
Anderson County Board of Commissioners

Regular Agenda

Monday, February 24, 2025 @ 6:30 P.M.

1. **Call to Order / Roll Call**
2. **Prayer**
3. **Pledge of Allegiance**
4. **Appearance of Citizens** – Items on or not on the agenda
5. **Approval and Correction of Agendas**
 - Consent Agenda
 - Regular Agenda
6. **Public Hearing Report** – by Chairwoman Vandagriff
7. **Presentation of Reports:**
 - A. Elected Officials
 1. County Mayor – Terry Frank
 - Requesting motion to confirm appointment of Mr. Matt Bader to the Anderson County Conservation Board, term expiring 12/2026
 - Requesting motion to confirm appointment of Commissioner Michael Foster to the Anderson County Planning Commission, term expiring 1/2028
 2. Property Assessor
 - Reappraisal Plan
 - Eagle View Mapping
 - Deckard Technology – Short Term Rental Discovery
 - B. Department Heads
 1. Director of Finance – Robby Holbrook
 - Audit Committee Report
 - Finance Committee Report
 - Purchasing and Budget Report
 2. Director of Schools – Dr. Tim Parrott
 - Written Report including BOE Minutes (2/13/25)
 3. Law Director’s Office Report
 - A. Contract Approvals
 - B. Bond Approval
 - C. Zoning Violations
 - D. Bankruptcies
 - E. Other
 - Resolution No. 25-01-1199 Establishing the Appropriation of Unspent Funds
 - Anderson County Community Emergency Response Team (CERT) Release of Liability
 - Memorandum of Agreement (Transfer of Hazmat Truck)
 - F. Litigation Updates

C. Committees/Boards Reports

1. Operations Committee Report – by Chairman Isbel

- Motion to approve Resolution No. 25-01-1196 Storm Water Management and Pollution Control.
- Motion to approve changing room assignments: Bailiffs from room 121 to room 103, Trustee/Tax Freeze from 119 to room 121, Pre-Trial Release from room 102 to room 119.
- Motion for the Law Director to bring his report to Operations Committee before County Commission.
- Motion for the Law Director to look into the Statutory Committees and the Resolution Committees to see what can be streamlined and what cannot be touched.
- Motion to have Resolution No. 2024-01-1151 Animal Shelter Oversight Committee, brought back to full commission for a roll call vote.
- Motion to send a letter of support to State Representatives requesting to release grant funds for Atomic Elks Lodge community project.

2. Rules Committee Report – by Commissioner Smallridge

3. Fire Commission Report – by Commissioner Wandell

8. Unfinished Business

9. New Business

Resolution No. 2025-02-1201 to Create the Animal Shelter Oversight Committee

10. Announcements

11. Adjourn

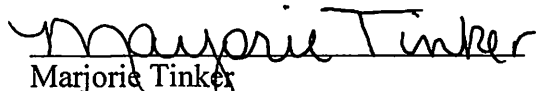
**Respectfully Submitted
H. Tyler Mayes, Chairman**



ANDERSON COUNTY GOVERNMENT

Legal Notice of Public Hearing Published in Compliance with TCA § 13-7-105 (b)

The Anderson County Board of Commissioners will hold a Public Hearing on February 24, 2025 at 6:00 PM in Room 312 of the Anderson County Courthouse, 100 N. Main Street, Clinton, Tennessee, to consider an amendment to the "Anderson County Zoning Resolution" to include the rezoning of the property at 112 Lambdin Rd., Andersonville, Parcel 006.01, Tax Map 032 from R-1 (Suburban-Residential District) to C-1 (General Commercial District). A copy of the proposed zoning amendment is available at the Office of Planning & Development, Room 127 at the Courthouse.


Marjorie Tinker
Anderson County Building Commissioner

WHEREAS, the Anderson County Regional Planning Commission has reviewed and made recommendations regarding the proposed amendment of the "Zoning Resolution of Anderson County, Tennessee," in accordance with Tennessee Code Annotated § 13-7-105 (b).

NOW, THEREFORE, BE IT RESOLVED that the Anderson County Board of Commissioners does hereby amend the Anderson County Zoning Resolution.

This resolution shall take effect immediately after its notification and passage, the public welfare requiring it.

Tyler Mayes, Chairman

ATTEST:

Jeff Cole, County Clerk

DATE: _____

Anderson County Board of Commissioners
Anderson County, Tennessee

RESOLUTION NO. 25-02-1198

A RESOLUTION AMENDING THE “ZONING RESOLUTION OF ANDERSON COUNTY, TENNESSEE” BY REZONING PARCEL 006.01; ANDERSON COUNTY TAX MAP 032 FROM R-1 (SUBURBAN-RESIDENTIAL DISTRICT) TO C-1 (GENERAL COMMERCIAL DISTRICT)

WHEREAS, the Anderson County Commission, in accordance with Section 13-7-105 of the Tennessee Code Annotated, may amend the zoning resolution and the “Zoning Map of Anderson County, Tennessee”; and

WHEREAS, the Anderson County Regional Planning Commission has forwarded its recommendation to the Anderson County Commission regarding the amendment to the “Zoning Map of Anderson County, Tennessee.

NOW, THEREFORE, BE IT RESOLVED by the Anderson County Board of Commissioners of Anderson County, Tennessee, meeting in regular session on the 24th day of February, 2025, in Clinton, Tennessee, that:

SECTION 1. The Zoning Map of Anderson County, Tennessee, is hereby amended by rezoning Parcel 006.01; Anderson County Tax Map 032 from R-1 (Suburban-Residential District) to C-1 (General Commercial District). Said territory located at 112 Lambdin Rd., Andersonville; and being more clearly defined by the attached map that is made part of this resolution.

SECTION 2. This resolution shall be effective from and after its passage and publication, as required by Section 13-7-105(b) of the Tennessee Code Annotated, the public welfare requiring it.

ADOPTED this _____ day of _____, _____.

Tyler Mayes, Chairman

Terry Frank, County Mayor

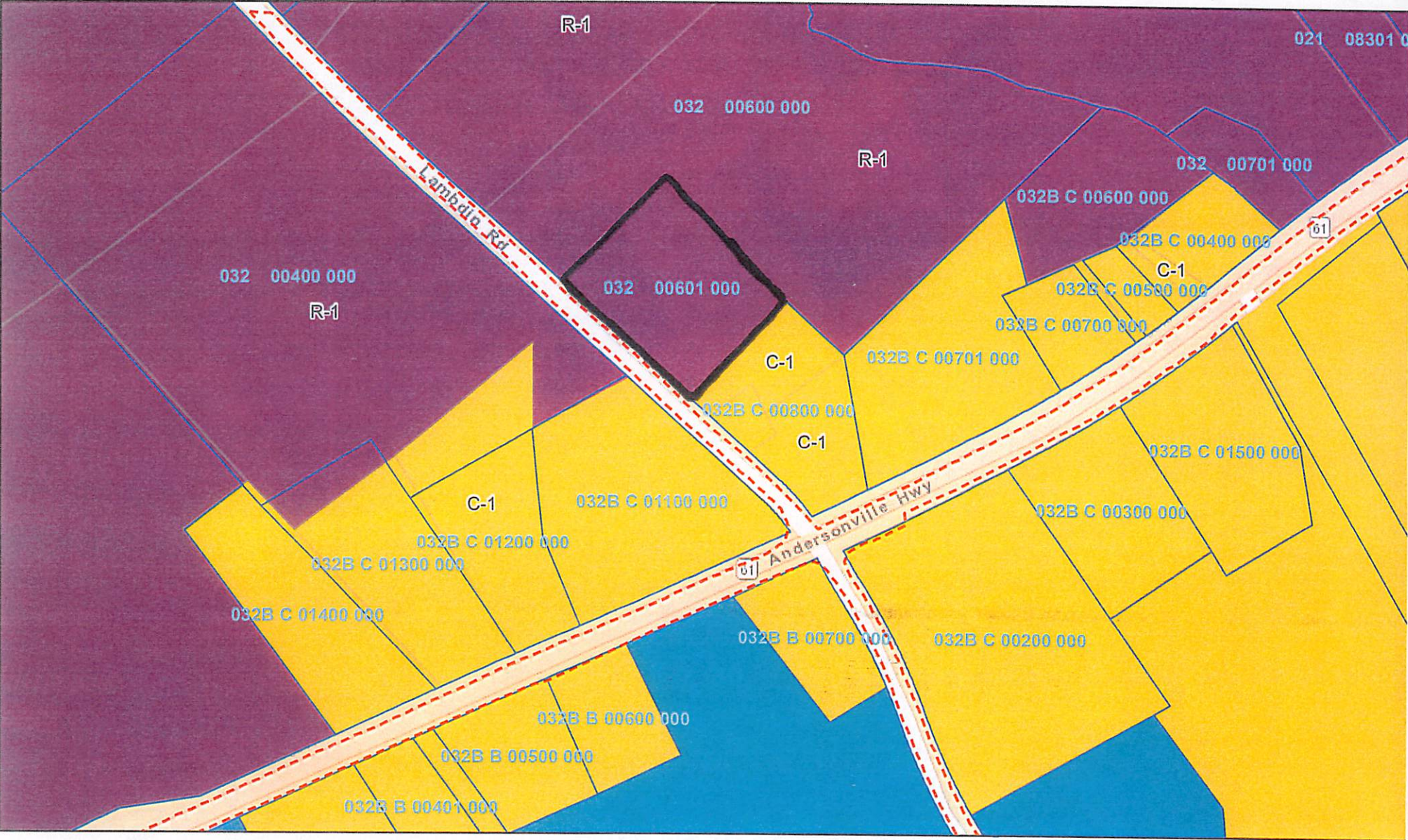
Public Hearing Held: _____

Resolved and Approved: _____

ATTEST:

Jeff Cole, County Clerk

Lambdin Rd



12/13/2024, 1:28:18 PM

ZoningNew

- C-1
- A-2
- R-1

Edge of Pavement

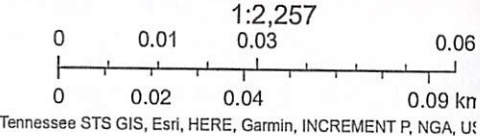
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Parcels

-

County Boundary

-



Rezoning Request Planning Report

Date: January 14, 2025

Applicant: Valley Lodge #383

Request: From: R-1 To: C-1

Location: 112 Lambdin Rd., Andersonville

Acres: 1

SITUATION: Applicant requesting rezoning from R-1 (Suburban-Residential District) to C-1 (General Commercial District) for lot at 112 Lambdin Rd., Andersonville. The lot is in close proximity to Andersonville Hwy., which is classified as a major arterial, experiencing a relatively high volume of traffic.

The C-1 District use of land is devoted to general and highway commercial activities . There is public water available to the property.

SELECTIVE CRITERIA FOR CONSIDERATION:

- *Is the request consistent with the applicable policies in the Land Use Plan? Yes*
- *Is the request consistent with the existing area zoning in proximity to the property? Yes*
- *Are the potential permitted uses for the requested district compatible with the existing land use of the area? Yes*
- *Would there be potentially adverse impacts to the general public? No*
- *Will the existing infrastructure support permitted uses in the requested district? Yes*
- *Is there adequate information to make a rezoning decision? Yes*
- *Are the substantial reasons the property cannot be currently used in compliance with the existing zone? Yes*

PLANNING FACTORS INFLUENCING RECOMMENDATION:

The rezoning for potential commercial use is consistent with the commercial policies of the Land Use Plan, in regard to adequate level of service availability, adequate street access, and encouraging the expansion and establishment of new businesses in the county.

The property is contiguous with another commercial zoning district that fronts upon Andersonville Hwy.. The land use of the area is generally Suburban & Rural-Residential, with a mixture of commercial development. There are no identified potentially adverse/negative impacts as the property is suitable for smaller low-intensive commercial activities.



ANDERSON COUNTY GOVERNMENT

TERRY FRANK
COUNTY MAYOR

February 19, 2025

Commissioner Tyler Mayes
Chairman, Anderson County Board of Commissioners

RE: AGENDA

Dear Chairman Mayes,

I wish to add the following items to the Agenda:

1. Presentation of Proclamation recognizing the President's Volunteer Service Awards Recipients in Anderson County. The Anderson County 4-H Extension Office is a President's Volunteer Service Award Certifying Organization, and award recipients are local 4-H participants. Request to present during the special presentation period.
2. Requesting motion to confirm appointment of Mr. Matt Bader to the Anderson County Conservation Board, term expiring 12/2026.
3. Requesting motion to confirm appointment of Commissioner Michael Foster to the Anderson County Planning Commission, term expiring 1/2028.

Sincerely,

Terry Frank

Board of County Commissioners - Anderson County, Tennessee

Proclamation

WHEREAS, the President's Volunteer Service Award is a national volunteer awards program that encourages citizens to live a life of service; and

WHEREAS, this national award honors individuals whose service has made positive impacts on their communities around the country and inspires those around them to put words into action; and

WHEREAS, led by the AmeriCorps and managed in partnership with Points of Light, the President's Volunteer Service Award program allows certifying organizations to recognize their most exceptional volunteers; and

WHEREAS, the Anderson County 4-H Extension Office is a President's Volunteer Service Award Certifying Organization, and is now recognizing local 4-H participants – both youth and adults – who have given of their time, knowledge, and talents to serve their fellow citizens; and

WHEREAS, Dalton Bridges, Danny Bridges Jr., EmmaGrace Bridges, Thomas Bridges, Baylee Brown, Briley Gray, Sadie Gray, Riley Mozingo, and Alice Ogan have each received Gold Awards for their volunteer efforts by completing between 79 and 273 hours of volunteer service in 2024 and have been honored as President's Volunteer Service Award recipients. Likewise, Autumn Green and Skylar Mozingo completed 78 and 188 volunteer service hours, respectively last year and they received Silver Awards as 2024 President's Volunteer Service Award recipients. Laura Gray, Landon Green, Hunter Mozingo, and Blaine Ogan each completed between 34 and 115 volunteer service hours to receive the Bronze Award.

NOW THEREFORE, in recognition of the outstanding accomplishments of our local President's Volunteer Service Award honorees and the positive examples they set for others in our community, and in acknowledgement of National Volunteer Week, April 20-26, 2025, we, Terry Frank, Mayor of Anderson County, Tennessee, and members of the Anderson County Board of Commissioners do hereby proclaim April 21, 2025 as

President's Volunteer Service Award Day

in Anderson County, and we wholeheartedly thank the honorees for their dedicated leadership, their voluntary contributions of time and labor, and their compassionate hearts for service to the community.

IN WITNESS WHEREOF, we have hereunto set our hands and caused the Seal of Anderson County, Tennessee, to be affixed this 24th day of February, 2025.

Terry Frank, County Mayor

H. Tyler Mayes, Commission Chairman

ATTEST: _____
Jeff Cole, County Clerk

Anderson County ADA Oversight Committee
Minutes for February 4, 2025

Present: Roger Lloyd, ADA Coordinator, County Commissioner Anthony Allen, County Commissioner Steven Vernon, and Louise McKown, chair the Anderson County ADA Oversight Committee. Marian Wildgruber was not able to come to the meeting.

Expenses for what has been done in 2024:

Louise asked Roger if he asked Andrew if he had a spreadsheet for what we spent for specifically ADA matters on the new courthouse entrance. She asked him that because at our last meeting he said that I as \$1,000,00. \$1,000,00 is way out of line of the predicted expenses from our ADA survey. So, Louise asked him how much the step-climber cost, which is around \$2,000, The automatic door opener was about \$2,000. He did not know how much the entrance's door handles were for a person who uses a closed fist to open the door, if they did not see the automatic door opener button.

After the meeting, Louise went to Google to see this type door handles. She did not find one like the one at the new courthouse entrance, the Clinton High School, and the Clinton Middle School. Possibly the door handles may be attached to the door when they were ordered?

Clinton Senior Center:

Roger said that they put in a new drinking fountain, like they are in the courthouse, which cost around 3,000.00. Louise asked him three questions: when will the entrance would be smoother covering up the stones, when will an automatic door opener be installed, and when will the accessible parking signs be changed to their right place? When she asked if Roger had an estimated time for when these things will be done, he said there wasn't one, probably because the courthouse is number one on our to-do list.

Courthouse Room Signs:

Louise asked Roger if he ordered the new Braille and raised print signs with a paper insert to tell people department or who is behind the door. She sent him the list when we did a walk through the courthouse with members of a new committee that Mayor Frank initiated: Anderson County Access Initiative. Its goal it to have new signage and to have an accessible website. On our walk through we discussed if a door does not have any

people in a room, this committee said to not have a sign next to the door where there is not a department behind the door. However, Roger said every door must have a sign because he suspects there be other changes will be in the future in the courthouse.

Roger showed us the sign that that he bought from a local company made, *justbraillesigns* would make for us for about \$200. Steve said that the Oak Ridge High School had a group of students who possibly make them using a 3-D printer, and possibly for less money that the company could make them. Roger liked the idea and he will go to the high school to see if they will do this for us.

Anderson County Access Initiative:

Mayor Frank told us that she hired Yvette Garza, who recently moved here. She has done many accessible websites when she lived in California. She will share an office with Stephanie Wells who is charge of the Tourist Bureau, which is where Bear Stephenson's Realty building is.

We discussed about needing a directory of departments and/or offices at the new courthouse entrance behind the sheriff deputies' desk similar to the high screen at the end of the scanner above where the security system is.

Louise told the committee that Roger Lloyd already has this on his to-do list. Mayor Frank talked to him about this screen, but so far, we do not have an estimate for this screen.

When the Access committee members made the tour of the courthouse, Louise showed them the black strips on the floor in the witness room that Roger brought to let people who are blind know when the floor will be dipping a bit. This is because in the old Archives room, was so weighted down from all the heavy boxes and huge books in the metal shelves. Carolyn Fogelman, who is part of Access committee, said why don't we use the black strips instead of buying rugs for under the benches on the third floor and the Register of Deeds office on the second floor. Before our next meeting, Louise will ask Marian Wildgruber who is blind and uses a white cane about this idea.

The next ADA Oversight Committee meeting will be Monday, April 7th at 3:00 p.m. in Room 118A.

These minutes are respectfully submitted by Louise McKown, chair of the Anderson County ADA Oversight Committee.

**Anderson County Board of Commissioners
Financial Management Committee**

Meeting Minutes

February 10, 2025
4:00 PM, Room 312

Members Present: Mayor Terry Frank (Committee Chair), Commissioner Tracy Wandell (Vice-Chair), Commissioner Tim Isbel, Commissioner Phil Yager, Highway Superintendent Gary Long, and Director of Schools Dr. Tim Parrott

Members Absent: Commissioner Josh Anderson

Others Present: Finance Director Robby Holbrook and Deputy Finance Director Randy Walters

Call to Order: Mayor Terry Frank (Committee Chair) called the meeting to order.

- I. **Appearance of Citizens:** No citizens were present to speak.
- II. **Approval of Agenda:** Motion by **Commissioner Phil Yager**, seconded by **Commissioner Tim Isbel**, to approve the agenda as presented.

Motion passed.

- III. **Claxton School Project and Bid Results**
Director of Schools Dr. Tim Parrott presented an update on the bid results for the new Claxton Middle School construction project.

Motion by **Commissioner Tracy Wandell**, seconded by **Director of Schools Dr. Tim Parrott**, to proceed with the process as outlined in Resolution No. 24-10-1188.

Motion passed.

- IV. **Finance Office Updates**
Finance Director Robby Holbrook provided an update on succession planning activities.
- V. **New Business** – Motion by **Commissioner Tracy Wandell**, seconded by **Commissioner Phil Yager**, to add the 1981 Act to the meeting minutes.

Motion passed.

- VI. **Unfinished Business** – None.

- VII. **Meeting Adjourned**



County Technical Assistance Service
INSTITUTE *for* PUBLIC SERVICE

February 18, 2025

County Financial Management System of 1981

Dear Reader:

The following document was created from the CTAS website (ctas.tennessee.edu). This website is maintained by CTAS staff and seeks to represent the most current information regarding issues relative to Tennessee county government.

We hope this information will be useful to you; reference to it will assist you with many of the questions that will arise in your tenure with county government. However, the *Tennessee Code Annotated* and other relevant laws or regulations should always be consulted before any action is taken based upon the contents of this document.

Please feel free to contact us if you have questions or comments regarding this information or any other CTAS website material.

Sincerely,

The University of Tennessee
County Technical Assistance Service
226 Anne Dallas Dudley Boulevard, Suite 400
Nashville, Tennessee 37219
615.532.3555 phone
615.532.3699 fax
www.ctas.tennessee.edu

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County Financial Management System of 1981

Reference Number: CTAS-904

The County Financial Management System of 1981 (CFMS of 1981) is one of the two optional general law statutes of local application that a county may adopt to centralize the county's purchasing functions. The system is similar to the 1957 acts; however, under this act the county operates under one act rather than three separate acts. Furthermore, unlike the 1957 acts, the school funds are managed under this system just like all other county funds. The commissioner of education may remove the school department if records are not maintained properly and timely. T.C.A. § 5-21-124. The County Financial Management System of 1981—

- Is found in T.C.A. §§ 5-21-101 through 5-21-130.
- Provides for the consolidation of financial functions and establishment of a financial management system for all county funds operated through the county trustee.
- Creates a department of finance to administer the finances of the county and all funds handled by the trustee, in conformance with generally accepted principles of governmental accounting and rules and regulations established by the state comptroller of the treasury, state commissioner of education and state law. T.C.A. § 5-21-103.
- Allows the county to choose between two organizational options for purchasing.
- Must be installed within 13 months, beginning on July 1 of the fiscal year after its adoption. T.C.A. § 5-21-127.
- Requires approval by a two-thirds vote of the county legislative body or a majority of the voters in a referendum in order to be effective in any county. T.C.A. § 5-21-126.

Applicability to the Department of Education. School funds are managed centrally under this system just like all other county funds. The commissioner of education may remove the school department if records are not maintained properly and timely. T.C.A. § 5-21-124.

Department of Finance

Reference Number: CTAS-905

This act creates a department of finance to administer the finances of the county for all funds handled by the county trustee. The department of finance is under the supervision of a director of finance and subject to the policies and regulations adopted by a county financial management committee. Generally the finance department is responsible for purchasing, accounting, budgeting, payroll, cash management, and other fiscal matters of the county. T.C.A. § 5-21-103. The specific provisions setting out the functions of the finance department can be found in the following statutes:

- Budgeting—T.C.A §§ 5-21-110 through 5-21-114.
- Accounting and Fiscal Procedures— T.C.A. §§ 5-21-115 and 5-21-116.
- Payroll Account—T.C.A. § 5-21-117.
- Purchasing—T.C.A. §§ 5-21-118 through 5-21-120.
- Conflict of Interest/Improper Gifts—T.C.A. § 5-21-121.
- Compensation of Committee Members—T.C.A. § 5-21-122.

Financial Management Committee

Reference Number: CTAS-906

Under this system there is a county financial management committee. The committee consists of the county mayor, supervisor of highways, director of schools, and four (4) members elected by the county legislative body. The four elected members need not be members of the county legislative body. T.C.A. § 5-21-104 (b). The financial management committee establishes and approves policies, procedures, and regulations implementing a sound and efficient financial system for administering the funds of the county. T.C.A. § 5-21-104 (e). The county legislative body, by resolution, either may create the following committees or it may authorize the financial management committee to assume functions of any or all of the following special committees: (1) budget committee, (2) investment committee, and (3) purchasing

committee. T.C.A. §§ 5-21-104 (e) and 5-21-105.

Director of Finance

Reference Number: CTAS-907

The finance director oversees the operation of the department of finance and installs and maintains a purchasing, payroll, budgeting, accounting, and cash management system for the county. T.C.A. § 5-21-107.

