TENNESSEE
Hamblen County
150 ANNIVERSARY
Est. 1870

OFFICE OF THE MAYOR

DATE: March 9, 2020

TO: Hamblen County Legislative Body

FROM: Bill Brittain, Hamblen County Mayor

RE: **March 2020 Committee Meeting Information**

Monday, March 9, 2020 at 5:30 p.m.

Hamblen County Health Department-Conference Room
331 West Main Street, Morristown, TN 37814

- **Education Committee-** *Dr. Jeff Perry-Hamblen County Director of Schools*
- **Finance Committee-***Immediately following the adjournment of the Education Committee*
- **Personnel Committee -** *Immediately following the adjournment of Finance Committee*
- **Public Services Committee -** *Immediately following adjournment of Personnel Committee*
- **Justice Center/Jail Project Committee-***Immediately following the Public Services Committee*
- **Calendar and Rules Committee -** *Immediately following adjournment of Justice Center/Jail Project Committee*

Bill Brittain, *County Mayor*
511 West Second North Street • Morristown, TN 37814 • *office.* 423.586.1931 • *fax.* 423.585.4699
www.HamblenCountyTN.gov • *email.* bbrittain@co.hamblen.tn.us

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY

EDUCATION COMMITTEE

Bobby Haun
Chairman

Chris Cutshaw
Vice-Chairman

Howard Shipley
Member

Jeff Akard
Member

Eileen Arnwine
Member

Randy DeBord
Member

Thomas Doty
Member

Tim Goins
Member

Tim Horner
Member

Joe Huntsman, Sr.
Member

Mike Minnich
Member

Wayne NeSmith
Member

Jim Stepp
Member

Taylor Ward
Member

Hamblen County Government
EDUCATION COMMITTEE

Monday, March 9, 2020

Large Courtroom – Hamblen County Courthouse

AGENDA

1. **Call to Order** – *Chairman Bobby Haun*

2. **Visitors Wishing to Address the Committee** – *Chairman Bobby Haun*
   (*Visitors will be allotted 5 minutes to speak)*

3. **Old Business** – *Chairman Bobby Haun*
   a. None

4. **New Business** – *Chairman Bobby Haun*
   a. West High School Project-*Hamblen County Director of Schools-Dr. Jeff Perry*
   b. Resolution 20-___ An Amendment to Resolution 19-02 Declaring the Intent of Hamblen County, Tennessee (The "Issuer"), to Reimburse Itself for Certain Expenditures Relating to School Improvement Projects with the Proceeds of Bonds to be Issued by the Issuer-*County Mayor Bill Brittain*

5. **Items of Interest (No Action Necessary)** – *Chairman Bobby Haun*
   a. None

6. **Adjournment** – *Chairman Bobby Haun*

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March 2, 2020

To: **Mayor Bill Brittain**
From: **Jeff Perry**
Re: **West High Project**

Recently we opened bids on the West High School Project. There were three bid submittals which are as follows:

1. Joseph Construction (Knoxville) $8,707,292
2. Laney and Sons (Sevierville) $8,779,000
3. BurWill Construction (Knoxville) $9,392,000

We will award the bid to Joseph Construction assuming we can negotiate a successful contract. It is our hope to award this bid sometime in March to ensure we can have everything ready to begin construction at the end of school in May. It is our intent to present this information to the Commission on March 9 during the committee meetings. We will also be available for questions during the regular March 19 meeting.

As we discussed last week, I am providing the following budget summary for the project. Please review and contact me if you have any questions. Please note the waste water membrane, parking, technology, and additional restrooms were not included in the base bid. The additional restrooms at the gym/auditorium were added as an optional item. We have not fully designed the additional restrooms but will finish the design process if we secure funding. The other three items, (waste water membrane, parking, and technology) were excluded from the base bid. We can save money by coordinating these projects from the district thus avoiding A/E and general contractor fees.

The construction schedule is 310 days after a signed contract. This is the total price and we will complete the project within budget. As we have stated on numerous occasions, we will complete only the scope of work outlined to the Commission. Any funds will be returned to the Commission if we have a surplus at the end of this project.

Line	Description	Amount
1	Base bid	$8,707,292
2	Waste water membrane	$200,000
3	Architectural/Engineering fees	$495,000
4	Additional restrooms at gym/auditorium	$400,000
5	Additional parking	$300,000
6	Technology	$250,000
7	**Total**	**$10,352,292.00**

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Resolution 20-___

AN AMENDMENT TO RESOLUTION 19-02 DECLARING THE INTENT OF HAMBLEN COUNTY, TENNESSEE (THE "ISSUER"), TO REIMBURSE ITSELF FOR CERTAIN EXPENDITURES RELATING TO SCHOOL IMPROVEMENT PROJECTS WITH THE PROCEEDS OF BONDS TO BE ISSUED BY THE ISSUER.

WHEREAS, it is the intention of the County Commission of Hamblen County, Tennessee (the "Issuer") to provide for the acquisition, construction and equipping of school facilities; and

WHEREAS, it is the intention of the County Commission of the Issuer to pay all or a portion of the costs associated with said activities by the sale of tax-exempt bonds of the Issuer; and

WHEREAS, it is anticipated that it will be necessary to make expenditures in payment of said costs prior to the issuance of said bonds; and

WHEREAS, the County Commission of the Issuer wishes to state its intentions with respect to reimbursements for said expenditures from tax-exempt bond proceeds in accordance with the requirements of final regulations applicable thereto promulgated by the United States Department of the Treasury;

NOW, THEREFORE, BE IT RESOLVED by the County Commission of Hamblen County, Tennessee, as follows:

Section 1. It is reasonably expected that the Issuer will reimburse itself for certain expenditures made by the Issuer in connection with the acquisition, construction and equipping of school facilities, and legal, fiscal, administrative, architectural and engineering costs incident to the foregoing. The Issuer intends to reimburse all or a portion of such expenditures by issuing its tax-exempt school bonds.

Section 2. The maximum principal amount of bonds expected to be issued to finance the activities hereinabove described is not to exceed ~~$10,000,000~~ **$10,400,000.**

Section 3. This resolution shall be placed in the minutes of the County Commission and shall be made available for inspection by the general public at the office of the Issuer.

Section 4. It is the Issuer's reasonable expectation that it will reimburse the original expenditures from the proceeds of bonds or other debt obligations.

Section 5. This resolution constitutes a declaration of official intent under Treas. Reg. §1.150-2.

Section 6. Section 2 of Resolution 19-02 adopted February 21, 2019 is hereby amended and all resolutions or parts of resolutions in conflict herewith are hereby repealed, and this resolution shall be in immediate effect from and after its adoption.

Adopted and approved this 19th day of March, 2020.

_____
Chairman of the County Commission

ATTEST:

_____
County Clerk

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TENNESSEE
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FINANCE COMMITTEE

Randy DeBord
Chairman

Thomas Doty
Vice-Chairman

Howard Shipley
Ex-Officio

Chris Cutshaw
Member

Tim Goins
Member

Joe Huntsman, Sr.
Member

Mike Minnich
Member

Wayne NeSmith
Member

James Stepp
Member

Hamblen County Government

FINANCE COMMITTEE

Monday, March 9, 2020
Immediately Following Adjournment of the Education Committee
Large Courtroom – Hamblen County Courthouse

AGENDA

Call to Order – *Chairman Randy DeBord*

1. **Visitors Wishing to Address the Committee** – *Chairman Randy DeBord*
   (*Visitors will be allotted 5 minutes to speak)*

2. **Recurring Business –** *Chairman Randy DeBord*
   a. Expenditure Reports – February 2020 (*Information Only-No Action Necessary*)
   b. Review/Acceptance of Monthly Checks February 2020 Submitted by the County Mayor's Office

3. **Old Business** – *Chairman Randy DeBord*
   a. None

4. **New Business** – *Chairman Randy DeBord*
   a. Resolution 20-___ Designating the Disposition of Interest Earned on the Proceeds of General Obligation Bonds
   b. Donation to Remote Area Medical (RAM) - $5,000-*Commissioner Mike Minnich*
   c. Use of Opioid Lawsuit Proceeds-*Commissioner Mike Minnich*
   d. Budget Amendments-*Finance Director Anne Bryant-Hurst*
      i. Fund#101 Accounts and Budget $2,450
      ii. Fund #101 Accounting and Budgeting $1,644.18
      iii. Fund #101 Sheriff's Department $10,116.25
      iv. Fund #101 Civil Defense $50
      v. Fund #101 County Mayor $1,250
      vi. Fund #101 County Mayor $5,000
      vii. Fund #116 Sanitation $7,000
      viii. Fund #131 Highway/Public Works $29,215
      ix. Fund #131 Highway/Public Works $169,829

5. **Items of Interest (No Action Necessary)** – *Chairman Randy DeBord*
   a. Planning Commission Building Permit Report February 2020
   b. County Attorney Invoices – February 2020
   c. Coroner's Monthly Report – February 2020
   d. Budget Amendment-*Finance Director Ann Bryant-Hurst*
      i. Fund# 101 Accounting and Budgeting $100
      ii. Fund # 101 Jail $1,000
      iii. Fund #101 Jail $1,500
      iv. Fund# 131 Highway/Public Works $2,900
   e. Hamblen County Department of Education Quarterly Expenditure Reports-Second Quarter 2019-2020
   f. 2019 Hamblen County Emergency Communications District Annual Operations Report
   g. Morristown Hamblen Humane Society Inc. Reports

6. **Adjournment** – *Chairman Randy DeBord*

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HAMBLEN COUNTY ACCOUNTS & BUDGETS
GENERAL FUND (101)
EXPENDITURE REPORT
REPORT DATE: 02/29/2020

Sel:	Year	Fnd	Accnt	Obj	Gp	Sub	Loc	Pgm
From:	2019	101	50000	000	00	000	0000	000
Thru:	2019	101	99999	999	99	999	9999	999

Date: 3/2/2020
Time: 10:33 am

Fnd	Account/Description		Revised Budget	Month-to-Date Expenditures	Year-to-Date Expenditures	Encumbrances	Available Funds	Avl Fnds %of Budg
101	51100	County Commission	199,423.00	17,006.31	107,071.99	24,709.00	67,642.01	33.92%
101	51210	Board Of Equalizaton	16,650.00	0.00	0.00	0.00	16,650.00	100.00%
101	51300	County Mayor/Executive	231,144.38	20,368.37	139,110.04	3,665.17	88,369.17	38.23%
101	51400	County Attorney	31,293.00	3,234.41	13,748.37	0.00	17,544.63	56.07%
101	51500	Election Commission	291,431.00	20,764.80	170,321.45	4,703.53	116,406.02	39.94%
101	51600	Register Of Deeds	367,121.00	27,306.23	207,952.39	9,209.14	149,959.47	40.85%
101	51720	Planning	219,060.00	14,988.10	132,849.12	1,228.33	84,982.55	38.79%
101	51750	Codes Compliance	57,411.00	4,918.47	34,244.32	0.00	23,166.68	40.35%
101	51760	Geographical Information Systems	90,666.00	11,403.06	54,928.25	0.00	35,737.75	39.42%
101	51810	Other Facilities	869,523.00	62,976.50	552,270.38	16,489.81	300,762.81	34.59%
101	51910	Preservation Of Records	20,744.00	1,685.79	11,372.37	1,750.84	7,620.79	36.74%
101	52100	Accounting And Budgeting	427,665.86	36,024.37	270,836.91	816.99	156,011.96	36.48%
101	52200	Purchasing	42,012.00	3,589.30	26,663.99	0.00	15,348.01	36.53%
101	52300	Property Assessor's Office	360,395.00	27,665.90	221,740.92	662.20	137,991.88	38.29%
101	52310	Reappraisal Program	154,125.00	4,457.18	35,745.64	6,434.32	111,945.04	72.63%
101	52400	County Trustee's Office	398,312.00	22,198.98	232,974.41	841.10	164,496.49	41.30%
101	52500	County Clerk's Office	688,077.00	67,269.58	407,055.19	2,877.75	278,144.06	40.42%
101	52600	Data Processing	121,156.00	7,012.75	60,807.79	10,930.27	49,417.94	40.79%
101	52900	Other Finance	322,945.00	27,460.01	207,316.66	7,055.44	108,572.90	33.62%
101	53100	Circuit Court	944,144.99	68,598.73	563,913.39	12,597.46	367,634.14	38.94%
101	53300	General Sessions Court	443,265.00	36,540.84	271,296.11	1,037.32	170,931.57	38.56%
101	53330	Drug Court	163,990.00	11,552.13	92,018.47	2,103.54	69,867.99	42.61%
101	53400	Chancery Court	399,723.00	35,194.19	258,244.55	2,800.73	138,677.72	34.69%
101	53500	Juvenile Court	317,468.00	20,450.88	175,814.07	1,031.97	140,621.96	44.29%
101	53920	Courtroom Security	874,040.00	60,836.47	492,361.70	2,479.95	379,198.35	43.38%
101	54110	Sheriff's Department	3,188,706.00	236,493.40	1,996,432.46	60,269.93	1,132,003.61	35.50%
101	54160	Administration Of The Sexual Offender Registry	5,500.00	104.34	1,521.94	0.00	3,978.06	72.33%
101	54210	Jail	4,601,962.00	356,697.26	2,744,826.73	265,991.03	1,591,144.24	34.58%
101	54220	Workhouse	80,447.00	7,562.77	36,075.63	0.00	44,371.37	55.16%
101	54250	Work Release Program	360,190.00	15,828.77	132,369.69	638.25	227,182.06	63.07%
101	54310	Fire Prevention And Control	220,000.00	0.00	110,000.00	0.00	110,000.00	50.00%
101	54410	Civil Defense	105,513.76	6,902.30	56,166.17	1,925.05	47,422.54	44.94%
101	54490	Other Emergency Management	189,133.00	0.00	141,849.75	0.00	47,283.25	25.00%
101	54510	Inspection And Regulation	4,877.00	607.45	3,215.10	1,868.50	-206.60	-4.24%
101	54610	County Coroner/Medical Examiner	139,500.00	7,373.33	71,193.58	21,551.59	46,754.83	33.52%

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HAMBLEN COUNTY ACCOUNTS & BUDGETS
GENERAL FUND (101)
EXPENDITURE REPORT
REPORT DATE: 02/29/2020

Sel:	Year	Fnd	Accnt	Obj	Gp	Sub	Loc	Pgm
From:	2019	101	50000	000	00	000	0000	000
Thru:	2019	101	99999	999	99	999	9999	999

