

Anderson County Board of Commissioners
OPERATIONS COMMITTEE
AGENDA

Monday
April 14, 2025
6:00 p.m. Room 312

- 1. Call to Order**
- 2. Prayer / Pledge of Allegiance**
- 3. Approval of Agenda**
- 4. Appearance of Citizens**
- 5. ASAP Quarterly Report** – by Shayla Wilson, Executive Director
- 6. Mayor’s Report**
 1. Requesting authorization to put a small gate, or cable at parking lot entrance of the soccer fields.
- 7. Law Director’s Report**
 - A. Contract Approvals
 - B. Zoning Violations
 - C. Bankruptcies
 - D. Other
 - E. Litigation Updates
- 8. Anderson County Animal Shelter and Animal Control Updates** – requested by Commissioner Wandell
- 9. ACWA Minutes** – January 21, 2025, February 25, 2025
- 10. New River Water Lines** – requested by Charmin Isbel
- 11. Tornado Warning Sirens** – requested by Charmin Isbel
- 12. Strategic Planning Update**

Unfinished Business

New Business

Adjourn



ANDERSON COUNTY GOVERNMENT

TERRY FRANK
COUNTY MAYOR

April 9, 2025

Commissioner Tim Isbel
Chairman, Operations Committee

RE: Agenda

Dear Chairman Isbel and Honorable Members of Operations Committee,

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

1. Soccer fields adjacent to Anderson County Detention Facility: Requesting authorization to put a small gate, or cable at parking lot entrance of the soccer fields. The fields are under a lease agreement approved by the Anderson County Board of Commissioners, and the Lessee manages use for their own league, as well as others who desire to use the fields. There have been impromptu uses where folks have just shown up for organized activities. To ensure that we have the proper paperwork, etc. in terms of county liability, but also for scheduling of activities, we propose a simple gate with a phone number of who to call for scheduling use. In addition to the Lessee and Anderson County Maintenance, EMS and Sheriff Department would have keys and access, as they frequently use the parking lot for training.
2. Operations Committee requested published minutes of ACWA be placed on the Agenda of Operations Committee. See attached, per request.

Sincerely,

Terry Frank

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

101 South Main Street, Suite 310
CLINTON, TENNESSEE 37716

TELEPHONE: (865) 457-6290
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MEMORANDUM

TO: Ms. Annette Prewitt, Chief Deputy to the County Commission
CC: Operations
FROM: Law Director's Office
DATE: April 9, 2025
RE: Law Director's Report –April 14, 2025 – Operations

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

A. Contract Approvals:

1. Merit Construction- New Claxton Elem. School
2. BWB of TN (Renewal) – Highway Dept.
3. Straight Path (Renewal) – Highway Dept.
4. Meade Tractor (Renewal) – Highway Dept.
5. Trigreen Equipment (Renewal) – Highway Dept.
6. S&ME- New Claxton Elem. School
7. Daniel Ray Instructor- Sheriff's Dept.
8. BuyBoard for Galls- Sheriff's Dept.
9. State of TN- DOE Off-Site Emergencies
10. CBIZ- OPEB Audit Benefits & Insurance
11. East TN Development District Food Insecurity- Mayor's Office
12. State of TN Dept. of Transportation- Gibbs Ferry Park
13. PartnerEd Special Education- Schools
14. Delta Dental- HR
15. EMA Grant
16. TN Dept. of Veterans Services- Mayor's Office
17. State of TN Grant- Investigation of Brownsfield Sites
18. ACSO & City of Norris MOU- Dispatch Services
19. ACSO & City of Rocky Top MOU- Dispatch Services

20. Momentum- Circuit Clerk
21. Hicks Construction- Anderson County Sports Training Facility
22. Catalis- Circuit Court
23. TDOT- Railroad Agreement
24. Appalachian Regional Commission- Rural Development Grant
25. Pyke's Lawn Care- Schools
26. East TN Development District Local Planning- Mayor's Office
27. Attendance on Demand- Time-Keeping Software
28. Holman & Holman Landscapers- Schools
29. McGhee Tree Care- School
30. Volunteer Highway Supply (Renewal) – Highway Dept.