Appointment/Dismissal—The finance director is appointed by the financial management committee (no approval required), and is considered for all purposes an employee of the county. The financial management committee may dismiss the director, subject to the approval of the county legislative body. T.C.A. § 5-21-106.

Qualifications—The finance director must have a minimum of a bachelor of science degree, with a minimum of 18 quarter hours in accounting; however, the committee may select a person who does not have the foregoing qualifications if the person has at least two years of acceptable experience in a related position or an equivalent number of related courses. T.C.A. 5-21-106.

Surety Bond—The finance director must have a blanket bond in the amount not less than \$100,000 for the faithful performance of the director's duties and of the employees of the department. The premium for this bond is paid from funds appropriated to the finance department for this purpose. T.C.A. § 5-21-109.

Compensation of Director of Finance—The financial management committee establishes the compensation of the director of finance with the approval of the county legislative body T.C.A. § 5-21-106(c).

Personnel—The finance director is authorized to hire personnel for the finance department within the amounts provided in the budget. Written job requirements for department personnel are to be recommended by the director and approved by the financial management committee. T.C.A. § 5-21-107(d). A person employed by the finance department is to be recommended by the finance director and approved by the financial management committee to serve as deputy director of finance. The person employed for this position performs the duties and responsibilities that are assigned by the finance director. T.C.A. § 5-21-108.

Duties of the Director of Finance—The following are duties of the finance director which are related to purchasing and which apparently are to be performed by the finance director regardless of whether a separate purchasing agent is appointed under the act:

- Accepting requisitions by the department, agency, or official and if such supplies are not currently on hand, transmitting the requisition to the purchasing agent. T.C.A. § 5-21-119(b)(6).
- Verifying budget appropriations before authorizing a purchase. T.C.A. § 5-21-119(b)(6).
- Approving invoices for payment that are properly authorized and do not exceed the unencumbered balance of the allotments or appropriations against which they are chargeable. T.C.A §§ 5-21-115(b)(2) and 5-21-119(b)(6).
- Paying invoices and obligations of the county as provided by the statutes. T.C.A. § 5-21-119(b)(6).
- Issuing disbursement warrants for approved obligations. T.C.A. § 5-21-115(b)(3).
- Establishing a system of preaudit of invoices, purchase orders, or other documents, including a comparison with any encumbrance document previously posted or filed authorizing the obligation. T.C.A § 5-21-115(b)(2).

Purchasing System

Reference Number: CTAS-908

All county purchasing is handled centrally under the County Financial Management System of 1981. The specific provisions regarding purchasing under the CFMS of 1981 are found in T.C.A. §§ 5-21-118 through 5-21-120. The financial management committee, with the assistance of the purchasing agent, is to

establish a purchasing system for the county. The system must provide among other procedures the following:

1. The purchasing agent shall review all contracts or purchases for biddable supplies, materials, equipment, and other needs of the county;
2. No purchase or contract can be made when the bid prices exceed the current market price for the same merchandise or service;
3. Purchases and contracts must be awarded based on the lowest and best bid; and
4. Specifications development shall be made by the department, agency, or official to receive the merchandise, construction or service. T.C.A. § 5-21-119.

Purchasing Agent. The finance director or a deputy appointed by him or her serves as the county purchasing agent unless the county legislative body establishes a separate purchasing department and appoints a purchasing agent. If the county legislative body approves a separate purchasing department and a purchasing agent is hired, all duties and responsibilities relative to purchasing are removed from the finance director. T.C.A. § 5-21-118.

Duties of the Finance Director/Purchasing Agent. The duties related to county purchasing are performed by the finance director or his or her designee (unless a separate purchasing department is created and a purchasing agent is appointed). The purchasing agent's duties are as follows:

- Contracting, purchasing, or obligating the county for supplies, material, equipment, contractual services, rental of machinery, buildings, or equipment. T.C.A. § 5-21-118(b)(1).
- Transferring materials, supplies, and equipment between county offices or agencies. T.C.A. § 5-21-118(b)(1).
- Supervising the storeroom or warehouse. T.C.A. § 5-21-118(b)(2).
- Contracting for building construction and purchase of land. T.C.A. § 5-21-118(b)(3).
- Public sale of all surplus materials, equipment, buildings, and land. T.C.A. § 5-21-118(b)(4).
- Reviewing all contracts and purchases for biddable supplies, materials and equipment, and other needs of the county. T.C.A. § 5-21-119(b)(1).
- Reviewing specifications and changes to allow for maximum competition. T.C.A. § 5-21-119(b)(5).
- Preparing formal and informal bids. T.C.A. § 5-21-119(b)(5).
- Collecting sealed bids and opening bids publicly. T.C.A. § 5-21-119(b)(5).
- Evaluating bids (and submitting bids for approval by the financial management committee if required by the committee). T.C.A. § 5-21-119(b)(5).

Competitive Bidding under the 1981 Law

Reference Number: CTAS-909

The rules concerning bidding under the County Financial Management System of 1981 are set out in T.C.A. § 5-21-120, and do not provide the level of detail as is found in the County Purchasing Law of 1957. The details for the competitive bidding process under this act must be set out in the policies and procedures established by the financial management committee with the assistance of the purchasing agent.

Bid Thresholds—The financial management committee sets the dollar limitation over which formal competitive bids are required. This amount is not to exceed the amount authorized under state law for the highway and education departments or other such amounts as established by law. T.C.A. § 5-21-120(a).

Biddable Items—"Biddable items" means any need of the county where more than one bidder or contractor in the county's trade area can provide the material or service. Specifications cannot be written to exclude vendors and contractors or limit the bidding to a specific bidder or contractor. T.C.A. § 5-21-120(b).

Specifications Development—The development of specifications is to be made by the department, agency, or official to receive the merchandise, construction, or service. The specifications must be reviewed by the purchasing agent and changed as necessary to allow for maximum competition of prospective bidder. T.C.A. § 5-21-119(b)(4) and (5).

Sale of Surplus Property—Under this act, the finance director/purchasing agent is responsible for the public sale of all surplus materials, equipment, buildings, and land. T.C.A. § 5-21-118(b)(4).

Checks and Balances under the 1981 Law

Reference Number: CTAS-910

The County Financial Management System of 1981 contains the following provisions which are designed to ensure the integrity of the purchasing system:

- The finance director must verify budget appropriations before authorizing a purchase. T.C.A § 5-21-119(b)(6)(B).
- The finance director must establish a system of preaudit of invoices, purchase orders, or other documents, including a comparison with any encumbrance document previously posted or filed authorizing the obligation. T.C.A § 5-21-115(b)(2).
- The finance director approves for payment only those invoices that are properly authorized and do not exceed the unencumbered balance of the allotments or appropriations against which they are chargeable. T.C.A § 5-21-115(b)(2).
- Before any obligation against the county can be paid or any disbursement warrant or voucher issued, a detailed invoice, receivable copy of the purchase order, or other document indicating receipt of the merchandise or service is to be approved by the head of the office, department, or agency for which the obligation was made and be filed with the finance director. T.C.A § 5-21-115(b)(1).
- The county is liable for payment of all purchases and supplies, materials, equipment and contractual service made in accordance with the provisions of the CFMS of 1981, but is not liable for payment of such purchases made contrary to it unless such item is specifically approved by the financial management committee. T.C.A § 5-21-120(c).
- The director of finance is required to make a report showing the condition of the budget at the end of each month and present the report to the county legislative body. Each department head, elected official, and board member is furnished copies of monthly reports for their respective departments as soon as they are available. T.C.A § 5-21-114(a).

Conflict of Interest under the 1981 Law

Reference Number: CTAS-911

In 2021, the Legislature enacted Public Chapter 472, effective May 18, 2021. The County Financial Management System of 1981 now contains a conflict of interest provision much like Tenn. Code Ann. § 12-4-101, the general conflict of interest statute.

Tenn. Code Ann. § 5-21-121 now provides in part:

(a) The director, purchasing agent, members of the committee, members of the county legislative body, other officials of the county, members of the board of education, members of the highway commission, and employees of the finance department and purchasing department shall not have a direct interest in the purchase of supplies, materials, equipment, or contractual services for the county.

(b) No firm, corporation, partnership, association or individual furnishing any such supplies, materials, equipment or contractual services, shall give or offer, nor shall the director or purchasing agent or any assistant or employee accept or receive directly or indirectly from any person, firm, corporation, partnership or association to whom any contract may be awarded, by rebate, gift or otherwise, any money or other things of value whatsoever, or any promise, obligation or contract for future reward or compensation.

"Direct interest" means a contract with a person personally or with a business in which the person is the proprietor, a partner, or the person having the controlling interest in the business. "Controlling interest" means sufficient ownership in a business or company to control policy and management, including the ownership or control of the largest number of outstanding shares owned by any single individual in a business or company.

In addition to direct interests, those individuals named in the statute can not have an indirect interest in the purchase of supplies, materials, equipment, or contractual services for the county unless the person publicly acknowledges the interest. A person who is not a member of a governing body and who is required to publicly acknowledge an indirect interest must do so by reporting the interest to the office of the

county mayor to be compiled into a list that must be maintained as a public record. As used in this statute, "indirect interest" means a contract in which a person is interested, but not directly so, and includes contracts where the person is directly interested and is the sole supplier of goods or services in the county.

Penalties for Violation of the Act

Reference Number: CTAS-912

Any official or employee of the county who fails or refuses to perform the duties required by the County Financial Management System of 1981 or who otherwise fails to conform to the requirements of the act commits a Class C misdemeanor and is subject to removal from office or position. T.C.A. § 5-21-125.

Source URL: <https://www.ctas.tennessee.edu/eli/county-financial-management-system-1981-0>

**ANDERSON COUNTY GOVERNMENT
SUMMARY OF BUDGET AMENDMENTS**

February 6, 2025

<u>PAGE NO.</u>	<u>ITEM NO.</u>	<u>FUND - DEPARTMENT</u>	<u>AMOUNT</u>
Group 1 Financial Reports			
Cash & Fund Balance, Sales Tax, ARPA and Grant Reports			
Group 2 Purchasing Contracts & Surplus Vehicles - Legal Review - Commission Approval			
1	A	Cannon, Contract #25-0096	
1	B	Blankenship & Partners, Contract #25-0098	
1	C	University of Tennessee Health Science Dept., Contract #25-0100	
2	D	State of TN, Dept.of Health, Contract #25-0101	
2	E	Three+One/Cash Vest, Contract #25-0102	
2	A	State of Tennessee Department of the Military, Contract #25-0103	
2	B	UES, Contract #25-0104	
2		Surplus Vehicle, 1 Fleet	
Group 3 Consent Agenda - Transfers (No Commission Action Necessary)			
2	1	General Fund 101 - Fleet Services	\$ 1,475.76
3	2	General Fund 101 - Family Justice Center	\$ 478.00
3	3	General Fund 101 - Office on Aging & Senior Center	\$ 1,400.00
4	4	Fund 263 - Self Insurance/Finance	\$ 315,000.00
Group 4 - Appropriations - School (Commission Approval by Board Vote)			
4	5	Fund 141 - Fiscal Services	\$ 36,404.12
5	6	Fund 141 - Fiscal Services	\$ 5,000.00
5	7	Fund 141 - Fiscal Services	\$ 18,900.00
5	8	Fund 141 - Special Education	\$ 76,000.00
Group 5 - Transfers - School (Commission Approval by Board Vote)			
6	9	Fund 143 - School Nutrition (Payroll)	\$ 126,108.36
Group 6 - Appropriations - NonSchool (Commission Approval by Board Vote)			
6	10	Fund 131 - Highway	\$ 9,321.50
7	11	Fund 131 - Highway	\$ 140,000.00
7	12	Fund 131 - Highway	\$ 20,000.00
8	14	General Fund 101 - County Clerk	\$ 9,800.00
8	15	General Fund 101 - Planning	\$ 4,373.00
9	16	General Fund 101 - Mayor/EMA	\$ 980,980.00
10	18	General Fund 101 - Mayor/Office on Aging & Senior Center	\$ 2,500.00
11	22	General Fund 101 - Sheriff's Department	\$ 3,105.22
12	23	General Fund 101 - Sheriff's Department	\$ 12,000.00
12	24	General Fund 101 - Detention Facility	\$ 250,000.00
13	27	General Fund 101 - Finance/Fire Commission	\$ 1,200.00
Group 7 - Appropriations - General Fund Unassigned Fund Balance (Commission Approval by Board Vote)			
9	17	General Fund 101 - Mayor/Pre-Trial	\$ 17,356.00
10	19	General Fund 101 - Finance	\$ 536,587.00
11	20	General Fund 101 - Finance	\$ 70,000.00
Group 8 - Transfers - NonSchool (Commission Approval by Board Vote)			
7	13	Fund 131 - Highway (Payroll)	\$ 20,000.00
11	21	General Fund 101 - EMA (Payroll)	\$ 9,000.00
13	25	General Fund 101 - Detention Facility (Payroll)	\$ 75,000.00
13	26	General Fund 101 - Election Commission (Payroll)	\$ 12,669.23
Group 9 - Miscellaneous			
14	A	Election Administrator Mark Stephens	No Action
14	B	Veteran's Officer Pay Increase	Motion Passed
14	C	Property Assessor Re-Appraisal	No Action
14	D1	Proceeds from Sale of Propertiers	Motion Passed
14	D2	Fire Truck Resolution to be Included in Budget Process	No Action
15	E	Budget Calendar and Guidelines	Motion Passed
15	F	Fire Commission Secretary	Motion Passed
15	G	New Business	NA
15	H	Unfinished Business	NA
Group 10 - Additional Items not discussed during budget committee (requires 3/4 majority vote)			

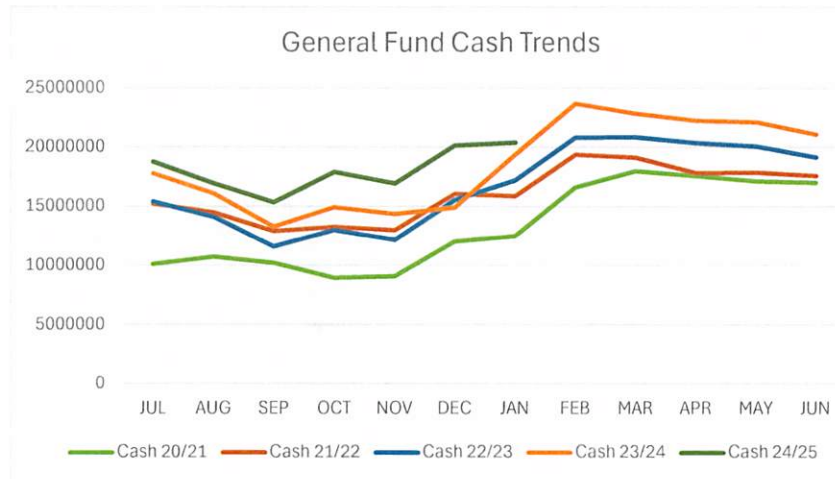
**ANDERSON COUNTY GOVERNMENT
CASH AND FUND BALANCE REPORT
January 31, 2025**

FUND	DESCRIPTION	NON-SPENDABLE	RESTRICTED FUNDS	COMMITTED FUNDS	ASSIGNED FUNDS	UNASSIGNED FUND BALANCE	TOTAL FUND BALANCE	CASH
101	General Fund	\$ -	\$ 2,235,503	\$ 518,537	\$ 4,593,721	\$ 11,674,210 *	\$ 19,021,971	\$ 20,635,237
115	Library Fund	\$ -	\$ 269,205		\$ -	\$ -	\$ 269,205	\$ 348,459
116	Solid Waste/Sanitation Fund	\$ -	\$ 715,964	\$ -	\$ -	\$ -	\$ 715,964	\$ 1,068,557
121	American Rescue Plan							\$ 3,072,390
122	Drug Control Fund	\$ -	\$ 148,377	\$ 8,754	\$ -	\$ -	\$ 157,131	\$ 159,511
127	Channel 95 Fund	\$ -	\$ -	\$ -	\$ 55,114	\$ -	\$ 55,114	\$ 65,278
128	Tourism Fund	\$ -	\$ 438,618	\$ 233,650	\$ 100,000	\$ -	\$ 772,268	\$ 1,072,952
131	Highway Fund	\$ 75,128	\$ 269,737	\$ 1,301,902	\$ -	\$ -	\$ 1,646,767	\$ 4,002,604
141	General Purpose School Fund	\$ -	\$ -	\$ 10,851,776	\$ -	\$ -	\$ 10,851,776	\$ 17,417,668
143	Central Cafeteria	\$ 88,414	\$ 4,454,127	\$ -	\$ -	\$ -	\$ 4,542,541	\$ 4,300,764
151	General Debt Service Fund	\$ -	\$ 971,129	\$ -	\$ -	\$ -	\$ 971,129	\$ 2,273,825
152	Rural Debt Service Fund	\$ -	\$ 673,967	\$ -	\$ -	\$ -	\$ 673,967	\$ 1,126,159
156	Education Debt Service Fund	\$ -	\$ 128,972	\$ -	\$ -	\$ -	\$ 128,972	\$ 977,628
171	Capital Projects Fund	\$ -	\$ 482,565	\$ -	\$ -	\$ -	\$ 482,565	\$ 725,753
177	Education Capital Projects Fund		\$ 954,077	\$ -	\$ -	\$ -	\$ 954,077	\$ 1,157,932
263	Employee Benefit Fund	\$ 30,555	\$ -	\$ -	\$ 961,103	\$ -	\$ 991,658	\$ 1,226,323
		\$ 194,097	\$ 11,742,241	\$ 12,914,619	\$ 5,709,938	\$ 11,674,210	\$ 42,235,105	\$ 59,631,040

* General Unassigned Fund Balance limit of \$6M requiring 2/3 (11) votes for budget amendments.

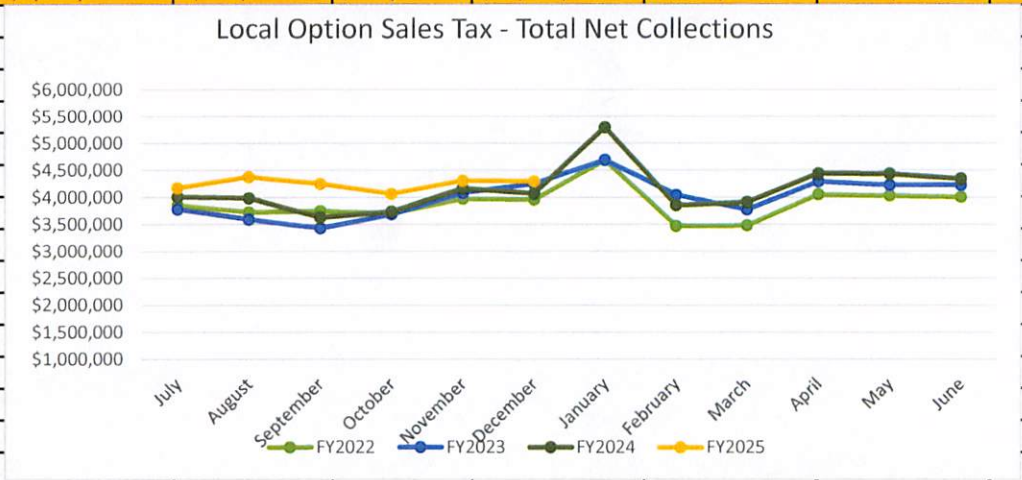
Cash Trends
January

Cash 20/21	12,482,769
Cash 21/22	15,870,096
Cash 22/23	17,197,688
Cash 23/24	19,384,181
Cash 24/25	20,373,626



Copy of Local Option Sales Tax - Net Breakdown by FY

FY2024	Anderson Co.	Clinton	Rocky Top	Norris	Oak Ridge	Oliver Springs	Out of State	Total	+/-
July	\$499,637.60	\$935,432.32	\$102,159.70	\$46,607.31	\$2,247,025.24	\$118,499.10	\$59,819.45	\$4,009,180.72	6%
August	\$500,254.95	\$926,747.98	\$98,402.33	\$43,576.87	\$2,251,218.53	\$113,524.76	\$54,814.98	\$3,988,540.40	11%
September	\$498,267.57	\$829,693.94	\$94,982.26	\$44,472.85	\$1,967,736.93	\$123,433.87	\$66,142.24	\$3,624,729.66	6%
October	\$396,910.18	\$835,882.72	\$97,479.82	\$42,433.32	\$2,204,981.13	\$119,806.40	\$38,657.92	\$3,736,151.49	1%
November	\$571,075.78	\$904,200.44	\$99,587.51	\$49,072.97	\$2,386,633.93	\$124,162.50	\$34,294.14	\$4,169,027.27	2%
December	\$532,307.18	\$922,440.70	\$100,427.07	\$44,352.65	\$2,320,943.19	\$117,583.48	\$32,817.52	\$4,070,871.79	-4%
January	\$597,913.34	\$1,249,551.98	\$101,379.14	\$50,729.98	\$3,109,781.97	\$132,529.68	\$54,001.85	\$5,295,887.94	13%
February	\$463,197.93	\$840,801.01	\$85,022.91	\$36,322.45	\$2,257,927.65	\$123,286.98	\$45,658.68	\$3,852,217.61	-5%
March	\$441,473.00	\$900,598.83	\$86,804.45	\$44,262.92	\$2,261,867.52	\$116,953.82	\$61,480.38	\$3,913,440.92	4%
April	\$508,342.61	\$948,424.49	\$106,095.26	\$47,724.45	\$2,660,226.92	\$128,789.00	\$44,311.95	\$4,443,914.68	4%
May	\$493,848.18	\$922,182.17	\$101,604.30	\$45,094.65	\$2,698,535.39	\$121,936.01	\$52,740.49	\$4,435,941.19	5%
June	\$567,955.36	\$976,246.00	\$107,120.87	\$45,031.06	\$2,446,928.85	\$117,326.50	\$86,206.98	\$4,346,815.62	3%
Totals:	\$6,071,183.68	\$11,192,202.58	\$1,181,065.62	\$539,681.48	\$28,813,807.25	\$1,457,832.10	\$630,946.58	\$49,886,719.29	4%
FY2025	Anderson Co.	Clinton	Rocky Top	Norris	Oak Ridge	Oliver Springs	Out of State	Total	+/-
July	\$491,168.50	\$930,859.52	\$108,725.51	\$44,448.53	\$2,411,025.21	\$124,410.32	\$66,990.18	\$4,177,627.77	4.2%
August	\$511,851.31	\$800,787.50	\$101,851.85	\$47,875.06	\$2,774,632.51	\$124,698.62	\$15,001.64	\$4,376,662.49	9.7%
September	\$512,025.95	\$802,463.06	\$101,803.19	\$46,608.41	\$2,597,731.30	\$137,204.98	\$52,173.02	\$4,250,009.91	17.3%
October	\$497,462.45	\$887,229.76	\$100,691.60	\$41,831.66	\$2,353,123.16	\$126,512.93	\$63,185.12	\$4,070,036.68	8.9%
November	\$506,343.21	\$953,771.87	\$99,110.32	\$48,467.91	\$2,527,615.95	\$126,803.66	\$47,951.78	\$4,310,064.70	3.4%
December	\$507,665.20	\$971,899.48	\$105,362.12	\$40,481.03	\$2,490,047.05	\$136,616.12	\$46,588.25	\$4,298,659.25	5.6%
January									
February									
March									
April									
May									
June									
Totals:	\$3,026,516.62	\$5,347,011.19	\$617,544.59	\$269,712.60	\$15,154,175.18	\$776,246.63	\$291,889.99	\$25,483,060.80	