Date: 3/2/2020
Time: 10:33 am

Fnd	Account/Description		Revised Budget	Month-to-Date Expenditures	Year-to-Date Expenditures	Encumbrances	Available Funds	Avl Fnds %of Budg
101	54900	Other Public Safety	20,000.00	0.00	18,674.28	1,176.00	149.72	0.75%
101	55110	Local Health Center	923,167.00	57,794.24	453,785.31	8,139.80	461,241.89	49.96%
101	55120	Rabies And Animal Control	150,000.00	0.00	100,000.00	0.00	50,000.00	33.33%
101	55140	Nursing Home	5,000.00	0.00	5,000.00	0.00	0.00	0.00%
101	55170	Alcohol And Drug Programs	5,000.00	2,250.00	2,250.00	0.00	2,750.00	55.00%
101	55180	Children's Special Services	6,000.00	0.00	6,000.00	0.00	0.00	0.00%
101	55390	Appropriation To State	109,233.00	0.00	0.00	0.00	109,233.00	100.00%
101	55520	Aid To Dependent Children	3,250.00	3,250.00	3,250.00	0.00	0.00	0.00%
101	55530	Child Support	0.00	0.00	0.00	0.00	0.00	0.00%
101	55590	Other Local Welfare Services	40,000.00	0.00	12,670.00	0.00	27,330.00	68.33%
101	55710	Sanitation Management	0.00	0.00	0.00	0.00	0.00	0.00%
101	55900	Other Public Health And Welfare	0.00	0.00	0.00	0.00	0.00	0.00%
101	56100	Adult Activities	11,600.00	0.00	5,800.00	0.00	5,800.00	50.00%
101	56300	Senior Citizens Assistance	6,500.00	0.00	6,500.00	0.00	0.00	0.00%
101	56500	Libraries	293,500.00	73,375.00	220,125.00	0.00	73,375.00	25.00%
101	56700	Parks And Fair Boards	291,909.00	20,488.03	180,567.13	4,782.39	106,559.48	36.50%
101	56900	Other Social, Cultural And Recreational	509,587.00	849.82	379,836.73	0.00	129,750.27	25.46%
101	57000	Agriculture & Natural Resource	0.00	0.00	0.00	0.00	0.00	0.00%
101	57100	Agricultural Extension Service	165,206.00	304.88	79,417.16	555.47	85,233.37	51.59%
101	57300	Forest Service	1,000.00	0.00	1,000.00	0.00	0.00	0.00%
101	57500	Soil Conservation	50,787.00	5,782.37	32,802.51	0.00	17,984.49	35.41%
101	57800	Storm Water Management	30,960.00	1,985.50	9,972.96	4,820.00	16,167.04	52.22%
101	58110	Tourism	54,700.00	0.00	11,717.00	0.00	42,983.00	78.58%
101	58120	Industrial Development	741,000.00	0.00	50,500.00	0.00	690,500.00	93.18%
101	58210	Public Transportation	0.00	0.00	0.00	0.00	0.00	0.00%
101	58300	Veterans' Services	30,319.00	2,303.31	17,847.10	147.50	12,324.40	40.65%
101	58600	Employee Benefits	686,491.00	6,953.60	647,088.48	0.00	39,402.52	5.74%
101	58900	Miscellaneous	295,404.00	701.65	159,587.53	2,500.00	133,316.47	45.13%
101	73300	Community Services	6,000.00	0.00	5,000.00	0.00	1,000.00	16.67%
101	91110	General Administration Projects	220,731.00	0.00	68,261.67	58,270.03	94,199.30	42.68%
101	91120	Administration Of Justice Projects	0.00	0.00	0.00	0.00	0.00	0.00%
101	91130	Public Safety Projects	269,356.00	189,863.76	249,684.76	1,350.00	18,321.24	6.80%
101	91140	Public Health And Welfare Projects	25,224.00	0.00	0.00	25,218.86	5.14	0.02%
101	91150	Social, Cultural And Recreation Projects	75,650.00	6,250.00	65,350.00	0.00	10,300.00	13.62%
101	91190	Other General Government Proje	14,087.00	0.00	10,952.06	0.00	3,134.94	22.25%

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HAMBLEN COUNTY ACCOUNTS & BUDGETS
GENERAL FUND (101)
EXPENDITURE REPORT
REPORT DATE: 02/29/2020

Sel:	Year	Fnd	Accnt	Obj	Gp	Sub	Loc	Pgm
From:	2019	101	50000	000	00	000	0000	000
Thru:	2019	101	99999	999	99	999	9999	999

Date: 3/2/2020
Time: 10:33 am

Fnd	Account/Description	Revised Budget	Month-to-Date Expenditures	Year-to-Date Expenditures	Encumbrances	Available Funds	Avl Fnds %of Budg
101	99100 Transfers Out	0.00	40,742.93	40,742.93	0.00	-40,742.93	0.00%
		$ 21,989,274.99	**$ 1,657,968.06**	**$ 12,878,692.14**	**$ 572,629.26**	**$ 8,537,953.59**	**38.83%**

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HAMBLEN COUNTY ACCOUNTS & BUDGETS
SOLID WASTE/SANITATION (116)
EXPENDITURE REPORT
REPORT DATE: 02/29/2020

Sel:	Year	Fnd	Accnt	Obj	Gp	Sub	Loc	Pgm
From:	2019	116	50000	000	00	000	0000	000
Thru:	2019	116	99999	999	99	999	9999	999

Page: 1
Date: 3/2/2020
Time: 10:34 am

Fnd	Account/Description	Revised Budget	Month-to-Date Expenditures	Year-to-Date Expenditures	Encumbrances	Available Funds	Avl Fnds %of Budg
116	55710 Sanitation Management	2,642,517.00	316,867.44	1,563,968.88	86,469.67	992,078.45	37.54%
		$ 2,642,517.00	**$ 316,867.44**	**$ 1,563,968.88**	**$ 86,469.67**	**$ 992,078.45**	**37.54%**

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HAMBLEN COUNTY ACCOUNTS & BUDGETS
HIGHWAY FUND (131)
EXPENDITURE REPORT
REPORT DATE: 02/29/2020

Sel:	Year	Fnd	Accnt	Obj	Gp	Sub	Loc	Pgm
From:	2019	131	50000	000	00	000	0000	000
Thru:	2019	131	99999	999	99	999	9999	999

Page: 1
Date: 3/2/2020
Time: 10:35 am

Fnd	Account/Description		Revised Budget	Month-to-Date Expenditures	Year-to-Date Expenditures	Encumbrances	Available Funds	Avl Fnds %of Budg
131	61000	Administration	437,983.00	23,637.84	293,475.14	9,634.20	134,873.66	30.79%
131	62000	Highway And Bridge Maintenance	1,490,861.00	100,268.93	776,444.75	54,673.68	659,742.57	44.25%
131	63100	Operation And Maintenance Of Equipment	391,126.00	36,914.39	221,388.77	34,504.76	135,232.47	34.58%
131	66000	Employee Benefits	28,725.00	0.00	14,840.00	0.00	13,885.00	48.34%
131	68000	Capital Outlay	1,074,000.00	175,804.00	909,127.82	71,001.38	93,870.80	8.74%
			$ 3,422,695.00	**$ 336,625.16**	**$ 2,215,276.48**	**$ 169,814.02**	**$ 1,037,604.50**	**30.32%**

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COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
51100	312	Contracts With Private Agencies	2020-02-27	1010266928	Smith, Jerry Allen			100.00
51100	355	Travel	2020-02-06	1010266747	Fuelman			19.10
51100	399	Other Contracted Services	2020-02-20	1010266887	USI Consulting Group Inc			6,250.00
51100	435	Office Supplies	2020-02-27	1010266910	Evans Office Supply Co			12.00
51100	599	Other Charges	2020-02-13	1010266802	Citizen Tribune			113.38
51100	599	Other Charges	2020-02-13	1010266813	Food City			13.75
51100	599	Other Charges	2020-02-20	1010266890	Suntrust Bankcard, NA			25.48
51100	.....	**County Commission**				**Total:**	**7**	**6,533.71**
51300	307	Communication	2020-02-06	1010266733	Century Link/Business Services			22.08
51300	307	Communication	2020-02-13	1010266793	AT&T			90.00
51300	351	Rentals	2020-02-20	1010266861	Canon Solutions America, Inc			227.87
51300	355	Travel	2020-02-06	1010266729	Brittain, William H			264.61
51300	355	Travel	2020-02-06	1010266747	Fuelman			9.04
51300	355	Travel	2020-02-20	1010266891	Suntrust Bankcard, NA			205.73
51300	435	Office Supplies	2020-02-13	1010266810	Evans Office Supply Co			172.52
51300	435	Office Supplies	2020-02-20	1010266891	Suntrust Bankcard, NA			15.67
51300	435	Office Supplies	2020-02-20	1010266892	Suntrust Bankcard, NA			52.34
51300	599	Other Charges	2020-02-06	1010266764	Morristown Signs, Inc			2,200.00
51300	599	Other Charges	2020-02-06	1010266776	Sons Of The Revolution			50.00
51300	599	Other Charges	2020-02-13	1010266791	Advertising Expressions			950.00
51300	599	Other Charges	2020-02-13	1010266802	Citizen Tribune			25.00
51300	599	Other Charges	2020-02-13	1010266809	English Mountain Spring Water			20.00
51300	599	Other Charges	2020-02-20	1010266890	Suntrust Bankcard, NA			3.99
51300	599	Other Charges	2020-02-27	1010266895	Advertising Expressions			303.00
51300	.....	**County Mayor/Executive**				**Total:**	**16**	**4,611.85**
51400	331	Legal Services	2020-02-13	1010266798	Capps, Cantwell, Capps & Byrd			3,126.75
51400	.....	**County Attorney**				**Total:**	**1**	**3,126.75**
51500	307	Communication	2020-02-06	1010266733	Century Link/Business Services			6.90
51500	307	Communication	2020-02-13	1010266793	AT&T			21.62
51500	334	Maintenance Agreements	2020-02-27	1010266920	KNOWiNK, LLC			1,000.00
51500	349	Printing, Stationery And Forms	2020-02-20	1010266878	Morristown Signs, Inc			280.00
51500	349	Printing, Stationery And Forms	2020-02-27	1010266894	Acme Printing Company, Inc			560.00
51500	351	Rentals	2020-02-06	1010266732	Canon Solutions America, Inc			117.42
51500	435	Office Supplies	2020-02-13	1010266809	English Mountain Spring Water			5.00
51500	435	Office Supplies	2020-02-13	1010266810	Evans Office Supply Co			227.93
51500	435	Office Supplies	2020-02-27	1010266910	Evans Office Supply Co			75.90
51500	719	Office Equipment	2020-02-13	1010266810	Evans Office Supply Co			447.00
51500	.....	**Election Commission**				**Total:**	**10**	**2,741.77**
51600	307	Communication	2020-02-06	1010266733	Century Link/Business Services			1.71

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MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
51600	435	Office Supplies	2020-02-13	1010266810	Evans Office Supply Co			457.66
51600	709	Data Processing Equipment	2020-02-06	1010266731	Business Information Systems			29.50
51600	709	Data Processing Equipment	2020-02-13	1010266796	Business Information Systems			1,342.30
51600	709	Data Processing Equipment	2020-02-27	1010266910	Evans Office Supply Co			221.32
51600	.....	**Register Of Deeds**				**Total:**	**5**	**2,052.49**
51720	307	Communication	2020-02-06	1010266733	Century Link/Business Services			4.36
51720	331	Legal Services	2020-02-13	1010266798	Capps, Cantwell, Capps & Byrd			30.00
51720	332	Legal Notices, Recording And Court Costs	2020-02-13	1010266802	Citizen Tribune			78.94
51720	351	Rentals	2020-02-06	1010266732	Canon Solutions America, Inc			98.75
51720	425	Gasoline	2020-02-06	1010266747	Fuelman			74.13
51720	435	Office Supplies	2020-02-13	1010266810	Evans Office Supply Co			65.00
51720	524	In Service/Staff Development	2020-02-20	1010266892	Suntrust Bankcard, NA			200.00
51720	.....	**Planning**				**Total:**	**7**	**551.18**
51750	331	Legal Services	2020-02-13	1010266798	Capps, Cantwell, Capps & Byrd			247.50
51750	435	Office Supplies	2020-02-13	1010266810	Evans Office Supply Co			233.00
51750	.....	**Codes Compliance**				**Total:**	**2**	**480.50**
51760	309	Contracts With Government Agencies	2020-02-06	1010266735	City of Morristown			5,944.04
51760	355	Travel	2020-02-20	1010266892	Suntrust Bankcard, NA			195.00
51760	709	Data Processing Equipment	2020-02-13	1010266804	Dell Marketing LP			1,002.72
51760	.....	**Geographical Information Systems**				**Total:**	**3**	**7,141.76**
51810	307	Communication	2020-02-13	1010266793	AT&T			916.30
51810	307	Communication	2020-02-13	1010266794	AT&T			640.25
51810	334	Maintenance Agreements	2020-02-06	1010266730	Bullzye Fire Extinguisher Co			439.50
51810	334	Maintenance Agreements	2020-02-06	1010266767	Murrell Burglar Alarm Co Inc			316.16
51810	334	Maintenance Agreements	2020-02-06	1010266783	TN Dept Of Labor & Workforce Development			115.00
51810	335	Maintenance And Repair Service - Buildings	2020-02-06	1010266724	Ash, Sandra P.			630.00
51810	335	Maintenance And Repair Service - Buildings	2020-02-06	1010266749	Gerber, Glenn			570.00
51810	335	Maintenance And Repair Service - Buildings	2020-02-06	1010266759	Lowe's			274.20
51810	335	Maintenance And Repair Service - Buildings	2020-02-13	1010266842	Sherwin Williams			448.51
51810	335	Maintenance And Repair Service - Buildings	2020-02-27	1010266903	Bill Parker's Carpet Service			249.00
51810	335	Maintenance And Repair Service - Buildings	2020-02-27	1010266938	Wholesale Supply Group			72.23
51810	336	Maintenance And Repair Services - Equipment	2020-02-13	1010266834	NAPA Auto Parts Of Morristown			28.68
51810	338	Maintenance And Repair Services - Vehicles	2020-02-06	1010266759	Lowe's			251.10
51810	399	Other Contracted Services	2020-02-13	1010266809	English Mountain Spring Water			23.00
51810	410	Custodial Supplies	2020-02-13	1010266810	Evans Office Supply Co			61.54
51810	410	Custodial Supplies	2020-02-20	1010266892	Suntrust Bankcard, NA			233.20
51810	410	Custodial Supplies	2020-02-27	1010266910	Evans Office Supply Co			35.99
51810	410	Custodial Supplies	2020-02-27	1010266919	Kelsan Inc			3,963.28
51810	415	Electricity	2020-02-27	1010266923	Morristown Utilities			25,320.00

