use its revenue streams for other purposes. Such payment structures can sometimes be an indicator of financial stress. To comply with T.C.A. § 9-21-134 all new debt should be issued with a level debt or faster principal payment structure.

If the County Commission considers issuance of debt structured as Balloon Debt (as described by T.C.A. § 9-21-134) for future new projects, it will determine if it is in the public's best interest to utilize Balloon Debt. The County will ensure that any projected revenues used to secure debt will:

- be sufficient to pay for the debt being considered;
- be sufficient to pay all of its other existing outstanding debt service secured by the same projected revenues; and
- not hinder the County's ability to fund future capital needs or to fund future debt service in a level payment structure.

The County Commission shall also consider:

- the possible reduction of the County's future debt capacity within the current projected revenue stream; and
- the flexibility to use future revenues for other purposes.

The County Commission will evaluate the specific justification for issuing debt structured as Balloon Debt. At the time the County Commission considers whether a proposed debt issue with a Balloon Debt structure is in the public's best interest, it will disclose to the public an analysis ("Plan of Balloon Indebtedness") which will include the following:

- the proposed debt structure, including the principal and interest payments, and terms and life of the debt issue;
- a schedule or graph showing the County's total debt service for the fund in which the proposed debt is being issued, both pre and post issuance, showing the revenue required to service the debt for each fiscal year debt remains outstanding.
- a schedule or graph showing the percentage of debt retired every five years on both the proposed debt and overall debt;
- a schedule(s) or graph(s) showing whether the proposed structure, when compared to a level debt structure:
 - increases the interest cost for a capital project,
 - reduces future available debt capacity, or
 - decreases the financial flexibility of the County Commission to use its revenue streams for other purposes compared to a level debt structure.

Outstanding Balloon Debt

The County Commission will manage currently outstanding Balloon Debt in a manner that mitigates its effects on the County's future revenues, if possible, by:

- restructuring;
- early repayment;

- in extreme conditions and fiscal distress, delaying of capital projects until capacity is available to issue debt structured with level or declining payment; or
- such action available within its financial capacity to manage debt.

Whenever possible, the County Commission seeks either to restructure such Balloon Debt into a more level debt payment structure or to repay at a faster rate than the original structure. This may be achieved by refunding debt on a maturity to maturity basis or more level structure when interest rate savings can be achieved or by prepaying debt early with cash.

If for savings, the County Commission considers issuing refunding debt structured as Balloon Debt (as described by T.C.A. § 9-21-134) to refund outstanding debt with a Balloon Debt structure, it will determine if it is in the public's best interest. In making its determination, the County Commission will consider whether the benefits of a Balloon Debt structure outweigh:

- the possible reduction of the County's future debt capacity within the current projected revenue stream; and
- the flexibility to use future revenues for other purposes.

The County Commission will be provided with an analysis that will allow it to determine that any projected revenues used to secure debt will:

- be sufficient to pay for the debt being considered,
- be sufficient to pay all of its other existing outstanding debt service secured by the same projected revenues, and
- not hinder the County's ability to fund future capital needs or to fund future debt service in a level payment structure.

For maturity to maturity refundings, the County Commission will evaluate the specific justification for issuing debt structured as Balloon Debt. At the time the County Commission considers whether a proposed debt issue with a Balloon Debt structure is in the public's best interest, it will disclose to the public an analysis ("Plan of Balloon Indebtedness") which will include the following:

- the proposed debt structure, including the principal and interest payments, and terms and life of the debt issue, exhibiting that the proposed refunding debt's structure is more level or declining than the refunded debt's structure;
- a schedule or graph showing the County's total debt service for the fund in which the proposed debt is being issued, both pre and post issuance, showing the revenue required to service the debt for each fiscal year debt remains outstanding.

- a schedule or graph showing the percentage of debt retired every five years on both the proposed debt and overall debt;

Additionally, in addition to the above, if the County intends to extend the proposed debt for a term longer than the original debt as Balloon Debt and/or in a structure other than maturity to maturity the analysis will include:

- a schedule(s) or graph(s) showing whether the proposed structure, when compared to a level debt structure:
 - o increases the interest cost for a capital project,
 - o reduces future available debt capacity, or
 decreases the financial flexibility of the County Commission to use its revenue streams for other purposes compared to a level debt structure.

V. DEBT PLAN REVIEW

1) General Guidance

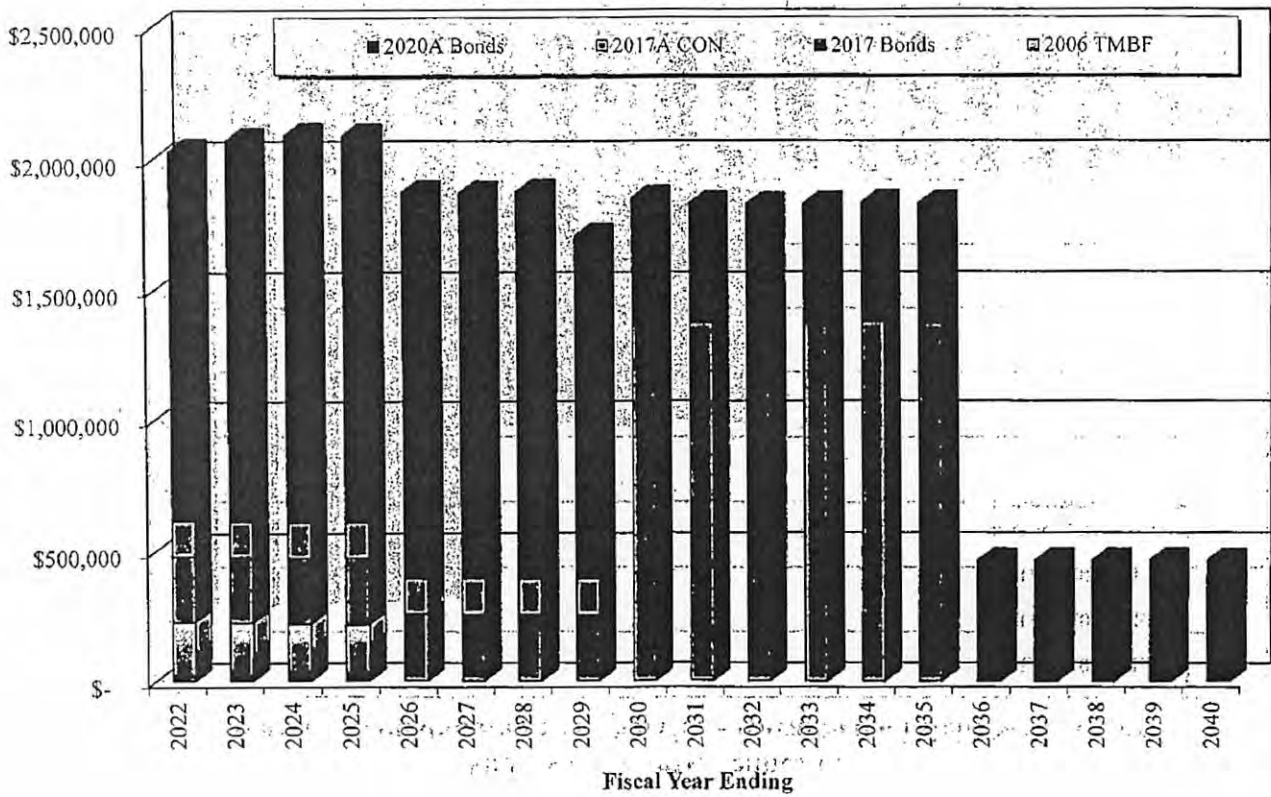
The guidelines outlined herein are only intended to provide general direction regarding the future issuance of Debt. The County Commission maintains the right to modify this Debt Plan and may make exceptions to any of its guidelines at any time to the extent that the execution of such Debt achieves the goals of the County as long as such exceptions or changes are consistent with TCA and any rules and regulations promulgated by the State.

This Debt Plan should be reviewed regularly with the DMP by the County Commission and from time to time as circumstances, such as during the planning of new debt issuances, rules and regulations warrant.

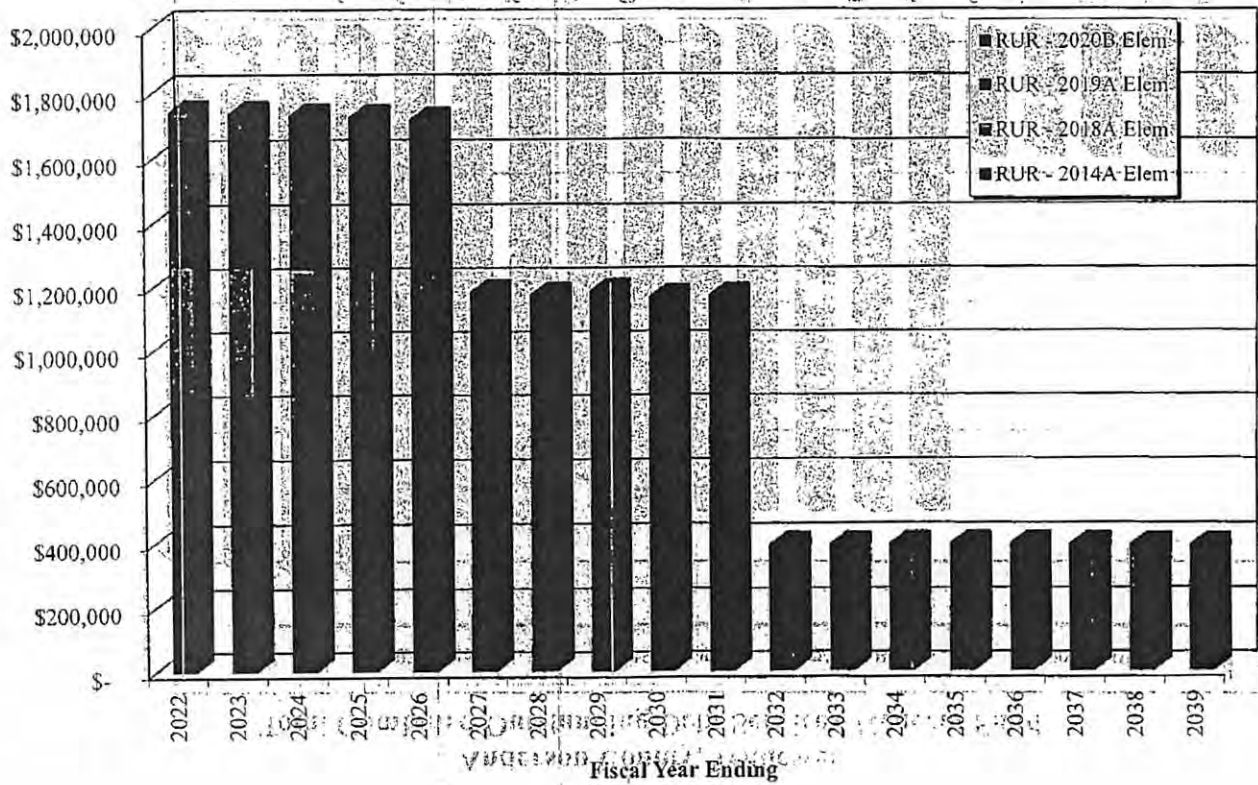
2) Designated Official

The County Mayor and Finance Director are responsible for ensuring substantial compliance with this Debt Plan.

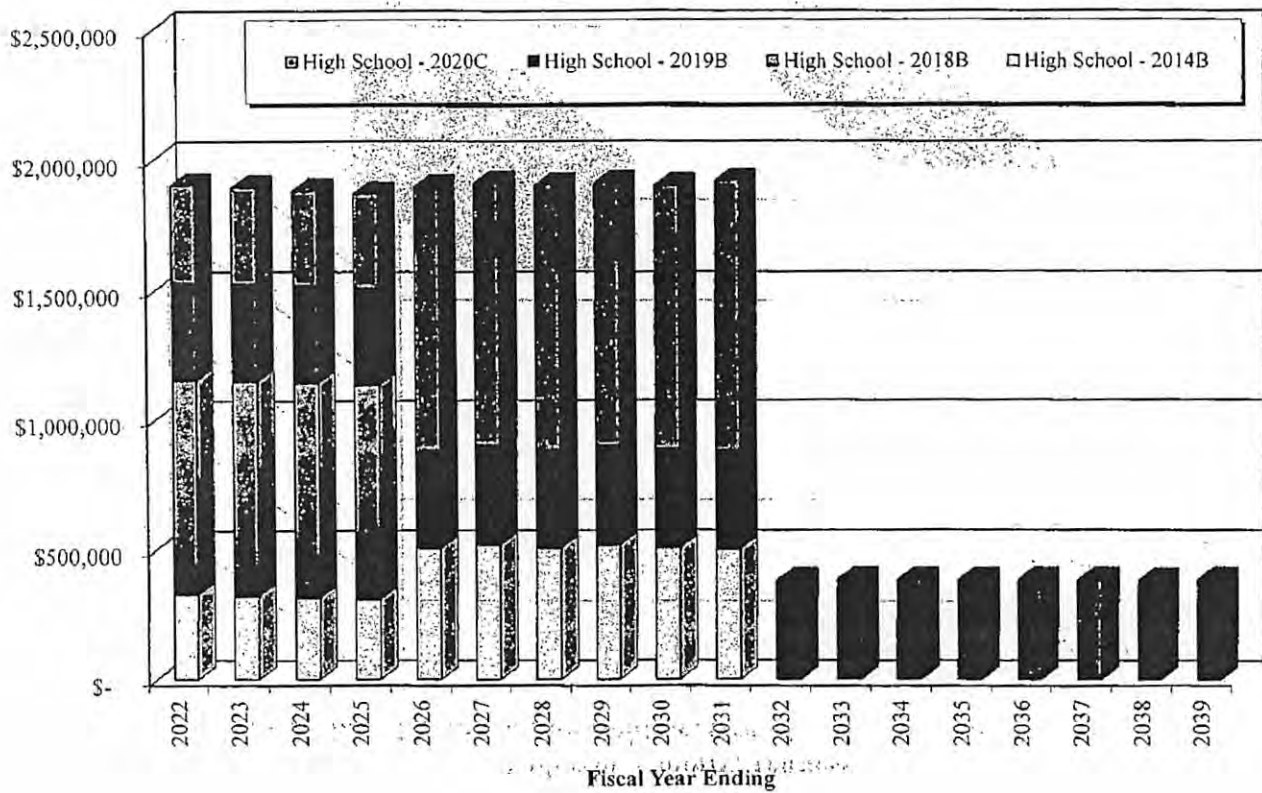
Anderson County, Tennessee **Total Combined Outstanding Debt Service- General Fund**



Anderson County, Tennessee
Total Combined Outstanding Debt Service - Rural School Debt Service Fund



Anderson County, Tennessee
Total Combined Outstanding Debt Service - Education Debt Service Fund



Anderson County, Tennessee
Total Combined Outstanding Debt Service - General Purpose School Fund

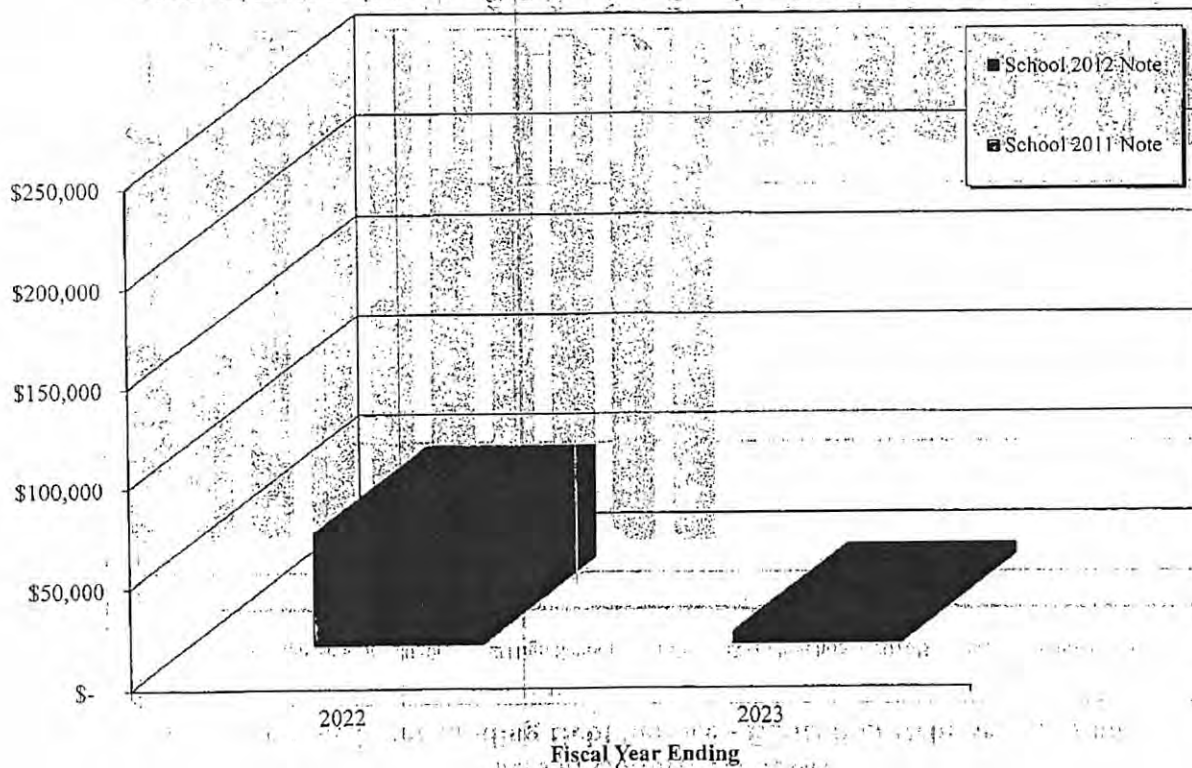


EXHIBIT A

**ANDERSON COUNTY
TENNESSEE**

Balloon Debt Management Plan

V

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Anderson County, Tennessee Balloon Debt Management Plan

I. INTRODUCTION

This Balloon Debt Management Plan (the “Debt Plan”) is a written guideline to manage, reduce, and mitigate the effect of existing Balloon Debt on the County’s financial condition and to issue future debt structured with level principal payments or a level debt amortization. The County has previously issued Balloon Debt as defined by Public Chapter 766, Acts of 2014 (“Balloon Debt”). This outstanding Balloon Debt has reduced the County’s future capacity to issue debt and its financial flexibility to meet future needs. The purpose of this Debt Plan is to improve the quality of management and legislative decisions for the County regarding the structure of its current and future debt issuances consistent with the County’s Debt Management Policy’s (“DMP”) goals and to do what is in the best interest of the County and its taxpayers.

Policy Statement: It is in the best interest of the County’s citizens to maintain a debt portfolio utilizing individual debt issues in a manner that minimizes interest paid, the real cost of debt, and other related costs as well as repaying principal as rapidly as possible to create financial flexibility and future debt capacity. Balloon Debt does not generally meet these objectives.

This Debt Plan formally establishes parameters for structuring debt and managing a debt portfolio that considers:

- specific current capital improvement needs,
- future capital improvement needs,
- ability to repay financial obligations,
- impact on future debt capacity and revenues available for operations, and
- existing legal, economic, and financial market conditions.

Specifically, the intent of the plan outlined in this document is to assist in the following:

- To guide the County Commission in debt issuance decisions
- To establish a County Commission policy to issue new money debt that is not Balloon Debt as defined by T.C.A. § 9-21-134
- To manage and mitigate the County’s currently outstanding Balloon Debt
- To create future debt capacity
- To promote sound financial management
- To protect the County’s credit rating

The Debt Plan will be divided into four (4) sections for each of the major funds that have debt: County’s General Debt Service Fund, Rural School Debt Service Fund (Rural

Elementary School Fund), Education Debt Service Fund (Rural High School Fund) and General Purpose School Fund.

The County Commission will regularly review this Debt Plan and its DMP and make revisions and updates, if warranted. The County Commission will utilize this Debt Plan with its DMP when planning future debt issues. If the County Commission plans to issue Balloon Debt in the future, it will review this Debt Plan and ensure it follows the Debt Plan guidance.

II. GOALS AND OBJECTIVES

The County's goal is to issue debt structured in a manner that:

- minimizes the real cost of debt: interest payments;
- creates future debt capacity within its projected future revenue stream to meet the County's capital needs; and
- provides financial flexibility by reducing future calls on the County's revenues for annual debt service.

Objective 1: Create future debt capacity within the projected debt service revenue stream with an overall declining structure for the County's debt portfolio and the flexibility to use that debt service revenue stream for future operations or other needs of the County.

Objective 2: Issue new debt with a level or declining debt payment structure.

Objective 3: Manage the County's currently outstanding Balloon Debt in a manner that mitigates its effects on the County's future revenues, if possible, by:

- restructuring;
- early repayment;
- delaying of capital projects until capacity is available to issue debt structured with level or declining payment;
- or such action available within its financial capacity to manage debt.

Objective 4: Understand any proposed transaction and reasonable alternatives before taking action

Objective 5: Explain to the County's citizens any proposed transaction including the cost and risks.

Objective 6: Protect and improve the County's credit rating by managing the County's current Balloon Debt and by issuing future debt with a level or declining payment structure.

Objective 7: Use the Debt Plan as a guide to determine when it is in the citizens' best interest to incur additional interest and other costs and risks incurred with the issuance of debt with a balloon structure.

III. HISTORY

➤ In 2011, the County's cash position was dangerously low and the County was unwilling to raise revenues to fund additional debt issues while still struggling from the significant economic downturn that started during the Great Recession of 2008. Since that time, the County has eliminated all of its balloon debt in the General Debt Service Fund except the General Obligation Refunding Bonds, Series 2017 (the "Series 2017 Bonds").

COUNTY'S GENERAL FUND DEBT

In the past, the County issued Balloon Debt as described by T.C.A. § 9-21-134.

- a. The Series 2017 Bonds are callable on May 1, 2023, and it is the County's goal to eliminate this balloon debt in the future if the County is able to economically refinance the Series 2017 Bonds.

Impact of Outstanding Balloon Debt

- Due to its low cash position experienced during the Great Recession, the County implemented its current General Fund - Fund Balance Policy. This policy has resulted in the County's General Fund balance to be over \$12,000,000 of restricted and unrestricted funds at year ended June 30, 2020.
- The County also placed a stronger emphasis on funding the Capital Project Fund to fund smaller projects and equipment purchase since nearly all of the revenues of the General Debt Service Fund are utilized until 2035.

At the time of the writing of this policy, total annual debt service payments are approximately level until 2025. Under the current revenue stream, the County does not have sufficient debt capacity to issue any new debt for substantial capital needs. As a result, the County will not be able to issue future debt for new projects as level debt utilizing the existing revenue stream, as described by T.C.A. § 9-21-134. See attached County GDSF Debt Chart.

RURAL SCHOOL DEBT SERVICE FUND (Rural Elementary School)

In the past, the County issued Balloon Debt as described by T.C.A. § 9-21-134.

- a. In 2011, the County refunded existing variable rate debt paid from the Rural Debt Service Fund (RDSF) to delay principal payments to bring debt service expenses in line with the estimated revenues for the RDSF and to lower interest rate risk by issuing the refunding debt as fixed interest rate.
- b. The County also issued new debt in 2011 to fund renovations and expansions and new construction with the County's school system. That debt was originally structured as Balloon Debt to delay the repayment of a majority of the principal. However, this debt has since been refinanced and/or paid down and is no longer considered Balloon Debt.
- c. In 2014, the County issued more debt to finance energy conservation projects and additional renovations at its schools. The County selected a repayment structure to match the projected savings from the energy conservation improvements and as a result a portion of the principal was delayed resulting in Balloon Debt.

Impact of Outstanding Balloon Debt

The County structured the 2011 RDSF debt issues with the understanding that any major future borrowing would require either a new revenue source or an increase in the current source to fund new debt service or that it would issue future debt with a Balloon Debt structure to delay principal payments, potentially increasing the total cost of debt for the original project(s). This Balloon Debt structure reduced future debt capacity within the revenue stream for the RDSF. Subsequently, the County issued additional debt with a Balloon Debt structure in fiscal year 2014.

The total annual payments are approximately level until 2026, then the payments decrease by approximately \$540,000 per year. Due to the annual debt payments being approximately level, the County will need to find new revenue sources for any substantial new debt in the future. As a result, the County will not be able to issue future debt for new projects as level debt, as described by T.C.A. § 9-21-134, until 2027 and annual debt service cannot exceed \$540,000 during the period 2027 to 2031 without a new revenue source. See attached County RDSF (Rural Elementary School) Debt Chart.

EDUCATION DEBT SERVICE FUND (Rural High School)

In the past, the County issued Balloon Debt as described by T.C.A. § 9-21-134.

- a. In 2011, the County refunded existing variable rate debt paid from the Education Debt Service Fund (EDSF) to delay principal payments to bring debt service expenses in line with the estimated revenues for the EDSF and to lower interest rate risk by issuing the refunding debt as fixed interest rate.
- b. The County also issued new debt in 2011 to finance renovations and expansions and new construction within the County's school system. That debt was structured as Balloon Debt to delay the repayment of a majority of the principal. However,

this debt has since been refinanced and/or paid down and is no longer considered Balloon Debt.

- c. In 2014, the County issued more debt to finance energy conservation projects and additional renovations at its schools. The County selected a repayment structure to match the projected savings from the energy conservation improvements and as a result a portion of the principal was delayed resulting in Balloon Debt.

Impact of Outstanding Balloon Debt

The County structured these EDSF debt issues with the understanding that any major future borrowing would require either a new revenue source or an increase in the current source to fund new debt service or that it would issue future debt with a Balloon Debt structure delaying principal payments, potentially increasing the total cost of debt for the original project(s). This Balloon Debt structure reduced future debt capacity within the revenue stream for the RDSF. Subsequently, the County issued additional debt with a Balloon Debt structure in fiscal year 2014.

The total annual payments are approximately level until 2031 when the payments on the outstanding debt are complete. Due to the annual debt payments being approximately level, the County will need to find new revenue sources for any substantial new debt in the future. As a result, the County will not be able to issue future debt for new projects as level debt, as described by T.C.A. § 9-21-134, until 2031 without a new revenue source. See attached County EDSF (Rural High School) Debt Chart.

GENERAL PURPOSE SCHOOL FUND DEBT

The General Purpose School Fund aspires to issue future debt as level debt.

The small amount of General Purpose School Fund debt will be retired in 2022 and is not considered Balloon Debt. See attached General Purpose School Fund Debt Chart.

IV. PROCEDURE

The County Commission seeks to issue future debt for new large capital projects as level debt. The County Commission seeks to fund certain smaller capital projects using the monies appropriated and accumulated in the Capital Project Fund. The County Commission, within its available financial resources, seeks to take action to mitigate the effects of its currently outstanding Balloon Debt on the County's future revenues. The intent is to create sufficient future debt capacity to issue debt for capital projects without restructuring outstanding debt into Balloon Debt or issuing new money debt as Balloon Debt.

If it is determined that it is in the public interest to issue New Debt, as defined under the "New Debt" heading below, or Outstanding Balloon Debt, as defined under the

"Outstanding Balloon Debt" heading below, that results in an extension of the original final maturity, as defined below, as Balloon Debt, the County Mayor will present a Plan of Balloon Indebtedness, as defined below, as prepared by the County's staff and/or its supporting financial professionals, to the appropriate County Committee.

The Plan of Balloon Indebtedness will detail the transaction and explain why it is in the public's interest. The Plan of Balloon Indebtedness will include the requisite information as outlined in the sections below entitled New Debt and Outstanding Balloon Indebtedness, as applicable. A majority of the appropriate County Committee shall determine if the structure of the transaction described in the Plan of Balloon Indebtedness is in the public's interest and if it is to be submitted to the Division of Local Government Finance for approval. The Plan of Balloon Indebtedness will be submitted to the Division of Local Government Finance for approval in accordance with T.C.A. § 9-21-134 prior to the adoption of any authorizing resolution for debt structured as Balloon Debt.

If it is determined by the County Mayor as the Chief Executive Officer that it is in the public interest to issue Outstanding Balloon Indebtedness that is a current refunding or an advance refunding that generates at least a 3.0% net present value savings, as a maturity to maturity refunding that results in Balloon Debt, the County Mayor may submit the maturity to maturity refunding Plan of Balloon Indebtedness as prepared by the County's staff and/or its supporting financial professionals, directly to Division of Local Government Finance for approval in accordance with T.C.A. § 9-21-134 prior to the adoption of any authorizing resolution for debt structured as Balloon Debt.