Project Identification Number	Project Name	BUDGETED	EXPENDED TO-DATE	BUDGETED BUT NOT EXPENDED	TOTAL	REVENUE LOSS	PROJECT STATUS	REVENUE LOSS	PURCHASE ORDER ISSUED	COMPLETION DATE	ELIGIBILITY CATEGORY (YES or N/A)	DOCUMENTATION ON FILE	Use of Proper PROCUREMENT REQUIREMENTS Confirmed	Date Approved by Commission
ARPA PROJECTS														
	ARPA Funding Eligibility Category		OTHER ELIGIBILITIES											
	Total ARPA Allocation	\$ 10,000,000.00	\$ 4,952,074.00	\$ 14,952,074.00	\$ 14,952,074.00	\$ 14,952,074.00								
	-Less Budgeted To-Date Remaining Allocation	\$ (10,012,979.87)	\$ (5,120,393.55)	\$ (15,133,373.42)	\$ (15,133,373.42)	\$ (15,133,373.42)								
	Interest earned and balance of allocations	\$ 355,431.18	\$ (180,999.42)	\$ 174,431.76	\$ 174,431.76	\$ 174,431.76								
1	121-58836-189-GA003E Employee Retention Payments -Exempt	\$ 85,013.68	\$ 85,013.68	\$ -	\$ -	\$ -	Complete	YES	YES	FY22	N/A		N/A	4/18/2022
2	121-58836-189-GA003NE Employee Retention Payments -Non-Exempt	\$ 614,826.78	\$ 614,826.78	\$ -	\$ -	\$ -	Complete	NO	YES	FY22	N/A		N/A	4/18/2022
3.1	121-58836-339-GA912 TN Emergency Broadband Fund Grants-MF Highland	\$ 11,636.84	\$ 11,636.84	\$ -	\$ -	\$ -	Complete	YES	YES	FY23	N/A		N/A	2/22/2022
4	121-58836-399-GA013 GIS Digitized Stormwater System And Outfall Map	\$ 103,060.00	\$ 103,060.00	\$ -	\$ -	\$ -	Complete	YES	YES	FY24	YES		N/A	11/21/2022
5	121-58836-599-11802 EMS Budget Fund Balance Adjustment (Worker Comp/Building/Contents/MotorPool)	\$ 280,000.00	\$ 280,000.00	\$ -	\$ -	\$ -	Complete	YES	YES	FY23	N/A		N/A	8/15/2022
6	121-58836-716-S0001 Whole Body Scanner for Jail	\$ 135,000.00	\$ 135,000.00	\$ -	\$ -	\$ -	Complete	YES	YES	FY22	N/A		N/A	9/20/2021
7	121-67101-402-13101 thru 13106 County Paving Projects	\$ 766,991.63	\$ 766,991.63	\$ -	\$ -	\$ -	Complete	YES	YES	FY24	N/A		N/A	8/15/2022
7.1	121-67101-402-13101 thru 13109 County Paving Projects - New Eligibility	\$ 1,485,844.01	\$ 1,485,844.01	\$ -	\$ -	\$ -	Complete	NO	YES	FY24	YES		N/A	8/15/2022
8	121-91401-399-GA001 County-wide Assessment for Water & Sewer Planning	\$ 92,000.00	\$ 92,000.00	\$ -	\$ -	\$ -	Complete	YES	YES	FY24	N/A		N/A	3/10/2022
9	121-91401-399-GA010 Chilton Sewerline Study	\$ 30,000.00	\$ 30,000.00	\$ -	\$ -	\$ -	Complete	YES	YES	FY24	YES		N/A	8/15/2022
10	121-91401-707-GA011 Witness Room/Archives Relocation	\$ 1,019,170.85	\$ 1,019,170.85	\$ -	\$ -	\$ -	Complete	YES	YES	FY24	N/A		N/A	8/15/2022
11	121-91401-707-S0001 Senior Center Kitchen Improvements	\$ 670,200.00	\$ 670,200.00	\$ -	\$ -	\$ -	Complete	YES	YES	FY24	N/A		N/A	5/16/2022
12	121-91401-708-GA002 A/V Technology for Room 118A	\$ 15,182.53	\$ 15,182.53	\$ -	\$ -	\$ -	Complete	YES	YES	FY22	YES		N/A	8/15/2022
15	121-91401-718-GA004 Other Vehicles on Capital Requests	\$ 224,823.00	\$ 224,823.00	\$ -	\$ -	\$ -	Complete	YES	YES	FY24	N/A		N/A	8/15/2022
16	121-91401-718-S0002 Sheriff's Vehicles for 2 Years	\$ 899,349.03	\$ 899,349.03	\$ -	\$ -	\$ -	Complete	YES	YES	FY24	N/A		N/A	8/15/2022
18	121-91401-732-FJ01 Family Justice Center -Building Purchase	\$ 175,000.00	\$ 175,000.00	\$ -	\$ -	\$ -	Complete	YES	YES	FY24	N/A		N/A	11/21/2022
19	121-91401-790-11803 Oak Ridge Fire Dept. Training Center	\$ 273,500.00	\$ 273,500.00	\$ -	\$ -	\$ -	Complete	YES	YES	FY23	N/A		N/A	8/15/2022
21	121-91401-799-GA006 Other County Capital Outlay Requests (e.g., \$10K Judges)	\$ 9,394.76	\$ 9,394.76	\$ -	\$ -	\$ -	Complete	YES	YES	FY24	N/A		N/A	8/15/2022
22	121-91401-799-GA008 Repair Chimneys	\$ 18,635.00	\$ 18,635.00	\$ -	\$ -	\$ -	Complete	YES	YES	FY24	N/A		N/A	1/17/2023
23	121-58836-335-GA014 A/V Technology for Room 312	\$ 13,994.24	\$ 13,994.24	\$ -	\$ -	\$ -	Complete	YES	YES	FY24	YES		N/A	3/20/2023
24	121-91401-790-GA015 A/V Technology for Room 312	\$ 250,000.00	\$ 250,000.00	\$ -	\$ -	\$ -	Complete	YES	YES	FY24	YES		N/A	5/15/2023
25	121-58836-399-S0003 Jail Medical Services	\$ 516,000.00	\$ 516,000.00	\$ -	\$ -	\$ -	Complete	YES	YES	FY24	N/A		N/A	6/19/2023
26	121-91401-790-VFD01 EMS Budget Fund Balance Adjustment (FY24)	\$ 547,389.89	\$ 547,389.89	\$ -	\$ -	\$ -	Complete	YES	YES	FY24	N/A		N/A	8/21/2023
28	121-91401-790-VFD01 Fire Department/Rescue Squad Equipment	\$ 272,669.74	\$ 272,669.74	\$ -	\$ -	\$ -	Complete	YES	YES	FY24	N/A		N/A	8/21/2023
29	121-91401-735-11805 EMS AED's	\$ 13,475.23	\$ 13,475.23	\$ -	\$ -	\$ -	Complete	YES	YES	FY24	N/A		N/A	8/21/2023
30	121-58500-316-CLAR Chilton Area Repeater	\$ 18,405.00	\$ 18,405.00	\$ -	\$ -	\$ -	Complete	YES	YES	FY24	N/A		N/A	3/18/2024
32	121-91401-316-NPCD1 Contributions Child Advocacy Center & American Legion	\$ 53,161.25	\$ 53,161.25	\$ -	\$ -	\$ -	Complete	YES	YES	FY25	N/A		N/A	5/20/2024
33	121-91401-790-GA016 Parks Bobcat	\$ 330,000.00	\$ 330,000.00	\$ -	\$ -	\$ -	Complete	YES	YES	FY25	N/A		N/A	5/20/2024
34	121-91401-790-ACFC1 Anderson County Fire Commission Funding for Departments	\$ 170,281.35	\$ 170,281.35	\$ -	\$ -	\$ -	Complete	YES	YES	FY25	N/A		N/A	6/17/2024
35	121-58841-718-AUTO1 Auto Purchases	\$ 469,288.25	\$ 469,288.25	\$ -	\$ -	\$ -	Complete	YES	YES	FY25	N/A		N/A	12/16/2024
44	121-58836-399-GA017 Employee Retention Payments 2024	\$ 250,000.00	\$ -	\$ 250,000.00	\$ -	\$ -	In Progress	YES	YES	FY24	YES		N/A	2/22/2022
3	121-58836-189-GA012 TN Emergency Broadband Fund Grants -MF Comcast	\$ 150,000.00	\$ 121,926.19	\$ 28,073.81	\$ -	\$ -	In Progress	YES	YES	FY24	N/A		N/A	8/15/2022
13	121-91401-709-GA005 IT Infrastructure Needs (e.g., Multi-Factor Authentication)	\$ 1,346,903.66	\$ 500,511.66	\$ 846,392.00	\$ -	\$ -	In Progress	NO	YES	FY26	YES		N/A	8/15/2022
14	121-91401-718-11801 TDEC ARP Water Infrastructure Investment Plan (WIIP)	\$ 379,514.92	\$ 147,677.80	\$ 231,837.12	\$ -	\$ -	In Progress	YES	YES	FY27	YES		N/A	6/19/2022
27	121-99100-590-TDEC1 Dental Clinic Redesign/Relocation/Blig Improvements	\$ 604,000.00	\$ -	\$ 604,000.00	\$ -	\$ -	In Progress	YES	YES	FY25	N/A		N/A	9/18/2023
31	121-91401-707-D0001 County-wide Emergency Communications System	\$ 422,819.10	\$ 1,250,000.02	\$ (0.02)	\$ -	\$ -	In Progress	NO	YES	FY25	N/A		N/A	12/18/2023
32	121-91401-708-RADIO EMS Vehicles FY25	\$ 571,962.02	\$ 266,965.02	\$ 304,997.00	\$ -	\$ -	In Progress	YES	YES	FY26	N/A		N/A	8/19/2024
36	121-91401-718-11806 Sheriff's Vehicles FY25	\$ 13,843.30	\$ 2,566.20	\$ 11,277.10	\$ -	\$ -	In Progress	YES	YES	FY25	N/A		N/A	8/19/2024
37	121-91401-718-S0004 Archives Security Cameras	\$ 10,888.36	\$ -	\$ 10,888.36	\$ -	\$ -	In Progress	YES	YES	FY25	N/A		N/A	9/16/2024
38	121-58841-335-ARCH1 Senior Center Badge System	\$ 56,500.00	\$ -	\$ 56,500.00	\$ -	\$ -	In Progress	YES	YES	FY25	N/A		N/A	10/21/2024
40	121-91401-707-S0002 Blockhouse Valley Recycling Center	\$ 100,000.00	\$ -	\$ 100,000.00	\$ -	\$ -	In Progress	YES	YES	FY26	N/A		N/A	11/18/2024
41	121-91401-304-RECY1 County Auto Purchases	\$ 14,000.00	\$ -	\$ 14,000.00	\$ -	\$ -	In Progress	YES	YES	FY26	N/A		N/A	12/16/2024
42	121-58841-718-AUTO2 Blockhouse Valley Recycling Center	\$ -	\$ -	\$ -	\$ -	\$ -	In Progress	YES	YES	FY26	N/A		N/A	11/18/2024
43	121-91401-321-RECY2 CBDC Waterline Project-Blockhouse-Lyn-Judson-Rd-Savage-Garden	\$ -	\$ -	\$ -	\$ -	\$ -	In Progress	YES	YES	FY24	YES		N/A	8/15/2022
30	121-91401-791-GA009 Digital-Book-Book-Election-Office	\$ -	\$ -	\$ -	\$ -	\$ -	No Bids	NO	NO	-FY24-	YES		N/A	8/15/2022
42	121-91401-731-GA007	\$ -	\$ -	\$ -	\$ -	\$ -	Cancelled	YES	YES	-FY24-	N/A		N/A	8/15/2022
	Total Interest Remaining	\$ 15,133,073.42	\$ 12,252,288.95	\$ 2,880,784.47	\$ -	\$ -								

2024-2025 Grant Inventory for Anderson County Government

Account Codes (101 unless specified)	Department	Description	Amount of Grant	Amnt of matching funds	Grant begin date	Grant end Date	Fed thru State	State	Fed Direct	Grantor	Indirect Cost Recovery	
53330	Anderson County Drug Court	TN Certified Recovery Court (TCRCP)	\$ 133,500		7/1/2024	6/30/2025		\$ 133,500		TDMHSAS	\$ 8,260	
53600-FJC	District Attorney's Office	Family Justice Center	\$ 200,000		7/1/2024	6/30/2025	\$ 200,000			OCJP/VOCA	\$ 3,685	
	District Attorney's Office	JAG - 7th CTF	\$ 70,000		7/1/2024	6/30/2025	\$ 70,000			OCJP		
53600-VOCA	District Attorney's Office	Victim's Coordinator Grant (VOCA)	\$ 130,000		7/1/2024	6/30/2025	\$ 130,000			OCJP/VOCA		
54710-790-EMSE1	EMS	EMS Equipment Grant	\$ 134,180	\$ -	7/1/2023	9/30/2024	\$ -	\$ 134,180		TDH		
54410-499-EMPG	Emergency Management	Emergency Management EMPG 2023	\$ 33,709	\$ 33,709	10/1/2022	9/30/2024	\$ 33,709			TEMA		
54410-499-DHS	Emergency Management	Homeland Security Grant 2023	\$ 28,250		9/1/2022	4/30/2025	\$ 28,250			TEMA/DHS		
54410-499-DHS	Emergency Management	Homeland Security Grant 2024	\$ 28,250		9/1/2023	4/30/2026	\$ 28,250			TEMA/DHS		
54410-499-DOE	Emergency Management	Off-Site Emergency Planning and Response	\$ 21,000		12/1/2023	7/31/2024	\$ 21,000			TEMA/DHS		
55110-707-SPNMG	Health Department	Health Department Renovation	\$ 349,000	\$ 116,400	1/13/2023	6/30/2026		\$ 349,000		TDH		
55110-707-AWN	Health Department	Immunization Funding Grant (awning)	\$ 227,000		7/1/2023	12/31/2024	\$ 227,000			TDH		
55190-3000	Health Department	Reimburse County for Contract employees Salaries	\$ 663,600		7/1/2024	6/30/2025	\$ 155,738	\$ 507,862		TDH		
55160-2001	Health Department	Safety Net Grant for Dental	\$ 4,000,000		7/1/2024	6/30/2025		\$ 4,000,000		TDH		
55160-2001	Health Department	Safety Net Grant for Dental (Emory Valley)	\$ 4,000,000		7/1/2024	6/30/2025		\$ 4,000,000		TDH		
	Highway/Mayors Office	TDOT Old State Circle Bridge (State Run Project)	\$ 950,900				\$ 950,900			TDOT		
53500-1000	Juvenile Court	Juvenile Court State Supplement Funds	45,000.00		7/1/2024	6/30/2029		\$ 45,000		DCS		
51900-799-NWDSP	Mayors Office	TDOT Oliver Springs 1 of 2	\$ 942,020	\$ 216,580				\$ 942,020		TDOT		
51900-799-NWDSP	Mayors Office	TDOT Oliver Springs 2 of 2	\$ 711,396	\$ 177,849			\$ 711,396			TDOT		
	Mayors Office	Gibbs Ferry Park (FLAP Grant)	\$ 1,860,000	\$ 201,400					\$ 1,860,000	USDOT		
58190-FIG	Mayors Office	CDBG Food Insecurity	\$ 194,000		12/15/2023	3/31/2026	\$ 194,000			CDBG		
91170-791-CDBG1	Mayor's Office	CDBG Waterlines	\$ 523,207	\$ 107,163	10/15/2020	10/14/2025	\$ 523,207			TDEC/CDBG		
	Mayor's Office	Broadband Accessibility Grant (BRC)	\$ 100,000		7/1/2024	12/31/2026	\$ 100,000			TNECD		
	Mayors Office	Brownfield Identification Grant	\$ 20,000	\$ -	8/1/2024	7/31/2025	\$ -	\$ 20,000	\$ -	TDEC		
	Mayors Office	Senior Center Grant (Vehicle)	\$ 45,000	\$ -	11/1/2024	3/31/2026	\$ -	\$ 45,000	\$ -	TNDDA		
	Mayors Office	ORHA Brownfield Identification Grant	\$ 100,000	\$ -	8/1/2024	7/31/2026	\$ -	\$ 100,000	\$ -	TDEC		
171-91401-TDEC1	Mayors Office/ACWA	Water Infrastructure Investment Plan (WIIP)	\$ 3,795,149	\$ 379,515	3/3/2021	9/30/2026	\$ 3,795,149	\$ -		TDEC		
116-55739	Mayors Office/Solid Waste	Litter Grant (Pick-Up & Prevention Education)	\$ 52,100		7/1/2024	6/30/2025		\$ 52,100		TDOT		
TBD	Mayors Office/ORRCA	Oak Ridge Reservation Community Alliance	\$ 381,587		4/15/2024	6/30/2028	\$ 381,587			TDEC		
101-56300	Mayor's Office/Office on Aging	Office on Aging and Senior Center	\$ 143,687		7/1/2023	9/30/2024	\$ 128,961	\$ 14,726		ETHRA/ETAAD		
101-56300	Mayor's Office/Office on Aging	Office on Aging and Senior Center	\$ 66,576		7/1/2024	6/30/2025	\$ 51,744	\$ 14,832		ETHRA/ETAAD		
53310-399-AEM1	Mayor's Office/Gen Sessions	Alternate Electronic Monitoring	\$ 13,005	\$ 13,005	10/21/2024	6/30/2025		\$ 13,005		OCJP		
	Norris Library	East Tennessee Foundation	\$ 3,000		5/1/2024	4/30/2025				ETF		
53310-DVCC	Sessions Judges	STOP, DV Court	\$ 201,000		7/1/2023	9/19/2024	\$ 201,000			OCJP		
101-54110	Sheriff's Department	Governor's Highway Safety Grant	\$ 22,000		10/1/2023	9/30/2024	\$ 22,000			TDSHS/ NHSTA		
54230-EBP1	Sheriff's Department	Evidenced Based Programming (EBP)	\$ 295,707		5/15/2023	6/30/2025		\$ 295,707		OCJP		
54110-VCIF2	Sheriff's Department	VCIF Collaborative	\$ 1,885,000		8/1/2023	6/30/2025		\$ 1,885,000		OCJP	\$ 16,900	
54110-188-SORR1	Sheriff's Department	Sheriff's Office Recruitment and Retention	\$ 200,000		6/30/2023	3/7/2028		\$ 200,000		TDCI		
54110-170	Sheriff's Department	SRO Grant	\$ 1,275,000		7/1/2024	6/30/2025		\$ 1,275,000		TDHS		
54210-SMHT4	Sheriff's Department	Mental Health Transport	\$ 280,208	\$ -	7/1/2024	6/30/2025		\$ 280,208		OCJP		
101-54110	Sheriff's Department	Governor's Highway Safety Grant	\$ 23,800	\$ -	10/1/2024	9/30/2025	\$ 23,800	-		TDSHS/ NHSTA		
128-58110-ARPA	Tourism	Tourism ARPA	\$ 326,715		12/1/2021	11/30/2026	\$ 326,715			TDTD		
128-58110-ENGR	Tourism	Tourism Enhancement Grant	\$ 100,000	\$ 30,000	7/1/2023	6/30/2025		\$ 70,000		TDTD		
128-58110	Tourism	Tourism Marketing Grant	\$ 30,000	\$ 30,000	7/1/2024	6/30/2025		\$ 30,000		TDTD		
										Total		
								\$ 8,304,406	\$ 14,407,140	\$ 1,860,000	\$ 24,571,546	\$ 28,845
								\$ 8,680,171	\$ 10,387,755		\$ 19,067,927	

BUDGET COMMITTEE MINUTES
FEBRUARY 6, 2025

Members Present:

Shain Vowell, Commissioner-Chairman
Denise Palmer, Commissioner-Vice-Chair
Anthony Allen, Commissioner
Bob Smallridge, Commissioner
Jerry White, Commissioner
Sabra Beauchamp, Commissioner
Shelly Vandagriff, Commissioner

Meeting Facilitator: Robby Holbrook, Finance Director

Members Absent: Tyler Mayes, Commissioner

Committee Chair Shain Vowell called the meeting to order.

1. Appearance of Citizens

The following citizens appeared and addressed the committee:

- **Michael Wagoner of Clinton** – Expressed support for the requested pay increase for the Veteran’s Service Officer.
- **Dan Orange of Oliver Springs**, accompanied by Post Commander Michael Braden – Informed the Budget Committee that American Legion Post 112 in Oliver Springs intends to request funding from the Non-Profit Committee for renovations and repairs to the Post building.
- **Colt Jennings of Clinton** – Expressed concerns about wage competitiveness and benefit costs for deputies in the Anderson County Sheriff’s Office.

2. Approval of Agenda

Motion by **Commissioner Denise Palmer**, seconded by **Commissioner Anthony Allen**, to approve the agenda as presented. *Motion passed.*

3. Purchasing Contracts with Legal Review

- A. **Canon - EMA (Contract #25-0096)** – Sixty-month lease for a plotter at \$175/month.
- B. **Blankenship & Partners - Office of the Mayor (Contract #25-0098)** – Architectural Services Contract for the design and construction of EMS Training Center.
- C. **University of Tennessee Health Science Department - Senior Center (Contract #25-0100)** – Five-year contract for audiology, speech pathology, and social work services to be provided by licensed clinical faculty and students at no cost.

- D. State of Tennessee Department of Health - Health Department (Contract #25-0101)**
– Seventeen-month grant for the provision of Epidemiology and Laboratory Capacity and Control of Infectious Diseases. This is the former CARES Act grant and increases the amount by \$50,000 for a total of \$277,000.
- E. Three+One/Cash Vest - Office of the Trustee (Contract #25-0102)** – One-year contract for Liquidity and Treasury Analysis Services in the amount of \$14,900.

Motion by **Commissioner Sabra Beauchamp**, seconded by **Commissioner Bob Smallridge**, to approve **Items 3A through 4B**. *Motion passed.*

4. Purchasing Contracts Pending Legal Review

The following contracts obtained legal review before the meeting and were approved under the motion recorded in Section 3:

- A. State of Tennessee Department of the Military - EMA (Contract #25-0103)** – Thirty-two-month Emergency Operations Center Grant for \$2,942,940 with the County matching \$980,980.
- B. UES - Office of the Mayor (Contract #25-0104)** – One-year contract for Environmental Services at Blockhouse Valley. Arcadis has the current contract and they will no longer be providing this service. The cost is \$20,493, which is \$14,000 less than the current contract.

5. Surplus Vehicles *Presented for information only.*

DESCRIPTION	DEPARTMENT	Condition	Winning Bid
2007 Ford E150	Fleet Services	Running, some body damage	\$4,272

TRANSFERS (Approved through Consent Agenda)

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

Increase Expenditure Codes:

101-54900-307-0200	Internet Services	\$1,225.04
101-54900-359	Disposal Fees	<u>250.72</u>
		\$1,475.76

Decrease Expenditure Code:

101-54900-338	Repairs & Maintenance to Vehicle	\$1,475.76
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Justification: Increased cost for both internet and disposal services.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Anthony Allen, and passed to approve the transfer request.

THE 2nd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Melissa Miller/John Prince, Family Justice Center/Finance, that the following **TRANSFER** in General Fund 101 be approved.

Decrease Expenditure Codes:

101-53600-506-FJC	District Attorney General-Liability Insurance-Family Justice Center	\$43.00
101-53600-524-FJC	District Attorney General-Staff Development-Family Justice Center	<u>435.00</u>
		\$478.00

Increase Expenditure Codes:

101-53600-499-FJC	District Attorney General-Other Supplies & Materials-Family Justice Center	\$156.00
101-53600-425-FJC	District Attorney General-Gasoline-Family Justice Center	232.00
101-53600-599-FJC	District Attorney General-Other Charges-Family Justice Center	<u>90.00</u>
		\$478.00

Justification: To adjust FJC budget due to change in funding source and updated spending needs.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Anthony Allen, and passed to approve the transfer request.