B. Anderson County Zoning Violations:

Newly Opened:

1. 1080 New Clear Branch Road
2. 550 Cane Creek Road
3. 684 Oliver Springs Highway
4. 149 Black Oak Road

Closed:

1. 608 Carmen Lane
2. 114 Circle Road

Newly Filed:

1. 1662 Mountain Road- Filed on February 24, 2025. Served April 7, 2025. Has 30 days from date of service.
2. 236 Rock House Lane- Filed on February 25, 2025. Served March 5, 2025. Has 30 days from date of service.
3. 1507 E Tri County Boulevard- Filed on March 7, 2025. Served on March 17, 2025. Has 30 days from date of service.
4. 774 Hillvale Road- Filed on March 7, 2025. Served on March 21, 2025. Has 30 days from date of service.

Motion for Default Judgment:

1. 3708 Lake City Highway- Hearing canceled for March 10, 2025. Defendants filed an Answer on Complaint before deadline.
2. 236 Rock House Lane- Filed on April 9, 2025. Hearing set for April 28, 2025.

Motion for Trial Date:

1. 301 Old Lake City Highway
2. 359 Old Lake City Highway

Liens:

1. 222 Old Tacora Hills Road- daily fine of \$100 day beginning May 24, 2024
2. 151 Moccasin Hollow Lane- daily fine of \$100 beginning July 8, 2024
3. 230 Haney Hollow Road- daily fine of \$100 beginning August 26, 2024
4. 177 Scott Brogan Lane- daily fine of \$50 beginning December 9, 2024
5. 208 Old Lake City Highway- daily fine of \$100 beginning January 6, 2025
6. 184 Buffalo Road- daily fine of \$20 beginning January 27, 2025. Lien recorded on March 3, 2025.

Pending Quotes for Cleanup:

1. 230 Haney Hollow Road- no quote, Zoning Office advises that clean-up is cost prohibitive.
2. 222 Old Tacora Hills Road
3. 151 Moccasin Hollow Lane
4. 208 Old Lake City Highway
5. 184 Buffalo Road

C. Bankruptcies:

1. Witt and Highsmith- Notice of Chapter 13
2. Witt and Highsmith- Order Granting Motion Automatic Stay
3. Via- Order of Chapter 13 Discharge
4. Barker- Order of Discharge
5. Baker- Order Dismissing Chapter 13
6. Langford- Chapter 13 Plan
7. Chandler- Order Dismissing Chapter 13
8. Stilen- Order Confirming Chapter 13 Plan

D. Other:

1. Food Truck Application- Finalized and approved unanimously by the Conservation Board On 4/7/25.
2. Lease Agreement- Mountain View Community Action Corp.
3. Opinion- TOMA Electronic Communications
4. MOU- Procedure for Consolidating E-911 Districts
5. Hickson- Assist with Locating for Cremation
6. McClain- Assist with Locating for Cremation
7. Bid Protest- Zayo Schools
8. Fairfield Inn- Hotel Motel Tax- Certified Letter Served on 3/31/25
9. Opinion- TOMA Statute of Limitations on Complaints
10. Assisting Marjorie from Zoning Dept. – Potential Changes to Zoning Resolution
11. Reviewed Private Act Establishing General Sessions II – Requested by Robert McKamey
12. Research Private Act Banning Fireworks- Requested by Legislative Committee
13. Peak Lane- Met with Mr. and Mrs. Neff on 3/31/25 to Discuss Concerns
14. Grant- Assist with Locating for Cremation

E. Litigation Updates:

1. Pro-Vision- Filed Amended Complaint on 4/9/25
2. Rick Schubert v. Terry Frank- Heirs of Dennis Webster filed a companion suit against Terry Frank on 3/20/25. Filed again on 3/28/25 to release Schubert, but not AC. (Claim for Excess Proceeds for two properties sold on 2/4/25 at the Mayor's Tax Sale conducted by JD's Realty and Auction.)
3. Samuel Marra v. ACSO- Mr. Marra added Former Corrections Deputy's as Defendants



