

Anderson County Board of Commissioners

Regular Agenda

Monday, June 19, 2023 @ 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. **Elections**
 - Nominating Committee Report
Library Board – Appointment of Michele Jacobs
5. **Departments**
 - Tourism – 2023/2024 Tourism Council Board Members
6. **Committee Reports**
 - Purchasing Report – by Robby Holbrook, Finance Director
 - Budget Report – by Robby Holbrook, Finance Director
 - Operations Report – by Chairman Isbel
7. **Director of Schools**
 - No Report/Questions from Commissioners
8. **County Mayor**
 1. E911 Board Appointments and Reappointments
 2. Tax Year 2022 Summary of Annual PILOT Incentive for Oak Ridge IDB. Information only.
9. **Law Director**
 - A. Contract Approvals
 - B. Anderson County Zoning Violations
 - C. Indigent Deaths
 - D. Bankruptcies
 - E. Delinquent Taxes
 - F. Deed – Delinquent Tax Property
 - G. Lawsuit Update
 - H. Private Act Ratification
 - I. Juvenile Judge Vacancy
10. **Committees/Boards Reports**
 1. Nominating Committee Report – by Chairman Mayes
 2. Fire Commission Report – by Chairman Wandell

11. New Business

12. Old Business

Discussion/Update on semi-truck signs no thru truck traffic sign addition to Carroll Hollow – requested by Commissioner Isbel

13. Adjourn

Respectfully Submitted
Joshua Anderson, Chairman

Anderson County Board of Commissioners
NOMINATING COMMITTEE
Minutes

May 8, 2023

Members Present: Tyler Mayes, Denise Palmer, Tim Isbel, Sabra Beauchamp, Josh Anderson, Aaron Wells and Phil Yager

Members Absent: Jerry White

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

Commissioner Anderson made a motion to nominate Commissioner Yager as Vice-Chairman
Seconded by Commissioner Isbel. Motion passed.

Commissioner Isbel made a motion to add the following applicants as nominees. Seconded by
Commissioner Yager. Motion passed.

- Mary Layton
- Michele Jacobs
- Shannon Phillips
- Leo York
- Lucas Wayne Heaton
- Phyllis Alexander
- Jan L Newsome
- Kirk Mantooth

Voting as follows:

Mayes – Leo York
Palmer – Michele Jacobs
Anderson - Leo York
Isbel – Michele Jacobs

Wells – Michele Jacobs
Beauchamp – Michele Jacobs
Yager – Jan Newsome

✓ Michele Jacobs is nominated as the new Library Board member. Nomination passed to forward to full commission for approval.

Old Business
None.

Meeting Adjourned

ANDERSON COUNTY COMMISSION

Nominating Committee Ballot

	Mary Layton	Michelle Jacobs	Shannon Phillips	Leo York
Tyler Mayes				✓
Denise Palmer		✓		
Joshua Anderson				✓
Tim Isbel		✓		
Jerry White				
Aaron Wells		✓		
Sabra Beauchamp		✓		
Phil Yager				
Total Votes		4		2

ANDERSON COUNTY COMMISSION

Nominating Committee Ballot

	Lucas Wayne Henton	Phyllis Alexander	Jan Newsome	Kirk Mantooth
Tyler Mayes				
Denise Palmer				
Joshua Anderson				
Tim Isbel				
Jerry White				
Aaron Wells				
Sabra Beauchamp				
Phil Yager			✓	
Total Votes			1	

REQUEST FORM
CONSIDERATION FOR NOMINATION TO THE
AT LARGE LIBRARY BOARD

Date May 3, 2023

Name Mary Layton

Address 122 Baltimore Drive, Oak Ridge, TN 37830

Phone Number (Home) 865-483-8527; **(Cell)** 865-661-9540;

Employment History:

I have been an Elementary School Teacher for 30 years. I have taught Kindergarten, First, Second, and Fourth grades. I taught at Shady Grove Elementary in Memphis, Ft. Campbell Dependent Schools, Cedar Hill Elementary in Oak Ridge, St. Mary's Parochial School in Oak Ridge, and North Clinton Elementary in Clinton.

Why would you like to serve on this Board?

The education of children has always been a high priority to me. Don and I have two children. They are both teachers. Teaching has always held a special place in my heart. The library and books are two of the tools used in providing an education for children. If I hadn't been a teacher my second choice would have been to be a librarian. I read to my students when I taught

school. I took it very seriously the kind of books I read to them. I believe we have a responsibility to read only books that are appropriate for their age and maturity levels. I am more familiar with children's books than with adult books. I continue to read today to my grandchildren who are 8 and 4 years old. We need to protect children by providing books that are approved for their age level. Parents should provide a role in monitoring their child's reading material. A good working relationship between the library and parents is very important.

Don and I watched the County Commission meeting which discussed the controversial books in the libraries on TV live. We had seen summaries of the eleven books in question. All summaries of these books had "Content Warning" and were labeled "Minor Restricted". We were shocked that the County Commission voted not to have a public hearing about these books. The Clinton Public Library is funded by County Commission. The taxpayers pay for its operation. The County Commission turned the matter over to the Library Board. In my opinion they dropped the ball on a very important issue in our community.

Don and I sent emails to all the commissioners, Mayor Frank, and Sheriff Barker after watching the meeting. We wanted them to know that we were concerned about the 11 books being in the library and accessible to all. At a minimum we suggested that these books should be in a restricted area and not available to minors. The books contain sexual activities, nudity, alternate

gender ideologies, explicit violence, pedophilia, alcohol and drug use by minors, to name just a few. Movies are restricted by their ratings guide to minors. Minors may not buy cigarettes. Minors under 16 are not allowed to drive cars. If parents want their child to view these books, then they can check them out for them. The 11 books should not be in a place where all can view and read them.

I know that society today is troubled by human trafficking and pedophilia. I don't want the children of Anderson County to be indoctrinated without their parent's consent.

I am offering my service because I feel it is my civic duty to represent what I believe are our community standards. Many people in our community do not know about this problem. I know they would be as concerned as I am. Many of the graphic pictures in the book could be labeled as pornographic. I know a teacher would never read a book like this to their students. We are putting our children at risk if we allow these books to be available to all in the library. Our children deserve to be protected.

Thank you for giving me the opportunity to express my concerns. I decided instead of complaining I needed to step up and put my name in for the Library Board. I just can't stand by and remain silent. I love my grandchildren too much.

REQUEST FORM
CONSIDERATION FOR NOMINATION TO THE

Anderson County Library Board

Date 6/8/23

Name Michele Jacobs

Address 191 Lexington Lane Clinton TN 37716

Phone Number 865-591-2603 865-425-0600
(Home) (Work)

Employment History: (if not on resume)

Attached

Education: (if not on resume)

New Freedom Christian School - High School Diploma

Why would you like to serve on this Board/Committee:

I love the library and my community. Having
previously worked at the library will help me
bring my knowledge of the inner workings of the
library to the table. By serving on the library board
I would be able to support my community.

PLEASE ATTACH A RESUME TO THIS APPLICATION

(For additional space, use back of form)

** Please return this form to Commission Office, 100 N Main Street, Room 118, Clinton, TN 37716 (Fax: 264-6264) **



Michele Jacobs

📍 Clinton, TN 37716 📞 865-591-2603 ✉️ jacobstn@msn.com

PROFESSIONAL SUMMARY

Outgoing Office Administrator with experience overseeing multiple tasks and managing employees successfully. Hardworking professional committed to providing outstanding customer service and assistance.

SKILLS

- Effective Written and Verbal Communication
- Correspondence and Office Documents
- Employee Timesheet Processing
- Planning Events
- Employee Performance Evaluations
- Office Reception
- Recordkeeping and File Management
- Inquiry Requests
- Time Management
- Administration and Operations
- Human Relations

WORK HISTORY

OFFICE ADMINISTRATOR AND HUMAN RESOURCES *08/2017 to CURRENT*
Protomet Corporation | 1010 Larson Drive, Oak Ridge TN 37830

- Interacted with customers by phone, email, or in-person to provide information.
- Answered multi-line phone system, routing calls, delivering messages to staff and greeting visitors.
- Maintained electronic and paper filing systems for easy retrieval of information.
- Worked in Human Resources doing interviews, electronic employee time cards, and solving daily employee issues.

CHILDREN'S PROGRAM COORDINATOR

01/2013 to 12/2017

Clinton Public Library | 118 S. Hicks St, Clinton, TN 37716

- Employed can-do attitude, taking on tasks required to support team and get things done.
- Developed storytimes and music programs for babies through preschool age children.
- Had weekly teen craft time.
- Helped to organize and lead the Summer Reading Program.
- Communicated respectfully with people from diverse backgrounds while checking out books for customers.
- Maintained an open attitude to exploring new ideas and eagerness to take on tough problems.

April, 12, 2023

Dear Mayor Frank,

My name is Michele Jacobs. My husband Ben and I raised our 3 daughters over the past 23 years here in Anderson County. All three of our girls are now grown and married. I currently am a full time office administrator at Protomet Corporation in Oak Ridge Tennessee.

The public library system holds a very special place in my heart. I had the privilege of working with the children's programming at the Clinton Public Library for almost five years. I did baby, preschool, and elementary story times. I was able to implement a monthly music program for the preschoolers. Working with the young children was rewarding, but a weekly highlight was the teen craft session I held on Wednesdays when school let out early for the day. The whole Clinton Public Library staff working together on the summer reading programs are some of my fondest memories. It was a lot of hard work, but the community always seemed to appreciate our efforts to give them meaningful programs. I loved working with the Clinton Public Library director, staff, and Anderson County patrons. While I worked at the library I grew in ways I will forever be grateful.

It would be an honor to serve on the Anderson County Library Board. I love books, learning, and our community. This would be a way for me to be active in my library community again.

Thank you,

Michele Jacobs

191 Lexington Lane

Clinton, TN 37716

(865) 591-2603

**REQUEST FORM
CONSIDERATION FOR NOMINATION TO THE**

Anderson County Library Board

Date 5/3/2023

Name Shannon Phillips

Address 522 Crestwood Drive Clinton, TN 37716

Phone Number 865-567-3946 865-567-3946
(Home) (Work)

Employment History: (if not on resume)

see resume

Education: (if not on resume)

see resume

Why would you like to serve on this Board/Committee:

I would be an advocate for the libraries in the county. As a member of the Friends of the Clinton Public Library I possess an acute understanding of the importance a public library is to a community. My financial skills and understanding would be an added asset to the board's dynamics.

PLEASE ATTACH A RESUME TO THIS APPLICATION

(For additional space, use back of form)

** Please return this form to Commission Office, 100 N Main Street, Room 118, Clinton, TN 37716 (Fax: 264-6264) **

SHANNON PHILLIPS

Chief Administrative Officer / Bibliophile



☎ 865-567-3946
✉ shannon@tkifirst.com
📍 522 Crestwood Drive
Clinton, TN 37716

PROFILE

I am a current corporate officer with over a decade of experience. I am a wife of 26 years and a mother of a 12 year old. I am an avid reader and library patron and a lifelong Anderson County resident. I have been a member of the Friends of the Clinton Public Library for several years.

SKILLS

- Bookkeeping
- Quickbooks Certified
- Team Player
- Critical Thinking
- Problem-Solving
- Computer Literacy
- Project Management Tools
- Strong Communication

EXPERIENCE

CHEIF ADMINISTRATIVE OFFICER FINANCIAL CONTROLLER

Turn Key Installation, INC.

2010 - Present

- I handle all finances : We do over one million in revenue annually
- I am the administrator of 20 employees
- Liaison for IRS, TN Dept of Revenue and all dealers AP

SUBSTITUE TEACHER

Anderson County Schools

2008-2010

- All grades Norris and Lake City Middle
- Clinton High School including Special Education
- Anderson County High School

LIBRARY VOLUNTEER

Oak Ridge Public Library

1992 - 1994

- Shelving materials
- Assist patrons in finding / borrowing / returning materials
- Assist librarian in children's activities

EDUCATION

HONORS DIPLOMA

Anderson County High School

1990 - 1994

University of Tennessee

1994-1995

ASSOCIATE OF SCIENCE SECONDARY EDUCATION

Roane State Community College

1997 - 1999

**REQUEST FORM
CONSIDERATION FOR NOMINATION TO THE**

Library Board

Date 15 May 2023

Name Leo York

Address 625 Old Blacksberry Lane, Clinton, TN 37716

Phone Number cell (865)696-2788 _____
(Home) (Work)

Employment History: (if not on resume)
Retired, Registered Nurse Staff/Assistant Head Nurse Neuro and Emergency/Trauma approximately 29 years
at University of Tennessee Medical Center
Staff/Head Nurse Intensive Care Unit 10 years East Tennessee Baptist Hospital

Retired in 2011

Education: (if not on resume)

Clinton High School Class 1970
Baptist School of Nursing/ University of Tennessee Class 1976

Why would you like to serve on this Board/Committee:

To be a voice for the people of Anderson County, to be an agent in safeguarding free speech, to encourage use
of available resources, to act as a resource and to offer civic service.

As I've only had two places of employment in the past decades a resume not attached

PLEASE ATTACH A RESUME TO THIS APPLICATION

(For additional space, use back of form)

** Please return this form to Commission Office, 100 N Main Street, Room 118, Clinton, TN 37716 (Fax: 264-6264) **

REQUEST FORM
CONSIDERATION FOR NOMINATION TO THE
Library Board

Date 05/30-2023

Name Lucas Wayne Heaton

Address 112 Wilson Ave., Clinton, TN. 37716

Phone Number 865-316-4158 _____
(Home) (Work)

Employment History: (if not on resume)

Education: (if not on resume)

Why would you like to serve on this Board/Committee:

Because I was homeschooled, I frequently went to the Library.
I would also like to give back to my community by being a
public servant.

PLEASE ATTACH A RESUME TO THIS APPLICATION

(For additional space, use back of form)

** Please return this form to Commission Office, 100 N Main Street, Room 118, Clinton, TN 37716 (Fax: 264-6264) **

Lucas Heaton

865-316-4158 lheaton2003@yahoo.com 112 Wilson Avenue, Clinton, TN 37716

Experience

I have been self-employed since I was 10 years old. I mow yards, landscape, and do other odd jobs. In the past, I have volunteered at my church. I have volunteered to help with Vacation Bible School, Remote Area Medical(RAM), food pantry, UPWARD Basketball, and Church Clean-Up Day. I have also assisted my karate instructor with teaching the younger kids.

I started working at Mirion Technologies on January 18th, 2022.

I was elected Chairman of the Anderson County Young Republicans on August 25th, 2022.

Education

Christian Academy of Oak Ridge - Oak Ridge, TN - (2008-2018)

SailAway Learning and Academy - Kingston, TN - (2018-2021)

References

Tony Thomas, 527 Foley Hill Rd., Clinton, TN 37716, 865-457-1938,
tonycthomas@comcast.net

Brian Black, 104 Union Valley Road., Oak Ridge, TN. 37830, 865-257-0668
bblack@mirion.com

Sandy Malcolm, 111 Wilson Avenue, Clinton, TN 37716, 304-993-7292

**REQUEST FORM
CONSIDERATION FOR NOMINATION TO THE**

Library Board

Date June 7, 2023

Name Phyllis Alexander

Address 109 Kingfisher LN Oak Ridge, TN 37830

Phone Number 610 554-8109
(Home) (Work)

Employment History: (if not on resume)

Education: (if not on resume)

Why would you like to serve on this Board/Committee:

For two reasons. First, I am a fan of libraries, and have been since elementary school.
Secondly, I believe in being involved in my community. As a new resident to Oak Ridge,
becoming a member of the Anderson County Library Board allows me to combine my
support and admiration of libraries, with my interest in knowing and being involved in a
community I am learning.

PLEASE ATTACH A RESUME TO THIS APPLICATION

(For additional space, use back of form)

**** Please return this form to Commission Office, 100 N Main Street, Room 118, Clinton, TN 37716 (Fax: 264-6264) ****



Phyllis Alexander has been a champion for social justice for several decades, and civil rights professional for over twenty years working for both corporate America and city government.

Phyllis is a experienced coalition builder and trainer and credits her skills to her 30-year plus affiliation with the National Coalition Building Institute, an international social justice/ social change organization. Phyllis has had several roles with NCBI including senior trainer and was President of the NCBI Board of Directors from 2012-2017. In addition to facilitating NCBI workshops including their Welcoming Diversity training, Phyllis facilitates a variety of conversations ranging from courageous conversations about race, to strategic planning sessions for boards.

Phyllis has a Bachelor of Science in Economics and later received a Master of Science in Community Economic Development from Southern New Hampshire University.

As a consultant with the Promise Neighborhood of the Lehigh Valley (PNLV), Phyllis worked as the Project Director for the Leadership Without Limits Leadership Institute. In this role, Phyllis practiced her “pass the baton” strategy by supporting the leadership of mostly millennial students.

Community engagement includes volunteering as a board member of the Freedom Memorial, a Lehigh Valley, PA non-profit dedicated to commemorating the life and continuing the work of Dr. Martin Luther King Jr. & Coretta Scott King. Phyllis is also the Vice President of the Resurrected Community Development Corporation (RCDC), a Lehigh Valley faith-based non-profit dedicated to social justice. Per their vision statement, RCDC is committed to creating communities of equity, excellence and empowered residents.

A former resident of Allentown, PA, Phyllis has been recognized for her community service, receiving two awards from the Allentown Human Relations Commission, an Allentown YWCA Women’s Leadership Award, the Humanitarian Award from the Allentown NAACP, and a Distinguished Woman award from the Delta Sigma Theta Sorority, Inc. Phyllis has two daughters and currently resides in Oak Ridge, TN.

PHYLLIS ALEXANDER
109 Kingfisher LN · Oak Ridge, TN 37830

Mobile: (610) 554-8109

phyllisninialexander@gmail.com

Objective:

A position utilizing skills developed as a community development project manager, and community activist.

Strengths: Project management, Community economic development, Community organizing, Supervision, Collaboration, Facilitation, Diversity, Equity, Inclusion, Belonging trainer, Teacher, Grant management, Non-profit/government environment.

WORK HISTORY:

ALEXANDER UNLIMITED, ALLENTOWN, PA May 1994 to Present

Consultant - Developed, facilitated, managed, and organized a wide variety of activities within the field of Diversity Management. Current Affiliations included: *National Coalition Building Institute*, senior trainer and facilitator of the Welcoming Diversity, Reframing the Controversial Issue, and Train the Trainer NCBI workshops and institutes. *Batts Development Team* facilitate Trauma Informed Care and Healing Circle sessions. Previous affiliations include: *Allentown School District*, Equity Coordinator. *Eikon, Inc.* facilitated the Making Choices workshop for the Eikon organization.

National Coalition Building Institute – 1989 – Present

Former Board President and currently a Senior Trainer

City OF ALLENTOWN – June 2010-November 2015

Neighborhood Coordinator

There are over 20 active neighborhood groups and hundreds of engaged residents throughout the City of Allentown. The Neighborhood Coordinator is responsible for supporting all formal neighborhood groups as well as individual engaged residents. The goal is to increase the social capital and capacity of residents to solve their own problems. All skills listed below in the Weed and Seed Coordinator position are utilized in the context of the Neighborhood Coordinator position. Additional skills are conflict management, workshop facilitator, and event planner.

CITY OF ALLENTOWN APRIL 2003 – June 2011

Weed and Seed Coordinator

The Weed and Seed initiative is a community safety and neighborhood stabilization and revitalization strategy and is being implemented in a culturally diverse community of predominantly low-income residents. The Weed and Seed Coordinator recruits stakeholders to work cooperatively on implementing the neighborhood revitalization strategic plan. Responsibilities revolve around the transformation of a community of 12,000 into a safe vibrant community of choice rather than a community of last choice. Experience includes:

Project Management and Strategic Thinking: Work independently with partnerships to address the community revitalization and development needs of the City of Allentown Center City and First Ward community. Utilize the logic model process to identify steps required to achieve the long term desired outcomes. Now in the seventh year of the project, best practices have been identified and are being institutionalized.

Communication: Provide ongoing, effective, pro-active communication with stakeholders of the City of Allentown Center City and First Ward community revitalization effort (Weed and Seed). Stakeholders include residents and representatives of city, county and federal government, law enforcement, non-profits, faith based organizations and businesses. Communication includes informal and formal responses, correspondence, program reports, presentations and various meeting support materials.

Develop and Implements: Conducted research, gathered and analyzed data, developed a plan, recommended and presented a strategy for approval and adoption and ultimately responsible for implementing the revitalization plan designed to meet the target area's community development needs. Implementation includes the promotion and support of partnerships with all relevant stakeholders including financial institutions and community based organizations.

Lead and coordinate meetings: Developed working committees and independently manage administrative and logistical activities for the five committees responsible for implementing the Center City and First Ward revitalization plan.

Technical Assistance: Provide technical assistance to stakeholders engaged in the Weed and Seed revitalization initiative with the goal of increasing the capacity of stakeholders to grow, develop, and sustain their organization. An example of technical assistance includes working with a local financial institution to provide financial literacy services/training to organization employees and the families they serve.

Spokesperson: Promote and market community development and community reinvestment via frequent presentations to community, civic groups, and city government. Promotion includes "branding" and marketing via website and face book page.

Facilitator of team building and human relations: Conceived and organized retreats and relevant community development training for the stakeholders involved in the City of Allentown Center City and First Ward revitalization. Activities included identifying speakers/trainers and presenting agenda to stakeholders for approval. Additionally for the past twenty-two years operated as senior trainer with the National Coalition Building Institute (NCBI), a leadership training organization. As senior trainer, facilitate several workshops including Welcome Diversity, Controversial Issues Program and the NCBI train the trainer.

CEDAR CREST COLLEGE, ALLENTOWN, PA - August 1993 - to 1995

Adjunct Professor

- Co-created and co-taught a Prejudice Reduction Skills Class.
- Member of the Cedar Crest College Philosophy Department's Junior Ethics Seminar staff. As a staff member led the Ethics and Multiculturalism section.

PENN STATE UNIVERSITY, FOGLESVILLE, PA - August 1996 - to 1998

Adjunct Professor

Taught a Sociology class entitled Institutional Structures and Human Values.

CITY OF ALLENTOWN, ALLENTOWN, PA - May 1988 to December 1993

Director, Human Relations & Equal Opportunity

Overall responsibility and management of the City of Allentown's civil rights bureau encompassing enforcement of the City's non-discrimination ordinance, implementation of the city's affirmative action program, initiation of community organizing endeavors, and the promotion of activities which celebrated diversity.

CITY OF IOWA CITY, IOWA CITY, IA - October 1980 to May 1988

Civil Rights Coordinator

Directed the City of Iowa City's civil rights program. Responsibilities included Administration, Supervision, Investigation, and Public Relations.

MOORE BUSINESS FORMS, INC., IOWA CITY, IA - May 1978 to November 1979

Personnel Supervisor

Responsible for administration of plant personnel policies.

MOORE BUSINESS FORMS, INC., GLENVIEW, IL - June 1974 to May 1978

Divisional Affirmative Action Coordinator

Equal Employment Opportunity Assistant

Equal Employment Specialist

Developed, revised, updated and implemented Affirmative Action plans according to federal law. Conducted compliance reviews. Designed and facilitated training sessions for supervisors and managers on how to be in compliance with civil rights law.

EDUCATION:

B.S. Economics, Bradley University, Peoria, IL

M.S. Community Economic Development, Southern New Hampshire University, Manchester, NH

PROFESSIONAL COURSES AND SEMINARS

Certificate of Achievement - Institutional Structures & Human Values - Penn State

Mediation Training - The Center for Conflict Management - Penn State

Prejudice Reduction Train the Trainer - National Coalition Building Institute

PROFESSIONAL AFFILIATIONS

National Coalition Building Institute - 1989 to Present

Resurrected Community Development Corporation – 2011 – founding member and Vice President

**REQUEST FORM
CONSIDERATION FOR NOMINATION TO THE**

ANDERSON COUNTY LIBRARY BOARD

Date 6-8-23

Name JAN L. NEWSOME

Address 1527 OAK RIDGE HWY., CLINTON, TN 37716

Phone Number 865-463-0579 865-805-0489
(Home) (~~Work~~) CELL

Employment History: (if not on resume)

Education: (if not on resume)

Why would you like to serve on this Board/Committee:

BOOKS HAVE BEEN AN IMPORTANT PART OF MY LIFE.
EVEN BEFORE I COULD READ. BOOKS ENABLE YOU TO LEARN
& EXPLORE THE WORLD. BOOKS ALLOW YOU TO ESCAPE
INTO A COMPELLING NOVEL. I WOULD LIKE TO SERVE
ON THE LIBRARY BOARD TO HELP KEEP LIBRARIES VIBRANT.

PLEASE ATTACH A RESUME TO THIS APPLICATION

(For additional space, use back of form)

**** Please return this form to Commission Office, 100 N Main Street, Room 118, Clinton, TN 37716 (Fax: 264-6264) ****

1527 Oak Ridge Highway
Clinton, Tennessee 37716
865-805-0489
claiborneplanner@live.com

JAN L. NEWSOME

SKILLS & ABILITIES

My position as Principal Community Planner for municipalities and counties required that I provide advice and knowledgeable recommendations to Planning Commissions and Boards of Zoning Appeals based on the applicable Subdivision Regulations, Zoning Ordinances, and state law. My services included preparing ordinances and resolutions, annexation studies, and other documents required or of concern to the Planning Commissions or Boards of Zoning Appeals to which I had been assigned.

My years of experience in all phases of land/site development as the engineer responsible for the work, as the project manager, as the technical lead with engineers/technicians under my direction, and as the quality control for civil site plans for completeness and practical construction practices, provided valuable knowledge in reviewing plats and site plans for the communities I serve.

EXPERIENCE

Principal Community Planner – Claiborne County, Harrogate, New Tazewell, Tazewell, TN (06/2011 – 12/2015)

Advise planning commissioners, elected officials, staff and legislative bodies on issues concerning long-range planning, strategic planning, land use controls, FEMA maps, and flood management ordinances. Review plats and site plans for the commissions and make recommendations based on the applicable regulations. Prepare annexation studies, plans of service and related ordinances. Maintain the records of the Planning Commissions to assure that they are current and in accordance with state law.

