
Anderson County Board of Commissioners

6:30 P.M.
Consent Agenda
Monday, August 19, 2024

- 1. Approval and corrections of July 15, 2024 County Commission Minutes**
- 2. Approval of Notary and Bonds**
- 3. Waste Management Funds**
 - ACHS Beta Club is requesting funds to attend the Tennessee State Beta Club Convention in Nashville this fall.
- 4. Committee Reports**
 - Anderson County Fire Commission Minutes (8/6/24)
 - Conservation Board Minutes (8/5/24)
 - Human Resources Advisory Committee Minutes (8/6/24)
 - Non-Profit Committee Minutes (8/12/24)

Respectfully Submitted,
H. Tyler Mayes, Chairman

Anderson County High School

130 Maverick Circle

Clinton, TN 37716
(865) 457-4716
Fax (865) 457-3398

Ben Downs, Principal
Travis Freeman, Junior Principal
Gary Terry, Senior Principal/AD

Jason Chambers, Sophomore Principal
Jeni Irwin, Freshmen Principal

To Shelly Vandagriff, Josh Anderson, Tim Isbel, and Shain Vowell,

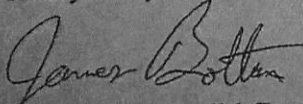
The Anderson County High School Beta Club is our school's branch of The National Beta Club. The motto of our club is "let us lead by serving others," and ACHS betas have certainly done so.

Our students would have liked to compete in various events at the Tennessee State Beta Club Convention in Nashville this past Fall, but the expense and time commitment ensured that we could not go this school year. The convention takes place at the Grand Ole Opry Hotel. Registration for the three day event is \$35 per person, a room is upwards of \$400, and travel expenses are also a factor.

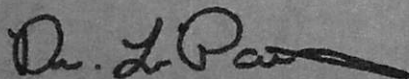
Several kids have expressed interest in attending the convention this coming Fall, but our club is a relatively small one - and that certainly shows in our budget.

It would be a great boon to our club if the Chamber of Commerce could help to pay for even a single ACHS student to attend the convention. We would like to ask for \$500 to those ends. Registration and payment are both due in early October, and the convention itself will be in November.

Thank you for your consideration,



James Bolton - English Teacher, ACHS



Approved 8.13.24

Anderson County Fire Commission

August 6th, 2024 Minutes

Anderson County Fire Commission

Time: 6:30pm

Date: Tuesday, August 6th, 2024

Location: Anderson County Courthouse-Room 312

Call to Order: 6:30pm

Prayer

Pledge



ANDERSON COUNTY
FIRE COMMISSION

1. **Approval of August Agenda and July Meeting Minutes from July 2nd, 2024 (attached)**
Motion to approve Agenda made by Chief Elliot and seconded by Chief Lane. Motion to approve July minutes made by Commissioner Beauchamp and seconded by Chief Grande.
2. **Unfinished Business**
 - a. **Workshop/Meetings with EMS regarding First Responder Program**
Emails were sent out today(8/6/24) to all chiefs to review the new agreements and equipment lists.
 - b. **AC Water Authority-update**
No update
 - c. **RFP request for countywide fire study by Mayor Frank**
The third and final contractor has been interviewed as of 8/5/24
3. **New Business**
 - a. **Monthly Fire Reports (attached)**
Not received
 - b. **Recognition of a Pre-hospital CPR save by Lt. Zach Johnson of CVFD- presented by Director Sweet**
Congratulations Lt. Johnson!
 - c. **Next Meeting date: 9/10/24**
4. **Department Reports**
 - **Andersonville VFD – Not present**
 - **Briceville VFD – Not present**