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Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
51810	425	Gasoline	2020-02-06	1010266747	Fuelman			245.58
51810	434	Natural Gas	2020-02-20	1010266859	Atmos Energy			3,203.51
51810	.....	**Other Facilities**				**Total:**	**21**	**38,037.03**
51910	351	Rentals	2020-02-06	1010266732	Canon Solutions America, Inc			117.42
51910	435	Office Supplies	2020-02-13	1010266810	Evans Office Supply Co			17.20
51910	435	Office Supplies	2020-02-27	1010266910	Evans Office Supply Co			289.49
51910	435	Office Supplies	2020-02-27	1010266918	Katom			51.64
51910	.....	**Preservation Of Records**				**Total:**	**4**	**475.75**
52100	312	Contracts With Private Agencies	2020-02-06	1010266773	Russell, Lawrance G.			721.30
52100	320	Dues And Memberships	2020-02-20	1010266875	Lakeway HR Mgmt Assn			125.00
52100	349	Printing, Stationery And Forms	2020-02-27	1010266894	Acme Printing Company, Inc			1,095.27
52100	355	Travel	2020-02-13	1010266815	Hale, Amanda D			528.82
52100	435	Office Supplies	2020-02-13	1010266810	Evans Office Supply Co			724.34
52100	.....	**Accounting And Budgeting**				**Total:**	**5**	**3,194.73**
52200	302	Advertising	2020-02-13	1010266802	Citizen Tribune			165.50
52200	349	Printing, Stationery And Forms	2020-02-06	1010266723	Acme Printing Company, Inc			165.00
52200	.....	**Purchasing**				**Total:**	**2**	**330.50**
52300	307	Communication	2020-02-06	1010266733	Century Link/Business Services			1.81
52300	425	Gasoline	2020-02-06	1010266747	Fuelman			119.62
52300	435	Office Supplies	2020-02-13	1010266809	English Mountain Spring Water			47.00
52300	435	Office Supplies	2020-02-13	1010266810	Evans Office Supply Co			89.08
52300	.....	**Property Assessor's Office**				**Total:**	**4**	**257.51**
52310	351	Rentals	2020-02-20	1010266861	Canon Solutions America, Inc			108.58
52310	.....	**Reappraisal Program**				**Total:**	**1**	**108.58**
52400	307	Communication	2020-02-06	1010266733	Century Link/Business Services			0.09
52400	351	Rentals	2020-02-06	1010266732	Canon Solutions America, Inc			117.42
52400	435	Office Supplies	2020-02-13	1010266809	English Mountain Spring Water			13.00
52400	.....	**County Trustee's Office**				**Total:**	**3**	**130.51**
52500	307	Communication	2020-02-06	1010266733	Century Link/Business Services			9.35
52500	307	Communication	2020-02-13	1010266793	AT&T			43.24
52500	351	Rentals	2020-02-06	1010266732	Canon Solutions America, Inc			147.75
52500	355	Travel	2020-02-06	1010266738	Conway, Sharon L			231.02
52500	355	Travel	2020-02-06	1010266770	Petty, Penny			200.80
52500	435	Office Supplies	2020-02-13	1010266809	English Mountain Spring Water			33.00
52500	435	Office Supplies	2020-02-13	1010266810	Evans Office Supply Co			428.20
52500	435	Office Supplies	2020-02-20	1010266867	Government Forms and Supplies LLC			110.00

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COMMISSION APPROVAL LISTING
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Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
52500	435	Office Supplies	2020-02-27	1010266910	Evans Office Supply Co			417.48
52500	709	Data Processing Equipment	2020-02-20	1010266860	Business Information Systems			17,450.00
52500	.....	**County Clerk's Office**				**Total:**	**10**	**19,070.84**
52600	307	Communication	2020-02-06	1010266790	Verizon Wireless			23.65
52600	312	Contracts With Private Agencies	2020-02-20	1010266880	MUS Fibernet			291.90
52600	317	Data Processing Services	2020-02-20	1010266880	MUS Fibernet			523.60
52600	709	Data Processing Equipment	2020-02-20	1010266892	Suntrust Bankcard, NA			879.00
52600	.....	**Data Processing**				**Total:**	**4**	**1,718.15**
52900	307	Communication	2020-02-06	1010266733	Century Link/Business Services			2.43
52900	307	Communication	2020-02-13	1010266793	AT&T			436.89
52900	317	Data Processing Services	2020-02-06	1010266768	MUS Fibernet			113.88
52900	330	Operating Lease Payments	2020-02-27	1010266926	Sawyer, Mark			2,100.00
52900	335	Maintenance And Repair Service - Buildings	2020-02-20	1010266866	Fish Window Cleaning			27.00
52900	351	Rentals	2020-02-06	1010266778	Centriworks, a Thermocopy Company			20.00
52900	415	Electricity	2020-02-06	1010266765	Morristown Utilities			785.00
52900	435	Office Supplies	2020-02-13	1010266809	English Mountain Spring Water			22.00
52900	.....	**Other Finance**				**Total:**	**8**	**3,507.20**
53100	194	Jury And Witness Expense	2020-02-27	1010266910	Evans Office Supply Co			94.78
53100	194	Jury And Witness Expense	2020-02-27	1010266939	Beasley, Eric Franklin			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266940	Collins, Jacqueline Royston			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266941	Coopman, Jennifer Sue			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266942	Crosby, Bryant Henderson			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266943	Cureton, Cheyenne Jade			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266944	Dewey, Ashley Nicole			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266945	Duncan, Christopher Neil			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266946	Edwards, Mark Stephen			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266947	England, Taylor Nicole			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266948	Gulbransen, Dennis Allen			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266949	Hall, Breanna Ashlynn			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266950	Horner, Jeffrey Tom			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266951	Hylton, Brenda Gail			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266952	Isom, Tina Marie			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266953	Janeway, Megan Faye			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266954	Jones, Brandon Ray			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266955	Jordan, Stacy Danielle			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266956	Lassiter, Zachary Brown			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266957	Lyons, Sierra Faye			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266958	McLemore, Terry Gene			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266959	Munsey, William A.			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266960	Naylor, Jessica Denise			20.00

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Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
53100	194	Jury And Witness Expense	2020-02-27	1010266961	PARKER, SHEILA F			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266962	Rhoades, Emma Lou			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266963	Rogers, Mackenzie Blake			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266964	Russell, James Scott			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266965	Wade, Angela Marie			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266966	Williams, Colt Trevor Allen			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266967	Wright, Eric Scott			20.00
53100	194	Jury And Witness Expense	2020-02-27	1010266968	Yip, Mike Chung-Hau			20.00
53100	307	Communication	2020-02-06	1010266733	Century Link/Business Services			12.11
53100	307	Communication	2020-02-13	1010266793	AT&T			43.24
53100	320	Dues And Memberships	2020-02-20	1010266863	East TN Court Clerks Association			60.00
53100	332	Legal Notices, Recording And Court Costs	2020-02-13	1010266802	Citizen Tribune			124.86
53100	334	Maintenance Agreements	2020-02-20	1010266877	Local Government Corporation			230.00
53100	349	Printing, Stationery And Forms	2020-02-13	1010266838	R Chatfield Co, Inc			1,020.00
53100	349	Printing, Stationery And Forms	2020-02-13	1010266843	Shred-It			13.56
53100	351	Rentals	2020-02-06	1010266732	Canon Solutions America, Inc			457.95
53100	399	Other Contracted Services	2020-02-13	1010266844	Sliger, Dwayne			218.00
53100	435	Office Supplies	2020-02-13	1010266810	Evans Office Supply Co			698.79
53100	435	Office Supplies	2020-02-13	1010266841	Schwaab Inc			184.00
53100	435	Office Supplies	2020-02-20	1010266892	Suntrust Bankcard, NA			242.40
53100	435	Office Supplies	2020-02-27	1010266910	Evans Office Supply Co			449.48
53100	.....	**Circuit Court**				**Total:**	**44**	**4,449.17**
53300	307	Communication	2020-02-06	1010266733	Century Link/Business Services			4.28
53300	307	Communication	2020-02-13	1010266793	AT&T			21.62
53300	320	Dues And Memberships	2020-02-13	1010266848	TGSJC			250.00
53300	320	Dues And Memberships	2020-02-27	1010266933	TN General Sessions Judges Conference			250.00
53300	351	Rentals	2020-02-20	1010266861	Canon Solutions America, Inc			84.70
53300	355	Travel	2020-02-13	1010266850	TN General Sessions Judges Conference			77.00
53300	435	Office Supplies	2020-02-13	1010266809	English Mountain Spring Water			54.00
53300	435	Office Supplies	2020-02-13	1010266810	Evans Office Supply Co			68.95
53300	.....	**General Sessions Court**				**Total:**	**8**	**810.55**
53330	307	Communication	2020-02-13	1010266793	AT&T			43.24
53330	322	Evaluation And Testing	2020-02-13	1010266830	Medtox Laboratories Inc			175.85
53330	351	Rentals	2020-02-06	1010266732	Canon Solutions America, Inc			117.42
53330	435	Office Supplies	2020-02-13	1010266809	English Mountain Spring Water			13.00
53330	.....	**Drug Court**				**Total:**	**4**	**349.51**
53400	307	Communication	2020-02-06	1010266733	Century Link/Business Services			4.50
53400	307	Communication	2020-02-13	1010266793	AT&T			21.62
53400	351	Rentals	2020-02-06	1010266732	Canon Solutions America, Inc			147.75
53400	435	Office Supplies	2020-02-13	1010266809	English Mountain Spring Water			13.00

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Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
53400	435	Office Supplies	2020-02-13	1010266810	Evans Office Supply Co			128.87
53400	435	Office Supplies	2020-02-27	1010266910	Evans Office Supply Co			458.00
53400	524	In Service/Staff Development	2020-02-27	1010266909	County Officials Association			80.00
53400	709	Data Processing Equipment	2020-02-06	1010266771	Prosys			6,318.48
53400	.....	**Chancery Court**				**Total:**	**8**	**7,172.22**
53500	307	Communication	2020-02-06	1010266733	Century Link/Business Services			1.95
53500	309	Contracts With Government Agencies	2020-02-13	1010266839	Richard L Bean Juvenile Srv			405.00
53500	351	Rentals	2020-02-06	1010266732	Canon Solutions America, Inc			117.42
53500	422	Food Supplies	2020-02-13	1010266809	English Mountain Spring Water			20.00
53500	425	Gasoline	2020-02-06	1010266747	Fuelman			26.63
53500	435	Office Supplies	2020-02-13	1010266810	Evans Office Supply Co			130.00
53500	.....	**Juvenile Court**				**Total:**	**6**	**701.00**
53920	716	Law Enforcement Equipment	2020-02-13	1010266810	Evans Office Supply Co			49.95
53920	716	Law Enforcement Equipment	2020-02-20	1010266893	Suntrust Bankcard, NA			195.86
53920	716	Law Enforcement Equipment	2020-02-27	1010266937	Walmart Community BRC			60.02
53920	.....	**Courtroom Security**				**Total:**	**3**	**305.83**
54110	307	Communication	2020-02-06	1010266733	Century Link/Business Services			58.73
54110	307	Communication	2020-02-06	1010266790	Verizon Wireless			1,952.25
54110	307	Communication	2020-02-13	1010266793	AT&T			108.10
54110	307	Communication	2020-02-13	1010266799	Cartwright Communication Inc			897.85
54110	307	Communication	2020-02-20	1010266889	Verizon Wireless			1,811.32
54110	338	Maintenance And Repair Services - Vehicles	2020-02-06	1010266741	Drinnon, Kenny			896.28
54110	338	Maintenance And Repair Services - Vehicles	2020-02-13	1010266811	Farris Jeep Ram Chrysler Dodge			4,482.85
54110	338	Maintenance And Repair Services - Vehicles	2020-02-13	1010266851	Tobin, Wade			700.00
54110	338	Maintenance And Repair Services - Vehicles	2020-02-13	1010266855	Valvoline, Inc.			498.48
54110	338	Maintenance And Repair Services - Vehicles	2020-02-20	1010266886	Synergy Auto Wash			267.78
54110	338	Maintenance And Repair Services - Vehicles	2020-02-20	1010266888	Valvoline, Inc.			33.24
54110	348	Postal Charges	2020-02-13	1010266812	Federal Express			37.08
54110	349	Printing, Stationery And Forms	2020-02-13	1010266838	R Chatfield Co, Inc			110.00
54110	351	Rentals	2020-02-06	1010266732	Canon Solutions America, Inc			173.21
54110	351	Rentals	2020-02-06	1010266777	T.E.G. Enterprises			65.00
54110	353	Towing Services	2020-02-06	1010266781	Tipton, Ronald			55.00
54110	399	Other Contracted Services	2020-02-06	1010266784	Transunion Risk & Alternative			50.00
54110	399	Other Contracted Services	2020-02-20	1010266879	Murrell Burglar Alarm Co Inc			29.00
54110	425	Gasoline	2020-02-06	1010266746	Fuelman			8,755.39
54110	431	Law Enforcement Supplies	2020-02-06	1010266748	Gall's Inc			740.00
54110	431	Law Enforcement Supplies	2020-02-20	1010266892	Suntrust Bankcard, NA			188.43
54110	433	Lubricants	2020-02-13	1010266811	Farris Jeep Ram Chrysler Dodge			105.97
54110	433	Lubricants	2020-02-13	1010266855	Valvoline, Inc.			505.82
54110	433	Lubricants	2020-02-20	1010266888	Valvoline, Inc.			28.33

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Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description	Amount Paid
54110	435	Office Supplies	2020-02-13	1010266810	Evans Office Supply Co	997.23
54110	435	Office Supplies	2020-02-20	1010266893	Suntrust Bankcard, NA	215.98
54110	435	Office Supplies	2020-02-27	1010266910	Evans Office Supply Co	59.88
54110	450	Tires And Tubes	2020-02-13	1010266811	Farris Jeep Ram Chrysler Dodge	26.40
54110	499	Other Supplies And Materials	2020-02-20	1010266883	Peralez, Joe	100.00
54110	524	In Service/Staff Development	2020-02-20	1010266881	NITV Federal Services LLC	395.00
54110	599	Other Charges	2020-02-06	1010266751	Hamblen County Clerk	35.00
54110	599	Other Charges	2020-02-06	1010266774	Shred-It	20.34
54110	599	Other Charges	2020-02-13	1010266809	English Mountain Spring Water	30.00
54110	599	Other Charges	2020-02-13	1010266817	Hamblen County Clerk	14.00
54110	599	Other Charges	2020-02-13	1010266818	Hamblen County Clerk	35.00
54110	599	Other Charges	2020-02-20	1010266870	Hamblen County Clerk	11.50
54110	599	Other Charges	2020-02-20	1010266871	Hamblen County Clerk	70.00
54110	599	Other Charges	2020-02-27	1010266927	Signs And Designs	35.00
54110	716	Law Enforcement Equipment	2020-02-20	1010266857	Allied 100 LLC/AED Superstore	203.00
54110	**.....**	**Sheriff's Department**			**Total: 39**	**24,798.44**
54160	355	Travel	2020-02-27	1010266936	Vaughn, Teri Beth	104.34
54160	**.....**	**Administration Of The Sexual Offender Registry**			**Total: 1**	**104.34**
54210	335	Maintenance And Repair Service - Buildings	2020-02-06	1010266726	Bill Parker's Carpet Service	920.00
54210	335	Maintenance And Repair Service - Buildings	2020-02-06	1010266737	Comer Electric Company Inc	249.66
54210	335	Maintenance And Repair Service - Buildings	2020-02-06	1010266744	Fenco Supply Co	138.35
54210	335	Maintenance And Repair Service - Buildings	2020-02-06	1010266755	Interstate Mechanical Service, LLC	3,069.00
54210	335	Maintenance And Repair Service - Buildings	2020-02-06	1010266759	Lowe's	322.69
54210	335	Maintenance And Repair Service - Buildings	2020-02-06	1010266777	T.E.G. Enterprises	170.00
54210	335	Maintenance And Repair Service - Buildings	2020-02-27	1010266908	Cornerstone Institutional, LLC	1,660.51
54210	336	Maintenance And Repair Services - Equipment	2020-02-06	1010266758	Large Equipment Inc	217.25
54210	336	Maintenance And Repair Services - Equipment	2020-02-13	1010266836	Powerclean Pressure Washing, LLC	295.00
54210	336	Maintenance And Repair Services - Equipment	2020-02-27	1010266929	Starr Equipment Company Inc	393.02
54210	340	Medical And Dental Services	2020-02-06	1010266727	Blount Memorial Hospital	10,399.20
54210	340	Medical And Dental Services	2020-02-06	1010266739	Covenant Medical Group, Inc.	1,942.20
54210	340	Medical And Dental Services	2020-02-06	1010266742	Emergency Coverage Corporation	7,554.34
54210	340	Medical And Dental Services	2020-02-06	1010266763	Morristown Heart, PLLC	600.00
54210	340	Medical And Dental Services	2020-02-06	1010266787	University Anesthesiologists	1,875.00
54210	340	Medical And Dental Services	2020-02-06	1010266788	University Of TN Medical Center	2,596.56
54210	340	Medical And Dental Services	2020-02-13	1010266792	American Esoteric Laboratories	369.00
54210	340	Medical And Dental Services	2020-02-13	1010266795	B's & G's Gastroenterology, PLLC	3,520.00
54210	340	Medical And Dental Services	2020-02-13	1010266805	East Tennessee Colon & Rectal Surgical Associat	230.00
54210	340	Medical And Dental Services	2020-02-13	1010266806	East Tennessee Pathology Pplc	191.00
54210	340	Medical And Dental Services	2020-02-13	1010266807	East TN Spine & Orthopaedic Specialists	664.27
54210	340	Medical And Dental Services	2020-02-13	1010266808	Emergency Coverage Corporation	150.30
54210	340	Medical And Dental Services	2020-02-13	1010266819	Hamblen Family Medicine	170.00

