
Anderson County Board of Commissioners

Regular Agenda **Tuesday, January 18, 2022 @ 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. Committee Reports**
 - Purchasing Report – by Katherine Ajmeri, Deputy Purchasing agent
 - Budget Report – by Robby Holbrook, Finance Director
- 7. Director of Schools** – Written report including BOE Minutes (12/9/21)
- 8. County Mayor**
 1. Approval of motion acknowledging that the county mayor has reviewed with the County Commission the County’s Debt Management Policy.
 2. Approval of motion that the county mayor and county commission acknowledge that an annual cash flow forecast must be prepared and submitted to the Comptroller prior to issuance of debt.
 3. Approval of motion that the county mayor and county commission acknowledge that all county offices are required to have documented system of internal controls.
- 9. Law Director**
 - A. Contract Approvals
 - B. Anderson County Zoning Violations
- 10. Committees/Boards Reports**
 1. Operations Committee Report – by Chairman Isbel
 - Resolution No. 22-01-910 Oak Ridge Industrial Development Board
 - Resolution No. 22-01-911 Supporting Rocky Top Adventure Tourism District
 - Resolution No .22-01-909 Updating and Amending AC Multi-Jurisdictional Hazard Mitigation Plan
 - Motion to extend the emergency sick leave for COVID-19 through the end of March
- 11. New Business**
- 12. Old Business**
- 13. Adjourn**

Respectfully Submitted
Joshua Anderson, Chairman

Anderson County Board of Commissioners Purchasing Committee Meeting Minutes
January 10, 2022
4:30 p.m.
Room 312 of the Courthouse

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

Member Absent: Phil Yager

Commissioner Waddell made a motion to add the TEMA Homeland Grant (Contract #22-0048) and the EMS request to donate ambulances to the Claxton Volunteer Fire Department to the agenda under new business. Commissioner Mead seconded the motion. Motion passed unanimously.

Commissioner Waddell made a motion to add the EMS tuition agreement (Contract #22-0050) to the agenda under new business. Commissioner Mead seconded the motion. Motion passed unanimously.

A. Contracts Approved by Law Director

1. **State of Tennessee Emergency Management Agency, EMA, Contract #22-0046** – Two-year Emergency Management Performance Grant.

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

B. Contracts Pending Law Director Approval

C. Other Business

1. **Request from EMA to donate approximately 30 fire hoses to Little Ponderosa Zoo** – Fire Hoses are contaminated and cannot be used by EMA or Fire Departments but would still be useful for zoo (ex – creating hammocks and enrichment activities for animal enclosures).

Commissioner Denenberg made a motion to approve and to forward to County Commission with a recommendation for approval. Commissioner Mead seconded the motion.

Commissioner Waddell questioned why the hoses cannot be de-contaminated. Discussion ensued. Commissioner Mead rescinded his motion for approval and Commissioner Denenberg withdrew her second. Commissioner Mead made a motion to defer this item until the next month's meeting pending additional information. Commissioner Denenberg seconded the motion. Motion passed unanimously.

After review of the items under New Business, Commissioner Denenberg pointed out the letter from EMA Director Steve Payne in the agenda packet that identifies the hoses as damaged. Considering this additional information, Commissioner Denenberg made a motion to approve and to forward to County Commission with a recommendation for approval. Commissioner Mead seconded the motion. Motion passed unanimously.

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

DESCRIPTION	DEPARTMENT	Condition	Starting Bid	Winning Bid
2002 Chrysler Mini Van	Board of Education, Office of Technology	Does not run, must be towed	\$100	\$440.75

D. New Business

- Sydney Morris, EMS, Contract #22-0050** – Agreement to pay Roane State Community College \$3,400 worth of tuition and fees for EMS employee to attend the AEMT program. The employee must continue full-time employment with the EMS for one-year after obtaining the AEMT State EMS license or employee will be required to repay the whole amount.

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

- EMA, Tennessee Emergency Management Agency, Contract #22-0048** – Thirty-two month Homeland Security Grant.

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

- Request from EMS to donate two old ambulances to the Claxton Volunteer Fire Department for a vehicle extrication class next month.**

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

ANDERSON COUNTY GOVERNMENT SUMMARY OF BUDGET AMENDMENTS

01/11/2022 No Quorum

<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	Fund 118 - EMS	\$ 200.00
	2	Fund 128 - Tourism	\$ 27,500.00
	3	General Fund 101 - Animal Care & Control	\$ 1,100.00
Group 2 - Appropriations - School (Commission Approval by Board Vote)			
	4	Fund 141 - Fiscal Services	\$ 300,000.00
	5	Fund 141 - Fiscal Services	\$ 750,000.00
	6	Fund 141 - Student Services	\$ 2,100.00
Group 3 - Transfer - School (Commission Approval by Board Vote)			
Group 4 - Transfers - NonSchool (Commission Approval by Board Vote)			
Group 5 - Appropriations - NonSchool (Commission Approval by Board Vote)			
	7	Fund 131 - Highway	\$ 725,000.00
	8	Fund 128 - Tourism	\$ 100,000.00
	9	General Fund 101 - Finance/Drug Court	\$ 1,746.84
	14	General Fund 101 - Convservation Board	\$ 32,326.00
Group 6 - Appropriations - General Fund Unassigned Fund Balance (Commission Approval by Board Vote)			
	10	General Fund 101 - Finance	\$ 46,127.60
	11	General Fund 101 - Mayor	\$ 12,000.00
	12	General Fund 101 - Finance	\$ 1,500,000.00
Group 7 - Miscellaneous			
	A	Firetruck Resolution	

BUDGET COMMITTEE AGENDA
January 06, 2022 AT 4:00 PM, Room 312



1. Cash and Fund Balance Report, etc.....Robby Holbrook
2. Consent Agenda Transfers, not requiring Commission approval (1-3)
3. AC Schools/Julie Minton Appropriations (4-6)
4. Highway/Gary Long Appropriation (7)
5. Tourism/Stephanie Wells Appropriation (8)
6. Finance/Robby HolbrookAppropriations (9-10)
7. Mayor/Terry Frank Appropriation (11)

SECTIONS:

- Fire Truck Resolution from Commission (A)
- New Business (B)
- Old Business (C)

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

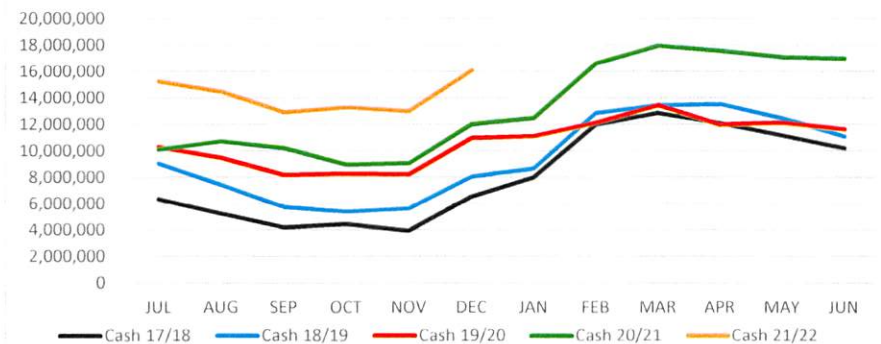
FUND	DESCRIPTION	NON-SPENDABLE	RESTRICTED FUNDS	COMMITTED FUNDS	ASSIGNED FUNDS	UNASSIGNED FUND BALANCE	TOTAL FUND BALANCE	CASH
101	General Fund	\$ -	\$ 973,201	\$ 1,755,506	\$ 3,192,381	\$ 8,919,046 *	\$ 14,840,134	\$ 16,064,200
115	Library Fund	\$ -	\$ 276,782		\$ -	\$ -	\$ 276,782	\$ 364,338
116	Solid Waste/Sanitation Fund	\$ -	\$ 281,964	\$ -	\$ -	\$ -	\$ 281,964	\$ 376,928
118	Ambulance Fund	\$ -		\$ -	\$ -	\$ 627,799	\$ 627,799	\$ 1,187,375
121	American Rescue Plan							\$ 7,341,037
122	Drug Control Fund	\$ -	\$ 150,936	\$ 8,459	\$ -	\$ -	\$ 159,395	\$ 171,953
127	Channel 95 Fund	\$ -	\$ -	\$ -	\$ 68,290	\$ -	\$ 68,290	\$ 30,780
128	Tourism Fund	\$ -	\$ 237,796	\$ -	\$ 200,000	\$ -	\$ 437,796	\$ 618,229
131	Highway Fund	\$ 44,257	\$ 269,737	\$ 2,980,918	\$ -	\$ -	\$ 3,294,912	\$ 5,364,776
141	General Purpose School Fund	\$ -	\$ -	\$ 12,442,226	\$ -	\$ -	\$ 12,442,226	\$ 17,389,661
143	Central Cafeteria	\$ 126,069	\$ 1,786,700	\$ -	\$ -	\$ -	\$ 1,912,769	\$ 2,519,692
151	General Debt Service Fund	\$ -	\$ 515,512	\$ -	\$ -	\$ -	\$ 515,512	\$ 862,785
152	Rural Debt Service Fund	\$ -	\$ 337,093	\$ -	\$ -	\$ -	\$ 337,093	\$ 764,005
156	Education Debt Service Fund	\$ -	\$ 179,076	\$ 118,995	\$ -	\$ -	\$ 298,071	\$ 904,348
171	Capital Projects Fund	\$ -	\$ 135,905	\$ -	\$ -	\$ -	\$ 135,905	\$ 552,566
177	Education Capital Projects Fund		\$ 261,535	\$ 5,996	\$ -	\$ -	\$ 267,531	\$ 337,338
263	Employee Benefit Fund	\$ 38,412	\$ -	\$ -	\$ 1,154,648	\$ -	\$ 1,193,060	\$ 1,488,472

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

Cash Trends
December

Cash 17/18	6,549,912
Cash 18/19	8,073,422
Cash 19/20	10,955,193
Cash 20/21	12,021,798
Cash 21/22	16,064,200