THE 3rd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank, Office on Aging & Senior Center, that the following **TRANSFER** in General Fund 101 be approved.

Increase Expenditure Codes:

101-56300-335	Building Maintenance & Repair	\$1,150.00
101-56300-307-0100	Communication	<u>250.00</u>
		\$1,400.00

Decrease Expenditure Codes:

101-56300-355	Travel	\$1,200.00
101-56300-348	Postage	<u>200.00</u>
		\$1,400.00

Justification: There have been additional maintenance and repairs required at the center this year, so request is to add funds to the code in case any other maintenance or repairs are needed by June 30th. The communication code request is to cover potential shortfall by June 30th. Projections look like code will be \$210 by year end.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Anthony Allen, and passed to approve the transfer request.

THE 4th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Randy Walters, Finance, that the following **TRANSFER** in Fund 263 be approved.

Increase Expenditure Codes:

263-51900-340-BCBS	Other G & A-Medical & Dental Services-Claims	\$295,680.00
263-51900-399-FEDLO	Other G & A-Other Contracted Services-FEDLOGIC	<u>19,320.00</u>
		\$315,000.00

Decrease Expenditure Codes:

263-51900-399-BCBS	Other G & A-Medical & Dental Services-BCBS ADMIN	\$240,000.00
263-51900-399-PRES	Other G & A-Other Contracted Services-RX Admin	<u>75,000.00</u>
		\$315,000.00

Justification: To align expenditure classifications with CBIZ actuarial projections.

Motion by Commissioner Sabra Beauchamp, seconded by Commissioner Anthony Allen, and passed to approve the transfer request.

APPROPRIATIONS REQUIRING FULL COMMISSION APPROVAL

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

Decrease Reserve Code:

141-39000	Unassigned Fund Balance	\$36,404.12
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Increase Expenditure Codes:

141-71100-201	Regular Instruction-Social Security	\$1,023.57
141-71100-212	Regular Instruction-Medicare	239.38
141-71100-213	Regular Instruction-Payments to Retirees	16,509.20
141-72510-201	Fiscal Services-Social Security	1,073.09
141-72510-212	Fiscal Services-Medicare	250.96
141-72510-213	Fiscal Services-Payments to Retirees	<u>17,307.92</u>
		\$36,404.12

Justification: To appropriate payments to mid-year retirees.

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

Increase Revenue Code:

141-46990	Other State Revenue	\$5,000.00
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Increase Expenditure Code:

141-71100-499	Regular Instruction-Other Supplies & Materials	\$5,000.00
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Justification: To appropriate funds received by the district for the 2024 Tennessee Educator Survey Grant awarded to Clinton Middle School.

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

Increase Revenue Code:

141-44990	Other Local Revenue	\$18,900.00
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Increase Expenditure Code:

141-71100-599	Regular Instruction-Other Charges	\$18,900.00
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Justification: To appropriate funds received by the district for grants awarded to individual school by Battelle.

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 8th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Kim Towe, Special Education, that the following **APPROPRIATION** in General Purpose School Fund 141 be approved.

Decrease Reserve Code:

141-39000	Unassigned Fund Balance	\$76,000.00
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(Amendment will be from 141-34555 Restricted for Education-SEFFS and a JE will replenish the reserve for 39000)

Increase Expenditure Codes:

141-72220-524-SEFFS	Staff Development	\$10,000.00
141-72220-718-SEFFS	Motor Vehicle	<u>66,000.00</u>
		\$76,000.00

Justification: To appropriate Special Education Fees of Services funds to add funds to Staff Development and to add funds to Motor Vehicle to purchase 2 vans to transport students with disabilities.

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 9th ITEM, to be presented to the Anderson County Budget Committee, was a written request from RaeAnn Owens, School Nutrition, that the following **TRANSFER (Payroll)** in Food Service Fund 143 be approved.

Increase Expenditure Codes:

143-73100-119	Food Service-Accountants/Bookkeepers (A)	\$16,000.00
143-73100-162	Food Service-Clerical Personnel (B)	82,920.00
143-73100-207	Food Service-Medical Insurance (C)	25,000.00
143-73100-213	Food Service-Payments to Retirees (D)	<u>2,188.36</u>
		\$126,108.36

Decrease Expenditure Code:

143-73100-165	Food Service-Cafeteria Personnel (E)	\$126,108.36
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Justification: A-D. Increase based on the projected needs for the remainder of the school year.
E. Decrease based on the projected needs for the remainder of the school 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 10th 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 Codes:

131-63100-336	Maintenance & Equipment Repair	\$1,941.50
131-63100-399	Contracted Services	<u>7,380.00</u>
		\$9,321.50

Increase Revenue Codes:

131-49700	Insurance Recovery	\$1,941.50
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131-49700	Insurance Recovery	<u>7,380.00</u>
		\$9,321.50

Justification: 1) Insurance recovery for an adjustment payment on Mac Truck Wreck.
 2) Insurance recovery for tow on Mack truck 366 wrecked in snow storm 1/10/2025.

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 11th 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 Codes:

131-63100-418	Machinery & Equipment Supplies	\$100,000.00
131-63100-336	Maintenance & Repair	<u>40,000.00</u>
		\$140,000.00

Decrease Reserve Code:

131-34550	Restricted for Hwy	\$140,000.00
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Justification: 1) Use for all machinery parts & supplies 2) Repair for all machinery

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 12th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Gary Long, Highway Department, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

131-68000-714	Capital Equipment	\$20,000.00
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Decrease Reserve Code:

131-34550	Restricted for Hwy	\$20,000.00
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Justification: Possible need for a piece of new equipment.

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 13th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Gary Long, Highway Department, that the following **TRANSFER (Payroll)** in Highway Fund 131 be approved.

Increase Expenditure Code:

131-63100-187	Overtime Mechanics & Night Watchman's Salary	\$20,000.00
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Decrease Expenditure Code:

131-63100-142	Mechanics Salary	\$20,000.00
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Justification: A highway employee has been out on leave, and inclement weather has created more overtime opportunities.

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 14th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Jeff Cole, County Clerk, that the following **APPROPRIATION** in General Fund 101 be approved.

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$9,800.00
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(Amendment will be from 101-34515-TITLE County Clerk-Additional Fees Titling and Registration and a JE will replenish the reserve for 39000)

Increase Expenditure Codes:

101-52500-349	County Clerk-Printing, Stationary, Forms	\$1,200.00
101-52500-351	County Clerk-Rentals	5,600.00
101-52500-709	County Clerk-Data Processing	<u>3,000.00</u>
		\$9,800.00

Justification: Envelopes for rest of year/Norris office rent/software updates.

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

THE 15th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Marjorie Tinker, Planning, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-51720-718	Planning-Motor Vehicle	\$4,373.00
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Increase Revenue:

101-49700	Insurance Recovery	\$4,373.00
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Justification: Insurance recovery check from TNRMT for planning vehicle. Placing funds in 718 to help pay for upgrades to new truck.

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

THE 16th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank & Director Kidwell, Emergency Management, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-54410-706-EOC	Emergency Operations Center (EOC) Grant	\$980,980.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$980,980.00
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(Amendment will be from 101-34785 Assigned Funds and a JE will replenish the reserve for 39000)

Justification: Anderson County Commission authorized 25% in matching funds for a FEMA grant to construct a new Emergency Operations Center. Grant award is \$2,942,940, match is \$980,980, for project total of \$3,923,920. Contract is on purchasing portion of agenda. Attached 4/17/23 CC minutes and grant budget.

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

THE 17th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank, Mayor/Pre-Trial, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Codes:

101-53900-105	Pre-Trial-Supervisor/Director	\$1,175.00
101-53900-111	Pre-Trial-Probation Officers	14,775.00
101-53900-201	Pre-Trial-Social Security	1,000.00
101-53900-204	Pre-Trial-Retirement	150.00
101-53900-210	Pre-Trial-Unemployment	21.00
101-53900-212	Pre-Trial-Medicare	235.00
		\$17,356.00

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$17,356.00
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Justification: See attached letter and documents.

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 18th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mayor Terry Frank, Office on Aging & Senior Center, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-56300-499	Senior Citizens Assistance-Other Supplies & Materials	\$2,500.00
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Increase Revenue Code:

101-48610-SENR	Donations	\$2,500.00
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Justification: This budget amendment is to place the funds donated from Bible study group into a fund for coffee and food supplies.

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 19th 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 Reserve Code:

101-39000	Unassigned Fund Balance	\$536,587.00
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(Amendment will be from 101-34785 Assigned for Capital Projects and a JE will replenish the reserve for 39000)

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$536,587.00
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Justification: Commission approved a motion on December 20, 2021 to annually dedicate 20% of the General Fund rollover at the end of the fiscal year for capital needs. Rollover this fiscal year \$2,684,934. New balance in 101-34785 will be \$4,556,808.

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 20th 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:

101-51240-399-SHOR	Other Contracted Services	\$70,000.00
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Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$70,000.00
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Justification: Anderson County received \$79,878 in a PCB Settlement-Monsanto that moved into Conservation code last year, but the project did not get started. Those funds rolled into unassigned at fiscal yearend. Again we would like to utilize the Monsanto-PCB funds for the stabilization of shoreline at Anderson County Park. Once permits are approved by TDEC & TVA, the Conservation Board would solicit quotes or go to bid. Any amount leftover would roll back into 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 21st ITEM, to be presented to the Anderson County Budget Committee, was a written request from Brice Kidwell, EMA, that the following **TRANSFER (Payroll)** in General Fund 101 be approved.

Increase Expenditure Code:

101-54410-169	Part Time	\$9,000.00
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Decrease Expenditure Codes:

101-54410-435	Office Supplies	\$2,000.00
101-54410-451	Uniforms	4,000.00
101-54410-711	Furniture & Fixtures	2,500.00
101-54410-707	Building Improvement	<u>500.00</u>
		\$9,000.00

Justification: Increase part time code for the remainder of the FY; due to Mutual Aid response during hurricane Helene; FEMA will reimburse salaries for Mutual Aid response.

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

THE 22nd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Kenny Sharp/Russell Barker, Sheriff's Department, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-49700	Insurance Recovery	\$3,105.22
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Increase Expenditure Code:

101-54110-338	Sheriff's Dept.-Vehicle Repairs & Maintenance	\$3,105.22
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Justification: Insurance recovery for Anderson County Sheriff's Office vehicle.

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

THE 23rd ITEM, to be presented to the Anderson County Budget Committee, was a written request from Kenny Sharp/Russell Barker, Sheriff's Department, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-46210	Law Enforcement Training Program	\$12,000.00
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Increase Expenditure Code:

101-54110-188	Sheriff Department-Bonus Payments	\$12,000.00
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Justification: Funds received from State of Tennessee for School Year 23-24 SRO supplement.

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

THE 24th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Zach Allen/Russell Barker, Sheriff's Department, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Revenue Code:

101-46915	Contracted Prisoner Boarding	\$250,000.00
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Increase Expenditure Code:

101-54210-507	Jail-Medical & Dental	\$250,000.00
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Justification: To cover inmate medical cost.

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

THE 25th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Zach Allen, Sheriff's Department, that the following **TRANSFER (Payroll)** in General Fund 101 be approved.

Increase Expenditure Code:

101-54210-187	Detention Facility-Overtime	\$75,000.00
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Decrease Expenditure Code:

101-54210-160	Detention Facility-Jailers	\$75,000.00
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Justification: More OT funds needed due to staffing issues.

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

THE 26th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Mark Stephens, Election Commission, that the following **TRANSFER (Payroll)** in General Fund 101 be approved.

Increase Expenditure Codes:

101-51500-189	Voting Machine Technicians	\$4,957.88
101-51500-193	Election Workers	<u>7,711.75</u>
		\$12,669.63

Decrease Expenditure Codes:

101-51500-336	Voting Machine Repairs	\$1,000.00
101-51500-348	Postage	5,359.63
101-51500-332	Legal Notices	<u>6,310.00</u>
		\$12,669.63

Justification: Attached 12/13 letter to Budget Committee and Finance Director.

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

THE 27th ITEM, to be presented to the Anderson County Budget Committee, was a written request from Robby Holbrook, Finance, that the following **APPROPRIATION** in General Fund 101 be approved.

Increase Expenditure Code:

101-54410-399-FCC	EMA-Other Contracted Services-Fire Commission	\$1,200.00
	Committee	

Decrease Reserve Code:

101-39000	Unassigned Fund Balance	\$1,200.00
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Justification: Fire Commission secretary \$100 per meeting.

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.

SECTION A, Election Administrator/Mark Stephens

Motion by **Commissioner Sabra Beauchamp**, seconded by **Commissioner Shelly Vandagriff**, to discuss ongoing problems and address issues with the Election Commission Office, and review its duties of the Election Commission Office. *Motion passed.*

Election Administrator Mark Stephens and Election Commission Office Chair D. Jane Miller were present for discussion.

No action was taken.

SECTION B, Veteran's Officer/Commission Meeting Referral

Finance Director Robby Holbrook reintroduced the topic of a 20% pay increase for the Veterans Service Officer, as requested by **Budget Committee Chair Shain Vowell**.

Motion by **Commissioner Denise Palmer**, seconded by **Commissioner Anthony Allen**, to consider a pay increase as part of the normal annual budgeting process.
Commissioner Jerry White voted no. *Motion passed.*

SECTION C, Assessor of Property Johnny Alley/Property Re-Appraisal

Assessor of Property Johnny Alley presented information regarding moving to a four-year property reappraisal cycle. Also, he presented information regarding the Eagleview Pictometry products.

No action was taken.

SECTION D, Mayor Frank/Sale of Properties & Fire Truck Resolution

D.1 Mayor Terry Frank requested that upon closure of all the sales from the January 15, 2025 auction, the Finance Director be authorized to move net revenues of the sale into Assigned Fund 101-34785.

Motion by **Commissioner Sabra Beauchamp**, seconded by **Commissioner Shelly Vandagriff**, to authorize. *Motion passed.*

D.2 Mayor Terry Frank recommended that the Budget Committee include the amount normally reserved as part of the Fire Truck Resolution to be included in the annual budget process for FY 2025-2026, with a distribution formula to be determined as the Committee works through the budget process.

No action was taken.

SECTION E, FY 25.26 Budget Calendar and Guidelines/Robby Holbrook

Finance Director Robby Holbrook requested approval to initiate the FY25-26 Budget process with the calendar and guidelines previously presented.

Motion by **Commissioner Sabra Beauchamp**, seconded by **Commissioner Shelly Vandagriff**, to approve authorization. *Motion passed.*

SECTION F, Fire Commission Secretary

Finance Director Robby Holbrook presented an appropriation request, on behalf of **Commissioner Tracy Wandell**, to allocate funds for the Fire Commission Secretary.

This appears as the “27th Item” above.

SECTION G, New Business

None.

SECTION H, Unfinished Business

None.

Meeting Adjourned.



Robby Holbrook, Finance Director



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

Dr. Tim Parrott, Director

MEMORANDUM

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

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

DATE: January 2025

RE: Report to County Commission

ATTENDANCE

Student enrollment stands at 5,651 students including Kindergarten standing at 326 students.

HIGH SCHOOL

Clinton



Tell us this isn't the coolest cross-curricular project ever! These U.S. History students are faithfully restoring a Model T go-kart. They have worked at home and in the agricultural shop to get it closer to working condition. The students gave a presentation to their history class sharing relevant information about the Model T and how Henry Ford's assembly line changed the American manufacturing process.



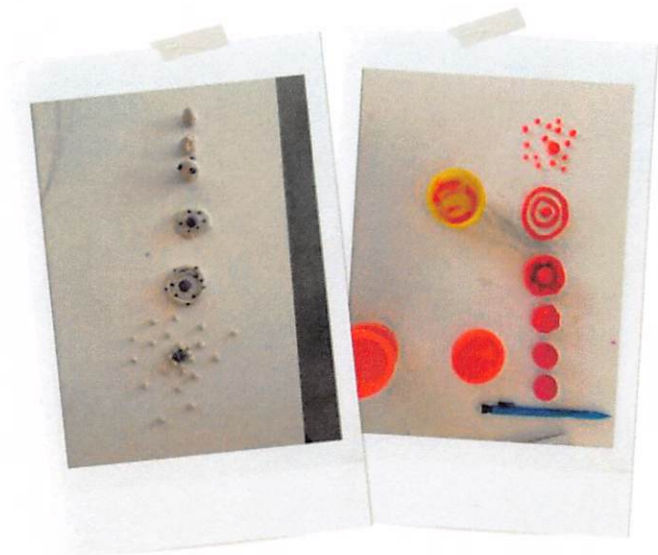
Mr. Bimstein has been hard at work exposing his students to post-secondary opportunities. Pictured on the left is Dr. Jennifer Shank, the Dean of the College of Fine Arts at Tennessee Tech. Dr. Shank gave a wonderful presentation to students about college choice. Pictured on the right is the Akropolis Woodwind Quintet from the University of Tennessee. These musicians performed Paul Hindermith's Kleine Kammermusik for the students and spent some time answering questions about majoring in music.



Congratulations to Ethan Bray! Ethan was awarded the Bill T. Hicks scholarship this week. The scholarship is from the Y-12 Federal Credit Union for \$5,000 and was awarded to Ethan because of his outstanding academic achievement, leadership, community involvement, and a dedication to making a difference. The Y-12 Bill T. Hicks Scholarship had over 180 applicants, 51 finalists, and 6 winners were chosen. We are super proud of Ethan!

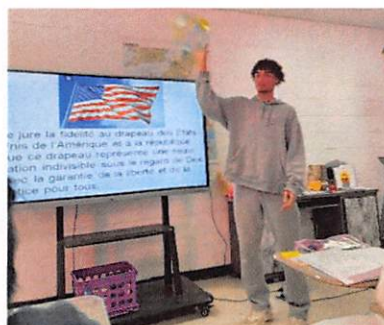
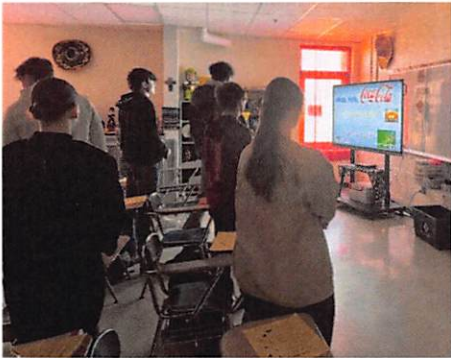
It's always fun to see the hands-on activities that our students get to participate in. In Dual Enrollment Medical Terminology, students are tasked with understanding the directional terms and body planes that indicate a structure's location within the body. What better way to practice than performing surgery on a potato?





Students also need to understand the fundamental components of matter and how they interact as a basis for further study in Chemistry. Part of this process is understanding how different models and scientific understandings of the atom have evolved. What better way to solidify that understanding than to make your own model out of playdough depicting how the various thoughts about atoms have evolved over time?

Anderson County



Anderson County High School's foreign language department has kicked off the new semester with a variety of activities designed to assist students with language acquisition. Kayla Watson's French students are practicing the American Pledge of Allegiance because it contains cognates (words that are the same in French and English). Stephanie Schoenfelder's Spanish 2 students are singing and reviewing conversational Spanish. Carla Pelizzari's Spanish 1 students are incorporating new vocabulary in their comic strip creations. These engaging activities are helping students build confidence and develop their language skills in fun and meaningful ways.

Anderson County Innovation Academy

Anderson County Innovation Academy Celebrates first Class of 2025 Graduate.

Anderson County Innovation Academy senior, Dalton Hatmaker, has become the first Class of 2025 graduate through the Bridge Academy (BRAC) program. In the BRAC program, students are given the ability to work at their own pace, allowing for individualized learning and instruction.

Dalton joined the BRAC program in the fall of 2023. Like many students in the BRAC program, life has required a lot out of Dalton. He has had to navigate many obstacles in life that would be difficult for most adults. These challenges did not stop Dalton from his ultimate goal of graduation. While navigating life and academics, Dalton has also been serving as a volunteer firefighter with Briceville Volunteer Fire Department. His time volunteering for the fire department is a testament to his servant's heart which is also often seen in the classroom by his teachers and classmates.

Anderson County Innovation Academy would like to give a special thanks to Anderson County High School and Anderson County Career & Technical Center for their efforts in helping Dalton earn his high school diploma. Anderson County Innovation Academy would also like to thank Anderson County Schools for their continual support of the BRAC program. Dalton and the rest of the ACIA class of 2025 will participate in Anderson County Innovation Academy's graduation and be awarded their diplomas on Thursday, May 15th at 7:30pm in the Anderson High School Auditorium.

MIDDLE SCHOOL

Norwood

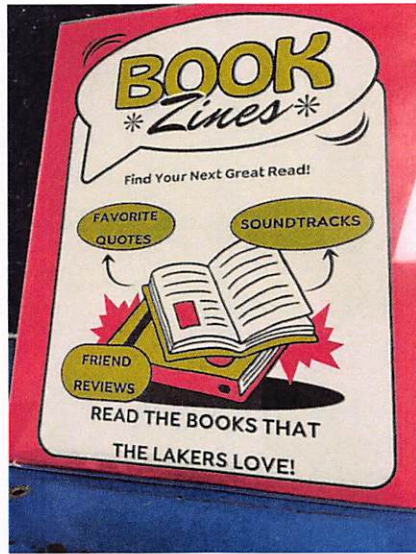


Students in the Norwood Middle School JAG Enterprise class are taking entrepreneurship to the next level with the introduction of a state-of-the-art laser engraver. This innovative tool will enable students to design, engrave, and market unique products, fostering essential skills in business management and operation. Proceeds from the sale of these products will directly benefit the school community, including funding buses for attendance incentives. To expand their customer base, the class plans to create eye-catching fliers and catalogs, inviting community members to purchase their custom-made products.

Lake City



Lake City Middle School is making reading a top priority this year with the Forty Book Reading Initiative! ELA teachers are championing the power of reading to boost vocabulary, critical thinking, and overall knowledge. In sixth grade, Mrs. Walker secured a grant from the Education Foundation to stock her classroom with books her students specifically requested—fueling their enthusiasm for reading. Her efforts are paying off, with her students having read an impressive 507 books so far!



Meanwhile, Ms. Lynch is leading the Forty Book Challenge, encouraging students to recommend books to their peers and create engaging Zines to spark interest in new titles. Her strong push for reading has led to remarkable success, with students across the school having read 1,123 books through the challenge. With such dedication from teachers and students alike, Lake City Middle School is working creatively to build a love for reading.

ELEMENTARY

Andersonville



Congratulations Andersonville for earning the Reward School status. We are so proud of our students and staff for going above the expectation!

Our GLOW Dance party was a success. The kids danced the night away and had so much fun. Thanks to our PTO for putting this together.



We are so proud of these awesome and courageous 5th graders who participated in the Anderson County 4-H speech contest. Way to go, Tigers!

Our kindergarten students put on the best ABC fashion show with a major focus on PHONICS!



Briceville



Students are loving their Book Buddies. Thank you to our community sponsors.



Congratulations to Ms. Rose for Making Every Day Count. Ms. Rose wears many hats at BES. She is our Reading Recovery specialist, our Interventionist, our RTI Chairperson, and she does our ILP-D's just to name a few. She is kind and caring with students and is an integral part of getting our littles to love reading.

Claxton



Claxton Elementary has recently completed their application for STEAM designation from the state. Claxton is excited to share the STEAM integration that has been happening on our campus. Community partners have been coming to visit and our Claxton Student Ambassadors have been leading tours of the learning happening at our school.