Principal Community Planner – Local Planning Assistance Office, Knoxville, Tennessee (11/2006 - 06/2011)

Advise Planning Commissions and Boards of Zoning Appeals concerning applicable Subdivision Regulations, Zoning Ordinances and prepare amendments to these documents when required.

Civil Engineer/Senior Designer - ETE Consulting Engineers, Inc., Oak Ridge, Tennessee (03/1999 - 09/2000)

Civil engineer responsible for the design of civil/site projects which included my expertise in grading, earthwork, sanitary sewer, storm drain systems, roadway design, site layout, and site reclamation. These projects also required preliminary proposals, scopes of work, man-hour estimates, and bills of material.

Civil Engineer - Bechtel Jacobs Company, Oak Ridge, Tennessee (04/1998 - 11/1998)

Principal Engineer/Design Engineer - Lockheed Martin Energy Systems, Oak Ridge, TN 11/1991 - 04/1998)

Project Manager/Project Engineer - Baldwin & Sampson, Inc., Clinton, Maryland (09/1988 - 11/1990)

EDUCATION

B.S. in Civil Engineering Technology
Southern Technical Institute, Marietta, Georgia

A.A. in Civil Engineering Technology
Prince George's Community College, Largo, Maryland

Specialized Training: Soil Conservation Service Certificate, Erosion and Sediment Control, Maryland.

Kirk Mantooth

324 Ridgeview Drive Clinton Tn., 37716

Phone: 423-650-3855 E-Mail: kmantooth@gmail.com

Superlatives

Working at Cigna Medical for the past 8 years has been a rewarding experience. Learning how to be a team lead and project manager to ensure satisfaction for clients and members.

Experience

Cigna Medical Customer Service Advocate

April 14th, 2014-August 4th 2015

Began my Cigna career as a Customer Service Advocate working out of the Chattanooga office. During my time as a Customer Service Advocate I helped assist customers in resolving claim, benefit, and general issues. During this time in November of 2014, I was selected by site leadership to undergo pharmacy training to add customers during live phone calls.

Real Time Quality Coach

August 4th 2015-September 15th 2016

Selected for a new pilot program to assist Customer Service Advocates on live phone calls. I worked with advocates from every call site to educate and instruct better delivery of answers that customers would ask on live calls. It was a rewarding experience, as I became networked nation wide with great advocates and coworkers alike.

Gold Service Coordinator

September 15th 2016-August 5th 2021

Started within a new part of the Cigna organization and has been a rewarding and constantly educating experience. As a gold service coordinator I assist clients, brokers, and customers everyday in correcting account issues, eligibility updates, claim processing and making sure Cigna keeps our present business connections with these clients and brokers as they are an important partners in everything we do. This position was completely handled via taking live phone calls and being customer/client centric.

Implementation Manager

August 5th 2021-Present

Serves as a project manager that intakes documents from the Cigna sales team when making new and renewing sales. After accepting the documents and reviewing, I send the documents to be implemented and work with downstream partners to implement the sold plan and remain on time and ensure plans are implemented with 100% accuracy.

Education

University of Tennessee Chattanooga

August 2009-December 2011

I attended the University of Tennessee Chattanooga, where I graduated on December 20th 2011 with a degree in History and a Minor in Literature. I specialized in American history from the Gilded Age up to the 1950's, specifically specializing in American cultural history.

Skills

I have skills in high level reading comprehension, Microsoft office suite, including but not limited to Outlook, Word, and Excel, respectively. I have also worked with most Adobe products. I am also studying to become certified CompTIA. I have also spent more than a decade in customer service as o worked retail at Books A Million and FedEx Office. I also spent six months as a paralegal for a family member who has since passed. I did take the LSAT but decided not attend out of costs.

Annette Prewitt

From: Stephanie Wells <stephanie@adventureanderson.com>
Sent: Monday, June 5, 2023 3:25 PM
To: Annette Prewitt
Cc: Joshua Anderson
Subject: External: Tourism Council Board Members

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hey Annette,

The following list is slate of members for the 2024/2024 Tourism Council Board that must be voted on by Commission.

Board of Directors-July 2023 to June 2024

Tim Isbel, Anderson County Commission
Michael Foster, Anderson County Commission
Terry Frank, Anderson County Mayor
Jason Brown, City of Clinton Representative
Lisa Shirey, City of Norris Representative
Charlie Smith, City of Rocky Top City Representative
Beth Hickman, City of Oak Ridge Representative
Cory Jenkins, City of Oliver Springs Representative
Katherine Birkbeck, Historic Downtown Clinton/Main Street
Brent Galloway, Windrock Park
Park Manager, Norris Dam State Park
Chris Folck, Sequoyah Marina
Amanda Bridges, Holiday Inn Express
John Meyer, Museum of Appalachia
Art Miller, Resident
Katy Watt, Oak Ridge Convention and Visitor's Bureau
Christine Michaels, Oak Ridge Chamber of Commerce

Maria Hooks, Rocky Top Chamber of Commerce

Rick Meredith, Anderson County Chamber of Commerce

Stephanie Wells, Anderson County Tourism Council

Thank you

Stephanie Wells, CTPP | Director

Adventure Anderson County

115 Welcome Lane | Clinton, TN 37716

865-457-4547 | 865-457-4545 fax

www.AdventureAnderson.com

[@AdventureAndersonCounty](#)

Annette Prewitt

From: Commissioner Anthony Allen
Sent: Tuesday, June 13, 2023 10:04 AM
To: Annette Prewitt
Subject: County Commission Presentation

Hi Annette,

Please add the following to the County Commission Presentation for June 19, 2023.

Title: A Responsible Community Protects Its Children.

Presenters: Dana and Becky Hofseth: Parents of 7, Grandparents to 11

Recently retired, Dana served as Human Resources Director (NAMM); Becky was a Health/Fitness Educator and owner of The Garden Workout.

Thank you!

Anthony Allen
Commissioner District 6

Get [Outlook for iOS](#)

Annette Prewitt

From: Annette Prewitt
Sent: Wednesday, June 14, 2023 8:20 AM
To: Annette Prewitt

Under old business can we add discussion/update on semi truck signs ? No thru truck traffic sign addition to Carroll Hollow? Requested by commissioner isbel. Thanks.

Sent from my iPhone

**Anderson County Board of Commissioners
Purchasing Committee Meeting Minutes
June 12, 2023
4:30 p.m.
Room 312 of the Courthouse**

Members: Tim Isbel (Committee Chair), Phil Yager, Tyler Mayes, Denise Palmer and Aaron Wells.

Commissioner Mayes made a motion to approve the addition of three contracts as new business items. Commissioner Yager seconded the motion. Motion passed unanimously.

A. Contracts Approved by Law Director

1. **NHC Oak Ridge, EMS, Contract #23-00109** – Three-year contract for EMS to provide transport services.

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

2. **State of Tennessee, Tennessee Emergency Management Agency, EMA, Contract #23-0114** – Thirty-two-month homeland security grant for \$28,250.

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

3. **State of Tennessee, Department of Environment and Conservation, Mayor, Contract #23-0116** – Five-year, seven-month grant for water projects for a total of \$3,795,149.22 with the County matching \$379,514.92.

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

4. **State of Tennessee, Office of Criminal Justice Programs, Mayor, Contract #23-0124** – Three-year grant for a domestic violence court coordinator. Grant is \$67,000 per year to include salary and benefits. The County matches \$22,334 in-kind for two General Session Judges supervision and oversight.

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

5. **School Solutions/Heartland, School Nutrition, Contract #23-0125** – Three-year agreement for processing cafeteria payments from parents and guardians.
Commissioner Yager made a motion to approve and to forward to County Commission with a recommendation for approval. Commissioner Palmer seconded the motion.
Motion passed unanimously.
6. **State of Tennessee, Department of Transportation, Mayor, Contract #23-0126** – Ten-year agreement to use licensed premise (SR 116) to construct sidewalk.
Commissioner Yager made a motion to approve and to forward to County Commission with a recommendation for approval. Commissioner Mayes seconded the motion.
Motion passed unanimously.

B. Contracts Pending Law Director Approval

1. **Claxton Bus Lines, School Transportation, Contract #23-0118** – Six-year agreement for six bus lines. Pricing from Competitive bid.
Commissioner Mayes made a motion to approve and to forward to County Commission with a recommendation for approval. Commissioner Wells seconded the motion.
Motion passed unanimously.
2. **William Scotty Phillips, School Transportation, Contract #23-0119** – Six-year agreement for two bus lines. Pricing from Competitive bid.
Commissioner Yager made a motion to approve and to forward to County Commission with a recommendation for approval. Commissioner Mayes seconded the motion.
Motion passed unanimously.
3. **William Scotty Phillips, School Transportation, Contract #23-0127** – Six-year agreement for eleven bus lines. Pricing from Competitive bid. (These routes were previously run by Butler Bus Lines. They did not bid and nobody else bid the first time. Butler sold their company to William Scotty Phillips. He and another company participated in the second bid.)
Commissioner Yager made a motion to approve and to forward to County Commission with a recommendation for approval. Commissioner Mayes seconded the motion.
Motion passed unanimously.
4. **Waste Management, Mayor/Public Works, Contract #23-0128** – Five-year disposal agreement. Pricing from competitive bid.
The document presented was a draft. The final contract will be finalized and provided to Commission.

Commissioner Yager made a motion to approve and to forward to County Commission with a recommendation for approval. Commissioner Mayes seconded the motion. Voting Yes were Commissioners Yager, Mayes, Palmer and Wells. Voting No was Commissioner Isbel.

5. **Waste Management, Mayor/Public Works, Contract #23-0129** – Twenty-year landfill hosting agreement.

The document presented was a draft. The final contract will be finalized and provided to Commission.

Commissioner Mayes made a motion to approve and to forward to County Commission with a recommendation for approval. Commissioner Yager seconded the motion. Voting Yes were Commissioners Yager, Mayes, Palmer and Wells. Voting No was Commissioner Isbel.

C. Other Business

1. Request to bid the following on govdeals:

DESCRIPTION	DEPARTMENT	Condition	Starting Bid
2011 Crown Victoria, 109411	Sheriff	Running Condition	\$400
2011 Crown Victoria, 108472	Sheriff	Running Condition	\$400
2011 Crown Victoria, 132045	Sheriff	Running Condition	\$400
2011 Crown Victoria, 156076	Sheriff	Running Condition	\$400
2011 Crown Victoria, 109413	Sheriff	Running Condition	\$400
2007 Dodge Charger	Sheriff	Running Condition	\$400
2012 Dodge Charger	Sheriff	Starts with a boost	\$400
Cafeteria Serving Line at Norris Middle School	Child Nutrition	Hot units leak, refrigerated does not work.	\$300

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

2. **Surplus Real Estate on Highway 25W in Rocky Top as requested by the Law Director. The Law Director informed the Committee of options to convey the 0.17 acre to Powell Clinch Utility District.**

Commissioner Wells made a motion under Tennessee Code Annotated 12-9-103 that the County allow Powell Clinch Utility District to present, by the Wednesday Commission agenda deadline, an offer that is equal to or above fair market value based on estimates through Anderson County tax records. Commissioner Yager seconded the motion. Motion passed unanimously.

The Law Director informed that he would draft a deed to be included in the agenda packet and that Commission has the authority to amend the deed at the Commission meeting.

3. **Surplus old drug evidence building as requested by Commissioner Mayes.** Commissioner Mayes made a motion to defer this item until the next Purchasing Committee meeting. Commissioner Palmer seconded the motion. Motion passed unanimously.

D. New Business

1. **Diversicare, EMS, Contract #23-0110** – Three-year contract for EMS to provide transport services.
2. **The Waters of Clinton, EMS, Contract #23-0111** – Three-year contract for EMS to provide transport services.
3. **Summit View of Rocky Top, EMS, Contract #23-0112** – Three-year contract for EMS to provide transport services.
Commissioner Yager made a motion to approve as a group and to forward to County Commission with a recommendation for approval. Commissioner Mayes seconded the motion. Motion passed unanimously.

E. Old Business

Informational Only

Description	Department	Condition	Starting Bid	Winning Bid
Chevrolet Inmate Transport Bus	Sheriff	Runs, only 16,044 miles	\$15,000	\$15,000

The County will receive \$674,625 from the auction of the Tourism Building.

ANDERSON COUNTY GOVERNMENT SUMMARY OF BUDGET AMENDMENTS

June 8, 2023

<u>PAGE NO.</u>	<u>ITEM NO.</u>	<u>FUND - DEPARTMENT</u>	<u>AMOUNT</u>
1	0	General Fund 101 - County Commission	\$ 400.00
1	1	General Fund 101 - EMA	\$ 4,044.00
2	2	General Fund 101 - County Clerk	\$ 300.00
2	3	General Fund 101 - County Clerk	\$ 900.00
2	4	General Fund 101 - County Clerk	\$ 1,700.00
3	5	General Fund 101 - Finance	\$ 38,300.00
5	6	General Fund 101 - General Sessions Judge	\$ 496.00
5	7	General Fund 101 - IT	\$ 250.00
5	8	General Fund 101 - Law Director	\$ 2,000.00
6	9	General Fund 101 - Clerk & Master	\$ 1,307.00
6	10	General Fund 101 - Veterans Office	\$ 100.00
6	11	General Fund 101 - Chancery Court Judge	\$ 1,000.00
7	12	General Fund 101 - Sheriff's Department	\$ 38,173.00
7	13	General Fund 101 - Sheriff's Department	\$ 2,500.00
7	14	General Fund 101 - Sheriff's Department	\$ 118,900.00
8	15	General Fund 101 - Sheriff's Department	\$ 12,000.00
8	16	General Fund 101 - Sheriff's Department	\$ 4,500.00
9	17	General Fund 101 - Sheriff's Department	\$ 8,048.00
9	18	Fund 115 - Library	\$ 5,125.00
9	19	Fund 116 - Solid Waste	\$ 1,200.00
10	20	Fund 116 - Solid Waste	\$ 4,100.00
10	21	Fund 118 - EMS	\$ 21,000.00
11	22	Fund 128 - Tourism	\$ 7,000.00
11	23	Fund 171 - Capital Projects IT	\$ 25,011.55
11	24	Fund 263 - Finance/Employee Benefits	\$ 40,000.00
12	25	Fund 143 - School Nutrition	\$ 125,000.00
12	26	Fund 141 - Fiscal Services	\$ 24,000.00
12	27	Fund 141 - Fiscal Services	\$ 3,000.00
13	28	General Fund 101 - Senior Center	\$ 1,000.00
13	29	General Fund 101 - Animal Care	\$ 400.00
13	29A	General Fund 101 - Clerk & Master	\$ 2,500.00
14	29B	Fund 115 - Library	\$ 200.00
Group 2 - Appropriations - School (Commission Approval by Board Vote)			
16	34	Fund 141 - Federal Projects	\$ 544,935.01
17	35	Fund 141 - Fiscal Services	\$ 500,000.00
Group 3 - Transfers - School (Commission Approval by Board Vote)			
14	30	Fund 141 - Fiscal Services (Payroll)	\$ 36,177.13
15	31	Fund 141 - Fiscal Services (Payroll/Major Line Item)	\$ 35,231.50
15	32	Fund 141 - Fiscal Services (Major Line Item)	\$ 166,000.00
16	33	Fund 141 - Fiscal Services (Major Line Item)	\$ 1,000.00
Group 4 - Appropriations - NonSchool (Commission Approval by Board Vote)			
18	36	Fund 131 - Highway	\$ 1,800.00
18	37	Fund 131 - Highway	\$ 100,000.00
18	38	General Fund 101 - EMA	\$ 28,709.13
19	39	General Fund 101 - Fleet	\$ 54,790.93
19	40	Fund 128 - Tourism	\$ 6,600.00
21	44	General Fund 101 - Conservation	\$ 7,850.00
21	45	General Fund 101 - Finance	\$ 391,400.00
22	46	General Fund 101 - Finance	\$ 4,000.00

ANDERSON COUNTY GOVERNMENT SUMMARY OF BUDGET AMENDMENTS

June 8, 2023

<u>PAGE NO.</u>	<u>ITEM NO.</u>	<u>FUND - DEPARTMENT</u>	<u>AMOUNT</u>
23	47	Fund 263 - Finance/Employee Benefits	\$ 32,000.00
29	57	General Fund 101 - Sheriff's Department	\$ 148,114.52
29	58	General Fund 101 - Sheriff's Department	\$ 33,750.00
30	59	General Fund 101 - Sheriff's Department	\$ 4,000.00
30	60	General Fund 101 - Sheriff's Department	\$ 37,361.00
Group 5 - Appropriations - General Fund Unassigned Fund Balance (Commission Approval by Board Vote)			
20	41	General Fund 101 - Mayor	\$ 550.00
20	42	General Fund 101 - Mayor	\$ 6,995.00
20	43	General Fund 101 - Finance	\$ 15,000.00
Group 6 - Transfers - NonSchool (Commission Approval by Board Vote)			
23	48	General Fund 101 - Finance (Payroll/Major Line Item)	\$ 53,650.00
24	49	Fund 115 - Library (Payroll)	\$ 1,160.00
25	50	Fund 118 - EMS (Payroll)	\$ 212,940.00
26	51	Fund 116 - Solid Waste (Payroll/Major Line Item)	\$ 50,925.00
26	52	General Fund 101 - Sheriff's Department (Payroll)	\$ 2,250.00
27	53	General Fund 101 - Sheriff's Department (Payroll)	\$ 30,501.00
27	54	General Fund 101 - Sheriff's Department (Payroll)	\$ 36,020.00
28	55	General Fund 101 - Sheriff's Department (Payroll)	\$ 117,710.00
28	56	General Fund 101 - Sheriff's Department (Payroll/Major Line Item)	\$ 10,000.00
Group 7 - Miscellaneous			
31	A	Grant Approval for Norris Library and Highway Department	Motion Passed
31	B	FY 23/24 Budget	Motion Passed
32	C	Senior Center Kitchen Alternatives	Motion Passed
33	D	EMS Claxton Location	Discussion
33	E	Industrial Park Infrastructure & Capital Improvments	Discussion
33	F	New Business/ General Sessions Furniture	Motion Passed
33	F	New Business/ BA's 29A & 29B	Motion Passed
33	H	Old Business/ TDEC Grant Budget	Motion Passed
Group 8 - Additional Items not discussed during budget committee (requires 3/4 majority vote)			

**ANDERSON COUNTY GOVERNMENT
CASH AND FUND BALANCE REPORT
May 31, 2023**

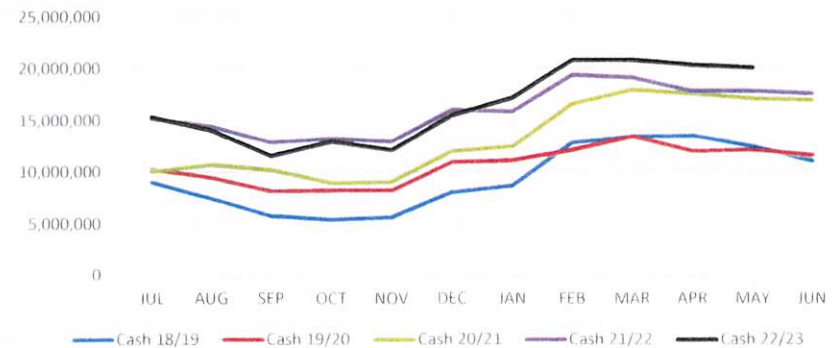
FUND	DESCRIPTION	NON-SPENDABLE	RESTRICTED FUNDS	COMMITTED FUNDS	ASSIGNED FUNDS	UNASSIGNED FUND BALANCE	TOTAL FUND BALANCE	CASH
101	General Fund	\$ -	\$ 1,091,420	\$ 1,611,601	\$ 3,661,539	\$ 9,211,666 *	\$ 15,576,226	\$ 20,054,565
115	Library Fund	\$ -	\$ 346,668		\$ -	\$ -	\$ 346,668	\$ 429,181
116	Solid Waste/Sanitation Fund	\$ -	\$ 383,657	\$ -	\$ -	\$ -	\$ 383,657	\$ 905,557
118	Ambulance Fund	\$ -		\$ -	\$ -	\$ 669,666	\$ 669,666	\$ 672,749
121	American Rescue Plan							\$ 9,945,907
122	Drug Control Fund	\$ -	\$ 116,696	\$ 8,754	\$ -	\$ -	\$ 125,450	\$ 146,997
127	Channel 95 Fund	\$ -	\$ -	\$ -	\$ 65,272	\$ -	\$ 65,272	\$ 61,363
128	Tourism Fund	\$ -	\$ 405,729	\$ -	\$ 200,000	\$ -	\$ 605,729	\$ 724,724
131	Highway Fund	\$ 77,670	\$ 269,737	\$ 954,595	\$ -	\$ -	\$ 1,302,002	\$ 3,684,578
141	General Purpose School Fund	\$ -	\$ -	\$ 8,677,985	\$ -	\$ -	\$ 8,677,985	\$ 18,845,142
143	Central Cafeteria	\$ 144,351	\$ 2,241,140	\$ -	\$ -	\$ -	\$ 2,385,491	\$ 4,060,516
151	General Debt Service Fund	\$ -	\$ 730,140	\$ -	\$ -	\$ -	\$ 730,140	\$ 840,427
152	Rural Debt Service Fund	\$ -	\$ 290,884	\$ -	\$ -	\$ -	\$ 290,884	\$ 283,230
156	Education Debt Service Fund	\$ -	\$ 186,452	\$ 118,995	\$ -	\$ -	\$ 305,447	\$ 244,473
171	Capital Projects Fund	\$ -	\$ 184,388	\$ -	\$ -	\$ -	\$ 184,388	\$ 446,301
177	Education Capital Projects Fund		\$ 548,377	\$ -	\$ -	\$ -	\$ 548,377	\$ 723,461
263	Employee Benefit Fund	\$ 35,793	\$ -	\$ -	\$ 1,603,613	\$ -	\$ 1,639,406	\$ 1,534,029
		\$ 257,814	\$ 6,795,288	\$ 11,371,930	\$ 5,530,424	\$ 9,881,332	\$ 33,836,788	\$ 63,603,200

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

**Cash Trends
May**

Cash 18/19	12,487,368
Cash 19/20	12,120,324
Cash 20/21	17,102,941
Cash 21/22	17,866,639
Cash 22/23	20,054,565

General Fund Cash Trends

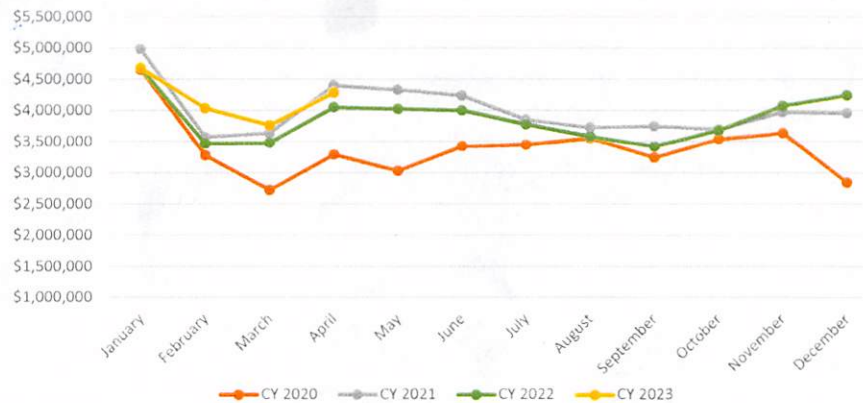


Sales Tax

2022	Anderson Co.	Clinton	Rocky Top	Norris	Oak Ridge	Oliver Springs	Out of State	Total	
January	\$615,812.45	\$892,295.96	\$93,316.61	\$49,900.80	\$2,843,125.00	\$115,470.14	\$75,812.88	\$4,685,733.84	-6%
February	\$429,817.27	\$717,851.17	\$74,136.05	\$35,394.82	\$2,050,119.71	\$95,164.41	\$67,621.40	\$3,470,104.83	-3%
March	\$454,447.30	\$737,632.32	\$75,731.20	\$36,509.28	\$2,015,353.91	\$99,798.51	\$61,122.57	\$3,480,595.09	-4%
April	\$516,120.20	\$864,568.13	\$89,467.15	\$41,931.81	\$2,363,098.83	\$131,877.27	\$48,259.23	\$4,055,322.62	-8%
May	\$512,950.86	\$870,049.07	\$89,986.89	\$44,955.50	\$2,368,033.04	\$111,782.29	\$32,120.00	\$4,029,877.65	-7%
June	\$536,246.75	\$875,800.86	\$89,968.58	\$44,156.55	\$2,234,073.90	\$128,706.59	\$96,826.52	\$4,005,779.75	-5%
July	\$532,923.44	\$914,841.33	\$96,253.63	\$43,577.47	\$2,036,216.62	\$110,323.96	\$47,738.24	\$3,781,874.69	-2%
August	\$496,008.63	\$881,402.52	\$93,638.47	\$45,773.92	\$1,932,708.18	\$105,733.03	\$31,347.95	\$3,586,612.70	-4%
September	\$477,157.45	\$856,091.74	\$90,408.78	\$43,562.31	\$1,804,819.40	\$98,786.60	\$52,878.85	\$3,423,705.13	-9%
October	\$473,724.70	\$873,285.57	\$90,968.90	\$42,759.97	\$2,054,259.98	\$111,437.89	\$37,122.94	\$3,683,559.95	0%
November	\$496,087.49	\$875,444.28	\$85,734.94	\$40,023.47	\$2,435,489.42	\$105,640.46	\$43,317.82	\$4,081,737.88	3%
December	\$536,129.62	\$891,690.20	\$92,730.44	\$44,750.97	\$2,514,347.33	\$113,591.36	\$55,791.44	\$4,249,031.36	7%
Totals:	\$6,077,426.16	\$10,250,953.15	\$1,062,341.64	\$513,296.87	\$26,651,645.32	\$1,328,312.51	\$649,959.84	\$46,533,935.49	-3%
2023	Anderson Co.	Clinton	Rocky Top	Norris	Oak Ridge	Oliver Springs	Out of State	Total	
January	\$577,363.93	\$983,474.85	\$99,823.93	\$54,597.61	\$2,810,404.98	\$123,084.63	\$38,047.80	\$4,686,797.73	0%
February	\$451,005.03	\$792,205.54	\$90,544.60	\$40,952.34	\$2,492,887.42	\$112,060.65	\$58,937.22	\$4,038,592.80	16%
March	\$402,603.65	\$792,031.08	\$83,998.72	\$34,415.13	\$2,308,537.21	\$98,026.17	\$47,708.20	\$3,767,320.16	8%
April	\$542,319.00	\$941,144.56	\$99,034.54	\$45,470.06	\$2,498,001.90	\$127,078.86	\$37,123.00	\$4,291,171.92	6%
May									-100%
June									-100%
July									-100%
August									-100%
September									-100%
October									-100%
November									-100%
December									-100%
Totals:	\$1,973,291.61	\$3,508,856.03	\$373,401.79	\$175,435.14	\$10,109,831.51	\$460,250.31	\$181,816.22	\$16,783,882.61	-64%