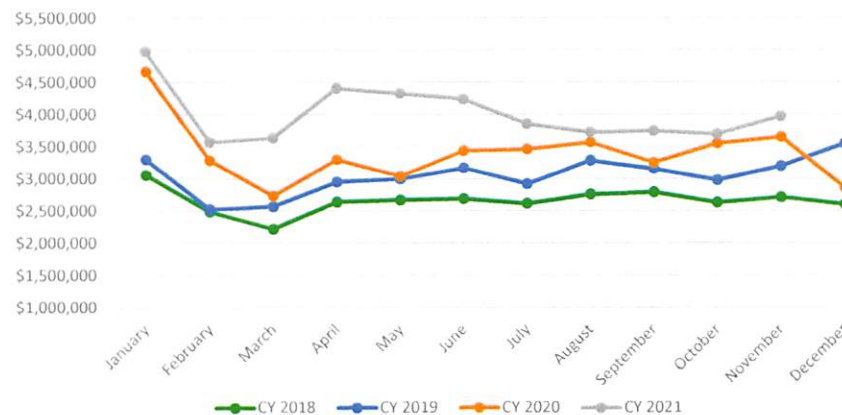
General Fund Cash Trends



2020									
January	\$1,025,233.42	\$741,449.75	\$80,091.55	\$37,186.31	\$2,649,211.65	\$124,906.57	\$0.00	\$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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$40,702,424.01	12%
	Anderson Co.	Clinton	Rocky Top	Norris	Oak Ridge	Oliver Springs	Out of State	Total	
2021									
January	\$691,871.40	\$854,569.43	\$85,449.26	\$50,747.19	\$3,189,118.59	\$109,064.61	\$0.00	\$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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$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	\$0.00	\$3,852,783.85	12%
August	\$456,077.54	\$802,749.42	\$97,586.84	\$43,571.75	\$2,182,189.29	\$97,660.79	\$44,262.69	\$3,724,098.00	5%
September	\$539,632.32	\$755,635.19	\$83,993.88	\$40,787.96	\$2,178,398.70	\$98,324.41	\$50,309.65	\$3,747,082.11	16%
October	\$470,538.70	\$752,477.64	\$85,136.07	\$39,407.18	\$2,206,948.54	\$93,698.08	\$47,405.21	\$3,695,611.42	4%
November	\$467,327.65	\$798,314.42	\$87,797.36	\$39,262.25	\$2,481,292.11	\$96,989.76	\$1,278.48	\$3,972,262.03	9%
December							\$0.00	\$0.00	-100%

Revised 3.6%

Local Option Sales Tax - Total Net Collections



ANDERSON COUNTY BUDGET AMENDMENT REQUEST

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

TYPE OF AMENDMENT

TRANSFER: X 1/3/2022 APPROPRIATION:
DEPARTMENT: Emergency Medical Services FROM: Nathan Sweet

0082182

DECREASE	CODE DESCRIPTION	AMOUNT
118-55130-356	Tuition	\$ 200.00
		\$ 200.00

5000

INCREASE	CODE DESCRIPTION	
118-55130.348	Postal charges	\$ 200.00
		\$ 200.00

Detailed Justification / Explanation :

Accidental overspending on stamps at Post Office above line item budget. Balancing line item and adding
additional for future postage needs this FY.

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

One time amendment

①

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Page ____ of ____

TYPE OF AMENDMENT

TRANSFER: ☒
 DEPARTMENT: Tourism

APPROPRIATION: ☐ 0082183
 FROM: Stephanie Wells
 DATE: 12/23/2021

INCREASE	CODE DESCRIPTION	AMOUNT
128-58110-799-3STAR	Three Star Project	\$27,500.00
TOTAL		\$27,500.00

DECREASE	CODE DESCRIPTION	AMOUNT
128-58110-302-3STAR	Advertising-Three Star	\$27,500.00
TOTAL		\$27,500.00

32,000

Motion _____

☐ To Approve

☐ To Refer

☐ With ☐ w/o

Seconded _____

Motion _____

Detailed Justification:

The Three Star Grant funds are for marketing and purchasing signage and recreational equipment. This transfer will put the funds in the appropriate codes for the expenses.

Impact on next year's budget : None

2

Page ____ of ____

TYPE OF AMENDMENT

0082184

Mayor Terry Frank

DATE 7/1/2021

INCREASE / <u>DECREASE</u> (circle one)	CODE DESCRIPTION	
101-55120-524	Staff Development	\$1,100.00
Motion <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded _____		
Motion		\$ 1,100.00

2000

This transfer request is to cover employee training and travel

3

Please attach additional sheet if more information is needed

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

IMPORTANT NOTE: This form is due to the Budget Director's Office by 2:00 P.M. on the Monday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ☒

82185

DEPARTMENT: Fiscal Services

FROM: Julie Minton

DATE: 1/3/2022

INCREASE <input type="checkbox"/>	DECREASE <input checked="" type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-34660		Committed for Instruction	\$ 300,000.00
Total			\$ 300,000.00

27m

INCREASE <input checked="" type="checkbox"/>	DECREASE <input type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-71100-399		Regular Instruction - Other Contracted Services	\$ 300,000.00
Total			\$ 300,000.00

Motion _____

☐ To Approve

☐ To Refer

☐ With ☐ W/O

Seconded Motion _____

Detailed Justification / Explanation : To appropriate funds for contracted services needed for substitute teachers hired by ESS, Education Staffing Solutions.

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

IMPORTANT NOTE: This form is due to the Budget Director's Office by 2:00 P.M. on the Monday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ☒

0082186

DEPARTMENT: Fiscal Services

FROM: Marcus Bullock

DATE: 12/13/2021

INCREASE <input type="checkbox"/>	DECREASE <input checked="" type="checkbox"/>	CODE DESCRIPTION	AMOUNT
		141-34685	Committed for Capital Projects
			\$ 750,000.00
		Total	\$ 750,000.00

2.5M

INCREASE <input checked="" type="checkbox"/>	DECREASE <input type="checkbox"/>	CODE DESCRIPTION	AMOUNT
		141-76100-304	Contracted Services - Architects
			\$ 230,000.00
		141-76100-707	Capital Outlay - Building Improvements
			\$ 520,000.00
		Total	\$ 750,000.00

Motion _____

☐ To Approve

☐ To Refer

☐ With

☐ W/O

Seconded

Motion _____

Detailed Justification / Explanation : To appropriate funds for architectural services for nursing clinics and

Norris Middle School, as well as facility improvements of the Anderson County High School and Clinton High

School gymnasiums.

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

IMPORTANT NOTE: This form is due to the Budget Director's Office by 2:00 P.M. on the Monday before the Budget Committee meeting.

TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ☒

0082187

DEPARTMENT: Student Services

FROM: Paula Sellers

DATE: 12/13/2021

INCREASE <input checked="" type="checkbox"/>	DECREASE <input type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-43990		Other Charges for Services	\$ 2,100.00
Total			\$ 2,100.00

INCREASE <input checked="" type="checkbox"/>	DECREASE <input type="checkbox"/>	CODE DESCRIPTION	AMOUNT
141-72110-355		Travel	\$ 600.00
141-72110-499		Other Supplies and Materials	\$ 1,500.00
Total			\$ 2,100.00

Motion _____

☐ To Approve

☐ To Refer

☐ With

☐ W/O

Seconded
Motion _____

Detailed Justification / Explanation : To appropriate funds for registration supplies, attendance supplies and travel reimbursements for student services.

6

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Page ____ of ____

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

TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ☒

DEPARTMENT: Scanned

12/22/21
12/22/2021

Highway _____

Gary Long Road Superintendent

Increase	CODE DESCRIPTION	AMOUNT
62000-402	Asphalt	\$ 700,000.00
62000-399	Contracted Services	\$ 25,000.00
TOTAL		\$ 725,000.00

Decrease	CODE DESCRIPTION	AMOUNT
131-34550	RESTRICTED FOR HIGHWAY	\$ 725,000.00
TOTAL		\$ 725,000.00

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

Detailed Justification / Explanation :

Asphalt and Stripe Anderson County Roads

Please attach additional sheet if more information is needed

7

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Page ____ of ____

TYPE OF AMENDMENT

TRANSFER: ☐

APPROPRIATION: ☒

0082189

DEPARTMENT: Tourism

FROM: Stephanie Wells

DATE: 12/23/2021

INCREASE	CODE DESCRIPTION	AMOUNT
128-58110-302	Advertising	\$100,000.00
TOTAL		\$100,000.00

INCREASE	CODE DESCRIPTION	AMOUNT
128-40220	Hotel/Motel Tax	\$100,000.00
TOTAL		\$100,000.00

Motion _____

☐ To Approve

☐ To Refer

☐ With ☐ w/o

Seconded _____

Motion _____

Detailed Justification: The hotel tax revenues has steadily increased since January 2021. If the revenues are increased now, the Tourism Council can use the funds to conduct additional marketing efforts now instead of the excess revenue going to the fund balance at the end of the fiscal year. Please note that any action of the budget committee will precede a vote of the Tourism Council Board that will be taken on January 11th.

Impact on next year's budget : None

8

ANDERSON COUNTY BUDGET AMENDMENT REQUEST

Page ____ of ____

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

TYPE OF AMENDMENT

TRANSFER: ☐ PAYROLL

APPROPRIATION: ██████████ 0082190

DEPARTMENT:

FROM:

DRUG COURT GRANT/FINANCE

Winnie Gadd/Randy Walters

INCREASE	CODE DESCRIPTION	AMOUNT
101-53330-105-2000	Supervisor/Director	\$ 1,558.00
101-53330-201-2000	Social Security	\$ 96.60
101-53330-204-2000	Retirement	\$ 62.32
101-53330-209-2000	Short-term Disability	\$ 7.33
101-53330-212-2000	Medicare	\$ 22.59
	TOTAL	\$ 1,746.84

INCREASE	CODE DESCRIPTION	
101-42141	Drug Court Fees	\$ 1,746.84
	TOTAL	\$ 1,746.84

Motion <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <input type="checkbox"/> With </div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <input type="checkbox"/> W/O </div>	
Seconded _____ Motion _____	

Detailed Justification / Explanation :

Consistent with other county employees' current FY salary increase, this amendment will fund a 4.0% salary increase for the Recovery Court Coordinator. Funding will come from fees collected by the Drug Court.

Impact on 22/23 budget -

Recurring cost.

Please attach additional sheet if more information is needed

9

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

TYPE OF AMENDMENT

TRANSFER:

APPROPRIATION: X

0082191

DEPARTMENT:

FROM:

Finance

Robby Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
101-51900-599	Other General Administration - Other Charges	\$ 46,127.60
	TOTAL	\$ 46,127.60
DECREASE	CODE DESCRIPTION	
101-39000	Unassigned	\$ 46,127.60
	TOTAL	\$ 46,127.60
Motion		
<input type="checkbox"/> To Approve		
<input type="checkbox"/> To Refer		
<input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded		
Motion		

8.9M

Detailed Justification / Explanation :

Deductible billing for Anderson County Government from Tennessee Risk Management Trust for various lawsuits and other claims.