Our Claxton Basketball Team was invited to attend a Lady Vols Basketball Game. They had a blast watching the Lady Vols play.



Dutch Valley



We are honored to have this beautiful soul recognized today by Dr. Parrott as someone who "Makes Every Day Count". Ms. Mozingo is the kindest, sweetest, most loving person and if you don't know her, you are missing out! Congratulations Skylar. We are so glad you are on our team.





On January 9th, we celebrated our Food Service workers. On this Food Service Day, we want to give a big shout out to our food service team, the real MVPs of our cafeteria field. Thank you for serving up winning meals that keep our students energized and ready to score big in the classroom!



Grand Oaks



This afternoon, we got to celebrate some pretty incredible 2024 achievements with our amazing staff. We are beyond proud to have earned a Level 5 effectiveness designation for our school and on our kindergarten portfolio assessment, Reward School status, an "A" rating on the 2024 Tennessee State Report Card. These accomplishments are a testament to the dedication of our students, teachers, and staff who work tirelessly to ensure success for every student, every day. To celebrate, we threw a baseball-themed party - because our team truly knocked it out of the park!





A big congratulations to Ms. Keil, our mental health therapist, for being honored by Dr. Parrott for her dedication to “Making Every Day Count”! Ms. Keil’s compassion, hard work, and support for our students make such a difference every day. We are so proud of you and grateful for all you do for our school to be a better place.

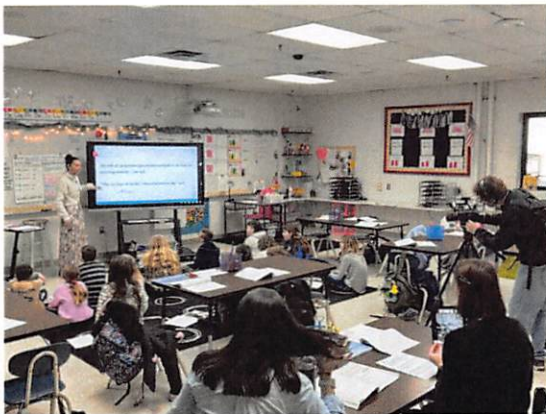


We had a blast celebrating our students with outstanding attendance for the first semester! Students who had two or fewer absences and two or fewer tardies (late check-ins and early check-outs) were rewarded with a bounce house party as a special treat for their commitment to being present and on time for school. We love recognizing our students’ hard work, and we want to encourage everyone to aim for outstanding attendance in the second semester.



Lake City

Lake City Elementary received a visit from the state. We got to walk through our 3rd-5th grade ELA classrooms and see the work that they are doing with the TNTP LIN network. We are really proud of the hard work that Mrs. Powell, Mrs. Hatmaker, and Ms. Hyde showcased. They continuously deliver exceptional instruction to their students. We also appreciate ACTV for helping us with live streaming our lessons from each classroom.





Our school resource officer was awarded by the Anderson County Sheriff's Office. We are very thankful we have him at our school and how he keeps our staff and students safe. He continues to go above and beyond.

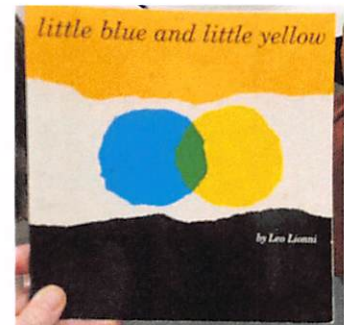
We got to celebrate almost 100 K-5 students who earned an attendance incentive party. These students all had zero unexcused absences and 3 or less unexcused absences for the first semester. They got to receive the incentive of the movie Happy Feet and freshly popped popcorn. We are very proud of this crew of kiddos.



Norris



All students Pre-K-5 have drama, visual arts and movement incorporated into lessons across the year. Here are just a few examples of what students are doing.

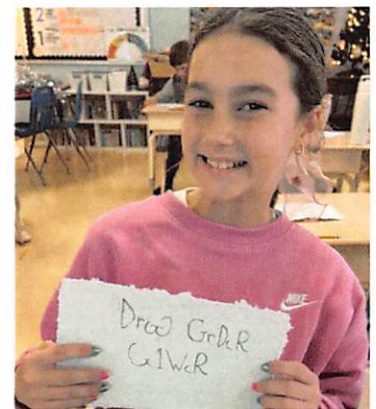




Fourth graders were working on science standards about the layers of the Earth.



5th graders used the paper they created in art class to write their name in the Cherokee language created by Sequoyah, a historic figure studied in class.





Norwood



Our 5th graders in ELA have been hard at work, combining creativity and critical thinking to craft their very own characters! For this project, they had to design a character whose name was connected to the word "Abandon."

Not only did they develop their character's inner qualities, beliefs, and personality, but they also described their character's physical traits,

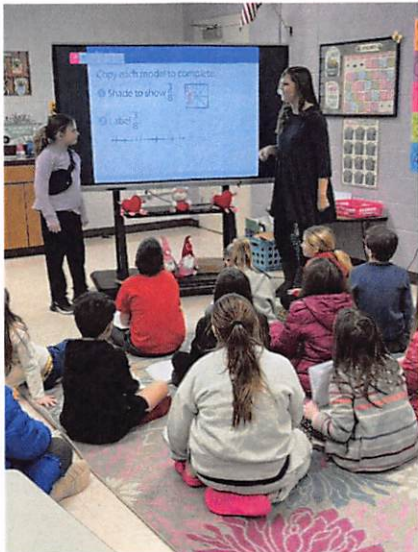
including age, gender, and appearance. The fun part? They had to make sure their character's outer qualities matched the theme of their name, creating an amazing blend of wordplay and storytelling.

The final touch was setting their characters in the world of Abandon Elementary School, giving them a place to interact and bring their unique stories to life. We're so proud of the creativity and imagination these young writers displayed!



Students and families! Don't forget about our January STEM Challenge! It is the perfect challenge for this month considering that you are now SNOWFLAKE EXPERTS with all of the snow days we have had!

Students in third grade are working to plot fractions on a number line. Today they were explaining to one another how two fractions are equivalent if they are the same size or at the same point of a number line. Students will see fractions everywhere when they grow up! They will use these skills to bake, build, measure, tell time, and so much more!



100 days really does something to ya! Our Kindergarten and First Grade friends are 100 days smarter and 100 days OLDER!

School Nutrition

School Nutrition Team members with the help of ACCTC Culinary students had an amazing time serving our students, family, and friends during our Thanksgiving lunch in the school cafeterias! We proudly served 62,079 student lunches and 1,456 adult lunches, bringing everyone together to share in the spirit of gratitude. It was truly a heartwarming experience to see our community come together over a meal.





In December our team members celebrated National Bake Cookies Day with all students, spreading good cheer and joy!

A huge CONGRATULATIONS to Stephanie White, manager at CHS for winning 1st place nationally in the Mushroom Recipe Contest!



Another huge CONGRATULATIONS to Barb West, manager at ACHS for winning 2nd place nationally in the Mushroom Recipe Contest!

2024-2030+ Capital Projects

- Yearly maintenance priorities - \$1 million per year for roofs, safety cameras, floors, gym floors refinished, painting, playground mulch, and other needed maintenance
- CHS- softball field concession stand \$285,000.00 with completion date of March 5th 85% Completed
- CES- new Claxton Elementary School- construction to begin February 2025 \$28,474,000 672 days to complete
- GOES- new driveway and more parking – Est. \$125,000
- CHS - Welding and Agriculture building, building is 65% completed \$3,000,000.00
- ACHS - multi-sport facility - ½ cost from district ½ cost from donors- Building purchased for \$625,000.00
- CES HVAC – scheduled to start in the spring of 2025
- BES - Waste water upgrade - work in progress \$800,000.00
- CHS/CMS - install new scoreboard at football field Work scheduled to start mid-February - \$60,000.00
- ACHS - utilities to new girls' soccer locker room - 100 % Completed \$30,000.00
- CHS/CMS - replace bleachers and fieldhouse at football stadium partnership with the City of Clinton- design phase \$500,000.00
- Replace football bleachers at NWMS old bleachers have been removed Est \$75,000.00
- NES, AVES, DVES, and FES - replace gym floors Est \$120,000.00 per floor
- LCMS- new auditorium seats 2025 in process Est. 85,000.00 in design process
- CHS – replace windows at CHS in Walkway
- CHS - replace gym bleaches Est \$225,000.00 2025-26
- BES - update gym Est \$200,000.00
- ACHS - replace turf at ACHS 2028- Field conditioned in the summer of 2024. Est \$500,000.00
- NES - replace classrooms to provide space for growth and safety. 2029-30
- Start replacing HVC from first ESG -2028?
- All schools - upgrade door scanners for safety, 2024-25 CHS, CHS completed ACHS-summer 2025- \$300,000.00
- NWES/ NWMS – replace lights on softball field
- NMS – update lower hallway

Anderson County, Tennessee
Board of Commissioners
RESOLUTION NO. 25-01-1199

RESOLUTION ESTABLISHING THE APPROPRIATION OF UNSPENT FUNDS

WHEREAS, the Anderson County Assessor of Property maintains funds in budget code 101-52300-305, Audit Services, and budget code 101-52300-331, Legal Services,

WHEREAS, the Anderson County Finance Department maintains budget code 101-34615-1000, Property Assessor's Office Committed Funds, to retain any surplus from year to year,

WHEREAS, the Anderson County Assessor of Property, may have unspent funds at the end of the fiscal year in codes 101-52300-305, Audit Services, and 101-52300-331, Legal Services,

WHEREAS, it is the request of the Anderson County Property Assessor to retain the funds, if any, at the end of each fiscal year and transfer the funds into code 101-34615-1000, Committed-Property Assessor,

NOW THEREFORE, BE IT RESOLVED by the Anderson County Legislative Body meeting in regular session at Clinton, Tennessee in this the 21st day of January 2025, the following is hereby duly adopted and approved:

SECTION I. The Anderson County Assessor of Property is hereby authorized to transfer unused funds at the end of every fiscal year, beginning with the year ending June 30, 2025, in budget codes 101-52300-305 and 101-52300-331 to budget code 101-34615-1000.

SECTION II. The funds in code 101-34615-1000 may rollover from year to year for use by the Anderson County Assessor of Property, as permitted by law, including payment of legal fees and expenses arising from appraisal appeals, upon approval by the county Legislative Body (County Commission).

SECTION III. This Resolution shall take effect upon its passage and approval, the public welfare requiring it.

RESOLVED, APPROVED AND EFFECTIVE this 21st day of January 2025.

H. Tyler Mayes, Chair, AC Comm.

Terry Frank, Mayor

ATTEST:

Jeff Cole, County Clerk

**ANDERSON COUNTY COMMUNITY EMERGENCY RESPONSE TEAM
(CERT) RELEASE OF LIABILITY**

Please Print Legibly

I, _____, **HEREBY ACKNOWLEDGE** that I have voluntarily applied to be a member of the Anderson County CERT which is coordinated by the Anderson County Emergency Management Agency.

I AM AWARE THAT THE TRAINING, ACTIVITIES AND INCIDENTS TO WHICH I MAY BE DISPATCHED ARE HAZARDOUS, AND THAT I ACKNOWLEDGE THAT I AM VOLUNTARILY PARTICIPATING ON THE ANDERSON COUNTY CERT WITH FULL KNOWLEDGE OF THE NATURE OF THE DANGER INVOLVED AND HEREBY AGREE TO ACCEPT ANY AND ALL RISKS OF INJURY OR DEATH.

Please Initial: _____

I hereby agree that I, my heirs, family members, guardians, legal representatives, and assigns will not make a claim against, sue, attach the property of, or prosecute **ANDERSON COUNTY TENNESSEE GOVERNMENT, ANDERSON COUNTY CERT or the ANDERSON COUNTY EMERGENCY MANAGEMENT AGENCY**, including their officials, employees and affiliates from all claims, including for damage, personal injury or death resulting from the negligence or other acts, caused, by any official, employee, agent, or contractor of **ANDERSON COUNTY TENNESSEE GOVERNMENT, ANDERSON COUNTY CERT, or the ANDERSON COUNTY EMERGENCY MANAGEMENT AGENCY** and their officials, employees and affiliates, as a result of my training, participation in activities, and incidents to which I am dispatched. Additionally, I hereby release, discharge and agree to indemnify **ANDERSON COUNTY TENNESSEE GOVERNMENT, ANDERSON COUNTY CERT, and the EMERGENCY MANAGEMENT AGENCY** and their officials, employees, and affiliates from any and all actions, claims, or demands I, my heirs, family members, guardians, legal representatives, or assigns that may have for damage, personal injury or death resulting from my participation in the Anderson County Emergency Response Team (CERT)..

I AM AT LEAST 18 YEARS OF AGE.

Please Initial: _____

I HAVE CAREFULLY READ THIS AGREEMENT AND FULLY UNDERSTAND ITS CONTENT. I AM AWARE THAT THIS IS A RELEASE OF LIABILITY AND A CONTRACT BETWEEN MYSELF AND ANDERSON COUNTY AND I, HAVE SIGNED BY MY OWN FREE WILL.

Volunteer Signature/Date

Witness Signature/Date

Date and Time

**Memorandum of Agreement
(Transfer of Hazmat Truck)**

This Memorandum of Agreement is entered into this the _____ day of _____, 2025, by and between the City of Oak Ridge, Tennessee, 200 S. Tulane Avenue, Oak Ridge Tennessee 37830 ("City") and Anderson County Government, a political subdivision of the State of Tennessee ("County").

WITNESSETH

WHEREAS, the City and the County desire to enter into a Memorandum of Agreement for the purpose of transferring a 2006 Ferrara Hazmat Truck ("Hazmat Truck") from the County to the City; and

WHEREAS, the County has a hazmat vehicle that they are willing to transfer to the City; and

WHEREAS, it is in the best interest of the County to transfer and the City to accept the transfer of the Hazmat Truck.

NOW, THEREFORE, the parties do hereby agree as follows:

Section 1. Vehicle Transfer

The County will transfer complete ownership of the 2006 Ferrara Hazmat Truck including title, registration, and all associated ownership documents to the City on or before the _____ day of _____, 2025 ("Transfer Date").

The Hazmat Truck is transferred "AS IS" and the County shall not be liable for any defects, patent, latent. Or otherwise. The Hazmat Truck is transferred with no warranties and no guarantees by the County. The City admits to having inspected the Hazmat Truck to its satisfaction and agrees that no guarantees or warranties of any nature, except those set forth in this Memorandum of Agreement, were expressed or implied by the County regarding the Hazmat Truck's condition or quality.

The County has title in its possession to transfer to the City and shall assist as necessary in preparing or obtaining all documents necessary to affect the transfer of the Hazmat Vehicle. The City shall be liable for any and all costs relating to registration and title of the vehicle. The risk of loss transfers to the City as of the date of the Transfer Date set forth above.

Section 2. Equipment

The following equipment shall be included as part of the transfer of the Hazmat Truck:

- (1) All-band Motorola APX 8500 Serial Number-681CVV0163
- (2) Electric Cord Reel
- (1) Hydraulic Hoses. Misc
- (1) Light Tower Controller
- (1) Light Tower
- (8) Scott Air-Pak X3 SEMS II Pro (Hazmat Version)
- (12) 44MM Respirator Face Piece
- (16) Scott Respirator Adaptor
- (16) Model 74 Twin Respirator Face Piece
- (20) Model 742 Type F/R/N Series Filters
- (24) Scott 4500psi Bottles
- (1) Chest Freezer
- (6) L-XL Cooling Vest with cooling packs
- (6) XXL-XXXL Cooling Vest with cooling packs
- (1) Power Moon Double Bulb

- (1) Decon Shower with accessories
- (3) SKED Stretcher systems
- (1) Bag of Miscellaneous Hand Tools
- (1) Bag of Miscellaneous Power Tools
- (1) Sky Hook Rescue System
- (2) Power Moon Power Boxes
- (2) X-Plosion Proof Safe Lights
- (1) APX6500 UHF
- (1) APX6500 VHF
- (1) APX6500 800Mhz
- (1) HAM Radio
- (1) Aviation Radio
- (1) ACU-1000 Radio Communication Gateway

Section 3. Mutual Aid.

The City shall provide mutual aid hazmat response at the request of the Anderson County Emergency Management Agency, if available at the time of the request, for a period of five (5) years with automatic one year renewals unless either party gives the other thirty (30) days notice of cancellation. Said mutual aid shall be dependent upon availability at the time of the request.

IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Agreement as of the day and year first written above.

APPROVED AS TO FORM AND LEGALITY:

CITY OF OAK RIDGE, TENNESSEE

Tammy M. Rackard, City Attorney Date

Randall W. Hemann, City Manager Date

APPROVED AS TO FORM AND LEGALITY:

ANDERSON COUNTY, TENNESSEE

James W. Brooks, Jr., County Law Director

Terry Frank, County Mayor

Anderson County Board of Commissioners
OPERATIONS COMMITTEE
MINUTES
February 10, 2025
6:00 PM Room 312

Members Present: Tim Isbel, Tracy Wandell, Phil Yager, Joshua Anderson, Ebony Capshaw, Robert McKamey, Stephen Verran and Michael Foster.

Members Absent: None

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

Chairman Isbel requested a moment of silence for Attorney Sal Varsalona.

Commissioner McKamey said the prayer.

Commissioner Foster led the Pledge of Allegiance

Commissioner Wandell made a motion to approve the agenda as amended. Seconded by Commissioner Foster. Motion passed.

Commissioner Wandell added item under new business – past motion in March of 2024 for Animal Shelter Advisory Committee.

Commissioner Capshaw added an item under New Business concerning the Atomic Elks Lodge request for a Letter of Support.

Commissioner Foster added new item from the Mayor under her report. Also an item request for the Law Director under his report.

Chairman Isbel moved the Mayor's Report up to 4A.

Appearance of Citizens

Dan Startup

Tracy Parker

Otis Phillips

Anthony Allen

Mayor's Report

Commissioner McKamey made a motion to approve Resolution No. ²⁵⁻⁰¹⁻¹¹⁹⁶~~04-21-1196~~ Storm Water Management and Pollution Control Resolution of Anderson County. Seconded by Commissioner Foster. Motion passed to forward to full commission with a recommendation for approval.

Commissioner Foster made a motion to approve changing room assignments due to a change in law that mandates electronic monitoring of individuals and notice to victims, for the following:

Bailiffs: from room 121 to room 103

Trustee/Tax Freeze: from room 119 to room 121

Pre-Trial Release: from room 102 to room 119

Seconded by Commissioner McKamey. Motion passed unanimous to forward to full commission for approval.

ASAP Quarterly Report

No Action Taken

Reappraisal Plan

No Action Taken

Law Director Report

Commissioner Foster made a motion for the Law Director to bring his report to this committee before taking it to full commission. Seconded by Commissioner Yager. Motion passed unanimous to forward to full commission for approval.

Commissioner Foster made a motion for the Law Director to look into the Statutory Committees and the Resolution Committees with an eye toward what can be consolidated, what can be streamlined and what can't be touched. Seconded by Commissioner Yager. Motion passed to forward to full commission for approval.

Cybersecurity for Phones and Computers

Moved to next month.

Strategic Planning Update

No Action Taken

Unfinished Business

None

New Business

Commissioner Wandell made a motion to have the Animal Shelter Oversight Committee Resolution No. 2024-01-1151 placed on the regular agenda and forward to full commission for a roll call vote. Seconded by Commissioner Anderson. Motion passed to forward to full commission for approval.

Commissioner Capshaw made a motion to send a letter of support to State Representatives requesting to release grant funds for Atomic Elks Lodge community project. Seconded by Commissioner Verran. Motion passed unanimous to forward to full commission for approval.

Announcements

Marlow VFD chili supper is February 22

Medford VFD chili supper is March 8

Fire Department Study is March 12th at 4:30 in room 118A

Meeting Adjourned

**Anderson County,
Tennessee
Board of Commissioners**

RESOLUTION NO. 25-01-1196

**STORMWATER MANAGEMENT AND POLLUTION CONTROL RESOLUTION OF
ANDERSON COUNTY, TENNESSEE**

WHEREAS uncontrolled storm water drainage and discharge may have a significant, adverse impact on the health, safety, and general welfare of Anderson County and the quality of life of its citizens by carrying pollutants into the receiving waters; and

WHEREAS the State of Tennessee has enacted the "Water Quality Control Act of 1977," Tennessee Code Annotated (TCA) § 69-3-101, for the declared purpose of abating existing pollution of the waters of Tennessee, to reclaim polluted waters, to prevent the future pollution of the waters, and to plan for the future use of the waters so that water resources of Tennessee might be used and enjoyed to the fullest extent consistent with the maintenance of unpolluted waters; and

WHEREAS to facilitate compliance with the Water Quality Control Act of 1977, TCA § 68-221-1101 provides for stormwater management that enables the regulation of such discharges, to establish a system of drainage facilities, to fix and require payment of fees for the privilege of discharging storm water, and to construct and operate a system of drainage facilities for storm water management and flood control; and

WHEREAS Anderson County has obtained a National Pollutant Discharge Elimination System (NPDES) Permit from the Tennessee Department of Environment and Conservation (TDEC) for storm water discharges from the Anderson County Separate Storm Sewer System (MS4), hereafter referred to as the Anderson County MS4; and as required by Federal and State of Tennessee law and regulations, particularly Title 33 United States Code (U.S.C.) 40 Code of Federal Regulations (CFR) Chapter 1, Part 122.32 through 122.35 and TCA § 68-221-1101 et seq.; and

WHEREAS the NPDES, Permit requires Anderson County to impose controls to reduce the discharge of pollutants in storm water to the maximum extent practical using management practices, control techniques, and system design and engineering methods, and such other provisions which are determined to be appropriate for the control of such pollutants.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF ANDERSON COUNTY, TENNESSEE, that the general law of the county be revised to include the following:

STORMWATER MANAGEMENT

SECTION

14-1401. General provisions.

- 14-1402. Definitions.
- 14-1403. Construction Stormwater Management
- 14-1404. Permanent stormwater management: design and construction inspection.
- 14-1405. Permanent Stormwater Control Measure (SCM) maintenance and inspection.
- 14-1406. Permanent SCM's: new, existing, and ongoing developments.
- 14-1407. Illicit discharges.
- 14-1408. Enforcement
- 14-1409. Penalties.
- 14-1410. Appeals.

14-1401 General provisions

(1) Purpose. It is the purpose of this chapter to:

- a. Protect, maintain, and enhance the environment of Anderson County and the public health, safety and the general welfare of the citizens of the County, by controlling discharges of pollutants to the County's stormwater system and to maintain and improve the quality of the receiving waters into which the stormwater outfalls flow, including, without limitation, lakes, rivers, streams, ponds, wetlands, and groundwater of the County;
- b. Enable Anderson County to comply with the National Pollution Discharge Elimination System permit (NPDES) and applicable regulations, 40 CFR § 122 as applicable for stormwater discharges;
- c. Allow the County to exercise the powers granted in Tennessee Code Annotated § 68-221-1105, which provides that, among other powers cities have with respect to stormwater facilities, is the power by resolution to:
 - i. Exercise general regulation over the planning, location, construction, and operation and maintenance of stormwater facilities in the County, whether or not owned and operated by the County;
 - ii. Adopt any rules and regulations deemed necessary to accomplish the purposes of this statute, including the adoption of a system of fees for services and permits;
 - iii. Establish standards to regulate the quantity of stormwater discharged and to regulate stormwater contaminants as may be necessary to protect water quality;
 - iv. Review and approve plans and plats for stormwater management in proposed subdivisions or commercial developments;
 - v. Issue permits for stormwater discharges, or for the construction, alteration, extension, or repair of stormwater facilities;
 - vi. Suspend or revoke permits when it is determined that the permittee has violated any applicable ordinance, resolution, or condition of the permit;

- vii. Regulate and prohibit discharges into stormwater facilities of sanitary, industrial, or commercial sewage or waters that have otherwise been contaminated; and
- viii. Expend funds to remediate or mitigate the detrimental effects of contaminated land or other sources of stormwater contamination, whether public or private.