↑5%

Local Option Sales Tax - Total Net Collections



ARPA PROJECTS

	ARPA Funding Eligibility Category	REVENUE LOSS	OTHER ELIGIBILITIES	TOTAL			
	Total ARPA Allocation	\$ 10,000,000.00	\$ 4,952,074.00	\$ 14,952,074.00			
	-Less Budgeted To-Date	\$ (7,544,264.17)	\$ (3,214,310.23)	\$ (10,758,574.40)			
	Remaining Allocation	\$ 2,455,735.83	\$ 1,737,763.77	\$ 4,193,499.60			
	Project Name	BUDGETED	EXPENDED TO-DATE	BUDGETED BUT NOT EXPENDED	PROJECT STATUS	REVENUE LOSS	Date Approved by Commission
1	Employee Retention Payments -Exempt	\$ 85,013.68	\$ 85,013.68	\$ -	Complete	YES	4/18/2022
2	Employee Retention Payments -Non-Exempt	\$ 614,826.78	\$ 614,826.78	\$ -	Complete	NO	4/18/2022
3	TN Emergency Broadband Fund Grants -MF Comcast	\$ 250,000.00	\$ -	\$ 250,000.00	In Progress	NO	2/22/2022
3.1	TN Emergency Broadband Fund Grants -MF Highland	\$ 25,000.00	\$ 7,136.84	\$ 17,863.16	In Progress	YES	2/22/2022
4	GIS Digitized Stormwater System And Outfall Map	\$ 103,060.00	\$ 10,000.00	\$ 93,060.00	In Progress	NO	11/21/2022
5	EMS Budget Fund Balance Adjustment (Worker Comp/Building/Contents/MotorPool)	\$ 280,000.00	\$ 280,000.00	\$ -	Complete	YES	8/15/2022
6	Whole Body Scanner for Jail	\$ 135,000.00	\$ 135,000.00	\$ -	Complete	YES	12/20/2021
7	County Paving Projects	\$ 2,252,835.64	\$ 2,131,883.21	\$ 120,952.43	In Progress	YES	8/15/2022
8	County-wide Assessment for Water & Sewer Planning	\$ 92,000.00	\$ 41,494.50	\$ 50,505.50	In Progress	YES	3/10/2022
9	Claxton Sewerline Study	\$ 30,000.00	\$ -	\$ 30,000.00	Pending	NO	8/15/2022
10	Witness Room/Archives Relocation	\$ 1,019,170.85	\$ 381,488.00	\$ 637,682.85	In Progress	YES	8/15/2022
11	Senior Center Kitchen Improvements	\$ 664,700.00	\$ 10,815.84	\$ 653,884.16	In Progress	YES	5/16/2022
12	A/V Technology for Room 118A	\$ 15,182.53	\$ 15,182.53	\$ -	Complete	NO	5/16/2022
13	IT Infrastructure Needs (e.g., Multi-Factor Authentication)	\$ 150,000.00	\$ 55,166.46	\$ 94,833.54	In Progress	YES	8/15/2022
14	EMS Ambulances for 2 years	\$ 1,357,726.00	\$ 500,511.66	\$ 857,214.34	In Progress	NO	8/15/2022
15	Other Vehicles on Capital Requests	\$ 225,000.00		\$ 225,000.00	In Progress	YES	8/15/2022
16	Sheriff's Vehicles for 2 Years	\$ 900,000.00	\$ 448,794.58	\$ 451,205.42	In Progress	YES	8/15/2022
17	Digital Poll Books -Election Office	\$ 100,000.00	\$ -	\$ 100,000.00	Pending	YES	8/15/2022
18	Family Justice Center -Building Purchase	\$ 175,000.00	\$ -	\$ 175,000.00	Pending	YES	8/15/2022
19	EMS Stretchers (12)	\$ 398,409.00	\$ -	\$ 398,409.00	Pending	YES	11/21/2022
20	CDBG Waterline Project (Buchanan Ln, Judson Rd, Savage Garden)	\$ 450,000.00	\$ -	\$ 450,000.00	Pending	NO	8/15/2022
21	Oak Ridge Fire Dept. Training Center	\$ 273,500.00	\$ 273,500.00	\$ -	Complete	YES	8/15/2022
22	Other County Capital Outlay Requests (e.g., \$10k Judges)	\$ 40,000.00	\$ 9,334.76	\$ 30,665.24	In Progress	YES	8/15/2022
23	Repair Chimes	\$ 18,635.00	\$ 9,317.50	\$ 9,317.50	In Progress	YES	1/17/2023
24	A/V Technology for Room 312	\$ 14,000.00	\$ 10,392.00	\$ 3,608.00	In Progress	NO	3/20/2023
25	Jail Medical Services	\$ 250,000.00	\$ -	\$ 250,000.00	Pending	YES	5/15/2023
26	EMS Budget Fund Balance Adjustment (FY24)	\$ 460,000.00	\$ -	\$ 460,000.00	Pending	YES	6/19/2023
27	TDEC ARP Water Infrastructure Investment Plan (WIIP)	\$ 379,514.92	\$ -	\$ 379,514.92	Pending	NO	6/19/2023
		\$ 10,758,574.40	\$ 5,019,858.34	\$ 5,738,716.06			

Current Projects as of 6-13-23

As of June 8 Budget Meeting

BUDGET COMMITTEE MINUTES

JUNE 8, 2023

Members Present:

Shain Vowell, Commissioner – Chairman
Aaron Wells, Commissioner
Bob Smallridge, Commissioner
Jerry White, Commissioner
Michael Foster, Commissioner
Sabra Beauchamp, Commissioner
Shelly Vandagriff, Commissioner

Members Absent: Tracy Wandell, Commissioner

Meeting Facilitator: Robby Holbrook, Finance Director

TRANSFERS (Approved through Consent Agenda)

THE 0 ITEM, to be presented to the Anderson County Budget Committee, was a written request from Annette Prewitt, County Commission, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Code:

101-51100-524	Staff Development	\$400.00
---------------	-------------------	----------

Decrease Expenditure Code:

101-51100-355	Travel	\$400.00
---------------	--------	----------

Justification: To pay registration fee for Commissioner Wandell to attend ECA meeting in Virginia.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

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

Increase Expenditure Code:

101-54410-719	Office Equipment	\$4,044.00
---------------	------------------	------------

Decrease Expenditure Codes:

101-54410-524	Staff Development	\$670.00
101-54410-355	Travel	<u>3,374.00</u>
		\$4,044.00

Justification: To upgrade existing ID badging software for emergency service personnel and volunteers during a disaster.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

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

Decrease Expenditure Code:

101-52500-317	Data Processing Services	\$300.00
---------------	--------------------------	----------

Increase Expenditure Code:

101-52500-411	Data Processing Supplies	\$300.00
---------------	--------------------------	----------

Justification: Purchase decal paper for printers to last until June 30, 2023.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 3rd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Jeff Cole, County Clerk, that the following **TRANSFER** in General Fund 101 be approved.

Decrease Expenditure Code:

101-52500-355	County Clerk Office-Travel	\$900.00
---------------	----------------------------	----------

Increase Expenditure Code:

101-52500-335	County Clerk-Main. And Repair	\$900.00
---------------	-------------------------------	----------

Justification: Replace old non-working refrigerator.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 4th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Jeff Cole, County Clerk, that the following **TRANSFER** in General Fund 101 be approved.

Decrease Expenditure Codes:

101-52500-355	County Clerk Office-Travel	\$1,000.00
101-52500-524	County Clerk Office-Staff Development	<u>700.00</u>
		\$1,700.00

Increase Expenditure Code:

101-52500-435	County Clerk Office-Office Supplies	\$1,700.00
---------------	-------------------------------------	------------

Justification: Office supplies to cover till June 30, 2023.

Motion by Commissioner, Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 5th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance, that the following **TRANSFER** in General Fund 101, Library Fund 115, and Fund 127 be approved.

Increase Expenditure Codes:

101-51500-201	Election-Social Security	\$3,800.00
101-51500-208	Election-Dental Insurance	1,000.00
101-51500-212	Election-Medicare	950.00
101-51500-307	Election-Communications	1,200.00
101-51600-207	Register of Deeds-Health	2,786.00
101-51600-209	Register of Deeds-Short-Term	575.00
101-51720-209	Planning-Short-Term	60.00
101-51720-348	Planning-Postage	800.00
101-51900-332	Other General Administration-Legal Notices	350.00
101-52100-206	Finance-Life	25.00
101-52100-207	Finance-Dental	275.00
101-52100-208	Finance-Health	3,700.00
101-52300-207	Property Assessor-Health	5,067.00
101-52300-208	Property Assessor-Dental	434.00
101-52500-207	County Clerk-Health	5,783.00
101-53100-207	Circuit Clerk-Health	2,270.00
101-53100-208	Circuit Clerk-Dental	40.00
101-53400-209	Clerk & Master-Short Term	352.00
101-53500-207	Juvenile-Health	1,510.00
101-53500-208	Juvenile-Dental	110.00
101-53500-348	Juvenile-Postage	2,500.00
101-53600-207	District Attorney-Health	3,510.00
101-53600-208	District Attorney-Dental	51.00
101-53600-210	District Attorney-Unemployment	20.00
101-53900-209	Pre-Trial-Short Term	10.00
101-54210-210	Detention-Unemployment	425.00
101-54900-206	Fleet-Life	5.00
101-54900-207	Fleet-Health	300.00
101-54900-208	Fleet-Dental	15.00
101-57500-209	Soil Conservation-Short Term	5.00
115-56500-206-3000	Libraries-Life	32.00
115-56500-209-1000	Libraries-Short Term	35.00
115-56500-209-4000	Libraries-Short Term	5.00
115-56500-210-2000	Libraries-Unemployment	25.00
127-56900-201-9500	ACTV-Social Security	200.00
127-56900-212-9500	ACTV-Medicare	75.00
		\$38,300.00

Decrease Expenditure Codes:

101-51500-204	Election-Retirement	\$1,300.00
101-51500-206	Election-Life	200.00
101-51500-207	Election-Health	3,500.00
101-51500-351	Election-Rentals	1,250.00
101-51500-209	Election-Short Term	700.00
101-51600-201	Register of Deeds-Social Security	1,685.00
101-51600-204	Register of Deeds-Retirement	1,676.00
101-51720-201	Planning-Social Security	860.00
101-51900-399	Other General Administration- Other Contracted Services	350.00
101-52100-201	Finance-Social Security	1,800.00
101-52100-204	Finance-Retirement	2,200.00
101-52300-201	Property Assessor-Social Security	2,500.00
101-52300-204	Property Assessor-Retirement	2,500.00
101-52300-212	Property Assessor-Medicare	501.00
101-52500-201	County Clerk-Social Security	1,283.00
101-52500-204	County Clerk-Retirement	4,500.00
101-53100-201	Circuit Clerk-Social Security	1,000.00
101-53100-204	Circuit Clerk-Retirement	1,310.00
101-53400-201	Clerk & Master-Social Security	352.00
101-53500-201	Juvenile-Social Security	1,120.00
101-53500-204	Juvenile-Retirement	1,575.00
101-53500-209	Juvenile-Short-Term	125.00
101-53500-212	Juvenile-Medicare	300.00
101-53500-322	Juvenile-Evaluation & Testing	1,000.00
101-53600-201	District Attorney General-Social Security	471.00
101-53600-204	District Attorney General-Retirement	2,765.00
101-53600-206	District Attorney General-Life	30.00
101-53600-209	District Attorney General-Short Term	220.00
101-53600-212	District Attorney General-Medicare	95.00
101-53900-201	Pre-Trial-Social Security	10.00
101-54210-201	Detention-Social Security	425.00
101-54900-201	Fleet-Social Security	320.00
101-57500-201	Soil Conservation-Social Security	5.00
115-56500-201-3000	Libraries-Social Security	32.00
115-56500-209-1000	Libraries-Social Security	35.00
115-56500-201-4000	Libraries-Social Security	5.00
115-56500-201-2000	Libraries-Social Security	25.00
127-56900-524-9500	ACTV-Staff Development	<u>275.00</u>
		\$38,300.00

Justification: Finance audit of payroll benefit codes and other codes that only require a transfer.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 6th ITEM, to be presented to the Anderson County Budget Committee, was a written request from General Sessions Judge, General Sessions, that the following **TRANSFER** in General Fund 101 be approved.

Decrease Expenditure Code:

101-53310-359	General Sessions Judge-Disposal Fees	\$496.00
---------------	--------------------------------------	----------

Increase Expenditure Code:

101-53310-435	General Sessions Judge-Office Supplies	\$496.00
---------------	--	----------

Justification: General Sessions Judge needing office supplies, toner for a printer and court date cards. Disposal fees were not needed in this budget.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 7th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Brian Young, I.T., that the following **TRANSFER** in General Fund 101 be approved.

Decrease Expenditure Code:

101-52600-204	Retirement	\$250.00
---------------	------------	----------

Increase Expenditure Codes:

101-52600-307-0100	Cell Phone	\$150.00
101-52600-425	Gasoline	<u>100.00</u>
		\$250.00

Justification: Year-end transfer for gasoline and cell phone.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 8th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Nichole Brooks, Law Directors Office, that the following **TRANSFER** in General Fund 101 be approved.

Decrease Expenditure Codes:

101-51400-317	Data Processing	\$500.00
101-51400-399	Other Cont.	1,000.00
101-51400-348	Postage	<u>500.00</u>
		\$2,000.00

Increase Expenditure Code:

101-51400-435	Office Supplies	\$2,000.00
---------------	-----------------	------------

Justification: End of year office supplies.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 9th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Harold Cousins, Jr., Clerk & Master, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Code:

101-53400-435	Chancery Court-Office Supplies	\$1,307.00
---------------	--------------------------------	------------

Decrease Expenditure Codes:

101-53400-320	Chancery Court-Dues & Membership	\$177.00
101-53400-499	Chancery Court- Bound Books	<u>1,130.00</u>
		\$1,307.00

Justification: End of year office supplies.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 10th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Leon Jaquet, Veteran Service Office, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Code:

101-58300-351	Veteran Service-Copier Rental	\$100.00
---------------	-------------------------------	----------

Decrease Expenditure Code:

101-58300-435	Veteran Service- Office Supplies	\$100.00
---------------	----------------------------------	----------

Justification: Transfer of funds due to potential shortage prior to end of FY.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 11th ITEM, to be presented to the Anderson County Budget Committee, was a written request from James W. Brooks, Jr., Chancery Court, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Code:

101-53700-435	Chancery Chancellor-Office Supplies	\$1,000.00
---------------	-------------------------------------	------------

Decrease Expenditure Code:

101-53700-414	Chancery Chancellor-Duplicating	\$1,000.00
---------------	---------------------------------	------------

Supplies

Justification: Office supplies for Chancellor Brooks.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 12th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Sheriff Russell Barker, Sheriff's Department, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Code:

101-54210-718-SMHT3	Motor Vehicle	\$38,173.00
---------------------	---------------	-------------

Decrease Expenditure Code:

101-54210-312-SMHT3	Contracts private agencies	\$38,173.00
---------------------	----------------------------	-------------

Justification: Transfer to purchase passenger van for mental health transports. This is an allowable expense from the State Mental Health Transport Grant, and this has been done in previous years.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 13th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Sheriff Russell Barker, Sheriff's Department, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Codes:

101-54110-307-0100	Cell phone/pager	\$2,000.00
101-54110-414	Duplicating Supplies	<u>500.00</u>
		\$2,500.00

Decrease Expenditure Code:

101-54110-348	Postal Charges	\$2,500.00
---------------	----------------	------------

Justification: This is to cover cell phone bills and copier usage fees.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 14th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Sheriff Russell Barker, Sheriff's Department, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Codes:

101-54210-414	Duplicating Supplies	\$400.00
101-54210-454	Jail Water & Sewer	8,000.00

101-54210-507	Medical Claims	<u>110,500.00</u>
		\$118,900.00

Decrease Expenditure Codes:

101-54210-422	Food Supplies	\$5,000.00
101-54210-415	Electricity	90,000.00
101-54210-410	Custodial Supplies	<u>23,900.00</u>
		\$118,900.00

Justification: Transfer needed to cover duplicating supplies, jail sewer fees, and inmate medical bills.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 15th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Sheriff Russell Barker, Sheriff's Department, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Code:

101-54110-708	Communications Equipment	\$12,000.00
---------------	--------------------------	-------------

Decrease Expenditure Code:

101-54110-336	Radio Maintenance	\$12,000.00
---------------	-------------------	-------------

Justification: Transfer to purchase new radios.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 16th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Sheriff Russell Barker, Sheriff's Department, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Code:

101-54210-499	Other Supplies	\$4,500.00
---------------	----------------	------------

Decrease Expenditure Codes:

101-54210-309	Contracts government agencies	\$2,300.00
101-54210-312	Contracts with private agencies	<u>2,200.00</u>
		\$4,500.00

Justification: Transfer needed to pay State of TN for X-ray machine fees and nitrile gloves.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 17th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Sheriff Russell Barker, Sheriff's Department, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Code:

101-54260-499	Commissary-Other Supplies	\$8,048.00
---------------	---------------------------	------------

Decrease Expenditure Codes:

101-54260-711	Commissary-Furniture & Fixtures	\$339.00
101-54260-599	Commissary-Other Supplies	99.50
101-54260-717	Commissary-Maint Equipment	5,000.00
101-54260-790	Commissary-Other Equipment	99.50
101-54260-799	Commissary-Other Capital Outlay	<u>2,510.00</u>
		\$8,048.00

Justification: Transfer to purchase mattresses to cover increase in inmate population.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 18th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Clinton Library, that the following **TRANSFER** in Library Fund 115 be approved.

Increase Expenditure Codes:

115-56500-452-2000	Clinton Library-Utilities	\$4,000.00
115-56500-334-2000	Clinton Library-Maintenance Agreements	575.00
115-56500-307-2000	Clinton Library-Communication	500.00
115-56500-348-2000	Clinton Library-Postage	<u>50.00</u>
		\$5,125.00

Decrease Expenditure Codes:

115-56500-201-2000	Clinton Library-Social Security	\$500.00
115-56500-204-2000	Clinton Library-Retirement	300.00
115-56500-207-2000	Clinton Library-Health	4,250.00
115-56500-209-2000	Clinton Library-Short-Term	<u>75.00</u>
		\$5,125.00

Justification: Library codes at Clinton location that need more funds. Utilities due to increase in cost. Maintenance code is for Canon lease.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 19th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Geoff Trabalka, Solid Waste, that the following **TRANSFER** in Solid Waste Fund 116 be approved.

Decrease Expenditure Code:

116-55732-409	Convenience Centers-Crushed Stone	\$1,200.00
---------------	-----------------------------------	------------

Increase Expenditure Code:

116-55732-454	Convenience Centers-Water & Sewer	\$1,200.00
---------------	-----------------------------------	------------

Justification: 116-55732-454-The transfer is to cover the cost of unanticipated water use at the Convenience Centers, there was a leak that was not found at one of the Centers for several days that caused increased water consumption. The leak has been fixed.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 20th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Solid Waste, that the following **TRANSFER** in Solid Waste Fund 116 be approved.

Increase Expenditure Code:

116-55710-510	Sanitation Management-Trustee's Commission	\$4,100.00
---------------	--	------------

Decrease Expenditure Codes:

116-55710-201	Sanitation Management-Social Security	\$2,100.00
116-55710-204	Sanitation Management-Retirement	<u>2,000.00</u>
		\$4,100.00

Justification: Increase in funds needed for Trustee's Commission.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 21st ITEM, to be presented to the Anderson County Budget Committee, was a written request from Nathan Sweet, EMS, that the following **TRANSFER** in Ambulance Fund 118 be approved.

Decrease Expenditure Codes:

118-55130-451	Uniforms	\$8,000.00
118-55130-413	Drugs and Medical Supplies	<u>13,000.00</u>
		\$21,000.00

Increase Expenditure Code:

118-55130-425	Gasoline	\$21,000.00
---------------	----------	-------------

Justification: Transfer to get us through rest of the year with fuel purchases.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 22nd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Stephanie Wells, Tourism, that the following **TRANSFER** in Tourism Fund 128 be approved.

Increase Expenditure Code:

128-58110-399	Other Contracted Services	\$7,000.00
---------------	---------------------------	------------

Decrease Expenditure Code:

128-58110-335	Building Maintenance	\$7,000.00
---------------	----------------------	------------

Justification: Transfer funds to paint new facility per lease agreement.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 23rd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Brian Young, I.T., that the following **TRANSFER** in Fund 171 be approved.

Decrease Expenditure Code:

171-91110-799	General Projects Other Capital Outlay	\$25,011.55
---------------	---------------------------------------	-------------

Increase Expenditure Code:

171-91110-799-ITIP	Other Capital Outlay I.T. Infrastructure	\$25,011.55
--------------------	--	-------------

Justification: Servers for Courthouse (next level back up) passed with recommendation for commission approval.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 24th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Randy Walters, Finance/Fund 263, that the following **TRANSFER** in Self Insurance Fund 263 be approved.

Increase Expenditure Codes:

263-51900-340-THRV	Other G & A-Other Contracted Services	\$20,000.00
	-Clinic	
263-51900-399-PRES	Other G & A-Other Contracted Services	<u>20,000.00</u>
	-PRES	\$40,000.00

Decrease Expenditure Codes:

263-51900-340-PRES	Other G & A-Medical & Dental Svcs- Prescriptions/RX	\$20,000.00
--------------------	--	-------------

263-51900-503	Other G & A-Excess Risk Insurance	<u>20,000.00</u>
		\$40,000.00

Justification: These year-end adjustments are needed to cover potential cost variations.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 25th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Margaret Burrell, School Nutrition, that the following **TRANSFER** in Central Cafeteria Fund 143 be approved.

Increase Expenditure Code:

143-73100-422	Food Service Cafeteria Food Supplies	\$125,000.00
---------------	--------------------------------------	--------------

Decrease Expenditure Code:

143-73100-710	Food Service Cafeteria Equipment	\$125,000.00
---------------	----------------------------------	--------------

Justification: The budgeted food dollars seemed adequate when the budget was first prepared in March 2022. The increasing price trends, as well as shifts in demand for some products, has caused a higher than expected cost of food for the year.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 26th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Julie Minton, Fiscal Services, that the following **TRANSFER** in General Purpose School Fund 141 be approved.

Increase Expenditure Code:

141-72610-499	Other Supplies & Materials	\$24,000.00
---------------	----------------------------	-------------

Decrease Expenditure Code:

141-72610-351	Rentals	\$24,000.00
---------------	---------	-------------

Justification: To transfer funds for emergency need in end of year materials and supplies.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 27th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Julie Minton, Fiscal Services, that the following **TRANSFER** in General Purpose School Fund 141 be approved.

Increase Expenditure Code:

141-72120-499-COSH	Other Materials & Supplies	\$3,000.00
--------------------	----------------------------	------------

Decrease Expenditure Code:

141-72120-355-COSH	Travel	\$3,000.00
--------------------	--------	------------

Justification: To transfer funds into materials and supplies to purchase materials for Coordinated School Health support in the schools.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request.

THE 28th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank, Senior Center/Office on Aging, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Codes:

101-56300-454	Senior Citizens Assistance-Water & Sewer	\$150.00
101-56300-415	Senior Citizens Assistance-Electricity	<u>850.00</u>
		\$1,000.00

Decrease Expenditure Code:

101-56300-355	Senior Citizens Assistance-Travel	\$1,000.00
---------------	-----------------------------------	------------

Justification: Transfer necessary to prevent potential year end overages in electrical and water/sewer codes.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request

THE 29th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank, Animal Control & Care, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Code:

101-55120-307-0100	Communication-Cellular/Pager Service	\$400.00
--------------------	--------------------------------------	----------

Decrease Expenditure Code:

101-55120-355	Travel	\$400.00
---------------	--------	----------

Justification: Needed for cash flow to prevent year end overage in code used to pay cellphone and internet expenses for June 2023.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to approve the transfer request

ITEM 29A, to be presented to the Anderson County Budget Committee, was a written request from Harold Cousins, Jr., Chancery Court, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Code:

101-53800-435	Probate Court-Office Supplies	\$2,500.00
---------------	-------------------------------	------------

Decrease Expenditure Codes:

101-53800-414	Probate Court-Duplicating Supplies	\$800.00
101-53800-499	Probate Court-Other Supplies & Materials	700.00
101-53800-348	Probate Court-Postal Charges	<u>1,000.00</u>
		\$2,500.00

Justification: End of year office supplies.

Motion by Commissioner Michael Foster, seconded by Commissioner Sabra Beauchamp, and passed to approve the transfer request

ITEM 29B, to be presented to the Anderson County Budget Committee, was a written request from AC Library Board, Clinton Public Library, that the following **TRANSFER** in Library Fund 115 be approved.