The Plan of Balloon Indebtedness will include the requisite information as outlined in the sections below entitled New Debt and Outstanding Balloon Indebtedness, as applicable, and why it is in the public's interest to issue Balloon Indebtedness.

A debt authorization resolution that structures the debt as Balloon Debt will not be adopted until approval of the Plan of Balloon Indebtedness is received from the Division of Local Government Finance. If the County Commission determines it will issue debt structured as Balloon Debt, it will provide the Plan of Balloon Indebtedness and the approval from the Division of Local Government Finance to the public.

New Debt

It is the desire of the County Commission to issue all new debt with a level debt structure. Balloon Debt structures can oftentimes increase the interest cost for a capital project, reduce future available debt capacity, and decrease the financial flexibility of the County Commission to use its revenue streams for other purposes. Such payment structures can sometimes be an indicator of financial stress. To comply with T.C.A. § 9-21-134 all new debt should be issued with a level debt or faster principal payment structure.

If the County Commission considers issuance of debt structured as Balloon Debt (as described by T.C.A. § 9-21-134) for future new projects, it will determine if it is in the public's best interest to utilize Balloon Debt. The County will ensure that any projected revenues used to secure debt will:

- be sufficient to pay for the debt being considered,
- be sufficient to pay all of its other existing outstanding debt service secured by the same projected revenues, and
- not hinder the County's ability to fund future capital needs or to fund future debt service in a level payment structure.

The County Commission shall also consider:

- the possible reduction of the County's future debt capacity within the current projected revenue stream; and
- the flexibility to use future revenues for other purposes.

The County Commission will evaluate the specific justification for issuing debt structured as Balloon Debt. At the time the County Commission considers whether a proposed debt issue with a Balloon Debt structure is in the public's best interest, it will disclose to the public an analysis ("Plan of Balloon Indebtedness") which will include the following:

- the proposed debt structure, including the principal and interest payments, and terms and life of the debt issue;
- a schedule or graph showing the County's total debt service for the fund in which the proposed debt is being issued, both pre and post issuance, showing the revenue required to service the debt for each fiscal year debt remains outstanding.
- a schedule or graph showing the percentage of debt retired every five years on both the proposed debt and overall debt;
- a schedule(s) or graph(s) showing whether the proposed structure, when compared to a level debt structure:
 - increases the interest cost for a capital project,
 - reduces future available debt capacity, or
 - decreases the financial flexibility of the County Commission to use its revenue streams for other purposes compared to a level debt structure.

Outstanding Balloon Debt

The County Commission will manage currently outstanding Balloon Debt in a manner that mitigates its effects on the County's future revenues, if possible, by:

- restructuring;
- early repayment;

- in extreme conditions and fiscal distress, delaying of capital projects until capacity is available to issue debt structured with level or declining payment; or
- such action available within its financial capacity to manage debt.

Whenever possible, the County Commission seeks either to restructure such Balloon Debt into a more level debt payment structure or to repay at a faster rate than the original structure. This may be achieved by refunding debt on a maturity to maturity basis or more level structure when interest rate savings can be achieved or by prepaying debt early with cash.

If for savings, the County Commission considers issuing refunding debt structured as Balloon Debt (as described by T.C.A. § 9-21-134) to refund outstanding debt with a Balloon Debt structure, it will determine if it is in the public's best interest. In making its determination, the County Commission will consider whether the benefits of a Balloon Debt structure outweigh:

- the possible reduction of the County's future debt capacity within the current projected revenue stream; and
- the flexibility to use future revenues for other purposes.

The County Commission will be provided with an analysis that will allow it to determine that any projected revenues used to secure debt will:

- be sufficient to pay for the debt being considered,
- be sufficient to pay all of its other existing outstanding debt service secured by the same projected revenues, and
- not hinder the County's ability to fund future capital needs or to fund future debt service in a level payment structure.

For maturity to maturity refundings, the County Commission will evaluate the specific justification for issuing debt structured as Balloon Debt. At the time the County Commission considers whether a proposed debt issue with a Balloon Debt structure is in the public's best interest, it will disclose to the public an analysis ("Plan of Balloon Indebtedness") which will include the following:

- the proposed debt structure, including the principal and interest payments, and terms and life of the debt issue, exhibiting that the proposed refunding debt's structure is more level or declining than the refunded debt's structure;
- a schedule or graph showing the County's total debt service for the fund in which the proposed debt is being issued, both pre and post issuance, showing the revenue required to service the debt for each fiscal year debt remains outstanding.

- a schedule or graph showing the percentage of debt retired every five years on both the proposed debt and overall debt;

Additionally, in addition to the above, if the County intends to extend the proposed debt for a term longer than the original debt as Balloon Debt and/or in a structure other than maturity to maturity the analysis will include:

- a schedule(s) or graph(s) showing whether the proposed structure, when compared to a level debt structure:
 - increases the interest cost for a capital project,
 - reduces future available debt capacity, or
 decreases the financial flexibility of the County Commission to use its revenue streams for other purposes compared to a level debt structure.

V. DEBT PLAN REVIEW

1) General Guidance

The guidelines outlined herein are only intended to provide general direction regarding the future issuance of Debt. The County Commission maintains the right to modify this Debt Plan and may make exceptions to any of its guidelines at any time to the extent that the execution of such Debt achieves the goals of the County as long as such exceptions or changes are consistent with TCA and any rules and regulations promulgated by the State.

This Debt Plan should be reviewed regularly with the DMP by the County Commission and from time to time as circumstances, such as during the planning of new debt issuances, rules and regulations warrant.

2) Designated Official

The County Mayor and Finance Director are responsible for ensuring substantial compliance with this Debt Plan.

\$1,400,000
Anderson County, Tennessee
General Obligation Capital Outlay Notes, Series 2017A
Regions Bank - TIC 2.35%

Debt Service

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
06/01/2021	-	-	-	-	-
12/01/2021	-	-	8,025.25	8,025.25	-
06/01/2022	111,000.00	2.350%	8,025.25	119,025.25	-
06/30/2022	-	-	-	-	127,050.50
12/01/2022	-	-	6,721.00	6,721.00	-
06/01/2023	115,000.00	2.350%	6,721.00	121,721.00	-
06/30/2023	-	-	-	-	128,442.00
12/01/2023	-	-	5,369.75	5,369.75	-
06/01/2024	118,000.00	2.350%	5,369.75	123,369.75	-
06/30/2024	-	-	-	-	128,739.50
12/01/2024	-	-	3,983.25	3,983.25	-
06/01/2025	121,000.00	2.350%	3,983.25	124,983.25	-
06/30/2025	-	-	-	-	128,966.50
12/01/2025	-	-	2,561.50	2,561.50	-
06/01/2026	124,000.00	2.350%	2,561.50	126,561.50	-
06/30/2026	-	-	-	-	129,123.00
12/01/2026	-	-	1,104.50	1,104.50	-
06/01/2027	94,000.00	2.350%	1,104.50	95,104.50	-
06/30/2027	-	-	-	-	96,209.00
Total	\$683,000.00	-	\$55,530.50	\$738,530.50	-

Date And Term Structure

Dated.....	6/01/2021
First Coupon Date.....	12/01/2021
Frequency of Interest Payments.....	2 Per Year
First Serial Maturity Date.....	6/01/2022

Yield Statistics

Average Coupon.....	2.3500000%
Weighted Average Maturity.....	3.460 Years
Bond Year Dollars.....	\$2,363.00
Bond Yield for Arbitrage Purposes.....	2.3500000%
True Interest Cost (TIC).....	2.3500000%

VI

\$3,000,000

Anderson County, Tennessee

TMBF Loan, Series 2006 (Jail)

Budgeted at 5.00% - Dated May 22, 2006

Debt Service

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
05/25/2021	-	-	-	-	-
05/25/2022	187,000.00	3.000%	23,520.00	210,520.00	-
06/30/2022	-	-	-	-	210,520.00
05/25/2023	193,000.00	3.000%	17,910.00	210,910.00	-
06/30/2023	-	-	-	-	210,910.00
05/25/2024	199,000.00	3.000%	12,120.00	211,120.00	-
06/30/2024	-	-	-	-	211,120.00
05/25/2025	205,000.00	3.000%	6,150.00	211,150.00	-
06/30/2025	-	-	-	-	211,150.00
Total	\$784,000.00	-	\$59,700.00	\$843,700.00	-

Date And Term Structure

Dated.....	5/25/2021
First Coupon Date.....	5/25/2022
Frequency of Interest Payments.....	1 Per Year
First Serial Maturity Date.....	5/25/2022

Yield Statistics

Average Coupon.....	3.0000000%
Weighted Average Maturity.....	2.538 Years
Bond Year Dollars.....	\$1,990.00
Bond Yield for Arbitrage Purposes.....	2.9778313%
True Interest Cost (TIC).....	2.9778313%



Office of the Director of Schools
101 South Main Street, Suite 501
Clinton, Tennessee 37716
Office: (865) 463-2800
Fax: (865) 457-9157

Dr. Tim Parrott, Director

MEMORANDUM

TO: County Commission Members
Terry Frank, County Mayor
Robbie Holbrook, Finance Director

FROM: Dr. Tim Parrott, Director of Schools *T. L. Parrott*

DATE: September 2021

RE: Report to County Commission

ATTENDANCE

There are currently 6120 students attending class in Anderson County Schools, up 150 from last year.

Anderson County Secondary Schools is very proud to announce that both ACHS and CHS are "Level 5" in growth this past year. That's the highest rank that we could have received from the state. Both high schools also exceeded the state and the nation in our graduation rate as well with 95.3%.

GEAR UP TN



Clinton High GEAR UP students enjoy a tour of Roane State campus. A total of 94 students took part in these tours.

Clinton High School



Students in Computer Science classes are learning about Structural Design and how it plays a role in Digital Arts and Coding. The essential question was: Can you create a structure with 20 sheets of paper and 12 inches of tape that will hold as much weight as possible and remain 1.5 inches off of the ground without collapsing. The record weight held was 425 lbs.



Anderson County High School

If you attended *Meet the Mavs* on August 13, you met more than just Mavericks...you met this community. The Anderson County community LOVES their kids, they LOVE youth sports, and they LOVE the Mavericks! So many people came together to enjoy cotton candy, snow cones, water slides, bounce houses, dunking booths, support their favorite teams, walk across the turf field or watch their kids be recognized on the new Jumbotron.



ACCTC

FUTURES Board

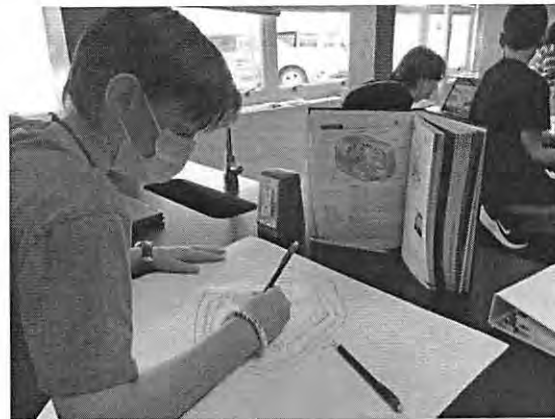
Anderson County Schools is proud to launch the FUTURES Career Recruitment Program for Anderson County students, past and present. If you have trained at CHS, ACHS or ACCTC in one of our Programs of Study, you are eligible to be listed as a potential employee on the new FUTURES JOB database. This database will be accessible to employers in our area with a goal of having students recruited as an employee. With the support of our industry partners, we are able to employ two students to work for the Anderson County Chamber of Commerce to keep the Futures Board up to date. Anderson County High School senior Aubrey Lewis and Clinton High School junior Aleah Leggett will start working the week of September 7, 2021. If you are at the Chamber, make sure to say hi!



MIDDLE SCHOOLS

Clinton

It's back to school and back to new experiences for students at Clinton Middle. Students in 7th grade Science classrooms spent the day making diagrams and 3D models of plant and animal cells that will be used as learning tools all year. We're off to a great start!



Norris

Doughnuts with the Dean

Norris Middle's Dean of Students, Mr. Ben Weaver, has a weekly check-in program with students called



"Doughnuts with the Dean." Students do not have to meet a certain

criteria to have this honor; it is just an excellent relationship-building initiative. Teachers recommend new candidates every week if they notice a student needing or deserving a bit of extra support. As Mr. Weaver stated: "...it's not necessarily a reward for the

kids or a behavioral strategy, it's simply a way for me to continue to build relationships with these awesome kids." Here's to that!



Literacy Night

Students are working enthusiastically on book projects for Norris Middle's outdoor Literacy Night. As an evening dedicated to celebrating and establishing a culture of reading, all students will have book projects on display, lawn games to play, door prizes, free book giveaways,

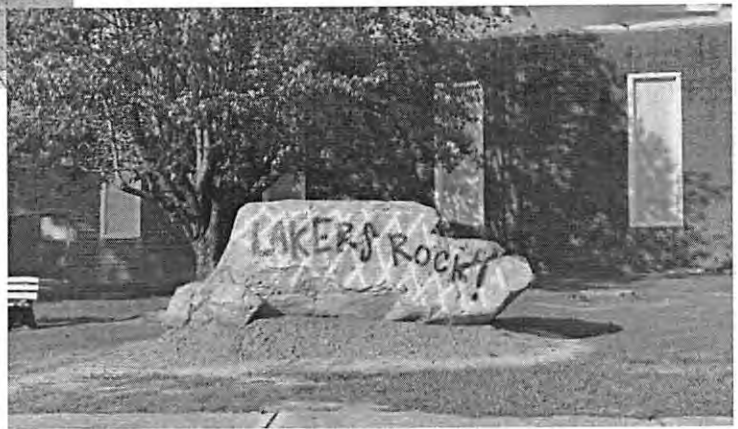


and the opportunity to meet the staff. We are so excited to welcome the community in this way.



Lake City

Lake City Middle School received its very own school rock this year. Their friends at Tim Patterson Trucking Co. in Rocky Top generously donated the bodacious boulder, and it has enhanced the landscape and energy of the school. They are excited to frequently change the theme to include sports, communication pieces, shout outs, and student-created art!



LCMS has always valued the idea of developing and recognizing students who display amazing character and citizenship. This year, we are enhancing our school-wide incentive program entitled "Laker Leaders." Kids who are "caught" displaying random acts of kindness will receive a ticket from a staff member (all staff have tickets). Those Laker Leaders cash them in for items on a cart in the guidance office. Their name also goes into a drawing for larger prizes (pizza with a friend, gift card, etc.) to be drawn at the end of each nine-week grading period. In general, our Lakers are thoughtful young people who do not expect anything in return... but getting recognized makes those natural instincts to do the right thing just that much sweeter!

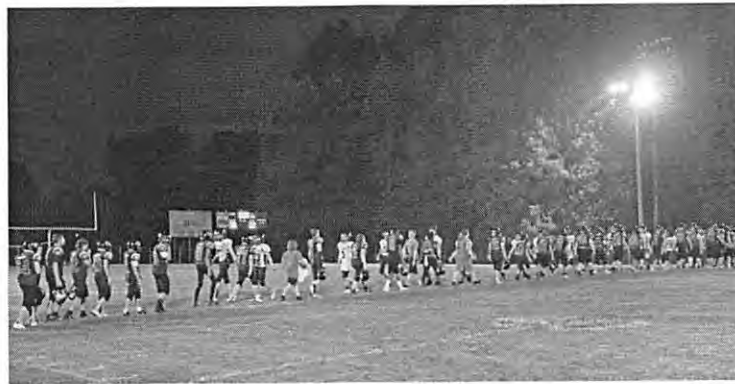


Norwood

The 2021-2022 school year has been off to a great start. Students and teachers alike have been happy to return to a sense of normalcy, excited to be learning new things this year! Mr. Scholss and our band department kicked off the school year with a morning band club. Students arrive at school at 7:00 AM ready to practice their art of playing a musical instrument. In addition, we have a significant percent of our student body that has joined band this year. Nearly 40% of our 6th grade class has joined band and we have had a 54% boost in membership as a school. We are so excited to watch our Jaguars express their musical talents!



The communities of Norwood and Clinton were able to come together for a night "under the lights" at the Norwood football stadium. Clinton Middle's football team was able to play their game at Norwood and the communities had a great time coming together as Future Dragons. Students and families enjoyed a great football game, as well as a visit from Kona Ice!



This school year, Norwood is happy to announce the addition of two classes that students will be able to complete for high school credit! Several 8th graders are currently enrolled in Algebra I and they will be taking this course throughout the year in order to get one step ahead in high school. Additionally, 8th grade students will be able to take Personal Finance in the spring semester to also receive high school credit. We are so excited to watch our students push through with plans to better their future.

ELEMENTARY SCHOOLS

In response to the recent flooding and in partnership with the TN Department of Education, Anderson County Schools will be collecting scissors and wide-ruled, spiral-bound notebooks. These items will be picked up and taken to Humphreys county.

Andersonville

Andersonville Elementary has had several cases of bottled water donated to our students by parents and others from the Andersonville community.



ACHS baseball players came to school early to help with our car rider line. The students of AES were so excited to see these big guys!



Briceville

Briceville Elementary had a visit from UT Professor in the Department of Forestry, Wildlife, and Fisheries Dr. Fly and his students. The UT students took groups of our kids (K-5) and taught a lesson about wildlife or forestry. Students learned about predators and prey and the life cycle of a deer. Others looked at trees and leaves. He then pulled most of his students in with 5th graders and talked about college and the different experiences his program offered. His students then told the 5th grade students about the careers they were interested in post-graduation and what they had to do throughout college to get to that point. Dr. Fly asked what they wanted to grow up to be and explained to them what they would need to do in college or trade school to get there.



Claxton



Claxton Elementary is excited to start after school clubs. Students will have the option of joining clubs such as: Legos, TableTop Gaming, Football Club, Young Gardeners, Brain Teasers and Young Thespians. Claxton Elementary was recently featured on WBIR Channel 10 to share about some of our clubs and new initiatives.

Two Claxton teachers, Montana Ashley and Jennifer Rodabaugh have been accepted to the TRSC (Tennessee Rural STEM Collaborative). The TRSC, a public/ private partnership between the Tennessee Department of Education and

Battelle Education, provides a yearlong professional development opportunity for rural educators designed to share promising practices in STEM education, seek solutions to local education challenges, and encourage the development of a targeted STEM solution for each community or school represented. This year, 46 educators representing 26 counties across Tennessee were competitively selected for the Collaborative.

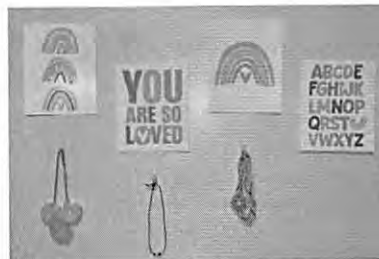
Dutch Valley

DVES made over their clothes closet. Staff wanted students to have a shop-like, comfortable experience if they need items from the clothes closet.

BEFORE:



AFTER:



Fairview



We've had a fantastic start to our school year. Prior to students coming back, our staff was able to participate in an escape room team building activity. The good news is...**EVERYONE** escaped and we learned how to pull together as a staff. It was a fun way to kick off 2021-2022.

Our classrooms are filled with happy faces ready to learn. Panther night was held on August 19 and was a huge success.



Grand Oaks



Grand Oaks is partnering with Books Are Fun and their Book Blast program to help build our students home library. We are so thankful for the generosity of our GOES extended community and family. We have raised over \$21,000. This guarantees to put new, age appropriate books into the hands of every GOES student. Also, 100% of all contributions go toward new books and classroom supplies. Our kids have loved their treasures but there is nothing as valuable as building lifelong learners who love reading. Grand Oaks has been featured on WVLT with our success with Book Blast. Thank you to Mrs. Frick and Mrs. Lorna for their hard work and to Collective Goods for partnering with us.



Elizabeth Evans is doing such amazing things in her role as a finalist for TN Teacher of the Year. She is serving on the TN Teacher Advisory Council, which is a tremendous honor. She will have the opportunity to share her thoughts on how to improve education with other teachers and leaders across the state.



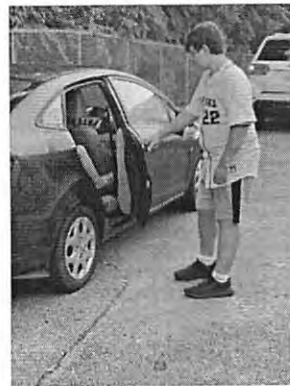
Lake City



We kicked off our school year with a community *Back to School* night at the splash pad. Thank you to Chief Shetterly and the Rocky Top Police, Rocky Top Fire, City of Rocky Top, and Main Street Baptist for hosting our community.



Several members of Anderson County High School's baseball team were here this week to greet the kids and open car doors each morning. Thanks to all these wonderful guys and head coach, Coach "B" Boynton.



Norris

Art teacher Alison Greenhouse is participating in coursework to identify Norris Elementary as an Integrated Arts Academy. As a part of her training, Mrs. Greenhouse works with teachers identifying standards and supporting lessons that include visual, musical and dramatic arts.



Explore to Soar after school clubs are back again this year. Many popular clubs are returning such as Star Wars, Movies, Disney and Fun with Science. Some new clubs this year include Digital Arts, Photography, Fun with Instruments, Volleyball and Norris Singers.



Anderson County baseball head coach Josh Boynton brought some former Norris Elementary students to help unload cards the first week of school.



After taking a year off due to COVID restrictions, Safety Patrol is back. Fifth grade students show great responsibility and hospitality loading and unloading cars in the morning and afternoons. Safety Patrol is also responsible for raising and lowering the flag every day.



Norwood

Norwood received a very generous donation for our PE program from Norwood Elementary benefactor Melissa Charles.



All Norwood staff received CPR training from East Tennessee Children's Hospital before school started.

Norwood held a back to school bash on August 4, 2021. Jag day gave families an opportunity to meet their child's teacher, visit classrooms, eat together, and have fun!



PRESCHOOL/ HEADSTART

The installation of new equipment was finalized on our redesigned nature playground through Health and Safety grant funds awarded by the Office of Head Start. The goal of the redesign was to create an outdoor learning environment focusing on: music, theater, art, gardening/ science, and gross motor skills. Children are enjoying having an additional outdoor environment to explore and learn age appropriate skills.



OFFICE OF TECHNOLOGY

OOT has completed and repaired 588 trouble tickets since the beginning of the school year; Installed 225 Boxlight panels in our K-12 core subject area classrooms. Teachers receiving Boxlights have completed a half day of training.



MAINTENANCE

The following projects were completed in August 2021:

- CRCS – repaired multiple parking lot security lights
- Norris Middle School – polished and epoxied entire downstairs floor; new baseboards downstairs and gym lobby and hallway
- Norwood Middle School – new partitions and dividers in both boys and girls bathrooms in the 6th and 8th grade hallway

NURSES

Our nursing department continues to grow this year as we have added seven part time nurses to our team. We are proud to have a nurse in every school now.

We received the Epidemiology and Laboratory Capacity Grant this year to provide COVID-19 testing to students and employees exhibiting symptoms and/ or those individuals that have been exposed to COVID-19. This ELC COVID testing grant is intended to support our school system by adding this resource to help keep school doors open.

This school year we are partnering with Walgreens to offer a COVID-19 vaccine clinic in the middle and high schools for those individual's 12 and up to receive their vaccine. This will be hosted on September 2nd and 3rd, with the second vaccine clinic to follow on September 23rd and 24th. We will also be partnering with Walgreens for Flu vaccine clinics. Our first Saturday flu clinic was held September 11 from 9-11 AM at Anderson County High School.

ANDERSON COUNTY BOARD OF EDUCATION
101 S. Main Street
Clinton, TN 37716
Board of Education Meeting
August 12, 2021
6:00 PM

Board Members	Present	Absent
John Burrell, Chairman	√	
Don Bell	√	
Dail Cantrell		√
Scott Gillenwaters	√	
Glenda Langenberg	√	
Andy McKamey	√	
Teresa Portwood	√	
Jo Williams	√	
Dr. Tim Parrott, Director	√	

Student Board Members

Scarlett Ayers
Sully Sullivan

OTHERS PRESENT

Jimmy Wells, Ryan Sutton, Anne Ford, Kathryn Price, Paula Sellers, Wade Haney, Pete Sexton, Rhonda Phillips, Clay McKamey, Suzi Schmidt, Chris Fox, Hannah Fox, Kelly Myers, Ben Downs

I. CALL TO ORDER

Dr. Burrell called the meeting to order at 6:01 PM as a regular monthly meeting of the Board of Education. Don Bell led the pledge of allegiance.

RESOLUTIONS - none

II. RECOGNITION OF GUESTS

- A. Eric Snider introduced new student board members Sully Sullivan, ACHS, and Scarlett Ayers, CHS. Dr. Burrell conducted the swearing in of both student board members.

III. PERSONS TO BE HEARD - none

IV. APPROVAL OF AGENDA

- A. **Motion** by Jo Williams and seconded by Don Bell to approve the agenda. **Motion carried.**

V. APPROVAL OF CONSENT AGENDA

- A. Regular Meeting Minutes – July 8, 2021
B. Human Resources report
C. Field Trip report – none
D. Professional Leave report
E. Student Services report – none
F. Contracts: None CT Day – senior re-takes October 5, 2021
G. Fall Sport Schedules:
a. ACHS girl's soccer, football, golf, volleyball
b. CHS girl's soccer, golf, volleyball cross country, football
c. NMS football, volleyball, cross country
d. LCMS football, volleyball

Motion by Andy McKamey and seconded by Don Bell to add the use of masks to the agenda. **Motion carried.** **Motion** by Andy McKamey and seconded by Teresa Portwood to approve the consent agenda. **Motion carried.**

VI. EXECUTIVE APPROVAL - none

VII. COMMENTS FROM THE CHAIR - none

VIII. COMMENTS FROM STUDENT BOARD MEMBERS - none

IX. DIRECTOR'S REPORT

- A. Dr. Parrott said the first day of school saw 6110 students in attendance, an increase of 240 students over last year; teachers were added to 4th grade classrooms; students are already learning and engaged; staff members appreciate the four percent (4%) raise and step increases; the system is working on ESSR 3 funding; grade work is going on at the CHS softball field; the railing has been installed at the CHS football field for turf, we hope to have the field ready before the first home game; schools are in great shape due to our custodians; we provided lunch consisting of steak and chicken for our custodians and maintenance staff the first of August.

X. COMMITTEE REPORTS

- A. Scott Gillenwaters presented the Budget Committee report. **Motion** by Scott Gillenwaters and seconded by Don Bell to approve a request from Clinton High School

for \$6,998.12 to pay for damage in the band room due to a leak. **Motion carried.**

- B. Jo Williams provided the Policy Committee report. **Motion** by Jo Williams and seconded by Andy McKamey to approve policies Policy 3.220 Access to Private Facilities, Policy 4.205 Enrollment in Advanced courses, Policy 4.206 Homebound Instruction, Policy 4.301 Interscholastic Athletics, Policy 4.605 Graduation Requirements, Policy 4.700 Testing Programs, Policy 5.106 Application and employment, Policy 5.802 Qualifications and Duties of Director, Policy 6.200 Attendance, Policy 6.319 Alternative Education, Policy 6.402 Physical Exams on first and final reading. **Motion carried.**

XI. ACTION ITEMS

- A. The board reviewed plans for a Life Skills classroom.
- B. **Motion** by Andy McKamey and seconded by Don Bell to give Dr. Parrott the authority to call for a mask mandate in schools that reach two percent (2%) in COVID cases. **Motion carried.** Dr. Burrell said a letter would be sent to parents and guardians explaining how the mandate would work. He also asked that Dr. Parrott keep the board of education informed on a daily basis. Scott Gillenwaters asked if staff would be included in the 2% and Dr. Parrott agreed that they would. The mandate would last for 10 days or until the percentage decreases, whatever comes last. Don Bell stated all board members want to ensure the safety of students and staff members. Jo Williams said a vote by the board to approve the mandate shows confidence in the director of schools.