(2) Administering entity. Anderson County shall administer the provisions of this chapter.

(3) Stormwater management resolution. The intended purpose of this resolution is to safeguard property and public welfare by regulating stormwater drainage and requiring temporary and permanent provisions for its control. It should be used as a planning and engineering tool for permit compliance and to facilitate the necessary control of stormwater.

14-1402. Definitions. For the purpose of this chapter, the following definitions shall apply:

Words used in the singular shall include the plural, and the plural shall include the singular; words used in the present tense shall include the future tense. The word "shall" is mandatory and not discretionary. The word "may" is permissive. Words not defined in this section shall be construed to have the meaning given by common and ordinary use as defined in the latest edition of Webster's Dictionary.

1. **Administrative or Civil Penalties** - Under the authority provided in Tennessee Code Annotated § 68-221-1106, Anderson County declares that any person violating the provisions of this chapter may be assessed a civil penalty by the County of not less than fifty dollars (\$50.00) and not more than five thousand dollars (\$5,000.00) per day for each day of violation. Each day of violation shall constitute a separate violation.
2. **Analytical monitoring-Test Procedures for the Analysis of Pollutants** - Test procedures for the analysis of pollutants shall conform to regulations published pursuant to Section 304 (h) of the Clean Water Act (the "Act"), as amended, under which such procedures may be required. Pollutant parameters shall be determined using sufficiently sensitive methods in Title 40 C.F.R. § 136, as amended, and promulgated pursuant to Section 304 (h) of the Act. The chosen methods must be sufficiently sensitive as required in state rule 0400-40-03-.05(8).
3. **Aquatic Resource Alteration Permit (ARAP)** physical alterations to properties of the waters of the state require an ARAP or a §401 Water Quality Certification (§401 certification). ARAP means a permit issued pursuant to T.C.A. § 69-3-108 of the Act, which authorizes the alteration of properties of waters of the state that result from activities other than discharges of wastewater through a pipe, ditch, or other conveyance.
4. **As built plans (record drawings)** mean drawings depicting conditions as they were actually constructed.
5. **Best Management Practices ("BMPs")** means schedules of activities, prohibitions of practices, maintenance procedures and other management practices to prevent or reduce the discharge of pollutants to waters of the state. BMPs also include treatment requirements, operating procedures; and practices to control plant site runoff, spillage, leaks, sludge or waste disposal, or drainage from raw material storage. BMPs include source control practices (non-structural BMPs), and engineered structures designed to treat runoff.

- Structural BMPs are facilities that help prevent pollutants in stormwater runoff from leaving the site.
 - Non-structural BMPs are techniques, activities and processes that reduce pollutants at the source.
6. **BMP Manual** provides technical guidance including additional policies, criteria, standards, specifications, constants, and information for the proper implementation of the requirements of the National Pollution Discharge Elimination System permit (NPDES) and applicable regulations, 40 CFR § 122 as applicable for stormwater discharges.
 7. **Borrow Pit** is an excavation from which erodible material (typically soil) is removed to be fill for another site. There is no processing or separation of erodible material conducted at the site. Given the nature of activity and pollutants present at such excavation, a borrow pit is considered a construction activity.
 8. **Buffer Zone or Water Quality Riparian Buffer** is a permanent strip of natural perennial vegetation, adjacent to a stream, river, wetland, pond, or lake that contains dense vegetation made up of grass, shrubs, and/or trees. The purpose of a water quality riparian buffer is to maintain existing water quality by minimizing risk of any potential sediments, nutrients or other pollutants reaching adjacent surface waters and to further prevent negative water quality impacts by providing canopy over adjacent waters. Stream buffers are measured from the top of bank, not the centerline on the stream.
 9. **Channel** means a natural or artificial watercourse with a definite bed and banks that conveys continuously or periodically flowing water.
 10. **Clearing** refers to removal of vegetation and disturbance of soil prior to grading or excavation in anticipation of construction activities. Clearing may also refer to wide area land disturbance in anticipation of non-construction activities. Clearing, grading, and excavation do not refer to clearing of vegetation along existing or new roadways, highways, dams, or power lines for sight distance or other maintenance and/or safety concerns, or cold planing, milling, and/or removal of concrete and/or bituminous asphalt roadway pavement surfaces. The clearing of land for agricultural purposes is exempt from federal stormwater NPDES permitting in accordance with Section 401(1)(1) of the 1987 Water Quality Act and state stormwater NPDES permitting in accordance with the Tennessee Water Quality Control Act of 1977 (T.C.A. 69-3-101 et seq.).
 11. **Commencement of construction:** the initial disturbance of soils associated with clearing, grading, excavating or other construction activities.
 12. **Common plan of development or sale** is broadly defined as any announcement or documentation (including a sign, public notice or hearing, sales pitch, advertisement, drawing, permit application, zoning request, computer design, etc.) or physical demarcation (including boundary signs, lot stakes, surveyor markings, etc.) indicating construction activities may occur on a specific plot. A common plan of development or sale identifies a situation in which multiple areas of disturbance are occurring on contiguous areas. This applies because the activities may take place at different times, on different schedules, by different operators.

13. **Control measure** refers to any Best Management Practice (BMP) or other method used to prevent or reduce the discharge of pollutants to waters of the state.
14. **CWA** means the Clean Water Act of 1977 or the Federal Water Pollution Control Act (33 U.S.C. 1251, et seq.)
15. **Design storm** is a storm event as defined by Precipitation-Frequency Atlas of the United States. Atlas 14. Volume 2. Version 3.0. U.S. Department of Commerce. National Oceanic and Atmospheric Administration (NOAA), National Weather Service, Hydrometeorological Design Studies Center, Silver Springs, Maryland or its digital product equivalent. The estimated design rainfall amounts, for any return period interval (i.e., 1,-yr, 2-yr, 5-yr, 25-yr, etc.,) in terms of either depths or intensities for any duration, can be found by accessing the data available at https://hdsc.nws.noaa.gov/hdsc/pfds/pfds_map_cont.html . The design storm events for Anderson County are:
16. **Discharge or discharge of a pollutant** refers to the addition of pollutants to waters from a source.
17. An **ecoregion** is a relatively homogeneous area defined by similarity of climate, landform, soil, potential natural vegetation, hydrology, or other ecologically relevant variables. Ecoregions can be determined for specific stream segments by using Tennessee's Online Water Quality Assessment Data viewer <http://tdeconline.tn.gov/dwr>.
18. **Exceptional Tennessee Waters** are surface waters designated by the Tennessee Department of Environment and Conservation as having the characteristics set forth at Tennessee Rules, Chapter 0400-40-03-.06(4). Characteristics include waters within parks or refuges; scenic rivers; waters with threatened or endangered species; waters that provide specialized recreational opportunities; waters within areas designated as lands unsuitable for mining; waters with naturally reproducing trout; waters with exceptional biological diversity and other waters with outstanding ecological or recreational value.
19. **Hot spot** means an area where land use or activities generate highly contaminated runoff, with concentrations of pollutants in excess of those typically found in stormwater. Examples might include operations producing concrete or asphalt, auto repair shops, auto supply shops, large commercial parking areas and restaurants.
20. **Improved sinkhole** is a natural surface depression that has been altered in order to direct fluids into the hole opening. Improved sinkhole is a type of injection well regulated under the Underground Injection Control (UIC) program of the Tennessee Department of Environment and Conservation. Underground injection constitutes an intentional disposal of waste waters in natural depressions, open fractures and crevices, such as those commonly associated with weathering of limestone. More information regarding an Underground Injection Control Permit can be found on TDEC's DWR webpage at <https://www.tn.gov/content/tn/environment/permit-permits/water-permits1/underground-injection-control-permit.html>
21. **Level 1** - Fundamentals of Erosion Prevention and Sediment Control training and certification program administered by University of Tennessee Water Resources Research Center (<https://tnepsc.org/index.asp>).

22. **Level 2** - Design Principles for Erosion Prevention and Sediment Control for Construction Sites training and certification program administered by University of Tennessee Water Resources Research Center (<https://tnepsc.org/index.asp>).
23. **Linear Project** is a land disturbing activity as conducted by an underground/overhead utility or highway department, including, but not limited to, any cable line or wire for the transmission of electrical energy; any conveyance pipeline for transportation of gaseous or liquid substance; any cable line or wire for communications; or any other energy resource transmission ROW or utility infrastructure, e.g., roads and highways. Activities include the construction and installation of these utilities within a corridor. Linear project activities also include the construction of access roads, staging areas and borrow/spoil sites associated with the linear project. Land disturbance specific to the development of residential and commercial subdivisions is not considered a linear project.
24. **Monitoring** refers to tracking or measuring activities, progress, results, etc., and can refer to non-analytical monitoring for pollutants by means other than 40 C.F.R. § 136 (and other than state- or federally established protocols in the case of biological monitoring and assessments), such as visually or by qualitative tools that provide comparative values or rough estimates.
25. **Municipality** means any incorporated County or town, county, metropolitan or consolidated government, or special district of this state empowered to provide storm water facilities.
26. **Operator** means any person who owns, leases, operates, controls, or supervises a source. Including, but not limited to, an owner or operator of any “facility or activity” subject to regulation under the NPDES program.
27. **Permanent Stabilization** means that all soil disturbing activities at the site have been completed and one of the three following criteria is met:
- A perennial, preferably native, vegetative cover with a uniform (i.e., evenly distributed, without large bare areas) density of at least 70 percent has been established on all unpaved areas and areas not covered by permanent structures, and all slopes and channels have been permanently stabilized against erosion.
 - Equivalent permanent stabilization measures such as the use of riprap; permanent geotextiles; hardened surface materials including concrete, asphalt, gabion baskets have been employed.
 - For construction projects on land used for agricultural or silvicultural purposes, permanent stabilization may be accomplished by returning the disturbed land to its preconstruction agricultural or silvicultural use.
28. **Point source** (or Outfall) means any discernible, confined, and discrete conveyance, including but not limited to, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling stock, concentrated animal feeding operation, landfill leachate collection system, vessel or other floating craft from which pollutants are or may be discharged. This term does not include introduction of pollutants from non-point source agricultural and silvicultural activities, including stormwater runoff from orchards, cultivated crops, pastures, range lands, forest lands or return

flows from irrigated agriculture or agricultural stormwater runoff. In short, outfall is a point where runoff leaves the site as a concentrated flow in a discrete conveyance.

29. **Pollutant** means sewage, industrial wastes, or other wastes.
30. **Priority Construction** means those construction activities discharging directly into, or immediately upstream of, waters the state recognized as impaired for siltation or Exceptional Tennessee Waters.
31. A **rainfall event** is defined as any occurrence of rain preceded by 10 hours without precipitation that results in an accumulation of 0.01 inches or more. Instances of rainfall occurring within 10 hours of each other will be considered a single rainfall event.
32. **Registered Engineer and Registered Landscape Architect** An engineer or landscape architect certified and registered by the State Board of Architectural and Engineer Examiners pursuant to Section 62-202, Tennessee Code Annotated, to practice in Tennessee.
33. **Runoff coefficient** means the fraction of total rainfall that will appear at the conveyance as runoff. Runoff coefficient is also defined as the ratio of the amount of water that is not absorbed by the surface to the total amount of water that falls during a rainstorm.
34. **Sediment** means solid material, both inorganic (mineral) and organic, that is in suspension, is being transported; or has been moved from the site of origin by wind, water, gravity or ice as a product of erosion.
35. **Sediment basin** A temporary basin consisting of an embankment constructed across a wet weather conveyance, an excavation that creates a basin or by a combination of both. A sediment basin typically consists of a forebay cell, impoundment, permanent pool, primary spillway, secondary or emergency spillway and surface dewatering device. The size and shape of the basin depends on the location, size of drainage area, incoming runoff volume and peak flow, soil type and particle size, land cover, and receiving stream classification (i.e., waters with unavailable parameters, Exceptional TN Waters, or waters with available parameters).
36. **Sedimentation** means the action or process of forming or depositing sediment.
37. **Significant Contributor** is defined as a source of pollutants where the volume, concentration, or mass of a pollutant in a stormwater discharge can cause or threaten to cause pollution, contamination, or nuisance that adversely impact human health or the environment and cause or contribute to a violation of any applicable water quality standards for receiving water.
38. **Soil or Topsoil** means the unconsolidated mineral and organic material on the immediate surface of the earth that serves as a natural medium for the growth of plants.
39. **Steep Slope or Steep Grade** means a natural or created slope of 35% grade or greater.
40. **Stormwater** means rainfall runoff, snow melt runoff, and surface runoff and drainage.
41. **Stormwater control measure or SCM** means permanent practices and measures designed to reduce the discharge of pollutants from new development projects or redevelopment projects.

42. **Stream** as defined by TCA 69-3-103(38) "stream" means a surface water that is not a wet weather conveyance.
43. **Stormwater associated with industrial activity** is defined in 40 C.F.R. 122.26(b)(14) and incorporated here by reference. Most relevant to the County is 40 C.F.R. 122.26(b)(14)(x), which relates to construction activity including clearing, grubbing, grading, filling and excavation activities, including borrow pits containing erodible material. Disturbance of soil for the purpose of crop production is exempt from NPDES permit requirements, but stormwater discharges from agriculture-related activities that involve construction of structures (e.g., barn construction, road construction, pond construction) are considered associated with industrial (construction) activity. Maintenance to the original line and grade, hydraulic capacity; or to the original purpose of the facility (e.g., re-clearing, minor excavation performed around an existing structure necessary for maintenance or repair and repaving of an existing road) is not considered a construction activity.
44. **Construction Stormwater discharge-related activities** means activities that cause, contribute to or result in point source stormwater pollutant discharges. These activities may include excavation, site development, grading and other surface disturbance activities; and activities to control stormwater including the siting, construction and operation of best management practices (BMPs).
45. **Stormwater Pollution Prevention Plan (SWPPP)** is a written site-specific plan required by the Tennessee Construction General Permit (CGP) that includes a narrative pollution prevention plan and graphical erosion and sediment control plan. In its basic form, the plan contains a site map, a description of construction activities that could introduce pollutants to stormwater runoff, a description of measures or practices to control these pollutants, and erosion and sediment control plans and specifications. The SWPPP should be prepared in accordance with the Tennessee Erosion and Sediment Control Handbook (latest edition).
46. **Take of an endangered species** means to harass, harm, pursue, hunt, shoot, wound, kill, trap, capture or collect, or attempt to engage in any such conduct.
47. **Tennessee Erosion and Sediment Control (TDESC) Handbook** is a guidance issued by the Division of Water Resources for the purpose of developing Stormwater Pollution Prevention Plans and Erosion and Sediment Control Plans required by the Construction General Permit CGP.
48. **Temporary stabilization** is achieved when vegetation or non-erodible surface has been established on the area of disturbance and construction activity has temporarily ceased. Under certain conditions, temporary stabilization is required when construction activities temporarily cease.
49. **Treatment chemicals** are polymers, flocculants or other chemicals used to reduce turbidity in stormwater discharges by chemically bonding to suspended silts and other soil materials and causing them to bind together and settle out. Common examples of anionic treatment chemicals are **polyacrylamide-chitosan (PAM-CS)**.
50. **Turbidity** is the cloudiness or haziness of a fluid caused by individual particles (suspended solids) that are generally invisible to the naked eye, similar to smoke in air.

51. **Urban Area** is the designated area within the County, which is determined by the latest decennial census by the United States Census Bureau. An updated map is kept in the Planning and Codes Department office and can be found on the department website.
52. **Waste site** is an area where material from a construction site is disposed of. When the material is erodible, such as soil, the site must be treated as a construction site.
53. **Waters** (or waters of the state) means any and all water, public or private, on or beneath the surface of the ground, which are contained within, flow through, or border upon Tennessee or any portion thereof, except those bodies of water confined to and retained within the limits of private property in single ownership which do not combine or effect a junction with natural surface or underground waters.
54. **Waters with unavailable parameters** means any segment of surface waters that has been identified by the TDEC as impaired or failing to support one or more classified uses. Unavailable parameters exist where water quality is at, or fails to meet, the levels specified in water quality criteria in Rule 0400-40-03-.03, even if caused by natural conditions. In the case of a criterion that is a single response variable or is derived from measurement of multiple response variables, the unavailable parameters shall be the agents causing water quality to be at or failing to meet the levels specified in criteria. Resources to be used in making this determination include biennial compilations of impaired waters, databases of assessment information, updated GIS coverages (<https://tdeconline.tn.gov/dwr/>), and the results of recent field surveys. GIS coverages of the streams and lakes not meeting water quality standards, plus the biennial list of waters with unavailable parameters, can be found at <https://www.tn.gov/environment/program-areas/wr-water-resources/water-quality/water-quality-reports---publications.html>.
55. **Water quality riparian buffer** means a permanent strip of natural perennial vegetation adjacent to a stream, river, wetland, pond, or lake that contains dense vegetation made up of grass, shrubs, and/or trees. The purpose of a water quality riparian buffer is to maintain existing water quality by minimizing the risk of any potential sediments, nutrients, or other pollutants reaching adjacent surface waters and to further prevent negative water quality impacts by providing canopy over adjacent waters.
56. A **one-week period** is a synonym of a calendar-week; typically, a period from Sunday through Saturday
57. **Water quality treatment volume (WQTV)** is a portion of the runoff generated from impervious surfaces at a new development or redevelopment project by the 1-year 24-hour design storm. The WQTV is further determined by the type of treatment provided.
58. **Wet weather conveyances** are man-made or natural watercourses, including natural watercourses that have been modified by channelization, that meet the following:
- The conveyance carries flow only in direct response to precipitation runoff in its immediate locality.
 - The conveyance's channels are at all times above the groundwater table.
 - The flow carried by the conveyance is not suitable for drinking water supplies.

- Hydrological and biological analyses indicate that, due to naturally occurring ephemeral or low flow under normal weather conditions, there is not sufficient water to support fish or multiple populations of obligate lotic aquatic organisms whose life cycle includes an aquatic phase of at least two months. (Tennessee Rules, Chapter 0400-40-3-.04(3)).

14-1403. Construction Stormwater Management

1. MS4 Stormwater Construction BMP Manual.

- a. Adoption. Anderson County adopts as its MS4 stormwater construction BMP manual(s) the following publication(s), which is incorporated by reference in this resolution as if fully set out herein:
 - i. TDEC Erosion and Sediment Control Handbook (2012 or most current edition)
 - ii. TN Permanent Stormwater Management and Design Guidance Manual (2014 or most current edition)
 - iii. County of Knoxville BMP manual (2018 or most current edition)
- b. Anderson County has adopted, for use in designing Stormwater Control Measures, construction design storm events. The construction design storm events adopted by the County are as follows:

Storm Event	1-yr, 24-hr	2-yr, 24-hr	5-yr, 24-hr	10-yr, 24-hr	100-yr, 24-hr
Precipitation Depth	2.74"	3.28"	4.01"	4.62"	7.06"

- c. Requirements for design storm for all waters as well as special conditions for unavailable parameters waters or exceptional Tennessee waters must be consistent with those of the current Tennessee Construction General Permit (TNR100000).
2. The municipality has adopted, for use in designing EPSC measures, the design storm requirements from the current Tennessee Construction General Permit for all waters as well as special conditions for unavailable parameters or Exceptional Tennessee Waters.
3. Waste Control Construction site operators are required to minimize the exposure of building materials, building products, construction wastes, trash, landscape materials, fertilizers, pesticides, herbicides, detergents, sanitary waste and other materials present on the site to precipitation and to stormwater.
4. Priority Construction
- a. Priority in construction shall be, at a minimum, those construction activities discharging directly into, or immediately upstream of, waters the state recognized as unavailable condition for siltation or Exceptional Tennessee Waters.
 - b. Requirements for all priority construction activities must include preconstruction meetings with construction site operators for priority construction activities.

5. Land development permit

This section shall be applicable to all land development, including, but not limited to, site plan applications, subdivision applications, land disturbance applications and grading applications. These standards apply to qualifying new development or redevelopment site(s), when required. Every person/entity will be required to obtain a land disturbance permit from the County in the following cases:

- a. One (1) acre or more;
 - i. New development that involves land development activities of one (1) acre or more;
 - ii. Redevelopment that involves other land development activity of one (1) acre or more;
- b. Projects of less than one acre of total land disturbance may also be required to obtain authorization under this resolution if:
 - i. Anderson County has determined that the stormwater discharge from a site is causing, contributing to, or is likely to contribute to a violation of a state water quality standard; or is likely to be a significant contributor of pollutants to water of the state,
 - ii. changes in state or federal rules require sites of less than one acre that are not part of a larger common plan of development or sale to obtain a stormwater permit;
 - iii. any new development or redevelopment, regardless of size, that is defined by the County to be a hot spot land use; or
 - iv. the minimum applicability criteria set forth in item (a) above if such activities are part of a larger common plan of development, (see "common plan of development" definition).
 - v. The creation and use of borrow pits, that are not permitted under the Tennessee Multi Sector Permit (TMSP), where material is excavated and relocated offsite, and fill sites where materials or earth is deposited by mechanized methods resulting in an increased elevation or grade.
 - vi. As determined by the County for single or duplex residential lots of any size, lots that have karst features, adjoining lakes or streams, slopes exceeding fifteen percent (15%), floodplains or streams to cross are required to submit an erosion control and stormwater management plan. Depending on site specific conditions the requirement that the plan be developed by a qualified licensed professional engineer or landscape architect may be waived by the Stormwater Administrator
 - vii. Minimal plan requirements shall include pre- and post-stormwater runoff directions, construction access, erosion/sediment control measures, swales, BMPs, and vegetative soil stabilization.

- viii. If unpermitted construction activity is on-going, the County will issue and immediate stop-work order. If, in addition to the County's permit, a TDEC permit was required but was not obtained, the violator will also be reported to TDEC.

6. Land disturbance Permit

Persons seeking the issuance of any Anderson County Land Disturbance Permit must provide proof of coverage under the Tennessee Construction General Permit (CGP) (if applicable) when requested; and a copy of the Stormwater Pollution Prevention Plan (SWPPP) to the County when requested.

- a. Copies of additional applicable local, state or federal permits (i.e.: ARAP, UIC, approved hydrologic determination, etc.) must also be provided to the County.
 - b. The County has the authority to withhold local permits prior to receiving copies of the aforementioned permits.
 - c. In circumstances where no such permits have been required, the County may still require a SWPPP as part of the land disturbance permit application.
7. Building Permit. No building permit shall be issued until the applicant has first obtained a Land Disturbance Permit where required by this resolution.
8. Construction site operators are required to implement appropriate erosion prevention and sediment control measures and best management practices. EPSC requirements shall meet the Tennessee's CGP design storm(s), be consistent with the TDEC ESC Handbook best management practices and with the requirements of this resolution.
9. Where site assessments are required by the CGP, the operator shall provide a copy of the assessment to the County.
10. Twice-Weekly inspections of the site and the BMP's/SCM's must be performed by an individual who has either received certification under the Level I Fundamentals of Erosion Prevention and Sediment Control course or has other credentials identified as equivalent within this resolution.
11. Landscaping and stabilization requirements.
- a. Any area of land from which the natural vegetative cover has been either partially or wholly cleared by development activities shall be stabilized. Stabilization measures shall be initiated as soon as possible in portions of the site where construction activities have temporarily or permanently ceased. Temporary or permanent soil stabilization at the construction site (or a phase of the project) must be completed not later than 14 days after the construction activity in that portion of the site has temporarily or permanently ceased. In the following situations, temporary stabilization measures are not required:
 - i. where the initiation of stabilization measures is precluded by snow cover or frozen ground conditions, stabilization measures shall be initiated as soon as practicable; or
 - ii. where construction activity on a portion of the site is temporarily ceased, and earth disturbing activities will be resumed within 14 days.