Impact on 21/22 Budget - NO

10

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

TYPE OF AMENDMENT

TRANSFER:

APPROPRIATION: X

082192

DEPARTMENT:

FROM:

Animal Care & Control

Mayor Terry Frank

INCREASE	CODE DESCRIPTION	AMOUNT
101-55120-399-ANML	Other Contracted Services - Animal Shelter	\$ 12,000.00
	TOTAL	\$ 12,000.00
INCREASE		
101-48610-ANML	Donations	\$ 4,500.00
DECREASE	CODE DESCRIPTION	
101-39000	Unassigned	\$ 7,500.00
	TOTAL	\$ 12,000.00

8.9M

Motion

☐

To Approve

☐

To Refer

☐

With

☐

W/O

Seconded

Motion

Detailed Justification / Explanation :

To cover the cost of an Archeological Review Survey to meet requirements of Sec 106 of the National Historic

Preservation Act; this is the last review requirement by the USDA for application

Impact on 21/22 Budget - NO

11

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

TYPE OF AMENDMENT

TRANSFER:

APPROPRIATION: X

0082196

DEPARTMENT:

FROM:

Finance

Robert J Holbrook

INCREASE	CODE DESCRIPTION	AMOUNT
101-34610-SMITH	Committed for General Government	\$ 1,500,000.00
	Pending litigation with Carl Smith	
	TOTAL	\$ 1,500,000.00
DECREASE	CODE DESCRIPTION	
101-39000	Unassigned	\$ 1,500,000.00
	TOTAL	\$ 1,500,000.00
Motion		
<input type="checkbox"/> To Approve		
<input type="checkbox"/> To Refer		
<input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded		
Motion		
Detailed Justification / Explanation :		
Restricting funds for possible cost in litigation with Anderson County vs Carl Smith		
Impact on 21/22 Budget - NO		

12

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

TYPE OF AMENDMENT

TRANSFER:

APPROPRIATION: X

0082197

DEPARTMENT:

FROM:

Conservation

Ben Taylor

INCREASE	CODE DESCRIPTION	AMOUNT
101-49700	Insurance Recovery	\$ 32,326.00
	TOTAL	\$ 32,326.00
INCREASE	CODE DESCRIPTION	
101-51240-790	Conservation Commission - Other Equipment	\$ 32,326.00
	TOTAL	\$ 32,326.00
Motion <input type="checkbox"/> To Approve <input type="checkbox"/> To Refer <input type="checkbox"/> With <input type="checkbox"/> W/O		
Seconded _____		
Motion		
Detailed Justification / Explanation :		
Insurance recovery check for equipment stolen at Park.		
Mowers and other equipment		
Impact on 21/22 Budget - NO		

FINANCIAL MANAGEMENT COMMITTEE

12. Commissioner Yager made a motion, per recommendation of the Finance Committee, to approve the Charitable Donation Policy. Seconded by Commissioner Smallridge. Voting AYE: Wandell, Anderson, Vowell, Isbel, McKamey, White, Denenberg, Mead, Creasey, Yager and Smallridge. Voting NO: Jameson and Waddell. ABSENT: Fritts, Meredith, and Scott. Motion passed.

13. Commissioner McKamey made a motion to annually dedicate 20-percent of the General Fund 101 Unassigned Fund Balance's rollover funds at the end of the fiscal year for capital needs. Seconded by Commissioner Mead. Voting AYE: Jameson, Anderson, Vowell, Isbel, McKamey, White, Denenberg, Mead, Creasey, Yager and Smallridge. Voting NO: Wandell and Waddell. ABSENT: Fritts, Meredith, and Scott. Motion passed.

DIRECTOR OF SCHOOLS

No action

COUNTY MAYOR

14. Commissioner McKamey made a motion to approve the appointment of Mr. Patrick Berge as the City of Oak Ridge representative to the Anderson County Regional Solid Waste Board to fill a vacancy with the term ending 12/2023. Seconded by Commissioner Yager. Motion passed by voice vote.

15. Commissioner McKamey made a motion to extend the Anderson County EMS Monoclonal Antibody COVID-19 Treatment Program to January 31, 2022 for Anderson County residents. Seconded by Commissioner Denenberg. Motion carried by voice vote.

16. Commissioner Mead made a motion to extend the eligibility to Anderson County employees to receive the Anderson County EMS Monoclonal Antibody COVID-19 Treatment subject to the same monoclonal medical requirements and policies currently in place. Seconded by Commissioner Denenberg. Motion carried by voice vote.

LAW DIRECTOR

17. Commissioner McKamey made a motion to refer the draft of the Fire Truck Resolution 21-12-901 to the Operations and Budget Committees for consideration. Seconded by Commissioner Isbel. Voting AYE: Wandell, Jameson, Waddell, Anderson, Vowell, Isbel, McKamey, White, Denenberg, Mead, Creasey, Yager and Smallridge. Voting NO: None. ABSENT: Fritts, Meredith, and Scott. Motion passed.

18. Commissioner Wandell made a motion to ask the Law Director to draft a second letter to the Environmental Protection Agency regarding the American Nuclear site and asking for the agency to clean it up, and also address letters to our state legislators and Congressman Fleischmann. Seconded by Commissioner Denenberg. Motion carried by voice vote.

Anderson County, Tennessee

Board of Commissioners

RESOLUTION No: 21-12-901

RESOLUTION TO AUTHORIZE THE DONATION OF UP TO THREE HUNDRED AND TWENTY-FIVE THOUSAND DOLLARS (\$325,000.00) TO EACH OF THE EXISTING ELEVEN (11) FIRE DEPARTMENTS OPERATING IN ANDERSON COUNTY TO BE USED EXCLUSIVELY FOR THE PURCHASE OF ONE FIRE TRUCK, OR OTHER APPROVED FIREFIGHTING VEHICLE OR APPARATUS, IN AN EFFORT TO PROTECT THE HEALTH, SAFETY AND WELFARE OF ALL COUNTY CITIZENS.

WHEREAS, in April of 2006, the Anderson County Board of Commissioners adopted a Resolution providing funding on a rotating basis for the purchase of one (1) firetruck each year to a different county fire department on an eleven (11) year cycle; and

WHEREAS, with the final partial payment due to the Andersonville Volunteer Fire Department in the 2022/23 Fiscal Year Budget, all fire departments have been provided a firetruck or other approved vehicle to fully satisfy the County's obligation under the previous Resolution; and

WHEREAS, the Board of Commissioners realize the continued support of fire departments in our County is a matter of critical importance to the health, safety and welfare of our citizens, and now wishes to authorize a one-time donation of up to Three Hundred and Twenty-Five Thousand Dollars (\$325,000.00) to each of the County's eleven (11) fire departments to be used exclusively for the purchase of one fire truck, or other approved firefighting vehicle or apparatus.

NOW THEREFORE, BE IT RESOLVED by the Anderson County Board of Commissioners meeting in regular session this 20th day of December 2021 that we wish to continue our support of the County's fire departments and our ongoing efforts and commitment to protect the health, safety and welfare of our citizens, we now hereby authorize the donation of up to Three Hundred and Twenty-Five Thousand Dollars (\$325,000.00) to each of the County's eleven (11) fire departments to be used exclusively to purchase one firetruck, or other approved firefighting vehicle or apparatus under the following conditions:

SECTION 1: ELIGIBLE FIRE DEPARTMENTS AND ORGANIZATIONS

The following departments will be provided donations, as funding becomes available, in this specific order, unless variances are authorized by the Fire Commission:

- A) Briceville Volunteer Fire Department
- B) Oliver Springs Town Fire Department
- C) Clinton City Fire Department
- D) Rocky Top Fire Department
- E) Norris City Fire Department
- F) Claxton Volunteer Fire Department
- G) Marlow Volunteer Fire Department
- H) Oak Ridge City Fire Department
- I) Medford Volunteer Fire Department
- J) Anderson County Rescue Squad
- K) Andersonville Volunteer Fire Department

SECTION 2: QUALIFYING FIRETRUCKS OR VEHICLES

Each department or organization will be provided with donated funds authorized by the Anderson County Board of Commissioners in the amount of up to Three Hundred and Twenty-Five Thousand Dollars (\$325,000.00) to purchase at least one qualifying vehicle per department meeting National Fire Protection Association (NFPA) standards and Insurance Services Office (ISO) requirements. Each firetruck, or firefighting vehicle or apparatus, must be approved by the Anderson County Fire Commission prior to purchase.

SECTION 3: RECEIVING OF DONATED FUNDS AND PURCHASE PROCESS

Each fire department will received fifty percent (50%) or up to One Hundred and Sixty-Two Thousand, Five Hundred Dollars (\$162,500.00) when the approved vehicle is ordered and the County Finance Department receives an itemized invoice, or purchase contract, for the ordered vehicle. The remaining fifty percent (50%) or up to One Hundred and Sixty-Two Thousand, Five Hundred Dollars (\$162,500.00) will be donated when the department receives the vehicle, or delivery is imminent. The Anderson County Purchasing Department will have no responsibility to bid or process any vehicle order, and all required bidding, purchasing process, sales negotiations, selection of vehicles, equipment and manufactures or vendors, to include all aspects of vehicle purchase, shall be completed by the receiving fire department. All purchases by governmental entities must comply with applicable state law. The purchased vehicle will be owned by the respective purchasing fire department and shall not be titled in the name of Anderson County. The Anderson County Board of Commissioners may modify this process, or waive specific provisions, when needed and good cause is shown.

SECTION 4: LIABILITY FOR INCIDENTS INVOLVING VEHICLE PURCHASED WITH DONATED FUNDS FROM THE COUNTY.

Each department or organization will be individually responsible for all liability incurred as the result of purchasing, financing, ownership, use or operations of the vehicle purchased with donated funds from the County. Anderson County Government assumes no liability for the purchase, financing, operation, use or ownership of the vehicle. By accepting the donated funds from the County, each fire department agrees to release, hold harmless and fully indemnify Anderson

County for all incidents and litigation that may, or may not occur, involving the vehicle purchased with donated funds from the County. If litigation occurs and the County is named as a party, the department receiving donated funds agrees to fully indemnify the County for all litigation expenses, including damages awarded, court costs and reasonable attorney fees. Anderson County's only obligation under the terms of this Resolution is to provide the donated funds to purchase the vehicle when funding is available, and nothing more.

SECTION 5: VEHICLE MAINTENANCE

Each department or organization will be individually responsible for all maintenance for the vehicle purchased with donated funds from the County, including all repairs, damages, fuels, fluids, maintenance charges and warranty claims.

SECTION 6: ACCEPTANCE OF DONATED FUNDS INDICATES COMPLETE ACCEPTANCE OF THE TERMS EMBODIED IN THIS RESOLUTION

All departments receiving donated funds under the terms of this Resolution agree to comply with all provisions embodied herein, and failure to comply may result in forfeiture of funds not yet received or a demand for reimbursement of donated funds, contingent upon approval of the Anderson County Board of Commissioners. Acceptance of donated funds will conclusively indicate the fire department's acceptance and consent to the terms of this Resolution.