XII. APPROPRIATIONS

Financial Report

Motion by Scott Gillenwaters and seconded by Teresa Portwood to approve budget appropriations 1 a - h. **Motion carried.**

Roll Call Vote

Don Bell	Yea
John Burrell	Yea
Dail Cantrell	Absent
Scott Gillenwaters	Yea
Glenda Langenberg	Yea
Andy McKamey	Yea
Teresa Portwood	Yea
Jo Williams	Yea

TRANSFERS

Motion by Scott Gillenwaters and seconded by Don Bell to approve transfers 2 a - d. **Motion carried.**

Adjourned at 6:30 PM.

Dr. John Burrell, Chairman

Dr. Tim Parrott, Director of Schools

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

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N. JAY YEAGER
Law Director

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MEMORANDUM

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

CC: County Commission

FROM: N. Jay Yeager

DATE: September 15, 2021

RE: Law Director's Report – September 20, 2021 – County Commission Meeting

Please add the following to the County Commission Agenda under the Law Director's Report.

A. Contract Approvals:

1. State of TN Mental Health and Substance Abuse Service- Mayor's Office
2. DNS- I.T Department
3. State of Tennessee- Highway Department Omnia Partners- Family Justice Center
4. Magnolia Blooms- Schools
5. BCBS- Info Sharing Agreement –Human Resources
6. E3 Gordon Stowe- Schools
7. Douglas Powell- Schools
8. CC Litter- Solid Waste
9. Lampo Group- Schools
10. TN Internship Consortium in Psychology- Schools
11. Hallsdale Powell Utility- Highway Department
12. State of TN Marketing Match Grants- Tourism
13. Cherokee Health Systems- Schools
14. Ridgeview Behavioral- Schools
15. American Fidelity- Human Resources
16. Kristi Halfacre- Schools
17. Canon- Detention Facility
18. Kyle Sprague (Tuition) -EMS
19. Emily Searcy (Tuition) –EMS
20. Ashley Rodgers (Tuition) –EMS

- 21. Chase Woods (Tuition) –EMS
- 22. Amber Dalton (Tuition) –EMS
- 23. Freddy Cousino (Tuition) –EMS
- 24. Ryan Fuchs (Tuition) –EMS
- 25. R&J Sign Company- Tourism
- 26. JotForm- Schools
- 27. BMC- County Clerk
- 28. BMC- County Clerk

B. Indigent Cremations:

- 1. In re: Violet
- 2. In re: Dennis

C. Lawsuit Updates

- 1. Pethel v. AC et al. – Summary Judgment for AC; however an appeal was filed last week.
- 2. Smith, Carl Clifford – Rule 60.02 Motion heard by Chancellor. Awaiting ruling. Subsequent settlement offer received from Plaintiff. (Executive Session potentially needed). Outside Counsel Presentation.

D. Sheriff's Promotional Test Administered for Detention Facility Corporal and Sergeant. Results to Sheriff.

E. Arcadis Annual Report – No action needed. Informational only.

F. Andersonville Volunteer Fire Department – Vehicle Lease (Operations Agenda)

G. Marlow Volunteer Fire Department- Agreement to disperse future insurance proceeds (Operations Agenda)

H. MNK Bankruptcy Settlement – Opioid Litigation. Needs ratification vote.

I. Fireworks Private Act – Needs ratification vote. Regulations have been delayed pending group discussion meeting with county staff. Regulations distributed for input.

J. Blockhouse Valley Deer Hunt and Liability Waiver (Operations Agenda)



2021 Annual Report

Blockhouse Valley Landfill

Anderson County, Tennessee

TDEC-DOR Site No. 01-580

September 2021

2021 Annual Report

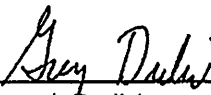
Blockhouse Valley Landfill
Anderson County, Tennessee
TDEC-DOR Site No. 01-580

September 7, 2021

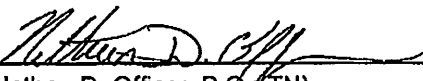
Prepared By:
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Phone: 865 675 6700
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Prepared For:
Jay Yeager
Anderson County
101 South Main Street, Suite 310
Clinton, Tennessee 37716

Our Ref:
30055524



Gregory Drelich
Staff Geological Specialist



Nathan D. Officer, P.G. (TN)
Project Manager

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D	Site Photographs

Acronyms and Abbreviations

AVCS	alternative vegetation cover system
CI	confidence interval
COC	constituent of concern
CUB	Clinton Utilities Board
DO	dissolved oxygen
DOR	Division of Remediation
FS	feasibility study
FWS	Free Water Surface
FY	fiscal year
MDL	method detection limit
µg/L	microgram per liter
mg/L	milligram per liter
mV	millivolt
ORP	oxidation-reduction potential
PDB	passive diffusion bag
RAO	remedial action objective
RG	remediation goal
ROD	Record of Decision
site	Blockhouse Valley Landfill
SSF	sub-surface flow
TDEC	Tennessee Department of Environment and Conservation
USEPA	U.S. Environmental Protection Agency
VOC	volatile organic compound

1 Introduction

Arcadis, on behalf of Anderson County, has prepared this 2021 Annual Report for the Blockhouse Valley Landfill (site), in coordination with the Tennessee Department of Environment and Conservation (TDEC) Division of Remediation (DOR). During the Anderson County 2020/2021 Fiscal Year (FY), which runs from July 2020 through June 2021, sampling was conducted in accordance with the TDEC-approved reduced monitoring program (TDEC 2020). The reduced monitoring program was implemented in 2021 following demonstration of successful remediation efforts across the majority of the site and includes annual sampling of two monitor wells (CO-2R and CO-3R) and one surface water location, Free Water Surface-Out (FWS-Out) (Table 1-1). This report documents the findings of the 2020/2021 FY monitoring activities, annual site inspection, and provides a summary of the tree planting event conducted in June 2021.

1.1 Site Background

Landfilling operations at the site began in 1973 with the permitting of cells SL090, SL090D, and SL090S, which were utilized from 1973 to 1981 (Figure 1-1). Additionally, two adjoining areas were used for landfilling: SL168 was permitted on September 9, 1980, and SL183 was permitted on June 22, 1982. The two new landfill extensions (SL168 and SL183) were used in the early 1980s. Anderson County ceased waste disposal activities at the site in mid-1983, and subsequently submitted landfill closure plans for all cells to the Tennessee Department of Health and Environment (currently TDEC). Landfill closure activities were completed by 1985.

1.2 Remedial Action Objectives

Site characterization and risk assessment activities were conducted during the 1990s, which identified environmental impacts at the site, but concluded that no current risk was present (Arcadis 2000 and 2001). Remediation goals (RGs) for groundwater were developed in the Supplemental Data Collection and Risk Assessment Report (Arcadis 2000) and the Risk Assessment Addendum (Arcadis 2001) and are summarized in Table 1-2. These RGs were calculated from acceptable human health risk standards and are detailed in the Revised Feasibility Study (FS) and Record of Decision (ROD) for the site (Arcadis 2003; TDEC 2004).

Remedial action objectives (RAOs) were also developed as part of the Revised FS (Arcadis 2003) and were designed to protect human health, welfare, and the environment. The RAOs are as follows:

- **Objective 1:** protect a hypothetical, future on-site resident from non-carcinogenic risks associated with the accidental ingestion of, inhalation of, and dermal contact with impacted groundwater, surface water, leachate, and/or landfill contents;
- **Objective 2:** protect human health and the environment by controlling current and future infiltration, potential waste leaching and migration into groundwater, creation of leachate seeps, and/or impacted precipitation runoff into surface waters through short-term and long-term site stabilizations; and
- **Objective 3:** comply with federal and state "applicable or relevant and appropriate requirements", and "to be considered" guidance.

1.3 Remediation History

The Revised FS (Arcadis 2003) and Remedial Design Plan (Arcadis 2004) were prepared to evaluate, select, and design a remedy to address environmental impacts at the site. The evaluation resulted in an alternative, selected based on protectiveness to human health and the environment and long-term stability. The selected alternative consists of institutional controls, fencing, monitoring, alternative vegetative cover system (AVCS), surface water controls, and constructed treatment wetlands. The ROD (TDEC 2004) for the site was finalized on January 27, 2004 and allows for the implementation of the selected remedy as described in the Remedial Design Plan (Arcadis 2004).

Use of the Sub-Surface Flow (SSF) Wetland was discontinued on May 5, 2010 due to the difficulty in regulating flow through the SSF, and the acceptable effluent concentrations from the Free Water Surface (FWS) Pond, as recommended in the 2009 Annual Report (Arcadis 2009) and approved by TDEC in correspondence dated October 8, 2009 (TDEC 2009). After closure of the SSF Wetland, no surface water has actively passed through that wetland cell and sampling of SSF-Out was consequently discontinued. Additionally, the discharge location of the FWS Pond changed from the outlet structure connecting it to the SSF Wetland, to the concrete weir at the western end of the FWS Pond. The weir discharges directly from the FWS Pond to the surface stream and serves as the location for collection of all FWS-Out samples after May 2010.

Maintenance of the AVCS transitioned from active to passive maintenance beginning in Year 4, as outlined in the Remedial Design Plan (Arcadis 2004). The passive maintenance guidance states that weed control would not be required after Year 3. Therefore, a revised mowing plan was implemented in 2015 that includes the discontinuation of mowing in the AVCS plots to allow for the native vegetation to slowly and sustainably take over the plots, while maintaining access roads and stability of drainage features (Arcadis 2014). The passive maintenance guidance in Remedial Design Plan (Arcadis 2004) also states that the need for soil and foliar sampling should be evaluated based on the performance of the cover during previous years. Therefore, beginning in 2016, sampling of soil and foliar was deemed unnecessary due to the overall stability of tree growth and foliar cover in previous years (Arcadis 2016). Since 2016, the overall health of each plot of trees within the AVCS has been monitored rather than measuring individual tree growth.

In 2016, a 10-year review was conducted to evaluate the effectiveness of the remedy. Overall, the data suggested that the site was in good condition and effective at meeting the RAOs. However, two areas of the site were identified as needing attention to advance the site to closure and beneficial reuse. Corrective actions have been implemented to address these two areas which are the lower slope of SL168 and the FWS Pond. In 2017, a drainage system was installed on the western slope of the SL168 cell to alleviate oversaturation (Arcadis 2018b) and in 2018, an aeration system was installed in the FWS Pond to reduce metal concentrations (Arcadis 2018a). In accordance with a TDEC request, a 2-year monitoring program for the corrective measures was implemented in 2018/2019 FY and 2019/2020 FY. After successfully demonstrating the effectiveness of both the SL 168 drainage system and aeration system at the FWS Pond, TDEC agreed to a further reduction of the monitoring program and the implementation of passive diffusion bags (PDBs) for groundwater collection. Additionally, cadmium, manganese, and thallium were metals identified previously as COCs. However, these COCs were discontinued from the sampling program in accordance with the TDEC-approved reduced monitoring program (TDEC 2020).

2 Field and Laboratory Methods

Groundwater and surface water monitoring activities were conducted during the 2020/2021 FY for constituents of concern (COCs) and field biogeochemical parameters in accordance with the monitoring program (Table 1-1). Field methods for sample collection are described below.

2.1 Well Sampling

PDBs were used to minimize sample turbidity and COC volatilization. Two weeks prior to the sampling event (February 25, 2021), Arcadis staff deployed the PDBs in wells CO-2R and CO-3R. This allowed each well to equilibrate and provide the PDBs with the appropriate residence time in the well. The PDBs were lowered to the approximate mid-point of the screened interval of the monitor well using a new nylon rope attached to the PDB to aid in its insertion and removal. On March 11, 2021, groundwater samples were collected from the PDBs and analyzed for select volatile organic compounds (VOCs). Following collection of the samples, remaining groundwater from the PDBs was used to measure field biogeochemical parameters including temperature, pH, conductivity, total dissolved solids, dissolved oxygen (DO), oxidation-reduction potential (ORP), and turbidity using a YSI Professional Plus water-quality meter and a Hach 2100Q turbidity meter, respectively.

2.2 Surface Water Sampling

During the 2021 annual sampling event, a sample was collected from the FWS-Out location in accordance with the monitoring program. The sample was collected using decontaminated sample scoop. The sample from the FWS-Out location was analyzed for select metals and field biogeochemical parameters.

2.3 Field Biogeochemical Parameters

During the March 2021 sampling event, field biogeochemical parameters were measured for each sampling location. For groundwater samples, a water-quality probe was used to obtain parameters during the sampling process. Temperature (Celsius), pH (standard unit), conductivity (millisiemens per centimeter), ORP (millivolts), total dissolved solids (grams per liter), and DO [milligrams per liter (mg/L)] were all recorded (Table 2-1). For surface water samples, additional water volume was collected in a clean container for measuring the aforementioned parameters (Table 2-1). At each sampling location, a turbidimeter was used to measure turbidity (nephelometric turbidity units).

2.4 Laboratory Program

All samples were collected in an order designed to maintain sample integrity and were stored on ice and shipped to Eurofins TestAmerica, Inc. in Pittsburgh, Pennsylvania under strict chain-of-custody protocols. Laboratory methods and detection limits were identified prior to sample collection. VOCs were analyzed by Method 8260B and metals by Method 6010D/6020B (Appendix A).

Analytical results were provided by the laboratory with detections reported to the method detection limit (MDL). Results where the analytes were not detected above the MDL were reported as being less than the method reporting limit. This is consistent with accepted analytical laboratory industry standards.

All laboratory results were validated in accordance with Arcadis Level II quality assurance/quality control procedures, and in accordance with U.S. Environmental Protection Agency (USEPA) Region 4 Data Validation Standard Operating Procedures for Contract Laboratory Program Routine Analytical Services (USEPA 2016, 2011). Selected results required qualification and are noted in results tables. All results provided by the analytical laboratory are considered useable for their intended purpose.

3 Results

Results from groundwater and surface water monitoring activities conducted during the 2020/2021 FY are described below.

3.1 Biogeochemical Data

Field measurements of biogeochemical groundwater parameters were collected on March 11, 2021 (Table 2-1) at both sampled monitor wells. The pH was 6.29 at CO-2R and 6.92 at CO-3R, ORP was 118.8 millivolts (mV) at CO-2R and 138.0 mV at CO-3R, and DO was 2.37 mg/L at CO-2R and 1.41 mg/L at CO-3R.

Field measurements of biogeochemical surface water parameters were also collected at the FWS-Out location (Table 2-1). Parameters at FWS-Out indicate generally aerobic and oxygenating conditions.

3.2 Analytical Results

Site monitoring of groundwater and surface water was conducted on March 11, 2021 for VOCs, metals, and biogeochemical analytes (Tables 3-1 and 3-2). The results from these events are presented below.

3.2.1 Groundwater Analytical Results

In general, laboratory results were similar to historical monitoring events. VOC samples were collected and analyzed for benzene, trichloroethene, and vinyl chloride. Benzene was detected above site-specific RGs at CO-2R and CO-3R with concentrations of 9.67 micrograms per liter (µg/L) and 15.3 µg/L, respectively (Table 3-1; Figure 3-1). Concentrations of trichloroethene and vinyl chloride were not detected above RGs at either monitor-well locations during the March 2021 sampling event.

A confidence interval (CI) assessment was conducted, which focused on benzene (Appendix B). The March 2021 groundwater results for benzene were compared to the 95 percent upper CI, which was calculated based on quarterly baseline data collected in 2005 (Appendix B – Table B-1). The upper CI for benzene was exceeded at CO-2R and CO-3R (Appendix B – Table B-1). A trend graph was created for both sample locations since the 2021 detected concentration of benzene exceeded the CI and/or the RG (Appendix C).

3.2.2 Surface Water Analytical Results

Annual sampling was conducted at FWS-Out on March 11, 2021. The results from the FWS-Out sampling event indicated no exceedance of the site-specific RG for any COC; manganese was detected in FWS-Out at a concentration of 5.40 mg/L during the March 2021 event (Table 3-2; Figure 3-2).

4 Annual Remedy Inspection

The 2020/2021 FY annual remedy inspection was conducted on March 11, 2021. The inspection covered all aspects of the remedy as defined in the ROD, including institutional controls, fencing, AVCS, surface water/erosion controls, and constructed treatment wetlands. Inspection procedures and observations are detailed in the sections below. Relevant observations recorded during field activities throughout the year are also included. Site photographs from the reporting period are included as Appendix D.

4.1 Institutional Controls

Institutional controls are non-engineered, administratively- or legally-enforceable measures that limit human exposure to hazardous constituents left in place at a site. Institutional controls at the site include deed restrictions and fencing/signage to limit access.

4.1.1 Deed Restrictions

Deed restrictions prohibit the use of, and access to, impacted groundwater through legal actions taken to modify the deed for the subject property, held at the Register of Deeds office at the Anderson County Courthouse. Deed restrictions will impose limitations and restrictions on land and groundwater use (e.g., well drilling, residential construction) until potential human health risk(s) are reduced to acceptable levels.

Specific on-site deed restrictions include prohibiting: 1) use of groundwater, springs, surface water, and leachate as a drinking water source; 2) construction of structures on the landfill cap with basements, crawl spaces, or other features that could potentially accumulate gas generated from decomposition of landfill contents; and 3) any activity that might impair or negatively impact the cap, AVCS, wetlands, and/or other engineered controls. These deed restrictions were recorded at the Register of Deeds office on April 7, 2008.

Current deed restrictions are adequate and protective of both on- and off-site receptors. Water-use surveys consisting of a records review and windshield survey for a 0.5-mile radius surrounding the site are conducted once every 5 years. Prior to 2021, the most recent water well survey was performed as part of the 10 Year Review Report (Arcadis 2016). Further details of the 2021 survey are detailed in Section 4.1.3 below.

On August 17, 2009, the Anderson County Tennessee Board of Commissioners passed a resolution declaring the Blockhouse Valley Landfill site a nature preserve and outdoor research center (Anderson County 2009). Site access training requirements were put into place to educate researchers on the site and areas to be avoided as in Site Access/Training Requirements Evaluation Letter (Arcadis 2017).

4.1.2 Fencing/Signage

The perimeter of the site was inspected for the integrity of signs and fencing. All signs were found to be intact during the inspection. Several sections of the fence along the northern and eastern side of the has brush or trees on the fence and in some instances having damaged the fence. Photos provided in Appendix D and locations are shown on Figure 4-1.

4.1.3 Water Use

The residential area north of the landfill is supplied with municipal water from the Clinton Utilities Board (CUB). Municipal water lines were extended to the area, including Bunch Lane, by CUB beginning in 1987 and were completed by 1994. An access agreement was signed by residents along the private road extending from Bunch Lane, north of the site, to allow Anderson County access to the northern part of the landfill. This agreement also prohibits the residential use of groundwater for domestic use since a municipal water supply is available. This agreement applies to property owners Mark Williams, Steven Gassaway, and Jack and Willard Gassaway, and is attached to the land with respect to any additional or future owners. The deed restrictions associated with the access agreement are maintained and enforced by Anderson County.

Arcadis conducted a water-use survey within 0.5 miles of the subject facility during 2021. This water-use survey included the following elements:

- Review of TDEC - Division of Water Supply ("Resources") database information regarding registered drinking water wells located within a 0.5-mile radius of the center of the subject site ; and
- A drive-by survey of the 0.5-mile radius on public roads to determine the visible presence of water well fixtures (wells, well houses, well heads, etc.).

No new residential drinking water wells were observed during the field reconnaissance or in the database within 0.5 miles of the site. Residential wells shown on Figure 4-2 have either been abandoned or kept as non-potable water-supply wells for uses such as irrigation.

4.2 Alternative Vegetative Cover System

The AVCS at SL168, SL183, SL090, SL090D, and SL090S was inspected for tree health. Results of the inspection indicate that the condition of the AVCS is generally sufficient to comply with the ROD. The revised mowing plan has been followed to allow native vegetation to take over the AVCS plots sustainably.

4.2.1 Tree Health

Based on the results of observations made during the March 2021 annual inspection, hybrid poplar trees are generally well established at cells SL168, SL183, SL090, SL090D and SL090S. Between 2019 and 2021, some areas of tree die-off were noted in cells SL090, SL168, and SL183, respectively, and infill tree planting events were conducted in these areas in 2019, 2020, and 2021. During the 2021 inspection, the trees planted in the SL090 and SL168 cells in 2019 and 2020 appeared to be healthy. As discussed below, infill planting of oak, birch, and cypress tree species was conducted within SL183 in July 2021.

4.2.2 Tree Planting

On July 6, 2021, Arcadis planted a total of nine trees within the footprint of SL183. Planting of a more diverse population of trees provides an opportunity to encourage the transition of the cell into a more functional habitat capable of supporting a greater diversity of plant and animal species. Three tree species including willow oak, river birch, and bald cypress were planted (Table 4-1 and Figure 4-3).

The trees were labeled to differentiate the tree species. Global positioning system coordinates were taken at the location of each newly-planted tree (Figure 4-3). Existing native tree saplings identified during the planting event were also tagged to protect them from future rotational mowing activities.

4.2.3 Water Management Efficacy

To date, 14 leachate seeps have been identified in association with the landfill cells (Figure 1-1). During the 2021 inspection, nine of the 14 seeps did not have visible flow, with Seep L-9a draining into the French drain. Seeps L-9b and L-9c, associated with the western side slope of cell SL168, appear to have been captured by or drain into the underground drainage system as described in SL168 Drainage Construction Report (Arcadis 2018b). Water management efficacy is acceptable in all locations.

4.3 Surface Water/Erosion Controls

The site's stormwater drainage ditches are in moderate condition. Ditch maintenance has been performed on an as-needed basis. The ditches contained adequate riprap during the March 11, 2021 inspection, but are overgrown along the edges with weeds and trees in some areas. Site surface water and erosion controls have been adequately serving their purpose to maintain positive site drainage.

Modifications to SL168, including improvements to an existing drainage ditch and addition of a diversion berm, were implemented to divert surface water runoff away from the cell as described in SL168 Drainage Construction Report (Arcadis 2018b). A French drain and infiltration field was also installed to remove excess water from the base of SL168. The drainage ditch on the upper (eastern) edge of SL168 contains adequate riprap on the ends, and no tree or weed growth was observed in the ditch. The new grass covered diversion berm located on the upper portion of SL168 is in good condition. Both the French drain located near the lower (western) edge of SL168 and the infiltration field (located just south of SL090) are in good condition and require no maintenance at this time.

The Goodwin Pond Dam appears to be in good condition, without any notable erosional features observed. The grass along the access roads and drainage features have been adequately maintained.

4.4 Free Water Surface Pond

As discussed in the 10-Year Review Report (Arcadis 2016), monitoring results indicated that concentrations of manganese in the FWS Pond occasionally exceed the site-specific RG of 9.5 mg/L. Therefore, an FWS Pond corrective measures evaluation was completed in November 2017 to identify the best remedial technology to enhance the oxidation and precipitation of manganese in the FWS Pond. A solar-powered aerator was recommended as the best technology, and the TDEC-DOR provided concurrence with this recommendation in a November 22, 2017 response letter (TDEC 2017). During May 2018, the GridBee® AP1800 solar powered package was installed (Arcadis 2018a).

To evaluate the efficacy of the system FWS Pond effluent (FWS-Out), water samples were collected for a 2-year period (TDEC 2017). Results from the FWS-Out sample collected during the 2020/2021 FY period had a concentration of 5.40 mg/L, below the RG of 9.5 mg/L.

5 Recommended Path Forward

Data collected at Anderson County Blockhouse Valley Landfill since implementation of the remedial design indicates that the remedy is generally effective at meeting RAOs. Based on the findings of this work, the following actions are proposed as a path forward for the site:

- Continue to perform annual sampling of groundwater at wells CO-2R and CO-3R, and analyze the samples for site-specific VOCs only to evaluate the concentration of benzene in these wells. Additionally, continue to collect a surface water sample at FWS-Out and analyze for manganese only.
- Continue to utilize PDB samplers for the collection of groundwater samples to be analyzed for VOCs. Upon receipt of analytical results, the new data will be compared to previous results to confirm consistency with historical trends.
- Continue to perform annual remedy site inspections during the first quarter of each year.
- Continue to perform quarterly inspections of the FWS Pond solar powered aerator to ensure proper operation of the system which is designed to lower dissolved manganese concentrations in the FWS Pond.
- Expand native tree and shrub planting to another cell to continue the transition of a diverse population of trees and shrubs for a functional habitat.
- Coordinate with CRESO and the County to identify an area to perform invasive plant removal.
- Following the 2022 annual inspection and monitoring event, prepare and submit to TDEC a brief annual report to summarize the analytical results and the findings of the annual site inspection and quarterly FWS inspections. The report should include an evaluation of institutional controls and remediation components (AVCS, surface water/erosion controls, and the FWS aerator).
- Continue to implement the revised mowing plan that includes the rotational mowing of the AVCS plots to allow for the native vegetation to slowly and sustainably take over the plots, while maintaining access roads and stability/effectiveness of drainage features. Remove vegetation, including small trees and shrubs, growing in the drainage ditches.
- Continue adequate maintenance of AVCS and Goodwin Pond Dam to ensure the health and durability of these site features.

6 References

- Anderson County. 2009. Board of Commissioners Resolution #09-321: Resolution Declaring the Blockhouse Valley Landfill Site a Nature Preserve and Outdoor Research Center. August 2009.
- Arcadis. 2018a. 2018 Annual Report, Blockhouse Valley Landfill, Anderson County, Tennessee. June 2018.
- Arcadis. 2018b. SL168 Drainage Construction Report, Blockhouse Valley Landfill, Anderson County, Tennessee. January 2018.
- Arcadis. 2017. Site Access/Training Requirements Evaluation Letter, Blockhouse Valley Landfill, Anderson County, Tennessee. May 2017.
- Arcadis. 2016. 10-Year Review Report, Blockhouse Valley Landfill, Anderson County, Tennessee. November 2016.

2021 Annual Report

- Arcadis. 2014. 2014 Annual Report, Blockhouse Valley Landfill, Anderson County, Tennessee. October 2014.
- Arcadis. 2009. 2009 Annual Report, Blockhouse Valley Landfill, Anderson County, Tennessee. July 2009.
- Arcadis. 2004. Remedial Design Plan, Blockhouse Valley Landfill, Anderson County, Tennessee. April 2004.
- Arcadis. 2003. Revised Feasibility Study, Blockhouse Valley Landfill, Anderson County, Tennessee. February 2003.
- Arcadis. 2001. Risk Assessment Addendum, Blockhouse Valley Landfill, Anderson County, Tennessee. October 2001.
- Arcadis. 2000. Supplemental Data Collection and Risk Assessment Report, Blockhouse Valley Landfill, Anderson County, Tennessee. January 2000.
- TDEC. 2020. Re: 2020 Annual Report, Anderson County Landfill Site, Anderson County, Tennessee, TDEC-DOR Site No: 01-580.. July 6, 2020.
- TDEC. 2017. Re: FWS Corrective Measures Evaluation for the Former Anderson County Landfill Site, Anderson County, Tennessee, TDEC-DOR Site No: 01-580. November 22, 2017
- TDEC. 2009. Re: 2009 Annual Report, Anderson County Landfill Site, Anderson County, Tennessee, TDEC-DOR Site No: 01-580. October 08, 2009.
- TDEC. 2004. Record of Decision. Anderson County Landfill. TDSF Site No. 01-580. January 27, 2004.
- USEPA. 2016. Data Validation Standard Operating Procedures for Contract Laboratory Program Organic Data. USEPA Region 4, Science and Ecosystem Support Division, Athens, Georgia. February 16, 2016.
- USEPA. 2011. Data Validation Standard Operating Procedures for Contract Laboratory Program Inorganic Data. USEPA Region 4, Science and Ecosystem Support Division, Athens, Georgia. September 2, 2011.

MOTOR VEHICLE LEASE AND RELEASE AGREEMENT

Andersonville Volunteer Fire Department

This Lease Agreement is made by and between the parties, Anderson County, a governmental entity and political subdivision of the State of Tennessee, (Lessor) and Andersonville Volunteer Fire Department (Lessee), a not-for-profit entity organized under the laws of the State of Tennessee.