Anderson County Water Authority

MINUTES January 21, 2025

MEMBERS PRESENT

GEORGE HORTON (CHAIRMAN)
JACK SHELTON
RICKEY ROSE
DUSTY IRWIN
ERNEST BOWLES (absent)

OTHERS PRESENT

LARRY CLOWERS
JOHN MITCHELL
JEREMIAH SWEAT
KEVIN BOWLING
JUSTIN BROWN

On January 21, 2025, Chairman Horton called the ACWA Board Meeting to order at 5: 00 p.m.

- I. Motion by Commissioner Irwin to approve December 17, 2024, Minutes, Second by Commissioner Rose, 4 ayes, 1 absent, motion carried.
- II. Motion by Commissioner Rose to approve the January 21, 2025, Agenda, Second by Commissioner Irwin, 4 ayes, 1 absent, motion carried.
- III. Motion by Commissioner Irwin to approve December 2024 Invoice History Report, Second by Commissioner Rose, 4 ayes, 1 absent, motion carried.
- IV. Motion by Commissioner Shelton to approve December 2024 Expenditure Report, Second by Commissioner Rose, 4 ayes, 1 absent, motion carried.
- V. Motion by Commissioner Irwin to approve December 2024 Profit and Loss Report; Second by Commissioner Shelton, 4 ayes, 1 absent, motion carried.
- VI. Public comments-
- VII. Old Business-
- VIII. New Business—There was a lengthy discussion on the transition for the new general manager. Manager Clowers stated he would consult with Mr. Elrod to finalize the details that both would be happy with. He will report back to the Board on the February's action report.

A. MANAGER'S REPORT

1. **ACTION REPORT-** There was a discussion regarding the YTD profit. Manager Clowers stated he believed the Authority should still finish in the black even though the YTD profit is \$100K less than last year. The Manager's goal is to have a YTD profit of at least \$100K at the beginning of March. That would cover the cost of the rate study and two managers' salaries and benefits for four months.
2. **BEECH GROVE PROJECT-** Manager Clowers requested a motion from the Board to approve Pay Request # 6 for \$ 253,070.50 to Nitzchke Communications—motion by Commissioner Irwin to approve, Second by Commissioner Irwin, 4 ayes, 1 absent, motion carried.
3. **1.0 MG TANK PROJECT-** Manager Clowers stated that a 12" ductile iron line to connect the tanks is being installed this week at a base cost of just under \$10K. The new tank will be in service by 1/28/25.
4. **HPUD TIE-IN-** Manager Clowers reported the Pre-Construction meeting was held today. Construction is expected to begin on 2/10/25.

B. OTHER REPORTS

1. ENGINEERS REPORT
2. OFFICE MANAGERS REPORT
3. HR REPORT
4. ASSISTANT MANAGER REPORT (JEREMIAH)
5. ASSISTANT MANAGERS REPORT (JOHN)
 - A. **OVERTIME-** Assistant Manager John Mitchell briefly discussed December 2024.
 - B. **WATER LOSS-** Assistant Manager John Mitchell reviewed the December 2024 water loss with the Board. He reported a water loss of 30.0% for December 2024.

MEETING ADJOURNED BY COMMISSIONER SHELTON @ 5:50 PM

Jack Shelton

Rickey Rose

George Horton

Dusty Irwin

Ernest Bowles



Anderson County Water Authority

MINUTES FEBRUARY 25, 2025

MEMBERS PRESENT

GEORGE HORTON (CHAIRMAN)
JACK SHELTON
RICKEY ROSE
DUSTY IRWIN
ERNEST BOWLES

OTHERS PRESENT

LARRY CLOWERS	HOUSTON DAUGHERTY
JOHN MITCHELL	SHANE VOWELL
JEFF ELROD	JIMMY BYRGE
TERESA RIDENOUR	TRACY WADDELL
JEREMIAH SWEAT	ERIN WIESEHAN
JUSTIN BROWN	JOSH PAZ
TEDDY BROWN	ROBERT MCKAMEY
TERRY FRANK	TIM ISABELL
	EBONY CAPSHAW

On February 25, 2025, Commissioner Rose called the ACWA Board Meeting to order at 5: 00 p.m.