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description	Amount Paid
54210	340	Medical And Dental Services	2020-02-13	1010266821	High Risk Obstetrical Consultants, PLLC	1,377.90
54210	340	Medical And Dental Services	2020-02-13	1010266823	Jefferson County MHA, LLC	4,135.70
54210	340	Medical And Dental Services	2020-02-13	1010266831	Mobile Images Acquisition LLC	3,335.00
54210	340	Medical And Dental Services	2020-02-13	1010266832	Morristown Heart, PLLC	100.00
54210	340	Medical And Dental Services	2020-02-13	1010266846	Southern Health Partners	52,998.65
54210	340	Medical And Dental Services	2020-02-13	1010266852	University Eye Surgeons	129.00
54210	340	Medical And Dental Services	2020-02-13	1010266853	University Of TN Medical Center	1,249.80
54210	340	Medical And Dental Services	2020-02-13	1010266854	University Radiology	843.50
54210	340	Medical And Dental Services	2020-02-13	1010266856	Wellmont Cardiology Services	139.00
54210	340	Medical And Dental Services	2020-02-20	1010266864	East TN Spine & Orthopaedic Specialists	1,185.59
54210	340	Medical And Dental Services	2020-02-20	1010266873	Hospital Medicine Services of Tennessee PC	570.33
54210	340	Medical And Dental Services	2020-02-20	1010266876	LeConte Radiology PC	427.20
54210	340	Medical And Dental Services	2020-02-20	1010266884	Quest Diagnostics Clinical Laboratories Inc.	378.44
54210	340	Medical And Dental Services	2020-02-27	1010266900	APP of Tennessee ED, PLLC	115.30
54210	351	Rentals	2020-02-06	1010266732	Canon Solutions America, Inc	147.75
54210	410	Custodial Supplies	2020-02-06	1010266734	Chem Clean Systems LLC	1,174.83
54210	410	Custodial Supplies	2020-02-20	1010266890	Suntrust Bankcard, NA	196.97
54210	410	Custodial Supplies	2020-02-27	1010266906	Chem Clean Systems LLC	1,514.76
54210	410	Custodial Supplies	2020-02-27	1010266919	Kelsan Inc	2,879.38
54210	422	Food Supplies	2020-02-06	1010266786	Trinity Services Group, Inc.	29,041.56
54210	422	Food Supplies	2020-02-27	1010266937	Walmart Community BRC	232.02
54210	435	Office Supplies	2020-02-06	1010266723	Acme Printing Company, Inc	390.00
54210	435	Office Supplies	2020-02-13	1010266810	Evans Office Supply Co	665.53
54210	441	Prisoners Clothing	2020-02-06	1010266728	Bob Barker Company, Inc	594.44
54210	451	Uniforms	2020-02-27	1010266931	Summit Uniform Solutions, Inc.	6,914.76
54210	524	In Service/Staff Development	2020-02-13	1010266837	Public Agency Training Council	700.00
54210	599	Other Charges	2020-02-06	1010266728	Bob Barker Company, Inc	812.40
54210	599	Other Charges	2020-02-13	1010266843	Shred-It	20.34
54210	599	Other Charges	2020-02-20	1010266893	Suntrust Bankcard, NA	179.98
54210	599	Other Charges	2020-02-27	1010266917	Justice Benefits, Inc	1,408.35
54210	710	Food Service Equipment	2020-02-06	1010266728	Bob Barker Company, Inc	192.18
54210	710	Food Service Equipment	2020-02-06	1010266756	Katom	188.00
54210	716	Law Enforcement Equipment	2020-02-06	1010266748	Gall's Inc	411.45
54210	716	Law Enforcement Equipment	2020-02-13	1010266814	Gall's Inc	36.00
54210	716	Law Enforcement Equipment	2020-02-13	1010266829	Med Express, Inc	945.00
54210	716	Law Enforcement Equipment	2020-02-27	1010266911	Gall's Inc	193.37
54210	**.....**	**Jail**			**Total: 59**	**153,521.83**
54250	307	Communication	2020-02-06	1010266733	Century Link/Business Services	8.08
54250	307	Communication	2020-02-06	1010266790	Verizon Wireless	78.30
54250	338	Maintenance And Repair Services - Vehicles	2020-02-06	1010266743	Express Lane Oil	57.00
54250	338	Maintenance And Repair Services - Vehicles	2020-02-06	1010266781	Tipton, Ronald	145.00
54250	338	Maintenance And Repair Services - Vehicles	2020-02-13	1010266834	NAPA Auto Parts Of Morristown	9.03

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
54250	399	Other Contracted Services	2020-02-27	1010266930	Stepping Out Ministries			1,070.00
54250	425	Gasoline	2020-02-06	1010266747	Fuelman			102.72
54250	435	Office Supplies	2020-02-27	1010266910	Evans Office Supply Co			190.28
54250	.....	**Work Release Program**				**Total:**	**8**	**1,660.41**
54410	307	Communication	2020-02-06	1010266725	Bell, Chris E			56.00
54410	425	Gasoline	2020-02-06	1010266747	Fuelman			347.51
54410	435	Office Supplies	2020-02-13	1010266810	Evans Office Supply Co			18.11
54410	599	Other Charges	2020-02-06	1010266790	Verizon Wireless			34.00
54410	599	Other Charges	2020-02-20	1010266885	Suntrust Bankcard, NA			27.56
54410	.....	**Civil Defense**				**Total:**	**5**	**483.18**
54510	322	Evaluation And Testing	2020-02-20	1010266874	IPMA-HR			284.50
54510	.....	**Inspection And Regulation**				**Total:**	**1**	**284.50**
54610	312	Contracts With Private Agencies	2020-02-06	1010266750	Giles, Todd E			120.00
54610	312	Contracts With Private Agencies	2020-02-06	1010266754	Holt, Jeffrey E.			240.00
54610	312	Contracts With Private Agencies	2020-02-06	1010266757	Kreceman, John F			500.00
54610	312	Contracts With Private Agencies	2020-02-06	1010266769	Peoples, Jimmy W			360.00
54610	312	Contracts With Private Agencies	2020-02-06	1010266779	Thompson, Claude, JR			400.00
54610	312	Contracts With Private Agencies	2020-02-06	1010266780	Thompson, Tom C, MD			2,083.33
54610	312	Contracts With Private Agencies	2020-02-13	1010266826	Knox County Medical Examiner			1,850.00
54610	399	Other Contracted Services	2020-02-06	1010266740	Davis, Eddie			750.00
54610	435	Office Supplies	2020-02-13	1010266810	Evans Office Supply Co			1,070.00
54610	.....	**County Coroner/Medical Examiner**				**Total:**	**9**	**7,373.33**
55110	207	Medical Insurance	2020-02-06	1010266782	TN Bureau Of Investigation			58.00
55110	309	Contracts With Government Agencies	2020-02-06	1010266733	Century Link/Business Services			43.31
55110	309	Contracts With Government Agencies	2020-02-06	1010266745	Foothills Netcom, Inc.			166.25
55110	309	Contracts With Government Agencies	2020-02-06	1010266759	Lowe's			176.04
55110	309	Contracts With Government Agencies	2020-02-13	1010266793	AT&T			291.99
55110	309	Contracts With Government Agencies	2020-02-13	1010266797	Canon Solutions America, Inc			18.20
55110	309	Contracts With Government Agencies	2020-02-13	1010266810	Evans Office Supply Co			161.34
55110	309	Contracts With Government Agencies	2020-02-13	1010266840	Roberts Cleaning Company			1,950.00
55110	309	Contracts With Government Agencies	2020-02-20	1010266859	Atmos Energy			171.60
55110	309	Contracts With Government Agencies	2020-02-20	1010266865	English Mountain Coffee			153.90
55110	309	Contracts With Government Agencies	2020-02-20	1010266880	MUS Fibernet			12.00
55110	309	Contracts With Government Agencies	2020-02-20	1010266882	Northwest Georgia Breastfeeding Coalition			115.00
55110	309	Contracts With Government Agencies	2020-02-20	1010266890	Suntrust Bankcard, NA			1.00
55110	309	Contracts With Government Agencies	2020-02-27	1010266912	Healthy Hamblen			90.00
55110	309	Contracts With Government Agencies	2020-02-27	1010266923	Morristown Utilities			1,492.00
55110	309	Contracts With Government Agencies	2020-02-27	1010266937	Walmart Community BRC			425.91
55110	355	Travel	2020-02-06	1010266760	Mathes, Aliana A.			38.54

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COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
55110	355	Travel	2020-02-06	1010266762	Miller, Myra G.			70.50
55110	355	Travel	2020-02-06	1010266775	Smith, Kim			24.91
55110	355	Travel	2020-02-20	1010266872	Holt, Haven			128.78
55110	399	Other Contracted Services	2020-02-13	1010266802	Citizen Tribune			855.00
55110	399	Other Contracted Services	2020-02-13	1010266827	Lakeway Printers			300.00
55110	.....	**Local Health Center**				**Total:**	**22**	**6,744.27**
55170	316	Contributions	2020-02-27	1010266913	Helen Ross McNabb Center			2,250.00
55170	.....	**Alcohol And Drug Programs**				**Total:**	**1**	**2,250.00**
55520	316	Contributions	2020-02-27	1010266925	SafeSpace, Inc.			3,250.00
55520	.....	**Aid To Dependent Children**				**Total:**	**1**	**3,250.00**
56500	316	Contributions	2020-02-06	1010266766	Morristown-Hamblen Library			73,375.00
56500	.....	**Libraries**				**Total:**	**1**	**73,375.00**
56700	307	Communication	2020-02-06	1010266768	MUS Fibernet			134.22
56700	415	Electricity	2020-02-13	1010266833	Morristown Utilities			5,771.00
56700	415	Electricity	2020-02-20	1010266858	Appalachian Electric Co-Op			22.53
56700	454	Water And Sewer	2020-02-13	1010266833	Morristown Utilities			3,409.00
56700	599	Other Charges	2020-02-13	1010266809	English Mountain Spring Water			46.00
56700	791	Other Construction	2020-02-06	1010266772	Relief Septic Service			275.00
56700	791	Other Construction	2020-02-27	1010266916	Johns-Heck Plumbing Company			1,216.31
56700	.....	**Parks And Fair Boards**				**Total:**	**7**	**10,874.06**
56900	309	Contracts With Government Agencies	2020-02-13	1010266824	Keep M'town Hamblen Beautiful			849.82
56900	.....	**Other Social, Cultural And Recreational**				**Total:**	**1**	**849.82**
57100	307	Communication	2020-02-06	1010266733	Century Link/Business Services			1.28
57100	355	Travel	2020-02-06	1010266747	Fuelman			28.53
57100	355	Travel	2020-02-06	1010266753	Henry, Martha			42.77
57100	355	Travel	2020-02-27	1010266914	Hobbs, Elizabeth			78.02
57100	435	Office Supplies	2020-02-13	1010266810	Evans Office Supply Co			154.28
57100	.....	**Agricultural Extension Service**				**Total:**	**5**	**304.88**
57800	321	Engineering Services	2020-02-06	1010266752	Hatfield & Allen Associates			395.00
57800	399	Other Contracted Services	2020-02-06	1010266735	City of Morristown			100.00
57800	429	Instructional Supplies And Materials	2020-02-06	1010266764	Morristown Signs, Inc			55.00
57800	429	Instructional Supplies And Materials	2020-02-27	1010266901	BearSaver			1,398.00
57800	429	Instructional Supplies And Materials	2020-02-27	1010266902	Big M Janitorial			37.50
57800	.....	**Storm Water Management**				**Total:**	**5**	**1,985.50**
58300	307	Communication	2020-02-06	1010266733	Century Link/Business Services			7.40

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
58300	435	Office Supplies	2020-02-13	1010266810	Evans Office Supply Co			39.45
58300	.....	**Veterans' Services**				**Total:**	**2**	**46.85**
58600	299	Other Fringe Benefits	2020-02-20	1010266868	Hamblen Co Dept Of Education			175.00
58600	312	Contracts With Private Agencies	2020-02-13	1010266820	Healthstar Physicians, Inc			56.00
58600	515	Liability Claims	2020-02-06	1010266785	Travelers			3,385.40
58600	515	Liability Claims	2020-02-13	1010266828	LSG (US) LLC			67.76
58600	515	Liability Claims	2020-02-13	1010266847	Stites & Harbison, PLLC			3,149.24
58600	.....	**Employee Benefits**				**Total:**	**5**	**6,833.40**
58900	399	Other Contracted Services	2020-02-13	1010266845	South Marketing Group			701.65
58900	.....	**Miscellaneous**				**Total:**	**1**	**701.65**
91130	718	Motor Vehicles	2020-02-06	1010266736	Columbia Chrysler Dodge Jeep			63,287.92
91130	718	Motor Vehicles	2020-02-20	1010266862	Columbia Chrysler Dodge Jeep			126,575.84
91130	.....	**Public Safety Projects**				**Total:**	**2**	**189,863.76**
91150	791	Other Construction	2020-02-06	1010266766	Morristown-Hamblen Library			6,250.00
91150	.....	**Social, Cultural And Recreation Projects**				**Total:**	**1**	**6,250.00**
					Total of checks for General Fund #(101)			**599,414.31**

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COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 116 Solid Waste/Sanitation Fund #(116)