- **Claxton VFD – Dusty Sharpe-** August 24th and 25th Claxton will be hosting a mass transit extrication class through TARS .It is open to all and can registered for on the TARS website. October 5th. Claxton will be hosting our first golf tournament at Centennial Golf Course in Oak Ridge.
- **Marlow VFD – Brian Joesten-** No report
- **Medford VFD -Josh Lane-** Annual letter drive at the end of the month, with the county money received, new cutters and spreaders have been purchased, Medford is looking at hosting an open house on November 9th.
- **Anderson County Rescue Squad – Elliot Mitzelfeld-** The squad has received the Firehouse Subs public safety grant and that money will be used to purchase new rope rescue equipment
- **Clinton FD – Not present**
- **Rocky Top FD – Anthony Braden-** The county money has helped purchase a mini pumper and is in the process of being put in service.
- **Norris FD – Not present**
- **Oak Ridge FD – Anthony Grande-** The \$30,000 dollars has been used to purchase much needed new hose
- **Oliver Springs FD – Not present**
- **County Commissioner Tracy Wandell (Chairman) – Spoke with TVA about Claxton station 2 and its extension.**
- **County Commissioner Sabra Beauchamp – No report**

Non-voting Departments and Members

- **Anderson County EMS – Nathan Sweet/ Scott Thomas-** Introduced Bobbi Joe Henderson and Rebecca Pace as the leads of the EMR program for Anderson county EMS
- **Anderson County EMA – Not present**
- **Anderson County Sheriff's Office – Not present**
- **Y-12 – Not present**
- **ORNL – Not present**
- **E-911 – Justin Massengill-** A software update done at the dispatch center has enhanced the information received by dispatch, but currently isn't transferring into CAD properly, but they are working with the vendor to get it fixed promptly.
- **Anderson County Constable- Shannon Grey-** The Anderson County constables have partnered with Galls to order uniforms and other clothing items/boots for a discounted rate, and if any are interested, get with him and he will get ahold of his rep to go over the rates and other info.
- **Secretary-Cameron James**
- Adjourn: 6:52pm

ANDERSON COUNTY CONSERVATION BOARD MINUTES

August 5th, 2024

Members Present:

Chairman Josh Anderson, Scott Burton, John Croes, Lewis Ridenour, Tony Powers

Others Present:

Terry Frank – Mayor, Ben Taylor – Parks Director, Rachel Wallace – Assistant Attorney,
Andrew Stone – Secretary, Chuck Estes – Pellissippi Blueway

Chairman Anderson called the Conservation Board meeting to order at 5:00pm on August 5th, 2024.

1st Item of Business:

Motion by John Croes, seconded by Tony Powers to approve prior meeting Minutes from July 1st, 2024 meeting.

Motion carried unanimously.

2nd Item of Business:

Presentation by Chuck Estes of Pellissippi Blueway on implementation of a water trail for recreation on Clinch River.

Motion by Scott Burton, seconded by John Croes to have Mayor Terry Frank look into grant opportunities to partner with project enhancement on Pellissippi Blueway.

Motion carried unanimously.

3rd Item of Business:

Discussion held on Lost Bottom Park, with updates on TVA cooperation, grant acquisition and potential new park locations provided by Mayor Terry Frank.

Item deferred to next meeting.

4th Item of Business:

Discussion held on Park Eviction Policy drafted by Assistant Attorney Rachel Wallace.

Board requests updates to language of presented policy.

Item deferred to next meeting.

5th Item of Business:

Update provided on shore-line erosion around Norris Lake and entrance road into Anderson County Park.

Board requests Park Director Ben Taylor to work with Mayor Terry Frank and Road

Superintendent Gary Long on design specifics, with an anticipated project commencement date in the Fall/Winter of 2024.

Item deferred to next meeting.

Meeting Adjourned

Next meeting scheduled for September 9th, 2024

**Human Resources Advisory Committee
Meeting Minutes: August 6, 2024**

Members Present: Terry Frank, Johnny Alley, Aaron Wells, Tim Shelton, Robby Holbrook, Hal Cousins, Russell Barker, and Jeff Cole (virtually)

Members Absent: Rex Lynch, Gary Long, and Regina Copeland

Others Present: Angela Perez (for Rex Lynch), Kim Jeffers-Whitaker, Andrew Stone, and Leean Tupper

Mayor Frank called the meeting to order at 9:01 a.m.