- I. Motion by Commissioner Bowles to approve January 21, 2025, Minutes, Second by Commissioner Shelton, 5 ayes, motion carried.
- II. Motion by Commissioner Irwin to approve the February 25, 2025, Agenda, Second by Commissioner Bowles, motion carried.
- III. Motion by Commissioner Irwin to approve January 2025 Invoice History Report, Second by Commissioner Shelton, 5 ayes, motion carried.
- IV. Motion by Commissioner Irwin to approve January 2025 Expenditure Report, Second by Commissioner Shelton, 5 ayes, motion carried.
- V. Motion by Commissioner Bowles to approve January 2025 Profit and Loss Report, Second by Commissioner Irwin, 5 ayes, motion carried.
- VI. **Public comments-** Mayor Frank discussed the request from the operations committee to address the water needs on Highway 116. Mr. Phillips and Jimmy Byrge are residents in the area needing water. Mr. Byrge discussed the need for public water to be brought to the area. Manager Clowers and the Board responded with much discussion and understanding of Mr. Byrge's request; however, the funding is not available to provide water service from Anderson County Water Authority.

VII. **Old Business-**

VIII. **New Business—** Request to add two items to the agenda.

1. ACWA Office hours

2. Discussion of possible renovation of Andersonville line

A. **MANAGER'S REPORT**

1. **ACTION REPORT-** Manager Clowers reviewed the attached action report with the Board.
2. **BEECH GROVE PROJECT—**Manager Clowers reported to the Board that the project is 98% complete except for the dress-up and ditching. ACWA will release the retainage to the contractor once all the clean-up is complete.
3. **HPUD TIE-IN-** Manager Clowers reported this project is about 80% complete. We still have a road bore to complete. ACWA has the permit approved by TDOT, and Halls-Dale Powell has agreed to move their master meter to the other side of the road. This project is \$300,000 and the plan is to do one pay request and hold retainage until all dress-up is done.
4. **ACWA OFFICE HOURS-** Manager Clowers and Office Manager Teresa Ridenour discussed changing the current office hours and going back to our previous office hours to 8 am to 4 pm. It would save ACWA on office and distribution over time around \$20,000 a year. Manager Clower's recommendation is to change ACWA office hours. Commissioner Irwin made a motion to accept Manager Clowers recommendation to change the hours of operation to 8 am to 4 pm, Second by Commissioner Shelton, 5 ayes, motion carried.
5. **DISCUSSION OF POSSIBLE RENOVATIONS OF THE ANDERSONVILLE LINE-** Manager Clowers said he would get with Erin with CCI and get cost estimates to replace the 6" AC line and possibly use the remaining funds and get a project going to target the leaks on Hwy 61. Motion by Commissioner Bowles to authorize Manager Clowers to proceed with beginning field investigations, contact, and assessment of the project that would provide a replacement for the worst section of this line and possibly further, Second by Commissioner Irwin, 5 ayes, motion carried.

B. OTHER REPORTS

1. ENGINEERS REPORT
2. OFFICE MANAGERS REPORT
3. HR REPORT
4. ASSISTANT MANAGER REPORT (JEREMIAH)
5. ASSISTANT MANAGERS REPORT (JOHN)
 - A. OVERTIME- Assistant Manager John Mitchell was absent.
 - B. WATER LOSS- There was a water loss of 29.0% in January 2025.

MEETING ADJOURNED BY COMMISSIONER SHELTON @ 6:10 PM

Jack Shelton

Rickey Rose

George Horton

Dusty Irwin

Ernest Bowles