Increase Expenditure Code:

115-56500-435-2001	Office Supplies	\$200.00
--------------------	-----------------	----------

Decrease Expenditure Code:

115-56500-524-2000	Staff Development	\$200.00
--------------------	-------------------	----------

Justification: This covers shortfalls in office supplies.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Shelly Vandagriff, and passed to approve the transfer request

Voting No: Commissioner Shain Vowell

APPROPRIATIONS REQUIRING FULL COMMISSION APPROVAL

THE 30th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Julie Minton, Fiscal Services, that the following **TRANSFER (Payroll)** in General Purpose School Fund 141 be approved.

Increase Expenditure Code:

141-72250-189	Other Salaries and Wages	\$36,177.13
---------------	--------------------------	-------------

Decrease Expenditure Code:

141-72250-103	Assistant Director	\$36,177.13
---------------	--------------------	-------------

Justification: To transfer funds for salary for technology coordinator into correct account.

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

THE 31st ITEM, to be presented to the Anderson County Budget Committee, was a written request from Julie Minton, Fiscal Services, that the following **TRANSFER (Major Line Item Payroll)** in General Purpose School Fund 141 be approved.

Increase Expenditure Codes:

141-72220-162	Clerical Personnel	\$31,000.00
141-72220-201	Social Security	1,922.00
141-72220-204	State Retirement	1,860.00
141-72220-212	Medicare	<u>449.50</u>
		\$35,231.50

Decrease Expenditure Codes:

141-71200-163	Educational Assistants	\$31,000.00
141-71200-201	Social Security	1,922.00
141-71200-204	State Retirement	1,860.00
141-71200-212	Medicare	<u>449.50</u>
		\$35,231.50

Justification: To transfer funds into correct account for clerical employee in Special Education department.

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

THE 32nd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Julie Minton, Fiscal Services, that the following **TRANSFER (Major Line Item Payroll)** in General Purpose School Fund 141 be approved.

Increase Expenditure Codes:

141-72610-415	Electricity	\$30,000.00
141-72610-434	Natural Gas	70,000.00
141-72610-454	Water and Sewer	60,000.00
141-72610-425	Gasoline	<u>6,000.00</u>
		\$166,000.00

Decrease Expenditure Codes:

141-71100-351	Rentals	\$30,000.00
---------------	---------	-------------

141-72610-351	Rentals	66,000.00
141-72610-720	Plant Operation Equipment	30,000.00
141-72620-336	Maintenance and Repair Equipment	40,000.00
		<u>\$166,000.00</u>

Justification: To transfer funds for increased costs in utilities (electricity, natural gas, water), and gasoline.

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

THE 33rd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Julie Minton, Fiscal Services, that the following **TRANSFER (Major Line Item)** in General Purpose School Fund 141 be approved.

Increase Expenditure Code:

141-72410-117	Career Ladder	\$1,000.00
---------------	---------------	------------

Decrease Expenditure Code:

141-71100-117	Career Ladder	\$1,000.00
---------------	---------------	------------

Justification: To transfer funds for career ladder program. Insufficient funds were budgeted in principals' account to cover career ladder payments.

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

THE 34th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Katrina Oakley, Summer Learning Camps, that the following **APPROPRIATION** in General Purpose School Fund 141 be approved.

Increase Expenditure Codes:

141-71150-116	Teachers	\$199,432.62
141-71150-163	Educational Assistants	81,280.00
141-71150-201	Social Security	17,357.86
141-71150-204	State Retirement	22,142.58
141-71150-212	Medicare	4,050.50
141-71150-429	Instructional Supplies & Materials	166,399.53
141-71150-599	Other Charges-Field Trips	1,950.00
141-71150-131	Medical Personnel	19,008.00
141-71150-201	Social Security	1,178.50
141-71150-204	State Retirement	1,651.80
141-71150-212	Medicare	275.62

141-71150-105	Supervisor/Director	3,168.00
141-71150-201	Social Security	196.42
141-71150-204	State Retirement	275.30
141-71150-212	Medicare	45.94
141-71150-312	Contracts with Private Agencies-Transportation	8,710.00
141-71150-355	Travel	83.84
141-71150-165	Cafeteria Personnel	9,000.00
141-71150-201	Social Security	558.00
141-71150-204	State Retirement	540.00
141-71150-212	Medicare	130.50
141-71150-422	Food Supplies	6,000.00
141-71150-425	Gas	<u>1,500.00</u>
		\$544,935.01

Increase Revenue Code:

141-46590	Summer Learning Camp	\$544,935.01
-----------	----------------------	--------------

Justification: To budget for Summer Learning camps. Including transportation.

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

THE 35th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Julie Minton, Fiscal Services, that the following **APPROPRIATION** in General Purpose School Fund 141 be approved.

Decrease Reserve Code:

141-39000	Unassigned Fund Balance	\$500,000.00
-----------	-------------------------	--------------

(Amendment will be from 141-34675 Committed for Capital Outlay and a JE will replenish the reserve for 39000)

Increase Expenditure Code:

141-76100-707	Building Improvements	\$500,000.00
---------------	-----------------------	--------------

Justification: To appropriate funds for building improvement costs for several capital projects which may require local funding support. Several of the capital projects currently underway are partially funded through federal grants, such as ESSER (Elementary and Secondary School Emergency Relief). There is a required percentage of the allocation which can be appropriated to capital projects. When this amount is exceeded, local funds will need to be appropriated to bridge the gap in funding. This appropriation will meet that need for Anderson County schools.

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

THE 36th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Gary Long, Highway Department, that the following **APPROPRIATION** in Highway Fund 131 be approved.

Increase Reserve Code:

131-34550	Restricted for Highway	\$1,800.00
-----------	------------------------	------------

Decrease Revenue Code:

131-48990	Other Revenue	\$1,800.00
-----------	---------------	------------

Justification: Paid to ACHD for services rendered. Mowed invasive plants for Functional Habitat Project at Block House Valley (Nature Lane) for CRESCO.

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

THE 37th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Gary Long, Highway Department, that the following **APPROPRIATION** in Highway Fund 131 be approved.

Increase Expenditure Code:

131-62000-402	Asphalt	\$100,000.00
---------------	---------	--------------

Decrease Reserve Code:

131-34550	Restricted for Highway	\$100,000.00
-----------	------------------------	--------------

Justification: Pave AC roads.

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

THE 38th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Steve Payne, EMA, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-47220-EMPG	Revenue-EMPG Grant	\$28,709.13
----------------	--------------------	-------------

Increase Expenditure Code:

101-54410-499-EMPG	Civil Defense-Other Supplies & Materials-EMPG Grant	\$28,709.13
--------------------	---	-------------

Justification: This is a reimbursement grant and is used to purchase equipment, hazardous material, clean up and restock any equipment or material used during a disaster/event.

Motion by Commissioner Michael Foster, seconded by Commissioner Jerry White, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 39th ITEM, to be presented to the Anderson County Budget Committee, was a written request from John Vickery, Motor Pool, that the following **APPROPRIATION** in General Fund 101 be approved.

Decrease Revenue Code:

101-48140-FLEET	Other Contracted Services-Fleet	\$54,790.93
-----------------	---------------------------------	-------------

Increase Expenditure Codes:

101-54900-424	Garage Supplies	\$2,817.93
101-54900-450	Tires and Tubes	15,819.00
101-54900-453	Vehicle Parts	34,154.00
101-54900-399	Other Contracted Services	<u>2,000.00</u>
		\$54,790.93

Justification: Auditors recommended reimbursements to come through revenue code. We did the revenue code and this is to balance our line items back out.

Motion by Commissioner Michael Foster, seconded by Commissioner Shelly Vandagriff, to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 40th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Stephanie Wells, Tourism, that the following **APPROPRIATION** in Tourism Fund 128 be approved.

Increase Expenditure Codes:

128-58110-316	Contributions	\$6,000.00
128-58110-510	Trustee Commission	<u>600.00</u>
		\$6,600.00

Increase Revenue Code:

128-40220	Hotel Tax	\$6,600.00
-----------	-----------	------------

Justification: Revenues expected to exceed projected budget.

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

Voting No: Commissioner, Sabra Beauchamp

THE 41st ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank, County Mayor's Office, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-51300-355	Travel	\$550.00
---------------	--------	----------

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$550.00
-----------	-------------------------	----------

Justification: Needed for cash flow. Recent travel to Energy Communities Alliance (ECA) Conference will be reimbursed to Anderson County. However, there is one last TACIR meeting in June. TACIR travel is also reimbursed to Anderson County Government. Amendment needed for cash flow to prevent an overspent code in case ECA reimbursement is not received before fiscal year end.

Motion by Commissioner Jerry White, seconded by Commissioner Sabra Beauchamp, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 42nd ITEM to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank, General Administration, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-51900-399	Other Contracted Services	\$6,995.00
---------------	---------------------------	------------

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$6,995.00
-----------	-------------------------	------------

Justification: This amendment allocates additional funds to cover the costs of court-ordered mental health evaluation and treatment for criminal defendants charged with misdemeanors only. On May 19, 2023, Anderson County received an invoice from Moccasin Bend MHI for services court-ordered by Judge Victoria Bowling. The invoice totals \$9,450.00. The current remaining balance in 101-51900-399 is \$6,995. After invoice payment, this amendment will leave a balance of \$4,540 to cover potential invoices through the end of the current FY.

Motion by Commissioner Jerry White, seconded by Commissioner Sabra Beauchamp, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 43rd ITEM to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-58400-510	Other Charges-Trustee's Commission	\$15,000.00
---------------	------------------------------------	-------------

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$15,000.00
-----------	-------------------------	-------------

Justification: Increasing Trustee's Commission in case needed. If funds aren't used they will roll back in to unassigned fund balance.

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

THE 44th ITEM to be presented to the Anderson County Budget Committee, was a written request from Ben Taylor, Conservation, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-49700	Insurance Recovery	\$5,350.00
-----------	--------------------	------------

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	<u>2,500.00</u>
		\$7,850.00

(Amendment will be from 101-34510-SBGT Restricted for General Government-Sports Betting Gaming Tax Earnmarked for Parks Projects and a JE will replenish the reserve for 39000)

Increase Expenditure Code:

101-51240-335	Conservation Commission-Maintenance & Repair to Building	\$7,850.00
---------------	---	------------

Justification: Storm damage at Anderson County Park on 2 buildings on April 1st due to high winds. Insurance recovery check \$5,350, leaving \$2,500 balance to pay for quote of \$7,850.

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

THE 45th ITEM to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance, that the following **APPROPRIATION** in General Fund 101 be approved.

Decrease Expenditure Codes:

101-51900-799-NWDSP	Other General Administration-Other	\$275,000.00
	Capital Outlay-Norwood Safety Project	

101-55110-707-SPNMG	Local Health Center-Building	<u>116,400.00</u>
	Improvements-Special Needs	\$391,400.00
	Matching Grant	

Increase Reserve Code:

101-39000	Unassigned Fund Balance	\$275,000.00
-----------	-------------------------	--------------

(Amendment will be from 101-34730-NWDSP Assigned for Public Health & Welfare-Norwood Safety Project and a JE will deplete the reserve for 39000)

Increase Reserve Code:

101-39000	Unassigned Fund Balance	<u>116,400.00</u>
		\$391,400.00

(Amendment will be from 101-34730-SPNMG Assigned for Public Health & Welfare-Special Needs Match Grant and a JE will deplete the reserve for 39000)

Justification: Reclassifying funds to an assigned code to move back to the expenditure code in July 23, instead of rolling into fund balance. These funds have been assigned for projects that have not started yet.

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

THE 46th ITEM to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-53930-358	Victim Assistance Programs-Remittance	\$4,000.00
	Of Revenues collected	

Increase Revenue Code:

101-42392	Victim Assistance Fees-General Sessions Court	\$4,000.00
-----------	---	------------

Justification: Victims assistance program revenues collected from General Sessions Court and paid to CACACT, Inc. We have collected more revenue than budgeted for this year.

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

THE 47th ITEM to be presented to the Anderson County Budget Committee, was a written request from Randy Walters, Finance, that the following **APPROPRIATION** in Self Insurance Fund 263 be approved.

Increase Expenditure Code:

263-51900-340-FLEX	Other G & A-Medical & Dental Svcs-	\$32,000.00
	Flex Spending Pgm	

Increase Revenue Code:

263-43102-FLEX	Other Employee Benefit/Contributions-	\$32,000.00
	Flex Spending Pgm	

Justification: Flexible spending program (FSA) contributions and spending have exceeded original budget.

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

THE 48th ITEM to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance, that the following **TRANSFER (Payroll Major Line Item)** in General Fund 101 be approved.

Increase Expenditure Codes:

101-51100-207	County Commission-Health	\$18,100.00
101-51100-307-0100	County Commission-Communications	1,000.00
101-51240-208	Conservation-Dental	5.00
101-514240-454	Conservation-Water & Sewer	325.00
101-51240-209	Conservation-Short-Term	170.00
101-51240-101	Conservation-Parks Manager Payroll	240.00
101-51300-204	County Mayor-Retirement	335.00
101-51300-206	County Mayor-Life Insurance	53.00
101-51300-207	County Mayor-Health	10,165.00
101-51300-208	County Mayor-Dental	332.00
101-51300-209	County Mayor-Short-Term	38.00
101-51300-210	County Mayor-Unemployment	12.00
101-51720-105	Planning-Director	950.00
101-51800-105	Buildings-Director	225.00
101-52600-101	IT-Director	400.00
101-53310-201	General Sessions Judges-Social Security	3,850.00
101-53310-204	General Sessions Judges-Retirement	295.00
101-54410-204	EMA-Retirement	1,550.00

101-54410-206	EMA-Life	53.00
101-54410-207	EMA-Health	8,582.00
101-54410-208	EMA-Dental	333.00
101-54410-209	EMA-Short-Term	33.00
101-54900-105	Fleet-Director	190.00
101-54900-142	Mechanics	430.00
101-55120-105	Animal Control-Director	5,954.00
101-55120-206	Animal Control-Life	<u>30.00</u>
		\$53,650.00

Decrease Expenditure Codes:

101-55110-207	Health/Health Dept.	\$12,735.00
101-51100-201	County Commission-Social Security	2,100.00
101-51100-204	County Commission-Retirement	1,700.00
101-51100-206	County Commission-Life	65.00
101-51100-208	County Commission-Dental	2,050.00
101-51100-212	County Commission-Medicare	450.00
101-51240-452	Conservation-Utilities	190.00
101-51240-207	Conservation-Health	550.00
101-51300-201	County Mayor-Social Security	450.00
101-51400-207	Health/Law Director	10,485.00
101-51720-169	Planning-Part Time	950.00
101-51800-166	Buildings-Custodial Personnel	225.00
101-52600-201	IT-Social Security	400.00
101-53100-201	General Sessions-Judges Social Security	1,500.00
101-53100-204	General Sessions-Judges Retirement	2,645.00
101-54110-207	Sheriff-Health	10,551.00
101-54900-169	Fleet-Part Time	620.00
101-55120-169	Animal Control-Part Time	5,954.00
101-55120-201	Animal Control-Social Security	<u>30.00</u>
		\$53,650.00

Justification: Finance audit of payroll codes and benefit codes that require full Commission approval. They are all either major line items or involve payroll.

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

THE 49th ITEM to be presented to the Anderson County Budget Committee, was a written request from Briceville Library, that the following **TRANSFER (Payroll)** in Library Fund 115 be approved.

Increase Expenditure Codes:

115-56500-307-1000	Briceville Library-Communication	\$125.00
115-56500-452-1000	Briceville Library-Utilities	600.00
115-56500-129-1000	Briceville Library-Librarians	235.00

115-56500-432-1000	Briceville Library-Library Books	<u>200.00</u>
		\$1,160.00

Decrease Expenditure Codes:

115-56500-201-1000	Briceville Library-Social Security	\$250.00
115-56500-204-1000	Briceville Library-Retirement	50.00
115-56500-169-1000	Briceville Library-Part-Time	<u>860.00</u>
		\$1,160.00

Justification: Library codes at Briceville location that need more funds. Utilities due to increase in cost. Librarian code 129 is for full accrual. Shortfall in book code.

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

THE 50th ITEM to be presented to the Anderson County Budget Committee, was a written request from Nathan Sweet, EMS, that the following **TRANSFER (Payroll)** in Ambulance Fund 118 be approved.

Decrease Expenditure Codes:

118-55130-201	Social Security	\$6,500.00
118-55130-204	State Retirement	15,000.00
118-55130-207	Medical Insurance	15,000.00
118-55130-209	S/T Disability Insurance	4,000.00
118-55130-513	Worker's Compensation	<u>172,440.00</u>
		\$212,940.00

Increase Expenditure Codes:

118-55130-105	Supervisor/Director	\$290.00
118-55130-119	Accountants/Bookkeepers	2,700.00
118-55130-131	Medical Personnel	125,000.00
118-55130-187	Overtime Pay	63,000.00
118-55130-169	Part-Time Help	20,000.00
118-55130-208	Dental Insurance	700.00
118-55130-210	Unemployment Compensation	450.00
118-55130-212	Employer Medicare	<u>800.00</u>
		\$212,940.00

Justification: Have 27 payrolls in Overtime Pay, and Part-time pay due to when FY 22 ended. Had some of last pay from FY 22 in medical personnel (\$42,000) that was added to this FY. Increased cost in payroll due to staffing needs for ambulances. Balancing dental and other accounts to end year. Worker's compensation was covered by ARPA funds.

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

THE 51st ITEM to be presented to the Anderson County Budget Committee, was a written request from Geoff Trabalka, Solid Waste, that the following **TRANSFER (Major Line Item Payroll)** in Solid Waste Fund 116 be approved.

Decrease Expenditure Codes:

116-55710-149	Sanitation Management-Laborers	\$35,000.00
116-55732-335	Convenience Centers-Maint & Repair-Building	1,000.00
116-55732-409	Convenience Centers-Crushed Stone	6,475.00
116-55732-408	Convenience Centers-Concrete	1,250.00
116-55732-426	Convenience Centers-General Construction Materials	700.00
116-55732-467	Convenience Centers-Fencing	2,000.00
116-55732-733	Convenience Centers-Solid Waste Equipment	<u>4,500.00</u> \$50,925.00

Increase Expenditure Code:

116-55754-312	Landfill Operation & Maintenance Contracts with Private Agencies	\$50,925.00
---------------	--	-------------

Justification: 116-55754-312 Transfers needed to cover end of year cost. At this juncture the end of year tonnage will be over last year's tonnage estimates by 1500-1800 tons. At the current rate of \$26.33/ton the budgeted amount will be \$40,000 or more, less than needed for disposal. The transfers are a safeguard to cover end of year costs, in case June has an even higher tonnage total than expected.

Motion by Commissioner Jerry White, seconded by Commissioner Sabra Beauchamp, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 52nd ITEM to be presented to the Anderson County Budget Committee, was a written request from Sheriff Russell Barker, Sheriff's Department, that the following **TRANSFER (Payroll)** in General Fund 101 be approved.

Increase Expenditure Codes:

101-54230-105	Correct Incentive Program-Director	\$2,000.00
101-54230-201	Correct Incentive Program-Social Security	100.00
101-54230-204	Correct Incentive Program-State Retirement	100.00
101-54230-212	Correct Incentive Program-Employer Medicare	<u>50.00</u> \$2,250.00

Decrease Expenditure Code:

101-54230-399	Correct Incentive Program-Other Contracted Services	\$2,250.00
---------------	---	------------

Justification: This is needed to cover Correct Incentive program payroll codes for payroll accrual.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Shelly Vandagriff, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 53rd ITEM to be presented to the Anderson County Budget Committee, was a written request from Sheriff Russell Barker, Sheriff's Department, that the following **TRANSFER (Payroll)** in General Fund 101 be approved.

Increase Expenditure Codes:

101-54210-162	Clerical Personnel	\$1.00
101-54210-187	Jail Overtime	30,000.00
101-54210-210	Jail Unemployment Compensation	<u>500.00</u>
		\$30,501.00

Decrease Expenditure Codes:

101-54210-160	Jailers	\$23,000.00
101-54210-204	State Retirement	<u>7,501.00</u>
		\$30,501.00

Justification: These transfers are to cover payroll codes.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Shelly Vandagriff, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 54th ITEM to be presented to the Anderson County Budget Committee, was a written request from Sheriff Russell Barker, Sheriff's Department, that the following **TRANSFER (Payroll)** in General Fund 101 be approved.

Increase Expenditure Codes:

101-54110-162	Clerical Personnel	\$3,000.00
101-54110-170	SRO officer	33,000.00
101-54110-161	Secretary	<u>20.00</u>
		\$36,020.00

Decrease Expenditure Codes:

101-54110-189	Sheriff's Dept-Officer fee Court Services	\$9,000.00
101-54110-105	Supervisor Director	<u>27,020.00</u>
		\$36,020.00

Justification: Transfer needed to cover payroll codes. Payroll accruals at year end.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Shelly Vandagriff, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 55th ITEM to be presented to the Anderson County Budget Committee, was a written request from Sheriff Russell Barker, Sheriff's Department, that the following **TRANSFER (Payroll)** in General Fund 101 be approved.

Increase Expenditure Codes:

101-54110-187-4500	HIDTA Overtime Pay	\$64,000.00
101-54110-187-5500	USMS Overtime Pay	17,000.00
101-54110-187-9007	THSO Overtime Pay	21,000.00
101-54110-201-4500	Sheriff's Dept Social Security (HIDTA)	4,000.00
101-54110-201-5500	Sheriff's Dept Social Security (USMS)	1,500.00
101-54110-201-9007	Sheriff's Dept Social Security (THSO)	2,000.00
101-54110-204-4500	Sheriff's Dept State Retirement (HIDTA)	4,000.00
101-54110-204-5500	Sheriff's Dept State Retirement (USMS)	1,000.00
101-54110-204-9007	Sheriff's Dept State Retirement (THSO)	1,500.00
101-54110-210-5500	Sheriff's Dept Unemployment Comp (USMS)	10.00
101-54110-212-5500	Sheriff's Dept Employer Medicare (USMS)	300.00
101-54110-212-9007	Sheriff's Dept Employer Medicare (THSO)	400.00
101-54110-212-4500	Sheriff's Dept Employer Medicare (HIDTA)	<u>1,000.00</u>
		\$117,710.00

Decrease Expenditure Codes:

101-54110-189	Sheriff's Dept Officer Fee Court Services	\$41,710.00
101-54110-187	Sheriff's Dept Overtime/Holiday Pay	11,000.00
101-54110-106	Sheriff's Dept Deputy Wages	<u>65,000.00</u>
		\$117,710.00

Justification: Transfers needed to cover expenses of Grant payroll codes.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Shelly Vandagriff, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 56th ITEM to be presented to the Anderson County Budget Committee, was a written request from Sheriff Russell Barker, Sheriff's Department, that the following **TRANSFER (Major Line Item Payroll)** in General Fund 101 be approved.

Increase Expenditure Code:

101-52600-189	IT salary code	\$10,000.00
---------------	----------------	-------------

Decrease Expenditure Code:

101-54110-189	Sheriff's Dept. Officer Fee Court Services	\$10,000.00
---------------	--	-------------

Justification: Transfer to compensate IT employees for work taken over by IT for Sheriff's Department. Sheriff used to have full time IT employee, but that position termed in November of 2022. Director Young and IT have taken over Sheriff and Detention IT needs. This will be a yearly payment to IT.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Shelly Vandagriff, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 57th ITEM to be presented to the Anderson County Budget Committee, was a written request from Sheriff Russell Barker, Sheriff's Department, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-46870	Emergency Hospital Prisoner	\$148,114.52
-----------	-----------------------------	--------------

Decrease Expenditure Code:

101-54210-507	Medical Claims	\$148,114.52
---------------	----------------	--------------

Justification: This appropriation is to pay inmate medical claims. Revenue has been received from State of TN, reimbursements for State prisoner's health expenses.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Shelly Vandagriff, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 58th ITEM to be presented to the Anderson County Budget Committee, was a written request from Sheriff Russell Barker, Sheriff's Department, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-54490-187	Other Emergency Management-Overtime Pay	\$33,750.00
---------------	---	-------------

Increase Revenue Code:

101-48140-DISPT	Contracted Services-Dispatch Revenue from Cities	\$33,750.00
-----------------	--	-------------

Justification: This is to cover overtime and supplement pay for dispatchers.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Shelly Vandagriff, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 59th ITEM to be presented to the Anderson County Budget Committee, was a written request from Sheriff Russell Barker, Sheriff's Department, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-54210-599-5700	SOR Other Charges	\$4,000.00
--------------------	-------------------	------------

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$4,000.00
-----------	-------------------------	------------

(Amendment will be from 101-34520-4000 Sexual Offender Restricted and a JE will replenish the reserve for 39000)

Justification: This is to pay TBI sexual offender registry fees.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Shelly Vandagriff, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

THE 60th ITEM to be presented to the Anderson County Budget Committee, was a written request from Sheriff Russell Barker, Sheriff's Department, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Codes:

101-54230-169-EBP1	Part-Time Personnel	\$6,521.00
101-54230-189-EBP1	Other Salaries & Wages	15,000.00
101-54230-201-EBP1	Social Security	1,334.00
101-54230-204-EBP1	State Retirement	900.00
101-54230-206-EBP1	Life Insurance	26.00
101-54230-207-EBP1	Medical Insurance	10,688.00
101-54230-208-EBP1	Dental Insurance	191.00
101-54230-209-EBP1	S/T Disability	71.00
101-54230-210-EBP1	Unemployment Insurance	18.00
101-54230-212-EBP1	Medicare	312.00
101-54230-499-EBP1	Other Supplies & Materials	<u>2,300.00</u>
		\$37,361.00

Increase Revenue Code:

101-46290-EBP1	Other Public Safety Grants-EBP1	\$37,361.00
	Revenue	

Justification: This is a 3 year reimbursement grant with no matching requirement. This budget request is for one year.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Shelly Vandagriff, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

SECTION A, Grant Applications

Finance Director Robby Holbrook presented a request from the Norris Public Library to approve their grant application for the “23/24 Technology Grant” from the Tennessee State Library and Archives.