Robby Holbrook made a motion, seconded by Aaron Wells, to approve the minutes of the prior meeting. Motion carried.

Tim Shelton made a motion, seconded by Robby Holbrook, to approve the meeting agenda. Motion carried.

Appearance of Citizens: none

Policy Updates:

- A) Employee Handbook excerpts – Motion made by Robby Holbrook and seconded by Aaron Wells to approve the Employee Handbook policy updates effective immediately upon County Commission approval. Motion carried.
- B) Personal Device Policy – deferred to next meeting
- C) Options for Appearance Policy – Motion made by Robby Holbrook and seconded by Hal Cousins to approve Option #2. Motion carried.
- D) Mayor Frank will distribute TCA 5-23-103 (Section B) that lays out the process required if an elected official chooses to create a personnel policy different than a county's base policy.

HR Director's Report:

- A) Kim Jeffers-Whitaker spoke to removing a statement in the county's maternity/paternity policy that pertains to seeking outside employment during such leave, or uniformly applying the statement to all forms of leave.
- B) She reported the HR Department is "beefing up" its new employee orientation.
- C) She also reviewed the new quarterly HR newsletter.

Unfinished Business – None

New Business – None

Dates will be distributed for the committee's next meeting.

Topics for next meeting(s), per discussion: vacation payout policy; ensuring policy update acknowledgement; and electronic timekeeping.

The meeting was adjourned at 10:04 am.

Anderson County Legal Services Advisory Committee
Meeting Minutes: August 8, 2024

Members Present: Terry Frank, Tracy Wandell, Sabra Beauchamp, Josh Anderson, Tim Shelton, Russell Barker, Regina Copeland, Johnny Alley, and Gary Long

Members Absent: Rex Lynch and Jeff Cole

Others Present: Kim Jeffers-Whitaker, Denise Palmer, Leean Tupper, Robby Holbrook, Nichole Brooks, Shain Vowell, and Annette Prewitt

Terry Frank called the meeting to order at 10:05 a.m.

Members and meeting attendees observed a moment of silence in memory of Jay Yeager.

Commissioner Beauchamp made a motion, seconded by Commissioner Anderson, to approve the minutes of the November 2, 2023, meeting. Motion carried.

Prior to today's meeting, members had received an electronic copy of the meeting agenda, which included a copy of Private Act Chapter No. 77, along with electronic copies of minutes from previous Committee meetings.

Nichole Brooks, Chief Deputy, Anderson County Law Director's Office, provided Committee members with an update about current litigation cases and property maintenance/codes violation cases on file in the office.

Addressing the Vacancy in the Law Director's Office

Mayor Frank read to the Committee members a letter from current Anderson County Chancellor Jamie Brooks, whose term of office ends August 30th, who said he is willing to serve as interim law director.

After much discussion, Gary Long made a motion, seconded by Russell Barker for discussion, to offer Jamie Brooks the interim law director's position effective 9/1/2024 until 2026. After further discussion, Gary Long and Russell Barker withdrew their motion and second.

Tracy Wandell moved that the Legal Services Advisory Committee recommend to Purchasing Committee and Operations Committee that the county enter a "special counsel contracted services agreement" with Jamie Brooks for the next 90 days, with a proposed salary of \$15,000 per month, effective September 1, 2024. Sabra Beauchamp, who seconded the motion, said she wants to make it known that Jamie Brooks and Nichole Brooks have no affiliation with one another. **Motion carried.**

Tim Shelton moved, seconded by Russell Barker, to set a Legal Services Advisory Committee meeting soon to review and approve the job description and hiring process for the position of interim law director before the HR Department posts the job opening and accept applications. **Motion carried.**