ACCT	OBJ	NAME	DATE	Check Nbr	Description	Amount Paid
55710	299	Other Fringe Benefits	2020-02-20	1160023947	Hamblen Co Dept Of Education	37.50
55710	302	Advertising	2020-02-13	1160023941	Citizen Tribune	234.90
55710	336	Maintenance And Repair Services - Equipment	2020-02-06	1160023931	Knoxville Spring SVC	1,690.20
55710	336	Maintenance And Repair Services - Equipment	2020-02-06	1160023932	Landmark International	170.26
55710	336	Maintenance And Repair Services - Equipment	2020-02-06	1160023934	Moore's Tractor & Trailer	97.00
55710	336	Maintenance And Repair Services - Equipment	2020-02-06	1160023935	NAPA Auto Parts Of Morristown	1,509.25
55710	336	Maintenance And Repair Services - Equipment	2020-02-06	1160023936	Premier Truck Group	5,246.05
55710	336	Maintenance And Repair Services - Equipment	2020-02-06	1160023937	Triad Freightliner	1,467.05
55710	336	Maintenance And Repair Services - Equipment	2020-02-27	1160023959	Worldwide Equip/Volunteervolvo	1,099.50
55710	359	Disposal Fees	2020-02-06	1160023930	Hamblen County-Morristown Solid Waste	71,177.78
55710	412	Diesel Fuel	2020-02-06	1160023929	Fuelman	9,567.80
55710	412	Diesel Fuel	2020-02-27	1160023953	Bailey, Terry A	121.64
55710	425	Gasoline	2020-02-06	1160023929	Fuelman	265.76
55710	433	Lubricants	2020-02-06	1160023938	Universal Total Lubricants, Inc.	1,104.68
55710	435	Office Supplies	2020-02-13	1160023942	Evans Office Supply Co	389.29
55710	451	Uniforms	2020-02-20	1160023946	Cintas Corp., Loc. 207	797.82
55710	499	Other Supplies And Materials	2020-02-20	1160023945	Big M Janitorial	1,334.88
55710	499	Other Supplies And Materials	2020-02-20	1160023946	Cintas Corp., Loc. 207	99.99
55710	499	Other Supplies And Materials	2020-02-20	1160023948	Hamblen County Clerk	17.50
55710	499	Other Supplies And Materials	2020-02-27	1160023954	Hamblen County Clerk	17.50
55710	506	Liability Insurance	2020-02-20	1160023949	Tennessee Risk Management Trust	628.00
55710	718	Motor Vehicles	2020-02-06	1160023940	Worldwide Equipment, Inc.	140,959.00
55710	.....	**Sanitation Management**			**Total: 22**	**238,033.35**
					Total of checks for Solid Waste/Sanitation Fund #(116)	**238,033.35**

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 131 Highway/Public Works Fund (#131)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
61000	302	Advertising	2020-02-13	1313042792	Citizen Tribune			308.80
61000	307	Communication	2020-02-06	1313042789	Verizon Wireless			175.78
61000	307	Communication	2020-02-13	1313042790	AT&T			88.58
61000	317	Data Processing Services	2020-02-06	1313042776	CDC Holdings			135.00
61000	415	Electricity	2020-02-20	1313042804	Holston Electric Cooperative			923.23
61000	442	Propane Gas	2020-02-06	1313042780	Heritage Propane			567.27
61000	442	Propane Gas	2020-02-27	1313042814	Heritage Propane			240.12
61000	454	Water and Sewer	2020-02-20	1313042805	Morristown Utilities			70.00
61000	599	Other Charges	2020-02-06	1313042782	Lowe's			106.98
61000	599	Other Charges	2020-02-06	1313042783	Mathis, Jason			618.12
61000	599	Other Charges	2020-02-20	1313042801	Able Exterminators, Inc			85.00
61000	599	Other Charges	2020-02-20	1313042807	Suntrust Bankcard, NA			206.58
61000	599	Other Charges	2020-02-20	1313042809	UniFirst First Aid Corp			57.14
61000	.....	**Administration**				**Total:**	**13**	**3,582.60**
62000	351	Rentals	2020-02-06	1313042775	A-1 Equipment Rental			465.00
62000	403	Asphalt - Cold Mix	2020-02-06	1313042782	Lowe's			1,701.00
62000	404	Asphalt - Hot Mix	2020-02-06	1313042778	Duracap Asphalt Paving Co, Inc			5,386.87
62000	404	Asphalt - Hot Mix	2020-02-13	1313042797	Newport Paving & Ready Mix			2,269.56
62000	409	Crushed Stone	2020-02-13	1313042800	Vulcan Materials Company			1,544.36
62000	426	General Construction Materials	2020-02-06	1313042787	Smoky Mountain Farmers Co-Op			150.00
62000	440	Pipe - Metal	2020-02-20	1313042808	Superior Drainage Products,Inc			3,337.96
62000	444	Salt	2020-02-06	1313042777	Compass Minerals America, Inc.			9,409.76
62000	451	Uniforms	2020-02-13	1313042791	Cintas Corp., Loc. 207			456.96
62000	.....	**Highway And Bridge Maintenance**				**Total:**	**9**	**24,721.47**
63100	412	Diesel Fuel	2020-02-06	1313042779	Fuelman			1,825.20
63100	412	Diesel Fuel	2020-02-13	1313042798	Pioneer Petroleum			483.66
63100	416	Equipment Parts - Heavy	2020-02-06	1313042781	Lane Sales Power Equipment			153.43
63100	416	Equipment Parts - Heavy	2020-02-06	1313042786	NAPA Auto Parts Of Morristown			1,495.01
63100	416	Equipment Parts - Heavy	2020-02-20	1313042803	Distinct Finishes			12,478.91
63100	416	Equipment Parts - Heavy	2020-02-20	1313042806	Stowers Machinery Corporation			3,834.89
63100	416	Equipment Parts - Heavy	2020-02-27	1313042819	TN Valley Custom Trailers, Inc			1,911.75
63100	424	Garage Supplies	2020-02-27	1313042817	Safety-Kleen Systems, Inc			420.63
63100	425	Gasoline	2020-02-06	1313042779	Fuelman			1,956.40
63100	446	Small Tools	2020-02-13	1313042795	Meade Tractor			879.96
63100	450	Tires And Tubes	2020-02-13	1313042793	Goforth Tire & Auto, Inc			1,002.80
63100	499	Other Supplies And Materials	2020-02-20	1313042802	Big M Janitorial			220.81
63100	.....	**Operation And Maintenance Of Equipment**				**Total:**	**12**	**26,663.45**
68000	714	Highway Equipment	2020-02-06	1313042784	Mellons, Patricia M.			5,975.00
68000	.....	**Capital Outlay**				**Total:**	**1**	**5,975.00**

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COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 131 Highway/Public Works Fund (#131)

ACCT	OBJ	NAME	DATE	Check Nbr	Description	Amount Paid
					Total of checks for Highway/Public Works Fund (#131)	60,942.52

Return to Committee Cover

RESOLUTION 20-____
A RESOLUTION DESIGNATING THE DISPOSITION OF INTEREST EARNED ON THE PROCEEDS OF GENERAL OBLIGATION BONDS

WHEREAS, Hamblen County from time to time issues General Obligation Bonds, and

WHEREAS, the bond proceeds associated with such bonds are deposited by the Hamblen County Trustee where they earn interest; and

WHEREAS, Hamblen County has determined that these bond proceeds will be used for projects benefiting the citizens of Hamblen County; and

WHEREAS, the Hamblen County Commission has determined that it is in the best interests of the citizens of Hamblen County that the interest earned on these bond proceeds be recorded in the General Debt Service Fund, Fund 151, where such interest will be used to help retire the debt (principal and interest) associated with any such General Obligation Bonds.

THEREFORE, BE IT RESOLVED that the Hamblen County Commission directs the Trustee to record all interest earned on such bond proceeds in the General Debt Service Fund, Fund 151, where it will be used to help retire the debt (principal and interest) associated with any such General Obligation Bonds.

Duly passed and approved this 19th day of March, 2020.

APPROVED: _____
Chairman
Hamblen County Legislative Body

APPROVED: _____
Bill Brittain, County Mayor

ATTEST: _____
Penny Petty, County Clerk

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
OFFICE OF THE MAYOR

Hamblen County Commission

Month February Year 2020

Fund #101 *DEPT:* **Accounts & Budgets**

Account Number	Description	Increase	Decrease
	INCREASE APPROPRIATIONS:		
52100.207	Medical Insurance	$ 2,450.00	
	DECREASE APPROPRIATIONS:		
52100.187	Overtime Pay		$ 2,450.00

Brief Descriptions of issue:
To reclassify appropriations within account to cover change in health insurance selection.

Signature: Anne Bryant Hurst
Title : Finance Director
Date: 3-5-2020

For Finance Department Only:
Reviewed by: _____
Budget Amendment: _____
Date: _____

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
OFFICE OF THE MAYOR

Hamblen County Commission

Month February Year 2020

Fund #101 *DEPT:* **Accounting and Budgeting**

Account Number	Description	Increase	Increase
	INCREASE APPROPRIATIONS:		
52100.119	Accountants / Bookkeepers	$1,090.87	
52100.201	Social Security	67.63	
52100.212	Employer Medicare	15.82	
52100.524	In Service / Staff Development	469.86	
	INCREASE REVENUE		
44170	Miscellaneous Revenues		$ 1,644.18

Brief Descriptions of issue:
To increase appropriations and revenue relating to reimbursement funds received from the State Comptroller's Office for stipend and training expenses associated with A. Hale's participation in the CCFO program.

Signature: Anne Bryant-Hurst
Title : Finance Director
Date: 2/12/2020

For Finance Department Only:
Reviewed by: _____
Budget Amendment: _____
Date: _____

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
OFFICE OF THE MAYOR

Hamblen County Commission

Month February Year 2020

Fund #101 *DEPT:* **Sheriff's Department**

Account Number	Description	Increase	Increase
	INCREASE APPROPRIATIONS:		
54110.338	Maintenance and Repair Services - Vehicles	$10,116.25	
	INCREASE REVENUE		
49700	Insurance Recovery		$10,116.25

Brief Descriptions of issue:
To increase appropriations and revenue relating to repairing damages to a 2019 Dodge Police Charger, VIN# 2C3CDXKTXH515009.

Signature: Debbie Hammond
Title : Executive Assistant
Date: 2-12-2020

For Finance Department Only:
Reviewed by: _____
Budget Amendment: _____
Date: _____

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
OFFICE OF THE MAYOR

Hamblen County Commission

Month February Year 2020

Fund #101 *DEPT:* **Civil Defense**

Account Number	Description	Increase	Increase
	INCREASE APPROPRIATIONS:		
54410.599	Other Charges	$ 50.00	
	INCREASE REVENUE		
44170	Miscellaneous Refunds		$ 50.00

Brief Descriptions of issue:
To record the deposit of funds from the EMA's LEPC account into the County's General Operating Fund and transfer funds to the requested expenses account.

Signature: Chu Bu
Title : EMA Director
Date: 2-13-20

For Finance Department Only:
Reviewed by: _____
Budget Amendment: _____
Date: _____

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
OFFICE OF THE MAYOR

Hamblen County Commission

Month February Year 2020

Fund #101 *DEPT:* **County Mayor**

Account Number	Description	Increase	Decrease
	INCREASE APPROPRIATIONS:		
51300.599	Other Charges	$ 1,250.00	
	DECREASE APPROPRIATIONS:		
58600.312	Contracts with Private Agencies		$ 1,250.00

Brief Descriptions of issue:
To fund three month test project with U-Trust which will provide text reminders to defendents to appear in Sessions Court.

Signature: Bill Brittain
Title : County Mayor
Date: 3/5/2020

For Finance Department Only:
Reviewed by: _____
Budget Amendment: _____
Date: _____

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
OFFICE OF THE MAYOR

Hamblen County Commission

Month February Year 2020

Fund #101 *DEPT:* County Mayor

Account Number	Description	Increase	Decrease
	INCREASE APPROPRIATIONS:		
51300.599	Other Charges	$ 5,000.00	
	DECREASE APPROPRIATIONS:		
58600.312	Contracts with Private Agencies		$ 5,000.00

Brief Descriptions of issue:
To fund contribution to RAM.

Signature: Bill Brittain

Title : County Mayor

Date: 3/5/2020

For Finance Department Only:
Reviewed by: _____

Budget Amendment: _____

Date: _____

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
OFFICE OF THE MAYOR

Hamblen County Commission

Month February Year 2020

Fund #116 *DEPT:* Sanitation

Account Number	Description	Increase	Decrease
	INCREASE APPROPRIATIONS:		
55710.187	Overtime	$5,000.00	
55710.186	Longevity	2,000.00	
	DECREASE APPROPRIATIONS:		
55710.144	Equipment Operators - Heavy		$ 7,000.00

Brief Descriptions of issue:
To reclassify appropriations within budget to match classifications and to provide for additional overtime needed by department.

Signature: Barry G. Pool

Title : Hamblen County Road Supt.

Date: 03-02-20

For Finance Department Only:
Reviewed by: _____

Budget Amendment: _____

Date: _____

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
OFFICE OF THE MAYOR

Hamblen County Commission

Month February Year 2020

Fund #131 *DEPT:* Highway / Public Works

Account Number	Description	Increase	Decrease
	INCREASE APPROPRIATIONS:		
63100.105	Supervisor / Director	$1,215.00	
62000.147	Truck Drivers	28,000.00	
	DECREASE APPROPRIATIONS:		
63100.187	Overtime		$ 1,215.00
62000.149	Laborers		28,000.00

Brief Descriptions of issue:
To reclassify appropriations within budget to match classifications needed by department.

Signature: Barry G. Pool
Title : Hamblen County Road Supt.
Date: 03-02-20

For Finance Department Only:
Reviewed by: _____
Budget Amendment: _____
Date: _____

Return to Committee Cover

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
OFFICE OF THE MAYOR

Hamblen County Commission

Month February Year 2020

Fund #131 *DEPT:* Highway / Public Works

Account Number	Description	Increase	Decrease
	INCREASE APPROPRIATIONS:		
68000.718	Motor Vehicles	$ 169,829.00	
	DECREASE FUND BALANCE:		
39000.000	Unassigned Fund Balance		$ 169,829.00

Brief Descriptions of issue:
To reappropriate funds for the 2020 Kenworth Model T800 Cab and Chassis and the 2019 Rogers Dump that Local Government Audit recorded as a Year Ending June 2020 purchase.

Signature: Barry G. Poole
Title : Hamblen County Road Supt.
Date: 03-02-20

For Finance Department Only:
Reviewed by: _____
Budget Amendment: _____
Date: _____

Return to Committee Cover

LAW OFFICES
CAPPS, CANTWELL, CAPPS & BYRD
P.O. Box 1897
1004 WEST FIRST NORTH STREET
MORRISTOWN, TENNESSEE 37816-1897

PAUL R. CAPPS (1922-2003)

CHRISTOPHER P. CAPPS
DAVID S. BYRD

ELIANA LEAL, ASSOCIATE

TELEPHONE: (423) 586-3083
FACSIMILE: (423) 586-0513
WEBSITE: cappsbyrdlaw.com
E-MAIL: info@cccblaw.com

February 28, 2020

Mr. Bill Brittain, County Mayor
Hamblen County Courthouse
511 West Second North Street
Morristown, TN 37814

RE: INVOICES FOR LEGAL SERVICES RENDERED ON BEHALF OF HAMBLEN COUNTY, TENNESSEE - FEBRUARY, 2020

Dear Bill:

Please find enclosed four (4) invoices representing legal services rendered on behalf of Hamblen County, Tennessee during the month of February, 2020.