Finance Director Robby Holbrook presented a request from the Highway Department to approve their grant application for the “Safe Streets and Roads for All Grant” from the U.S. Department of Transportation.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Jerry White to approve the application requests as a group.

Motion to amend by Commissioner Shain Vowell, seconded by Commissioner Bob Smallridge to vote on the grant application requests separately. Motion to amend passed. Voting No: Commissioner Sabra Beauchamp and Commissioner Shelly Vandagriff.

Motion by Commissioner Jerry White, seconded by Commissioner Aaron Wells, and passed to approve the Norris Library application. Voting No: Commissioner Shain Vowell.

Motion by Commissioner Michael Foster, seconded by Commissioner Sabra Beauchamp, and passed to approve the Highway Department application.

SECTION B, FY 23/24 Proposed Budget

1. Finance Director Robby Holbrook presented a request to include the TDOT “Proposed 2024 State-Aid Highway System Program Funding” in the FY24 Budget (\$3,242,127 from the State plus \$66,166 in matching funds. Total of \$3,308,293).

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Aaron Wells, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

2. Finance Director Robby Holbrook presented a request to include the “Domestic Violence Court Coordinator Grant” (\$67,000 Federal thru State, no cash match) and the “Evidence Based Programing Grant” (\$131,523 from the State, no cash match) in the FY24 Budget.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Shelly Vandagriff, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

3. Finance Director Robby Holbrook presented a request to approve the Fund 263 Benefit Plan FY24 Budget as presented.

Motion by Commissioner Michael Foster, seconded by Commissioner Jerry White, and passed to approve as presented.

4. Finance Director Robby Holbrook presented a request to approve the Fund 128 Tourism FY24 Budget as presented.

Motion by Commissioner Bob Smallridge, seconded by Commissioner Michael Foster, and passed to approve as presented. Voting No: Commissioner Aaron Wells.

5. Finance Director Robby Holbrook presented a request to include a 5% pay increase for all employees, outside of the Sheriff's Departments, in the FY24 Budget.

Motion by Commissioner Jerry White, seconded by Commissioner Sabra Beauchamp, and passed.

6. Finance Director Robby Holbrook and EMS Director Nathan Sweet presented a request for approval of EMS Budget Option #2 with the inclusion of a 5% pay increase.

Motion by Commissioner Shain Vowell, seconded by Commissioner Bob Smallridge, to approve Option #2 (with the inclusion of the 5% pay increase) and allocate up to \$600,000 in ARP funds to help address the EMS budget deficit.

Motion Failed.

Voting Yes: Commissioners Vowell and Smallridge.

Voting No: Commissioners Vandagriff, Beauchamp, Wells, Foster, and White.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Bob Smallridge, to allocate \$450,000 in ARP funds to help address the EMS budget deficit.

Motion Failed.

Voting Yes: Commissioners Beauchamp, Wells, Vowell and Smallridge.

Voting No: Commissioners Vandagriff, Foster, and White.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Jerry White, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval to allocate up to \$460,000 in ARP funds to help address the EMS budget deficit.

SECTION C, Senior Center Kitchen Renovation

Mayor Terry Frank opened a discussion to revisit the alternatives in scope of work for consideration.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Bob Smallridge, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval to allocate up to an additional \$413,220 for all of the alternate projects for the Senior Center Kitchen Renovation.

SECTION D, Claxton EMS Location/Commission

No action taken.

SECTION E, Industrial Park Infrastructure/Mayor Frank

No action taken.

SECTION F, New Business

1. Finance Director Robby Holbrook presented a request from Judge Bowling to allocate \$11,023.00 in ARP funds for the purchase of office furniture.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Michael Foster, and passed to use \$11,023.00 of the \$40,000.00 in ARP funds that were previously allocated for Other County Capital Outlay Requests (121-91401-799-GA008).

2. Finance Director Robby Holbrook presented a transfer request from the Chancery Court.

This is reflected as “Item 29A” above.

3. Finance Director Robby Holbrook presented a transfer request from the Clinton Public Library.

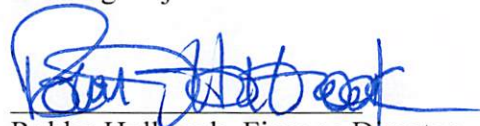
This is reflected as “Item 29B” above.

SECTION G, Old Business

Finance Director Robby Holbrook presented a request to approve allocating \$379,514.92 in ARP funds as the county’s matching portion of the recently awarded “TDEC Non-competitive Water Project Grant”

Motion by Commissioner Michael Foster, seconded by Commissioner Sabra Beauchamp, and passed to refer to the Anderson County Board of County Commissioners with a recommendation for approval.

Meeting Adjourned.



Robby Holbrook, Finance Director

Anderson County Board of Commissioners
OPERATIONS COMMITTEE
MINUTES
June 12, 2023
6:00 PM Room 312

Members Present: Tim Isbel, Denise Palmer, Tyler Mayes, Joshua Anderson, Phil Yager, Stephen Verran and Anthony Allen

Members Absent: Robert McKamey

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

Nathan Sweet said the prayer.

Chairman Anderson led the Pledge of Allegiance.

Commissioner Yager made a motion to approve the Agenda. Seconded by Commissioner Allen. Motion passed.

No citizens addressed commission.

Commissioner Palmer made a motion to have a Strategic Planning Workshop in October and come back to July Operations meeting with a date, a facilitator and other information. Seconded by Commissioner Allen. Motion passed to forward to full commission for approval.

Mayor

Commissioner Mayes made a motion to create the Opioid Settlement Stewardship task force consisting of six (6) members: Three (3) from Operations Committee and Three (3) from Budget Committee. Seconded by Commissioner Allen. Motion passed to forward to full commission for approval.

Commissioner Isbel made a motion to approve to go ahead with the groundwork for the Length of Service Agreement and all details be worked out between Fire Commission and full Commission. Seconded by Commissioner Verran. Motion passed to forward to full commission with a recommendation for approval.

Law Director

Waste Management Landfill Contract is covered in the Purchasing Report.

Commissioner Anderson made a motion to recognize Juneteenth as a Holiday for the County removing one holiday or have a floating day to keep the total County Holidays at Thirteen (13). Seconded by Commissioner Yager. Motion passed to forward to full commission for approval.

Juvenile Judge Vacancy – No Action Taken at this time.

New Business:

None

Old Business:

None.

Meeting Adjourned



ANDERSON COUNTY GOVERNMENT

TERRY FRANK
COUNTY MAYOR

Memo

Date: March 9, 2023

To: Anderson County Budget Committee
Anderson County Board of Commissioners
From: County Mayor Terry Frank
Finance Director Robby Holbrook

RE: Understanding the types of payments for the Opioid Settlements for Anderson County

The funds Anderson County has received, and will receive fall into two (2) categories.

1. Subdivision Funds
2. Abatement Funds

These 2 Funds must be kept separately as they each have different reporting requirements, and use limitations.

Each of these funds comes from the same primary source, but Anderson County receives it in two (2) different ways. We receive some funding directly (called Subdivision Funds), and some funds from the State Opioid Council, (called Abatement Funds).

Example: Tennessee and a coalition of local subdivisions reached an agreement with pharmaceutical distributors AmerisourceBergen Corporation, Cardinal Health Inc., and McKesson Corporation ("Distributors) and manufacturer J&J. Anderson County receives a smaller amount of the settlement directly as Subdivision Fund payment. The State of Tennessee receives a settlement amount from these same companies into their trust fund managed by the Opioid Abatement Council. Anderson County will receive a share of these funds from Tennessee through the Council, and these funds are known as Abatement Funds.

What are Subdivision Fund payments to Anderson County?

Every county in Tennessee is a *political subdivision* of the State of Tennessee. Subdivision Fund payments are payments made directly to Anderson County Government as a political subdivision. These payments originate from the national settlements. These funds have very few or limited reporting requirements, and the use of these funds are defined by the

settlement agreements. These direct fund payments to Anderson County are intended to be used to address damages already incurred by opioid damage, ongoing needs, or future needs.

The reference to the use of these funds can be found in the definition section of the settlement agreement on page 6 under SS. "Opioid Remediation." See attachment with circled definition defining use.

What are Abatement Fund payments to Anderson County?

Through Tennessee State legislation, Abatement Funds are funds that go into a State of Tennessee Fund known as the Opioid Abatement Fund. These funds are disbursed by the Opioid Abatement Council. By statute, 35% of these funds are paid to counties across Tennessee. By statute, *these funds must be spent on programs and uses approved by the Opioid Abatement Council*. Attached to this memo is the 16-page approved list of expenditures. Expenditures must be reported/submitted to the Council.

How often will we receive the funds, and will they be the same each year?

We will receive payments annually, and payments will be roughly in the same amount each year. Settlement agreements are structured to pay out over 18 years, so with our current payments received, we will receive future payments for the next 16 years.

Special notes/exceptions to this:

- Figures for payments coming from the Abatement Funds will be reconfigured every four (4) years. The reasoning? If our use of funds is able to mitigate the effects of opioids, for instance, lowering of overdoses, a portion of our funds may be used in other areas of the state where their overdoses have increased.
- Johnson and Johnson/Janssen Subdivision Fund Payment: our first payment of \$154,348.89 represents a pre-payment of funds is for years 1-5.

More Settlements

Lastly, a second wave of payments built upon same model of Subdivision Funds and Abatement Funds is currently in progress. The companies for second wave are two manufacturers: Allergan and Teva, and three pharmacy chains: CVS, Walgreens, Walmart



Terry Frank
County Mayor



Robert Holbrook
Finance Director

Receipts -

Date/Time: 3/9/2023 10:16 AM

101-46845

Transactions

Page 1 of 1

Date	Transaction Type	Number	Reference	Batch ID	Posting Status	Void	Description	Debit	Credit
12/15/20...	Misc Receipt	19327	JJ - years 1-5		Posted		NATIONAL OPIOIDS SETTLEMENT		\$154,348.89
11/10/20...	Misc Receipt	18863	*Distributor Year 1		Posted		NATIONAL OPIOIDS SETTLEMENT		\$40,518.40
9/14/2022	Misc Receipt	17814	" " year 2		Posted		WILMINGTON TRUST OBI		\$38,554.03

Subdivision
Funds

Use defined
by SS. opioid remediation

can be expenditures tied to
past, current, or future

National Opioid Settlements - Payment

Adreyan O. Caldeyro <acaldeyro@browngreer.com>

To: Terry Frank <tfrank@andersoncountyttn.gov>

Cc: Roma Petkauskas <rpetkauskas@browngreer.com>; Andrew Oxenreiter
<aoxenreiter@browngreer.com>

Good Afternoon,

On 7/29/2022, the Directing Administrator initiated a Distributor payment of \$38,554.03 to your Subdivision for Payment Year 1. Please let me know if you encounter any issues or obstacles with this payment.

Thank you,

received 9/14/2022

Adreyan Caldeyro

Case Manager

BROWNGREER PLC

250 Rocketts Way

Richmond, Virginia 23231

Telephone: (888) 441-2010 Ext 1403

Facsimile: (804) 521-7299

www.browngreer.com

This electronic mail is intended to be received and read only by certain individuals. It may contain information that is privileged or protected from disclosure by law. If it has been misdirected, or if you suspect you received this in error, please notify me by replying and then delete this message and your reply. These restrictions apply to any attachment to this email.

Opioid Settlement - Second Distributor Payment

Chris A. Dunbar <Chris.Dunbar@ag.tn.gov>

Thu 3/3/2022 5:37 PM

Cc: Michael Leftwich <Michael.Leftwich@ag.tn.gov>

Hello,

BrownGreer, the national administrator for the settlement with the three national pharmaceutical distributors (AmerisourceBergen, Cardinal Health, McKesson), is ready to move forward with the second distributor payment. As with the first distributor payment, the payment process can be quickened if there is consensus regarding the payment calculations for Tennessee and its participating counties and cities.

Please see the attached document, "Distributor Second Payment Info for Subdivisions," for a description of the second payment calculations and the review process. (This document also describes the other two attachments.) The calculations merely apply the allocations determined by the Tennessee State-Subdivision Opioid Abatement Agreement, by statute, and by the distributor and J&J settlement agreements. Please note that there is a deadline of September 21, 2022, for any objections.

Future distributor payments will be made annually, with the next scheduled for July 2023.

For counties and municipalities receiving payments from the J&J settlement, we expect to have information regarding the 2022 payment to you within the next week or so.

If you have any questions or concerns please contact Michael Leftwich (Michael.Leftwich@ag.tn.gov) and Chris Dunbar (Chris.Dunbar@ag.tn.gov) or, if you are represented by outside counsel, you should contact them.

Thank you for your time.

Respectfully,
Chris Dunbar

Chris Dunbar | Assistant Attorney General
Consumer Protection Division
Office of the Tennessee Attorney General
UBS Building, 20th Floor
315 Deaderick Street, Nashville, Tennessee 37243
Mailing Address:
P.O. Box 20207, Nashville, Tennessee 37202
p. 615.741.3519
Chris.Dunbar@ag.tn.gov



received 11/10/2022

Opioid Settlement Subdivision Payment Spreadsheet - Distributor Payment 2						
1	2	3	4	5	6	7
State ID	Subdivision	County/City	County/Counties	Updated Exhibit G %	Share of Subdivision Payment 2 \$3,358,830.11	Participating Subdivision (Yes/No)
TN 1	Alexandria	City	DeKalb	0.00279130850%	\$93.76	Yes
TN 2	Algood	City	Putnam	0.00327411360%	\$109.97	Yes
TN 3	Anderson County	County	Anderson	1.20632490260%	\$40,518.40	Yes
TN 5	Arlington	City	Shelby	0.00365663090%	\$122.82	Yes
TN 8	Bartlett	City	Shelby	0.07305615660%	\$2,453.83	Yes
TN 9	Baxter	City	Putnam	0.00049720970%	\$16.70	Yes
TN 10	Bedford County	County	Bedford	0.52762388930%	\$17,721.99	Yes
TN 12	Benton County	County	Benton	0.52166080680%	\$17,521.70	Yes
TN 13	Bledsoe County	County	Bledsoe	0.13985808200%	\$4,697.60	Yes
TN 14	Blount County	County	Blount	1.91964655810%	\$64,477.67	Yes
TN 15	Bradley County	County	Bradley	1.04302175520%	\$35,033.33	Yes
TN 16	Brentwood	City	Williamson	0.04782086000%	\$1,606.22	Yes
TN 17	Bristol	City	Sullivan	0.54268711500%	\$18,227.94	Yes
TN 19	Campbell County	County	Campbell	1.59743705590%	\$53,655.20	Yes
TN 20	Cannon County	County	Cannon	0.32054539500%	\$10,766.58	Yes
TN 21	Carroll County	County	Carroll	0.44380607850%	\$14,906.69	Yes
TN 22	Carter County	County	Carter	0.84355968910%	\$28,333.74	Yes
TN 23	Celina	City	Clay	0.02778139200%	\$933.13	Yes
TN 24	Centertown	City	Warren	0.00013215380%	\$4.44	Yes
TN 26	Chapel Hill	City	Marshall	0.00436015290%	\$146.45	Yes
TN 27	Chattanooga	City	Hamilton	0.49812370280%	\$16,731.13	Yes
TN 28	Cheatham County	County	Cheatham	0.82099987810%	\$27,575.99	Yes
TN 29	Chester County	County	Chester	0.17513991180%	\$5,882.65	Yes
TN 30	Claiborne County	County	Claiborne	1.19294123570%	\$40,068.87	Yes
TN 31	Clarksville	City	Montgomery	0.22968151920%	\$7,714.61	Yes
TN 32	Clay County	County	Clay	0.29836952500%	\$10,021.73	Yes
TN 33	Cleveland	City	Bradley	0.55312822520%	\$18,578.64	Yes
TN 34	Clifton	City	Wayne	0.00224276150%	\$75.33	Yes
TN 36	Cocke County	County	Cocke	0.87462574700%	\$29,377.19	Yes
TN 37	Coffee County	County	Coffee	0.89535516980%	\$30,073.46	Yes
TN 39	Collierville	City	Shelby	0.06173753870%	\$2,073.66	Yes

National Opioid Settlements – Payment – Anderson County

Jamie McHenry <jmchenry@browngreer.com>

To: Terry Frank <tfrank@andersoncountyttn.gov>

Cc: Roma Petkauskas <rpetkauskas@browngreer.com>; Adreyan O. Caldeyro <acaldeyro@browngreer.com>

Good Afternoon:

On 11/3/2022 the Directing Administrator initiated the payments detailed in the table below to your Subdivision for Payment Years 1-5.

BGEntityID	CrossLinkID	State	Beneficiary Type	Beneficiary Name	Payment Type	Payment Amount
10371	CL-129548	Tennessee	General Purpose Government	Anderson County	Janssen Payment Year 1	\$13,720
10371	CL-129548	Tennessee	General Purpose Government	Anderson County	Janssen Payment Year 2	\$32,020
10371	CL-129548	Tennessee	General Purpose Government	Anderson County	Janssen Payment Year 3	\$25,620
10371	CL-129548	Tennessee	General Purpose Government	Anderson County	Janssen Payment Year 4	\$39,350
10371	CL-129548	Tennessee	General Purpose Government	Anderson County	Janssen Payment Year 5	\$43,610

Please reach out to your State's Attorney General's Office if you have any questions regarding how your Subdivision's payment amount was calculated or how your Subdivision can use Settlement Funds.

Please let me know if you encounter any issues or obstacles with this payment.

Thank you,

Jamie McHenry

Case Manager

BROWNGREER PLC

250 Rocketts Way

Richmond, Virginia 23231

Telephone: (888) 441-2010 Ext 6108

Facsimile: (804) 521-7299

www.browngreer.com

received 12/15/2022



This electronic mail is intended to be received and read only by certain individuals. It may contain information that is privileged or protected from disclosure by law. If it has been misdirected, or if you suspect you received this in error, please notify me by replying and then delete this message and your reply. These restrictions apply to any attachment to this email.

→ USE : ←

SS. “*Opioid Remediation.*” Care, treatment, and other programs and expenditures (including reimbursement for past such programs or expenditures¹ except where this Agreement restricts the use of funds solely to future Opioid Remediation) designed to (1) address the misuse and abuse of opioid products, (2) treat or mitigate opioid use or related disorders, or (3) mitigate other alleged effects of, including on those injured as a result of, the opioid epidemic. Exhibit E provides a non-exhaustive list of expenditures that qualify as being paid for Opioid Remediation. Qualifying expenditures may include reasonable related administrative expenses.

TT. “*Opioid Tax.*” Any tax, assessment, license fee, surcharge or any other fee (other than a fixed prospective excise tax or similar tax or fee that has no restriction on pass-through) imposed by a State on a Settling Distributor on the sale, transfer or distribution of opioid products; *provided, however*, that neither the Excise Tax on sale of Opioids, Article 20-D of New York’s Tax Law nor the Opioid Stewardship Act, Article 33, Title 2-A of New York’s Public Health Law shall be considered an Opioid Tax for purposes of this Agreement.

UU. “*Overall Allocation Percentage.*” A Settling State’s percentage as set forth in Exhibit F. The aggregate Overall Allocation Percentages of all States (including Settling States and Non-Settling States) shall equal one hundred percent (100%).

VV. “*Participating Subdivision.*” Any Subdivision that meets the requirements for becoming a Participating Subdivision under Section VII.B and Section VII.C. Participating Subdivisions include both Initial Participating Subdivisions and Later Participating Subdivisions.

WW. “*Participation Tier.*” The level of participation in this Agreement as determined pursuant to Section VIII.C using the criteria set forth in Exhibit H.

XX. “*Parties.*” The Settling Distributors and the Settling States (each, a “*Party*”).

YY. “*Payment Date.*” The date on which the Settling Distributors make the Annual Payment pursuant to Section IV.B.

ZZ. “*Payment Year.*” The calendar year during which the applicable Annual Payment is due pursuant to Section IV.B. Payment Year 1 is 2021, Payment Year 2 is 2022 and so forth. References to payment “*for a Payment Year*” mean the Annual Payment due during that year. References to eligibility “*for a Payment Year*” mean eligibility in connection with the Annual Payment due during that year.

AAA. “*Preliminary Agreement Date.*” The date on which the Settling Distributors are to inform the Settling States of their determination whether the condition in Section II.B has been satisfied. The Preliminary Agreement Date shall be no more than fourteen (14) calendar days after the end of the notice period to States, unless it is extended by written agreement of the Settling Distributors and the Enforcement Committee.

BBB. “*Prepayment Notice.*” As defined in Section IV.J.1.

¹ Reimbursement includes amounts paid to any governmental entities for past expenditures or programs.

**Anderson County
Miscellaneous Receipt**

Misc. Receipt No: 20745
POS Receipt No: 117769
Receipt Date: 03/09/2023

Received By: Grace Rutherford
Received On: 03/09/2023 9:00 AM

Customer ID: 1055
Name: STATE-TN PAY
Description: OPIOID ABATEMENT COUNTY
DISTRIBUTIONS

Miscellaneous Receipt Total
\$425,159.28

GL Account Number	GL Account Description	Debit	Credit
101. -46845	Opioid Settlement Funds	\$0.00	\$425,159.28
Miscellaneous Receipt Totals:		\$0.00	\$425,159.28

Thank You!

Abatement
Funds
from Tennessee
Opioid Council

* use defined by
16 page document
think future
for these funds

Use of Abatement Funds

Tennessee Opioid Abatement Council Revised & Adopted September 30, 2022

EXHIBIT E

Tennessee's Opioid Abatement & Remediation Uses

Schedule A Core Strategies

A. NALOXONE OR OTHER FDA-APPROVED DRUG TO REVERSE
OPIOID OVERDOSES

1. Expand training for first responders, schools, community support groups and families; and
2. Increase distribution to individuals who are uninsured or whose insurance does not cover the needed service.

B. MEDICATION-ASSISTED TREATMENT ("MAT")
DISTRIBUTION AND OTHER OPIOID-RELATED
TREATMENT

1. Increase distribution of MAT to individuals who are uninsured or whose insurance does not cover the needed service;
2. Provide education to school-based and youth-focused programs that discourage or prevent misuse;
3. Provide MAT education and awareness training to healthcare providers, EMTs, law enforcement, and other first responders; and
4. Provide treatment and recovery support services such as residential and inpatient treatment, intensive outpatient treatment, outpatient therapy or counseling, and recovery housing that allow or integrate medication and with other support services.

C. PREGNANT & POSTPARTUM WOMEN

1. Expand Screening, Brief Intervention, and Referral to Treatment ("SBIRT") services to non-Medicaid eligible or uninsured pregnant women;
2. Expand comprehensive evidence-based treatment and recovery services,

including MAT, for women with co- occurring Opioid Use Disorder ("OUD") and other Substance Use Disorder ("SUD")/Mental Health disorders for uninsured individuals for up to 12 months postpartum; and

3. Provide comprehensive wrap-around services to individuals with OUD, including housing, transportation, job placement/training, and childcare.

D. EXPANDING TREATMENT FOR NEONATAL ABSTINENCE SYNDROME ("NAS")

1. Expand comprehensive evidence-based and recovery support for NAS babies;
2. Expand services for better continuum of care with infant- need dyad; and
3. Expand long-term treatment and services for medical monitoring of NAS babies and their families.

E. EXPANSION OF WARM HAND-OFF PROGRAMS AND RECOVERY SERVICES

1. Expand services such as navigators and on-call teams to begin MAT in hospital emergency departments;
2. Expand warm hand-off services to transition to recovery services;
3. Broaden scope of recovery services to include co-occurring SUD or mental health conditions;
4. Provide comprehensive wrap-around services to individuals in recovery, including housing, transportation, job placement/training, and childcare; and
5. Hire additional social workers or other behavioral health workers to facilitate expansions above.

F. TREATMENT FOR INCARCERATED POPULATION

1. Provide evidence-based treatment and recovery support, including MAT for persons with OUD and co-occurring SUD/MH disorders within and transitioning out of the criminal justice system; and
2. Increase funding for jails to provide treatment to inmates with OUD.

G. PREVENTION PROGRAMS

1. Funding for media campaigns to prevent opioid use (similar to the FDA's "Real Cost" campaign to prevent youth from misusing tobacco);

2. Funding for evidence-based prevention programs in schools;
3. Funding for medical provider education and outreach regarding best prescribing practices for opioids consistent with the CDC's Updated Clinical Practice Guideline for Prescribing Opioids, the Tennessee Department of Health Chronic Pain Guideline, and current evidence;
4. Funding for community drug disposal programs; and
5. Funding and training for first responders to participate in pre-arrest diversion programs, post-overdose response teams, or similar strategies that connect at-risk individuals to behavioral health services and supports.

H. EXPANDING SYRINGE SERVICE PROGRAMS

1. Provide comprehensive syringe services programs with more wrap-around services, including linkage to OUD treatment, access to sterile syringes and linkage to care and treatment of infectious diseases.

**I. EVIDENCE-BASED DATA COLLECTION AND RESEARCH
ANALYZING THE EFFECTIVENESS OF THE ABATEMENT
STRATEGIES WITHIN THE STATE**

Schedule B
Approved Uses

Support treatment of Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder or Mental Health (SUD/MH) conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

PART ONE: TREATMENT

A. TREAT OPIOID USE DISORDER (OUD)

Support treatment of Opioid Use Disorder ("*OUD*") and any co-occurring Substance Use Disorder or Mental Health ("*SUDMH*") conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:²

1. Expand availability of treatment for OUD and any co-occurring SUD/MH conditions, including all forms of Medication-Assisted Treatment ("*MAT*") approved by the U.S. Food and Drug Administration.
2. Support and reimburse evidence-based services that adhere to the American Society of Addiction Medicine ("*ASAM*") continuum of care for OUD and any co-occurring SUD/MH conditions.
3. Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MH conditions, including MAT, as well as counseling, psychiatric support, and other treatment and recovery support services.
4. Improve oversight of Opioid Treatment Programs ("*OTPs*") to assure evidence-based or evidence-informed practices such as adequate methadone dosing and low threshold approaches to treatment.
5. Support mobile intervention, treatment, and recovery services, offered by qualified professionals and service providers, such as peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions and for persons who have experienced an opioid overdose.
6. Provide treatment of trauma for individuals with OUD (*e.g.*, violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (*e.g.*, surviving family members after an overdose or overdose fatality), and training of health care personnel to identify and address such

trauma.