WITNESSETH

Section 1. LEASE AGREEMENT:

Lessor hereby leases to Lessee and Lessee accepts lease of the following described motor vehicle:

MAKE: Dodge, **MODEL:** Charger, **YEAR:** 2012, **VIN:** 2C3CDXAT5CH236974, **TAG:** 1493-GD

Further, Lessor requires and Lessee accepts that the described motor vehicle must be utilized and maintained as a public safety asset and will never be used for private purposes or transferred by lease, title, gift, donation or any other conveyance. The sole purpose of this Lease is to provide a serviceable public safety asset to a not-for-profit entity charged with providing community service and protection of the health, safety and welfare to the citizens of Anderson County. If at any time the vehicle is used for a private purpose or inconsistent with the terms of this Lease, the vehicle will revert to the Lessor and this Lease will automatically cancel without further legal proceedings.

Section 2. CONSIDERATION:

This agreement is made upon consideration of a yearly lease payment in the amount of Ten dollars (\$10.00) per year for Five (5) years, for a total consideration of Fifty dollars (\$50.00) and other benefits and mutual covenants herein set out. The total Lease payment of Fifty dollars (\$50.00) shall be paid in advance prior to possession.

Section 3. TERM OF LEASE:

This lease shall be effective from the _____ day of _____, 2021, through and including the _____ day of _____, 2026.

Section 4. RELEASE, INDEMNITY AND HOLD HARMLESS:

The Lessee agrees to defend, release, indemnify and hold harmless the Lessor from and against any and all claims or damage to property, or injury, or death of person or persons resulting from or arising out of the use or possession of the described vehicle by the Lessee, including authorized and unauthorized uses. Lessee agrees to provide adequate insurance coverage on vehicle sufficient to cover any and all claims arising from property damage, injuries, illness, death related to use of vehicle; including, but not limited to, claims, charges, payments or judgments attributed to compensatory, general, incidental, consequential and punitive damages, and all attorneys' fees associated therewith.

Section 5. DEFAULT:

In the event of default of any party hereto, any non-defaulting party may bring suit against the other to enforce the terms of this Agreement. In such event, the prevailing party shall be entitled

to any remedies available at law and/or equity, including the reasonable attorney's fees and the costs associated with the default.

Section 6. NO ORAL MODIFICATION:

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

Section 7. CANCELLATION:

In the event any party materially breeches, defaults or fails to perform hereunder, this Agreement may be canceled by the other party with cause on ninety (90) days written notice to the other in the event the breach, default or failure is not cured during that time, with the exception of the provisions contained in Paragraph 1, which require no notice of cancellation. Anderson County may cancel Agreement if unforeseen circumstances occur with sixty (60) days written notice to Lessee.

Section 8. 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 9. ENTIRE AGREEMENT:

This Agreement 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 10. SEVERABILITY:

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

Section 11. EXHIBITS:

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

Section 12. MULTIPLE COUNTERPARTS; EFFECTIVENESS:

This Agreement 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 Agreement. This Agreement 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 Tennessee or all federal courts sitting in Knoxville, Tennessee and agrees that venue for any legal action brought in connection with this Agreement shall lie exclusively in such courts.

Section 14. BINDING EFFECT:

This Agreement 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 Agreement 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 Agreement shall be in writing and sent or delivered to the parties and attorneys.

LESSOR:

Anderson County Purchasing Agent
100 North Main Street, Room 214
Clinton, TN 37716
865-457-5400
Email: purchasing@andersontn.org

LESSEE:

Organization Name

Representative

Address

Phone

Email

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 Agreement.

Section 18. ASSIGNMENT:

This Agreement 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 Agreement 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 Agreement.

Section 20. CANCELLATION OF PRIOR LEASE

The lessor and the Lessee hereby consent to the unbiased termination of the prior lease agreement dated February 10, 2020, for the following described motor vehicle:

MAKE: Ford, **MODEL:** Crown Victoria, **YEAR:** 2006, **VIN:** 2FAHP71W86X154742, **TAG:** GY6480

IN WITNESS WHEREOF, the parties hereto, each acting under due and proper authority have accepted the terms and executed this Agreement.

This _____ day of _____, 2021.

ACCEPTANCE BY ANDERSON COUNTY:

Joshua N. Anderson, Chairman

ATTEST:

Jeff Cole, County Clerk

Terry Frank, Mayor

APPROVED AS TO FORM:

Robby Hollbrook, Finance Director

Jay Yeager, A.C. Law Director

ACCEPTANCE BY LESSEE:

Name

Title

AGREEMENT TO DISBURSE FUTURE INSURANCE PROCEEDS

Anderson County Volunteer Fire Department, Marlow Unit

THIS AGREEMENT entered this ____ of _____, 2021 by and between the parties of Anderson County, a governmental entity and political subdivision of the State of Tennessee and Anderson County Volunteer Fire Department, Marlow Unit, a not-for-profit emergency service organization under the laws of the State of Tennessee, do hereby agree as follows:

WHEREAS, Anderson County entered into a forty (40) year lease agreement with the Marlow Unit of the Anderson County Volunteer Fire Department on 16th day of November, 1987 for the lease of the Old Donovan School Building located at 1165 Dutch Valley Road in an effort to provide a community fire substation in order to protect the health, safety and welfare of the citizens of Dutch Valley, the surrounding community, and their properties (Exhibit 1); and

WHEREAS, since that time, the Marlow Unit has provided and paid for insurance coverage on the demised premises for liability, property loss and casualty with Anderson County Government listed as a beneficiary of the insurance proceeds (Exhibit 2);

WHEREAS, the Marlow Unit has now requested that the Anderson County Board of Commissioners agree to disburse any future funds received under the terms of the insurance policy to the Marlow Unit to assist with the rebuilding, remodeling and re-equipping of the facility due to possible fire, property or damage loss;

WHEREAS, paragraph 5 of the Lease Agreement specifies that Anderson County shall have no obligation to rebuild or repair the property subsequent to any damage or destruction.

NOW THEREFORE, in consideration of the mutual covenants, promises and conditions contained herein, the sufficiency of which are hereby acknowledged by both parties, the parties hereto agree as follows:

Section 1. The Anderson County Board of Commissioners agrees to disburse all funds received under the terms of the insurance policy provide and paid for by the Marlow Unit to the Marlow Unit for the purpose of rebuilding, remodeling and re-equipping the substation due to future property loss and damage. If additional insurance coverage is in place at the time of the loss and the secondary policy is provided and paid for by the County, the Marlow Unit will be entitled to those additional funds.

Section 2. Anderson County Government has no obligation to rebuild, remodel or re-equip the substation due to any damage or condition constituting loss attributed to any cause or act, both negligently or intentionally.

Section 3. This agreement pertains only to any funds received under insurance policy(ies) provided and paid for by the Marlow Unit and does not affect other insurance funds received under any policy in place provided and paid for by Anderson County Government.

Section 4. This agreement shall automatically cancel if the property lease is not renewed or if the Marlow Unit defaults on any terms or provisions contained within the insurance policy or lease.

IN WITNESS WHEREOF, the parties have hereunto signed this agreement by their duly authorized representatives effective on the date first written above.

For the Marlow Unit:

For Anderson County:

Stephanie Fox, Chair

Terry Frank, County Mayor

Joshua N. Anderson, Chair

Attest:

Jeff Cole, County Clerk

Approved as to Form:

N. Jay Yeager, Law Director

DONOVAN

LEASE AGREEMENT

This instrument prepared by:
David A. Stuart
Attorney at Law
300 Market Street, Suite 300
Clinton, TN 37716

THIS AGREEMENT, made this 16th day of Nov., 1987, by and between Anderson County, Tennessee (hereinafter referred to as "County") and Anderson County Volunteer Fire Department Marlow Unit (hereinafter referred to as "Fire Department"), witnesseth:

WHEREAS, the Fire Department desires to obtain the use of the old Donovan school and surrounding property in order to establish a sub-station, and further, to make use of a portion of the property as a community center, and;

WHEREAS, the County has declared such property surplus and is aware that establishment of a sub-station will lower insurance rates for county residents and help protect taxpayers' property;

NOW, THEREFORE, in consideration of the foregoing, and the mutual promises, covenants and conditions contained hereinafter, the sufficiency of which are hereby acknowledged by both parties, the parties do hereby contract, covenant and agree each with the other as follows:

1. That the County hereby leases to the Fire Department the old Donovan school building and the land upon which it is situated for a period of forty (40) years, on condition that same be used as a fire department sub-station.
2. That the Fire Department shall pay the sum of One Dollar (\$1.00) per year to the County for said lease.
3. That the Fire Department shall maintain the demised premises and shall improve same to the extent that may be necessary to enable the Fire Department to utilize same as a fire department sub-station.
4. This lease shall terminate and the premises revert to Anderson County at any time the demised premises are not used as a fire department sub-station.
5. During the term of the lease, in the event the property is damaged or destroyed, the County shall have no obligation to rebuild or repair the property. The Fire Department may do so at its option, in its sole and uncontrolled discretion.
6. The Fire Department shall indemnify and hold County harmless from any type of claims or demands that may be made by virtue of Fire Department's acts, omissions, or operations of whatever kind or character connected to or arising from its use of the leased premises.
7. The County legislative body of County has heretofore approved leasing the demised premises to Fire Department, but the exact terms contained herein have yet to be improved. The parties understand that the County's duly authorized representatives are signing this Agreement subject to ratification of same by the County legislative body. Until such ratification takes place and the terms of this Agreement have been incorporated and inserted into the minutes of the County legislative body, this Agreement is to operate merely as a letter of intent, and same shall not be effective as a lease until approved by the County legislative body as aforesaid.

IN WITNESS, WHEREOF, the parties have hereunto set their hands of their duly authorized representatives on the date first above written.

ANDERSON COUNTY, TENNESSEE

By: David O. Bolling
David O. Bolling
Anderson County Executive

By: Charles T. Webber
Charles T. Webber
Superintendent of Schools

By: Thomas R. Hicks
Thomas R. Hicks
Chairman, Anderson County
Board of Education

By: Betty Lou Brooks
Betty Lou Brooks
Purchasing Agent

ATTEST:

Kenneth E. Caldwell
Kenneth E. Caldwell
County Court Clerk

APPROVED AS TO FORM:

David A. Stuart
David A. Stuart
County Attorney

ANDERSON COUNTY VOLUNTEER
FIRE DEPARTMENT -- MARLOW UNIT

By: Clyde E. Wilson
Clyde E. Wilson, Trustee
and Chairman of the Board

By: Kyle H. Morrison
Kyle H. Morrison, Trustee

By: Clyde Hatton
Clyde Hatton, Trustee

By: Jolene Jones
Jolene Jones, Secretary

ACKNOWLEDGMENT

STATE OF TENNESSEE)
) ss.
COUNTY OF ANDERSON)

Appeared before me, the undersigned authority, a Notary Public in and for said County, the above named County officials for Anderson County, Tennessee, who acknowledged that they executed the foregoing instrument on behalf of Anderson County, Tennessee, for the use and purposes of Anderson County, Tennessee, for the use and purposes expressed therein, having been first duly authorized to do so by the County legislative body for Anderson County, Tennessee and the Anderson County Board of Education, this 18th day of February, 1987.

Brenda Martin McKamey
NOTARY PUBLIC

My commission expires:

Oct. 23 1989

ACKNOWLEDGEMENT

STATE OF TENNESSEE)
) ss.
COUNTY OF ANDERSON)

Appeared before me, the undersigned authority, a Notary Public in and for said County, the above named Clyde E. Wilson, Chairman of the Board and Trustee, Kyle H. Morrison, Trustee, Clyde Hatton, Trustee, and Jolene Jones, Secretary, who, having been first duly sworn, acknowledged that they are such officers and officials of the Anderson County Volunteer Fire Department, Marlow Unit, and having been first duly authorized to do so, did execute the foregoing agreement on behalf of said Volunteer Fire Department.

Missa A. Wallis
NOTARY PUBLIC

My commission expires:

My Commission Expires 10-25-88

Portfolio of Coverage

Especially Designed For:

ANDERSON COUNTY VOLUNTEER FIRE
DEPARTMENT, MARLOW UNIT
1019 OLIVER SPRINGS HIGHWAY
CLINTON, TN 37716-0000



Underwritten by

National Union Fire Insurance Company of Pittsburgh, Pa.

Exhibit 2



National Union Fire Insurance Company of Pittsburgh, Pa.

RISK CONTROL POLICYHOLDER NOTICE

Dear VFIS Client,

Safety and health is a major concern in emergency service organizations today. These issues are important because of the major impact that accidents can have on an organization. Morale can often be affected as well as an organization's finances. Insurance rarely covers all the expenses associated with accidents. There are often hidden costs that the organization must bear such as time spent reporting, documenting and investigating the accident, time spent training the replacement staff and time to replace the vehicles and equipment.

Risk Control Guidelines Provided by VFIS

As a valuable service to you, VFIS provides risk control guidelines and programs to your organization in an effort to help you prevent and/or reduce the impact of accidents. Implementing VFIS risk control measures could benefit your organization by reducing or eliminating the hidden costs of accidents while helping your organization to continue to serve your community.

VFIS provides a number of programs and services to help you in your risk control effort. While most of these services are available to our clients at no additional cost, some may require a fee based on the scope of the service requested. Some of the services and programs that we provide to our clients include:

- On-site risk control consultations
- Recommendations to control identifiable hazards
- Loss experience analysis
- Consultation on specific risk control-related problems
- Sample standard operating guidelines for vehicle operations
- Accident investigation procedures and forms
- Health and Safety Audit of NFPA 1500

Risk Control Publications

VFIS has many resources that you can access at no charge on our Web site. These include Communiqués, which are a one-page fact sheet, that presents a specific hazard and provides procedures for controlling the hazard. VFIS also provides numerous training programs that you can access through the Client Education and Training Resource Catalog. Please visit www.vfis.com to view and order these resources.

Inquire About Our Risk Control Services

If you would like information about some of the above services and publications, please call VFIS Risk Control at (800) 233-1957.

Exhibit 2

National Union Fire Insurance Company of Pittsburgh, Pa.

(a capital stock company)

Administrative Office: 175 Water Street | New York, NY 10038 | 212.458.5000

Administered by:

VFIS | 183 Leader Heights Road | York, PA 17402
800.233.1957 | vfis.com



COMMON POLICY DECLARATIONS

Named Insured and Mailing Address:
ANDERSON COUNTY VOLUNTEER FIRE
DEPARTMENT, MARLOW UNIT
1019 OLIVER SPRINGS HIGHWAY
CLINTON TN 37716

Policy Number: VFNU-TR-0017560-01/000

Policy Period: From 07-28-2021
To 07-28-2022

at 12:01 AM Standard Time at your mailing address
shown above

Type of Entity: CORPORATION

Business Description: EMERGENCY SERVICE ORGANIZATION

This policy consists of the following coverage parts:

		Premium
Property	\$	2,399.00
Crime	\$	NOT COVERED
Portable Equipment	\$	1,393.00
Auto	\$	NOT COVERED
General Liability	\$	683.00
Management Liability	\$	365.00
Excess Liability	\$	NOT COVERED

Taxes / Fees / Surcharges: \$

Estimated Total Premium: \$ 4,840.00

The policy premium is payable on the dates and in the amounts shown below:

See Installment Schedule

Exhibit 2

Named Insured:

ANDERSON COUNTY VOLUNTEER FIRE
DEPARTMENT, MARLOW UNIT

Policy Number: VFNU-TR-0017560-01/000

Policy Period: From 07-28-2021

To 07-28-2022

Common Forms

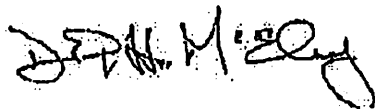
See Schedule of Forms and Endorsements

In return for payment of the premium, and subject to all the terms of this policy, we agree with you to provide the insurance as stated in the policy. The policy consists of the coverage parts where a premium is shown on page 1 of these Common Policy Declarations. In addition to any common forms, each coverage part consists of a Coverage Part Declarations and any coverage forms and endorsements listed on the Coverage Part Declarations or elsewhere in the policy.

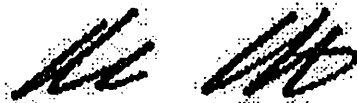

Authorized representative (countersignature, where required)

Date

The Company has caused this policy to be signed by its President and Secretary:



President



Secretary

Exhibit 2

Policy Number
VFNU-TR-0017560-01/000

SCHEDULE OF FORMS AND ENDORSEMENTS

Named Insured	ANDERSON COUNTY VOLUNTEER FIRE	Effective Date:	07-28-21
	DEPARTMENT, MARLOW UNIT		12:01 A.M., Standard Time
Agency Name	VFIS		

COMMON POLICY FORMS AND ENDORSEMENTS

89644	06-13	ECONOMIC SANCTIONS ENDORSEMENT
VCO300	01-20	COMMON POLICY CONDITIONS
CG 21 70	01-15	CAP ON LOSSES FROM CERTIFIED ACTS OF TER
IL 09 52	01-15	CAP ON LOSSES FROM CERT ACTS/TERRORISM
VCOTN1	01-20	TENNESSEE CHANGES - CANCELLATION AND NON

PROPERTY FORMS AND ENDORSEMENTS

VPR101	01-20	ESO PROPERTY COVERAGE FORM
VPR319	01-20	CRISIS INCIDENT RESPONSE COVERAGE
VPR322	01-20	AMENDATORY ENDORSEMENT

PORTABLE EQUIPMENT FORMS AND ENDORSEMENTS

CP 00 90	07-88	COMMERCIAL PROPERTY CONDITIONS
PE1001	01-20	EMERGENCY SERVICE ORGANIZATION PORTABLE
PE1003	01-20	WATERCRAFT EXTENSION
PE1009	01-20	AMENDATORY ENDORSEMENT PORTABLE EQUIPMEN
PE1012	01-20	UNMANNED AIRCRAFT EXTENSION

GENERAL LIABILITY FORMS AND ENDORSEMENTS

VGL101	01-20	EMERGENCY SERVICE ORGANIZATION GENERAL L
VGL212	01-20	EXCLUSION ELECTRONIC INFORMATION SECURIT
VGL213	03-21	AMENDMENT TO POLLUTION EXCLUSION
VGL320	01-20	UNMANNED AIRCRAFT COVERAGE
GGL330	01-20	MOBILE EQUIPMENT SUBJECT TO MOTOR VEHICL

MANAGEMENT LIABILITY FORMS AND ENDORSEMENTS

VML101	01-20	EMERGENCY SERVICE ORGANIZATION MANAGEMEN
VML306	01-20	CYBER LIABILITY AND PRIVACY CRISIS MANAG
VML310	01-20	AMENDATORY ENDORSEMENT MANAGEMENT LIAB
VMLTN1	01-20	TN CHANGES-YOUR RIGHT TO CLAIM INFO

POLICYHOLDER NOTICES

118477	03-15	POLICYHOLDER NOTICE - TAXES, ASSESSMENTS
91222	09-16	POLICYHOLDER NOTICE
AGLC105774	08-18	AIG PRIVACY NOTICE

Policy Number
VFNU-TR-0017560-01/000

INSTALLMENT SCHEDULE

Named Insured ANDERSON COUNTY VOLUNTEER FIRE
 DEPARTMENT, MARLOW UNIT
Agency Name VFIS

Effective Date: 07-28-21
12:01 A.M., Standard Time

IT IS HEREBY AGREED AND UNDERSTOOD THAT THIS POLICY IS
PAYABLE ON INSTALLMENTS AS FOLLOWS:

	DUE	PREMIUM	SURCHARGE	REVISED INSTALLMENT TOTAL
DEPOSIT	07/28/2021	\$ 4,840.00		\$ 4,840.00

Failure to pay the Installment Premium by the Date Due shown shall constitute non-payment of premium for which we may cancel this policy.

Exhibit 2

ENDORSEMENT

This endorsement, effective 12:01 A.M. forms a part of

policy No. VFNU-TR-0017560-01/000

Issued to ANDERSON COUNTY VOLUNTEER FIRE DEPARTMENT,

MARLOW UNIT

By AMERICAN INTERNATIONAL GROUP, INC

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

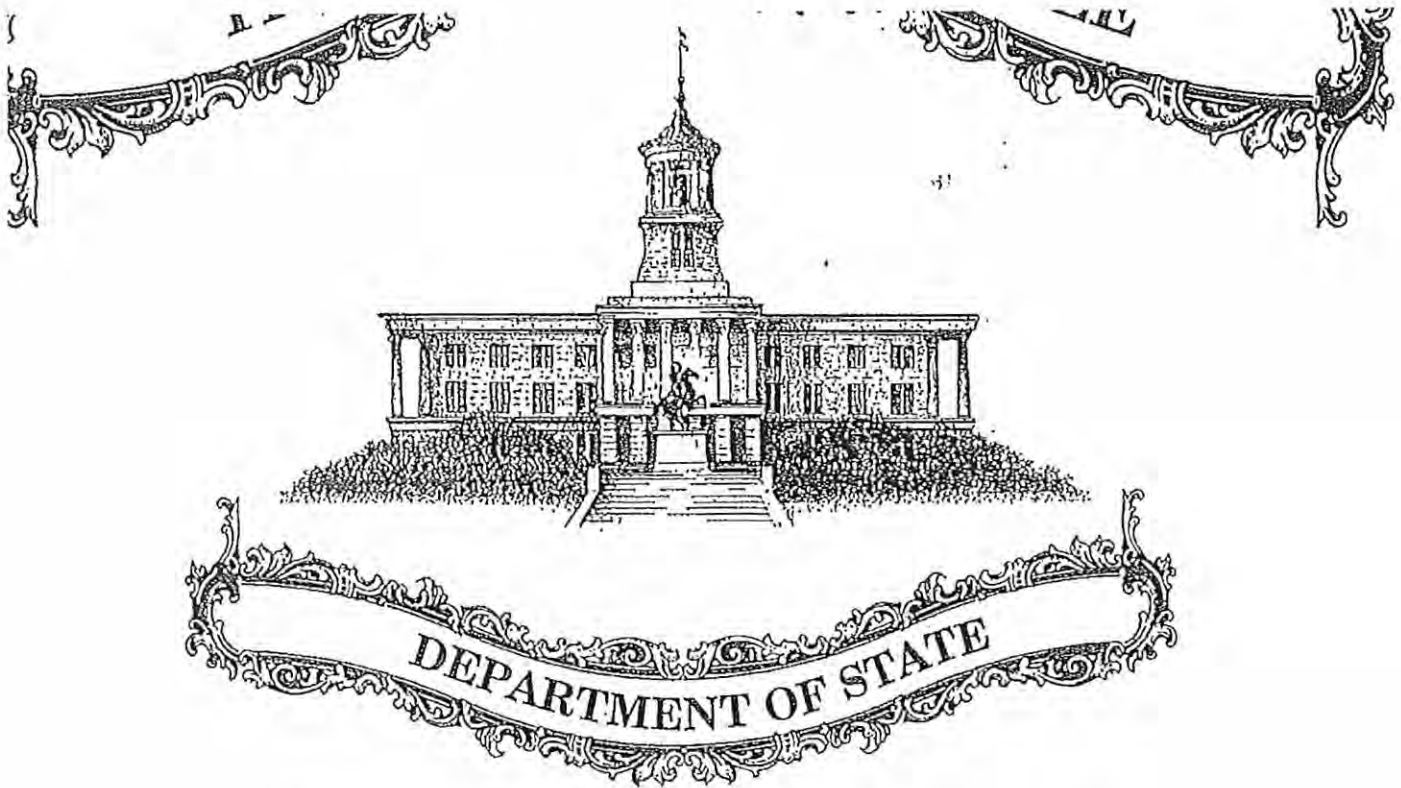
ECONOMIC SANCTIONS ENDORSEMENT

This endorsement modifies insurance provided under the following:

ALL COVERAGE PARTS

The Insurer shall not be deemed to provide cover and the Insurer shall not be liable to pay any claim or provide any benefit hereunder to the extent that the provision of such cover, payment of such claim or provision of such benefit would expose the Insurer, its parent company or its ultimate controlling entity to any sanction, prohibition or restriction under United Nations resolutions or the trade or economic sanctions, laws or regulations of the European Union or the United States of America.

AUTHORIZED REPRESENTATIVE



To all to whom these Presents shall come, Greeting:

*I, Tre Hargett, Secretary of State of the State of Tennessee,
do hereby certify that the annexed is a true copy of*

Private Chapter No. 34

House Bill No. 1631

Senate Bill No. 1651

112th General Assembly



*the original of which is now on file and a matter
of record in this office. In Testimony Whereof,
I have hereunto subscribed my official signature
and by order of the Governor affixed the Great
Seal of Tennessee at the Department
in the City of Nashville,
this 3rd day of June, A.D. 2021.*

Tre Hargett



NOTICE TO SECRETARY OF STATE
OF RATIFICATION OF PRIVATE ACT

SECRETARY OF STATE
Division of Publications
312 Rosa L. Parks Avenue
Eighth Floor
William R. Snodgrass Tennessee Tower
Nashville, TN 37243

Private Chapter No. 34, which is House
(Senate or House)
Bill No. 1631 of the 112th General Assembly, (please choose one):

☐ Passed

☐ Failed

☐ No Action Taken

The vote took place on _____; and the results were as follows:
Date (mm/dd/yyyy)

_____ Votes For

_____ Votes Against

_____ Abstention

(please list number of votes)

Presiding Officer of the Local Legislative Body

Embossed Seal:
(if applicable)

County or City

Date (mm/dd/yyyy)

Anderson County, Tennessee
Board of Commissioners

RESOLUTION NO. 21-9-890

RESOLUTION TO ALLOW A LIMITED DEER HUNT ON THE BLOCKHOUSE VALLEY FORMER LANDFILL SITE AND TO ADOPT RESTRICTIONS AND PROCEDURES FOR PERMITS RELATED THERETO.

WHEREAS, on August 17, 2009, the Anderson County Board of Commissioners passed Resolution No. 09-321 declaring the Blockhouse Valley Landfill site to be a nature preserve, recreational park and outdoor classroom. This same Resolution prohibited hunting on the property; and

WHEREAS, the Anderson County Board of Commissioners now desires to allow limited and restricted hunting permits on this property and to adopt regulations and procedures designed to properly reduce the deer population to healthy levels through controlled management hunting and safe hunting practices.

NOW THEREFORE BE IT RESOLVED, by the Anderson County Board of Commissioners meeting in regular session this 20th day of September 2021, that we allow limited and restricted hunting on the former Blockhouse Valley Landfill site to better control the deer population in effort to reduce the deer population to a healthy limits, protect TDEC remediation efforts underway at the Blockhouse Valley site, and protect the health, safety and welfare of area citizens, subject to the following restrictions, limitations and procedures:

SECTION 1. Hunting on the subject property will only be permissible to valid permit holders. Hunting is limited to the deer population only. Other species hunting shall be allowed only by approval of the Board of Commissioners. Hunters must agree to comply with all hunting regulations set forth and adopted by the Tennessee Wildlife Resources Agency (TWRA) including but not limited to: licensing, Hunter Safety Course requirements, safety regulations, hunting seasons, and bag limits.

SECTION 2. All permitted hunters shall agree to sign the waiver and release of liability document and shall also agree to the terms and restrictions set forth. Permitted hunters shall display the permit in a clear and conspicuous manner while hunting on the subject property.

SECTION 3. TWRA shall monitor and enforce hunting restrictions on subject property and report violations to the Anderson County District Attorney General for future legal actions and prosecution of unlawful activities. Anderson County reserves the right to cancel any permits due to non-compliance reported to, and by the TWRA.

SECTION 4. Permits shall be issued through random lottery drawings held and conducted by the County Mayor. No Sunday hunting except for the Youth Hunt on January 9, 2022. Applications and requests for the 2021/22 deer hunting season must be submitted by email application by noon on Thursday, October 28, 2021, by emailing deerhunt@andersoncountyttn.gov. Lottery drawing will be conducted by the County Mayor in Room 118A at 2:00 PM on Thursday, October 28th, 2021. Any permits not picked-up by December 10, 2021 at 12:00 noon will be cancelled and a Second Draw will be conducted at 2:00 PM on that same day with all previous unsuccessful applicants eligible for the Second Draw

SECTION 5. Archery, crossbows, muzzle-loaded firearms and shotguns are allowable at the Blockhouse Valley site. All hunting apparatus and weapons shall conform to TWRA regulations and permitted seasonal hunting requirements.

SECTION 6. No more than two permits shall be issued for each day with the exception of the Youth Hunt. Permitted hunters wishing to participate in the Young Sportsman Hunts may request one additional permit for Young Sportsman-qualified hunters.