SECTION 7: INSURANCE

Each department or organization receiving a vehicle under this Resolution will be responsible for obtaining insurance coverage on the vehicle. Insurance policies shall cover without limitation: liability, property loss, injury, death, dismemberment comprehensive, collision, uninsured motorist, medical payments or other recognized forms of damages existing under Tennessee law in the minimal amounts of Three Hundred Thousand (\$300,000.00) Dollars per person and One Million (\$1,000,000.00) Dollars per occurrence.

SECTION 8: FIRE COMMISSION PARTICIPATION

Each department or organization receiving donated funds from the County agrees to attend and participate in monthly meetings of the Anderson County Fire Commission with no more than three (3) absences per calendar year. Request for waivers of this requirement shall be submitted to the Fire Commission and may be granted for good cause shown and demonstrated. Disputes arising from compliance with this agreement will first be redressed by the Fire Commission with subsequent ratification by the Board of Commissioners.

SECTION 9: RESPONSE TO EMERGENCIES

Each fire department or organization receiving donated funds from the County shall be required to respond to emergency medical calls as outlined by the Tennessee state guidelines when available. Nothing included in this Resolution shall mandate that a municipal fire department shall

respond to incidents outside its jurisdiction when the municipal fire department is actively responding to calls within its own jurisdiction.

SECTION 10: MUTUAL AID RESPONSES

Each fire department or organization shall be required to fulfill its duties at all times under all standing mutual aid agreements and in compliance with all State Mutual Aid Guidelines, if available to respond. Nothing included in this Resolution shall mandate that a municipal fire department shall respond to incidents outside its jurisdiction when the fire department is actively responding to emergency calls within its own jurisdiction. Standby status does not relieve a municipal fire department from responding to emergency calls for service when requested under a valid mutual aid agreement.

SECTION 11: REQUIRED TRAINING PARTICIPATION

Each fire department and organization receiving a firetruck or other approved vehicle under the terms of this Resolution shall require all firefighters to adhere to Tennessee Code Annotated § 4-24-112 concerning minimum training requirements.

SECTION 12: PROHIBITION ON SUBSCRIPTION SERVICES OR RESPONSE CHARGES; SALE OR TRANSFER OF PURCHASED VEHICLE

Fire departments receiving a donation under the terms of this Resolution shall not charge for their services other than governmental taxing authority approved by the local county or municipal legislative body or Tennessee General Assembly. Fire departments who privately charge Anderson County citizens for emergency service responses or subscriptions are unable to receive a county donation for the purchase of a new fire truck, firefighting vehicle or other vehicle apparatus; however, departments may charge for standby services for athletic events, highly dangerous or special needs requests unrelated to typical emergency calls, first responder and mutual aid responses when requested and compensation agreed to in advance. It is expected of the receiving the department that any vehicle purchased with donated funds from Anderson County will remain in use with the receiving department throughout the life of the vehicle; however, if a sale or transfer is contemplated during the lifetime of the vehicle while owned by the receiving department, waivers of this requirement will be considered by the Fire Commission for good cause shown. Departments failing to adhere to this process may jeopardize future donations from Anderson County Government.

RESOLVED, DULY PASSED AND EFFECTIVE this ____ day of _____, 2021.

Joshua N. Anderson, Chair

Terry Frank, Mayor

ATTEST:

MEMORANDUM

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

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

DATE: January 2022

RE: Report to County Commission

Attendance

Student attendance is 6100, up 16 students from December.

ESSER

ESSER funds have been allocated to these items recently:

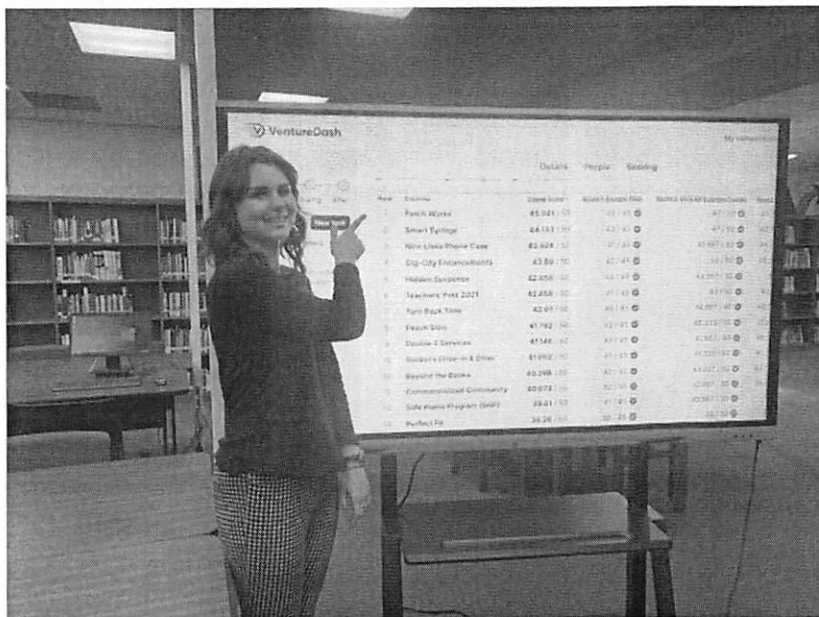
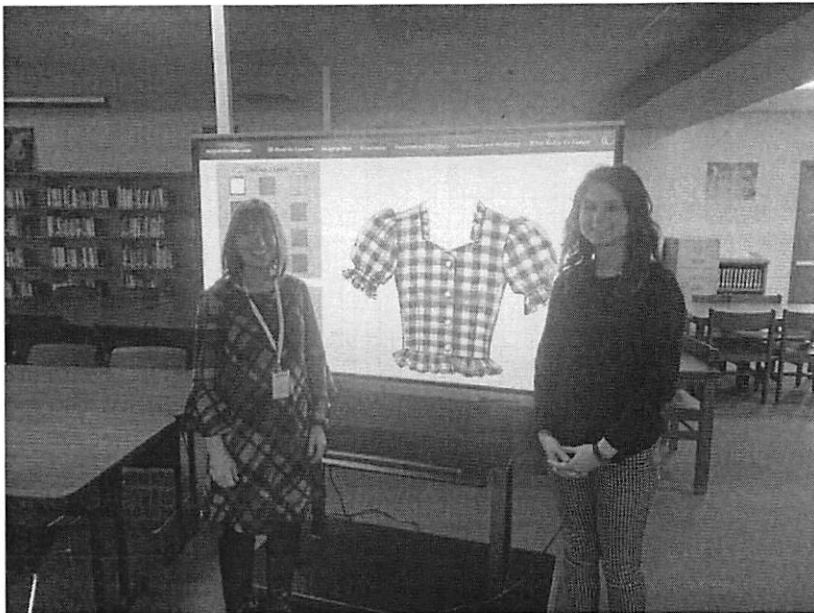
- Tables and Charis for English classes at CHS and ACHS
- Funds set aside for summer school and credit recovery
- Funds set aside for AP testing and training to help off-set AP exam costs.

GEAR UP TN



CHS Gear Up visits Lee University

Clinton High School



Emilee Metcalf won first place in the EntreEd ESTEAM business pitch competition on December 15, 2021.

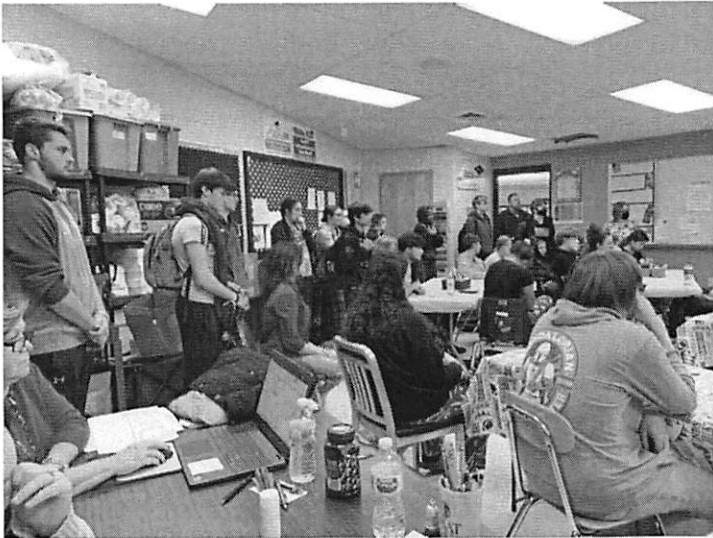
Emilee invested a lot of time in research and preparation for this competition, which was evident as she confidently presented her idea for a tailor-made clothing startup called Patch Works. Each of the 15 teams in Round 2 did an outstanding job, but Emilee's hard work paid off and earned her first place in the competition.

Emilee's prize is \$625, and her proud teacher, Mrs. Frost, will receive \$1,000 to use in the classroom. Emilee is a talented business student and we look forward to seeing how she uses her business skills in the future.

This is also exciting for Clinton High School as we apply for STEM designation. The EntreEd ESTEAM Pitch Competition is part of an EntreEd project that helps middle and high school programs in a seven state Appalachian region infuse Entrepreneurship into STEAM (Science,

Technology, Engineering, Arts and Mathematics) initiatives. Emilee used a variety of STEAM skills as she researched her business, recorded her 3' pitch, developed the business canvas for her business plan, and created a website to explain her concept to the judges during the 5' live pitch.

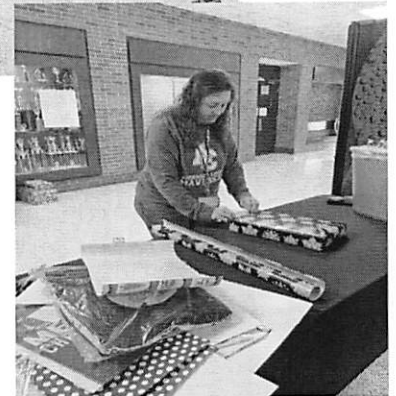
This is the second year that Clinton High students have participated in this competition. In 2020-21, two teams advanced to Round 2, Emilee's non-profit business idea called 'Golden Rule' and the 2nd place winners, 'Dragon Drive-In' team of Sophia Whitaker, Audeya Burkhardt-Hundley, Owen Gray and Caleb Haney.



Kevin Berg from admissions at the University of Tennessee Knoxville visited on December 13, 2021 to do a Lunch and Learn, classroom presentations, and to speak with ACT Prep Flex students.

CHS JROTC partnered with GEAR UP to visit the UTK ROTC battalion. Scholarship opportunities and career options were presented along with a campus tour.