7. Support evidence-based withdrawal management services for people with OUD and any co-occurring mental health conditions.
8. Provide training on MAT for health care providers, first responders, students, or other supporting professionals, such as peer recovery coaches or recovery outreach specialists, including telementoring to assist community-based providers in rural or underserved areas.
9. Support workforce development for addiction professionals who work with persons with OUD and any co-occurring SUD/MH conditions.
10. Offer fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.
11. Offer scholarships and supports for behavioral health practitioners or workers involved in addressing OUD and any co-occurring SUD/MH or mental health conditions, including, but not limited to, training, scholarships, fellowships, loan repayment programs, or other incentives for providers to work in rural or underserved areas.
12. Provide funding and training for clinicians to obtain a waiver under the federal Drug Addiction Treatment Act of 2000 ("*DATA 2000*") to prescribe MAT for OUD, and provide technical assistance and professional support to clinicians who have obtained a DATA 2000 waiver.
13. Disseminate web-based training curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service-Opioids web-based training curriculum and motivational interviewing.
14. Develop and disseminate new curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service for Medication-Assisted Treatment.

B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY

Support people in recovery from OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the programs or strategies that:

1. Provide comprehensive wrap-around services to individuals with OUD and any co-occurring SUD/MH conditions, including housing, transportation, education, job placement, job training, or childcare.
2. Provide the full continuum of care of treatment and recovery services for OUD

and any co-occurring SUD/MH conditions, including supportive housing, peer support services and counseling, community navigators, case management, and connections to community-based services.

3. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions.
4. Provide access to housing for people with OUD and any co-occurring SUD/MH conditions, including supportive housing, recovery housing, housing assistance programs, training for housing providers, or recovery housing programs that allow or integrate FDA-approved mediation with other support services.
5. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions.
6. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD and any co-occurring SUD/MH conditions.
7. Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MH conditions.
8. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MH conditions.
9. Identify successful recovery programs such as physician, pilot, and college recovery programs, and provide support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.
10. Engage non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to support the person with OUD in the family.
11. Provide training and development of procedures for government staff to appropriately interact and provide social and other services to individuals with or in recovery from OUD, including reducing stigma.
12. Support stigma reduction efforts regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.
13. Create or support culturally appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions, including new

Americans.

14. Create and/or support recovery high schools.

15. Hire or train behavioral health workers to provide or expand any of the services or supports listed above.

C. CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED (CONNECTIONS TO CARE)

Provide connections to care for people who have--or are at risk of developing-- OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment.
2. Fund SBIRT programs to reduce the transition from use to disorders, including SBIRT services to pregnant women who are uninsured or not eligible for Medicaid.
3. Provide training and long-term implementation of SBIRT in key systems (health, schools, colleges, criminal justice, and probation), with a focus on youth and young adults when transition from misuse to opioid disorder is common.
4. Purchase automated versions of SBIRT and support ongoing costs of the technology.
5. Expand services such as navigators and on-call teams to begin MAT in hospital emergency departments.
6. Provide training for emergency room personnel treating opioid overdose patients on post-discharge planning, including community referrals for MAT, recovery case management or support services.
7. Support hospital programs that transition persons with OUD and any co-occurring SUD/MH conditions, or persons who have experienced an opioid overdose, into clinically appropriate follow-up care through a bridge clinic or similar approach.
8. Support crisis stabilization centers that serve as an alternative to hospital emergency departments for persons with OUD and any co-occurring SUD/MH conditions or persons that have experienced an opioid overdose.

9. Support the work of Emergency Medical Systems, including peer support specialists, to connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event.
10. Provide funding for peer support specialists or recovery coaches in emergency departments, detox facilities, recovery centers, recovery housing, or similar settings; offer services, supports, or connections to care to persons with OUD and any co-occurring SUD/MH conditions or to persons who have experienced an opioid overdose.
11. Expand warm hand-off services to transition to recovery services.
12. Create or support school-based contacts that parents can engage with to seek immediate treatment services for their child; and support prevention, intervention, treatment, and recovery programs focused on young people.
13. Develop and support best practices on addressing OUD in the workplace.
14. Support assistance programs for health care providers with OUD.
15. Engage non-profits and the faith community as a system to support outreach for treatment.
16. Support centralized call centers that provide information and connections to appropriate services and supports for persons with OUD and any co-occurring SUD/MH conditions.

D. ADDRESS THE NEEDS OF CRIMINAL JUSTICE-INVOLVED PERSONS

Address the needs of persons with OUD and any co-occurring SUD/MH conditions who are involved in, are at risk of becoming involved in, or are transitioning out of the criminal justice system through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support pre-arrest or pre-arraignment diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions; including established strategies such as:
 1. Self-referral strategies such as the Angel Programs or the Police Assisted Addiction Recovery Initiative ("*PAARI*");
 2. Active outreach strategies such as the Drug Abuse Response Team ("*DART*")

model;

3. "Naloxone Plus" strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;
 4. Officer prevention strategies, such as the Law Enforcement Assisted Diversion ("*LEAD*") model;
 5. Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network or the Chicago Westside Narcotics Diversion to Treatment Initiative; or
 6. Co-responder and/or alternative responder models to address ODD-related 911 calls with greater SUD expertise.
2. Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH conditions to evidence-informed treatment, including MAT, and related services.
 3. Support treatment and recovery courts that provide evidence-based options for persons with OUD and any co-occurring SUD/MH conditions.
 4. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are incarcerated in jail or prison.
 5. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are leaving jail or prison or have recently left jail or prison, are on probation or parole, are under community corrections supervision, or are in re-entry programs or facilities.
 6. Support critical time interventions ("*CTI*"), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.
 7. Provide training on best practices for addressing the needs of criminal justice-involved persons with OUD and any co-occurring SUD/MH conditions to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, harm reduction, case management, or

other services offered in connection with any of the strategies described in this section.

E. ADDRESS THE NEEDS OF PREGNANT OR PARENTING WOMEN AND THEIR FAMILIES, INCLUDING BABIES WITH NEONATAL ABSTINENCE SYNDROME

Address the needs of pregnant or parenting women with OUD and any co-occurring SUD/MH conditions, and the needs of their families, including babies with neonatal abstinence syndrome ("NAS"), through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support evidence-based or evidence-informed treatment, including MAT, recovery services and supports, and prevention services for pregnant women---or women who could become pregnant---who have OUD and any co-occurring SUD/MH conditions, and other measures to educate and provide support to families affected by Neonatal Abstinence Syndrome.
2. Expand comprehensive evidence-based treatment and recovery services, including MAT, for uninsured women with OUD and any co-occurring SUD/MH conditions for up to 12 months postpartum.
3. Provide training for obstetricians or other healthcare personnel who work with pregnant women and their families regarding treatment of OUD and any co-occurring SUD/MH conditions.
4. Expand comprehensive evidence-based treatment and recovery support for NAS babies; expand services for better continuum of care with infant-need dyad; and expand long-term treatment and services for medical monitoring of NAS babies and their families.
5. Provide training to health care providers who work with pregnant or parenting women on best practices for compliance with federal requirements that children born with NAS get referred to appropriate services and receive a plan of safe care.
6. Provide child and family supports for parenting women with OUD and any co- occurring SUD/MH conditions.
7. Provide enhanced family support and childcare services for parents with OUD and any co-occurring SUD/MH conditions.
8. Provide enhanced support for children and family members suffering trauma as a result of addiction in the family; and offer trauma-informed

behavioral health treatment for adverse childhood events.

9. Offer home-based wrap-around services to persons with OUD and any co-occurring SUD/MH conditions, including, but not limited to, parent skills training.
10. Provide support for Children's Services-Fund additional positions and services, including supportive housing and other residential services, relating to children being removed from the home and/or placed in foster care due to custodial opioid use.

PART TWO: PREVENTION

F. PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS

Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding for medical provider education and outreach regarding best prescribing practices for opioids consistent with the CDC's Updated Clinical Practice Guideline for Prescribing Opioids, the Tennessee Department of Health Chronic Pain Guideline, and current evidence.
2. Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.
3. Continuing Medical Education (CME) on appropriate prescribing of opioids.
4. Providing Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain.
5. Supporting enhancements or improvements to Prescription Drug Monitoring Programs ("PDMPs"), including, but not limited to, improvements that:
 1. Increase the number of prescribers using PDMPs;
 2. Improve point-of-care decision-making by increasing the quantity, quality, or format of data available to prescribers using PDMPs, by improving the interface that prescribers use to access PDMP data, or both; or

3. Enable states to use PDMP data in support of surveillance or intervention strategies, including MAT referrals and follow-up for individuals identified within PDMP data as likely to experience OUD in a manner that complies with all relevant privacy and security laws and rules.
6. Ensuring PDMPs incorporate available overdose/naloxone deployment data, including the United States Department of Transportation's Emergency Medical Technician overdose database in a manner that complies with all relevant privacy and security laws and rules.
7. Increasing electronic prescribing to prevent diversion or forgery.
8. Educating dispensers on appropriate opioid dispensing.

G. PREVENT MISUSE OF OPIOIDS

Support efforts to discourage or prevent misuse of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding media campaigns to prevent opioid misuse.
2. Corrective advertising or affirmative public education campaigns based on evidence.
3. Public education relating to drug disposal.
4. Drug take-back disposal or destruction programs.
5. Funding community anti-drug coalitions that engage in drug prevention efforts.
6. Supporting community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction-including staffing, educational campaigns, support for people in treatment or recovery, or training of coalitions in evidence-informed implementation, including the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration ("SAMHSA").
7. Engaging non-profits and faith-based communities as systems to support prevention.
8. Funding evidence-based prevention programs in schools or evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and

student associations, and others.

9. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
10. Create or support community-based education or intervention services for families, youth, and adolescents at risk for OUD and any co-occurring SUD/MH conditions.
11. Support evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.
12. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health workers or other school staff, to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or another drug misuse.

H. PREVENT OVERDOSE DEATHS AND OTHER HARMS (HARM REDUCTION)

Support efforts to prevent or reduce overdose deaths or other opioid-related harms through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Increased availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, individuals with OUD and their friends and family members, schools, community navigators and outreach workers, persons being released from jail or prison, or other members of the general public.
2. Public health entities providing free naloxone to anyone in the community.
3. Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, community support groups, and other members of the general public.
4. Enabling school nurses and other school staff to respond to opioid overdoses, and provide them with naloxone, training, and support.
5. Expanding, improving, or developing data tracking software and applications for overdoses/naloxone revivals.
6. Public education relating to emergency responses to overdoses.

7. Public education relating to immunity and Good Samaritan laws.
8. Educating first responders regarding the existence and operation of immunity and Good Samaritan laws.
9. Syringe service programs and other evidence-informed programs to reduce harms associated with intravenous drug use, including supplies, staffing, space, peer support services, referrals to treatment, fentanyl checking, connections to care, and the full range of harm reduction and treatment services provided by these programs.
10. Expanding access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.
11. Supporting mobile units that offer or provide referrals to harm reduction services, treatment, recovery supports, health care, or other appropriate services to persons that use opioids or persons with OUD and any co-occurring SUD/MH conditions.
12. Providing training in harm reduction strategies to health care providers, students, peer recovery coaches, recovery outreach specialists, or other professionals that provide care to persons who use opioids or persons with OUD and any co-occurring SUD/MH conditions.
13. Supporting screening for fentanyl in routine clinical toxicology testing.

PART THREE: OTHER STRATEGIES

I. FIRST RESPONDERS

In addition to items in section C, D and H relating to first responders, support the following:

1. Education of law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.
2. Provision of wellness and support services for first responders and others who experience secondary trauma associated with opioid-related emergency events.

J. LEADERSHIP, PLANNING AND COORDINATION

Support efforts to provide leadership, planning, coordination, facilitations, training and technical assistance to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Statewide, regional, local or community regional planning to identify root causes of addiction and overdose, goals for reducing harms related to the opioid epidemic, and areas and populations with the greatest needs for treatment intervention services, and to support training and technical assistance and other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
2. A dashboard to (a) share reports, recommendations, or plans to spend opioid settlement funds; (b) to show how opioid settlement funds have been spent; (c) to report program or strategy outcomes; or (d) to track, share or visualize key opioid- or health-related indicators and supports as identified through collaborative statewide, regional, local or community processes.
3. Invest in infrastructure or staffing at government or not-for-profit agencies to support collaborative, cross-system coordination with the purpose of preventing overprescribing, opioid misuse, or opioid overdoses, treating those with OUD and any co-occurring SUD/MH conditions, supporting them in treatment or recovery, connecting them to care, or implementing other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
4. Provide resources to staff government oversight and management of opioid abatement programs.

K. TRAINING

In addition to the training referred to throughout this document, support training to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, those that:

1. Provide funding for staff training or networking programs and services to improve the capability of government, community, and not-for-profit entities to abate the opioid crisis.
2. Support infrastructure and staffing for collaborative cross-system coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD and any co- occurring SUD/MH conditions, or implement other strategies to abate the opioid epidemic described in this opioid abatement strategy list (*e.g.*, health care, primary care, pharmacies, PDMPs, etc.).

L. RESEARCH

Support opioid abatement research that may include, but is not limited to, the following:

1. Monitoring, surveillance, data collection and evaluation of programs and strategies described in this opioid abatement strategy list.
2. Research non-opioid treatment of chronic pain.
3. Research on improved service delivery for modalities such as SBIRT that demonstrate promising but mixed results in populations vulnerable to opioid use disorders.
4. Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.
5. Research on innovative supply-side enforcement efforts such as improved detection of mail-based delivery of synthetic opioids.
6. Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (*e.g.*, Hawaii HOPE and Dakota 24/7).
7. Epidemiological surveillance of OUD-related behaviors in critical populations, including individuals entering the criminal justice system, including, but not limited to approaches modeled on the Arrestee Drug Abuse Monitoring (“ADAM”) system.
8. Qualitative and quantitative research regarding public health risks and harm reduction opportunities within illicit drug markets, including surveys of market participants who sell or distribute illicit opioids.
9. Geospatial analysis of access barriers to MAT and their association with treatment engagement and treatment outcomes.

**STATE OF TENNESSEE
LENGTH OF SERVICE AWARD PROGRAM**

**RESOLUTION AND
PARTICIPATION AGREEMENT**

Anderson County

[Eligible Employer]

**Administered by:
Treasurer, State of Tennessee
Deferred Compensation Program
502 Deaderick Street
Andrew Jackson State Office Building
Nashville, Tennessee 37243
Telephone: 615-532-1183**

RESOLUTION

WHEREAS, the Anderson County Government (hereinafter referred to as the "Eligible Employer") has determined that in the interest of attracting and retaining bona fide volunteers to perform firefighting and prevention services; emergency medical services; and/or ambulance services, it wishes to participate in the Length of Service Award Program, administered by the State of Tennessee, Department of Treasury, established pursuant to Section 457 of the Internal Revenue Code (as amended and along with associated federal rules and regulations, the "Code") and Tennessee Code Annotated, Section 8-25-115 (the "LOSAP" or the "Plan");

WHEREAS, Tennessee Code Annotated, Section 8-25-115 allows the Eligible Employer to participate in the LOSAP, subject to the approval of the State Treasurer (the "Treasurer");

WHEREAS, the Eligible Employer, on behalf of its agencies, instrumentalities, and other organizations constituting eligible employers pursuant to 26 U.S.C. §457(e)(1) (the "eligible employers" or each an "eligible employer"), intends to allow its eligible employers to apply to participate in the State's grant program in which the State, subject to a State appropriation, may award to an eligible employer a grant contribution for each bona fide volunteer ("Volunteer" or "Volunteers") to a statutorily determined amount;

WHEREAS, should an eligible employer apply to participate in the grant program, the eligible employer must certify to the State Treasurer each year the number and names of the Volunteers for which the required minimum contribution will be made to receive a grant contribution for each Volunteer;

WHEREAS, in order for an eligible employer to continue its participation in the grant program, it must submit to the State Treasurer an application and certification of the number and names of the Volunteers, and the contribution amount for each Volunteer. Should the eligible employer fail to meet these requirements, the eligible employer will not receive the grant award for that year;

WHEREAS, the liability for participation and the costs of administration shall be the sole responsibility of the Eligible Employer, its eligible employers and/or its Volunteers, and not the State of Tennessee; and

WHEREAS, the Anderson County Commission ("Governing Authority") of the Eligible Employer is authorized by law to adopt this Resolution approving the Eligible Employer's participation in the LOSAP through this Participation Agreement on behalf of the Eligible Employer and its eligible employers.

NOW, THEREFORE, the Governing Authority of the Eligible Employer hereby resolves:

1. The Eligible Employer has received a copy of the LOSAP Plan Document and hereby elects to participate in the LOSAP Plan on behalf of its eligible employers, pursuant to the terms of the Participation Agreement attached to and incorporated into this Resolution. The Eligible Employer agrees and acknowledges that it has read and understood the LOSAP Plan Document and had the opportunity to consult with the appropriate legal, tax or other advisors to evaluate the risks and merits of the LOSAP Plan. Through this resolution, the Eligible Employer accepts the terms and conditions of the LOSAP Plan which are contained in the applicable laws, rules policies, procedures and the LOSAP Plan Document, which may be amended from time to time. The Eligible Employer agrees and acknowledges that it will ensure its eligible employer's compliance with the plan document;
2. The Eligible Employer reserves the right to amend its elections under the Participation Agreement, so long as the amendment is not inconsistent with the LOSAP Plan Document, the Code, Tennessee law, or other applicable law and is approved by the Treasurer;
3. For the purpose of the Plan, the Eligible Employer shall be deemed to have designated irrevocably the Treasurer as its agent, except as otherwise specifically provided herein or in the Participation Agreement;
4. The Treasurer may amend the Plan on behalf of all Eligible Employers, including those Eligible Employers who have elected to participate in the Plan prior to a restatement or amendment of the Plan, for changes in the Code, the regulations thereunder, Tennessee law, revenue rulings, other statements published by the Internal Revenue Service ("IRS"), including model, sample, or other required good faith amendments, and for other reasons that are deemed at the discretion of the Treasurer and the Commissioner of Finance and Administration, to be in the interest of the Plan. These amendments shall be automatically applicable to all Eligible Employers;
5. The Treasurer will maintain a record of the Eligible Employers and will make reasonable and diligent efforts to ensure that Eligible Employers have received all Plan amendments;
6. The Eligible Employer shall abide by the terms of the Plan, including amendments to the Plan made by the Treasurer, all investment, administrative, and other service agreements of the Plan, and all applicable provisions of the Code, Tennessee law, and other applicable law. The Eligible Employer shall ensure that its eligible employers will comply with the Plan terms;
7. The Eligible Employer accepts the administrative services to be provided by the Tennessee Treasury Department and any services provided by Plan vendors. The Eligible Employer acknowledges that fees will be imposed with respect to the services provided and that such fees may be deducted from the Volunteers' accounts and/or charged to the Eligible Employer, and such fees may be changed at any time upon written notice to the Eligible Employer;
8. Subject to the provisions of the Plan and in accordance with its terms, the Eligible Employer

may terminate its participation in the Plan;

9. The Eligible Employer acknowledges that the Plan Document contains provisions for Plan termination by the Trustees, subject to applicable Tennessee law;
10. The Eligible Employer acknowledges that all assets held in connection with the Plan, including all contributions to the Plan, remain the property of the Eligible Employer until distribution is made to a Volunteer;
11. The Eligible Employer acknowledges that only those persons who meet the requirements of Section 457 of the Code, including, but not limited to, being a bona fide volunteer, shall be permitted to enroll in the Plan;
12. The Eligible Employer understands that IRS rules and Tennessee law limit participation in the Plan to those entities meeting the definition of "eligible employer" under Section 457 of the Code. Any eligible employer will notify the Treasurer in writing within ten (10) calendar days if it ceases to be a governmental entity under applicable federal or Tennessee law, and/or if it loses its tax-exempt status;
13. The Eligible Employer agrees to abide by the Treasurer's decisions on all matters within the Treasurer's discretion involving the Plan, and will ensure its eligible employers compliance;
14. This Resolution and the Participation Agreement shall be submitted to the Treasurer for approval. The Treasurer shall determine whether the Resolution and the Agreement comply with the Plan and, if they do, shall provide appropriate forms to the Eligible Employer to implement participation in the Plan. The Treasurer may refuse to approve a Participation Agreement executed by an Eligible Employer that, in the Treasurer's sole discretion, does not qualify to participate in the Plan; and
15. The Governing Authority hereby acknowledges that it is responsible to assure that this Resolution and the Participation Agreement are adopted and executed in accordance with the requirements of applicable law.

Adopted by the Governing Authority on _____, _____, in
accordance with applicable law.

Printed Name: _____

Printed Name: _____

Signature: _____

Signature: _____

Title: _____

Title: _____

Attest Printed Name: _____

Attest Signature: _____

Attest Title: _____

Date: _____

[Governing Authority must assure that applicable law is followed in the
adoption and execution of this resolution.]

THE STATE OF TENNESSEE
LENGTH OF SERVICE AWARD PLAN
FOR VOLUNTEERS

PARTICIPATION AGREEMENT

Anderson County
[ELIGIBLE EMPLOYER]

This Participation Agreement ("Agreement"), with the accompanying State of Tennessee, Length of Service Award Program ("Program") and the Program Plan Document ("Plan Document") attached hereto as Exhibit A and the Resolution authorizing participation, is designed to comply with Internal Revenue Code ("Code") Section 457(b) as amended, and all applicable rules, regulations, notices, and interpretations released by the United States treasury, including the internal revenue service. By adopting this Agreement, with its accompanying Resolution, the Eligible Employer, on behalf of its agencies, instrumentalities, and other organizations constituting eligible employers pursuant to 26 U.S.C. §457(e)(1) (the "eligible employers" or each an "eligible employer"), is adopting the Plan Document intended to comply with Code Section 457(b).

This Agreement is for the following purpose: (check and complete one box)

- ☒ The Eligible Employer hereby adopts and agrees to participate in the Program effective July 1, 2023 (insert effective date of this Agreement).
- ☐ This is an amendment to be effective as of _____, _____, to the current Agreement previously adopted by the Eligible Employer, which was originally effective _____, _____.

1. Eligibility. Volunteers meeting the requirements set forth in Appendix A will be eligible for a contribution from the Eligible Employer to the Volunteer's Plan Account.

2. Forfeiture. A Participant's unvested Account balance will be forfeited if the Participant is:

- ☐ Absent from volunteer service for two consecutive years;
- ☒ Absent from volunteer service for three consecutive years;
- ☐ Other: _____
(Other Forfeiture Requirement Established by the Eligible Employer)

3. Contributions. The Eligible Employer shall transfer contributions for Participants to the Administrator's recordkeeper annually, on or before the last business day of

the calendar year, in accordance with instructions to be provided by the Administrator. The annual contribution amount must be no less than \$200.00 per Participant but may not exceed the applicable limit set by federal law. As of the execution date of this agreement, that limit is \$6,000.00. The Eligible Employer's annual contribution amount shall be indicated in its annual budget.

4. Grant Contributions. Should an eligible employer participate in the State's grant program, the eligible employer shall complete an Application and Certification for that calendar year. Additionally, should a Participant cease to be a Volunteer with an Eligible Employer or its eligible employers, the grant amount deposited in that Participant's Account shall be subject to forfeiture pursuant to Section 6.02 in the Plan.

5. Compliance and Reporting. The Eligible Employer is solely responsible for complying with the terms of the Plan and ensuring that its eligible employers comply with this Plan. Neither the State of Tennessee, Department of Treasury, as Administrator, nor any of the Administrator's service providers shall be obligated to determine and ensure compliance with the Plan's terms by the Eligible Employer, or its eligible employers. Notwithstanding the foregoing, the Administrator may require the Eligible Employer or any of its eligible employers to submit reports relative to enrollment, contributions and compliance with the Plan Document and this Participation Agreement. The Eligible Employer and any of its eligible employers shall promptly provide any such reports and shall make any of its records relative to the Plan available to the Administrator at any time.

This Participation Agreement is duly executed on behalf of the Eligible Employer by the undersigned signatories.

Printed Name: _____

Printed Name: _____

Signature: _____

Signature: _____

Title: _____

Title: _____

APPROVED BY ADMINISTRATOR

David H. Lillard, Jr., State Treasurer

DATE

APPENDIX A
Eligibility Criteria

The Volunteer must earn 50 points in a calendar year to be eligible for a LOSAP contribution.

Volunteers may earn up to 35 points per year for training, drills, and meetings:

- 1 point per hour of training
- 1 point per hour of drill
- 1 point per hour of mandatory meeting

Volunteers may earn up to 40 points per year for participation in any response scenario:

- 15 points for participation in 5-9% of calls at a single eligible employer (Anderson County Volunteer Fire Department or Rescue Squad).
- 20 points for participation in 10-14% of calls at a single eligible employer (Anderson County Volunteer Fire Department or Rescue Squad).
- 30 points for participation in 15-19% of calls at a single eligible employer (Anderson County Volunteer Fire Department or Rescue Squad).
- 40 points for participation in 20% or more of calls at a single eligible employer (Anderson County Volunteer Fire Department or Rescue Squad).