SECTION 7. Hunting is prohibited within two-hundred (200) yards from adjacent landowners contiguous to the Blockhouse Valley site. Property maps are reviewable in advance online at the Anderson County Register of Deeds and Assessor of Property websites. Maps, permits and parking passes will be provided to each successful permitted hunter.

SECTION 8. County employees and family members are expressly allowed to participate provided that they are selected by the random lottery drawing conducted by the County Mayor.

SECTION 9. Any previous Resolution in conflict with this Resolution is expressly repealed as limited to existing conflicted provisions contained therein.

SECTION 10. This Resolution shall take effect immediately, the public welfare requiring same.

RESOLVED, DULY ADOPTED AND EFFECTIVE this 20th day of September 2021.

Terry Frank, Anderson County Mayor

Joshua N. Anderson, Chair, AC Commission

ATTEST:

Jeff Cole, Anderson County Clerk

LICENSE TO HUNT ON BLOCKHOUSE VALLEY LANDFILL PROPERTY AND RELEASE

Anderson County (hereinafter, "County"), owner of the property known as the Old County Poor Farm also containing the Blockhouse Valley Landfill and the Sheriff's Department Firing Range, and other areas noted on the attached map as "No Hunting" (hereinafter, "Property"), in an effort to accommodate the hunting desires of citizens, does hereby grant a non exclusive and revocable license to _____ (hereinafter, "Hunter") to hunt on the Property under the following conditions:

1. The license will expire on the date given on the appropriate license or permit. However, the license may be revoked by the County without notice at any time with or without cause.
2. The Hunter will be allowed to hunt, kill and possess game taken in the appropriate season and in compliance with all applicable laws and regulations.
3. Hunter agrees to obey all applicable laws regarding hunting in this area, including, but not limited to, the maintenance of all appropriate hunting licenses as issued by the State of Tennessee, while hunting on the Property.
4. Hunter agrees to take reasonable precautions to avoid the destruction, injuries to others, or damage to the Property itself as well as any fixtures or County personal property located on the Property. Hunter shall be liable to County for any damage to the Property caused by the Hunter.
5. Hunter agrees not to operate any motorized vehicle on the property and inside the fenced area.
6. It is understood and agreed that this license is for hunting privileges only and that the County will have the right to use Property for any purposes it deems fit, as well as timely inspections and compliance monitoring.
7. It is understood and agreed that this license is not transferable.
8. Hunter agrees to waive liability with regards to the County for any personal injury or personal property damage to the Hunter resulting from unsafe conditions that may exist on the property, actions or inactions of the County or any agent thereof, as well as for any hunting or hunting-related accidents. That the Undersigned, being of lawful age, does hereby and for his/her heirs, executors, administrators, successors, and assigns, release, acquit, indemnify and forever discharge Anderson County, Tennessee and/or its agents, partners, officers, servants, successors, administrators, third party and independent contractors, licensees, and all other persons, firms, corporations, associations, or partnerships of and from any and all claims, actions, causes of action, demands, rights, damages, costs, loss of service, expenses and compensation whatsoever, which the Undersigned now has or may hereafter accrue on account of or in any way growing out of any and all known and unknown, bodily and personal injuries and property damage and the consequences thereof resulting or to result from unsafe conditions or accidents, and injuries and the like that may exist on the Property, actions or inactions of the County or any agent thereof, as well as for any hunting or hunting-related accidents on the Property.

The undersigned further declare(s) and represent(s) that no promise, inducement, or agreement not herein expressed has been made to the undersigned, and this document contains the entire agreement between the parties hereto, and that the terms of this document are contractual and not a mere recital.

9. It is understood that the County will not be responsible for any wrongful or negligent acts committed by the Hunter affecting persons or property on or outside of the Property. Hunter agrees to indemnify and hold County and its agents harmless from any claims, suits or the like that arise from Hunter's actions or failure to act associated with this license.

10. Hunter acknowledges reviewing a map of the Property, Arcadis Fact Sheet, Hunter Regulations, as attached, and being familiar with the location of the treated landfill sites and the Sheriff's firing range and all non-hunting property. Hunter agrees to stay off these areas and to not discharge a weapon into these areas. Hunter is advised that people are on or about the Property from time to time and agrees to be mindful of their potential presence and to employ safe hunting practices.

I, the Hunter, agree to the conditions stated above this _____ day of _____, 20____:

Print Name: _____

Anderson County

Signature of Hunter _____

Terry Frank, Anderson County Mayor

Address _____

Phone Number _____

Anderson County, Tennessee

Board of Commissioners

Public Records Policy

Originally Adopted: June 19, 2017

Amended: July 16, 2018

RESOLUTION 18-07-703

Second Amendment: September 20, 2021

RESOLUTION 21-09-891

Pursuant to *Tenn. Code Ann. § 10-7-503(g)*, the following Public Records Policy for Anderson County is hereby adopted by the Anderson County Board of Commissioners to provide economical and efficient access to public records as provided under the Tennessee Public Records Act ("TPRA") codified at *Tenn. Code Ann. §§ 10-7-501, et seq.*

The TPRA provides that all state, county and municipal records shall, at all times during business hours be open for personal inspection by any citizen of this state, and those in charge of the records shall not refuse such right of inspection to any citizen, unless otherwise provided by state law. *See, Tenn. Code Ann. § 10-7-503(a) (2)(A)*. Accordingly, the public records of Anderson County are presumed to be open for inspection unless otherwise provided by law.

Personnel of Anderson County shall timely and efficiently provide access and assistance to persons requesting to view or receive copies of public records. No provisions of this Policy shall be used to hinder access to open public records. However, the integrity and organization of public records, as well as the efficient and safe operation of Anderson County, shall be protected as provided by current law. Concerns about this Policy should be addressed to the Public Records Request Coordinator for Anderson County or to the Tennessee Office of Open Records Counsel ("OORC").

This Policy is available for inspection and duplication in the Human Resources Office of Anderson County. This Policy shall be reviewed every two years by the Human Resources Advisory Committee and Records Commission for legal compliance and amended as needed.

This Policy shall be applied consistently throughout the various offices, departments, and/or divisions of Anderson County.

Offices that desire to adopt separate policies and not utilize the county general policy shall submit each policy to the Law Director for legal review and subsequently forward the policy to County Commission for approval. Once approved by the County Commission, a copy shall be delivered to the Public Records Request Coordinator. Henceforth, the coordinator shall immediately forward all requests for inspection and copies of public documents to the applicable office holder or department head for processing.

I. Definitions:

- A. Records Custodian: The office, official or employee lawfully responsible for the direct custody and care of a public record. *See, Tenn. Code Ann. § 10-7-503(a)(1)(C)*. The records custodian is not necessarily the original preparer or receiver of the record, nor the Public Records Request

Coordinator.

- B. Public Records: All documents, papers, letters, maps, books, photographs, microfilms, electronic data processing files and output, films, sound recordings, or other material, regardless of physical form or characteristics, made or received pursuant to law or ordinance or in connection with the transaction of official business by any governmental agency, with the exception of those records made confidential by Tennessee law. *See Tenn. Code Ann. § 10-7-503(a)(1)(A).*
- C. Public Records Request Coordinator: The individual, or individuals, designated in Section III (A)(3) of this Policy who has, or have, the responsibility to ensure public record requests are routed to the appropriate records custodian and are fulfilled in accordance with the TPRA. *See, Tenn. Code Ann. § 10-7-503(a)(1)(B).* The Public Records Request Coordinator may also be a records custodian. The Public Records Request Coordinator for Anderson County is the Director of Human Resources. (Note: Anderson County Government utilizes two different Public Records Request Coordinators. One PRRC for all departments under the County Mayor and another PRRC for all other public records. See Section III. (A)(3) (b) (iii) for more information)
- D. Requestor: A person seeking access to a public record, whether it is for inspection or duplication.

II. Requesting Access to Public Records

- A. Public record requests shall be made to the appropriate Public Records Request Coordinator ("PRRC") or his/her designee in order to ensure public record requests are routed to the appropriate records custodian and fulfilled in a timely manner. Notwithstanding any provision contained within this policy to the contrary, a records request may be submitted directly to the records custodian for the requested document, if known.
- B. Requests for inspection only cannot be required to be made in writing. The PRRC should request a mailing [or email] address from the requestor for providing any written communication required under the TPRA.
- C. Requests for inspection may be made orally or in writing using the Request Form and delivered to the appropriate PRRC as identified in Section III. (A)(3) (b) (iii).
- D. Requests for copies, or requests for inspection and copies, shall be made in writing to the appropriate PRRC as identified in Section 3. A Requestor who knows the Records Custodian for the particular record may deliver the identified form to the specific Records Custodian, instead of the PRRC.
- E. Proof of Tennessee citizenship by presentation of a valid Tennessee driver's license (or alternative acceptable form of ID under Tennessee law such as state issued photo identification, military identification or handgun permit) is required as a condition to inspect or receive copies of public records.
- F. A copy of this policy shall be posted on the Anderson County Website at all times and made available for inspection and copies in the Human Resources Office. Those departments or

offices adopting separate Public Records Policies shall post copies of the applicable policy within the department or office and the Anderson County Website.

III. Responding to Public Records Requests

A. Public Record Request Coordinator or Records Custodian

1. The PRRC shall review public record requests and make an initial determination of the following:
 - a. If the requestor provided evidence of Tennessee citizenship;
 - b. If the records requested are described with sufficient specificity to identify them; and
 - c. If the Governmental Entity is the custodian of the records and the identity of the specific department or office.
2. The PRRC shall acknowledge receipt of the request and take any of the following appropriate action(s):
 - a. Advise the requestor of this Policy and the elections made regarding:
 - i. Proof of Tennessee citizenship;
 - ii. Form(s) required for copies;
 - iii. Fees (and labor threshold and waivers, if applicable); and
 - iv. Aggregation of multiple or frequent requests.
 - b. If appropriate, deny the request in writing, providing the appropriate ground such as one of the following:
 - i. The requestor is not, or has not presented evidence of being, a Tennessee citizen.
 - ii. The request lacks specificity. (Offer to assist in clarification)
 - iii. A legal exemption makes the record not subject to disclosure under the TPRA or other provisions of Tennessee law.
 - iv. The Governmental Entity is not the custodian of the requested records.
 - v. The records do not exist. Anderson County is not required under this policy to compile or create a document that does not exist. Requests governed by this policy are for records that have been previously made or compiled during the course or transaction of governmental business.
 - c. If appropriate, contact the requestor to see if the request can be narrowed or clarified.

- d. Forward the records request to the appropriate records custodian for processing, or forward the request to the department or office head that has elected to adopt their own Public Records Policy by the next business day.
 - e. If requested records are in the custody of a different governmental entity, and the PRRC knows the correct governmental entity, advise the requestor of the correct governmental entity and PRRC for that entity if known.
3. Anderson County Government utilizes two different Public Records Request Coordinators depending on the source of the requested public record. The designated Public Records Request Coordinators are:
- a. Offices and departments not under the supervision of the County Mayor:
 - i. Anderson County Director of Human Resources
 - ii. Contact information: Anderson County Courthouse, 100 North Main Street, Room 102, Clinton, TN 37716; Phone – 865-259-2300; Fax – 865-457-6259; Email – andersoncountyhrr@andersontn.org.
 - iii. Departments Serviced by this PRRC - All Offices and Departments not listed in Section III. (A)(3) (b) (iii).
 - b. Departments under the County Mayor's supervision. (See departmental listing below):
 - i. Ms. Leann Tupper, Assistant to the County Mayor
 - ii. Contact information: Anderson County Mayor, 100 North Main Street, Room 208, Clinton, TN 37716; Phone – 865-457-6201; Fax: 865-457-6270; Email – ltupper@andersontn.org.
 - iii. Departments Serviced by this PRRC - All the following departments under the supervision of the County Mayor:
 - Americans with Disabilities (ADA) Coordinator
 - Animal Control
 - Archives/Historian
 - Buildings and Grounds
 - Community Planning Development
 - Emergency Medical Service
 - Emergency Management Service
 - Fleet Maintenance
 - Pre-trial Release
 - Senior Center/Office on Aging

- Solid Waste
- Switchboard

4. If specific personal information is requested regarding an individual employee or group of employees, the PRRC and/or the Records Custodian shall notify the employee(s) prior to releasing the requested document. The PRRC(s), and individual departments or offices that have adopted different Public Records Policies, shall report to the governing authority on an annual basis about the Governmental Entity's compliance with the TPRA pursuant to this Policy and shall make recommendations, if any, for improvement or changes to this Policy.

B. Records Custodian

1. Upon receiving a public records request, a records custodian shall provide a response to the requestor or make the requested public records available within seven (7) business days in accordance with *Tenn. Code Ann. § 10-7-503*. If the records custodian is uncertain that an applicable exemption applies, the custodian may consult with the PRRC, counsel, or the OORC.
2. If not practical to promptly provide requested records because additional time is necessary to determine whether the requested records exist; are exempt, to search for, retrieve, or otherwise gain access to records; to determine whether the records are open; to redact records; or for other similar reasons, the records custodian shall, within seven (7) business days from the records custodian's receipt of the request, send the requestor a completed Public Records Request Response Form advising the requestor that additional time is needed to comply with the request. The records custodian shall promptly complete and provide the requested record when available.
3. If a records custodian denies a public record request, he or she shall deny the request in writing as provided in Section III.A.2.b using the Public Records Request Response Form.
4. If a records custodian reasonably determines production of records should be segmented because the records request is for a large volume of records, or additional time is necessary to prepare the records for access, the records custodian shall use the Public Records Request Response Form to notify the requestor that production of the records will be in segments and that a records production schedule will be provided as expeditiously as practicable. If appropriate, the records custodian should contact the requestor to see if the request can be narrowed.
5. If a records custodian discovers records responsive to a records request were omitted, the records custodian should contact the requestor concerning the omission and produce the records as quickly as practicable.

C. Redaction

1. If a record contains confidential information or information that is not open for public inspection, the records custodian shall prepare a redacted copy prior to providing access. If

questions arise concerning redaction, the records custodian should coordinate with the County Law Director. Records custodian and the PRRC may also consult with the OORC for specific advice on fulfilling any public records request.

2. Whenever a redacted record is provided, a records custodian should provide the requestor with the basis for redaction. The basis given for redaction shall be general in nature and not disclose confidential information.
3. Records contained in the Register of Deeds Office and court records retained by the Court Clerk or Clerk and Master shall be exempt from the provisions of this policy when the requestor is the owner or party to a transaction recorded in the Register of Deeds Office or a party to a court proceeding.

IV. Inspection of Records

- A. There shall be no charge for inspection of open public records provided the inspection process takes less than one hour. If governmental personnel are assigned to monitor or assist with inspection, the first hour will be free of charge. Any subsequent time will be charged to the requestor at the hourly rate of the employee assigned to monitor or assist with inspection.
- B. The location for inspection of records within the offices of Anderson County should be determined by either the PRRC or the records custodian.
- C. Under reasonable circumstances, the PRRC or a records custodian may require an appointment for inspection or may require inspection of records at an alternate location.

V. Copies of Records

- A. A records custodian shall promptly respond in writing within seven (7) days to a public record request for copies in the most economic and efficient manner practicable.
- B. Copies will be available for pickup at a location specified by the records custodian.
- C. Copies may be delivered by email if requestor agrees. Upon payment for postage, copies will be delivered to the requestor's home address, as indicated on document(s) proving Tennessee citizenship, by the United States Postal Service. Additional permitted means of delivery are allowable provided payment for delivery services are made in advance by requestor.
- D. A requestor will not be allowed to make copies of records with personal equipment or have documents transferred to a personal storage device; however, a county employee may utilize a county-purchased storage device to fulfill a public records request provided the requestor reimburses the county for the storage device. In no case will privately owned storage devices be connected and utilized by the requestor to extract data from county owned IT components. Notwithstanding any provision contained within this policy, a requestor may utilize a personal camera or phone camera to photograph requested documents, however, reasonable charges will be assessed as outlined in Section IV, A.

VI. Fees and Charges and Procedures for Billing and Payment

- A. Fees and charges for copies of public records should not be used to hinder access to public records; however, taxpayer monies used for equipment, supplies and personnel utilized to process public records requests are subject to reimbursement by the requesting party.
- B. Records custodians shall provide requestors with an itemized estimate of the charges on the form provided prior to producing copies of records and may require pre-payment of such charges before producing requested records.
- C. In hardship cases the duplication and processing fees may be waived with the approval of the department head or elected official provided a written request for a waiver is received from the requestor setting forth the reasons and facts supporting the hardship.
- D. Fees and charges for copies are as follows:
 - 1. \$0.15 per page for letter- and legal-size black and white copies.
 - 2. \$0.50 per page for letter- and legal-size color copies.
 - 3. Other storage devices such as memory sticks, disk, discs, tape(s), external hard drives and the like will be charged at the actual reimbursement rate plus personnel time above one hour utilized in processing the request.
 - 4. When time exceeds one hour the requestor will be charged for the reimbursement of personnel expense at the hourly wage rate for the employee(s) utilized.
 - 5. If an outside vendor is used, the actual costs assessed by the vendor.
- E. Copy rates may be increased and amended as authorized by Tennessee law.
- F. Payments are to be made in checks only payable to "Anderson County." All payments shall be receipted by the Finance Department with the exception of documents obtained through the Sheriff's Office or the respective court clerks.
- G. Payment in advance will be required when processing costs are estimated to exceed one hundred dollars \$100.00.
- I. Aggregation of Frequent and Multiple Requests
 - 1. Anderson County will not aggregate record requests in accordance with the Frequent and Multiple Request Policy promulgated by the OORC when more than (4) requests are received within a calendar month (either from a single individual or a group of individuals deemed working in concert).

VII. Retention

All public records requests, response forms and documents provided shall be retained by the departmental records custodian for a period of five (5) years and shall not be destroyed until

after the retention period has expired.

VIII. Interpretation

- A. When questions arise concerning the interpretation of this policy employees should, and are strongly encouraged to contact the Office of Open Records Counsel or the County Law Director.

Tennessee Office of Open Records Counsel
James K. Polk State Office Building
505 Deaderick Street, Suite 1700
Nashville, TN 37243-1402
Phone: 866-831-3750
Email: Openrecords@cot.tn.gov

Originally Approved June 19, 2017 and Amended July 16, 2018,
This Second Amendment Resolution No. 21-09-891 - Approved: September 20, 2021

Joshua N. Anderson, Chair, Co. Comm.

Terry Frank, County Mayor

ATTEST:

Jeff Cole, County Clerk

PUBLIC RECORDS REQUEST FORM
Anderson County, Tennessee

[Date]

The Tennessee Public Records Act (TPRA) grants Tennessee citizens the right to access open public records that exist at the time of the request. The TPRA does not require records custodians to compile information or create or recreate records that do not exist.

To: Anderson County Public Records Coordinator

From: _____ [Insert Requestor's
Name and Contact Information (include an address for any TPRA required written response)]

Is the requestor a Tennessee citizen? ☐ Yes ☐ No

Request: ☐ Inspection (The TPRA does not permit fees or require a written request for inspection onlyⁱ.)

☐ Copy/Duplicate

If costs for copies are assessed, the requestor has a right to receive an estimate. Do you wish to waive your right to an estimate and agree to pay copying and duplication costs in an amount not to exceed \$ _____? If so, initial here:

Delivery preference: ☐ On-Site Pick-Up
☐ Electronic

☐ USPS First-Class Mail
☐ Other: _____

Records Requested:

Provide a detailed description of the record(s) requested, including: (1) type of record; (2) timeframe or dates for the records sought; and (3) subject matter or key words related to the records. Under the TPRA, record requests must be sufficiently detailed to enable a governmental entity to identify the specific records sought. As such, your record request must provide enough detail to enable the records custodian responding to the request to identify the specific records you are seeking.

Signature of Requestor

Signature of Public Records Request Coordinator

Date Submitted

Date Received:

ⁱ Note, Tenn. Code Ann. § 10-7-504(a)(20)(C) permits charging for redaction of private records of a utility.

PUBLIC RECORDS RESPONSE FORM
Anderson County, Tennessee

[Date]

[Requestor's Name and Contact Information]:

In response to your records request received on [Date Request Received], our office is taking the action(s)¹ indicated below:

☐ The public record(s) responsive to your request will be made available for inspection: Location: _____ Date & Time: _____

☐ Copies of public record(s) responsive to your request are:

☐ Attached;

☐ Available for pickup at the following location: _____; or

☐ Being delivered via: ☐ USPS First-Class Mail ☐ Electronically ☐ Other: _____

☐ Your request is denied on the following grounds:

☐ Your request was not sufficiently detailed to enable identification of the specific requested record(s). You need to provide additional information to identify the requested record(s).

☐ No such record(s) exists or this office does not maintain record(s) responsive to your request.

☐ No proof of Tennessee citizenship was presented with your request. Your request will be reconsidered upon presentation of an adequate form of identification.

☐ You are not a Tennessee citizen.

☐ You have not paid the estimated copying/production fees.

☐ The following state, federal, or other applicable law prohibits disclosure of the requested records:

☐ It is not practicable for the records you requested to be made promptly available for inspection and/or copying because:

☐ It has not yet been determined that records responsive to your request exist; or

☐ The office is still in the process of retrieving, reviewing, and/or redacting the requested records.

The time reasonably necessary to produce the record(s) or information and/or to make a determination of a proper response to your request is: _____.

If you have any additional questions regarding your record request, please contact [Records Custodian or Public Records Request Coordinator].

Sincerely,

Public Records Request Coordinator/ Records Custodian

Anderson County Board of Commissioners
OPERATIONS COMMITTEE
MINUTES
September 13, 2021
6:00 PM Room 312

Members Present: Tim Isbel, Steve Mead, Phil Yager, Robert McKamey, Tracy Wandell, Theresa Scott, Josh Anderson and Rick Meredith

Members Absent: None

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

EMS Director, Nathan Sweet said the prayer.

Commissioner Scott led the Pledge of Allegiance.

Commissioner Mead moved to approve the agenda. Commissioner Yager seconded the motion. Commissioner Yager requested to move the Mayor's Report to after the appearance of citizens on the agenda. Second by Commissioner Anderson. Motion Passed to approve the agenda as modified.

No citizens addressed the Committee.

- > Commissioner Meredith made a motion to approve to provide additional Emergency Sick Leave hours related to COVID-19 effective July 15, 2021 through September 30, 2021. Commissioner McKamey seconded the motion. Motion passed to forward to full commission for approval.
- > Commissioner Meredith made a motion to recommend the appointment of Ms. Marjorie Pressley as Building Commissioner for Anderson County. Commissioner McKamey seconded the motion. Motion passed to forward to full commission for approval.
- > Commissioner Scott made a motion to approve Resolution 21-09-887 To Allow the Anderson County Office of Planning and Development to Accept Credit and Debit Cards as a Payment Option. Commissioner Mead seconded the motion. Motion passed to forward to full commission for approval.

EMA Update – No Action Taken.

Anderson County Dental Clinic Update – No Action Taken.

Claxton Playground Update – No Action Taken.

- > Commissioner McKamey made a motion to allow the EMS Department to operate a Monoclonal antibody infusion treatment site at the Senior Center parking lot. Commissioner Mead seconded the motion. Motion passed to forward to full commission for approval.
- > Commissioner Meredith made a motion to allow the Holiday Bureau to use space at the DARC building for sign ups for Christmas decorations and toys. Commissioner Scott seconded the motion. Motion passed to forward to full commission for approval.

- > Commissioner Wandell made a motion to pass the Public Records Policy as is and give Chairman Anderson the authority to sign no changes other than the signature line. Commissioner Scott seconded the motion. Motion passed to forward to full commission for approval.
- > Commissioner McKamey made a motion to approve Marlow Volunteer Fire Department Disbursement of Insurance Funds agreement where the county is the beneficiary that the Fire Department will receive these funds. Commissioner Scott seconded the motion. Motion passed to forward to full commission for approval.
- > Commissioner McKamey made a motion that where the County also has the insurance policy and payment is doubled the Fire Department will get that money also. Seconded by Commissioner Wandell. Motion passed to forward to full commission for approval.
- > Commissioner Meredith made a motion to approve the Vehicle Lease to Andersonville Volunteer Fire Department. Commissioner Scott seconded the motion. Motion passed to forward to full commission for approval.
- > Commissioner Meredith made a motion to approve Resolution 21-9-890 to allow a limited deer hunt on the Blockhouse Valley Former Landfill Site with a change of date for the drawing to be held on Thursday, October 28, 2021 at 2:00 pm. Commissioner Mead seconded the motion. Motion passed to forward to full commission for approval.

Civil Service Regulations Amendment – pulled from agenda.

Fireworks Private Act Ratification and Regulations – pulled from agenda.

- > Commissioner Scott made a motion to ratify the MNK Bankruptcy Settlement “yes” vote. Commissioner Wandell seconded the motion. Motion passed to forward to full commission for approval.

Claxton Ballparks, Playgrounds and Optimist Club – No Action Taken.

Funding mechanisms of donating to Non-Profits – No Action Taken.

Redistricting Committee to take up on Thursday, September 16, 2021 at 6:00 pm in room 118A.

EMS Narcan use – No Action Taken.

New Business:

ROTC using the Senior Center building for training.

.Old Business:

None.

Meeting adjourned.

Anderson County, Tennessee
Board of Commissioners

RESOLUTION NO. 21-09-887

**TO ALLOW THE ANDERSON COUNTY OFFICE OF PLANNING & DEVELOPMENT
TO ACCEPT CREDIT CARDS AS A PAYMENT OPTION**

WHEREAS, Tennessee Code Annotated § 9-1-108 allows for a county entity to receive payment by credit card or debit card for any public taxes, licenses, fines, fees or other moneys collected by such county entity or officer; and

WHEREAS, the Anderson County Office of Planning & Development desires to accept credit cards or debit cards as an option of payment for services it provides; and

WHEREAS, T.C.A § 9-1-108 (c) (3) allows for the governing body to set and collect processing fees;

NOW THEREFORE BE IT RESOLVED, by the Anderson County Board of Commissioners meeting in regular session on this 20th day of September, 2021, in Clinton, Tennessee, that Anderson County hereby authorizes the following:

SECTION 1. The Anderson County Office of Planning & Development may accept credit or debit cards pursuant to § 9-1-108 for the payment of permit fees, and Planning Commission and Board of Zoning Appeals application fees.

SECTION 2. Processing fees shall be collected in an amount that is equal to the amount paid the third-party processor for processing the payment.

SECTION 3. The Finance Department is authorized to establish a separate bank account for the Office of Planning & Development credit card collections to clear and be reconciled.

DULY PASSED AND APPROVED this 20th day of September, 2021.

APPROVED:

Commission Chairman

Terry Frank, Anderson County Mayor

ATTEST:

Jeff Cole, Anderson County Clerk

Anderson County, Tennessee

Board of Commissioners

Public Records Policy

Originally Adopted: June 19, 2017

Amended: July 16, 2018

RESOLUTION 18-07-703

Second Amendment: September 20, 2021

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- C. **Public Records Request Coordinator**: The individual, or individuals, designated in Section III (A)(3) of this Policy who has, or have, the responsibility to ensure public record requests are routed to the appropriate records custodian and are fulfilled in accordance with the TPRA. *See, Tenn. Code Ann. § 10-7-503(a)(1)(B).* The Public Records Request Coordinator may also be a records custodian. The Public Records Request Coordinator for Anderson County is the Director of Human Resources. **(Note: Anderson County Government utilizes two different Public Records Request Coordinators. One PRRC for all departments under the County Mayor and another PRRC for all other public records. See Section III. (A)(3) (b) (iii) for more information)**
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- A. Public record requests shall be made to the **appropriate** Public Records Request Coordinator ("PRRC") or his/her designee in order to ensure public record requests are routed to the appropriate records custodian and fulfilled in a timely manner. Notwithstanding any provision contained within this policy to the contrary, a records request may be submitted directly to the records custodian for the requested document, if known.
- B. Requests for inspection only cannot be required to be made in writing. The PRRC should request a mailing [or email] address from the requestor for providing any written communication required under the TPRA.
- C. **Requests for inspection may be made orally or in writing using the Request Form and delivered to the appropriate PRRC as identified in Section III. (A)(3) (b) (iii).**
- D. **Requests for copies, or requests for inspection and copies, shall be made in writing to the appropriate PRRC as identified in Section 3. A Requestor who knows the Records Custodian for the particular record may deliver the identified form to the specific Records Custodian, instead of the PRRC.**
- E. Proof of Tennessee citizenship by presentation of a valid Tennessee driver's license (or alternative acceptable form of ID under Tennessee law such as state issued photo identification, military identification or handgun permit) is required as a condition to inspect or receive copies of public records.
- F. A copy of this policy shall be posted on the Anderson County Website at all times and made available for inspection and copies in the Human Resources Office. Those departments or

offices adopting separate Public Records Policies shall post copies of the applicable policy within the department or office and the Anderson County Website.