As usual, one invoice covers our General/Miscellaneous File and three (3) invoices cover separate county departments.

Please review these invoices, and if you have any questions, please do not hesitate to contact me.

With best regards, I remain,

Very truly yours,

Christopher P. Capps/alg

Christopher P. Capps

CPC/alg

Enclosures

HTTPS://CCCBLAW.SHAREPOINT.COM/SITES/LAWFILES/SHARED DOCUMENTS/HAMBLEN COUNTY/LETTERS/2020/BRITTAIN,BILL(INVOICE)-02-28-20.DOCX

Return to Committee Cover

Law Office of Capps, Cantwell, Capps, & Byrd

P.O. Box 1897
Morristown, TN 37816-1897

INVOICE

Invoice # 568
Date: 03/05/2020
Due On: 04/04/2020

Hamblen County Government
Hamblen County Courthouse
511 West Second North Street
Morristown, TN 37814

00027-Hamblen County Government

General Account

Type	Date	Description	Quantity	Rate	Total
Service	02/03/2020	Phone conferences with Dwaine Evans and Bill Brittain; e-mails from and to Jeff Thompson, Bill Brittain, Dwaine Evans and Jessica Myers re: pending litigation	0.70	$150.00	$105.00
Service	02/04/2020	E-mail from Sharon Kim; phone conferences with Bill Brittain and Dwaine Evans; phone call to T. Orlandi	0.55	$150.00	$82.50
Service	02/05/2020	E-mails from and to Teresa West re: public record request; e-mails from and to Wayne Mize re: records request; e-mails to and from Bill Brittain re: JC project; worked on letter to S. Kim; phone conference with Bill Brittain	1.25	$150.00	$187.50
Service	02/06/2020	E-mails from Teresa West re: public record request; e-mails from Wayne Mize re: records request; e-mail from Trish Bowman re: 2/10 meeting; e-mails to and from Bill Brittain re: JC project	0.30	$150.00	$45.00
Service	02/07/2020	Phone conference with Paul LeBel - language for purchase contract and e-mail; e-mail from Jeff Thompson re: pending litigation; letter to Sharon Kim and e-mail; e-mail from Jeannine Alexander re: open records	0.70	$150.00	$105.00
Service	02/10/2020	Phone conference with and e-mails from Teresa West re: open records request; e-mail to Lee Pope re: open records; committee meeting	1.90	$150.00	$285.00
Service	02/11/2020	E-mails from and to Lee Pope re: records request; call to Teresa West	0.15	$150.00	$22.50

Return to Committee Cover

Service	02/12/2020	Phone conference with T. Hale; e-mails from and to Jessica Myers, Bill Brittain and Wendy Williams re: pending litigation	0.65	$150.00	$97.50
Service	02/17/2020	E-mail from and to Teresa West, Debra Robinson and Seth Wayne re: pending litigation; e-mail from Trish Bowman re: 2/20 commission meeting; conference with Teresa West and D. Collins; phone conference with Teresa West	0.95	$150.00	$142.50
Service	02/18/2020	E-mails to and from Debra Robinson, Bill Brittain and Seth Wayne re: pending litigation; phone conference with Bob Moore re: litigation; conference with Teresa West	1.30	$150.00	$195.00
Service	02/19/2020	E-mails from and to Arthur Knight and Bill Brittain re: pending litigation; conference with Bill Brittain; research; call to CTAS	1.00	$150.00	$150.00
Service	02/20/2020	E-mails to and from Arthur Knight and Seth Wayne re: pending litigation; e-mail from Trish Bowman re: rules for commission meetings; phone conferences with Seth Wayne, Teresa West, Bill Brittain and Arthur Knight; file and serve Petition on Linda Noe	1.85	$150.00	$277.50
Service	02/21/2020	E-mails from and to Arthur Knight and Teresa West re: pending litigation; meeting with Arthur Knight; conference with Teresa West; phone conferences with Seth Wayne and Arthur Knight	1.69	$150.00	$253.50
Service	02/24/2020	Trip to Clerks; phone conference with Arthur Knight; phone conferences with D. Collins, Arthur Knight, Teresa West and Seth Wayne; research electronic monitoring; e-mails from Arthur Knight, Tara Mikkilineni, Paul Mangrum and Jeff Thompson re: pending litigation	3.50	$150.00	$525.00
Service	02/25/2020	Phone conferences with Arthur Knight and Teresa West; e-mails from and to Arthur Knight, Bill Brittain and Debra Robinson re: pending litigation; e-mails from and to Daniel Ellis re: disability monitoring, forward to Bill Brittain; dealing with getting papers suited for suit	4.10	$150.00	$615.00
Expense	02/25/2020	Mileage: Mileage in dealing with getting papers signed	20.00	$0.58	$11.60
Service	02/26/2020	E-mails from and to Arthur Knight, Jeff Thompson and Bill Brittain re: pending litigation, e-mails to and from Debbie Hammond re: disability protection letter; e-mails to and from Bill Brittain re: Hale house; phone conferences with Teresa West and Arthur Knight	0.60	$150.00	$90.00
Service	02/27/2020	Phone conference with Arthur Knight; call to B. Moore	0.30	$150.00	$45.00
Service	02/29/2020	Phone conference with Jeff Thompson	0.10	$150.00	$15.00
				Total	**$3,250.10**

Return to Committee Cover

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
568	04/04/2020	$3,250.10	$0.00	$3,250.10
			Outstanding Balance	**$3,250.10**
			Amount in Trust	**$0.00**
			Total Amount Outstanding	**$3,250.10**

Please make all amounts payable to: Law Office of Capps, Cantwell, Capps, & Byrd

Please pay within 30 days.

Return to Committee Cover

Law Office of Capps, Cantwell, Capps, & Byrd

P.O. Box 1897
Morristown, TN 37816-1897

INVOICE

Invoice # 565
Date: 03/05/2020
Due On: 04/04/2020

Hamblen County Government
Hamblen County Courthouse
511 West Second North Street
Morristown, TN 37814

00068-Hamblen County Planning Department

Planning

Type	Date	Description	Quantity	Rate	Total
Service	02/18/2020	E-mails from and to Tommy McKinney	0.10	$150.00	$15.00
Service	02/24/2020	E-mail from Tommy McKinney	0.05	$150.00	$7.50
Service	02/25/2020	E-mails from and to Tommy McKinney	0.15	$150.00	$22.50
				Total	**$45.00**

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
565	04/04/2020	$45.00	$0.00	$45.00
			Outstanding Balance	**$45.00**
			Amount in Trust	**$0.00**
			Total Amount Outstanding	**$45.00**

Please make all amounts payable to: Law Office of Capps, Cantwell, Capps, & Byrd

Return to Committee Cover

Please pay within 30 days.

Return to Committee Cover

Law Office of Capps, Cantwell, Capps, & Byrd

P.O. Box 1897
Morristown, TN 37816-1897

INVOICE

Invoice # 566
Date: 03/05/2020
Due On: 04/04/2020

Hamblen County Road Department
511 West Second North Street
Morristown, TN 37814

00055-Hamblen County Road Department

Road Department

Type	Date	Description	Quantity	Rate	Total
Service	02/20/2020	Phone conference with Barry Poole re: Atmos	0.25	$150.00	$37.50
Service	02/28/2020	Conferences with Barry Poole re: flooding and right of way abandonment	0.20	$150.00	$30.00
				Total	**$67.50**

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
566	04/04/2020	$67.50	$0.00	$67.50
			Outstanding Balance	**$67.50**
			Amount in Trust	**$0.00**
			Total Amount Outstanding	**$67.50**

Please make all amounts payable to: Law Office of Capps, Cantwell, Capps, & Byrd

Please pay within 30 days.

Return to Committee Cover

Law Office of Capps, Cantwell, Capps, & Byrd

P.O. Box 1897
Morristown, TN 37816-1897

INVOICE

Invoice # 567
Date: 03/05/2020
Due On: 04/04/2020

Hamblen County Sheriff's Department
511 West Second North Street
Morristown, TN 37814

00043-Hamblen County Sheriff's Department

Sheriff's Department

Type	Date	Description	Quantity	Rate	Total
Service	02/28/2020	Conference with J. Perales; research; call to Massa re: levy on mobile home	0.45	$150.00	$67.50
				Total	**$67.50**

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
567	04/04/2020	$67.50	$0.00	$67.50
			Outstanding Balance	**$67.50**
			Amount in Trust	**$0.00**
			Total Amount Outstanding	**$67.50**

Please make all amounts payable to: Law Office of Capps, Cantwell, Capps, & Byrd

Please pay within 30 days.

Return to Committee Cover

February 2020

Permit	Date	Applicant	Type	Address	Construction	Permit	SW	Plumbing	Mech.	Gas	Total	Tax Map	Group	Parcel
20-0048P	2/3/20	Larry Hurst	plumber (Fiorio Bldg)	1943 Wanda Terrace				$105.00			$105.00	017L/018I	Group	015.00
20-0049	2/3/20	John Talley	deck cover (2)	2604 Lake Front Dr	$11,500.00	$212.50					$212.50	011I	D	008.00
20-0050	2/7/20	J Hawkins (Hicks)	House 1380 sq ft	466 Barbara Dr	$130,000.00	$790.00	$100.00				$890.00	54B	F	024.00
20-0051M	2/7/20	J Hawkins (Hicks)	mechanical	466 Barbara Dr					$20.00		$20.00	054B	F	024.00
20-0052P	2/4/20	Redmond-E TN P	plumber (A Burke)	5680 Academy Dr				$90.00			$90.00	040P		
20-0053	2/5/20	Zoe Dalton	storage bldg 10x16	6867 Westgate Cr	$4,000.00	$40.00					$40.00	054F	D	045.00
20-0054	2/6/20	Gary Edwards	garage det 25x22	896 Dunn St	$25,000.00	$139.70					$139.70	040F	B	015.00
20-0055	2/10/20	Brian Angela	House 3540 sq ft	6329 Coves Edge Trail	$650,000.00	$2,116.45	$100.00				$2,216.45	005M	A	060.00
20-0056M	2/10/20	Brian Angela	mechanical	6329 Coves Edge Trail					$30.00	$32.50	$62.50	005M	A	060.00
20-0057	2/7/20	Patrick Livesay	garage w/shop & liv area	4506 Spencer Hale Rd	$75,000.00	$1,045.00	$100.00				$1,145.00	057		pt034.02
20-0058P	2/7/20	Patrick Livesay	plumbing	4506 Spencer Hale Rd				$45.00			$45.00	057		pt034.02
20-0059	2/10/20	Ronald Metcalf	porch cover	2225 Kingswood Dr	$500.00	$30.00					$30.00	043H	A	008.00
20-0060	2/11/20	Michael Lacey	sign/deck	7164 E Andrew Johnson hyw	$2,400.00	$44.00					$44.00	019		055.00
20-0061	2/12/20	Creative Contract	carport attach 13x26	883 Windhaven Ct	$26,300.00	$84.50					$84.50	026N	D	078.00
20-0062	2/11/20	Wesley Coburn	DWMH	2165 Musick Rd	$88,000.00	$350.00					$350.00	018		005.10
20-0063	2/12/20	Dean Swatzell	carport det	1537 Three Springs Rd	$900.00	$25.00					$25.00	012		038.03
20-0064P	2/13/20	Doyle Whitmill	plumbing (Whitelaw)	7849 Lebanon Church Rd				$105.00			$105.00	046		pt023.0
20-0065	2/13/20	Miles Lawhorn Jr	agriculture barn 36x72	5363 Union Grove Rd	$20,000.00	$0.00					$0.00	036		035.00
20-0066	2/14/20	Gen Dynamics	tower upgrades	608 E Croxdale Rd	$49,500.00	$100.00					$100.00	042		082.00
20-0067	2/17/20	Michael Carr	SWH	2784 Sulphur Springs Rd	$41,000.00	$100.00					$100.00	049L	A	004.00
20-0068	2/18/20	Terry Bell	patio into room/carport	2142 Courtney Rd	$3,500.00	$97.00					$97.00	028		041.02
20-0069P	2/19/20	Robt Long	plumbing (Long)	4051 Brights Pike				$30.00			$30.00	017		054.03
20-0070	2/19/20	Sandra Jarnigan	carport 20x30	3113 Springvale Rd	$5,000.00	$25.00					$25.00	043		073.06
20-0071P	2/21/20	Scott Babinski	plumbing (Newell homes)	2771 Arrow Drive				$100.00			$100.00	009O	A	005.02
20-0072	2/21/20	Brian Long	storage bldg attached	5932 Fall Creek Dock Rd	$1,000.00	$60.00					$60.00	011		047.04
20-0073	2/24/20	Karen Smith	carport	1986 Grove Dale Dr	$1,700.00	$25.00					$25.00	032		122.03
20-0074	2/24/20	R Hal McMahan	barn/w carport(ag exempt)	1500 Little Mtn Rd	$25,000.00	$0.00					$0.00	027		029.01
20-0075	2/27/20	David Hunsucker	addition & remodel	1960 Wilderness Dr		$471.00					$471.00	046K	A	016.00
20-0076M	2/27/20	David Hunsucker	mechanical	1960 Wilderness Dr					$20.00		$20.00	046K	A	016.00
20-0077P	2/27/20	David Hunsucker	plumbing	1960 Wilderness Dr				$50.00			$50.00	046K	A	016.00
20-0078	2/28/20	Fairfield Bapt Ch	pavilion 30x50	4460 Old Kentcky rd	$26,250.00	$375.00					$375.00	018		090.00
											$0.00			
	Total			Total:	$1,186,550.00	$6,130.15	$300.00	$525.00	$70.00	$32.50	$7,057.65			
Running	Total				$13,079,402.20	$71,137.31	$3,700.00	$2,410.00	$955.00	$117.50	$78,320.32			

	Total No.	Amount	Total
Copies and Miscellaneous		$7.00	$0.00
Re-Zoning Request		$75.00	$0.00
Variance Request		$50.00	$50.00
Plat Approval		$150.00	$450.00
Land Disturbance/Development		$100.00	$0.00
Use on Review		$50.00	$100.00
Refunds			$0.00
Total Collected			$600.00
Running Total Collected			$6,700.00

3 lots or more

Grand Total:	$7,657.65
2019-2020 Running Total:	$84,020.32

ETHRA HOMES	Monthly	YTD
	0	0

Return to Committee Cover

MONTHLY REPORT
Hamblen County Coroner
P.O. Box 1479
Morristown, Tennessee 37816-1479
Phones (423)Home 581-6229 Fax 289-1262 Cell 312-6322

March 2, 2020

RECEIVED
MAR 0 2 2020
OFFICE OF HAMBLEN
COUNTY MAYOR

Hamblen County Commission
C/O Mr. Bill Brittian, County Mayor
Hamblen County Court House
Morristown, Tennessee 37814

Dear Commissioners:
The following Coroner calls were investigated by me during the month February 01- along with being on call 24/7/365, recording/maintaining statistics, prepare reports, training, assisting, directing and reviewing each call, and the work of all Deputy Coroners and, serving as liaison between Medical Examiner and Pathologist; collecting, preparing and shipping toxicology specimens and reviewing/approving all cremation requests.