EXHIBIT A
Plan Document

See attached

THE STATE OF TENNESSEE
LENGTH OF SERVICE AWARD PROGRAM
FOR VOLUNTEERS
PLAN DOCUMENT

The STATE hereby adopts this Length of Service Award Program for Volunteers which consists of the provisions set forth in this document and is applicable to each VOLUNTEER who becomes a PARTICIPANT in the PLAN through an ELIGIBLE EMPLOYER's participation in the PLAN. The PLAN is effective as to each PARTICIPANT upon the date he or she becomes eligible under the terms of the PLAN.

ARTICLE I
Definitions

- 1.01** The following terms shall, for purposes of this PLAN, have the meaning set forth below:
- a. **ACCOUNT VALUE** means the value of the PARTICIPANT'S account as of a particular time, reflecting applicable contributions, forfeitures, investment income or loss, as well as administrative and investment expenses.
 - b. **ADMINISTRATOR** means the State of Tennessee, Department of Treasury.
 - c. **CODE** means the Internal Revenue Code of 1986 as amended, and all rules, regulations, notices, and interpretations released by the United States Treasury, including the Internal Revenue Service.
 - d. **ELIGIBLE EMPLOYER** means an entity as defined in Section 457(e) of the Code, which has elected to participate in the PLAN through the completion of a participation agreement.
 - e. **PARTICIPANT** means a VOLUNTEER who has satisfied the requirements for participation in the PLAN.
 - f. **PLAN** means this Length of Service Award Program for Volunteers as set forth in this document, as amended from time to time.
 - g. **PLAN YEAR** means the calendar year.
 - h. **TRUSTEE** means the trustee or trustees pursuant to T.C.A. § 8-25-115 and any duly appointed successor trustee or trustees.
 - i. **VOLUNTEER** means a bona fide volunteer as defined in Section 457 of the CODE.

ARTICLE II
Purpose of the PLAN

- 2.01** This PLAN is intended to be a Length of Service Award Plan as defined in Code Section 457(e)(11) and is to be interpreted in every instance consistently with the requirements of such Section and the CODE.

ARTICLE III
Administrator: Appointment and Responsibilities

- 3.01** The State of Tennessee, Department of Treasury, is the ADMINISTRATOR of the Plan.
- 3.02** Subject to applicable laws, the ADMINISTRATOR shall have full power and authority to adopt procedures for the administration of the PLAN and to interpret, alter, amend or revoke any procedures so adopted. The ADMINISTRATOR's duties shall include those referenced in T.C.A. § 8-25-115. The ADMINISTRATOR may interpret the PLAN provisions in the event of ambiguity of any provision and to resolve any question of fact necessary to determine participation, vesting, or awards under the PLAN.
- 3.03** All reasonable costs, charges and expenses incurred by the ADMINISTRATOR in connection with the administration of the PLAN (including, but not limited to, fees for legal services rendered to the ADMINISTRATOR) may be paid by the ELIGIBLE EMPLOYERS, but if not paid by the ELIGIBLE EMPLOYERS when due may be paid from PLAN assets. In the event any part of the assets in the PLAN becomes subject to tax, all taxes incurred shall be paid from the PLAN assets unless the ADMINISTRATOR advises the TRUSTEES not to pay such tax.
- 3.04** Every action taken by the ADMINISTRATOR shall be presumed to be a fair and reasonable exercise of the authority vested in or the duties imposed upon it. The ADMINISTRATOR shall be deemed to have exercised reasonable care, diligence and prudence and to have acted impartially as to all persons interested unless the contrary be proven by affirmative evidence. The ADMINISTRATOR shall not be liable for ELIGIBLE EMPLOYER contributions or for other amounts payable under the PLAN.
- 3.05** Subject to any applicable laws, the ADMINISTRATOR may delegate any or all of its powers and duties hereunder to another person, persons or entity and may pay reasonable compensation for such services as an administrative expense of the PLAN to the extent such compensation is not otherwise paid.
- 3.06** By participating in the PLAN, a PARTICIPANT acknowledges that the ELIGIBLE EMPLOYER may cease participation in the PLAN at any time and releases the ADMINISTRATOR from any and all liability for contributions which may be due the PARTICIPANT by the ELIGIBLE EMPLOYER.

ARTICLE IV

Participation

- 4.01** A VOLUNTEER who meets the following requirements is entitled to become a PARTICIPANT under the PLAN.
- a. The VOLUNTEER provides firefighting and prevention services; emergency medical services; or ambulance services for the ELIGIBLE EMPLOYER and meets any other requirements of applicable federal and state law;
 - b. The VOLUNTEER has attained at least 18 years of age; and
 - c. The VOLUNTEER has executed such documents and agreements (whether physical or electronic) as required by the ELIGIBLE EMPLOYER and the ADMINISTRATOR.

ARTICLE V

Contributions

- 5.01** The ELIGIBLE EMPLOYER may authorize and make contributions to the PLAN for any PLAN YEAR attributable to PARTICIPANTS in the amount of at least two hundred dollars (\$200.00) per PARTICIPANT per year for PARTICIPANTS who meet the service criteria described in the ELIGIBLE EMPLOYER's participation agreement with respect to the PLAN.
- 5.02** The ELIGIBLE EMPLOYER shall forward contributions to the ADMINISTRATOR or its designee.
- 5.03** In no event may an ELIGIBLE EMPLOYER contribute more than the limit contained in the CODE for any one PARTICIPANT under the PLAN for any PLAN YEAR. Contributions in excess of this limit will be void ab initio and will be returned to the ELIGIBLE EMPLOYER. As of the date of the execution of this document, that limit is \$6,000.00.
- 5.04** Any right of a PARTICIPANT or BENEFICIARY to a VESTED AWARD under the PLAN shall be subject to the claims of a general creditor of the ELIGIBLE EMPLOYER and shall be limited to the ACCOUNT VALUE on the date described in Section 6.04 below. The obligation of the ELIGIBLE EMPLOYER to PARTICIPANTS is contractual only.

ARTICLE VI

Vesting and Distributable Events

- 6.01** A PARTICIPANT shall become eligible for a future award upon five (5) years of service with the ELIGIBLE EMPLOYER. For purposes of vesting, a year of service is

a year in which a PARTICIPANT receives a contribution under the PLAN.

- 6.02** Should a PARTICIPANT cease to be a VOLUNTEER with the ELIGIBLE EMPLOYER, as determined by the ELIGIBLE EMPLOYER in accordance with criteria set forth in its Participation Agreement, the PARTICIPANT shall forfeit all interest in the account established for such PARTICIPANT, including any contributions made, or earnings credited, on his or her behalf. Such amounts will accrue to the ELIGIBLE EMPLOYER to be used to offset contributions to the PLAN in future years.
- 6.03** The amount of the award for any particular PARTICIPANT is the ACCOUNT VALUE that is vested at the date defined in Section 6.04 below.
- 6.04** The vested ACCOUNT VALUE is payable on the earlier to occur of the following: the PARTICIPANT reaches forty-five (45) years of age; the PARTICIPANT becomes disabled in accordance with Section 6.06 below; or the PARTICIPANT dies. In the event of death or disability, a PARTICIPANT is immediately vested in his or her account in the PLAN.
- 6.05** The ADMINISTRATOR will make the award in a lump sum, upon request from the ELIGIBLE EMPLOYER which shall certify that the criteria in Section 6.04 have been met.
- 6.06** If a PARTICIPANT qualifies for Social Security disability benefits, the PARTICIPANT may request distribution of the vested account in writing to the ELIGIBLE EMPLOYER. The PARTICIPANT must provide all documentation required by the ELIGIBLE EMPLOYER or ADMINISTRATOR.
- 6.07** If a PARTICIPANT dies before receiving his or her vested account under the PLAN, the balance of the award shall be paid to his or her beneficiary, designated in writing by the PARTICIPANT, or in the absence of a designated beneficiary, to the estate of the PARTICIPANT.

ARTICLE VII

Investment of Contributions

- 7.01** The ADMINISTRATOR shall have the sole discretion to select one or more investment options for the PLAN. It shall be the sole responsibility of the ADMINISTRATOR to ensure that all investment options offered under the plan are appropriate and in compliance with any and all state laws pertaining to such investments.
- 7.02** If the ADMINISTRATOR chooses to designate one or more investment options in which PARTICIPANTs may indicate a preference for investment of their account, PARTICIPANTs may indicate their preference from among the investment options designated by the

ADMINISTRATOR. Such investment options shall be under the full control of the ADMINISTRATOR. A PARTICIPANT's investment preferences shall apply only to making selections among the options made available under the PLAN.

- 7.03 If permitted in accordance with Section 7.02 above, each PARTICIPANT shall designate in a manner authorized by the ADMINISTRATOR one or more investment options in which he or she wishes to have his or her account invested and may change such investment preferences at such times and in such manner prescribed by the ADMINISTRATOR. The PARTICIPANT's account shall be debited or credited as appropriate to reflect all gains or losses on such investments.
- 7.04 Neither the ELIGIBLE EMPLOYER nor the ADMINISTRATOR, the TRUSTEES, nor any other person shall be liable for any loss incurred by virtue of following the PARTICIPANT's preferences or by reason of any reasonable administrative delay in implementing such preferences.
- 7.05 The ADMINISTRATOR may from time to time change the investment options made available under the PLAN. If the ADMINISTRATOR eliminates an investment option, all PARTICIPANTS who had chosen that investment option shall indicate a preference for another option. If no new option is selected by the PARTICIPANTS, money remaining in the eliminated investment option shall be reinvested at the direction of the ADMINISTRATOR. The PARTICIPANTS shall have no right to require the ADMINISTRATOR to select or retain any investment option. Any change with respect to investment options made by the employer or PARTICIPANT shall be subject to the terms and conditions including any rules or procedural requirements of the affected investment options.
- 7.06 At the ADMINISTRATOR's sole discretion, the ADMINISTRATOR may direct the investment of the PLAN assets and may appoint an investment manager to direct investments. Any investment directive shall be made in writing by the ADMINISTRATOR or investment manager. Such instructions regarding the delegation of investment responsibility shall remain in force until revoked or amended in writing.
- 7.07 The ADMINISTRATOR shall maintain or cause to be maintained one or more individual accounts for each PARTICIPANT. Each PARTICIPANT account shall be credited with the amount of any contributions paid into the PLAN; debited with any applicable administrative or investment expense including, but not limited to, fees charged to PARTICIPANT accounts credited or debited with investment gain or loss as appropriate; and debited with the amount of any distribution. At least once a year, each PARTICIPANT shall be notified of how to access his or her total account balance.
- 7.08 The ADMINISTRATOR may determine how contributions will be invested absent the PARTICIPANT'S affirmative indication of the PARTICIPANT's investment option preferences.
- 7.09 All interest, dividends, charges for premiums, withdrawal fees and administrative expenses and all changes in value due to market fluctuations applicable to each PARTICIPANT ACCOUNT shall be credited or debited to the account in accordance

with the usual practices of the investment provider.

- 7.10** All assets of the PLAN, including all CONTRIBUTIONS, property and rights purchased with CONTRIBUTIONS, and all income attributed to such CONTRIBUTIONS, property and rights, shall remain, until distributed to the PARTICIPANT or beneficiary, solely the property and rights of the ELIGIBLE EMPLOYER and are subject only to the claims of the creditors of the ELIGIBLE EMPLOYER.

ARTICLE VIII

Amendment and Termination of the PLAN

- 8.01** The ADMINISTRATOR and TRUSTEES are the only persons that can amend or terminate the PLAN itself, subject to applicable Tennessee law and the CODE. The ADMINISTRATOR shall provide copies of any amendments or termination actions to the ELIGIBLE EMPLOYERS.
- 8.02** An ELIGIBLE EMPLOYER may terminate its participation in the PLAN upon one hundred eighty (180) days written notice to the ADMINISTRATOR. The ELIGIBLE EMPLOYER's PARTICIPANTS will immediately vest upon the date the ELIGIBLE EMPLOYER ceases to participate in the PLAN.
- 8.03** In the event of a merger or consolidation with respect to an ELIGIBLE EMPLOYER, PLAN assets shall be considered an asset to which a surviving or successor ELIGIBLE EMPLOYER shall succeed, and the PLAN shall be considered an obligation to which the surviving or successor ELIGIBLE EMPLOYER shall become liable.
- 8.04** In the event the ADMINISTRATOR and TRUSTEES elect to terminate the PLAN, the ADMINISTRATOR will inform the ELIGIBLE EMPLOYERS in writing of its intent to terminate the program as of a specified date. In such event, PARTICIPANTS will immediately vest upon termination of the PLAN, and PLAN assets will be distributed in accordance with federal law.

ARTICLE IX

Administration of the PLAN

- 9.01** Participation in this PLAN by a VOLUNTEER shall not be construed to give a contract of employment to the VOLUNTEER or to alter or amend his or her existing status as a VOLUNTEER, nor shall participation in the PLAN be construed as offering to the VOLUNTEER any representation or guarantee regarding his or her continued status as a VOLUNTEER.
- 9.02** The ELIGIBLE EMPLOYER and the ADMINISTRATOR make no endorsement, guarantee or any other representation and shall not be liable to the PLAN or to any PARTICIPANT, beneficiary or any other person with respect to (a) the financial

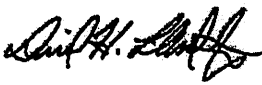
soundness, investment performance, fitness, or suitability (for meeting a PARTICIPANT's or ELIGIBLE EMPLOYER's objectives, future obligations under the PLAN, or any other purpose) of any investment option offered or any investment vehicle in which contributions under the PLAN are actually invested, or (b) the tax consequences of the PLAN to any PARTICIPANT, beneficiary or any other person.

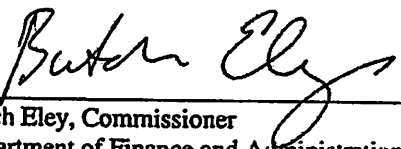
- 9.03** The laws of the state of the Tennessee shall apply in determining the construction and validity of the PLAN.
- 9.04** Any rights of a PARTICIPANT or beneficiary under this PLAN shall not be subject to the claims of creditors of the PARTICIPANT or beneficiary.
- 9.05** PARTICIPANTS and beneficiaries shall not have the right to commute, sell, assign, pledge, encumber, transfer or otherwise convey the right to receive any payments hereunder. These payments and rights to payments are expressly declared to be non-assignable and nontransferable.
- 9.06** This PLAN and any properly adopted amendments shall be binding upon the parties thereto and their respective heirs, administrators, trustees, successors and assignees.
- 9.07** The ADMINISTRATOR is authorized to resolve any ambiguities in the PLAN and to resolve any questions of fact necessary to determine eligibility, participation, and awards under the PLAN. The ADMINISTRATOR's interpretation of Plan provisions including eligibility and benefits under the Plan is final.
- 9.08** Should any section or sections of the PLAN be adjudged unenforceable, such unenforceability shall not affect the enforceability of the remaining sections, which shall be given full force and effect in accordance with the terms of the PLAN.

ARTICLE X
Effective Date

This PLAN shall be effective on the date and year written below.

IN WITNESS WHEREOF, this PLAN is executed this 11th day of March, 2022.

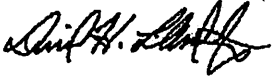
 Digitally signed by David H. Lillard, Jr.
Date: 2022.03.07 10:15:15 -06'00'
By: _____
David H. Lillard, Jr., State Treasurer
March 7, 2022
Date


By: _____
Butch Eley, Commissioner
Department of Finance and Administration
3/11/22
Date


By: _____
Bo Watson, Chair
Senate Finance, Ways and Means Committee
Date

By: _____
Patsy Hazlewood, Chair
House Finance, Ways and Means Committee
Date

IN WITNESS WHEREOF, this PLAN is executed this 11th day of March, 2022.

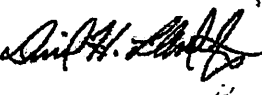
By:  Digitally signed by David H. Lillard, Jr.
Date: 2022.03.07 10:15:15 -06'00'
David H. Lillard, Jr., State Treasurer
March 7, 2022
Date

By: _____
Butch Eley, Commissioner
Department of Finance and Administration
Date

By:  _____
Bo Watson, Chair
Senate Finance, Ways and Means Committee
March 9, 2022
Date

By: _____
Patsy Hazlewood, Chair
House Finance, Ways and Means Committee
Date

IN WITNESS WHEREOF, this PLAN is executed this 11th day of March, 2022.

 Digitally signed by David H.
Lillard, Jr.
Date: 2022.03.07 10:15:15
-06'00'

By: _____ March 7, 2022
David H. Lillard, Jr., State Treasurer Date

By: _____
Butch Eley, Commissioner
Department of Finance and Administration Date

By: _____
Bo Watson, Chair
Senate Finance, Ways and Means Committee Date

By:  _____ 3/10/22
Patsy Hazlewood, Chair Date
House Finance, Ways and Means Committee



ANDERSON COUNTY GOVERNMENT

TERRY FRANK
COUNTY MAYOR

June 14, 2023

Commissioner Josh Anderson, Chairman
Anderson County Board of Commissioners

RE: Mayor's Report

Dear Chairman Anderson and Honorable Members of the Board of Commissioners,

I wish to request the following items be added to the Agenda:

1. E911 Board

Appointment of Brice Kidwell, Asst. Director Anderson County EMA

Term Expiring January 2026

Reappointment of James Shetterly, Chief, Rocky Top Police Department

Term Expiring January 2026

Reappointment of Tyler Mayes, Anderson County Commissioner

Term Expiring January 2027

Appointment of Scott Thomas, B.S. CCEMTP Asst. Director Anderson County EMS

Term Expiring January 2027

Reappointment of Terry Allen, Rescue Squad & Fire Commission

Term Expiring January 2027

- 2. Tax Year 2022 Summary of Annual PILOT Incentive for Oak Ridge IDB. Information Only. Attached.**

Sincerely,

Terry Frank



1400 Oak Ridge Turnpike
Oak Ridge, TN 37830

ph (865) 362-0002
IDB@ORIDB.net
www.ORIDB.net

Board of Directors

David E. Wilson
Chairman

Harold Trapp
Vice Chairman

Sasha Benjamin
Secretary-Treasurer

Richard G. Chinn

J.R. Hertwig

Ryan Overton

Roger Petrie

Timothy Stallings

Adam Vann

Samantha W. Royster
Executive Assistant

May 30, 2023

Terry Frank
Anderson County Mayor
Anderson County Courthouse
100 N. Main Street #208
Clinton, TN 37716-3617



RE: Tax Year 2022 Summary of Annual PILOT Incentive Reports

Dear Ms. Frank:

Attached is the Summary of Annual PILOT Incentive Reports for Tax Year 2022 in compliance with the City of Oak Ridge Property Tax Program Policies and Procedures. The report summarizes data provided to the Industrial Development Board of the City of Oak Ridge (IDB) from the companies participating in the PILOT program.

Section V. Post-Closing Monitoring of the City of Oak Ridge PILOT Reauthorization policy requires the IDB to transmit the annual report to the County Mayor.

For the 2022 tax year, one of the program participants fell slightly short of their commitment for job creation pursuant to their lease agreement; however, they are actively recruiting to fill vacant positions. The required evaluations of the report data have been provided to the City of Oak Ridge Finance Director.

The summary report is for information only. Thank you for your support.

Sincerely,

A handwritten signature in blue ink, appearing to read "David E. Wilson".

David E. Wilson
Chairman

cc: IDB Board Members
Tammy Rackard, Esq.



Summary of Annual PILOT Incentive Reports

Tax Year 2022 (January 1 through December 31, 2022)

Out of nine (9) PILOT projects on record during tax year 2022, five (5) PILOT incentive reports were received by the IDB in compliance with the City of Oak Ridge Property Tax Program Policies and Procedures.

Company	Capital Expenditures (Total to Date)	Total # of New Jobs and Salaries	Total # of Employees Living in OR and Salaries	Miscellaneous
Alexander Guest House	N/A	N/A	N/A	64 Units with Occupancy Rate of 70%
Centennial Apartments LLC	N/A	N/A	N/A	Property Sold in 9/2022 PILOT Terminated Back on Tax Rolls at 100%
Dartmouth, L.P./ Callaghan Tower	N/A	N/A	N/A	110 Units with Occupancy Rate of 94.5%
Kairos Power, LLC.	N/A	N/A	N/A	No Report Due- Tax Abatement Period and Construction Period has not yet started
Mainstreet Lofts Phase 1	N/A	N/A	N/A	226 Units with Occupancy Rate of 98.7%
Mainstreet Lofts Phase 2	N/A	N/A	N/A	No Report Due- Still in Construction Phase
Mainstreet Lofts Phase 3	N/A	N/A	N/A	No Report Due- Still in Construction Phase
Laboratory Holdings, LLC (MCLINC) *	\$3,476,339	25 \$66,385 Average Annual Wage	8 \$63,121 Average Annual Wage	\$1,059,976 total spent with local suppliers/contracts
Mirion Technologies, Inc.	\$13,424,311	70 \$46,886 Average Annual Wage	12 \$44,103 Average Annual Wage	\$501,023 total spent with local suppliers/contracts

*Did not meet job creation commitment pursuant to lease agreement

This summary report fulfills the requirement stated in Section V Post-Closing Monitoring of the City of Oak Ridge Property Tax Program Policies and Procedures.

David Wilson, Chairman
Oak Ridge Industrial Development Board

May 2023

**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: June 14, 2023

RE: Law Director's Report – June 19, 2023 – County Commission Meeting

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

A. Contract Approvals:

1. Sanorbix (My Benefits Chanel) –Human Resources
2. State of TN Dept. of Health- Sheriff's Dept.
- 3 Arizona State College of Nursing- Schools
4. TDOT Railroad Agreement (Additional Portion)- Mayor's Office
5. Volunteer Highway Supply- Highway Dept.
6. Pykes Lawn Care- Schools
7. Tennova Healthcare Hospice- EMS
8. Mead Tractor- Highway Dept.
9. Rx Benefits (Addendum) –Human Resources
10. Cares Act- Health Dept.
11. State of TN TCRCP Grant- Mayor's Office
12. NHC Oak Ridge- EMS
13. Diversicare- EMS
14. Covenant Homecare- EMS
15. The Waters of Clinton- EMS
16. Summit View of Rocky Top- EMS
17. Tourism Lease (210 N. Charles Seivers) –Tourism
18. Rogers Group- Highway Dept.
19. Rogers Group- Highway Dept.
20. Rogers Group- Highway Dept.
21. TDEC Grant (Water Projects) –Mayor's Office
22. Trigreen- Highway Dept.
23. Duracap- Highway Dept.
24. State of TN Homeland Security Grant- EMA
25. LaserFiche- Circuit Court
26. Rogers Group- Highway Dept.
27. Rogers Group- Highway Dept.
28. State of TN Dept. of Transportation- Sidewalk License Agreement –Mayor's Office
29. School Solution (My school Bucks) –Schools

30. Trigreen- Highway Dept.
31. State of TN Domestic Violence Coordinator Grant
32. Straight Path Distributing- Highway Dept.
33. State of TN Litter Grant- Mayor's Office
34. FAST Collection Agency- EMS
35. Crossroads Christ Fellowship Church- Purchase for new Claxton Elem School
36. Claxton Bus Lines- Schools
37. William Scotty Phillips- Schools
38. Stealth Partners Stop Loss- Human Resources
39. CMI Equipment- Highway Dept.
40. BWB of TN- Highway Dept.
41. Roadway Solutions- Highway Dept.
42. First Presbyterian Church- Schools

B. Anderson County Zoning Violations:

Newly Opened:

1. 146 Blacksferry Road
2. 542 Chestnut Ridge Road
3. 173 Lewallen Hollow Lane

Agreements for Compliance

1. 301 and 359 Old Lake City Highway
2. 404 Old Lake City Highway
3. 1820 Lake City Highway
4. 1824 Lake City Highway
5. 3708 Lake City Highway

Lien Filed:

1. 669 Old Lake City Highway

C. Indigent Deaths

1. Lowry Williams
2. Columbus Wayne Oden

D. Bankruptcies:

1. T. Price- Chapter 7 Bankruptcy. Received Order of Discharge, no action required.
2. J, Sr. and D Mallett- Chapter 13 Bankruptcy. Received Order correcting name of Petitioner in case, no action required.
3. M and B Vickery- Chapter 13 Bankruptcy. Received Order for Approval to Sell Real Property. Taxes for property are current, no action required.
4. M and A Davis- Chapter 13 Bankruptcy. Received Order Dismissing Chapter 13 Case Pre-confirmation. Also received Motion and Order Reinstating Case. Receiving information due to court action by creditor for amount owed in Anderson County General Sessions Court. Does not owe court fees, no action required.
5. V. Hill- Chapter 7 Bankruptcy. Received Order of Discharge, no action required.
6. A. Yarbrough- Chapter 7 Bankruptcy. Received No Proof of Claim Deadline Notice due to no assets, no action required.
7. A. Caldwell- Chapter 7 Bankruptcy. Received No Proof of Claim Deadline Notice due to no assets, no action required.
8. M & A Davis- Chapter 13 Bankruptcy. Received Order Setting Aside Dismissal. No action needed.

9. J. Huckleby- Chapter 7 Bankruptcy. Received Order Approving Compromise to sell interest in property located in Robbins, Tennessee. Currently does not owe any fees to Anderson County so no action necessary.
10. J. Martin- Chapter 13 Bankruptcy. Received Order Dismissing Chapter 13 Case Pre-confirmation. No action required.
11. G. Thomas- Chapter 13 Bankruptcy. Received Order Confirming Chapter 13 Plan. No action required.

E. Delinquent Taxes

1. Change Order- Reservoir Organics, LLC closed in 2020. Order required to remove 2021 and 2022 Delinquent Tax record for the City of Norris.