Anderson County High School



ACHS participated in our annual Angel Tree Project this year. All of our staff, students and clubs pulled together to sponsor 70+ kids (there were a total of 223 names on the tree). We work closely with the Rocky Top and Norris areas to make sure that all of our high school students and their younger siblings are covered. This year we sponsored kids from ages 3 months to 18 years old. We had several classes and clubs who donated trees and Christmas crafts to sell at our Winter Wonderland display to help raise money for shopping. All of the gifts will be handed out to parents this weekend and the kids will be very happy on Christmas morning.

ACCTC

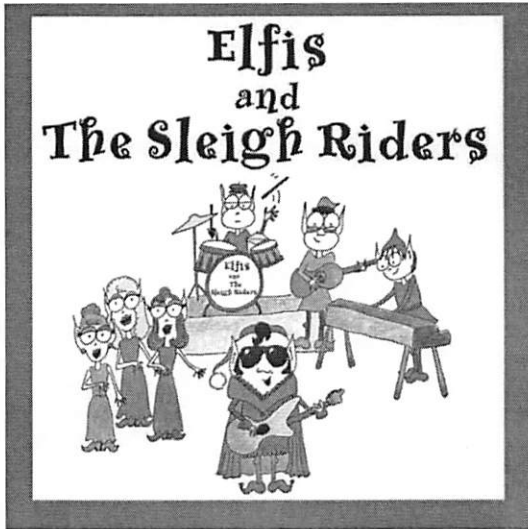


Culinary Arts II students prepared hors d'oeuvres for the opening of the new Anderson County Higher Education Center. Governor Lee was on hand to cut the ribbon for the opening.

ELEMENTARY SCHOOLS

Andersonville

Andersonville performed the amazing Elfis and the Sleigh Riders play! The musical was a lot of fun and a big success.



Andersonville also participated in a community food drive.

After a semester of hard work, it is time for a school-wide field trip to the movies.



Briceville



Briceville Elementary crowned its Teacher of the Year this month. Mrs. Courtney Simpson, special education teacher extraordinaire, was awarded this honor. The students of BES are fortunate to have Mrs. Simpson as their teacher.

The best visitor of the year also made his appearance this month! He brought lots of goodies with him and helped the students of Briceville Elementary get in the Christmas spirit.



Coal Creek Scholars Day took place on December 16. This is such a special day at BES when former Briceville students who were awarded a scholarship return to their former school and talk to the 4th and 5th graders about their success and encourage them to focus on their future. We had 14 former scholars with us and each of them received a chunky blanket as a thank you for continuing to inspire and support the BES community.



Claxton

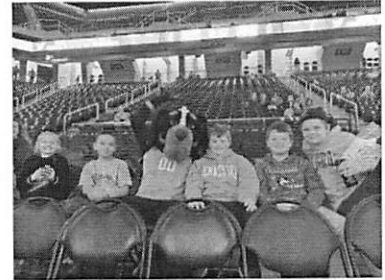
Claxton Elementary 5th graders got to meet with meteorologist Heather Haley from WVLT news. Ms. Haley gave us a behind the scene tour and discussed how math, science, reading and writing influenced her career. This meeting is part of Claxton's new STEM initiative. Part of our STEM initiative is to share career possibilities with our students.



The Claxton 4th and 5th Grade Basketball Team had the opportunity to attend the Lady Vols Game versus Georgia State. Coach Murphy and Coach Readel reached out to UT Athletics so that our student athletes could experience a professional, live basketball game. The Lady Vols extended an offer to host our student athletes at a game.



While we were there the students were able to extend their knowledge of basketball, enjoy team bonding, and celebrate the end of their season. In Claxton's last game the team beat Dutch Valley in double overtime with an ending score of 19-12. Way to go Cougars!

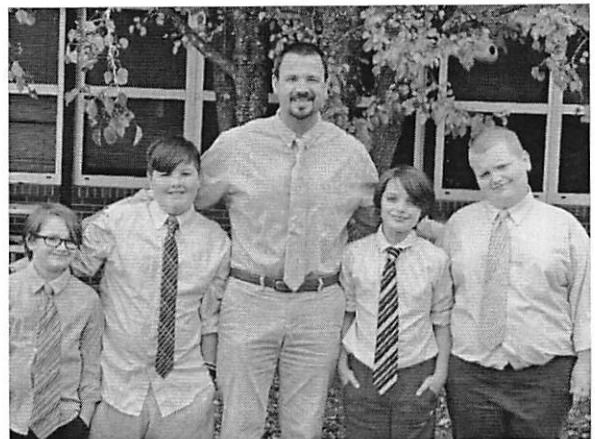


Mr. Will comes and reads one on one with first grade students throughout the year. He recently read *Snowball Fight* to all of the first grade. They all loved it! Thank you, Mr. Will for the time you dedicate to our students.

Dutch Valley

Meet the *Pioneer Men of Dutch Valley Elementary School*, a group that meets weekly to work on ways to be good leaders and role models to fellow students.

The group started going over the 6 Pillars of Character and dress up in dress shirts and ties to build confidence while addressing hygiene and self-care. Each "Pioneer Man" writes an Encouragement Note to a staff member or student at DVES each week. The Pioneer Men have developed a video on what citizenship means to them individually and how they may show citizenship in their home, community, and school. They have also worked on a skit for what it means to be trustworthy. If you would like to see the Pioneer Men's videos on the pillars of character email Principal Stephanie Sherwood at DVES.

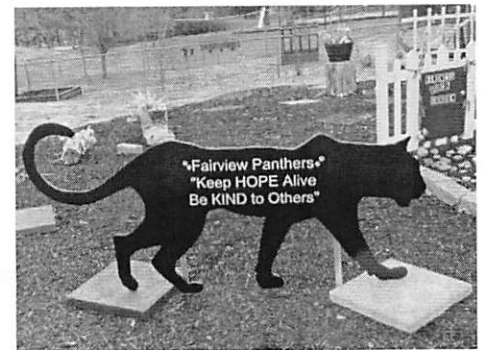


DVES Pioneers basketball season came to an end in December. We couldn't be more proud of the growth seen in this team. Players went from never dribbling a basketball and not scoring a point in their first game to having a score of 15 in the last game! Coach Callie Cox worked diligently with the team to teach them the game of basketball and how to be a team player.



Fairview

We would like to give a big shout-out and a huge thank you to Jane Ford and Santana White for our "Kindness Garden" outside by the playground. Santana is a teaching assistant at our school. We pride ourselves on being kind each and every day. Thank you ladies for being so kind and creating this wonderful space outside!



We are so very proud of our team, how well they represented Fairview, and how hard they have worked this season! We also want to say a HUGE thank you to Ms. Cofer for volunteering to coach this team. Thank you, Coach Cofer! 🌟 Great season, Panthers!



We are so proud of our 3rd, 4th, and 5th graders! They all did such an AMAZING job at our Christmas program. A special thanks to Ms. Butler for working so hard with these kids. FES is very lucky to have her as a music teacher!

Grand Oaks

It is with great pleasure and honor that we recognize Mrs. Lauren Wright Grosam as the 2021-22 Grand Oaks Elementary School Teacher of the Year. Mrs. Grosam began her career in education as an intern at Grand Oaks. She has been teaching for 9 years and has been at Grand Oaks for 4 years. Mrs. Grosam is dedicated to her students and their education. She has high expectations for her students and is knowledgeable about the standards and the curriculum she teaches. She is continually looking for new ways to keep her students engaged and make learning fun. Mrs. Grosam goes above and



beyond to support each and every one of her students by developing relationships that go beyond the classroom. She is the kind of teacher that our students, families, staff and community know they can depend on. Congratulations, Mrs. Grosam! We are so proud to have you representing our school.

Huge congratulations are in order for Mrs. Duffle. She was chosen to represent Anderson County Schools as the elementary special education teacher of the year. If you know Mrs. Duffle, you know that this is a well-deserved honor. She is knowledgeable and passionate about her students and her job. She gives 100% to her students and to our school 100% of the time. We're so fortunate to have her as part of our GOES family and so proud to have her representing GOES and Anderson County Schools TN!



Lake City

We have an awesome community here in Rocky Top. Thank you to the Anderson County Sheriff's Department and Merrick & Company in Oak Ridge. Our first and second graders were so thrilled to have a visit from Santa Claus. Again, thank you for the generous gifts for these kiddos!



We are so proud of these Lakers and their hustle this season. They practiced hard and played hard every game. Way to go team and coaches!



In November and December, LCES 5th Graders participated in weekly L.E.A.D. Classes (Law Enforcement Against Drugs) with Officer Shetterly and other Anderson County SROs.

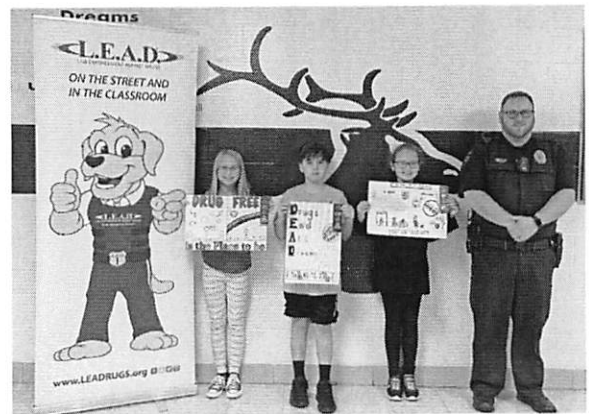
We'd like to congratulate the winners of the 21-22 L.E.A.D. Poster Contest:

1st Place: Rachel Garbes

2nd Place: Dawson Ford

3rd Place: Roslyn Spencer

The winners were selected by area School Resource Officers. We are grateful for our Anderson County SROs and the work they do for our students and community.



Lake City Elementary would like to announce the 2021-22 Teacher of the Year, Amber Elkins. Mrs. Elkins is a truly outstanding teacher, and her passion for teaching and dedication to her students is obvious in everything she does. We are so fortunate to have her at LCES!

Norris

Third grade teacher Ashley Cox was named Teacher of the Year for the 2021-22 school year. Mrs. Cox teaches math and social studies and is very involved in our Parent Teacher Organization. She is dedicated to the success of our school and we offer her a huge congratulations.