III. Responding to Public Records Requests

A. Public Record Request Coordinator or Records Custodian

1. The PRRC shall review public record requests and make an initial determination of the following:
 - a. If the requestor provided evidence of Tennessee citizenship;
 - b. If the records requested are described with sufficient specificity to identify them; and
 - c. If the Governmental Entity is the custodian of the records and the identity of the specific department or office.
2. The PRRC shall acknowledge receipt of the request and take any of the following appropriate action(s):
 - a. Advise the requestor of this Policy and the elections made regarding:
 - i. Proof of Tennessee citizenship;
 - ii. Form(s) required for copies;
 - iii. Fees (and labor threshold and waivers, if applicable); and
 - iv. Aggregation of multiple or frequent requests.
 - b. If appropriate, deny the request in writing, providing the appropriate ground such as one of the following:
 - i. The requestor is not, or has not presented evidence of being, a Tennessee citizen.
 - ii. The request lacks specificity. (Offer to assist in clarification)
 - iii. A legal exemption makes the record not subject to disclosure under the TPRA or other provisions of Tennessee law.
 - iv. The Governmental Entity is not the custodian of the requested records.
 - v. The records do not exist. Anderson County is not required under this policy to compile or create a document that does not exist. Requests governed by this policy are for records that have been previously made or compiled during the course or transaction of governmental business.
 - c. If appropriate, contact the requestor to see if the request can be narrowed or clarified.

- d. Forward the records request to the appropriate records custodian for processing, or forward the request to the department or office head that has elected to adopt their own Public Records Policy by the next business day.
 - e. If requested records are in the custody of a different governmental entity, and the PRRC knows the correct governmental entity, advise the requestor of the correct governmental entity and PRRC for that entity if known.
- 3. Anderson County Government utilizes two different Public Records Request Coordinators depending on the source of the requested public record. The designated Public Records Request Coordinators are:**
- a. **Offices and departments not under the supervision of the County Mayor:**
 - i. **Anderson County Director of Human Resources**
 - ii. **Contact information: Anderson County Courthouse, 100 North Main Street, Room 102, Clinton, TN 37716; Phone – 865-259-2300; Fax – 865-457-6259; Email – andersoncounttyhr@andersontn.org.**
 - iii. **Departments Serviced by this PRRC - All Offices and Departments not listed in Section III. (A)(3) (b) (iii).**
 - b. **Departments under the County Mayor’s supervision. (See departmental listing below):**
 - i. **Ms. Leann Tupper, Assistant to the County Mayor**
 - ii. **Contact information: Anderson County Mayor, 100 North Main Street, Room 208, Clinton, TN 37716; Phone – 865-457-6201; Fax: 865-457-6270; Email – ltupper@andersontn.org.**
 - iii. **Departments Serviced by this PRRC - All the following departments under the supervision of the County Mayor:**
 - **Americans with Disabilities (ADA) Coordinator**
 - **Animal Control**
 - **Archives/Historian**
 - **Buildings and Grounds**
 - **Community Planning Development**
 - **Emergency Medical Service**
 - **Emergency Management Service**
 - **Fleet Maintenance**
 - **Pre-trial Release**
 - **Senior Center/Office on Aging**

- Solid Waste
- Switchboard

4. If specific personal information is requested regarding an individual employee or group of employees, the PRRC and/or the Records Custodian shall notify the employee(s) prior to releasing the requested document. The PRRC(s), and individual departments or offices that have adopted different Public Records Policies, shall report to the governing authority on an annual basis about the Governmental Entity's compliance with the TPRA pursuant to this Policy and shall make recommendations, if any, for improvement or changes to this Policy.

B. Records Custodian

1. Upon receiving a public records request, a records custodian shall provide a response to the requestor or make the requested public records available within seven (7) business days in accordance with *Tenn. Code Ann. § 10-7-503*. If the records custodian is uncertain that an applicable exemption applies, the custodian may consult with the PRRC, counsel, or the OORC.
2. If not practical to promptly provide requested records because additional time is necessary to determine whether the requested records exist; are exempt, to search for, retrieve, or otherwise gain access to records; to determine whether the records are open; to redact records; or for other similar reasons, the records custodian shall, within seven (7) business days from the records custodian's receipt of the request, send the requestor a completed Public Records Request Response Form advising the requestor that additional time is needed to comply with the request. The records custodian shall promptly complete and provide the requested record when available.
3. If a records custodian denies a public record request, he or she shall deny the request in writing as provided in Section III.A.2.b using the Public Records Request Response Form.
4. If a records custodian reasonably determines production of records should be segmented because the records request is for a large volume of records, or additional time is necessary to prepare the records for access, the records custodian shall use the Public Records Request Response Form to notify the requestor that production of the records will be in segments and that a records production schedule will be provided as expeditiously as practicable. If appropriate, the records custodian should contact the requestor to see if the request can be narrowed.
5. If a records custodian discovers records responsive to a records request were omitted, the records custodian should contact the requestor concerning the omission and produce the records as quickly as practicable.

C. Redaction

1. If a record contains confidential information or information that is not open for public inspection, the records custodian shall prepare a redacted copy prior to providing access. If

questions arise concerning redaction, the records custodian should coordinate with the County Law Director. Records custodian and the PRRC may also consult with the OORC for specific advice on fulfilling any public records request.

2. Whenever a redacted record is provided, a records custodian should provide the requestor with the basis for redaction. The basis given for redaction shall be general in nature and not disclose confidential information.
3. Records contained in the Register of Deeds Office and court records retained by the Court Clerk or Clerk and Master shall be exempt from the provisions of this policy when the requestor is the owner or party to a transaction recorded in the Register of Deeds Office or a party to a court proceeding.

IV. Inspection of Records

- A. There shall be no charge for inspection of open public records provided the inspection process takes less than one hour. If governmental personnel are assigned to monitor or assist with inspection, the first hour will be free of charge. Any subsequent time will be charged to the requestor at the hourly rate of the employee assigned to monitor or assist with inspection.
- B. The location for inspection of records within the offices of Anderson County should be determined by either the PRRC or the records custodian.
- C. Under reasonable circumstances, the PRRC or a records custodian may require an appointment for inspection or may require inspection of records at an alternate location.

V. Copies of Records

- A. A records custodian shall promptly respond in writing within seven (7) days to a public record request for copies in the most economic and efficient manner practicable.
- B. Copies will be available for pickup at a location specified by the records custodian.
- C. Copies may be delivered by email if requestor agrees. Upon payment for postage, copies will be delivered to the requestor's home address, as indicated on document(s) proving Tennessee citizenship, by the United States Postal Service. Additional permitted means of delivery are allowable provided payment for delivery services are made in advance by requestor.
- D. A requestor will not be allowed to make copies of records with personal equipment or have documents transferred to a personal storage device; however, a county employee may utilize a county-purchased storage device to fulfill a public records request provided the requestor reimburses the county for the storage device. In no case will privately owned storage devices be connected and utilized by the requestor to extract data from county owned IT components. Notwithstanding any provision contained within this policy, a requestor may utilize a personal camera or phone camera to photograph requested documents, however, reasonable charges will be assessed as outlined in Section IV, A.

VI. Fees and Charges and Procedures for Billing and Payment

- A. Fees and charges for copies of public records should not be used to hinder access to public records; however, taxpayer monies used for equipment, supplies and personnel utilized to process public records requests are subject to reimbursement by the requesting party.
- B. Records custodians shall provide requestors with an itemized estimate of the charges on the form provided prior to producing copies of records and may require pre-payment of such charges before producing requested records.
- C. In hardship cases the duplication and processing fees may be waived with the approval of the department head or elected official provided a written request for a waiver is received from the requestor setting forth the reasons and facts supporting the hardship.
- D. Fees and charges for copies are as follows:
 - 1. \$0.15 per page for letter- and legal-size black and white copies.
 - 2. \$0.50 per page for letter- and legal-size color copies.
 - 3. Other storage devices such as memory sticks, disk, discs, tape(s), external hard drives and the like will be charged at the actual reimbursement rate plus personnel time above one hour utilized in processing the request.
 - 4. When time exceeds one hour the requestor will be charged for the reimbursement of personnel expense at the hourly wage rate for the employee(s) utilized.
 - 5. If an outside vendor is used, the actual costs assessed by the vendor.
- E. Copy rates may be increased and amended as authorized by Tennessee law.
- F. Payments are to be made in checks only payable to "Anderson County." All payments shall be receipted by the Finance Department with the exception of documents obtained through the Sheriff's Office or the respective court clerks.
- G. Payment in advance will be required when processing costs are estimated to exceed one hundred dollars \$100.00.
- I. Aggregation of Frequent and Multiple Requests
 - 1. Anderson County will not aggregate record requests in accordance with the Frequent and Multiple Request Policy promulgated by the OORC when more than (4) requests are received within a calendar month (either from a single individual or a group of individuals deemed working in concert).

VII. Retention

All public records requests, response forms and documents provided shall be retained by the departmental records custodian for a period of five (5) years and shall not be destroyed until

after the retention period has expired.

VIII. Interpretation

- A. When questions arise concerning the interpretation of this policy employees should, and are strongly encouraged to contact the Office of Open Records Counsel or the County Law Director.

Tennessee Office of Open Records Counsel
James K. Polk State Office Building
505 Deaderick Street, Suite 1700
Nashville, TN 37243-1402
Phone: 866-831-3750
Email: Openrecords@cot.tn.gov

Originally Approved June 19, 2017 and Amended July 16, 2018,
This Second Amendment Resolution No. 21-09-891 - Approved: September 20, 2021

Joshua N. Anderson, Chair, Co. Comm.

Terry Frank, County Mayor

ATTEST:

Jeff Cole, County Clerk

PUBLIC RECORDS REQUEST FORM

Anderson County, Tennessee

[Date]

The Tennessee Public Records Act (TPRA) grants Tennessee citizens the right to access open public records that exist at the time of the request. The TPRA does not require records custodians to compile information or create or recreate records that do not exist.

To: Anderson County Public Records Coordinator

From: _____ [Insert Requestor's
Name and Contact Information (include an address for any TPRA required written response)]

Is the requestor a Tennessee citizen? ☐ Yes ☐ No

Request: ☐ Inspection (The TPRA does not permit fees or require a written request for inspection onlyⁱ.)

☐ Copy/Duplicate

If costs for copies are assessed, the requestor has a right to receive an estimate. Do you wish to waive your right to an estimate and agree to pay copying and duplication costs in an amount not to exceed \$ _____? If so, initial here:

Delivery preference: ☐ On-Site Pick-Up
☐ Electronic

☐ USPS First-Class Mail
☐ Other: _____

Records Requested:

Provide a detailed description of the record(s) requested, including: (1) type of record; (2) timeframe or dates for the records sought; and (3) subject matter or key words related to the records. Under the TPRA, record requests must be sufficiently detailed to enable a governmental entity to identify the specific records sought. As such, your record request must provide enough detail to enable the records custodian responding to the request to identify the specific records you are seeking.

Signature of Requestor

Signature of Public Records Request Coordinator

Date Submitted

Date Received:

ⁱ Note, Tenn. Code Ann. § 10-7-504(a)(20)(C) permits charging for redaction of private records of a utility.

PUBLIC RECORDS RESPONSE FORM
Anderson County, Tennessee

[Date]

[Requestor's Name and Contact Information]:

In response to your records request received on [Date Request Received], our office is taking the action(s)¹ indicated below:

- ☐ The public record(s) responsive to your request will be made available for inspection: Location: _____ Date & Time: _____
- ☐ Copies of public record(s) responsive to your request are:
☐ Attached;
☐ Available for pickup at the following location: _____; or
☐ Being delivered via: ☐ USPS First-Class Mail ☐ Electronically ☐ Other: _____
- ☐ Your request is denied on the following grounds:
☐ Your request was not sufficiently detailed to enable identification of the specific requested record(s). You need to provide additional information to identify the requested record(s).
☐ No such record(s) exists or this office does not maintain record(s) responsive to your request.
☐ No proof of Tennessee citizenship was presented with your request. Your request will be reconsidered upon presentation of an adequate form of identification.
☐ You are not a Tennessee citizen.
☐ You have not paid the estimated copying/production fees.
☐ The following state, federal, or other applicable law prohibits disclosure of the requested records:

- ☐ It is not practicable for the records you requested to be made promptly available for inspection and/or copying because:
☐ It has not yet been determined that records responsive to your request exist; or
☐ The office is still in the process of retrieving, reviewing, and/or redacting the requested records.

The time reasonably necessary to produce the record(s) or information and/or to make a determination of a proper response to your request is: _____.

If you have any additional questions regarding your record request, please contact [Records Custodian or Public Records Request Coordinator].

Sincerely,

Public Records Request Coordinator/ Records Custodian

AGREEMENT TO DISBURSE FUTURE INSURANCE PROCEEDS

Anderson County Volunteer Fire Department, Marlow Unit

THIS AGREEMENT entered this ____ of _____, 2021 by and between the parties of Anderson County, a governmental entity and political subdivision of the State of Tennessee and Anderson County Volunteer Fire Department, Marlow Unit, a not-for-profit emergency service organization under the laws of the State of Tennessee, do hereby agree as follows:

WHEREAS, Anderson County entered into a forty (40) year lease agreement with the Marlow Unit of the Anderson County Volunteer Fire Department on 16th day of November, 1987 for the lease of the Old Donovan School Building located at 1165 Dutch Valley Road in an effort to provide a community fire substation in order to protect the health, safety and welfare of the citizens of Dutch Valley, the surrounding community, and their properties (Exhibit 1); and

WHEREAS, since that time, the Marlow Unit has provided and paid for insurance coverage on the demised premises for liability, property loss and casualty with Anderson County Government listed as a beneficiary of the insurance proceeds (Exhibit 2);

WHEREAS, the Marlow Unit has now requested that the Anderson County Board of Commissioners agree to disburse any future funds received under the terms of the insurance policy to the Marlow Unit to assist with the rebuilding, remodeling and re-equipping of the facility due to possible fire, property or damage loss;

WHEREAS, paragraph 5 of the Lease Agreement specifies that Anderson County shall have no obligation to rebuild or repair the property subsequent to any damage or destruction.

NOW THEREFORE, in consideration of the mutual covenants, promises and conditions contained herein, the sufficiency of which are hereby acknowledged by both parties, the parties hereto agree as follows:

Section 1. The Anderson County Board of Commissioners agrees to disburse all funds received under the terms of the insurance policy provide and paid for by the Marlow Unit to the Marlow Unit for the purpose of rebuilding, remodeling and re-equipping the substation due to future property loss and damage. If additional insurance coverage is in place at the time of the loss and the secondary policy is provided and paid for by the County, the Marlow Unit will be entitled to those additional funds.

Section 2. Anderson County Government has no obligation to rebuild, remodel or re-equip the substation due to any damage or condition constituting loss attributed to any cause or act, both negligently or intentionally.

Section 3. This agreement pertains only to any funds received under insurance policy(ies) provided and paid for by the Marlow Unit and does not affect other insurance funds received under any policy in place provided and paid for by Anderson County Government.

Section 4. This agreement shall automatically cancel if the property lease is not renewed or if the Marlow Unit defaults on any terms or provisions contained within the insurance policy or lease.

IN WITNESS WHEREOF, the parties have hereunto signed this agreement by their duly authorized representatives effective on the date first written above.

For the Marlow Unit:

For Anderson County:

Stephanie Fox, Chair

Terry Frank, County Mayor

Joshua N. Anderson, Chair

Attest:

Jeff Cole, County Clerk

Approved as to Form:

N. Jay Yeager, Law Director

DONOVAN

LEASE AGREEMENT

This instrument prepared by:
David A. Stuart
Attorney at Law
300 Market Street, Suite 300
Clinton, TN 37716

THIS AGREEMENT, made this 16th day of Nov., 1987, by and between Anderson County, Tennessee (hereinafter referred to as "County") and Anderson County Volunteer Fire Department Marlow Unit (hereinafter referred to as "Fire Department"), witnesseth:

WHEREAS, the Fire Department desires to obtain the use of the old Donovan school and surrounding property in order to establish a sub-station, and further, to make use of a portion of the property as a community center, and;

WHEREAS, the County has declared such property surplus and is aware that establishment of a sub-station will lower insurance rates for county residents and help protect taxpayers' property;

NOW, THEREFORE, in consideration of the foregoing, and the mutual promises, covenants and conditions contained hereinafter, the sufficiency of which are hereby acknowledged by both parties, the parties do hereby contract, covenant and agree each with the other as follows:

1. That the County hereby leases to the Fire Department the old Donovan school building and the land upon which it is situated for a period of forty (40) years, on condition that same be used as a fire department sub-station.
2. That the Fire Department shall pay the sum of One Dollar (\$1.00) per year to the County for said lease.
3. That the Fire Department shall maintain the demised premises and shall improve same to the extent that may be necessary to enable the Fire Department to utilize same as a fire department sub-station.
4. This lease shall terminate and the premises revert to Anderson County at any time the demised premises are not used as a fire department sub-station.
5. During the term of the lease, in the event the property is damaged or destroyed, the County shall have no obligation to rebuild or repair the property. The Fire Department may do so at its option, in its sole and uncontrolled discretion.
6. The Fire Department shall indemnify and hold County harmless from any type of claims or demands that may be made by virtue of Fire Department's acts, omissions, or operations of whatever kind or character connected to or arising from its use of the leased premises.
7. The County legislative body of County has heretofore approved leasing the demised premises to Fire Department, but the exact terms contained herein have yet to be improved. The parties understand that the County's duly authorized representatives are signing this Agreement subject to ratification of same by the County legislative body. Until such ratification takes place and the terms of this Agreement have been incorporated and inserted into the minutes of the County legislative body, this Agreement is to operate merely as a litter of intent, and same shall not be effective as a lease until approved by the County legislative body as aforesaid.

IN WITNESS, WHEREOF, the parties have hereunto set their hands of their duly authorized representatives on the date first above written.

ANDERSON COUNTY, TENNESSEE

By: David O. Bolting
David O. Bolting
Anderson County Executive

By: Charles T. Webber
Charles T. Webber
Superintendent of Schools

By: Thomas R. Hicks
Thomas R. Hicks
Chairman, Anderson County
Board of Education

By: Betty Lou Brooks
Betty Lou Brooks
Purchasing Agent

ATTEST:

Kenneth E. Caldwell
Kenneth E. Caldwell
County Court Clerk

APPROVED AS TO FORM:

David A. Stuart
David A. Stuart
County Attorney

ANDERSON COUNTY VOLUNTEER
FIRE DEPARTMENT -- MARLOW UNIT

By: Clyde E. Wilson
Clyde E. Wilson, Trustee
and Chairman of the Board

By: Kyle H. Morrison
Kyle H. Morrison, Trustee

By: Clyde Hatton
Clyde Hatton, Trustee

By: Jolene Jones
Jolene Jones, Secretary

ACKNOWLEDGMENT

STATE OF TENNESSEE)
) ss.
COUNTY OF ANDERSON)

Appeared before me, the undersigned authority, a Notary Public in and for said County, the above named County officials for Anderson County, Tennessee, who acknowledged that they executed the foregoing instrument on behalf of Anderson County, Tennessee, for the use and purposes of Anderson County, Tennessee, for the use and purposes expressed therein, having been first duly authorized to do so by the County legislative body for Anderson County, Tennessee and the Anderson County Board of Education, this 18th day of February, 1987.

Brenda Martin McKamey
NOTARY PUBLIC

My commission expires:

Oct. 23 1989

ACKNOWLEDGEMENT

STATE OF TENNESSEE)
) ss.
COUNTY OF ANDERSON)

Appeared before me, the undersigned authority, a Notary Public in and for said County, the above named Clyde E. Wilson, Chairman of the Board and Trustee, Kyle H. Morrison, Trustee, Clyde Hatton, Trustee, and Jolene Jones, Secretary, who, having been first duly sworn, acknowledged that they are such officers and officials of the Anderson County Volunteer Fire Department, Marlow Unit, and having been first duly authorized to do so, did execute the foregoing agreement on behalf of said Volunteer Fire Department.

Missa A. Wallis
NOTARY PUBLIC

My commission expires:

My Commission Expires 10-25-88

Portfolio of Coverage

Especially Designed For:

ANDERSON COUNTY VOLUNTEER FIRE
DEPARTMENT, MARLOW UNIT
1019 OLIVER SPRINGS HIGHWAY
CLINTON, TN 37716-0000



Underwritten by

National Union Fire Insurance Company of Pittsburgh, Pa.

Exhibit 2



National Union Fire Insurance Company of Pittsburgh, Pa.

RISK CONTROL POLICYHOLDER NOTICE

Dear VFIS Client,

Safety and health is a major concern in emergency service organizations today. These issues are important because of the major impact that accidents can have on an organization. Morale can often be affected as well as an organization's finances. Insurance rarely covers all the expenses associated with accidents. There are often hidden costs that the organization must bear such as time spent reporting, documenting and investigating the accident, time spent training the replacement staff and time to replace the vehicles and equipment.

Risk Control Guidelines Provided by VFIS

As a valuable service to you, VFIS provides risk control guidelines and programs to your organization in an effort to help you prevent and/or reduce the impact of accidents. Implementing VFIS risk control measures could benefit your organization by reducing or eliminating the hidden costs of accidents while helping your organization to continue to serve your community.

VFIS provides a number of programs and services to help you in your risk control effort. While most of these services are available to our clients at no additional cost, some may require a fee based on the scope of the service requested. Some of the services and programs that we provide to our clients include:

- On-site risk control consultations
- Recommendations to control identifiable hazards
- Loss experience analysis
- Consultation on specific risk control-related problems
- Sample standard operating guidelines for vehicle operations
- Accident investigation procedures and forms
- Health and Safety Audit of NFPA 1500

Risk Control Publications

VFIS has many resources that you can access at no charge on our Web site. These include Communiqués, which are a one-page fact sheet, that presents a specific hazard and provides procedures for controlling the hazard. VFIS also provides numerous training programs that you can access through the Client Education and Training Resource Catalog. Please visit www.vfis.com to view and order these resources.

Inquire About Our Risk Control Services

If you would like information about some of the above services and publications, please call VFIS Risk Control at (800) 233-1957.

Exhibit 2

National Union Fire Insurance Company of Pittsburgh, Pa.

(a capital stock company)

Administrative Office: 175 Water Street | New York, NY 10038 | 212.458.5000

Administered by:

VFIS | 183 Leader Heights Road | York, PA 17402
800.233.1957 | vfis.com



COMMON POLICY DECLARATIONS

Named Insured and Mailing Address:
ANDERSON COUNTY VOLUNTEER FIRE
DEPARTMENT, MARLOW UNIT
1019 OLIVER SPRINGS HIGHWAY
CLINTON TN 37716

Policy Number: VFNU-TR-0017560-01/000

Policy Period: From 07-28-2021
To 07-28-2022

at 12:01 AM Standard Time at your mailing address
shown above

Type of Entity: CORPORATION

Business Description: EMERGENCY SERVICE ORGANIZATION

This policy consists of the following coverage parts:

		<u>Premium</u>
Property	\$	2,399.00
Crime	\$	NOT COVERED
Portable Equipment	\$	1,393.00
Auto	\$	NOT COVERED
General Liability	\$	683.00
Management Liability	\$	365.00
Excess Liability	\$	NOT COVERED

Taxes / Fees / Surcharges: \$

Estimated Total Premium: \$ 4,840.00

The policy premium is payable on the dates and in the amounts shown below:

See Installment Schedule

Exhibit 2

Named Insured:

ANDERSON COUNTY VOLUNTEER FIRE
DEPARTMENT, MARLOW UNIT

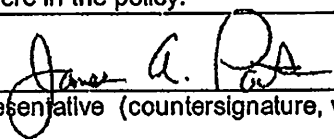
Policy Number: VFNU-TR-0017560-01/000

Policy Period: From 07-28-2021
To 07-28-2022

Common Forms

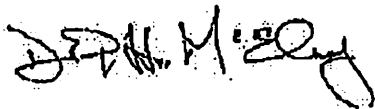
See Schedule of Forms and Endorsements

In return for payment of the premium, and subject to all the terms of this policy, we agree with you to provide the insurance as stated in the policy. The policy consists of the coverage parts where a premium is shown on page 1 of these Common Policy Declarations. In addition to any common forms, each coverage part consists of a Coverage Part Declarations and any coverage forms and endorsements listed on the Coverage Part Declarations or elsewhere in the policy.


Authorized representative (countersignature, where required)

Date

The Company has caused this policy to be signed by its President and Secretary:



President



Secretary

Exhibit 2

Policy Number
VFNU-TR-0017560-01/000

SCHEDULE OF FORMS AND ENDORSEMENTS

Named Insured	ANDERSON COUNTY VOLUNTEER FIRE	Effective Date:	07-28-21
	DEPARTMENT, MARLOW UNIT		12:01 A.M., Standard Time
Agency Name	VFIS		

COMMON POLICY FORMS AND ENDORSEMENTS

89644	06-13	ECONOMIC SANCTIONS ENDORSEMENT
VCO300	01-20	COMMON POLICY CONDITIONS
CG 21 70	01-15	CAP ON LOSSES FROM CERTIFIED ACTS OF TER
IL 09 52	01-15	CAP ON LOSSES FROM CERT ACTS/TERRORISM
VCOTN1	01-20	TENNESSEE CHANGES - CANCELLATION AND NON

PROPERTY FORMS AND ENDORSEMENTS

VPR101	01-20	ESO PROPERTY COVERAGE FORM
VPR319	01-20	CRISIS INCIDENT RESPONSE COVERAGE
VPR322	01-20	AMENDATORY ENDORSEMENT

PORTABLE EQUIPMENT FORMS AND ENDORSEMENTS

CP 00 90	07-88	COMMERCIAL PROPERTY CONDITIONS
PE1001	01-20	EMERGENCY SERVICE ORGANIZATION PORTABLE
PE1003	01-20	WATERCRAFT EXTENSION
PE1009	01-20	AMENDATORY ENDORSEMENT PORTABLE EQUIPMEN
PE1012	01-20	UNMANNED AIRCRAFT EXTENSION

GENERAL LIABILITY FORMS AND ENDORSEMENTS

VGL101	01-20	EMERGENCY SERVICE ORGANIZATION GENERAL L
VGL212	01-20	EXCLUSION ELECTRONIC INFORMATION SECURIT
VGL213	03-21	AMENDMENT TO POLLUTION EXCLUSION
VGL320	01-20	UNMANNED AIRCRAFT COVERAGE
GGL330	01-20	MOBILE EQUIPMENT SUBJECT TO MOTOR VEHICL

MANAGEMENT LIABILITY FORMS AND ENDORSEMENTS

VML101	01-20	EMERGENCY SERVICE ORGANIZATION MANAGEMEN
VML306	01-20	CYBER LIABILITY AND PRIVACY CRISIS MANAG
VML310	01-20	AMENDATORY ENDORSEMENT MANAGEMENT LIAB
VMLTN1	01-20	TN CHANGES-YOUR RIGHT TO CLAIM INFO

POLICYHOLDER NOTICES

118477	03-15	POLICYHOLDER NOTICE - TAXES, ASSESSMENTS
91222	09-16	POLICYHOLDER NOTICE
AGLC105774	08-18	AIG PRIVACY NOTICE

Policy Number
VFNU-TR-0017560-01/000

INSTALLMENT SCHEDULE

Named Insured ANDERSON COUNTY VOLUNTEER FIRE
 DEPARTMENT, MARLOW UNIT
Agency Name VFIS

Effective Date: 07-28-21
12:01 A.M., Standard Time

IT IS HEREBY AGREED AND UNDERSTOOD THAT THIS POLICY IS
PAYABLE ON INSTALLMENTS AS FOLLOWS:

	DUE	PREMIUM	SURCHARGE	REVISED INSTALLMENT TOTAL
DEPOSIT	07/28/2021	\$ 4,840.00		\$ 4,840.00

Failure to pay the Installment Premium by the Date Due shown shall constitute non-payment of premium for which we may cancel this policy.