- b. For steep slopes of 35% or more, stabilization measures shall be initiated within 7 days Construction buffer zones. Construction buffer zones shall be those water quality buffers and buffer zones as defined in 14-1402 above and shall meet the requirements in this resolution and, where appropriate in the TN CGP. The criteria for the width of the construction buffer zone can be established on an average width basis at a project, as long as the minimum width of the buffer zone is more than the required minimum width at any measured location. If the new development or redevelopment site encompasses both sides of a stream, buffer averaging can be applied to both sides, but must be applied independently. Water quality riparian buffer widths are measured from the top of bank also referred to as the "ordinary high-water mark." Construction buffers are not primary sediment control measures and shall not be relied on as such. Stormwater discharges must enter the water quality riparian buffer zone as sheet flow, not as concentrated flow, where site conditions allow. The designer/operator must comply with the vegetation requirements and the permissible land uses set forth for buffers in the TN CGP. Where it is not practicable to maintain a construction water quality riparian buffer, BMPs providing equivalent protection to a receiving stream as a natural water quality riparian buffer must be used.
 - c. In arid, semiarid, and drought-stricken areas where initiating vegetative stabilization measures immediately is infeasible, alternative stabilization measures such as properly anchored mulch, soil binders or matting must be employed.
 - d. Cut or fill slopes designed at 2:1 (horizontal:vertical) or greater inclination must include written recommendations from a geotechnical engineer; proposed developments with these slopes must adhere to the recommendations made by a professional engineer licensed in the state of Tennessee.
12. Notice of Termination (NOT) the operator shall provide the County with a copy of the NOT when it is issued by TDEC.
13. As built plans (record drawings). All applicants are required to submit actual as built plans certified by the design engineer for any structures located on-site after final construction is completed. The plan must show the final design specifications for all stormwater management facilities and must be sealed by a registered professional engineer licensed to practice in Tennessee. A certification by the design engineer certifying that SCM's will function within original design parameters as constructed shall be included. A final inspection by the County is required before any performance security or performance bond will be released. The County shall have the discretion to adopt provisions for a partial pro-rata release of the performance security or performance bond on the completion of various stages of development. In addition, occupation permits shall not be granted until corrections to all BMP's/SCM's have been made and accepted by the County. No bonds or securities shall be released by the County until the department has accepted the as-built plans. The warranty period for any infrastructure to be accepted by the County for maintenance shall not commence until the County has accepted the as built plans.
14. Equipment manufacturer startups. No bonds or securities shall be released until any equipment to be maintained by the County passes any specified manufacturer startup procedure. The

warranty period shall not commence prior to the equipment passing any specified manufacturer startup procedure.

14-1404. Permanent stormwater management within Urban Area: design and construction inspection.

- (1) Anderson County requires permanent stormwater management within the Urban Area as determined by the latest decennial census by the United States Census Bureau; permanent stormwater management is solely limited to those portions of the County.
- (2) In order to comply with Anderson County’s permanent stormwater standards for new development and redevelopment projects, design and install SCMs as established by Tennessee Rule 0400-40-10-.04 and comply with other requirements of Tennessee Rule 0400-40-10-.04. Note that for design purposes, total suspended solids (TSS) may be used as the indicator for the reduction of pollutants.
- (3) SCMs must be designed to provide full treatment capacity within 72 hours following the end of the preceding rain event for the life of the new development or redevelopment project. The designer may select from the most appropriate alternatives listed in the County’s BMP Manual.
- (4) Designs shall be based on the 24-hour design storm adopted by the County:

The County has adopted, for use in designing water quality SCMs, the design storm requirements as established in Tennessee Rule 0400-40-10-.04. The Post Construction/Permanent water quality design storm is a 1-year, 24 storm event for water quality SCMs. See definition of Design Storm Event for the municipality’s rainfall amounts for each return period interval.

1 year:	<u>2.74"</u>
2 year:	<u>3.28"</u>
5 year:	<u>4.01"</u>
10 year:	<u>4.62"</u>
25 year:	<u>5.51"</u>
50 year:	<u>6.26"</u>
100 year:	<u>7.06"</u>

- (5) Water Quality Riparian Buffers. Post Construction/Permanent water quality riparian buffers shall be those buffers defined in 14-1402 above and shall meet the requirements described in this resolution. The criteria for the width of the post construction/permanent buffer zone can be established on an average width basis at a project, as long as the minimum width of the buffer zone is more than the required minimum width at any measured location. If the new development or redevelopment site encompasses both sides of a stream, buffer averaging can be applied to both sides but must be applied independently. Water quality riparian buffer widths are measured from the top of bank also referred to as the “ordinary high-water mark.” Stormwater discharges should enter the post construction/permanent water quality riparian buffer as sheet flow, not as concentrated flow, where site conditions allow.

Post Construction/Permanent buffers for waters with available parameters for siltation or habitat alteration or unassessed waters:

- a. Average buffer width: 30 feet.
- b. Minimum buffer width: 15 feet

Post Construction/Permanent buffers for Exceptional Tennessee Waters or waters with unavailable parameters for siltation or habitat alteration:

- a. Average buffer width: 60 feet.
- b. Minimum buffer width: 30 feet

The designer/operator must comply with the vegetation requirements and the permissible land uses set forth for buffers in the MS4 permit.

14-1405. Permanent SCM maintenance and inspection (Urban Area only).

- (1) As built plans. All applicants are required to submit actual as built plans for any structures located on-site within 90 days after final construction is completed. The plan must show the final design specifications for all stormwater management facilities and must be sealed by either a registered professional engineer or landscape architect licensed to practice in Tennessee. A sealed certification by the design engineer that all SCM's will function within design parameters as constructed shall accompany the as built plans. A final inspection by the Anderson County staff is required before any performance security or performance bond will be released. The County shall have the discretion to adopt provisions for a partial pro-rata release of the performance security or performance bond on the completion of various stages of development. In addition, occupation permits shall not be granted until corrections to all stormwater management facilities have been made and accepted by the County.
- (2) In addition to the certified as built drawings, the County shall be provided with a permanent stormwater management plan for the site and all stormwater management facilities (e.g., SCM's). Occupation permits shall not be granted until the permanent stormwater management plan has been approved and accepted by the County.
- (3) Inspection of stormwater management facilities. Periodic inspections of facilities shall be performed, documented, and reported in accordance with this chapter, as detailed in §14-1406.
- (4) Records of installation and maintenance activities. Parties responsible for the operation and maintenance of a stormwater management facility shall make records of the installation of the stormwater facility, and of all maintenance and repairs to the facility, and shall retain the records for at least five (5) years. These records shall be made available to the County during inspection of the facility and at other reasonable times upon request.
- (5) Failure to meet or maintain design or maintenance standards. If a responsible party fails or refuses to meet the design or maintenance standards required for stormwater facilities under this chapter, the County, after notice as specified in the Enforcement Response Plan, may correct a violation of the design standards or maintenance needs by performing all necessary work to place the facility in proper working condition. In the

event that the stormwater management facility becomes a danger to public safety or public health, the County shall notify in writing the party responsible for maintenance of the stormwater management facility. Upon receipt of that notice, the responsible person shall have thirty (30) days to effect maintenance and repair of the facility in an approved manner. In the event that corrective action is not undertaken within that time, the County may take necessary corrective action. The cost of any action by the County under this section shall be charged to the responsible party.

- (6) In the event that the stormwater management facility becomes a danger to public health/public safety-the County may take such immediate corrective action as deemed necessary.

14-1406. Permanent SCM's: new, existing, and ongoing developments (Urban Area only).

(1) On-site stormwater management facilities inspection and maintenance agreement

- a. Where the stormwater facility is located on property that is subject to a development agreement, and the development agreement provides for a permanent stormwater maintenance agreement that runs with the land, the owners of property must execute an inspection and maintenance agreement that shall operate as a deed restriction binding on the current property owners and all subsequent property owners and their lessees and assigns, including but not limited to, homeowner associations or other groups or entities.
- b. The maintenance agreement shall:
 - i. Assign responsibility for the maintenance and repair of the stormwater facility to the owners of the property upon which the facility is located and be recorded as such on the plat for the property by appropriate notation.
 - ii. Provide for a periodic inspection by the property owners in accordance with the requirements of subsection (5) below for the purpose of documenting maintenance and repair needs and to ensure compliance with the requirements of this resolution. The property owners will arrange for this inspection to be conducted by individual(s) approved by the County who will submit a signed written report of the inspection to the County. It shall also grant permission to the County to enter the property at reasonable times and to inspect the stormwater facility to ensure that it is being properly maintained.
- c. Provide that the minimum maintenance and repair needs include but are not limited to: the removal of silt, litter and other debris, the cutting of grass, cutting and vegetation removal, and the replacement of landscape vegetation, in detention and retention basins, and inlets and drainage pipes and any other stormwater facilities. It shall also provide that the property owners shall be responsible for additional maintenance and repair needed to meet the intended design specification of the stormwater facility.
- d. Provide that maintenance needs must be addressed in a timely manner, on a schedule to be determined by the Anderson County staff.

- e. Provide that if the property is not maintained or repaired within the prescribed schedule, Anderson County shall perform the maintenance and repair at its expense and bill the same to the property owner. The maintenance agreement shall also provide that the County's cost of performing the maintenance shall be a lien against the property.

(2) Existing problem locations – no maintenance agreement

- a. The County shall in writing notify the owners of existing locations and developments of specific drainage, erosion or sediment problems affecting or caused by such locations and developments, and the specific actions required to correct those problems. The notice shall also specify a reasonable time for compliance. Discharges from existing SCM's that have not been maintained and/or inspected in accordance with this resolution shall be regarded as non-compliant discharges.

- b. Inspection of existing facilities. The County may, to the extent authorized by state and federal law, enter and inspect private property for the purpose of determining if there are illicit non-stormwater discharges, and to establish inspection programs to verify that all stormwater management facilities are functioning within design limits. These inspection programs may be established on any reasonable basis, including but not limited to: routine inspections; random inspections; inspections based upon complaints or other notice of possible violations; inspection of drainage basins or areas identified as higher than typical sources of sediment or other contaminants or pollutants; inspections of businesses or industries of a type associated with higher than usual discharges of contaminants or pollutants or with discharges of a type which are more likely than the typical discharge to cause violations of the County's NPDES MS4 stormwater permit; and joint inspections with other agencies inspecting under environmental or safety laws. Inspections may include but are not limited to: reviewing maintenance and repair records; sampling discharges, surface water, groundwater, and material or water in drainage control facilities; and evaluating the condition of drainage control facilities and other SCM's.

(3) Owner/Operator Inspections. The owners and/or operators of the SCMs shall:

- a. Perform routine inspections to ensure that all SCM's are properly functioning. These inspections shall be conducted on an annual basis, at a minimum. These inspections shall be conducted by a person familiar with control measures implemented at a site. Owners or operators shall maintain documentation of these inspections. The County may require submittal of this documentation.

- b. Perform comprehensive inspection of all stormwater management facilities and practices. These inspections shall be conducted once every five years, at a minimum. Such inspections must be conducted by individual(s) approved by the County. Complete inspection reports for these five-year inspections shall include:
 - i. Facility type,

- ii. Inspection date,
 - iii. Latitude and longitude and nearest street address,
 - iv. BMP owner information (e.g. name, address, phone number, fax, and email),
 - v. A description of BMP condition including: vegetation and soils; inlet and outlet channels and structures; embankments, slopes, and safety benches; spillways, weirs, and other control structures; and any sediment and debris accumulation,
 - vi. Photographic documentation of BMP's, and
 - vii. Specific maintenance items or violations that need to be corrected by the BMP owner along with deadlines and reinspection dates.
- c. Owners or operators shall maintain documentation of these inspections. The County may require submittal of this documentation.

(4) Requirements for all existing locations and ongoing developments. The following requirements shall apply to all locations and developments at which land disturbing activities have occurred previous to the enactment of this resolution:

- a. Denuded areas must be vegetated or covered under the standards and guidelines specified in the BMP Manual and on a schedule acceptable to the County.
- b. Cuts and slopes must be properly covered with appropriate vegetation and/or retaining walls constructed.
- c. Drainage ways shall be appropriately stabilized.
- d. Trash, junk, rubbish, etc. shall be cleared from drainage ways.
- e. Stormwater runoff shall, at the discretion of the County, be treated to the maximum extent practicable to prevent its pollution. Such control measures may include, but are not limited to, the following:
 - i. Ponds
 - 1. Detention pond
 - 2. Extended detention pond
 - 3. Wet pond
 - 4. Alternative storage measures
 - ii. Constructed wetlands
 - iii. Infiltration systems
 - 1. Infiltration/percolation trench

2. Infiltration basin
 3. Drainage/recharge well
 4. Porous pavement
- iv. Filtering systems
1. Media Filter
 2. Sand filter
 3. Filter/absorption bed
 4. Filter and buffer strips
- v. Open channel
1. Swale

(5) Corrections of problems subject to appeal. Corrective measures imposed by the County under this section are subject to appeal under section 14-1410 of this chapter.

14-1407. Illicit discharges.

This section shall apply to all water generated on developed or undeveloped land entering the County's separate storm sewer system.

(1) Prohibition of illicit discharges. No person shall introduce or cause to be introduced into the municipal separate storm sewer system any discharge that is not composed entirely of stormwater. No person shall allow discharges that flow from a stormwater facility that is not inspected in accordance with section 14-1406. Non-stormwater discharges shall include, but shall not be limited to, sanitary wastewater, car wash wastewater, radiator flushing disposal, spills from roadway accidents, carpet cleaning wastewater, effluent from septic tanks, improper oil disposal, laundry wastewater/gray water, improper disposal of auto and household toxics. The commencement, conduct or continuance of any non-stormwater discharge to the municipal separate storm sewer system is prohibited except as described as follows:

- a. Water line flushing
- b. Landscape irrigation
- c. Diverted stream flows
- d. Rising ground waters
- e. Uncontaminated ground water infiltration (Infiltration is defined as water other than wastewater that enters a sewer system, including sewer service connections and foundation drains, from the ground through such means as defective pipes, pipe joints,

connections, or manholes. Infiltration does not include, and is distinguished from, inflow.)

- f. Uncontaminated pumped ground water
- g. Discharges from potable water sources
- h. Air conditioning condensation
- i. Irrigation water
- j. Springs
- k. Water from crawl space pumps
- l. Footing (foundation)drains
- m. Lawn watering
- n. Individual residential car washing
- o. Flows from riparian habitats and wetlands
- p. Dechlorinated swimming pool discharges
- q. Street wash water with no soaps or solvents
- r. Discharges or flows from firefighting activities

Unless the County determines they are significant contributors of pollutants to the MS4.

- (2) **Prohibition of illicit connections.** The construction, use, maintenance or continued existence of illicit connections to the municipal separate storm sewer system is prohibited. This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection. This prohibition expressly includes SCM's connected to the system not properly inspected and maintained in accordance with this resolution.
- a. Any person responsible for a property or premises, which is, or may be, the source of an illicit discharge, may be required to implement, at the person's expense, the BMP's necessary to prevent the further discharge of pollutants to the municipal separate storm sewer system. Compliance with all terms and conditions of a valid NPDES permit authorizing the discharge of stormwater associated with industrial activity, to the extent practicable, shall be deemed in compliance with the provisions of this section. Discharges from existing SCM's that have not been maintained and/or inspected in accordance with this resolution shall be prohibited.
- (3) **Notification of spills.** Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of any known or suspected release of materials which are resulting in, or may result in, illicit discharges or pollutants discharging into, the municipal separate storm

sewer system, the person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of hazardous materials the person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services. In the event of a release of non-hazardous materials, the person shall notify the County in person or by telephone, fax, or email, no later than the next business day. Notifications in person or by telephone shall be confirmed by written notice addressed and mailed to the County within three (3) business days of the telephone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three (3) years.

- (4) **No illegal dumping allowed.** No person shall dump or otherwise deposit outside an authorized landfill, convenience center or other authorized garbage or trash collection point, any trash or garbage of any kind or description on any private or public property, occupied or unoccupied, inside the Anderson County. Such illegal activity exposes runoff to contamination, generating an illicit discharge. Therefore, any individual or corporation guilty of illegal dumping may have committed a violation of this resolution.

14-1408. Enforcement.

(1) **Enforcement authority.** Anderson County shall have the authority to issue notices of violation and citations, and to impose civil penalties to anyone that violates this chapter, who violates the provisions of any permit issued pursuant to this chapter, or who fails or refuses to comply with any lawful communication or notice to abate or take corrective action by the County, The County's enforcement authority includes (as set forth in the County's Enforcement Response Plan (ERP)):

- (a) Verbal Warnings – At a minimum, verbal warnings must specify the nature of the violation and required corrective actions.
- (b) Written Notices – Written notices must stipulate the nature of the violation and the required corrective action, with deadlines for taking such action.
- (c) Stop Work Orders – Stop work orders that require construction activities to be halted, except for those activities directed at cleaning up, abating discharge, and installing appropriate control measures.
- (d) Citations with Administrative Penalties – The County has the authority to assess monetary penalties, which may include civil and administrative penalties.
- (e) Withholding of Plan Approvals or Other Authorizations – Where a facility is in noncompliance, the County's own approval process affecting the facility's ability to discharge to the MS4 can be used to abate the violation.

- (f) **Additional Measures** – The County may also use other escalated measures provided under local legal authorities. The County may perform work necessary to improve erosion control measures and collect the funds from the responsible party in an appropriate manner, such as collecting against the project’s bond or directly billing the responsible party to pay for work and materials.

(2) Notification of violation:

- (a) **Verbal warning.** Verbal warning may be given at the discretion of the inspector when it appears the condition can be corrected by the violator within a reasonable time, which time shall be approved by the inspector.

- (b) **Written notice.** Whenever Anderson County staff finds that any permittee or any other person discharging stormwater has violated or is violating this resolution or a permit or order issued hereunder, the County may serve upon such person written notice of the violation. Within ten (10) business days of this notice, an explanation of the violation and a plan for the satisfactory correction and prevention thereof, to include specific required actions, shall be submitted to the County. Submission of this plan in no way relieves the discharger of liability for any violations occurring before or after receipt of the notice of violation.

- (c) **Consent orders.** The County is empowered to enter into consent orders, assurances of voluntary compliance, or other similar documents establishing an agreement with the person responsible for the noncompliance. Such orders will include specific action to be taken by the person to correct the noncompliance within a time period also specified by the order. Consent orders shall have the same force and effect as administrative orders issued pursuant to paragraphs (d) and (e) below.

- (d) **Show cause hearing.** Anderson County may order any person who violates this chapter or permit, or order issued hereunder, to show cause why a proposed enforcement action should not be taken. Notice shall be served on the person specifying the time and place for the meeting, the proposed enforcement action and the reasons for such action, and a request that the violator show cause why this proposed enforcement action should not be taken. The notice of the meeting shall be served personally or by registered or certified mail (return receipt requested) at least ten (10) days prior to the hearing.

- (e) **Compliance order.** When Anderson County finds that any person has violated or continues to violate this chapter or a permit or order issued thereunder, he may issue an order to the violator directing that, following a specific time period, adequate structures or devices be installed

and/or procedures implemented and properly operated. Orders may also contain such other requirements as might be reasonably necessary and appropriate to address the noncompliance, including the construction of appropriate structures, installation of devices, self-monitoring, and management practices.

- (f) Cease and desist and stop work orders. When Anderson County finds that any person has violated or continues to violate this chapter or any permit or order issued hereunder, the County may issue a stop work order or an order to cease and desist all such violations and direct those persons in noncompliance to:
 - (i) Comply forthwith; or
 - (ii) Take such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation; including halting operations except for terminating the discharge and installing appropriate control measures.

- (g) Suspension, revocation or modification of permit. Anderson County may suspend, revoke or modify the permit authorizing the land development project or any other project of the applicant or other responsible person within the County. A suspended, revoked or modified permit may be reinstated after the applicant or other responsible person has taken the remedial measures set forth in the notice of violation or has otherwise cured the violations described therein, provided such permit may be reinstated upon such conditions as the County may deem necessary to enable the applicant or other responsible person to take the necessary remedial measures to cure such violations.

- (h) Conflicting standards. Whenever there is a conflict between any standard contained in this chapter and in the BMP manual(s) adopted by the County under this resolution, the strictest standard shall prevail.

14-1409. Penalties. Violations. Any person who shall commit any act declared unlawful under this chapter, who violates any provision of this chapter, who violates the provisions of any permit issued pursuant to this chapter, or who fails or refuses to comply with any lawful communication or notice to abate or take corrective action by the County, shall be guilty of a civil offense.

(1) Penalties. Under the authority provided in Tennessee Code Annotated § 68-221-1106, the County declares that any person violating the provisions of this chapter may be assessed a civil penalty by the County of not less than fifty dollars (\$50.00) and not more than five thousand dollars (\$5,000.00) per day for each day of violation. Each day of violation shall constitute a separate violation.

(2) Measuring civil penalties. In assessing a civil penalty, Anderson County shall consider:

- (a) The harm done to the public health or the environment;
 - (b) Whether the civil penalty imposed will be a substantial economic deterrent to the illegal activity;
 - (c) The economic benefit gained by the violator;
 - (d) The amount of effort put forth by the violator to remedy this violation;
 - (e) Any unusual or extraordinary enforcement costs incurred by the County; The amount of penalty established by ordinance or resolution for specific categories of violations; and
 - (f) Any equities of the situation which outweigh the benefit of imposing any penalty or damage assessment.
- (3) Recovery of damages and costs. In addition to the civil penalty in subsection (2) above, the County may recover:
- (a) All damages proximately caused by the violator to the County, which may include any reasonable expenses incurred in investigating violations of, and enforcing compliance with, this chapter, or any other actual damages caused by the violation.
 - (b) The costs of the County's maintenance of stormwater facilities when the user of such facilities fails to maintain them as required by this chapter.
- (4) Referral to TDEC. In accordance with the County's Enforcement Response Plan and the NPDES Permit requirements, the County may also notify TDEC of violations.
- (5) Other remedies. The County may bring legal action to enjoin the continuing violation of this chapter, and the existence of any other remedy, at law or equity, shall be no defense to any such actions.
- (6) Remedies cumulative. The remedies set forth in this section shall be cumulative, not exclusive, and it shall not be a defense to any action, civil or criminal, that one (1) or more of the remedies set forth herein has been sought or granted.

14-1410. Appeals. Pursuant to Tennessee Code Annotated § 68-221-1106(d), any person aggrieved by the imposition of a civil penalty or damage assessment as provided by this chapter may appeal said penalty or damage assessment to the Board of Zoning Appeals.

- (1) Appeals to be in writing. The appeal shall be in writing and filed with the municipal recorder or clerk within fifteen (15) days after the civil penalty and/or damage assessment is served in any manner authorized by law.

(2) Public hearing. Upon receipt of an appeal, Anderson County’s Board of Zoning Appeals shall hold a public hearing within thirty (30) days. Ten (10) days prior notice of the time, date, and location of said hearing shall be published in a daily newspaper of general circulation. Ten (10) days’ notice by registered mail shall also be provided to the aggrieved party, such notice to be sent to the address provided by the aggrieved party at the time of appeal. The decision of the governing body of the County shall be final.