CALL#	CASE#	DATE	NAME, AGE, HOME ADDRESS *1
1.	20056	02-01-20	Mrs. Novelle Haager, 90, 2150 Mollins Road
2.	20060	02-02-20	Mrs. Doris Mullins, 84, 300 Victor Lane
3.	20062	02-04-20	Mrs. Arnetta McDaniel, 99, 911 Overlook Drive
4.	20064	02-05-20	Mr, Allen Carr 47, White Pine, TN
5.	20065	02-06-20	Mrs. Martha Turner, 91, 4418 Copeland Circle
6.	20066	02-07-20	Mr. Dennis Long, 75,405 Valley View Drive
7.	20067	02-07-20	Mrs. Faye Short, 91, 832 Sulpher Springs Road
8.	20069	02-08-20	Mr. Edgar Greer, 88, 2317 Ozark Drive
9.	20072	02-09-20	Mr. Donald Bockert, 84, 2554 Lanter Drive
12.	20073	02-10-20	Mrs, Orangie Kelley, 95, 5201 Old Ky Rd
13.	20075	02-12-20	Ms. Kathy Booher, 64, 474 Lockmeir cC Anna
14.	20076	02-12-20	Mr. Mark Rader 63, 770 South Liberty Hill Road
15.	20077	02-13-20	Mr. Herbert High, 45, 226 Bluegrass Drive
17.	20080	02-16-20	Mrs. Ruth Siegel, 91, 428 Derby Shire Court
19.	20081	02-16-20	Mr. Clarence Foister, 77, Jefferson Coty
20.	20082	02-17-20	Mr. Cabel Jones, Jr. 92, 525 Oak Street
21	20088	02-20-20	Mrs. Lola Dalton, 103, 2744 Calvin Road
22.	20089	02-21-20	Mrs. Fannie King, 8, 7326 Sugarwood Road
23.	20090	02-21-20	Mr. Harold Holt, 86, 2315 Kingswood Drive

If I may ever provide any additional information or assistance, please feel free to contact me at any time on my cell phone 423-301-6322.

Eddie R. Davis
Hamblen County Coroner

CC: Hamblen County Medical Examiner
* Indicates Autopsy Performed
*1 All home addresses are Hamblen County unless otherwise stated. C, 93r
& Toxicology Samples Collected by Coroner's Office and sent to: AXIS Forensic Toxicology (Formerly AIT Laboratories), Indianapolis,

Return to Committee Cover

MONTHLY REPORT
Hamblen County Deputy Coroner
Post Office Box 577
Russellville, Tennessee 37860-0577
Phone: 423-585-7117

March 2, 2020

Hamblen County Commission
C/O Mr. Bill Brittain, County Mayor
Hamblen County Court House
Morristown, Tennessee 37814

Dear Commissioners:

The following Coroner calls were answered by me during the month of January.

CALL#	CASE#	DATE	NAME, AGE, HOME ADDRESS *1
1.	20057	02-01-20	Mr. Donald White, 84, 2217 Le conte Drive
2.	20058	02-01-20	Miss. Joan Leclair 89, 2525 1420 Three Springs Road
3.	20068	02-07-20	Mrs. Jodi Longberry, 56, 1026 McFarland Street
4.	20071	02-09-20	Mr. Charles Anderson, 54, 715 Lincoln Avenue
5.	20079	02-16-20	Mr. Robert Southerland, 65, 3544 Holt's Church Road
6.	20086	02-19-20	Miss. Debra Collins, 63, 2219 Spout Springs Road 2-31-20
7.	20091	02-22-20	Mr. Robinette Webb, 72, 1026 McFarland Street
8.	20092	02-28-20	Mr. Charles Purkey, 60, 5971 Old White Pine Road
9.	20093	02-28-20	Mr. James Purkey, 73, 6341 Hunter Road
10.	20095	02-28-20	Mr. Dewey Horner, 75, Jefferson City, TN

I certify that I attended to the cases listed above. I request the allocated fees of $40.00 per cal

Sincerely,

10 Calls X $40. = $400.00

SIGNATURE ON FILE
J.R. Thompson, Jr.
Deputy Coroner

erd/jrt

CC: Hamblen County Medical Examiner
* Indicates Autopsy Preformed
*1 All home addresses are Hamblen County unless otherwise stated.
& Toxicology Samples Gathered and Sent to AXIS Forensic Toxicology (Formerly AIT Laboratories), Indianapolis, IN -

Return to Committee Cover

MONTHLY REPORT
Hamblen County Deputy Coroner
1925 Deer Ridge Drive
Morristown, Tennessee 37813
Phone: 423-586-2524

March 2, 2020

Hamblen County Commission
C/O Mr. Bill Brittain, County Mayor
Hamblen County Court House
Morristown, Tennessee 37814

Dear Commissioners:

The following Coroner calls were answered by me during the month of January.

CALL#	CASE#F	DATE	NAME, AGE, HOME ADDRESS *1
1.	20061	02-02-20	Mr. John Britt, 49, 3220 Three Springs Road
2.	*20070	02-08-20	Mr. Nathaniel Blank, 23, 308 West Louise Avenue
3.	20083	02-17-20	Mrs. Mary Campbell, 71, 1083 Lakeshore Road
4.	20084	02-17-20	Miss. Kathy Collins, 61, 816 Choctaw Street

I certify that I attended to the cases listed above. I request the allocated fees of $40.00 per call:

4 Calls X $40. = $160.00

Sincerely,

SIGNATURE ON FILE

Todd Giles
Deputy Coroner

erd/tg

CC: Hamblen County Medical Examiner
* Indicates Autopsy Preformed
*1 All home addresses are Hamblen County unless otherwise stated.
Toxicology Samples Sent to AXIS Forensic Toxicology (Formerly AIT Laboratories), Indianapolis, IN

Return to Committee Cover

MONTHLY REPORT
Hamblen County Deputy Coroner
7763 Melanie Circle
Talbott, Tennessee 37877
Phone: 423-586-6310

March 2, 2020

Hamblen County Commission
C/O Mr. Bill Brittain, County Mayor
Hamblen County Court House
Morristown, Tennessee 37814

Dear Commissioners:

The following Coroner calls were answered by me during the month of February.

CALL#	CASE#	DATE	NAME, AGE, HOME ADDRESS *1
1.	20074	02-10-20	Mr. Robert Fogell, 75, 1835 Jay Bird Road
2.	20078	02-14-20	Mrs. Bonnie Gilliam, 87, Kyles Ford, TN
3.	20096	02-29-20	Mrs. Betty Leonard, 81, 280 Brady Drive

I certify that I attended to the cases listed above. I request the allocated fees of $40.00 per call:

3 Calls X $40. = $120.00

Sincerely,

SIGNATURE ON FILE
Jimmy Peoples
Deputy Coroner

erd/jp

CC: Hamblen County Medical Examiner
* Indicates Autopsy Preformed
*1 All home addresses are Hamblen County unless otherwise stated.
& Toxicology Samples Sent to AXIS Forensic Toxicology (Formerly AIT Laboratories), Indianapolis, IN

Return to Committee Cover

MONTHLY REPORT
Hamblen County Deputy Coroner
437 Britton Drive
Talbott, Tennessee 37877
Phone: 423-312-7510

March 2, 2020

Hamblen County Commission
C/O Mr. Bill Brittain, County Mayor
Hamblen County Court House
Morristown, Tennessee 37814

Dear Commissioners:

The following Coroner calls were answered by me during the month of January.

CALL#	CASE#	DATE	NAME, AGE, HOME ADDRESS *1
1.	20085	02-18-20	Mr. George Baldwin, 73, 3546 Brights Pike
2.	20087	02-20-20	Mr. Gary Kirby, 71, 2057 Reese Street
3.	20094	02-20-20	Mr. Jeffrey Slater, 58, 1748 Butterfly Court

I certify that I attended to the cases listed above. I request the allocated fees of $40.00 per call:

3 Calls X $40. = $120.00

Sincerely,

SIGNATURE ON FILE

Jeffery Holt
Deputy Coroner

erd/jh

CC: Hamblen County Medical Examiner
* Indicates Autopsy Preformed
*1 All home addresses are Hamblen County unless otherwise stated.
& Toxicology Samples Sent to AXIS Forensic Toxicology (Formerly AIT Laboratories), Indianapolis, IN

Return to Committee Cover

MONTHLY AUTOPSIES PENDING REPORT

Hamblen County Coroner
P.O. Box 1479
Morristown, Tennessee 37816-1479
Phone (423): Office/Home; 581-6229 Fax; 289-1262 Cell; 312-6322
Email: coroner@musfiber.com

March 2, 2020

In an effort to keep all files current, the following Hamblen County Coroner/Medical Examiner's cases have not been closed pending receipt of the final autopsy or toxicology report.

AUTOPSY

#	CASE#	DATE ORDERED	NAME, AGE
1.	*20070	02-08-20	Mr. Nathaniel Blank, 23

TOXICOLOGY

#	CASE#	DATE ORDERED	NAME, AGE
1.			

If I may provide any additional information or assistance please feel free to contact me at any time.

Sincerely,

Eddie R. Davis
Hamblen County Coroner

CC: Hamblen County Mayor & County Commission
Hamblen County Medical Examiner
Hamblen County Sheriff's Department
Morristown Police Department
East Tennessee Regional Forensic Center

Return to Committee Cover

Hamblen County Commission
Finance Committee
Information Purposes Only

TENNESSEE
Hamblen County
SERVICE · COMMUNITY · INDUSTRY
OFFICE OF THE MAYOR

Budget Amendment approved by County Mayor for review by the County Commission.
(TCA 5-9-407)

Fund #101 *DEPT:* **Accounting and Budgeting**

Account Number	Description	Increase	Decrease
	INCREASE APPROPRIATIONS:		
52100.349	Printing, Stationery and Forms	$ 100.00	
	DECREASE APPROPRIATIONS:		
52100.355	Travel		$ 100.00

Brief Descriptions of issue:

To reclassify appropriations from Travel to Printing, Stationery and Forms to cover costs of check stock.

Requesting Department

Signature: Anne Bryant Hurst
Title : Finance Director
Date: 2/10/2020

Approval by County Mayor

Signature: Bill Brittain
Title : County Mayor
Date: 2/11/2020

For Finance Department Only:
Reviewed by: ADH

Budget Amendment
ADH - Finance

Return to Committee Cover

Hamblen County Commission
Finance Committee
Information Purposes Only

TENNESSEE
Hamblen County
SERVICE · COMMUNITY · INDUSTRY
OFFICE OF THE MAYOR

Budget Amendment approved by County Mayor for review by the County Commission.
(TCA 5-9-407)

Fund **101** *DEPT:* **Jail**

Account Number	Description	Increase	Decrease
	INCREASE APPROPRIATIONS:		
54210.355	Travel	$ 1,000.00	
	DECREASE APPROPRIATIONS:		
54210.599	Other Charges		$ 1,000.00

Brief Descriptions of issue:

To reclassify appropriations from Other Charges to Travel to cover travel related expenses in excess of budgeted amount.

Requesting Department

Signature: Dehni Hammond

Title : Executive Assistant

Date: 3-2-2020

Approval by County Mayor

Signature: Bill Brittain

Title : County Mayor

Date: 3-03-2020

For Finance Department Only:
Reviewed by: _____

Budget Amendment
_____

Return to Committee Cover

Hamblen County Commission
Finance Committee
Information Purposes Only

TENNESSEE
Hamblen County
SERVICE · COMMUNITY · INDUSTRY
OFFICE OF THE MAYOR

Budget Amendment approved by County Mayor for review by the County Commission.
(TCA 5-9-407)

Fund **101** *DEPT:* **Jail**

Account Number	Description	Increase	Decrease
	INCREASE APPROPRIATIONS:		
54210.435	Office Supplies	$ 1,500.00	
	DECREASE APPROPRIATIONS:		
54210.716	Law Enforcement Equipment		$ 1,500.00

Brief Descriptions of issue:

To reclassify appropriations from Law Enforcement Equipment to Office Supplies to cover expenses in excess of budgeted amount.

Requesting Department

Signature: Debbie H Summons

Title : Executive Assistant

Date: 3-2-2020

Approval by County Mayor

Signature: Bill Bunch

Title : County Mayor

Date: 3-5-2020

For Finance Department Only:
Reviewed by: _____

Budget Amendment
_____

Return to Committee Cover

Hamblen County Commission
Finance Committee
Information Purposes Only

TENNESSEE
Hamblen County
SERVICE · COMMUNITY · INDUSTRY
OFFICE OF THE MAYOR

Budget Amendment approved by County Mayor for review by the County Commission.
(TCA 5-9-407)

Fund 131 *DEPT:* **Highway / Public Works**

Account Number	Description	Increase	Decrease
	INCREASE APPROPRIATIONS:		
61000.201	Social Security	$ 900.00	
61000.506	Liability Insurance	2,000.00	
	DECREASE APPROPRIATIONS:		
61000.204	State Retirement		$ 900.00
61000.511	Vehicle and Equipment Insurance		$ 2,000.00

Brief Descriptions of issue:

To reclassify appropriations for interdepartmental expenses where needed.

Requesting Department

Signature: Barry G. Pool

Title : Hamblen County Road Supt.