Exhibit 2

ENDORSEMENT

This endorsement, effective 12:01 A.M. forms a part of

policy No. VFNU-TR-0017560-01/000

Issued to ANDERSON COUNTY VOLUNTEER FIRE DEPARTMENT,

MARLOW UNIT

By AMERICAN INTERNATIONAL GROUP, INC

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ECONOMIC SANCTIONS ENDORSEMENT

This endorsement modifies insurance provided under the following:

ALL COVERAGE PARTS

The Insurer shall not be deemed to provide cover and the Insurer shall not be liable to pay any claim or provide any benefit hereunder to the extent that the provision of such cover, payment of such claim or provision of such benefit would expose the Insurer, its parent company or its ultimate controlling entity to any sanction, prohibition or restriction under United Nations resolutions or the trade or economic sanctions, laws or regulations of the European Union or the United States of America.

AUTHORIZED REPRESENTATIVE

MOTOR VEHICLE LEASE AND RELEASE AGREEMENT

Andersonville Volunteer Fire Department

This Lease Agreement is made by and between the parties, Anderson County, a governmental entity and political subdivision of the State of Tennessee, (Lessor) and Andersonville Volunteer Fire Department (Lessee), a not-for-profit entity organized under the laws of the State of Tennessee.

WITNESSETH

Section 1. LEASE AGREEMENT:

Lessor hereby leases to Lessee and Lessee accepts lease of the following described motor vehicle:

MAKE: Dodge, **MODEL:** Charger, **YEAR:** 2012, **VIN:** 2C3CDXAT5CH236974, **TAG:** 1493-GD

Further, Lessor requires and Lessee accepts that the described motor vehicle must be utilized and maintained as a public safety asset and will never be used for private purposes or transferred by lease, title, gift, donation or any other conveyance. The sole purpose of this Lease is to provide a serviceable public safety asset to a not-for-profit entity charged with providing community service and protection of the health, safety and welfare to the citizens of Anderson County. If at any time the vehicle is used for a private purpose or inconsistent with the terms of this Lease, the vehicle will revert to the Lessor and this Lease will automatically cancel without further legal proceedings.

Section 2. CONSIDERATION:

This agreement is made upon consideration of a yearly lease payment in the amount of Ten dollars (\$10.00) per year for Five (5) years, for a total consideration of Fifty dollars (\$50.00) and other benefits and mutual covenants herein set out. The total Lease payment of Fifty dollars (\$50.00) shall be paid in advance prior to possession.

Section 3. TERM OF LEASE:

This lease shall be effective from the ____ day of _____, 2021, through and including the ____ day of _____, 2026.

Section 4. RELEASE, INDEMNITY AND HOLD HARMLESS:

The Lessee agrees to defend, release, indemnify and hold harmless the Lessor from and against any and all claims or damage to property, or injury, or death of person or persons resulting from or arising out of the use or possession of the described vehicle by the Lessee, including authorized and unauthorized uses. Lessee agrees to provide adequate insurance coverage on vehicle sufficient to cover any and all claims arising from property damage, injuries, illness, death related to use of vehicle; including, but not limited to, claims, charges, payments or judgments attributed to compensatory, general, incidental, consequential and punitive damages, and all attorneys' fees associated therewith.

Section 5. DEFAULT:

In the event of default of any party hereto, any non-defaulting party may bring suit against the other to enforce the terms of this Agreement. In such event, the prevailing party shall be entitled

to any remedies available at law and/or equity, including the reasonable attorney's fees and the costs associated with the default.

Section 6. NO ORAL MODIFICATION:

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

Section 7. CANCELLATION:

In the event any party materially breaches, defaults or fails to perform hereunder, this Agreement may be canceled by the other party with cause on ninety (90) days written notice to the other in the event the breach, default or failure is not cured during that time, with the exception of the provisions contained in Paragraph 1, which require no notice of cancellation. Anderson County may cancel Agreement if unforeseen circumstances occur with sixty (60) days written notice to Lessee.

Section 8. 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 9. ENTIRE AGREEMENT:

This Agreement 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 10. SEVERABILITY:

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

Section 11. EXHIBITS:

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

Section 12. MULTIPLE COUNTERPARTS; EFFECTIVENESS:

This Agreement 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 Agreement. This Agreement 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 Tennessee or all federal courts sitting in Knoxville, Tennessee and agrees that venue for any legal action brought in connection with this Agreement shall lie exclusively in such courts.

Section 14. BINDING EFFECT:

This Agreement 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 Agreement 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 Agreement shall be in writing and sent or delivered to the parties and attorneys.

LESSOR:

Anderson County Purchasing Agent
100 North Main Street, Room 214
Clinton, TN 37716
865-457-5400
Email: purchasing@andersontn.org

LESSEE:

Organization Name

Representative

Address

Phone

Email

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 Agreement.

Section 18. ASSIGNMENT:

This Agreement 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 Agreement 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 Agreement.

Section 20. CANCELLATION OF PRIOR LEASE

The lessor and the Lessee hereby consent to the unbiased termination of the prior lease agreement dated February 10, 2020, for the following described motor vehicle:

MAKE: Ford, **MODEL:** Crown Victoria, **YEAR:** 2006, **VIN:** 2FAHP71W86X154742, **TAG:** GY6480

IN WITNESS WHEREOF, the parties hereto, each acting under due and proper authority have accepted the terms and executed this Agreement.

This _____ day of _____, 2021.

ACCEPTANCE BY ANDERSON COUNTY:

Joshua N. Anderson, Chairman

ATTEST:

Jeff Cole, County Clerk

Terry Frank, Mayor

APPROVED AS TO FORM:

Robby Hollbrook, Finance Director

Jay Yeager, A.C. Law Director

ACCEPTANCE BY LESSEE:

Name

Title

Anderson County, Tennessee
Board of Commissioners

RESOLUTION NO. 21-9-890

RESOLUTION TO ALLOW A LIMITED DEER HUNT ON THE BLOCKHOUSE VALLEY FORMER LANDFILL SITE AND TO ADOPT RESTRICTIONS AND PROCEDURES FOR PERMITS RELATED THERETO.

WHEREAS, on August 17, 2009, the Anderson County Board of Commissioners passed Resolution No. 09-321 declaring the Blockhouse Valley Landfill site to be a nature preserve, recreational park and outdoor classroom. This same Resolution prohibited hunting on the property; and

WHEREAS, the Anderson County Board of Commissioners now desires to allow limited and restricted hunting permits on this property and to adopt regulations and procedures designed to properly reduce the deer population to healthy levels through controlled management hunting and safe hunting practices.

NOW THEREFORE BE IT RESOLVED, by the Anderson County Board of Commissioners meeting in regular session this 20th day of September 2021, that we allow limited and restricted hunting on the former Blockhouse Valley Landfill site to better control the deer population in effort to reduce the deer population to a healthy limits, protect TDEC remediation efforts underway at the Blockhouse Valley site, and protect the health, safety and welfare of area citizens, subject to the following restrictions, limitations and procedures:

SECTION 1. Hunting on the subject property will only be permissible to valid permit holders. Hunting is limited to the deer population only. Other species hunting shall be allowed only by approval of the Board of Commissioners. Hunters must agree to comply with all hunting regulations set forth and adopted by the Tennessee Wildlife Resources Agency (TWRA) including but not limited to: licensing, Hunter Safety Course requirements, safety regulations, hunting seasons, and bag limits.

SECTION 2. All permitted hunters shall agree to sign the waiver and release of liability document and shall also agree to the terms and restrictions set forth. Permitted hunters shall display the permit in a clear and conspicuous manner while hunting on the subject property.

SECTION 3. TWRA shall monitor and enforce hunting restrictions on subject property and report violations to the Anderson County District Attorney General for future legal actions and prosecution of unlawful activities. Anderson County reserves the right to cancel any permits due to non-compliance reported to, and by the TWRA.

SECTION 4. Permits shall be issued through random lottery drawings held and conducted by the County Mayor. No Sunday hunting except for the Youth Hunt on January 9, 2022. Applications and requests for the 2021/22 deer hunting season must be submitted by email application by noon on Thursday, October 28, 2021, by emailing deerhunt@andersoncountyttn.gov. Lottery drawing will be conducted by the County Mayor in Room 118A at 2:00 PM on Thursday, October 28th, 2021. Any permits not picked-up by December 10, 2021 at 12:00 noon will be cancelled and a Second Draw will be conducted at 2:00 PM on that same day with all previous unsuccessful applicants eligible for the Second Draw

SECTION 5. Archery, crossbows, muzzle-loaded firearms and shotguns are allowable at the Blockhouse Valley site. All hunting apparatus and weapons shall conform to TWRA regulations and permitted seasonal hunting requirements.

SECTION 6. No more than two permits shall be issued for each day with the exception of the Youth Hunt. Permitted hunters wishing to participate in the Young Sportsman Hunts may request one additional permit for Young Sportsman-qualified hunters.

SECTION 7. Hunting is prohibited within two-hundred (200) yards from adjacent landowners contiguous to the Blockhouse Valley site. Property maps are reviewable in advance online at the Anderson County Register of Deeds and Assessor of Property websites. Maps, permits and parking passes will be provided to each successful permitted hunter.

SECTION 8. County employees and family members are expressly allowed to participate provided that they are selected by the random lottery drawing conducted by the County Mayor.

SECTION 9. Any previous Resolution in conflict with this Resolution is expressly repealed as limited to existing conflicted provisions contained therein.

SECTION 10. This Resolution shall take effect immediately, the public welfare requiring same.

RESOLVED, DULY ADOPTED AND EFFECTIVE this 20th day of September 2021.

Terry Frank, Anderson County Mayor

Joshua N. Anderson, Chair, AC Commission

ATTEST:

Jeff Cole, Anderson County Clerk

LICENSE TO HUNT ON BLOCKHOUSE VALLEY LANDFILL PROPERTY AND RELEASE

Anderson County (hereinafter, "County"), owner of the property known as the Old County Poor Farm also containing the Blockhouse Valley Landfill and the Sheriff's Department Firing Range, and other areas noted on the attached map as "No Hunting" (hereinafter, "Property"), in an effort to accommodate the hunting desires of citizens, does hereby grant a non exclusive and revocable license to _____ (hereinafter, "Hunter") to hunt on the Property under the following conditions:

1. The license will expire on the date given on the appropriate license or permit. However, the license may be revoked by the County without notice at any time with or without cause.
2. The Hunter will be allowed to hunt, kill and possess game taken in the appropriate season and in compliance with all applicable laws and regulations.
3. Hunter agrees to obey all applicable laws regarding hunting in this area, including, but not limited to, the maintenance of all appropriate hunting licenses as issued by the State of Tennessee, while hunting on the Property.
4. Hunter agrees to take reasonable precautions to avoid the destruction, injuries to others, or damage to the Property itself as well as any fixtures or County personal property located on the Property. Hunter shall be liable to County for any damage to the Property caused by the Hunter.
5. Hunter agrees not to operate any motorized vehicle on the property and inside the fenced area.
6. It is understood and agreed that this license is for hunting privileges only and that the County will have the right to use Property for any purposes it deems fit, as well as timely inspections and compliance monitoring.
7. It is understood and agreed that this license is not transferable.
8. Hunter agrees to waive liability with regards to the County for any personal injury or personal property damage to the Hunter resulting from unsafe conditions that may exist on the property, actions or inactions of the County or any agent thereof, as well as for any hunting or hunting-related accidents. That the Undersigned, being of lawful age, does hereby and for his/her heirs, executors, administrators, successors, and assigns, release, acquit, indemnify and forever discharge Anderson County, Tennessee and/or its agents, partners, officers, servants, successors, administrators, third party and independent contractors, licensees, and all other persons, firms, corporations, associations, or partnerships of and from any and all claims, actions, causes of action, demands, rights, damages, costs, loss of service, expenses and compensation whatsoever, which the Undersigned now has or may hereafter accrue on account of or in any way growing out of any and all known and unknown, bodily and personal injuries and property damage and the consequences thereof resulting or to result from unsafe conditions or accidents, and injuries and the like that may exist on the Property, actions or inactions of the County or any agent thereof, as well as for any hunting or hunting-related accidents on the Property.

The undersigned further declare(s) and represent(s) that no promise, inducement, or agreement not herein expressed has been made to the undersigned, and this document contains the entire agreement between the parties hereto, and that the terms of this document are contractual and not a mere recital.

9. It is understood that the County will not be responsible for any wrongful or negligent acts committed by the Hunter affecting persons or property on or outside of the Property. Hunter agrees to indemnify and hold County and its agents harmless from any claims, suits or the like that arise from Hunter's actions or failure to act associated with this license.

10. Hunter acknowledges reviewing a map of the Property, Arcadis Fact Sheet, Hunter Regulations, as attached, and being familiar with the location of the treated landfill sites and the Sheriff's firing range and all non-hunting property. Hunter agrees to stay off these areas and to not discharge a weapon into these areas. Hunter is advised that people are on or about the Property from time to time and agrees to be mindful of their potential presence and to employ safe hunting practices.

I, the Hunter, agree to the conditions stated above this _____ day of _____, 20____:

Print Name: _____

Anderson County

Signature of Hunter _____

Terry Frank, Anderson County Mayor

Address _____

Phone Number _____

Anderson County Board of Commissioners
Information Technology Advisory Board
MINUTES
September 15, 9:30 am
Room 118A

Members Present: Jeff Cole, Phil Yager, Kim Jeffers-Whitaker, Tim Shelton, Rex Lynch, Regina Copeland, Robby Holbrook and Hal Cousins

Others Present: Brian Young, Tammy Catron, Karen Holbrook and Andrew Stone

Members Absent: Mayor Terry Frank, Jay Yeager, Johnny Alley and Gary Long

Chairman Cole called the meeting to order.

➤ **Anderson County Security Systems** – Tim Shelton made a motion that the internet sports gambling fund be allocated for future IT infrastructure. Seconded by Kim Jeffers-Whitaker. Motion passed to forward to full commission for approval.

➤ Tim Shelton made a motion that up to \$10,000.00 go toward the ADT bid. \$1,100.00 is to come from the undesignated fund balance as a recurring expenditure for monitoring. Robby Holbrook seconded the motion. Motion passed to forward to full commission for approval.

Cyber Security Awareness Training for Staff – Discussion. No Action Taken.

Old Business

None

New Business

None

Adjournment

Anderson County Board of Commissioners
NOMINATING COMMITTEE
Minutes

September 13, 2021

Members Present: Phil Yager, Chuck Fritts, Catherine Denenberg,
Tim Isbel, Jerry Creasey, Jerry White and Joshua Anderson

Members Absent: Robert Jameson

Call to Order: Commissioner Fritts called the meeting to order.

Commissioner Yager nominated Commissioner Fritts for Chairman. Seconded by Commissioner Isbel. Commissioner Yager moved to close nominations. Motion passed.

Anderson County Beer Board

There were no applicants. No Action Taken.

➤ **Civil Service Board**

Commissioner Anderson made a motion to accept Lisa Smith to the Civil Service Board. Commissioner Yager seconded the motion. Motion passed to forward to full commission for approval.

➤ **County Commission Committees**

Commissioner Creasey made a motion to accept the changes as submitted. Commissioner Denenberg seconded the motion. Motion passed to forward to full commission for approval.

Finance Committee request to be taken up next month at the Finance Committee meeting.

➤ **Boards, Committees and Commissions**

Commissioner Creasey made a motion to approve as submitted. Commissioner Denenberg seconded the motion. Motion passed to forward to full commission for approval.

➤ **New Business**

Commissioner Denenberg made a motion to approve Michael Wagoner to the Veteran's Service Advisory Board. Commissioner White seconded the motion. Motion passed to forward to full commission for approval.

Old Business

None.

Adjournment

Motion by Commissioner Denenberg. Second by Commissioner Yager.

LISA SMITH

130 Cornerstone Circle, Clinton, TN 37716 · 865-771-3857
lharri10@gmail.com

OBJECTIVE

To be appointed to the Anderson County Civil Service Board where I can serve the men and women of the Anderson County Sheriff's Office. Additionally, I have a passion to serve those in my community and I cannot think of a better way than ensuring our law enforcement officials are treated with dignity and respect.

EXPERIENCE

AUGUST 2014 - PRESENT

OWNER, LHS PHOTOGRAPHY

Own and operate a full service photography agency. Primarily work with families capturing images of weddings, newborns, engagements, or whatever moments life brings.

AUGUST 2006 – MAY 2017

TEACHER, CLINTON HIGH SCHOOL

Taught 9th grade thru 12th grade English at Clinton High School. Served as a mentor to individuals becoming a teacher.

EDUCATION

MAY 2012

EDUCATION SPECIALIST, LINCOLN MEMORIAL UNIVERSITY

4.0 GPA

Specialized in Education Administration

MAY 2007

MASTER OF EDUCATION, UNIVERSITY OF TENNESSEE

4.0 GPA

Completed while teaching in the Anderson County Schools

MAY 2006

BACHELOR OF ARTS, UNIVERSITY OF TENNESSEE

4.0 GPA, English Literature

SKILLS

- Servant Leadership
- Effective Communicator
- Reading and Analytical Skills
- Recruiting

ACTIVITIES

My community means a lot to me – which is why I try to give back every chance I get. I serve on the fundraising committee for the Clinton Elementary School projects initiative. I am a member of the Anderson County Chamber of Commerce and I am active in the Downtown Projects for the City of Clinton.

**REQUEST FORM
CONSIDERATION FOR NOMINATION TO THE**

VETERANS ADVISING COMMITTEE

Date 8-23-21

Name Michael E. Wagoner

Address 201 Jefferson Ln, Clinton TN 37716

Phone Number 865-719-3254 N/A
(Home) (Work)

Employment History: (if not on resume)

See Attached

Education: (if not on resume)

See Attached

Why would you like to serve on this Board/Committee:

Would like to be able to assist Veterans

PLEASE ATTACH A RESUME TO THIS APPLICATION

(For additional space, use back of form)

GOVERNMENT OF THE DISTRICT OF COLUMBIA

Office of the Attorney General

1-25-8

Mr. [Name]

1000 [Address]

Washington, D.C.

Dear Sir:

2

Enclosed

Very truly yours,

Attorney General

Very truly yours,

1000 [Address]

I have over 45 years experience working in the most challenging regulatory environments in the United States Navy Nuclear Power, Department of Defense, and the United States Department of Energy (DOE) Nuclear Weapons Production Programs. I have successfully managed audit and assessment programs, maintenance and preventive maintenance organizations, and training organizations.

During my time at Oak Ridge, Idaho Falls, Paducah, Hanford, SRS, Los Alamos, Rocky Flats Site, United States Navy and various DOD Sites I have performed work in the following areas:

- Maintenance Manager (\$2,000,000 budget)
- Preventive Maintenance Program Management
- Conduct of Operations and Maintenance (Assessor/Advisor/Mentor)
- Development and Implementation of DOE Orders 5480.19, 5500.3A, 433, and 4330.4B
- Training Program Material Development (System Descriptions and Development)
- Development of Safety for Handling Nuclear Material
- System Walk-downs and verification
- Preparation of Operations and Technical procedures (Facility Level)
- Implementation and assessment of Integrated Safety Management (ISM)
- Authorization Basis Compliance
- Assessor of Programs and Safety Significant Systems.
- Baseline assessment of DOD Facility Safety Programs
- Developed and presented training for facilities
- Manager for operating facilities: steam plant, water plant, and contaminated laundry facility.

References are available upon request. I am available at the present time for employment.

I can be contacted at the following numbers:

- Cell phone (865) 719-3254
- E-mail: mewagoner1@gmail.com

Sincerely;

Michael E. Wagoner

MICHAEL E. WAGONER
201 Jefferson Avenue
Clinton, TN 37716
Home: (865) 719-3254

EXPERIENCE SUMMARY

Thirty years experience managing and working in operations, training, engineering and maintenance organizations at the United States Navy and the United States Department of Energy (DOE) facilities. Experience includes three years managing a Veteran Hospital Utilities systems operation and a total of forty years as responsible supervisor or manager.

PROFESSIONAL EXPERIENCE

WHIPP 8/15 to 10/15

Collected, verified and tracked the corrective actions for ESS (TSR Like Requirements) and help developed the package to be given the IVR Team. If evidence did not meet required level of documentation assisted site personnel in documenting required evidence. Worked with the IVR Team when questions were raised during the IVR.

LIQUID WASTE OPERATIONS (Y-12) 10/12 to 6/13

Acting Work Control Manager/Conduct of Maintenance and Operations Mentor. Implemented a new Work Control Process and ensured planners and maintenance personnel were trained and proficient in the new process. Developed and implemented the first revision of the Work Control Procedure to ensure the Work Control Process and Work Control Procedure matched. Observed Operations and Maintenance Procedures being performed in the field and independently walked procedures to ensure applicability.

ORNL HOT CELLS 1/12 to 6/12

Planner for a facility in the D&D phase. Planned work packages for entry into Hot Cells with unknown sources and that had infrequent entries.

IWTU (INEL) 7/09 to 5/11

Turnover Coordinator for initial Turnover of Systems from Construction to the Testing Organization. Assisted in modifying the in-place Turnover procedures and starting the Turnover Process. During the process reviewed work packages, drawings, test data (vendor and construction), Operations Procedures that would be implemented and other documentation that would provide evidence that IWTU was constructed and tested to the requirements of a Category 2 Facility. Performed other reviews/assessments as directed by Senior Management. Developed Check Sheets for inspection of systems prior to acceptance.

Waste Isolation Pilot Program (WHIPP) 10/08 to 7/09

Conduct of Operations Mentor/Advisor for the Waste Handling organization to improve procedure compliance and culture change. Assisted in re-writing the Conduct of Operations Manual and the JHA process. Assigned to review and re-write JHAs for the Environmental organization after a rise of incidents occurred while performing work in the field. Performed a cross-check of the maintenance program against a Conduct of Maintenance Matrix.

"A" Area new Boiler (SRS) 3/08 to 10/08

Assisted in implanting a Reliability Centered Maintenance process for a new bio-mass boiler installation. Also assisted in developing "as built drawings" for the new process and oversaw the installation of the labeling process for all components. Assisted the site oversight committee in resolving issues with the design, installation, and troubleshooting of problems during construction and testing.

Waste Treatment Operations (Oak Ridge) 7/07 to 3/08

Assisted in transition of WTO during transition to a new Prime Contractor. Ensured existing procedures meet the requirements of new contract, made changes as required, and developed new procedures where none existed. Assisted Project Manager in formalizing Conduct of Operations and Maintenance, writing contracts to bring companies to the site to perform work, transition to the new Inspection Data Base for Equipment Inspections. Assisted in developing Preventive Maintenance packages and assisted in reducing the work backlog.

SRS 3/07 to 7/07

Ensure that maintenance and operations procedures comply with the AB documents for two facilities. Compared procedures with the AB documents and resolved comments with engineers and AB personnel for new process campaigns that were scheduled.

INEL 7/06 TO 10/06

Acted as advisor/mentor for maintenance of Spent Nuclear Fuels Organization. Also was advisor/mentor to assist the AMWTP Organization in preparation for Phase I ISMS review.

LOS ALAMOS NATIONAL LABORATORY 3/06 TO 7/06

Advisor to implement a new Conduct of Maintenance Program at the NWIS Facility. Was one of three authorized to release work after we were satisfied that all safety (ISM) requirements were met. Reviewed work packages against AB documents to ensure that they were implemented and documented properly. Assisted in writing work packages and the observed work being performed to ensure was accomplished as written.

INEL, IDAHO FALLS 12/05 to 3/06

Performed DOE directed assessment of Maintenance Programs at INEL. Reviewed Maintenance Programs for compliance with DOE Orders and ISM elements. Mentor/Advisor for Spent Nuclear Fuels for Conduct of Maintenance and Operations. Helped strengthen the scheduling, planning process, and execution of work. Ensured all elements of ISM and DOE orders were met. Walked down all systems to ensure work could be accomplished and changes were made to system drawings if required.

KATRINA RELIEF, NEW ORLEANS, LA 11/05 TO 12/05

Oversite/Superintendent of Company tasked with clean-up crew in New Orleans and suburbs, ensuring schedule, OSHA, and DOT requirements were met. Spent most of time in the field observing work and coordinating with workers, OSHA and Corps of Engineers. Resolved questions in regards to safety requirements and assisted in developing ways to complete tasks when questions and problems arose in the field

SAVANNA RIVER SITE (SRS) 4/05 TO 10/05

Part of Linking Document Development Team (LDD) reviewing the Authorization Basis Documents (AB) and Safety Basis Documents and that implementing procedures and documents meet the requirements of the Technical Safety Requirements (TSR) and Documented Safety Analysis (DSA). Reviewing the Annual Update and ensuring the changes have been captured in required documents. Reviewed implementing documents to ensure they will work when performed in the field.

ETTP-K-25 OAK RIDGE 2/05 TO 3/05

Performed a "gap analysis" of WSMS Mid America maintenance procedures against the proposed maintenance procedure to be implemented at ETTP, and assisted in developing changes to the WSMS procedures. Interfaced with senior ETTP Management and WSMS personnel to ensure that all of the requirements of the ETTP Maintenance Procedure were met. Was the WSMS representative for the first two audits of WSMS procedures/work packages against the new Maintenance Procedure, the audit had minor administrative observations

LOS ALAMOS NATIONAL LABORATORY 8/04 TO 2/05

Assisted in the restart of a Nuclear Category 2 Facility. Developed standing orders, assisted in rewriting all operating procedures, and review of all active work orders. Helped implement and complete an integrated schedule to meet ORR commitments. Tracked, assisted, and closed approximately 50 findings in preparation for a MSA and Self Assist audits. Presented completed findings with only minor comments. Assisted in developing a work package for a Safety Class System that had originally been disapproved by DOE, then observed work to ensure it was accomplished as written.

INEL, IDAHO FALLS 7/04 TO 8/04

Project Coordinator for a start-up of waste retrieval system. Walked down systems and helped develop operating procedures. Developed Job Safety Analysis documents and coordinated all activities associated with start-up of a new operation in preparation for an ORR

LOS ALAMOS NATIONAL LABORATORY (LANL), 4/02 TO 3/04

Technical Advisor in a Nuclear Category 2 Facility assisting in implementing Technical Safety Requirements (TSR), including evaluation of procedures, maintenance, and operations. Performed an assessment and assist on a Type A Investigation corrective action plan involving incorrect installation of compression fittings. Developed operating procedures, maintenance procedures, and lesson plans to assist Laboratory in correcting deficiencies identified in the assessment. Presented lesson plans to maintenance craft and operators.

Developed response to a NNSA assessment of a Containment Ventilation System, including corrective actions and a WBS schedule. Evaluated Facility Coordinators as they interact with Project Management for a new Facility Manager who is assuming responsibility for the area and performed reviews on maintenance packages to ensure they meet the requirements of DOE Order 4330.4B

HANFORD TANK FARMS, CH2M HILL, 11/01 TO 3/02

Performed an assessment of the hazard identification process, flow down of documents to support Integrated Safety as it pertains to operations and maintenance. Also made recommendations to ensure that the requirements of Integrated Safety and Conduct of Operations/Conduct of Maintenance were met.

PADUCAH GASEOUS DIFFUSION PLANT, PADUCAH, KY 6/01-8/01

Developed lesson plans for the use of a Temporary Radiation Criticality Accident Alarm System (TCAAS). Acted as subject matter expert during the first 5 training sessions until the instructor was familiar with the subject matter. Assisted in preparing and evaluating evidence for the Readiness Assessment performed by the Prime Contractor.

EAST TENNESSEE TECHNOLOGY PARK (ETTP), OAK RIDGE, TN

Performed a full assessment of the Radiation Criticality Accident Alarm System (RCAAS) program. This entailed evaluating Conduct of Operations, Conduct of Maintenance, Preventive Maintenance, Document Control, Management Assessment, Procedure Development and Usage, Configuration Control, Training, and Occurrence Reporting. Assisted in developing a Plan of Action to correct the identified deficiencies

from the assessment. Developed 15 lesson plans to be presented to all workers at the facility.