(3) Appealing decisions of the County’s governing body. Any alleged violator may appeal a decision of the BZA appeal decision pursuant to the provisions of Tennessee Code Annotated, title 27, chapter 8.

DULY PASSED, RESOLVED, AND EFFECTIVE this 24th day of February, 2025.

H. Tyler Mayes, Commission Chairman

Mrs. Terry Frank, Anderson County Mayor

ATTEST: _____
Jeff Cole, Anderson County Clerk

Anderson County, Tennessee

Board of Commissioners

RESOLUTION NO. 2024-01-1151

RESOLUTION TO CREATE THE ANIMAL SHELTER OVERSIGHT COMMITTEE

WHEREAS, the Animal Shelter Oversight Committee is a collaborative approach to supervision and oversight of the animal shelter comprised of government officials and concerned members of the community to provide professional and humane care to animals housed in the Anderson County Animal Shelter; and

WHEREAS, the Animal Shelter Oversight Committee will be responsible for establishment of facility goals, programs, supervision, operational oversight, policies and best practices to achieve these goals; and

WHEREAS, personnel assigned to the shelter and the facility director will be appointed and hired by the Anderson County Mayor pursuant to *Tenn. Code Annotated §5-6-106*. That statute reads in relevant part as follows:

(c) Except as otherwise provided by general law, or special or private act, the county mayor shall appoint members of county boards and commissions and *county department heads*. Such appointees shall be subject to confirmation by the county legislative body, and in so doing, the legislative body may express its views fully and freely and shall vote for or against confirmation. The legislative body shall not seek or interview such prospective employees prior to their appointment by the county mayor. Such appointment and confirmation are not applicable to employees appointed by other elected county officials. (*Emphasis added*)

WHEREAS, the County Legislative Body desires to create a reporting structure that follows Tennessee Code Annotated §5-6-106 and hereby designates the County Mayor as the day-to-day supervisor of the Animal Shelter Director and county personnel assigned to the facility. Such County Mayor shall possess all authorizations, duties, and obligations of personnel supervision, compliance and oversight over the Animal Shelter Director and staff; and

WHEREAS, on May 19th, 2003 the Anderson County Board of Commissioners approved its first Resolution attempting to address the countywide problem of lost, abandoned, neglected and forgotten animals in Anderson County by creating the Anderson County Animal Control Authority under the direction and control of the County Mayor; and

WHEREAS, since that time, the County has created a full-time department and shelter to address the continuing need for humane animal control and care, and the many legal and operational issues that accompany this countywide problem; and

WHEREAS, Anderson County Government has a need to construct a new state-of-the-art animal shelter combined with a collaborative approach to managing the shelter where the County Mayor will be responsible for the supervision of the Director and staff and the Animal Shelter Oversight

Committee will assist the Mayor when requested and make decisions concerning supervision, operational oversight, policies, programs and the creation of best practices; and

WHEREAS, the Mayor and staff will work hand-in-hand with the Animal Shelter Oversight Committee to identify and successfully address a wide array of issues that develop at the county animal shelter while housing and caring for animals that are lost, abandoned or forgotten in a professional and humane manner.

NOW THEREFORE, BE IT RESOLVED by the Anderson County Board of Commissioners meeting in regular session this 18th day of March 2024 that we hereby create the Animal Shelter Oversight Committee to assist the County Mayor and the Director of Animal Control and Care in addressing and obtaining the County's goal of professional and humane treatment to all animals housed and cared for at the Anderson County Animal Shelter.

BE IT FURTHER RESOLVED, that:

SECTION I. Composition of the Animal Shelter Oversight Committee. The Committee shall be composed of nine (9) voting members and four (4) *ex officio* members:

- 1) **Voting Members:** The nine (9) voting members of the Committee shall be:
 - A) Two (2) members of the County Legislative Body;
 - B) Two (2) members appointed by the County Mayor;
 - C) Five (5) members nominated by the Anderson County Nominating Committee and confirmed by the Board of Commissioners.

- 2) **Non-Voting *Ex Officio* Members:** The following four (4) members hold *ex officio* (non-voting) status:
 - A) County Mayor;
 - B) Director of Animal Control and Care;
 - C) County Veterinarian;
 - D) Law Director or office representative.

- 3) **Officers:** The Committee, at its first meeting, shall select a Chair and a Vice Chair. The Chair shall conduct the meeting in accordance with the latest edition of Robert's Rules of Order or appropriate state law or Legislative Body rule or regulation. The Vice Chair shall conduct the meeting in the absence of the Chair, or when the Chair assumes the role of a member by making a motion or second, and/or participating in the deliberation of a motion. Mere comments on a motion made by the Chair shall not disqualify the Chair from voting. A Secretary shall be selected by the Oversight Committee to take minutes and be the custodian of all official records. The Secretary shall submit a copy of all meeting minutes to the Legislative Body within thirty (30) days of the meeting adjournment. The Chair and Vice Chair shall serve one year terms, or until a successor is appointed, with all terms ending on the last day of September of each calendar year.

- 4) **Meetings:** All meetings shall be lawfully called by the Chair at regular intervals established by the Committee, or when needed to address special or emergency matters. No meeting shall be conducted without a quorum of (5) members present and no motion

shall be approved without a majority of five (5) members voting in favor. Meetings shall be lawfully noticed to the public with at least a five (5) day notice unless emergency matters require a shorter period. In no event shall a meeting be held without a reasonable attempt under the facts and circumstances to achieve public notice.

- 5) **Proxy Votes:** Voting members may select a non-voting designated representative to serve in his or her absence at designated meetings for informational purposes and the representative may cast a proxy vote for the identified voting member provided that prior written approval from the voting member is received by the Chair.

SECTION II. Powers Conferred

The Animal Shelter Oversight Committee (henceforth "Committee") is a collaborative committee composed of county officials and volunteer citizens created and authorized by the Anderson County Legislative Body (henceforth "Legislative Body") and as such, is strictly limited to the powers conferred by the Legislative Body. At no time shall any member or the Committee itself act outside the explicit powers conferred herein. The Committee is designed to provide oversight and supervision to the Animal Shelter while the County Mayor (henceforth "Mayor") and the Director of Animal Care and Control (henceforth "Director") providing staffing personnel. The Animal Care and Control Department (henceforth "Department") is an authorized county department under the direction and control of its Director who directly reports to the Mayor; therefore, the Mayor is ultimately responsible for all aspects of the Department's operation.

All Oversight Committee recommendations on policy, programs and budget appropriations shall be reported to the Legislative Body for consideration. The Legislative Body shall act as an intermediary for any disagreement between the Committee and the Mayor or Director and attempt to resolve all conflicts arising from disagreements in the operation or oversight of the Animal Shelter (henceforth "Shelter").

SECTION III. Mission Statement.

Assist the Anderson Legislative Body with Shelter functions by providing operational oversight, supervision and development of programs and policies for the humane care and efficient placement or adoption of animals in the custody of the County.

SECTION IV. Goals, Objectives and Primary Duties.

The Committee shall strive to achieve all goals through the accomplishment of stated objectives and primary duties in an effort to successfully accomplish the Mission Statement.

- 1) **Humane Care:** Ensure that all animals in the custody and control of the Department received professional and humane care.
- 2) **No Kill Designation:** Strive to achieve designation as a *No Kill Shelter*.
- 3) **Adoption Process:** Develop programs to facilitate an efficient and fair adoption process.

- 4) **Adoption Standards:** Develop uniform adoption standards with accurate representation of vaccination and spay/neuter status.
- 5) **Operational Policies and Procedures:** Draft recommendations for the development and implementation of policies, procedures and budgets to be submitted to the Director and Mayor for consideration and final Legislative Body approval.
- 6) **Medical Care:** Create a medical screening and initial diagnostic process, monitor the medical care process and facilitate necessary treatment of all animals housed in the Shelter.
- 7) **County Veterinarian:** Assist and make recommendations to the County Veterinarian.
- 8) **Shelter Conditions:** Monitor the conditions of the Shelter and assure that all operations, spaces and structures are clean and sanitary.
- 9) **Community Reputation:** Create programs designed to improve the community reputation of the Shelter.
- 10) **Design New Shelter:** Assist with the design and make recommendations concerning the new animal Shelter.
- 11) **Model Shelter Profile:** Develop a model Shelter profile and design policies to attain and maintain such status.
- 12) **Network Opportunities:** Network with area veterinarians and professionals including other Shelter managers to gain insight in an effort to develop recommendations for medical care, Shelter operations, and management and adoption process.
- 13) **Rescue Groups:** Create relationships with rescue groups and corporate sponsors for the adoption and placement of Shelter animals.
- 14) **Personnel Decisions:** Assist County Mayor when requested with personnel decision, including the hiring, termination, discipline and assignment of staff.
- 15) **Legal Compliance:** Monitor compliance with all Shelter licenses and applicable state and federal laws.
- 16) **Dispute Resolution:** Hear and address complaints from citizens. Establish a process for the reporting and resolution of complaints before the Committee. Report all complaints received to the Director, County Mayor and Legislative Body.
- 17) **Out-of-State-Adoptions:** Facilitate out-of-state adoptions with transports and partnerships with agencies outside Anderson County's jurisdiction.

- 18) **Donations:** Develop a system for the solicitation, receipt, accounting and audit for donation of services, supplies and monetary contributions. Nothing contained herein shall prevent the Committee from assisting in the development of a not-for-profit entity specifically designed to facilitate donations to the Shelter.
- 19) **Social Media:** Enlarge social media presence in a fair, efficient and functional manner.
- 20) **Shelter Website:** Assist in the development of a dedicated Shelter website with appropriate links to the Anderson County homepage and rescue agencies.
- 21) **Volunteer Programs:** Improve the Shelter volunteer program by designing an application, vetting and selection process.
- 22) **Budget:** Assist with the development of an annual budget in conjunction with the Mayor and Director to be approved by the Legislative Body.
- 23) **Reporting Employee and Volunteer Concerns:** Report concerns about employees and volunteers to the Director and Mayor.
- 24) **Orientation Program:** Create an orientation program for new hire employees and volunteers.
- 25) **Required Communications:** Communicate concerns and recommendations to the Director and Mayor and make reports to the Legislative Body when requested, and an annual year-end written report in July of each year.
- 26) **Future Goals:** Develop additional Goals, Objectives, Best Practices and Performance Standards when needed to accomplish the Mission Statement.
- 27) **Additional Duties:** Perform any other duties assigned by the Legislative Body.

SECTION V: Conflict with Prior Resolutions.

All past Resolutions in conflict with this Resolution are hereby repealed effective immediately. Specific conflicting provisions of an existing Resolution may be saved in its entirety by deleting only the conflicting provision.

SECTION VI: Effective Date.

This Resolution shall take effect immediately upon passage by the Anderson County Legislative Body, the public welfare requiring it.

RESOLVED, adopted and effective this 18th day of March 2024.

H. Tyler Mayes, Chair, AC Commission

Terry Frank, County Mayor

ATTEST:

Jeff Cole, County Clerk

Anderson County Board of Commissioners

Rules Committee

Minutes

February 10, 2025 5:00 P.M.

Room 312

Members Present: Bob Smallridge, Ebony Capshaw, Michael Foster and Anthony Allen

Members Absent: Tyler Mayes

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

Others Present:

Commissioner Allen made a motion to approve the November 13, 2024 minutes. Seconded by Commissioner Capshaw. Motion passed.

Appearance of Citizens

None

Commissioner Capshaw made a motion to approve the agenda. Seconded by Commissioner Allen. Motion passed.

Use of Materials, Posters, Displays and Illustrations

No Action Taken

Committee Chair Motions and Seconds

Moved to the next meeting.

Rules Committee Membership

Commissioner Foster made a motion for the Law Director to look at some language to clarify what should be on the consent agenda. Seconded by Commissioner Allen. Motion passed.

Consolidating Other Committees

No Action Taken

Consent Agenda

No Action Taken

Unfinished Business: None

New Business: None

Meeting Adjourned

Anderson County Fire Commission

February 4th, 2025 Minutes

Time: 6:30pm

Date: Tuesday, February 4th , 2025

Location: Anderson County Courthouse-Room 312

Call to Order: 6:30pm

Prayer

Pledge



ANDERSON COUNTY
FIRE COMMISSION

1. Approval of February Agenda-attached

Motion made by Sabra to amend agenda by adding review of the employment agreement for the secretary and review of the by laws to unfinished business, seconded by Chief Lane.

Motion made to approve the revised agenda by Chief Mitzelfeld and seconded by Chief Lane

2. Approval of January Minutes-attached

Motion made to approve the January Minutes by Chief Mitzelfeld and seconded by Chief Lane

3. Unfinished Business

a. Fire study updates

75% complete at this time, data change emails have been sent out to make changes as necessary, Mission CIT will be meeting to go over the study on March 12th at the Anderson County Courthouse room 118A at 4:30pm

b. Letter of support for Fire Academy to build in east TN- item has passed operations and full commission

Update of status sent via email to all chiefs and commissioners of the Fire Commission. Motion made by Commissioner Beauchamp and seconded by Chief Lane to send a copy of the letter of support to Rick Scarborough.

c. Letter of support for E-911 to be consolidated- Mayor Frank drafting letter- Item passed operations and full commission

Update of the status sent via email to all chiefs and commissioners of the fire commission.

d. County Fire Funding 2025/2026 budget

Motion made by Chief Bailey and seconded by Chief Lane to request capital funds of a maximum \$1,000,000 and a minimum \$715,000 to be split between all municipal and volunteer fire departments.

e. Employment agreement review for Secretary

Motion to accept made by Chief Bailey and seconded by Chief Mitzelfeld

f. Review of By-laws

Please review and discuss next meeting. Motion made by Chief Adams and seconded by Chief Braden to accept the draft of the by laws.

4. New Business

- a. Lift assist policy-With lift assists being limited to only Certified EMR/EMT/Medic, should EMS be toned out initially to ensure better response?
Move to next meeting
- b. Sheriff's Office Response- Are SO deputies being dispatched to fires?
This topic will tie in with dispatch protocols in section D
- c. Codes enforcement-Should we invite codes enforcement members to our meetings?
Motion made by Chief Adams and seconded by Chief Mitzelfeld to add zoning and codes enforcement as non-voting auxiliary members
- d. Dispatch and fire protocols-
Motion made by Chief Adams and seconded by Chief Sharpe to request a copy of the dispatch protocols from dispatch
- e. Official points of contact-
Move to Chief's meeting
- f. Inclement weather review and lessons learned-
Ready op system functioned well, communication amongst all agencies went very well and resources were shared appropriately
- g. Recruitment opportunities for County agencies-
Motion made by Chief Lane and seconded by Chief Braden to inquire about a property tax reduction/waiver for firefighters as a recruitment and retention incentive.

5. Department Reports

- **Andersonville VFD** – Chief Roche- Andersonville received the VFEAT grant
- **Briceville VFD** – Asst. Chief Seidner- No report
- **Claxton VFD** – Chief Sharpe- Claxton received the VFEAT grant and it is planned to purchase a gear washer and dryer as well as a few sets of turnout gear. Claxton hosted a life star LZ class and had a very good turnout. Extrication class will be coming up soon and is open to all.
- **Marlow VFD** – Chief Adams- Marlow received the VFEAT grant and is using it for new sets of turnout gear. Marlow's drone with thermal imaging capabilities is up and running with a trained operator on staff and it is available for all who are in need. Marlow is getting ready to sell their old engine. If anyone wants to get together and put in a bulk order for fire fighting foam, it will save on shipping cost as long as 40+ buckets are ordered.

- **Medford VFD -Chief Lane-Medford did not receive the VFEAT grant. Medford is hosting their annual chili supper on March 8th at 5pm**
- **Anderson County Rescue Squad –Chief Mitzelfeld- The new rescue struts were received and members have had an opportunity to train with them, they are now in service on the heavy rescue truck. The training calendar has been sent out to all departments and all are welcome to attend. The squad is bringing in advanced extrication which will be held August 23rd and 24th**
- **Clinton FD –Cpt.Duggar- No report**
- **Rocky Top FD – Chief Braden-Rocky Top received the VFEAT grant and it will be used to purchase a new cascade system.**
- **Norris FD – Not present**
- **Oak Ridge FD – Chief Grande- Oak Ridge had a fatality fire, which is still under investigation**
- **Oliver Springs FD – Chief Bailey-Oliver Springs received the VFEAT grant and will purchase 7 sets of new turnout gear.**
- **County Commissioner Tracy Wandell (Chairman) – Email sent via secretary containing TCA codes**
- **County Commissioner Sabra Beauchamp –Motion made by Chief Adams and seconded by Chief Lane to send a letter of appreciation to the state for the VFEAT grant**
- **Non-voting Departments and Members**
 - **Anderson County EMS – Not present**
 - **Anderson County EMA – Brice Kidwell- EMA will be hosting an ICS 300 class at Rocky Top on April 24th and 26th**
 - **Anderson County Sheriff's Office – Not present**
 - **Y-12 – Not present**
 - **ORNL – Not present**
 - **E-911 – Justin Massengill- No report**
- **Anderson County Constable- Shannon Gray- No report**
- **American Red Cross of East TN-Melissa Gibson- The Red Cross responded to 4 fires in Anderson County in January, 1 of which was the fatality in Oak Ridge, 1 was with injury in Andersonville. Red Cross will be hosting a sound the alarm event in Rocky Top Saturday the 8th in Rocky Top and March 8th in Clinton.**
- **Adjourn: 8:02**

Anderson County, Tennessee

Board of Commissioners

RESOLUTION NO. 2025-02-1201

RESOLUTION TO CREATE THE ANIMAL SHELTER OVERSIGHT COMMITTEE

WHEREAS, the Animal Shelter Oversight Committee is a collaborative approach to supervision and oversight of the animal shelter comprised of government officials and concerned members of the community to provide professional and humane care to animals housed in the Anderson County Animal Shelter; and

WHEREAS, the Animal Shelter Oversight Committee will be responsible for establishment of facility goals, programs, supervision, operational oversight, policies and best practices to achieve these goals; and

WHEREAS, personnel assigned to the shelter and the facility director will be appointed and hired by the Anderson County Mayor pursuant to *Tenn. Code Annotated §5-6-106*. That statute reads in relevant part as follows:

(c) Except as otherwise provided by general law, or special or private act, the county mayor shall appoint members of county boards and commissions and *county department heads*. Such appointees shall be subject to confirmation by the county legislative body, and in so doing, the legislative body may express its views fully and freely and shall vote for or against confirmation. The legislative body shall not seek or interview such prospective employees prior to their appointment by the county mayor. Such appointment and confirmation are not applicable to employees appointed by other elected county officials. (*Emphasis added*)

WHEREAS, the County Legislative Body desires to create a reporting structure that follows Tennessee Code Annotated §5-6-106 and hereby designates the County Mayor as the day-to-day supervisor of the Animal Shelter Director and county personnel assigned to the facility. Such County Mayor shall possess all authorizations, duties, and obligations of personnel supervision, compliance and oversight over the Animal Shelter Director and staff; and

WHEREAS, on May 19th, 2003 the Anderson County Board of Commissioners approved its first Resolution attempting to address the countywide problem of lost, abandoned, neglected and forgotten animals in Anderson County by creating the Anderson County Animal Control Authority under the direction and control of the County Mayor; and

WHEREAS, since that time, the County has created a full-time department and shelter to address the continuing need for humane animal control and care, and the many legal and operational issues that accompany this countywide problem; and

WHEREAS, Anderson County Government has a need to construct a new state-of-the-art animal shelter combined with a collaborative approach to managing the shelter where the County Mayor will be responsible for the supervision of the Director and staff and the Animal Shelter Oversight Committee will assist the Mayor when requested and make decisions concerning supervision, operational oversight, policies, programs and the creation of best practices; and

WHEREAS, the Mayor and staff will work hand-in-hand with the Animal Shelter Oversight Committee to identify and successfully address a wide array of issues that develop at the county animal shelter while housing and caring for animals that are lost, abandoned or forgotten in a professional and humane manner.

NOW THEREFORE, BE IT RESOLVED by the Anderson County Board of Commissioners meeting in regular session this 24th day of February 2025 that we hereby create the Animal Shelter Oversight Committee to assist the County Mayor and the Director of Animal Control and Care in addressing and obtaining the County's goal of professional and humane treatment to all animals housed and cared for at the Anderson County Animal Shelter.

BE IT FURTHER RESOLVED, that:

SECTION I. Composition of the Animal Shelter Oversight Committee. The Committee shall be composed of nine (9) voting members and four (4) *ex officio* members:

- 1) **Voting Members:** The nine (9) voting members of the Committee shall be:
 - A) Two (2) members of the County Legislative Body;
 - B) Two (2) members appointed by the County Mayor;
 - C) Five (5) members nominated by the Anderson County Nominating Committee and confirmed by the Board of Commissioners.

- 2) **Non-Voting *Ex Officio* Members:** The following four (4) members hold *ex officio* (non-voting) status:
 - A) County Mayor;
 - B) Director of Animal Control and Care;
 - C) County Veterinarian;
 - D) Law Director or office representative.

- 3) **Officers:** The Committee, at its first meeting, shall select a Chair and a Vice Chair. The Chair shall conduct the meeting in accordance with the latest edition of Robert's Rules of Order or appropriate state law or Legislative Body rule or regulation. The Vice Chair shall conduct the meeting in the absence of the Chair, or when the Chair assumes the role of a member by making a motion or second, and/or participating in the deliberation of a motion. Mere comments on a motion made by the Chair shall not disqualify the Chair from voting. A Secretary shall be selected by the Oversight Committee to take minutes and be the custodian of all official records. The Secretary shall submit a copy of all meeting minutes to the Legislative Body within thirty (30) days of the meeting adjournment. The Chair and Vice Chair shall serve one year terms, or until a successor is appointed, with all terms ending on the last day of September of each calendar year.

- 4) **Meetings:** All meetings shall be lawfully called by the Chair at regular intervals established by the Committee, or when needed to address special or emergency matters. No meeting shall be conducted without a quorum of (5) members present and no motion shall be approved without a majority of five (5) members voting in favor. Meetings shall be lawfully noticed to the public with at least a five (5) day notice unless emergency matters require a shorter period. In no event shall a meeting be held without a reasonable attempt under the facts and circumstances to achieve public notice.
- 5) **Proxy Votes:** Voting members may select a non-voting designated representative to serve in his or her absence at designated meetings for informational purposes and the representative may cast a proxy vote for the identified voting member provided that prior written approval from the voting member is received by the Chair.

SECTION II. Powers Conferred

The Animal Shelter Oversight Committee (henceforth “Committee”) is a collaborative committee composed of county officials and volunteer citizens created and authorized by the Anderson County Legislative Body (henceforth “Legislative Body”) and as such, is strictly limited to the powers conferred by the Legislative Body. At no time shall any member or the Committee itself act outside the explicit powers conferred herein. The Committee is designed to provide oversight and supervision to the Animal Shelter while the County Mayor (henceforth “Mayor”) and the Director of Animal Care and Control (henceforth “Director”) providing staffing personnel. The Animal Care and Control Department (henceforth “Department”) is an authorized county department under the direction and control of its Director who directly reports to the Mayor; therefore, the Mayor is ultimately responsible for all aspects of the Department’s operation.

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SECTION V: Conflict with Prior Resolutions.

All past Resolutions in conflict with this Resolution are hereby repealed effective immediately. Specific conflicting provisions of an existing Resolution may be saved in its entirety by deleting only the conflicting provision.

SECTION VI: Effective Date.

This Resolution shall take effect immediately upon passage by the Anderson County Legislative Body, the public welfare requiring it.

RESOLVED, adopted and effective this 24th day of February 2025.

H. Tyler Mayes, Chair, AC Commission

Terry Frank, County Mayor

ATTEST:

Jeff Cole, County Clerk