F. Deed Prepared – Olvey, Coty – Delinquent Tax Property sold by Mayor.

G. Lawsuit Update

1. Pethel v. Anderson County – Dismissed, No liability to County
2. Andersonville, Longmire and Parker Bus lines v. Anderson County and Anderson County Schools.
* Requesting Settlement Approval. (Action Item)

H. Private Act Ratification – Veterans’ Service Office (Action Item - Needs two-thirds vote)

I. Juvenile Judge Vacancy – Request Permission to Proceed with Selection Process (Action Item)

SETTLEMENT AGREEMENT

THIS SETTLEMENT AGREEMENT (the “Agreement”) is made and entered into as of the ____ day of June, 2023, by and between ANDERSONVILLE BUS LINES, INC., LONGMIRE BUS LINE, INC., and PARKER TRANSPORT, INC. (sometimes collectively referred to herein as the “Bus Lines”), and ANDERSON COUNTY, TENNESSEE, and ANDERSON COUNTY BOARD OF EDUCATION (sometimes collectively referred to herein as “Anderson County”). The Bus Lines and Anderson County may sometimes be referred to herein collectively as the “Parties” or each individually as a “Party”.

RECITALS:

WHEREAS, each of the Bus Lines entered into a School Bus Contract (collectively referred to herein as the “School Bus Contracts”) with Anderson County in or about July of 2016 for the provision of school bus transportation of students to Anderson County Schools through the 2019 – 2020 school year;

WHEREAS, the School Bus Contracts were extended for each of the 2020 – 2021, 2021 – 2022, and 2022 – 2023 school years;

WHEREAS, Anderson County announced that the School Bus Contracts would not be extended for the 2023 – 2024 school year;

WHEREAS, the Bus Lines then initiated on or about May of 2023 that certain lawsuit captioned *Andersonville Bus Lines, Inc., Longmire Bus Line, Inc., and Parker Transport, Inc., v. Anderson County, Tennessee, and Anderson County Board of Education*, in the Chancery Court for Anderson County, Tennessee, bearing case number 23CH4989 (the “Lawsuit”), in which the Bus Lines asserted that they were entitled to the extension of the School Bus Contracts for the 2023 – 2024 school year;

WHEREAS, Anderson County appeared in the Lawsuit, asserted that the Bus Lines were not entitled to the extension of the School Bus Contracts and opposed the relief requested by the Bus Lines;

WHEREAS, the Parties now agree to the settlement of the Lawsuit and the claims asserted therein in accordance with the terms and conditions of this Agreement;

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein and for other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Extension of School Bus Contracts. The Parties hereby agree that the School Bus Contracts shall be extended for the 2023 – 2024 Anderson County school year only (the “Extension Period”); provided, the Parties further agree that the base diesel cost of the fuel escalation clause of each School Bus Contract shall be amended for the Extension Period to \$2.50 per gallon (the “Baseline”), so that any fuel increase payments by Anderson County during the Extension Period

shall be based on fuel costs increased above the Baseline. Accordingly, the Parties agree that Section F of each School Bus Contract for the Extension Period shall be modified to read as follows:

F. Bids should be based on a base diesel cost of \$2.50 per gallon. The Board will meet with each contractor separately on a quarterly basis to adjust fuel payments. For each \$0.15 increase in cost Anderson County will pay an additional \$0.05 cents per mile. Should diesel prices increase \$0.50 or more prior to the quarterly meeting, the Board will meet with the contractor to make an immediate adjustment. Said adjustment will be considered in the quarterly figures. Adjustment meetings will be scheduled the first business day in July, October, January and April.

The Parties agree to enter into separate, written amendments of the School Bus Contracts, memorializing the extensions for the Extension Period and the modified fuel escalation Baseline. Except as modified thereby, the School Bus Contracts shall remain in full force and effect in accordance with their terms during the Extension Period. The Parties agree and acknowledge that no Party shall have the right to any further extensions past the Extension Period and that after the 2023 – 2024 school year, each School Bus Contract with the respective Bus Lines named herein shall be terminated and the bus routes subject to those contracts will be rebid.

2. Dismissal of Lawsuit. Within ten (10) days after the signing of this Agreement by all of the Parties, counsel for the respective Parties shall tender to the Court in the Lawsuit an agreed order of compromise and dismissal that shall dismiss the Bus Lines' claims with prejudice and tax the court costs equally between the Bus Lines, on one hand, and Anderson County, on the other hand. Each Party shall bear its own attorneys' fees and litigation expenses, including discretionary costs, if any, incurred in connection with the Lawsuit.

3. No Liability. It is expressly understood and agreed that this Agreement is a compromise and settlement of disputed claims and that this Agreement is not, nor is it to be construed as, an admission of liability on the part of any Party hereto or an admission of any fact or conclusion of law related to the transactions or occurrences that are the subject of the settlement represented by this Agreement.

4. Miscellaneous.

A. The Parties declare and represent that no promise, inducement or agreement not herein expressed has been made to any Party, and that the terms of this Agreement are contractual and not merely recital. This Agreement contains the entire agreement between the Parties with respect to the matters described herein. The Parties agree, acknowledge and represent that they are not relying on any representation, statement, action or omission by any other Party with respect to this Agreement or the making of this Agreement, except as expressly made or provided herein.

B. This Agreement may not be modified, amended or revoked, except in writing signed by all Parties; this provision may not be orally waived.

C. No delay or omission in the exercise of any right, power or remedy accruing to a Party as a result of a breach or default by the other Party hereunder, or the failure of a Party to insist upon strict performance, shall impair or be construed as a waiver of any such right, power or remedy or any other rights, powers or remedies accruing at any time.

D. In entering into this Agreement, the Parties acknowledge that they have had the opportunity to consult with legal counsel of their own choosing, and that the terms and conditions of this Agreement are fully understood and voluntarily accepted by them.

E. Each Party has participated in the drafting and preparation of this Agreement and therefore the Agreement shall not be construed against any Party as its drafter.

F. This Agreement and all of the provisions hereof shall be binding upon and shall inure to the benefit of the Parties hereto and their respective successors and assigns.

G. The Parties and persons signing below hereby represent and confirm that such persons signing this Agreement on behalf of each Party has full authority to sign this Agreement and bind the respective Party hereto.

H. This Agreement may be executed in counterparts, which taken together shall constitute a single integrated agreement. A photocopy or facsimile signature on this Agreement shall have the same force and effect as an original signature.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the date first written above.

ANDERSON COUNTY, TENNESSEE

ANDERSONVILLE BUS LINE, INC.

By: _____
As its: _____

By: _____
As its: _____

ANDERSON COUNTY BOARD OF
EDUCATION

LONGMIRE BUS LINE, INC.

By: _____
As its: _____

By: _____
As its: _____

PARKER TRANSPORT, INC.

By: _____
As its: _____

State of Tennessee



The Secretary of State
State Capitol
Nashville, Tennessee 37243-0305

Tre Hargett
Secretary of State

615-741-2819
Tre.Hargett@tn.gov

May 5, 2023

Mr. Jay Yeager
Anderson County Attorney
101 South Main Street, Suite 310
Clinton, TN 37716

Dear Mr. Yeager,

Enclosed is a certified copy of Private Chapter No. 13 relating to Anderson County. This legislation was recently passed by the Tennessee General Assembly.

Pursuant to T.C.A. §§ 8-3-201 and 8-3-202, the local legislative body must send notice to the secretary of state of its action by December 1 of the year of passage by the General Assembly. Please see Section 2 of Private Chapter No. 13 for instructions on ratification and notice to the secretary. Notification forms are enclosed for your convenience.

Please feel free to contact me at the number above if you have any questions. You may also contact Mr. Robert Greene, Director of Publications, at 615-741-2650. We are here to assist you in any way.

Sincerely,

A handwritten signature in black ink, appearing to read "Tre Hargett", written over a horizontal line.

Tre Hargett
Secretary of State

cc: Lt. Governor Randy McNally
State Representative John D. Ragan

Enclosures

Local Legislative Body



NOTICE TO
LOCAL LEGISLATIVE BODY OF
LEGISLATIVE ACTION ON
PRIVATE ACT

Private Chapter No. 13, which is House
Bill No. 1534, of the 113th General Assembly, was passed on
April 25, 2023.

SECRETARY OF STATE

by: 

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

Pursuant to T.C.A. §§ 8-3-201 and 8-3-202, the attached is being provided by the Secretary of State. A two-thirds majority of the local legislative body is required for approval. The presiding officer shall complete the attached form, certify within 30 days of action, and return to the Secretary of State, Publications Division at the given address. In the absence of a deadline in the act, failure to approve by December 1 of the year of passage by the General Assembly will render the act null and void. **TO GUARANTEE PROPER AND TIMELY DELIVERY OF YOUR DOCUMENTS TO THE SECRETARY OF STATE, PUBLICATIONS DIVISION, A COURIER DELIVERY SERVICE IS RECOMMENDED. (Examples: Overnight Postal, Express Postal, Federal Express, etc.)**

cc: Lt. Governor Randy McNally
State Representative John D. Ragan



To all to whom these Presents shall come, Greeting:

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

Private Chapter No. 13
House Bill No. 1534
Senate Bill No. 1471
113th General Assembly



*the original of which is now on file and a matter
of record in this office. In Testimony Whereof,
I have hereunto subscribed my official signature
and by order of the Governor affixed the Great
Seal of Tennessee at the Department
in the City of Nashville,
this 5th day of May, A.D. 2023.*

Anderson County Fire Commission

June 6, 2023 Meeting Minutes

Meeting called to order by Justin Bailey at 6:32pm.

Members Present: Ambrea Kroth, Dusty Sharpe, Stephanie Fox, Josh Lane, Paula Daniel (Rescue Squad), Daniel Adams (Clinton), Anthony Braden, Tony Grande (Oak Ridge), Justin Bailey, Nathan Sweet, Brice Kidwell, and Scott Thomas (ACEMS).

Old Business

- During the May meeting it was voted to add E-911 as a non-voting department and member to Fire Commission. Since this is a by-law change it requires a second vote. A motion was made by Stephanie Fox— Add E-911 as a non-voting department and member to Fire Commission. Motion seconded by Daniel Adams, motion approved.
- Updates from the planning and zoning department surrounding the motion passed in May to have an additional copy of building plans be furnished at the time businesses are applying for building permits so that it can be provided to the fire department was tabled until the July meeting.
- The May county fire report (which was the first one) was provided to the Property Assessor's office, the only additional request they had was to capture the extent of damage. This needs to be provided by each department and was captured in this month's report.
- The Fire Commission secretary is still working with department chiefs to gather information needed to report on all calls of service received by departments.
- Updates on the motion passed in May to request that the Fire Commission be given a seat on the E-911 board was tabled until the July meeting.

Anderson County Fire Commission

New Business

- Bruce Miller with Tennessee Forestry spoke with the group.
 - He is working to develop a State Incident Management Team, that will be available to us.
 - On June 8th they are hosting a proactive prevention program in Pigeon Forge.
 - They are currently making fleet upgrades across the districts/jurisdictions.
 - They are willing to do training with departments and provide Fire Wise training for our communities.
 - He highly encourages department to submit for the forestry grant when it opens.
 - Him and his team will communicate with the fire chiefs regarding planned events within the county.
- Department mutual aid agreements need to be updated has many of them are over 20 years old. Justin Bailey will work with Jay Yeager on the updated mutual aid agreements. Fire Chiefs are asked to determine automatic mutual aid departments for your jurisdiction by the July Fire Commission Meeting.
- The June county fire report was presented and will be provided to the Property Assessor's office.
- The Fire Chiefs Association has developed and implemented an Anderson County Multi Jurisdiction Outside County Response Plan.

Department Reports

Andersonville VFD – No report

Briceville VFD – Not present

Anderson County Fire Commission

Claxton VFD – No report

Marlow VFD – This week we are hosting a fire safety camp for elementary aged children. Our annual report to the community was mailed out this week.

Medford VFD – No report

Anderson County Rescue Squad – No report

Clinton FD – No report

Rocky Top FD – No report

Norris VFD – Not present

Oak Ridge FD – June 7th there is a DOE exercise for awareness.

Oliver Springs FD – Community event on July 29th in partnership with Blair Volunteer Fire Department. Smoky Mountain Weekend training event is this weekend.

Commissioner Tracy Wandell – Not present

Commissioner Sabra Beauchamp – Not present

Anderson County EMS – AED proposal will be presented during capital outlay expenditures in July/August timeline. Reminder that Bobbi Jo Henderson emailed out dates for the AEMT update class.

Anderson County EMA – The five new Kenwood radios were postponed, and are now expected to arrive in August.

Anderson County Fire Commission

Anderson County Sheriff's Office – Not present

Y-12 Fire Department – Not present

ORNL Fire Department – Not present

E-911 – Not present

Secretary – No report

Meeting adjourned at 7:17pm

Next scheduled meeting is July 11th at 6:30pm

Submitted this the 6th day of June 2023

Anderson County Multi Jurisdiction Outside County Response Plan

Adopted 11/1/2022

Revised 6/8/2023

Introduction

This guide is to establish a basic guideline for Anderson County Emergency Services during the deployment of a multi-jurisdictional response outside of Anderson County. This does not replace any plans or guidelines that are set forth by local, state, and federal agencies. The review of the guide should be conducted on a routine basis, at least annually every January and updated as needed.

Training

Personnel participating in the activation must be properly trained to the training requirements below. Each department is responsible for ensuring that personnel that are on deployment meet the requirements.

Structural Firefighting Incidents

- TN Fire Commission Certified Firefighter II or 3 years' experience with minimum state firefighting training requirements per Tennessee Code Annotated

Wildland Fire Deployments

- TN Fire Commission Certified Firefighter II or 3 years' experience with minimum state firefighting training requirements per Tennessee Code Annotated
- S-130 Introduction to Wildland Fire Behavior

Rescue

- Certification in perspective field for mission activation that meets NFPA requirements.

HAZMAT

- Hazmat Operations – (TEMA/TN Fire Commission) (Operations Only)
- Hazmat Technician – (TEMA/TN Fire Commission) (Technician Level)

Chief Officer (Task Force Leader) & Chief's Aid (Backup Task Force Leader)

- TN Fire Commission Certified Fire Officer I

- ICS 300 & 400

Strike Team/Task Force Training

- On a bi-annual basis the strike team/task force will perform training to ensure they are ready for deployment.

County Coordinator

Once the TN Mutual Aide County Coordinator is contacted, the following must be obtained from the district coordinator:

- What do you need? (Be as specific as possible, i.e., type of vehicles, quantity, or strike team/task force, etc. If you are not sure what is needed, at least attempt to acquire what is trying to be accomplished or what is being dealt with?)
- Who is the IC or Point of Contact (POC) that the mutual aid resources will be reporting to and their contact information (i.e., cell number, radio call sign, etc.)
- Where is the reporting location/staging area? (Specific address, cross streets, coordinates, etc.)
- Are there any communication or special consideration instructions?

County Contacts

Mutual Aid County Coordinator – Stephanie Fox

Anderson County contacts:

Andersonville Volunteer Fire Department		
Chief Ambrea Kroth	865.455.7538	ambreapeters@gmail.com
Designee Jeremy Carden	865.816.0685	cardenjeremy10@gmail.com

Briceville Volunteer Fire Department		
Chief Jamie Brewster	865.803.6418	bvfd7301@yahoo.com
Designee Trent Bullock	865-803-9693	bullockff@icloud.com

Claxton Volunteer Fire Department		
Chief Dusty Sharpe	865.566.4446	claxtonfire7401@gmail.com
Designee Jim Kolopus	865.805.2498	claxtonfire@comcast.net
Designee Cameron James	865.304.4898	

Marlow Volunteer Fire Department		
Chief Stephanie Fox	865.567.5790	fox.stephanie.s@gmail.com

Designee Denis Obradovac	865.773.2763	obradovacd@gmail.com
--------------------------	--------------	----------------------

Medford Volunteer Fire Department		
Chief Josh Lane	865.292.1194	jlane036@gmail.com
Designee		

Clinton Fire Department		
Chief Jeff Little	865.755.0157	jlittle@clintontn.net
Designee Daniel Adams	865.310.1955	dadams@clintontn.net

Oak Ridge Fire Department		
Chief Travis Solomon	865.299.2380	tsolomon@oakridgetn.gov
Designee Jody Durham	865.766.9678	jdurham@oakridgetn.gov
On Duty Battalion Chief	865.719.8491	

Oliver Springs Fire Department		
Chief Justin Bailey	865.257.2560	bailey.justin435@gmail.com
Designee Jordan Alcorn	865.742.5207	osfd390@yahoo.com

Norris Fire Department		
Chief Rick Roach	865.399.1660	norrisfirechief@gmail.com
Designee Matt Burrell	865.405.4758	burrellffemt@gmail.com

Rocky Top Fire Department		
Chief Anthony Braden	865.235.5926	abraden@rockytopn.org
Designee		

Y-12 Fire Department		
Chief James Arnold		james.arnold@pxy12.doe.gov
Designee		

ORNL Fire Department		
Chief Darron Long	865.804.1195	longdj@ornl.gov
Designee		

Anderson County Rescue Squad		
Chief Terry Allen	865.315.5309	terryallen1955@hotmail.com
Designee Brandon Smith	865.440.1302	acrs78k91@gmail.com

Anderson County Emergency Management		
Director Steve Payne	865.898.6280	paynkey@hotmail.com

Assistant Director Brice Kidwell	865.684.3931	bkidwell@andersoncountyttn.gov
Designee Karen Ooten	865.680.2435	kooten@andersoncountyttn.gov

Communication

The communication of the activation should consist of utilizing the county Emergency Management Ready Ops. According to the Tennessee Fire Service Emergency Response Plan, the East District Coordinator will contact the County Coordinator to fulfill the request and the following should be conducted. The County Coordinator should conduct the following:

- County Coordinator contacts the Anderson County Emergency Management Agency
- Ready Ops will initiate a call out for activation of phase I of the deployment system, depending on nature and requested resources of the mission.
- The call out shall include all pertinent information that was obtained from the County Coordinator. (Please see above)
- A deployment section shall be initiated and teams' assembly at the geographical assembly points.
- ICS 205 Form (Please see Appendix) will be utilized for the communication of the team.

Deployment

Deployment should follow the below predetermined task force and strike team members for the initial deployment. Additional resources and /or personnel will be utilized to relieve predetermined personnel or apparatus, depending on the situation. The predetermined assembly points will be based on the geographical area of the incident being deployed too. The following departments have agreed to provide the initial activation of strike teams or task forces. Please see Tennessee Fire Service Emergency Response Plan, Resource Typing Guidance Document, Version I.

Each Task Force unit or Strike Team unit will be given an ICS 214 (Activity Log) to complete during the deployment. If required to turn in, this document must be copied, or a picture taken in order to return to their perspective department.

Wildland Task Force (TFCA Resource Typing)

Wildland Task Force			
Resource Type	Description	Department	Back Up
Chief (Task Force Leader)	Chief Officer	Oak Ridge	Clinton

Chief's Aide	Chief's Aide	Clinton	Oak Ridge
Type I or II Engine	Engine	Oak Ridge	Andersonville
Type III – VI (Engine/Brush)	Brush Truck	Marlow	Claxton
Type III – VI (Engine/Brush)	Brush Truck	Oliver Springs	ORNL
Type III – VI (Engine/Brush)	Brush Truck	Claxton	Andersonville
Type I or II Water Tender	Tender	Clinton	Marlow

*In the event the Wildland Task Force is deployed outside of the county Oak Ridge Fire Department has a brush truck that would stay in the county. Either an Andersonville or Claxton would have a brush truck in the county to cover that end.

Structural Task Force

Structural Task Force			
Resource Type	Description	Department	Back Up
Chief (Task Force Leader)	Chief Officer	Oak Ridge	Clinton
Chief's Aide	Chief's Aide	Clinton	Oak Ridge
Type I Engine	Engine	Oak Ridge	Oliver Springs
Type I Engine	Engine	Marlow	Oak Ridge
Type I Engine	Engine	Andersonville	Claxton
Type I Ladder Company	Ladder	Clinton	ORNL/Y-12

Tender Strike Team

Tender Strike Team			
Resource Type	Description	Department	
Chief Officer (Task Force Leader)	Chief Officer	Oak Ridge	
Chief's Aide	Chief's Aide	Clinton	
Type I or II Tenders	Tender	Marlow	
Type I or II Tenders	Tender	Clinton	
Type I or II Tenders	Tender	Andersonville	
Type I or II Tenders	Tender	Claxton	
Type I or II Tenders	Tender	Y-12	

Engine Strike Team

Engine Strike Team			
Resource Type	Description	Department	Back Up
Chief Officer (Task Force Leader)	Chief Officer	Oak Ridge	Clinton
Chief's Aide	Chief's Aide	Clinton	Oak Ridge
Type I Engine Company	Engine	Oak Ridge	Clinton

Type I Engine Company	Engine	Marlow	Oliver Springs
Type I Engine Company	Engine	Clinton	Marlow
Type I Engine Company	Engine	Andersonville	Claxton
Type I Engine Company	Engine	Claxton	Oak Ridge

Wildland Strike Team is unable to be filled.

Special Responses

HAZMAT – Oak Ridge Fire Department and Anderson County EMA

Technical Rescue

Assembly Points

The following predetermined assembly points are the muster points for the deployment teams. The County Coordinator will make the determination based on the geographical area of the mission. However, this is only a guide and could be changed depending on the situation at hand.

Assembly Point A

Oak Ridge Fire Department station 3 – 333 Tuskegee Dr Oak Ridge, TN 37830

Assembly Point B

Clinton Fire Department station 1 – 100 Longmire Rd Clinton, TN 37716

Appendix

Form 205

Form 214

ANDERSON COUNTY FIRE COMMISSION BYLAWS

I. Organizational Name

This committee of Anderson County Government shall be known as the "Anderson County Fire Commission."

II. Mission

It is the declared mission of the Anderson County Fire Commission to improve emergency services to Anderson County residents by working together to coordinate training opportunities, ensure equipment interoperability, establish relationships, to enhance mutual aid with all emergency response agencies in Anderson and surrounding counties, and present to the Anderson County Legislative Body issues concerning future development of emergency response in Anderson County.

III. Membership

A. Agency Membership (Voting Status) shall be comprised of the following:

Andersonville Volunteer Fire Department;
Briceville Volunteer Fire Department;
Claxton Volunteer Fire Department;
Marlow Volunteer Fire Department;
Medford Volunteer Fire Department;
Anderson County Rescue Squad;
Clinton Fire Department;
Rocky Top Fire Department;
Norris Public Safety;
Oak Ridge Fire Department;
Oliver Springs Fire Department; and
Two sitting Anderson County Commission representatives appointed by the Anderson County Legislative Body.

B. Associate Members (Non-Voting Status) shall be:

Anderson County Emergency Management;
Anderson County Emergency Medical Service;
Y-12 Fire Department;
ORNL Fire Department;
Anderson County E-911;
Anderson County Sheriff's Office; and
American Red Cross

IV. Voting Rights

- A. Each member agency shall have one vote.
- B. The Chief of each fire department has priority voting status for his/her agency; however, the Chief may appoint a designee to cast the agency's vote on any matter. The Chief shall submit a list of designees in order of priority that can vote in his/her absence for their respective agency. The list may be amended by the Chief at any time, but must be submitted in advance and maintained by the Fire Commission Secretary. In the Chief's absence, the appointed designee shall cast the member agency's vote on any matter brought before the Fire Commission.
- C. Associate Members shall not vote.
- D. The Chair and Vice-Chair shall be allowed to vote on any matter coming before the Fire Commission.
- E. A quorum is considered a majority of the Fire Commission voting membership and all measures shall pass by a majority of the membership present at the meeting. Members shall abstain for cause for matters that involve a direct personal benefit.

V. Membership Terms

- A. Department Chiefs shall serve throughout their term of office.
- B. County Commissioners shall be appointed by the Anderson County Legislative Body to serve a two (2) year term, with the Legislative Body filling any vacancy as may occur.

VI. Officers

- A. Officers of the Anderson County Fire Commission shall be:
 - Chair: County Commissioner
 - Vice-Chair: Fire Chief
 - Secretary: Fire Chief or other non-voting member
- B. Officers Responsibilities:
 - 1) Chair: The Chair shall conduct the meetings, set the agenda and report to the County Commission on meeting outcomes. The agenda shall be comprised of input from Fire Commission Membership and published to Membership three days in advance of the meeting date.
 - 2) Vice-Chair: The Vice-Chair shall conduct the meetings in the absence of the Chair. The Vice-Chair shall serve in any other capacity as directed by the Chair.
 - 3) Secretary: The Secretary shall prepare for publication to the Membership and County Commission minutes of all meetings. The Secretary shall also prepare other correspondence including meeting agendas and public notices of meeting dates as directed by the Chair.

VII. Election of Officers

- A. Officers shall be elected in September of each year.
- B. In the event a vacancy occurs in one of the commission representative appointments, the County Legislative Body shall elect a qualified Member to serve the remaining term of office.

VIII. Meetings

- A. Meetings shall be held on the first Tuesday of every month at 6:30 PM in the Anderson County Courthouse, or other designated location. The meetings shall be limited in length to ninety (90) minutes. Meeting time length may be extended by majority vote during the meeting. Meeting agenda requests must be submitted to the Chair by noon on the second Wednesday.
- B. All regular meeting shall be publicly noticed in a newspaper of general circulation in the county at least five (5) days prior to the meeting date.
- C. The Fire Commission may vote to call additional special called meetings to discuss and vote on timely issues, with all Members and the public notified at least five (5) days in advance of such called meetings.

IX. Reports/Requests to County Commission

- A. Any issue brought to the Anderson County Legislative Body by an Anderson County Fire Commission Member shall be heard in advance and approved by vote of the Fire Commission Membership if said issue affects more than one Member Department.
- B. Any Fire Commission Member may address County Commission regarding issues affecting only that Member's individual department, provided that the issue does not involve county monetary appropriation or in-kind contribution. All requests for county funding or in-kind contributions shall be brought before the Fire Commission for approval.

X. Robert's Rules of Order

The most recent edition of Robert's Rules of Order shall govern any issue not covered by these Bylaws.

XI. Modification of Bylaws

Any modifications, amendments or changes to these Bylaws must be placed on the meeting agenda in advance and shall be approved by majority vote of the membership at two consecutive regularly scheduled monthly meetings.

Approved by the Anderson County Legislative Body this 18th day of January, 2022.