Tracy Wandell made a motion, seconded by Gary Long, to authorize Mayor Frank to write a letter to the Cities of Norris and Oak Ridge, to notify the cities that, with the vacancy in the

law director's position, Anderson County does not have the authority to follow through on recent City of Norris and City of Oak Ridge delinquent tax property lawsuits that were filed by Mr. Yeager. **Motion carried.**

Sabra Beauchamp moved to recommend that between now and September 1st Mayor Frank review any county contracts to legal form, and pass them to Nichole Brooks for review, who then will give them to assistant attorney Rachel Wallace for signature. Second by Russell Barker. **Motion carried.**

Tracy Wandell made a motion that the Legal Services Committee notify the State that we are addressing the vacancy in the ombudsman position for the county's Ethics Committee, and that the Ethics Committee reconvene and appoint an ombudsman. Second by Sabra Beauchamp. **Motion carried.**

It was stated that the Anderson County Sheriff's Office can ask County Commission for authorization to contact an attorney (at an hourly rate) for emergency issues, if necessary, between now and September 1st.

Mayor Frank will distribute some dates, and the next meeting will be set.

The meeting was adjourned at 12:15 p.m.

Anderson County Board of Commissioners
Non-Profit Committee
Meeting Minutes

August 12, 2024
4:00 PM, Room 312

Members Present: Commissioners Phil Yager (Committee Chair), Stephen Verran, Shain Vowell, Tracy Wandell, Denise Palmer, Shelly Vandagriff, Aaron Wells, and Jerry White.

Members Absent: None

Other Attendees: Finance Director Robby Holbrook, Deputy Finance Director Randy Walters.

Meeting Facilitator: Commissioner Phil Yager (Committee Chair)

I. Appearance of Citizens

No citizens appeared.

II. Approval of Agenda

Motion by Commissioner Shelly Vandagriff, second by Commissioner Denise Palmer to approve agenda as presented.

III. Application Review: Anderson County Chamber of Commerce

Chamber President Rick Meredith presented a request for \$30,000.00 in one-time funding for retail development and the new Chamber facility.

Motion by Commissioner Jerry White, second by Commissioner Tracy Wandell, and passed to approve the project.

Voting Yes: Commissioners Phil Yager, Tracy Wandell, Denise Palmer, Shelly Vandagriff, and Jerry White.

Voting No: Commissioners Stephen Verran, Shain Vowell, and Aaron Wells

Motion by Commissioner Tracy Wandell, second by Commissioner Aaron Wells, and passed to refer to the Budget Committee with a recommendation for approval of \$30,000.00 to come from Fund 128 -Tourism.

Voting Yes: Commissioners Phil Yager, Tracy Wandell, Denise Palmer, Shelly Vandagriff, Jerry White, and Aaron Wells

Voting No: Commissioners Stephen Verran and Shain Vowell.

IV. Application Review: Boys & Girls Club of Oak Ridge

Club Chief Executive Officer Erin Webb presented a request for \$25,000.00 in funding for the installation of a badge security system for exterior doors.

Motion by Commissioner Aaron Wells, second by Commissioner Jerry White, and passed to approve the project.

Voting Yes: Commissioners Phil Yager, Tracy Wandell, Denise Palmer, Shelly Vandagriff, Stephen Verran, Aaron Wells, and Jerry White.

Voting No: Commissioners Shain Vowell.

Motion by Commissioner Tracy Wandell, second by Commissioner Aaron Wells, and passed to refer to the Budget Committee with a recommendation for approval of up to \$25,000.00 to come ARP funds.

Voting Yes: Commissioners Phil Yager, Tracy Wandell, Shelly Vandagriff, Stephen Verran, Aaron Wells, and Jerry White.

Voting No: Commissioners Shain Vowell and Denise Palmer.

V. New Business

None.

VI. Meeting Adjourned.