HANFORD SITE, RICHLAND, WA 12/00-3/01

Assigned as Conduct of Operations Mentor for CVD while in transitions from cold testing to radiological hot operations. Provided on shift technical assistance and mentoring to CVD personnel. Responsible for providing performance and process improvements for personnel while in preparation for CVD and DOE ORR reviews. Assessed compliance with Conduct of Operations, Authorization Basis, Operations Procedures, Radiological Controls Conduct of Maintenance, and provided corrective actions for identified deficiencies. Reviewed maintenance packages and made recommendations to ensure they met the requirements of DOE Orders. Observed work and made recommendations to improve performance.

Mentor for ISM, Maintenance and Preventive Maintenance, 8/00-11/00

Reviewed the maintenance program for the balance of plant for ISM compliance. This entailed a 100% audit of new work packages, Standing Work Packages (SWP), and spot check of previously approved maintenance work packages. Also assisted the Technical Operations Organization with developing their preventive maintenance and inspection program. Developed an audit plan of the Equipment Testing and Inspection (ET&I) items and the overdue PMs before merging both databases into one database.

INEEL. Intec Site, Idaho Falls Idaho 11/99-7/00

Assisted in implementing the ISM Program at the INTEC site of INEEL. Acted as Field Coordinator in the review and revision of all applicable procedures (2700). Coordinated with all organizations in the development of a process to ensure that the requirements of the DOE Order were met and implemented. Reviewed and approved all close-out packages when submitted. Developed a data base (spread sheet) to track all open issues in the I-Care system. Interfaced with assigned personnel to ensure the open items were closed or corrective action plans were in-place and approved. Assisted in the WBS scheduling meetings to track all issues and assisted in resolving items that were in jeopardy of missing completion dates.

Y-12 Site, Oak Ridge TN

Preventive Maintenance Manager, 1997 – 1999

Assigned to Enriched Uranium Operations (EUO) to perform a programmatic assessment of the Preventive Maintenance Program and institute changes required to make it effective. Acted as liaison between the Restart Team and EUO to coordinate requests for reviewing existing Preventive Maintenance Procedures and the implementing the Preventive Maintenance Program. Oversaw the development of new maintenance and preventive maintenance procedures. This required assisting the procedure writers, SMEs, and operators in the correct method to develop procedures, perform calibrations, to meet the requirements of DOE Orders, National Standards, and Plant requirements. Developed the program to ensure parts were available to meet the schedule. Successfully completed two Operational Readiness Reviews (ORRs) and internal assessments with no findings and only minor deficiencies. Responsible for the application of Integrated Safety Management for all the maintenance activities associated with the preventive maintenance program. This included comprehensive system walk-downs and specific equipment hazard analysis to identify associated hazards.

Management Mentor (Consultant) Oak Ridge TN, 1995 - 1997

Assigned as a Conduct of Operations and Conduct of Maintenance mentor to Utilities and Quality Department Managers. Responsible for ensuring appropriate programmatic interpretation, development and implementation of Institute of Nuclear Plant Operations (INPO) guidelines and DOE Orders in the operations, training, and maintenance areas. Responsible for mentoring managers and supervisors within the department toward understanding and implementing of Conduct of Operations in Maintenance and Operational activities. Reviewed maintenance procedures and made recommendations to the Maintenance

Department to ensure all requirements of DOE orders were met. Developed the first integrated schedule for overhaul of four boilers and assisted the planners in developing integrated work packages. Provided guidance in the preparation and approval of exception requests and resumption of operation requests. Responsibilities included: hazard identification and mitigation, documentation of compliance with controlling documents and procedures, evaluation of documentation and verification that actions meet the requirements of the controlling documents. Assisted in developing the Self Assessment Program for Product Certification Division. Successfully completed the Restart for Quality Services including an ORR with no findings. Walked down, validated and assisted in rewriting twenty-six procedures which were instrumental in a successful facility resumption of operations.

ROCKY FLATS, Golden, Colorado, 1990-1995

Maintenance Manager/Special Projects/Manger of Steam Plant and Water Plant

Manger of the Steam and Water Plants during restart operations. Validated all operations procedures and processes before startup was allowed. Assisted in rewriting all procedures to change HEPA Filters in all of the contaminated buildings on site and scheduling completion of filter changes.

Maintained and repaired nine buildings including the Steam Plant, Water Plant, Nitrogen Plant, and Laundry as well as utility systems, 13.8 KVA electric distribution lines, steam and condensate system, natural gas, domestic water and fire suppression system for the complex. Implemented an integrated work control system for the Utilities Department. Directed planners and SMEs on how to develop work packages to meet the requirements of an Integrated Maintenance Program.

Managed and maintained a \$12.8 million dollar budget within 1% for Utilities organization.

Coordinated with outside organizations including Safety, Waste, outside construction companies and others to ensure that OSHA, EPA, and other Federal and State regulations are enforced.

Developed the site-wide Drill and Exercise Program.

HARRY S. TRUMAN VA HOSPITAL COLUMBIA, MO.

Air Conditioning and refrigeration mechanic in a 6 floor VA Hospital. Was only mechanic on mid-night shift. Performed all repairs, adjustments, and operations on the ventilation system and support activities.

UNITED STATES NAVY, 1965-1987 (E-9)

Commander Submarine Squadron Six Staff / Operational Submarines

Evaluated nine submarines, support tender, and torpedo retriever on preventive maintenance, drills and exercises, training programs, personnel management, records and other aspects pertaining to the safe operation of nuclear propulsion systems. As Assistant Quality Assurance Officer, ensured all work accomplished within the Submarine Safety Boundaries (SUB SAFE) was correctly documented and accomplished by procedure.

Supervised 45 mechanics, electricians, and lab technicians overseeing their training requirements, advancement, and all administrative functions for advancement of their careers.

Performed, trained, and supervised work on high pressure gas, steam, water (radioactive contaminated and non contaminated), and hydraulic systems.

As Ship's representative to Nuclear and Non-Nuclear Test Groups, interfaced with Naval Reactors, Shipyard and the Ship to resolve scheduling and logistic problems. During post-overhaul testing was ships representative interfacing with the shipyard to ensure testing was scheduled and completed on time for nuclear and non-nuclear systems. This included evaluating and approving test procedures.

LICENSES/CERTIFICATIONS

High School graduate, Ambia Indiana

120 hours credit Columbia College, Columbia, Missouri

Department of Labor Instructor for Construction OSHA 10CFR1926 (expired)

Competent Person for Trenching and Excavation OSHA (expired)

120 hours credit Columbia College, Columbia, Missouri

Qualified as an Assessor at Los Alamos National Labs

Completed DOE Conduct of Maintenance Training for Facility Representatives

Certified as Level 1 Instructor at Los Alamos

Basic Instructor Training (BIT) certified

Rad Worker II (expired)

Hazwopper (expired)

ANDERSON COUNTY COMMISSION COMMITTEES 2020-2021

[Rev. 9/13/2021]

Audit

T.C.A. 9-3-405 [*1*4]
[4 year term/staggered] Employs county auditor

Chuck Fritts (9/21)	Commissioner D-1
Josh Anderson (9/22)	Commissioner D-3
Theresa Scott (9/22)	Commissioner D-7
Catherine Denenberg(9/23)	Commissioner D-6
Steve Mead (9/21)	Commissioner D-6
Phil Yager (9/25)	Commissioner D-8
Gail D. Cook (9/23)	CPA, CGFM

Fixed Asset

[1 year term] [*4*8]

Robby Holbrook	Budget Director
Jim Woodward	School Finance Director
Katherine Ajmeri	Purchasing Agent
Gary Long	Highway Department
Steve Mead	County Commission D-6

Budget

'81 Finance Act [*1*2*3*4]
[1 year term] appointed in January Budgets and taxes

Bob Smallridge	Commissioner D-8
Chuck Fritts	Commissioner D-1
Catherine Denenberg	Commissioner D-6
Jerry Creasey	Commissioner D-7
Jerry White	Commissioner D-5
Shain Vowell	Commissioner D-4
Bob Jameson	Commissioner D-2
Denver Waddell	Commissioner D-3

Highway

[1 year term] [*1*4]
Roads, Bridges, Road Superintendent

Chuck Fritts	Commissioner D-1
Robert Jameson	Commissioner D-2
Denver Waddell	Commissioner D-3
Tim Isbel	Commissioner D-4
Jerry White	Commissioner D-5

Finance Committee

Chuck Fritts	Commissioner D-1
Rick Meredith	Commissioner D-2
Tim Isbel	Commissioner D-4
Terry Frank	Mayor
Dr. Tim Parrott	Director of Schools
Gary Long	Road Superintendent
Phil Yager	Commissioner D-8

Jail Committee

[1 year term] [*1*3*4]
[created as standing committee 3.21.11]

Robert Jameson	County Commission
Chuck Fritts	County Commission
Phil Yager	County Commission
Theresa Scott	County Commission
Steve Mead	County Commission
Avery Johnson	Sheriffs Department
Kelvin Rice	Citizen
Tom Marshall	Public Defenders Office
Jay Yeager - ex officio	Law Director

*1. Standing Committee

*2. Rule XVI: 1 year life unless specified yearly.

*3. Membership required to be people who hold certain positions

*4. Nominated and appointed by county legislative body

*5. Nominated by county mayor.

*6. Ratified by county legislative body.

*7. Rules of Procedure regulate membership.

*8. Members need not be members of county legislative body.

ANDERSON COUNTY COMMISSION COMMITTEES 2020-2021

[Rev. 9/13/2021]

Non-Profit

[1 year term][created 7/03]

{*1*4}

Tracy Wandell	Commissioner D-1
Rick Meredith	Commissioner D-2
Denver Waddell	Commissioner D-3
Shain Vowell	Commissioner D-4
Jerry White	Commissioner D-5
Catherine Denenberg	Commissioner D-6
Jerry Creasey	Commissioner D-7
Phil Yager	Commissioner D-8

Tim Isbel	Commissioner D-4
Jerry White	Commissioner D-5
Catherine Denenberg	Commissioner D-6
Jerry Creasey	Commissioner D-7
Phil Yager	Commissioner D-8

Operations

[1 year term]

{*1*4*7}

Courthouse, cable TV, Sheriff, administrative functions, contracts, policies

Legislative

[1 year term]

{*1*4}

Private Acts, liaison with legislators

Chuck Fritts	Commissioner D-1
Robert Jameson	Commissioner D-2
Josh Anderson	Commissioner D-3
Tim Isbel	Commissioner D-4
Jerry White	Commissioner D-5
Steve Mead	Commissioner D-6
Jerry Creasey	Commissioner D-7
Bob Smallridge	Commissioner D-8

Tracy Wandell	Commissioner D-1
Rick Meredith	Commissioner D-2
Josh Anderson	Commissioner D-3
Tim Isbel	Commissioner D-4
Robert McKamey	Commissioner D-5
Steve Mead	Commissioner D-6
Theresa Scott	Commissioner D-7
Phil Yager	Commissioner D-8

Purchasing Commission

'81 Finance Act

{*1*2*3*4}

[4 year term] Assists purchasing agent in setting policies

Nominating

[1 year term]

{*1*4*7}

Makes nominations to County Commission for all positions which are not required to be nominated by others.

Chuck Fritts	Commissioner D-1
Robert Jameson	Commissioner D-2
Josh Anderson	Commissioner D-3

Tim Isbel	Commissioner D-4
Denver Waddell	Commissioner D-3
Steve Mead	Commissioner D-6
Catherine Denenberg	Commissioner D-6
Phil Yager	Commissioner D-8

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ANDERSON COUNTY COMMISSION COMMITTEES 2020-2021

[Rev. 9/13/2021]

Resale of Land Bought at Delinquent Tax Sales

T.C.A. 67-5-2507 (b) (1) (*1 *3 *4)
Sets price of & authorizes sale of such land.

Terry Frank (CH)	County Mayor
Josh Anderson	Commissioner D-3
Denver Waddell	Commissioner D-3
Shain Vowell	Commissioner D-4
Catherine Denenberg	Commissioner D-6

Rules

[1 year term] (*1*4)
Committee on Committees, Rules of Procedure

Chuck Fritts	Commissioner D-1
Robert Jameson	Commissioner D-2
Catherine Denenberg	Commissioner D-6
Steve Mead	Commissioner D-6
Bob Smallridge	Commissioner D-8

Intergovernmental Committee

[Established 10-21-02] [1 year term] (*1*4)

Tracy Wandell	Commissioner D-1
Josh Anderson	Commissioner D-3
Tim Isbel	Commissioner D-4
Shain Vowell	Commissioner D-4
Catherine Denenberg	Commissioner D-6
Bob Smallridge	Commissioner D-8
Terry Frank (ex officio)	County Mayor
Jay Yeager (ex officio)	Law Director

Veterans Service Advisory

[Established 11-20-06] (*1*4*8)

Tracy Wandell	Commissioner D-1
Robert McKamey	Commissioner D-5
Steve Mead	Commissioner D-6
Roger William Bates "Billy"	Veteran
John Aperans	Veteran
Michael Vudragovich	Veteran
Mark D. Walter	Veteran
Leon Jaquet	Ex-officio

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ANDERSON COUNTY

Boards, Committees and Commissions

2020 - 2021

[Rev.9/13/2021]

County Ethics Commission

Code of Ethics adopted 5-21-07 { *10 }
[2 yr terms expiring 9/2010, no term limits]

A) County Mayor, or designee	Terry Frank
B) Chairman of the CLB, or designee	Joshua Anderson
C) County Clerk or designee	Jeff Cole
D) Circuit Court Clerk, or designee	Rex Lynch
E) Clerk and Master, or designee	Hal Cousins
F) Director of Schools, or designee	Dr. Tim Parrott
G) Highway Superintendent, or designee	Gary Long
H) Mbr of the Judiciary, or designee	
I) Assessor of Property, or designee	Johnny Alley
J) Register of Deeds, or designee	Tim Shelton
K) Sheriff, or designee	Russell Barker
L) Trustee, or designee	Regina Copeland
M) Member of CLB, or designee	Catherine Denenberg
N) Member of the CSB, or designee	Dail Cantrell
O) County Mayor appointment	Dusty Irwin
P) CLB appointment	Shain Vowell
Q) Ombudsman/Law Director, ex officio	Jay Yeager

Employee Insurance Board of Trustees

[by resolution amended - approved 4.21.08] { *10 }

Terry Frank	County Mayor
Robby Holbrook	Interim Finance Director
Kim Jeffers-Whitaker	H R Director
Rick Meredith	County Commissioner
Open	HR Advisory Member

Facility Oversight Committee

Established by contract
(1) County Commissioner

Joshua Anderson	Commissioner
Terry Frank	County Mayor

Fire Commission

Established 3/21/94 { *1 *6 *7 *10 }

Bylaws updated 3/18/13

Membership: [County Commissioners 2 yr terms; Dept Chiefs serve thru term of office]

Membership:

Shain Vowell (9/22)	Commissioner
Denver Waddell (9/22)	Commissioner
Matthew Burrell, Chief	Andersonville VFD
Jamie Brewster, Chief	Briceville VFD
Craig Shaver, Chief	Claxton VFD
A.J. Harris, Chief	Marlow VFD
Mike Cable, Chief	Medford VFD
Terry Allen, Chief	Rescue Squad
Archie Brummitt, Chief	Clinton FD
Ronnie Spitzer, Chief	Rocky Top FD
Scott Hackler, Vice Chair	Norris FD
Darryl Kerley, Chief	Oak Ridge FD
Justin Bailey, Chief	Oliver Springs FD

Associate Members

Steve Payne, Director

Nathan Sweet, Director

Open

ACEM

ACEMS

ACSO

American Red Cross

Health & Education Facilities Board

T.C.A. 48-101-307

[6 yr terms]

{ *2 *6 }

Leslie Sellers (11/20)
Joseph F. Rainey, DDS (11/20)
Edward E. Coker (11/20)
Louise B. Dunlap (11/24)
Curtis C. Sexton, MD (11/24)
Charles E. Price (11/22)
William T. Gallaher (11/22)
John E. Stair (11/22)
Paul E. Bostic, Jr. (11/24)

*1 Nominated by Nominating Committee

*2 Nominated by Board

*3 Nominated by County Mayor

*4 Appointed by State Agency

*5 Appointed by County Mayor

*6 Ratified by County Legislative Body

*7 Members need not be members of the Co. Legislative Body

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ANDERSON COUNTY

Boards, Committees and Commissions

2020 - 2021

[Rev.9/13/2021]

Adult Oriented Establishment Board

T.C. A. 7-51-1120 { *5 *6 *7}
[4 yr term] five members

Open	Commissioner
Chuck Fritts	Commissioner
Steve Mead	Commissioner
Jerry White	Commissioner
Tracy Wandell	Commissioner

Alternatives to Incarceration Advisory

[established by resolution # 12-321] [1.17.12] { *10 }

Terry Frank	County Mayor
Rex Lynch	Circuit Court Clerk
Dave Clark	District Attorney General
Tom Marshall	District Public Defender
Phil Yager	County Commissioner
Richard Parker	Chief Jailer
Russell Barker	Sheriff
Jan Cagle	Mental Health Professional

American's with Disabilities Oversight

[1 yr term] { *2 *4 *8 }
Oversees policies and facilities compliance with ADA Act

Louise McKown	Chairman
Roger Lloyd	ADA Coordinator
Jerry Creasey	Commissioner
	Commissioner
	Site Compliance/Wheelchairs
Jim Woodward	School Department
	School Department

Agricultural Extension Committee

T.C.A. 49-50-104 { *4 *6 }
[2 yr terms, January 1]

Open	Commissioner
Josh Anderson (12/21)	Commissioner
Robert McKamey (12/20)	Commissioner
Jenny Cooper (12/20)	Farm Woman
Joe Hall (12/21)	Farm Man
Amanda Evans (12/20)	Farm Woman
Robbie Giles (12/21)	Farm Man

Anderson County Beer Board

T.C.A. 57-5-105 [3 yr term] { *1 *6 *7 }
Maximum ten members Regulates issuance of beer licenses

Kim Burton Scattergood (9/22)
Jeff Watson (9/23)
Catherine Denenberg (9/23)
Jerry White (9/22)
Sam Bice (9/24)
Theresa Scott (9/23)
Tim Isbel (9/23)
Steven Phillips (9/23)

Board of Health

T.C.A. Title 68, Ch. 2 { *2 *6 *7 *10 }
[4 yr term] Oversees county health department

Dr. Joseph F. Rainey (9/18)	DDS
Dr. Thomas Clary (9/18)	Physician
Dr. Curtis Sexton (7/17)	Physician
Jim McBride (9/18)	Pharmacist
Mark Garrett (9/18)	Veterinarian
Brenda Vowell (9/18)	Nurse
Jeanie Bertram (7/17)	Community Health Ad.
Dr. Tara Sturdivant	Health Officer Ex Officio

Board of Zoning Appeals

T.C.A. 13-7-101 { *1 *6 *7 }
[5 yr term] Required to hear zoning appeals

Claude Langley (9/19)
Carl Kenneth Wright (9/21)
Jerry White (9/20) Commissioner
Kenneth Matthew Hall (9/21)
Archie Burress (9/22)
James Ferguson (9/23) Alternate

*1 Nominated by Nominating Committee
*2 Nominated by Board
*3 Nominated by County Mayor
*4 Appointed by State Agency
*5 Appointed by County Mayor

*6 Ratified by County Legislative Body
*7 Members need not be members of the Co. Legislative Body
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ANDERSON COUNTY

Boards, Committees and Commissions

2020 - 2021

[Rev.9/13/2021]

Civil Service Board

T.C.A. 8-8-405 [3 yr term] { *1 *6 *7 }
Enforces law enforcement civil service regulations

Richie Noe (9/23)
Lisa Smith (9/24)
Mark Weaver (9/22)

Clinch River Regional Library Board

(3 year term) { *2 *6 *7 *9 }

Joshua Anderson (6/21)
Mary Jane Berry (6/21)

Communications Committee

Re-established 11-15-10
[1 yr term] Oversees sheriff's communication equipment

Jerry Creasey	County Commission
Robert Sexton	Sheriff's Department
Peter Sexton	Emergency Services
Steve Payne	Emergency Management
Donnie Shipley	Fire Commission
Gary Long	Highway Department
Joe Forgety	School Department
Jeremy Huddleston	City of Oak Ridge
Bill Riggs	City of Clinton
Jim Shetterly	City of Lake City
Danny Humphrey	City of Norris
Kenny Morgan	Town of Oliver Springs
Bob Madewell	Amateur Radio

Conservation Board

T.C.A. 11-21-102 { *5 *6 *7 }
[5 yr term] Oversees parks and recreation

Tony Powers (12/24)
Scott Burton (12/25)
Earl Cagle (12/22)
Joshua Anderson (12/21)
Lewis Ridenour (12/23)

Community Corrections Advisory Board

T.C.A. 40-36-201 [Re-established 9.21.09] { *3 *6 *7 *9 *10 }

Tom Marshall	Criminal Defense Attorney
David S. Clark	District Attorney General
Russell Barker	Sheriff
Paul Gore	Manager
Walter Cum	Officer
Tyrone Fritts (9/18)	Non-Profit Human Service Agency
Caitlin Nolan (9/19)	Citizen
Chad McNabb (9/22)	PSI Probation
Ratisha Crawford Collier	Probation/Parole Officer
Dan Cox	Probation/Parole Officer

Emergency Communications District Board of Directors

T.C.A. 7-86-105 { *5 *6 *7 }
Required as a condition of forming E-911 system which was approved by referendum

Steve Payne (1/22)	EMA Director
Robert Sexton (1/21)	Asst. Chief Deputy
Tyler Mayes (1/23)	ACSO
Gary Long (1/19)	Road Superintendent
Robert McKamey (1/23)	County Commission
Nathan Sweet (1/24)	ACEMS
James Shetterly (1/14)	Lake City Police
Open	
Kenny Morgan (1/12)	Oliver Springs Police
Tommy Mariner (1/23)	
Jeremy Huddleston (1/24)	Sgt. ORPD

Election Commission

T.C.A. 2-12-101 { *4 *7 }
[2 yr term, April of odd years]

Joseph F. Rainey
Mary Matheny
D. Jane Miller
William T. Gallaher
William "Bear" Stephenson

Equalization Board

T.C.A. 67-1-401 { *1 *6 *7 *10 }
[2 yr terms, April even years]

James Ferguson (4/20)
Kathy Edwards (4/20) (City of Oak Ridge)
Don Butler (4/20)
Harold Whited (4/20)
Edward B. Stacey (4/20)

- *1 Nominated by Nominating Committee
- *2 Nominated by Board
- *3 Nominated by County Mayor
- *4 Appointed by State Agency
- *5 Appointed by County Mayor

2

- *6 Ratified by County Legislative Body
- *7 Members need not be members of the Co. Legislative Body
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ANDERSON COUNTY

Boards, Committees and Commissions

2020 - 2021

[Rev.9/13/2021]

Human Resource Advisory Committee

Established by Resolution #200-3-05 (3-21-05) {*6 *10}

Terry Frank	County Mayor
Jay Yeager	County Law Director
Jeff Cole	County Clerk
Rex Lynch	Circuit Court Clerk
Robby Holbrook	Interim Finance Director
Gary Long	Highway Superintendent
Johnny Alley	Property Assessor
Tim Shelton	Register of Deeds
Russell Barker	Sheriff
Regina Copeland	Trustee
Hal Cousins	Clerk & Master
Catherine Denenberg	County Commissioner

Industrial Development Board

T.C.A. 7-53-301 {*2 *6}
[6 yr terms]

William Stephenson (11/20)
Donald A. Whitaker (11/20)
Edward Coker (11/20)
Timothy Sharp (11/24)
Robert Baird (11/24)
David Hopper (11/24)
Steve Pyatt (11/22)
Ernie Bowles (11/22)
Hugh V. Evans (11/22)

IT Advisory Board

Est. by Resolution 17-4-629 (4/17/17) {*6 *10}

Terry Frank	County Mayor
Jeff Cole	County Clerk
Rex Lynch	Circuit Court Clerk
Gary Long	Highway Superintendent
Johnny Alley	Assessor of Property
Tim Shelton	Register of Deeds
Regina Copeland	Trustee
Hal Cousins	Clerk and Master
Robby Holbrook	Interim Finance Director
Kim Jeffers-Whitaker	HR Director
Phil Yager	(one Member) County Commissioner
Jay Yeager	(non-voting ex officio) Law Director

Library Board

[3 yr terms] {*8 *6}

Connie Stoner (6/21)	City of Norris
Lake McCoy (6/23)	Rocky Top
Debra Cox (6/22)	Rocky Top
Open	County Commission
John Selser (10/21)	Clinton
Susan Miceli (6/26)	Norris
Katherine Smith (6/23)	Clinton
Theresa Venable (6/23)	County
Janine Brewer (12/21)	County

Legal Services Advisory Committee

Established by Private Act 1-17-06 {*6 *10}

Terry Frank	County Mayor
Jeff Cole	County Clerk
Rex Lynch	Circuit Court Clerk
Gary Long	Highway Superintendent
Johnny Alley	Property Assessor
Tim Shelton	Register of Deeds
Russell Barker	Sheriff
Regina Copeland	Trustee
Tim Isbel	Commissioner
Steve Mead	Commissioner
Bob Smallridge	Commissioner

Northeast Railroad Authority

T.C.A. 64-2-104 {*1 *6 *7 *9 *10}

Terry Frank	County Mayor
Mark Morgan	Tourism Council Chairman
Tim Isbel	Commissioner

Public Records Commission

T.C.A. 10-7-401 {*3 *6 *7 *10}
[Term of Office] Regulates disposal of public records

Tim Isbel	County Commission
Jeff Cole	County Clerk Ex-Officio
Tim Shelton	Register of Deeds Ex-Officio
Mary Sue Harris	Historian Emeritus
Nichole Cantrell	Chancellor
Rex Lynch	Circuit Court Clerk
Hal Cousins	Clerk & Master
Stephanie A. Hill (9/22)	Genealogist
Brian Young	IT Ex-Officio
Matthew Clark	County Archives Ex-Officio

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ANDERSON COUNTY

Boards, Committees and Commissions

2020 - 2021

[Rev.9/13/2021]

Regional Planning Commission

T.C.A. 13-3-201 { *3 *4 *7 }
[4 yr term]

Ned Ferguson (9/22)	
Will Robinson (1/18)	
H. A. (Tony) Gregg (1/23)	
Tim Isbel (1/24)	Commissioner
Justin Kramer (1/23)	
Harold Edwards(1/24)	
Benjamin Stephens(1/24)	

Regional Solid Waste Planning Board

T.C.A. 68-211-813 (a) (2) { *3 *6 *8 }
Required by Solid Waste Act [6 yr term]

Dusty Irwin (9/20)	Citizen
Richard Burroughs(9/20)	Citizen
Jim Cooper (9/20)	Citizen
Robert McKamey (9/20)	Commissioner
Jerry White (9/19)	Commissioner
Buzz Buffington (9/25)	Citizen
Bill Riggs (9/25)	City of Clinton
Terry Bearden (9/23)	City of Rocky Top
Tim Hester (9/17)	City of Norris
Shira McWaters (9/25)	City of Oak Ridge
David Bolling (9/17)	Town of Oliver Springs

Tourism Council Advisory Board

T.C.A. 5-9-203 [1 yr term] { *2 *6 *8 }
Manages local tourism activities

Tim Isbel	County Commission
Robert McKamey	County Commission
Terry Frank	County Mayor
Jason Brown	City of Clinton
Michael Foster	City of Rocky Top
James Peacock	City of Norris
Beth Hickman	City of Oak Ridge
Omer Cox	City of Oliver Springs
Jim Folck	Sequoyah Marina
Art Miller	Clinton Antique Merchants Guild
Brent Galloway	Coal Creek OHV Area
Veronica Greer	Norris Dam State Park
Amanda Bridges	Holiday Inn Express
Katy Watt	Oak Ridge CVB
Rick Meredith	Anderson County Chamber
Maria Hooks	Rocky Top Chamber
Representative	Oak Ridge Chamber
Stephanie Wells	Executive Director ACTC
Vacant Position - TBD	
Vacant Position - TBD	

Water Authority (Anderson County)

Established by Private Act [4 yr staggered terms] { *5 *6 }

Rickey Rose (Chairman)
Jack Shelton
George Horton
Ernie Bowles
Charles "Dusty" Irwin

*1 Nominated by Nominating Committee
*2 Nominated by Board
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*4 Appointed by State Agency
*5 Appointed by County Mayor

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