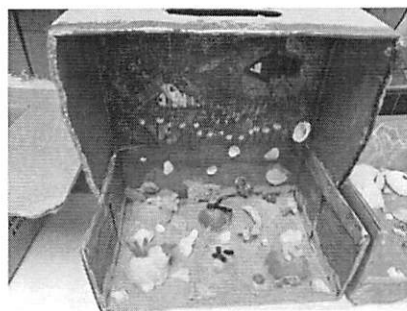
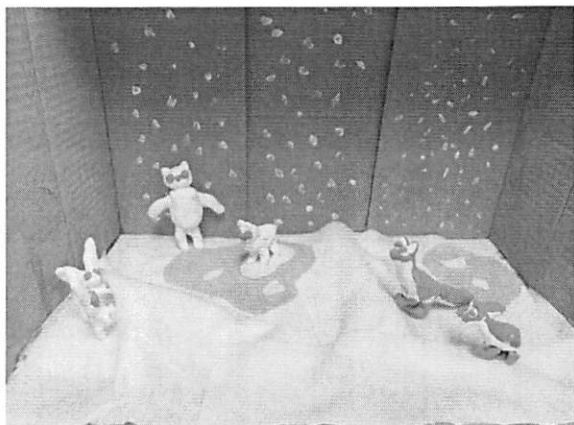
It is always a special time when families can come together and eat lunch with their children. This year, a special holiday lunch was planned between Thanksgiving and Christmas for family members to enjoy a chili lunch provided by the Norris PTO.



Some good things have come out of our pandemic situation. This year for the Christmas program, our students performed on the outdoor stage on the Norris Commons. Third, fourth and fifth graders sang holiday songs from around the world to family and friends in a beautiful outdoor setting straight from a Hallmark movie.



Fourth grade students created dioramas of ecosystems as a part of a study of extreme settings and life sciences. Students also made presentations to classmates to explain their creations. Once completed, the dioramas were set in the hallway for all students to enjoy.



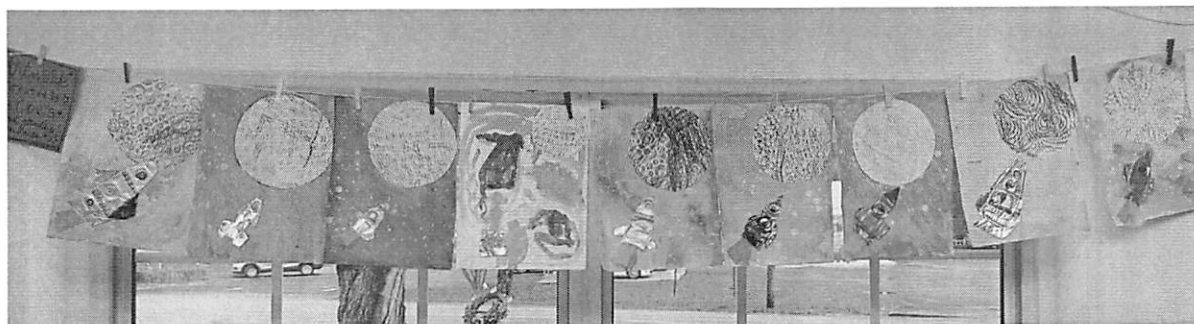


The Norris co-ed basketball team completed the season undefeated. It was a great time for our Norris Owls! Thanks to Coach Parton for his dedication and support.

An annual tradition for Norris Elementary is to collect canned food for the Good Neighbor's Food Drive. This year students brought in 1,353 cans. Volunteers packed boxes with food to distribute to families in need.



This month's art installation at the Norris Post Office is from Mrs. Cox's 3rd grade. The art is based on the book "The Astronaut Who Painted the Moon."



Norwood



What an amazing day at Norwood Elementary! Oliver Springs Community Angel Tree sponsored by our local churches and Cyndy Steele donated household essentials and food items to many of our Norwood families.

Norwood Elementary would like to congratulate Mrs. Jessica Normile for being named teacher of the year for the 2021-2022 school year. Mrs. Normile is a highly dedicated third grade

teacher. We are very lucky to have her as part of our Jaguar family.



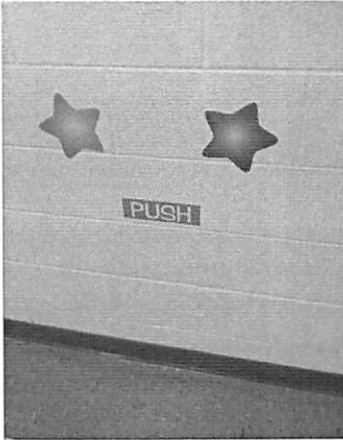
Norwood students celebrated the end of a successful semester with a Kona Ice party. Students earned Jag Bucks for exhibiting good behavior and working hard so they could cash in for these yummy treats.

Students at Norwood enjoyed a wonderful visit from Santa Claus himself. Each student had an opportunity to visit with Santa and get their picture made to take home to their parents.

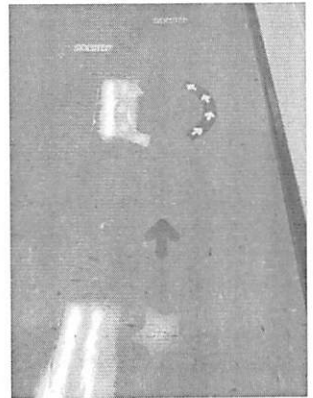
3rd-



5th grade students performed the musical, The Elves' Impersonator. Families were invited to attend as well as watch a live streaming on our school Facebook page. Students practiced for weeks and did a fantastic job.



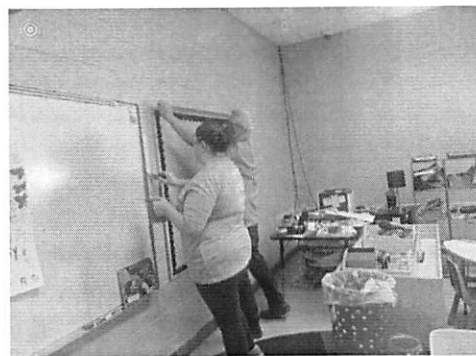
The Project B.A.S.I.C. program is a Mental Health and Social Emotional Learning program through Ridgeview Behavioral Health and the Project BASIC grant. The program picks at least one Environmental Enhancement Project per school year to help support the overall School Environment. This year Norwood Elementary and Project B.A.S.I.C. have created a Sensory Walk for students to be able to take a brain break, regulate emotions, and practice concentration or calming skills. The sensory walk is open to all grade levels and is easily accessible for teachers/staff to use at any time during the day!!



We hope this will be a positive support for our students and our staff.

PRESCHOOL

Having an environment conducive to learning is of utmost importance. Brightly colored walls can provide too much visual stimulation and can be distracting as preschoolers work to self-regulate and focus on mastering new skills. One of our preschool classrooms received a much needed makeover thanks to the hard work of this year's Leadership Anderson County team. Our students can now enjoy a calm, soothing environment with their newly painted walls.



**ANDERSON COUNTY BOARD OF EDUCATION
101 S. Main Street
Clinton, TN 37716
Board of Education Meeting
December 9th, 2021
6:00 PM**

Board Members	Present	Absent
John Burrell, Chairman	x	
Don Bell	x	
Dail Cantrell		x
Scott Gillenwaters	x	
Glenda Langenberg	x	
Andy McKamey	x	
Teresa Portwood	x	
Jo Williams	x	
Dr. Tim Parrott, Director	x	
Student Board Members		
Scarlett Ayers		x
Sully Sexton		x

OTHERS PRESENT

Greg Deal, Clay McKamey, Eric Snider, Katrina Oakley, Kelly Myers, Johnny Golden, Kim Towe, Paula Sellers, Marcus Bullock

I. CALL TO ORDER

Dr. Burrell, Chairman, called the meeting to order at 6:00 PM as a regular monthly meeting of the Board of Education. Scott Gillenwaters led the pledge of allegiance.

RESOLUTIONS

A. None

II. RECOGNITION OF GUESTS

Mrs. Jo Williams, Tennessee School Board Association (TSBA) East District Director and Anderson County Board of Education member, presented the school board with the TSBA Board of Distinction. Only six out of 26 districts in East Tennessee won this level of distinction this year. This is the 11th time that ACS board has been awarded this honor (every 2 years since 1999).

III. PERSONS TO BE HEARD

None.

IV. APPROVAL OF AGENDA

Motion by Don Bell and seconded by Teresa Portwood to approve the agenda. **Motion carried.**

V. APPROVAL OF CONSENT AGENDA

A. Regular Meeting Minutes – November 11 2021

B. Human Resources report

C. Field Trip report - none

D. Professional Leave report - none

E. Student Services report

F. Contracts – none

G. Policies - none

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

A. Jo Williams reminded the board to start planning for the board retreat which would be Friday and Saturday, February 25th - 26th at the Museum of Appalachia.

VIII. COMMENTS FROM STUDENT BOARD MEMBERS

A. None

IX. DIRECTOR'S REPORT

A. Dr. Parrott held a moment of silence for the two student deaths that occurred this week (Anderson County High School wreck on Mountain Rd and Claxton wreck on Raccoon Valley) as well as the passing of a long-time bus driver from the Grand Oaks area.

B. Dr. Parrott thanked the school board for all the great things happening in ACS. These include:

- i. ESG will be working in 5 schools updating the ionization systems.
- ii. Final meeting with Michael Brady Inc. at Norris Middle School to discuss the expansion bid the on the 1st of Feb. The plan is to break ground in March and should take approximately 14-16 months. This project will also relieve any traffic problems with the school. Dr. Parrott plans to have a town hall meeting about this project on Tuesday, December 14th at 5:30 pm in Norris.
- iii. ACS administered around 400 booster shots at CRCS the Friday before thanksgiving to all interested staff in the district. This was a huge success.
- iv. Head Start is still under the federal mandate to get all employees vaccinated. A wavier was written to the State office inquiring about this. Dr. Parrott said that we can only recommend that staff goes into quarantine, but rather the health department will make the final decision.
- v. CHS is pouring concrete for the new softball field and the lights are planned to go up the 2nd week in February with a February 14th end date. Next on the agenda is the irrigation system.
- vi. Plans to build the ACHS softball building are underway and the ACHS auditorium has been completed and looks great.
- vii. The State is looking at changing the way that districts get funded from BEP to more of a student-centered approach.
- viii. Attendance is still holding strong. ACS hired a new ESL teacher. As a system, we are currently at 98 ESL students and we currently have 5 ESL teachers.

XI. COMMITTEE REPORTS

A. Budget Committee report. **Motion** by Scott Gillenwaters and seconded by Jo Williams. **Motion Carried.**

a. 12/9/2021

XII. APPROPRIATIONS

Financial Report

Motion by Andy McKamey and seconded by John Burrell to approve budget appropriations 1 a - f. **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 Andy McKamey to approve transfers 2 a – c. **Motion carried.**

Adjourned at 6:26 PM.

