
Anderson County Board of Commissioners

6:00 P. M.

Honorary Resolution – National Library Week requested by Commissioner Verran
Presentation – Coalition against Human Trafficking by Brittany Thompson

6:30 P.M.

Consent Agenda **Monday, April 17, 2023**

- 1. Approval and corrections of March 20, 2023 County Commission Minutes.**
- 2. Approval of Notary and Bonds**
- 3. Waste Management Funds Request**
 - Norris Elementary School is requesting \$750.00 to invite a special artist to teach students and staff more about integrating the art of music into core curriculum.
- 4. Committee Reports**
 - Anderson County Employee Insurance Board of Trustees Minutes (3/14/23) (3/21/23)
 - Anderson County Fire Commission Minutes (4/04/23)
 - Finance Committee Minutes (4/10/23)

Respectfully Submitted,
Joshua Anderson, Chairman

Joshua Anderson
Anderson County Government
100 North Main Street
Clinton, TN
37716

Wednesday, March 22, 2023

Dear Commissioner Anderson,

I am writing on behalf of Norris Elementary School to request funding for a special visiting artist for Norris Elementary School students.

Norris Elementary School is looking forward to inviting visiting artist, Kelle Jolly to our school to teach students and staff more about integrating the art of music into our core curriculum.

I am seeking funding (~~\$750.00~~) to go towards paying for this special visit.

\$375.00

This special artist visit will help our school move forward in our goal of becoming an Arts Integrated school.

Thank you for considering this request.

Alison Greenhouse



Art Teacher

Norris Elementary School

Renee Branham
Principal
NES

\$375.00 FROM
SHELLY VANDAGZIF

Shelly Vandagriff
Anderson County Government
100 North Main Street
Clinton, TN
37716

Wednesday, March 22, 2023

Dear Commissioner Vandagriff,

I am writing on behalf of Norris Elementary School to request funding for a special visiting artist for Norris Elementary School students.

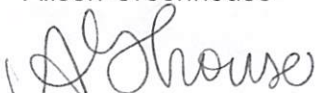
Norris Elementary School is looking forward to inviting visiting artist, Kelle Jolly to our school to teach students and staff more about integrating the art of music into our core curriculum. I am seeking funding (~~\$750.00~~) to go towards paying for this special visit.

375.⁰⁰

This special artist visit will help our school move forward in our goal of becoming an Arts Integrated school.

Thank you for considering this request.

Alison Greenhouse



Art Teacher
Norris Elementary School

375.⁰⁰ approved by
Josh Anderson.



Principal
NES

Anderson County Employee Insurance Board of Trustees
Meeting Minutes
March 14, 2023

Members Present – Terry Frank, Phil Yager, Robby Holbrook, Kim Jeffers-Whitaker, and Russell Barker

Others Present –Krystal Burkhardt, Randy Walters, Leean Tupper, Shain Vowell, CBIZ representatives Kari Presley and Amanda Rymer

Mayor Frank called the meeting to order at 10:36 a.m.

Motion made by P. Yager and second by R. Holbrook to approve the minutes of the February 23, 2023 meeting as presented. Motion carried by voice vote.

Action/Discussion Items

1. Motion by K. Whitaker and second by P. Yager to approve the 2023/2024 FY Group Life Insurance/Employer Paid Renewal with USABLE. Motion carried by voice vote.
2. Review Dental bids – Director Holbrook voiced concerns about the bidding process and making sure no bids are discussed in public meetings outside of the bidding process. This matter is to be considered at the Board’s March 21st meeting once all rate information is available and opinion has been issued on process.