XIII. ACTION ITEMS

ESSER 2.0 and 3.0

A. Final approval of ESSER 2.0 and ESSER 3.0 funds. **Motion** by Glenda Langenberg and seconded by Scott Gillenwaters to approve. **Motion carried.**

Dr. John Burrell, Chairman

Dr. Tim Parrott, Director of Schools



ANDERSON COUNTY GOVERNMENT

TERRY FRANK
COUNTY MAYOR

January 12, 2022

Commissioner Josh Anderson
Chairman, Anderson County Board of Commissioners

RE: Agenda

Dear Chairman Anderson and Honorable Members of Commission,

Please add the following items to the Agenda:

The following motions are required to participate in the State of Tennessee's Three Star Program. We just reviewed these items in July of 2021, but the State has changed the timeline for review and submission, so we need to come into compliance with current dates.

I humbly request three separate motions:

1. **Approval of motion** acknowledging that the county mayor has reviewed with the county commission the county's debt management policy that is currently on file with the Comptroller of the Treasury Office. The purpose of this requirement is to ensure that local elected officials are aware and knowledgeable of the county's debt management policy. (Current debt policy on file with Comptroller's Office is attached.)
2. **Approval of motion** that the county mayor and county commission acknowledge that an annual cash flow forecast must be prepared and submitted to the Comptroller prior to issuance of debt. The purpose of this requirement is to ensure elected officials are aware that prior to the issuance of debt the county must go through the process of assessing the county's cash flow. This is done to evaluate the county's finances and confirm that sufficient revenues are available to cover additional debt service associated with the proposed issuance of debt.
3. **Approval of motion** that county mayor and county commission acknowledge that all county offices are required to have documented system of internal controls.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Frank", with a stylized flourish at the end.

ANDERSON COUNTY TENNESSEE

Debt Management Policy

Originally Adopted: August 15, 2011

Amended and Formally Adopted: November 21, 2016

Amended and Formally Adopted: September 20, 2021

TABLE OF CONTENTS

Introduction	i
Introductory Statement	1
Goals and Objectives	1
Procedures for the Issuance of Debt	2
Credit Quality and Credit Enhancement	3
Affordability	3
Debt Structure	4
Debt Types	5
Refinancing Outstanding Debt.	9
Methods of Issuance	10
Professionals	12
Compliance	13
Debt Policy Review	14

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.

1) 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

TABLE OF CONTENTS

Introduction	1
Goals and Objectives	2
<u>History</u>	
County's General Debt Service Fund Debt	3
County's Rural School Debt Service Fund Debt (Rural Elementary School)	4
County's Education Debt Service Fund Debt (Rural High School)	4
County's General Purpose School Fund Debt	5
<u>Procedure</u>	
New Debt.....	6
Outstanding Balloon Debt.....	7
Debt Plan Review.....	9
Outstanding General Debt Service Fund Graph	10
Outstanding Rural School Debt Service Fund Debt (Rural Elementary School) Graph	11
Outstanding Education Debt Service Fund Debt (Rural High School) Graph	12
Outstanding General Purpose School Fund Debt Graph	13

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 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:
 - increases the interest cost for a capital project,
 - reduces future available debt capacity, ordecreases 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.

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

101 South Main Street, Suite 310
CLINTON, TENNESSEE 37716

N. JAY YEAGER
Law Director

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

MEMORANDUM

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

CC: County Commission

FROM: N. Jay Yeager

DATE: January 12, 2022

RE: Law Director's Report – January 18, 2022 – County Commission Meeting

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

A. Contract Approvals:

1. My Benefits Chanel- Human Resources
2. State of TN Grant- EMA
3. NeoGov- Human Resources
4. State of TN Grant Amendment- Mayor's Office
5. ADT- Circuit Court
6. ADT- Clerks Office
7. Lakefront Park and Clinton Community Center- Schools
8. Electric Medic- Schools
9. TN Board of Regents- Schools
10. State of TN- Rocky Top Library
11. Canon Solutions- Tourism
12. Sydney Morris- EMS
13. Multi-Jurisdictional Hazard Mitigation Plan- EMA
14. State of TN Homeland Security Grant- EMA
15. Norvex Supply- Detention Facility

B. Anderson County Zoning Violations:

Resolved Violations:

1. 856 Lake City Highway, Livia Forte
2. 125 Queen Street, Sam Emmert
3. 118 Duke Street, Stephanie Connaster
4. 136 King Street, Milus Skidmore and Angel Sanchez

Newly Opened:

1. 222 Old Tacora Hills Rd., Roy Harber and Belinda Crowley
2. 1404 Lake City Highway, Carl and June Hashbarger
3. 1015 Mountain Road, Darlene Hendren
4. 693 Mountain Road, Ronnie Foust

Anderson County Board of Commissioners
OPERATIONS COMMITTEE
MINUTES
January 10, 2022
6:00 PM Room 312

Members Present: Tim Isbel, Joshua Anderson, Robert McKamey, Steve Mead, and Rick Meredith

t
Members Absent: Phil Yager, Theresa Scott and Tracy Wandell

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

Commissioner Vowell said the prayer.

Commissioner Mead led the Pledge of Allegiance.

No citizens addressed the Committee.

- > Commissioner Meredith made a motion to approve Resolution No. 22-01-910 to the Industrial Development Board of the City of Oak Ridge to negotiate and accept payments in lieu of Ad Valorem Tax. Seconded by Commissioner McKamey. Motion passed unanimously to forward to full commission for approval.
- > Commissioner Meredith made a motion to approve Resolution No. 22-01-911 supporting the Rocky Top Adventure Tourism District. Seconded by Commissioner McKamey. Motion passed unanimously to forward to full commission for approval.
- > Commissioner Meredith made a motion to approve Resolution No. 22-01-909 Updating and Amending the Anderson County Multi-Jurisdictional Hazard Mitigation Plan. Seconded by Commissioner McKamey. Motion passed unanimously to forward to full commission for approval.
- > Commissioner Meredith made a motion to extend the emergency sick leave for COVID-19 through the end of March. Seconded by Commissioner McKamey. Motion passed to forward to full commission for approval.

Chairman Anderson made a motion to approve the Fire Truck Resolution No. 21-12-901 contingent on the Budget Committee finding the funds. Commissioner Mead seconded the motion to approve the Budget Committee take this directly to County Commission for deliberation. Motion passed.

New Business:

None.

Old Business:

Convenience Center

Meeting adjourned.

Anderson County, Tennessee
Board of Commissioners
RESOLUTION No: 22-01-910

A RESOLUTION GIVING WRITTEN APPROVAL TO THE INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF OAK RIDGE TO NEGOTIATE AND ACCEPT PAYMENTS IN LIEU OF AD VALOREM TAX WITH RESPECT TO A CERTAIN PROJECT IN ANDERSON COUNTY, TENNESSEE IDENTIFIED AS "OAK RIDGE MAINSTREET."

WHEREAS, the County Commission (the "Governing Body") of Anderson County, Tennessee (the "County") has met pursuant to proper notice; and

WHEREAS, the City of Oak Ridge, Tennessee (the "City") has previously authorized the incorporation of The Industrial Development Board for the City of Oak Ridge (the "Board") as an industrial development board duly organized and existing under the provisions of Title 53 of Chapter 7, Tennessee Code Annotated; and

WHEREAS, the County has been informed that Mainstreet Capital Partners 3, LLC, a Tennessee limited liability company, or an affiliate thereof (the "Developer"), intends to cause the acquisition and development of two (2) four-story multifamily apartment buildings containing 120 apartment units, together with certain other site improvements (collectively, the "Project") located at 400 S. Tulane Avenue, Oak Ridge, Tennessee (the "Property") and the Developer expects that the Project will also include one or more "retail businesses" as defined in Tenn. Code Ann. § 7-53-101(17); and

WHEREAS, the Developer has requested the Board to hold ownership of the Property; and

WHEREAS, the Developer has furthermore requested the Board to lease the Project to the Developer and to permit the Developer to make payments in lieu of ad valorem taxes; and

WHEREAS, upon the recommendation of the Board, the City Council of the City, by Resolution dated November 8, 2021, has authorized the Board's negotiation and acceptance of payments in lieu of ad valorem taxes with respect to the Project for a period not to exceed twenty (20) years, plus a reasonable construction and renovation period not to exceed three (3) years; and

WHEREAS, Tenn. Code Ann. § 7-53-305(i)(1)(C) provides that the Board may negotiate a payment in lieu of tax agreement for less than the ad valorem taxes otherwise due for a retail business for a period of time longer than ten (10) years, plus a reasonable construction and installation period not to exceed three (3) years, if the Board has received written approval from each affected local governmental entity; and

WHEREAS, the County is an "affected local governmental entity" for purposes of Tenn. Code Ann. § 7-53-305(i)(1)(C) with respect to the Board's agreement concerning payments in lieu of ad valorem taxes for the Project as authorized by the City; and

WHEREAS, the Developer has requested the County Commission provide to the Board written approval in accordance with Tenn. Code Ann. § 7-53-305(i)(1)(C) for the Board's agreement concerning payments in lieu of ad valorem taxes for the Project as approved and authorized by the City.

NOW, THEREFORE, BE IT RESOLVED by the County Commission of Anderson County, Tennessee, as follows:

1. The Governing Body hereby gives written approval to the Board to negotiate a payment in lieu taxes agreement with the Developer in accordance with the terms determined by the Board and consistent with the delegation resolution adopted by the City on November 8, 2021.

2. This resolution shall take effect notwithstanding any prior resolutions to the contrary. All other resolutions and orders, or parts thereof, in conflict with the provisions of this resolution are, to the extent of such conflict, hereby repealed, and this resolution shall be in immediate effect from and after its adoption.

RESOLVED AND EFFECTIVE this 18th day of January 2022.

Joshua N. Anderson, Chair County Commission

Terry Frank, County Mayor

ATTEST:

Jeff Cole, County Clerk

Anderson County, Tennessee

Board of Commissioners

RESOLUTION No: 22-01-911

RESOLUTION SUPPORTING THE ROCKY TOP ADVENTURE TOURISM DISTRICT CREATED IN 2014 (RESOLUTION 14-03-490); DECLARING THE COUNTY'S INTENT TO CONTINUE PARTICIPATION IN THE TENNESSEE ADVENTURE TOURISM AND RURAL DEVELOPMENT ACT OF 2011, CODIFIED AT TENN. CODE ANN. §§ 11-11-201 ET SEQ.; TO AUTHORIZE THE INITIATION OF THE RE-APPLICATION PROCESS; AND RESPECTFULLY REQUEST RE-CERTIFICATION OF THE ROCKY TOP ADVENTURE TOURISM DISTRICT BY THE STATE OF TENNESSEE.

WHEREAS, the "Tennessee Adventure Tourism and Rural Development Act of 2011" creates a mechanism by which communities can apply to be certified as an adventure tourism district that allows certain qualifying businesses to apply for job tax credits specific to the Adventure Tourism Act and promotional support from the State Department of Tourism; and

WHEREAS, A "qualified business enterprise" is defined as "an enterprise in which the business has made the required capital investment necessary (\$500,000 in accordance with § 67-4-2109(a)(7)) to permit the creation or expansion of tourism related businesses, including, but not limited to, restaurants, lodging establishments, or other tourism related attractions."