Old Business

1. Motion made by P. Yager and second by R. Holbrook to approve the Rx Benefits corrected 2022 addendum. Motion carried by voice vote.
2. After discussion, motion was made by R. Holbrook and second by P. Yager to defer action regarding consulting services and the health clinic RFP until the next meeting, Motion carried by voice vote. The Board asked that the CBIZ employee who is familiar with on-site clinics be invited to attend the March 21st meeting.
3. CBIZ’s Kari Presley provided an update about CBIZ’s actuarial report, medical plan rates, and information regarding a “High-Deductible Health Plan”. Motion made by P. Yager and second by R. Barker to incorporate an HDHP “Bronze” Plan for FY 2023/2024. Motion carried by voice vote.
4. Motion made by R. Barker and second by P. Yager to accept the suggested premium rates for FY 2023/2024. Motion carried by voice vote. (see attached)

New Business

1. Motion made by R. Barker and second by P. Yager to accept the BCBS Tennessee vision renewal proposal for FY 2023/2024. Motion carried by voice vote.
2. Motion made by P. Yager and second by R. Barker to accept a one-year Medical Renewal with BCBS Tennessee for FY 2023/2024. Motion carried by voice vote.

The meeting was adjourned at 11:37 a.m.

Anderson County Employee Insurance Board of Trustees Meeting Minutes: March 21, 2023

Members Present – Terry Frank, Robby Holbrook, Phil Yager, Shain Vowell, and Kim Jeffers-Whitaker

Others Present – Leean Tupper, Randy Walters, Katherine Ajmeri, Krystal Burkhart, Kari Presley, Nadia Rule, Jay Yeager, Seamus McNally, and Erin Eason

Call to Order

Mayor Frank called the meeting to order at 10:09 a.m.

Mayor Frank stated she wished to add to the meeting minutes Sheriff Russell Barker's e-mail naming Shain Vowell as his designee, effective today, to the Board of Trustees. Minutes of the HR Advisory Board meeting on October 14, 2020 are also included, noting the HR Advisory Board's motion to place the Sheriff or designee by the Sheriff from his department on the Board of Trustees.

Approval of Minutes

Motion made by R. Holbrook and second by P. Yager to approve the minutes of the March 14, 2023 Board of Trustees meeting as presented. Motion carried by voice vote.

Action Items

1. Motion made by K. Whitaker and second by P. Yager to rebid the dental RFP. Motion carried by voice vote.
2. Erin Eason explained the CBIZ process for on-site clinic RFPs. After discussions, motion made by R. Holbrook and second by T. Frank to engage CBIZ consulting services for project 3 implementation (\$10,000, plus travel expenses), and hourly, if needed, for review of bids and contract performance measures, with all work to go through Purchasing. Motion passed 3-2, with R. Holbrook, T. Frank and P. Yager voting "aye", and K. Whitaker and S. Vowell voting "no".

New Business

1. Premise Health's director of client operations e-mailed K. Whitaker on Monday with a request for an "IT refresh in order to be compatible and avoid system issues" with an upcoming Windows 11 software update. Motion made by P. Yager and second by R. Holbrook to approve the Premise computer request and initiate the budget amendment process. Motion carried by voice vote.

The next meeting is scheduled for 10 a.m. April 6, 2023, in Room 118A.

The meeting was adjourned at 11:30 a.m.

Anderson County Fire Commission

April 4, 2023 Meeting Minutes

Meeting called to order by Justin Bailey at 6:31pm.

Members Present: Dusty Sharpe, Rusty Queener (Claxton), Stephanie Fox, Joe Gilliam, Paula Daniel (Rescue Squad), Matt Burrell (Norris), Justin Bailey, Tony Grande (Oak Ridge), Tracy Wandell, Sabra Beauchamp, Nathan Sweet, Scott Thomas (ACEMS), Brice Kidwell, Justin Massengill (E-911), and Greg McBroom (ACSO).

Old Business

- There was follow up discussion surrounding the policy the County Zoning Department was creating to make the fire departments aware of new commercial properties being built. Commissioner Wandell advised that the commissioners receive this list. A copy will be provided to the fire commission secretary for dissemination to the fire commission members.

New Business

- There is a fundraiser being planned for Greyson Byrge and his parents. It is tentatively scheduled for Saturday May 13th. Once the plans are finalized it will be communicated.
- Tracy Wandell is the new county commissioner serving on fire commission.
- Now that there are two county commissioners on fire commission again, a chair needed to be elected. There was a motion to appoint Tracy Wandell as chair, motion seconded and carried.
- Brice Kidwell provided a draft of a storm response plan created by EMA. There was a motion to revisit the plan at the May meeting with any edits provided to Brice by April 29th, motion seconded and carried.

Anderson County Fire Commission

- Matt Burrell with Norris was able to work with the Property Assessor's office on gathering property data for the city. The Property Assessor's office advised that if they receive information that a home has been damaged by fire it would save the homeowner on property taxes. There was a motion to allow the fire commission secretary to provide a monthly report to the Property Assessor's office of fires within the county, motion seconded and carried.

Department Reports

Andersonville VFD – Not present

Briceville VFD – Not present

Claxton VFD – No report

Marlow VFD – Brush/rescue truck is currently out of service for repair. Recently purchase a new rescue truck that is working to be placed in service.

Medford VFD – Chili supper was good. Thanks to Claxton, Rescue Squad, and Briceville for your support. Joe announced that the board was informed that he would be stepping down as Fire Chief once a replacement was chosen.

Anderson County Rescue Squad – No report

Clinton FD – Graduated 14 individuals from the basic firefighting class.

Rocky Top FD – Not present, however Anthony Braden was promoted to Fire Chief of the department.

Norris VFD – April 12th is the confined space drill at Norris dam.

Anderson County Fire Commission

Oak Ridge FD – Saturday April 29th at 9:00am there will be a re-opening event for the training tower.

Oliver Springs FD – April 18th at 6:00pm they are hosting a TARS Swiftwater Awareness class at Oliver Springs City Hall. Anyone is welcome to attend. There are a few other TFACA classes being hosted in the area that are open for attendance.

Commissioner Tracy Wandell – Tracy introduced himself and shared that he is excited to serve on the fire commission. He shared a copy of the Fire Study Group handouts that have been provided.

Commissioner Sabra Beauchamp – No report

Anderson County EMS – May 2nd kicks off both the EMT and EMR classes. Reach out to Director Sweet about AEDs if you haven't already. The AEMT scope of practice is expanding. There will be a bridge class required, which they are offering on the first three Saturdays in May. There will also be clinical hours required.

Anderson County EMA – No additional report

Anderson County Sheriff's Office – No report

Y-12 Fire Department – Not present

ORNL Fire Department – Not present

E-911 – The E-911 board signed a 5-year contract with I Am Responding for all departments. They are still working on the Rapid SOS piece and setting up two tone.

Secretary – No report

Meeting adjourned at 7:25pm

Next scheduled meeting is May 2nd at 6:30pm

Anderson County Fire Commission

Submitted this the 4th day of April 2023

Anderson County Board of Commissioners
Financial Management Committee
Meeting Minutes

April 10, 2023
4:00 PM, Room 312

Members Present: Phil Yager (Committee Chair), Terry Frank, Tim Isbel, Tracy Wandell, and Tim Parrott.

Members Absent: Gary Long and Josh Anderson

Meeting Facilitator: Phil Yager (Committee Chair)

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

I. Policy Updates

Finance Director Robby Holbrook presented a list of policies that are in development in the Finance Department, for discussion. No action taken.

II. Purchasing Policy

Finance Director Robby Holbrook presented a proposed addition to the bid language in the Purchasing chapter (Chapter 9, section 2.1) of the Financial Management Policies and Procedures Manual (FMPP).

Motion by Terry Frank, seconded by Tim Isbel and passed, to approve the change.

Finance Director Robby Holbrook a request for approval of Chapter 9-Purchasing as a whole.

Motion by Terry Frank, seconded by Tim Isbel and passed, to approve Chapter 9 with replacement of the language ““Vendor Registry” online” with “online procurement services” in Chapter 9, Section 2.1.d.

III. Charitable Donation Policy

Finance Director Robby Holbrook presented an update on the Charitable Donation Policy. Implementation of policy is pending legal approval. No action taken.

IV. Investment of County Funds/ Regina Copeland

Finance Director Robby Holbrook presented an update on the County’s investment process. No action taken.

V. Finance Committee and Finance Department Updates

Finance Director Robby Holbrook presented an update on the department's staffing level, budget management success, grant activity highlights, and the Committee's role and responsibilities. No action taken.

VI. Old Business –None

VII. New Business –None

VIII. Adjourn