WHEREAS, re-certification of a district must be obtained by receiving approval from both the Commissioner of the Department of Revenue and the Commissioner of the Department of Tourist Development; and

WHEREAS, in 2014 Anderson County created an Adventure Tourism District for the Rocky Top area and now wishes to apply for re-certification of the district in an effort to bring a much needed economic stimulus to the area economy through sales revenues, real and personal property tax, sales tax, gas tax and hotel/motel occupancy tax derived from tourism related activities and furthermore offering key economic development opportunities for all businesses in Rocky Top and Anderson County.

NOW THEREFORE, BE IT RESOLVED by the Anderson County Legislative Body meeting in regular session this 18th day of January 2022 that we endorse and approve of the Rocky Top Adventure Tourism District and authorize the Mayor and Director of Tourism to initiate the re-application and re-certification process by creating and submitting the following required documents:

- 1) Rocky Top Tourism Business Plan – Exhibit 1
- 2) County Mayor letter endorsing the Tourism District – Exhibit 2
- 3) Rocky Top Tourism District Map with map and parcel identifiers – Exhibit 3

RESOLVED, APPROVED AND EFFECTIVE this 18th day of January 2022 by two-thirds (2/3) vote, the public welfare requiring same.

Joshua N. Anderson, Chair

Terry Frank, Mayor

Attest:

Jeff Cole, County Clerk

Anderson County, Tennessee

Board of Commissioners

RESOLUTION No: 22-01-909

RESOLUTION UPDATING AND AMENDING THE ANDERSON COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN.

WHEREAS, the Federal Emergency Management Agency (FEMA) requires all jurisdictions to submit an update to the jurisdiction's Multi-Jurisdictional Hazard Mitigation Plan in order to comply with United States Code 44 CFR 201.6(b)-(d); and

WHEREAS, the Anderson County Office of Emergency Management has completed the update task and received FEMA approval on December 27, 2021 (*See, Updated Hazard Mitigation Plan – Exhibit 1 and FEMA Approval Letter – Exhibit 2*); and

WHEREAS, the participating municipalities have worked with the Anderson County Office of Emergency Management and recommend to the Anderson County Legislative Body that this plan be formally adopted.

NOW THEREFORE, BE IT RESOLVED by the Anderson County Legislative Body meeting in regular session this 18th day of January 2022 that we formally adopt the updated Anderson County Hazard Mitigation Plan as presented.

BE IT FURTHER RESOLVED that:

Section 1: The Anderson County Legislative Body approves the update in its entirety and adopts the Hazard Mitigation Plan for use in Anderson County along with any project identified by the Mitigation Planning Committee and the County agrees to be governed by the plan.

Section 2: The Anderson County Legislative Body authorizes the appropriate participating officials to pursue funding opportunities for implementation of proposals designated therein; and will upon receipt of such funding or other necessary resources, seek to implement the actions contained in the Hazard Mitigation Plan.

Section 3: The Anderson County jurisdiction, including participating municipalities, will continue to cooperate and participate in the hazard mitigation planning process, holding regular meetings, including reporting progress as required by FEMA, the Tennessee Emergency Management Agency (TEMA) and the Mitigation Planning Committee (MPC).

VOTING SUMMATION

MOTION FOR APPROVAL BY COMMISSIONER _____

SECOND FOR APPROVAL MOTION BY COMMISSIONER _____

APPROVED by _____ in favor of passage and _____ not in favor of passage.



Recent Updates

12/29/21 – Included new isolation and quarantine timelines to reflect updated CDC recommendations.

Isolation Guidance for Cases

Cases

New CDC guidance provides that one must isolate for a minimum of 5 days after onset and may be released after they are without fever for 24 hours (without fever-reducing medication) and show improvement in symptoms. Cases without symptoms should isolate through 5 days after their specimen collection date. Regardless of symptoms, cases should wear a mask when around others for 10 days following onset/specimen collection.

Minimum 5 days of isolation at home	24 hours	Continue masking around others for add'l 5 days
DAY 0 – Symptom onset date or specimen collection date if not experiencing symptoms	WITHOUT FEVER FOR 24 HRS AND SYMPTOM IMPROVEMENT	DAY 6 – released from isolation; return to regular activities while masked
		DAY 10

Notes:

- Some severely ill patients may need to isolate for a longer time period.
- Lingering cough or loss of taste or smell should not prevent a case from being released from isolation.
- If a follow-up PCR test is positive, cases do not need to re-enter isolation as long as they have completed the 5-day isolation and had symptom resolution for a minimum of 24 hours.

Quarantine Guidance for Close Contacts

Boosted or Recently Vaccinated Close Contacts

Do not have to quarantine if they have remained asymptomatic since exposure to COVID-19 and:

- Received a booster dose of vaccine **OR**
- Completed a primary series of Pfizer or Moderna vaccine in the last 6 months (Must be ≥ 2 weeks following receipt of the second dose) **OR**
- Completed a primary J&J vaccine series in the last 2 months (Must be ≥ 2 weeks following receipt of single dose).

NON-HOUSEHOLD CONTACT (Boosted or Recently Vaccinated)

Non-household contacts should get tested 5 days after their exposure, even if they are asymptomatic, and should wear a mask indoors in public for 10 days following exposure or until test results are negative. If they test positive, they must isolate.

HOUSEHOLD CONTACT (Boosted or Recently Vaccinated)

A household contact is an individual who shares any living spaces with a case, including bedrooms, bathrooms, living rooms, kitchens, etc.

- If the contact can separate from the case within the home, then they can follow the non-household guidance. To separate, the case 1) should never be in the same room as household members 2) should not share plates, cups, dishes, or phones with household members 3) should have their own bathroom (or conduct daily bathroom cleaning).
- If the contact cannot separate from the case in the home, they should get tested 5 days after initial exposure to the case and again 5 days after the end of the case's isolation. The contact should wear a mask indoors in public for 10 days following last exposure or until test results are negative. If they test positive, they must isolate.

Non-boosted or Unvaccinated Close Contacts

Should quarantine after exposure to a COVID-19 case if they:

- Are unvaccinated **OR**
- Completed the primary series of Pfizer or Moderna vaccine over 6 months ago and are not boosted **OR**
- Completed the primary series of J&J over 2 months ago and are not boosted

If symptoms develop, close contacts must isolate and be tested for COVID-19. Close contacts should quarantine regardless of whether the case was symptomatic. Exposure includes contact with a case during the time period beginning two days prior to case's symptom onset (or specimen collection date if case never experiences symptoms) through the end of the case's isolation period.

NON-HOUSEHOLD CONTACT (Non-boosted or unvaccinated)

TDH and CDC recommend a 5-day quarantine at home. Contacts should get tested on day 5. After that, contacts should self-monitor for symptoms and continue to wear a mask around others for 5 additional days. If symptoms develop, contacts must isolate and get tested.

5 days quarantine at home		5 days masking while around others
DAY 0 – Contact begins quarantine	DAY 5 – Get tested. If w/o symptoms or negative result, return to normal activities. Wear a mask when around others.	DAY 10 Complete self-monitoring for symptoms.

HOUSEHOLD CONTACT (Non-boosted or unvaccinated)

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

Quarantine start: Household contacts should quarantine as long as they are exposed to the case, and for a 5-day period beyond their last exposure.

- If the contact can separate from the case within the home, then they are no longer considered exposed. To separate, the case 1) should never be in the same room as household members 2) should not share plates, cups, dishes, or phones with household members 3) should have their own bathroom (or conduct daily bathroom cleaning).

- If the contact cannot separate from the case within the home, the contact should quarantine for the case's (minimum) 5-day isolation period plus an additional 5 days.

Quarantine end: Once exposure is no longer occurring (either the case has completed their 5-day isolation or the case and contact have separated within the home), then at-home quarantine can end after Day 5. The contact must monitor for symptoms and wear a mask for 5 additional days.

Notes:

- If a household contact develops symptoms of COVID-19, they become a case. They should begin isolation as a case and consider getting tested.
- Household contacts will often need to remain at home longer than the initial case.
- If a case has been released from isolation and symptoms return, household contacts do not need to restart the 5-day period as long as the case has completed the minimum 5-day isolation and had symptom resolution for a minimum of 24 hours.

5 days minimum. Stay home while exposure is ongoing.	5 days quarantine at home after last exposure.	5 days masking while around others	
DAY 0 – Case's onset date. Both case and contact should stay home.	DAY 5 – Case completed minimum isolation; Contact's quarantine begins.	DAY 10 – Get tested. If w/o symptoms or negative result, return to normal activities. Wear a mask when around others.	DAY 15 – Complete self-monitoring for symptoms.

Healthcare Personnel

Healthcare personnel (including those working in long term care facilities) should refer to guidance below for isolation and quarantine guidance:

- [Interim Guidance for Managing Healthcare Personnel with SARS-CoV-2 Infection or Exposure to SARS-CoV-2](#)
- [Interim Infection Prevention and Control Recommendations for Healthcare Personnel During the Coronavirus Disease 2019 \(COVID-19\) Pandemic](#)
- [Interim Infection Prevention and Control Recommendations to Prevent SARS-CoV-2 Spread in Nursing Homes](#)



Human Resources & Risk Management Dept.
Anderson County Government
100 N main St., Rm. 102, Clinton, TN 37716
T: 865.264.6300 / F: 865.264.6259

FAMILIES FIRST CORONAVIRUS RESPONSE ACT
Paid Emergency Sick Leave (ESL) Request Form
Effective January 1 – March 31, 2022

Employee Name: _____ First Day of Leave: _____

Employee Cell: _____ Employee Email: _____

Please attach supporting documentation for the below leave requested.

Paid Emergency Sick Leave (ESL) Act Provisions:

Provides regularly active full and part time employees up to 50 hours of paid emergency sick leave (ESL) at the employee's regular rate of pay (capped at \$511 per day or maximum of \$5,110) if the employee is unable to work because the employee is unable to work due to receiving a positive COVID-19 test from a qualified health care provider.

Is the employee full time ☐ or part time? ☐

If full time, does the employee wish to use leave to fill in the other one-third pay, if applicable? ☐ YES ☐ NO
If yes, please specify leave to be used and order of usage by circling order:

First, Second, Third	Sick Leave
First, Second, Third	Compensatory (Comp) Time
First, Second, Third	Vacation Leave

Employees who have exhausted the 80-hour limit may use other leave options if necessary, including vacation leave, sick leave or personal leave.

Employee Signature

Department Head Signature

Date

Date