Date: 03-02-20

Approval by County Mayor

Signature: Bill Lunsford

Title : County Mayor

Date: 3-03-2020

For Finance Department Only:
Reviewed by: _____

Budget Amendment
_____

Return to Committee Cover

HAMBLEN COUNTY DEPARTMENT OF EDUCATION
QUARTERLY EXPENDITURE REPORT
Dr. Jeff Perry, Director

SECOND QUARTER
2019-2020

Return to Committee Cover

THE COUNTY BOARD OF EDUCATION REPORTS THE FOLLOWING EXPENDITURES
FOR THE PUBLIC SCHOOL PURPOSE AS OF THE QUARTER ENDING DECEMBER 31, 2019

GENERAL PURPOSE	BUDGET	SPENT	REMAINING	PERCENT REMAINING
REGULAR INSTRUCTION	$45,402,471.50	$ 19,605,868.36	$25,796,603.14	56.82%
SPECIAL EDUCATION	7,143,306.00	2,954,101.25	4,189,204.75	58.65%
VOCATIONAL EDUCATION	3,657,048.00	1,554,440.74	2,102,607.26	57.49%
STUDENT BODY	219,302.00	128,788.49	90,513.51	41.27%
ATTENDANCE	4,000.00	2,372.41	1,627.59	40.69%
HEALTH SERVICES	830,698.00	362,235.47	468,462.53	56.39%
OTHER STUDENT SUPPORT	1,724,133.00	710,108.25	1,014,024.75	58.81%
INSTRUCTIONAL ADMINISTRATION	2,711,315.00	1,046,466.46	1,664,848.54	61.40%
SPECIAL EDUCATION ADMINISTRATION	1,095,183.00	411,847.78	683,335.22	62.39%
VOCATIONAL EDUCATION ADMINISTRATION	252,908.00	119,915.99	132,992.01	52.59%
TECHNOLOGY	1,719,903.67	952,163.64	767,740.03	44.64%
BOARD OF EDUCATION	1,298,034.00	800,890.95	497,143.05	38.30%
OFFICE OF THE DIRECTOR	707,370.00	318,956.16	388,413.84	54.91%
OFFICE OF THE PRINCIPAL	5,153,481.00	2,219,707.78	2,933,773.22	56.93%
FISCAL SERVICES	574,488.00	274,755.07	299,732.93	52.17%
OPERATION OF PLANT	6,555,469.00	2,931,769.93	3,623,699.07	55.28%
MAINTENANCE OF PLANT	1,627,966.00	873,888.31	754,077.69	46.32%
TRANSPORTATION	3,869,067.00	1,895,409.45	1,973,657.55	51.01%
EXTENDED SCHOOL PROGRAM/FAM. RESOURCE	411,354.30	173,553.33	237,800.97	57.81%
EARLY CHILDHOOD EDUCATION	1,119,620.00	446,899.26	672,720.74	60.08%
REGULAR CAPITAL OUTLAY	4,521,171.37	858,582.91	3,662,588.46	81.01%
EDUCATION DEBT SERVICE	500,000.00	500,000.00	-	0.00%
TRANSFERS	28,244.00	-	28,244.00	100.00%
TOTALS	$91,126,532.84	$ 39,142,721.99	$51,983,810.85	57.05%

Return to Committee Cover

THE COUNTY BOARD OF EDUCATION REPORTS THE FOLLOWING EXPENDITURES

FOR THE PUBLIC SCHOOL PURPOSE AS OF THE QUARTER ENDING DECEMBER 31, 2019

FEDERAL PROGRAMS - CONSOLIDATED ADMIN.	BUDGET	SPENT	REMAINING	PERCENT REMAINING
REGULAR INSTRUCTION	$ 189,034.00	$ 97,876.36	$ 91,157.64	48.22%
TOTALS	$ 189,034.00	$ 97,876.36	$ 91,157.64	48.22%

FEDERAL PROGRAMS - TITLE I	BUDGET	SPENT	REMAINING	PERCENT REMAINING
REGULAR INSTRUCTION	$ 2,108,531.42	$ 1,012,494.92	$ 1,096,036.50	51.98%
OTHER STUDENT SUPPORT	41,851.31	16,949.69	24,901.62	59.50%
REGULAR INSTRUCTION	714,109.00	135,047.23	579,061.77	81.09%
TRANSPORTATION	10,000.00	1,317.57	8,682.43	86.82%
TRANSFERS	50,471.00	-	50,471.00	0.00%
TOTALS	$ 2,924,962.73	$ 1,165,809.41	$ 1,759,153.32	60.14%

FEDERAL PROGRAMS - TITLE IIA	BUDGET	SPENT	REMAINING	PERCENT REMAINING
REGULAR INSTRUCTION	$ 76,638.00	$ 30,329.61	$ 46,308.39	60.42%
REGULAR INSTRUCTION	529,572.17	154,453.63	375,118.54	70.83%
TRANSFERS	10,646.00	-	10,646.00	100.00%
TOTALS	$ 616,856.17	$ 184,783.24	$ 432,072.93	70.04%

FEDERAL PROGRAMS - TITLE III	BUDGET	SPENT	REMAINING	PERCENT REMAINING
REGULAR INSTRUCTION	$ 123,166.61	$ 50,809.04	$ 72,357.57	58.75%
OTHER STUDENT SUPPORT	27,201.95	10,706.21	16,495.74	60.64%
REGULAR INSTRUCTION	-	-	-	0.00%
TRANSFERS	2,673.39	-	2,673.39	0.00%
TOTALS	$ 153,041.95	$ 61,515.25	$ 91,526.70	59.80%

Return to Committee Cover

THE COUNTY BOARD OF EDUCATION REPORTS THE FOLLOWING EXPENDITURES

FOR THE PUBLIC SCHOOL PURPOSE AS OF THE QUARTER ENDING DECEMBER 31, 2019

FEDERAL PROGRAMS - TITLE IV	BUDGET	SPENT	REMAINING	PERCENT REMAINING
REGULAR INSTRUCTION	$ 45,420.36	$ 32,528.52	12,891.84	28.38%
HEALTH SERVICES	101,028.17	26,618.95	74,409.22	73.65%
OTHER STUDENT SUPPORT	2,500.00	1,936.18	563.82	22.55%
REGULAR INSTRUCTION	1,500.00	-	1,500.00	100.00%
TRANSFERS	2,239.61	-	2,239.61	100.00%
TOTALS	$ 152,688.14	$ 61,083.65	$ 91,604.49	59.99%

FEDERAL PROGRAMS - TITLE X HOMELESS ED.	BUDGET	SPENT	REMAINING	PERCENT REMAINING
REGULAR INSTRUCTION	$ 69,382.57	$ 23,125.47	46,257.10	66.67%
TRANSPORTATION	712.39	712.39	-	0.00%
TOTALS	$ 70,094.96	$ 23,837.86	$ 46,257.10	65.99%

FEDERAL PROGRAMS - CARL PERKINS	BUDGET	SPENT	REMAINING	PERCENT REMAINING
VOCATIONAL EDUCATION	$ 146,341.72	$ 68,641.84	$ 77,699.88	53.09%
OTHER STUDENT SUPPORT	34,719.93	18,986.25	15,733.68	45.32%
VOCATIONAL EDUCATION	12,000.00	3,662.03	8,337.97	69.48%
TRANSFERS	1,050.62	-	1,050.62	100.00%
TOTALS	$ 194,112.27	$ 91,290.12	$ 102,822.15	52.97%

FEDERAL PROGRAMS - CARL PERKINS RESERVE	BUDGET	SPENT	REMAINING	PERCENT REMAINING
VOCATIONAL EDUCATION	12,000.00	-	12,000.00	100.00%
TOTALS	$ 12,000.00	$ -	$ 12,000.00	100.00%

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THE COUNTY BOARD OF EDUCATION REPORTS THE FOLLOWING EXPENDITURES

FOR THE PUBLIC SCHOOL PURPOSE AS OF THE QUARTER ENDING DECEMBER 31, 2019

FEDERAL PROGRAMS - IDEA	BUDGET	SPENT	REMAINING	PERCENT REMAINING
SPECIAL EDUCATION	$ 2,483,969.10	$ 973,199.66	$ 1,510,769.44	60.82%
SPECIAL EDUCATION	$ 8,100.00	$ -	$ 8,100.00	100.00%
TOTALS	$ 2,492,069.10	$ 973,199.66	$ 1,518,869.44	60.95%

FEDERAL PROGRAMS - IDEA SUPPLEMENTAL	BUDGET	SPENT	REMAINING	PERCENT REMAINING
SPECIAL EDUCATION	$ 13,719.97	$ -	$ 13,719.97	0.00%
TOTALS	$ 13,719.97	$ -	$ 13,719.97	0.00%

FEDERAL PROGRAMS - SPED PRESCHOOL	BUDGET	SPENT	REMAINING	PERCENT REMAINING
SPECIAL EDUCATION	$ 66,651.28	$ 32,855.77	$ 33,795.51	50.70%
SPECIAL EDUCATION	$ 403.82	$ -	$ 403.82	100.00%
TOTALS	$ 67,055.10	$ 32,855.77	$ 34,199.33	51.00%

TOTAL FEDERAL PROGRAMS	$ 6,885,634.39	$ 2,692,251.32	$ 4,193,383.07	60.90%

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ANNUAL OPERATIONS REPORT

RECEIVED
FEB 11 2020
OFFICE OF HAMBLEN COUNTY MAYOR

HAMBLEN COUNTY 911
FIRST POINT OF CONTACT

2019

Hamblen County Emergency Communications District

The mission of the Hamblen County Emergency Communications District (E-911) is to aid and assist in the rapid and accurate collection, exchange, and dissemination of information relating to emergencies and other vital public safety functions.

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ANNUAL OPERATIONS REPORT

HAMBLEN COUNTY EMERGENCY COMMUNICATIONS DISTRICT

10 February 2020

I am very pleased to present the Sixth Annual Operations Report of the Hamblen County Emergency Communications District.

Following you will find information regarding the over 73,000 calls for service and over 141,000 telephone calls handled by Hamblen County ECD last year. This year's Report has been expanded to include additional charts which better relate the historical data/trends of our client agencies.

Also included is data relating to our performance under NFPA 1221, the Standard for the Installation, Maintenance, and Use of Emergency Services Communications Systems. NFPA 1221 was revised in 2016; with changes occurring in Section 7.4.2 as it relates to the times allotted for the processing and dispatching of specific call types, and this year's Report continues to reflect our level of compliance with this national standard.

Hamblen County ECD has performed at a superior level in our efforts to lower the response times of our client agencies; as is shown by our average times for call processing and dispatching for all the entities we serve:

2019 Average Times for Call Processing & Dispatching	
Morristown Police Department	:52
Hamblen Co. Sheriff's Department	:58
Morristown-Hamblen EMS	:39
Morristown Fire Department	:41
Volunteer Fire Departments	:47

As referenced by our NCIC Activity Report, Hamblen County ECD serves as the TBI's Terminal Agency and we processed over 57,700 entries and queries in 2019.

In order to continue to serve our jurisdiction and our client agencies with the excellent service they are accustomed to, we understand that a robust training program is essential. In 2019, Hamblen County ECD employees completed a combined 1,035 hours of training.

This Report will continue to evolve as we face new challenges and ever-changing innovations. Meeting our goals with efficiency and professionalism will always be our aim.

I hope that you will find this information useful.

S. Eric Carpenter, ENP
Executive Director

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Hamblen County
Emergency Communications District

Fact Sheet – 2019

Basic Facts

- Hamblen County – 161 sq. miles, population of 63,400
- Consolidated Center, answering all 9-1-1 & non-emergency calls for Hamblen County and City of Morristown
- Dispatch calls for service for ten (10) departments:
  - Morristown Police Department
  - Hamblen County Sheriff's Department
  - Morristown Fire Department
  - Hamblen County Volunteer Fire Departments (4)
  - Morristown-Hamblen EMS
  - Morristown Emergency Rescue Squad
  - Emergency Management Agency
- Redundant backup center, fully equipped
- NCIC Terminal Agency for Hamblen County

Call Statistics

- Processed 141,480 telephone calls; approx. 11,790 per month
- Dispatched 73,192 calls for service
- Average answer time for 9-1-1 calls: 97% < 10 seconds
  79% < 5 seconds
- Average time for call processing and dispatching was 47 seconds
- All telecommunicators cross trained as both call takers and dispatchers; handling any type of call – Police, Fire, or EMS

Systems / Applications

- Global Software / Cisco CAD v.2015.4.49
- Airbus Sentinel Patriot VoIP Telephone Controller v.3.3.0 Build177
- Avtec Scout IP Radio System v.4.7.15.5
- DSS Corp. / Equature Voice Logger/Recorder v.1.73.1.0

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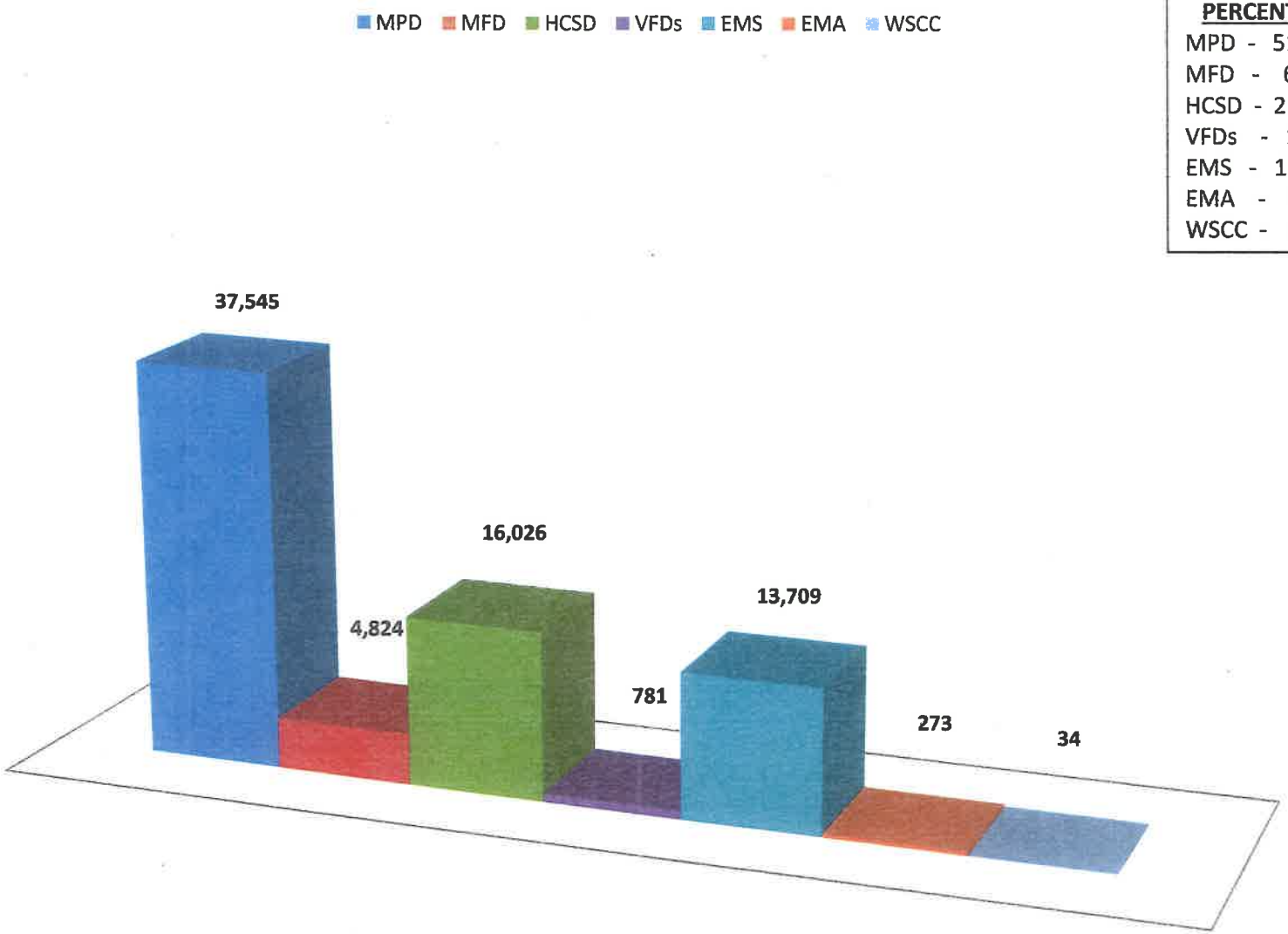
2019 Calls For Service

73,192



PERCENTAGE

MPD	51.30%
MFD	6.59%
HCSD	21.90%
VFDs	1.07%
EMS	18.73%
EMA	0.37%
WSCC	0.05%

NOTICE: Law Enforcement Calls for Service include officer initiated activities (*i.e. – traffic stops, investigations of suspicious individuals, etc.*).

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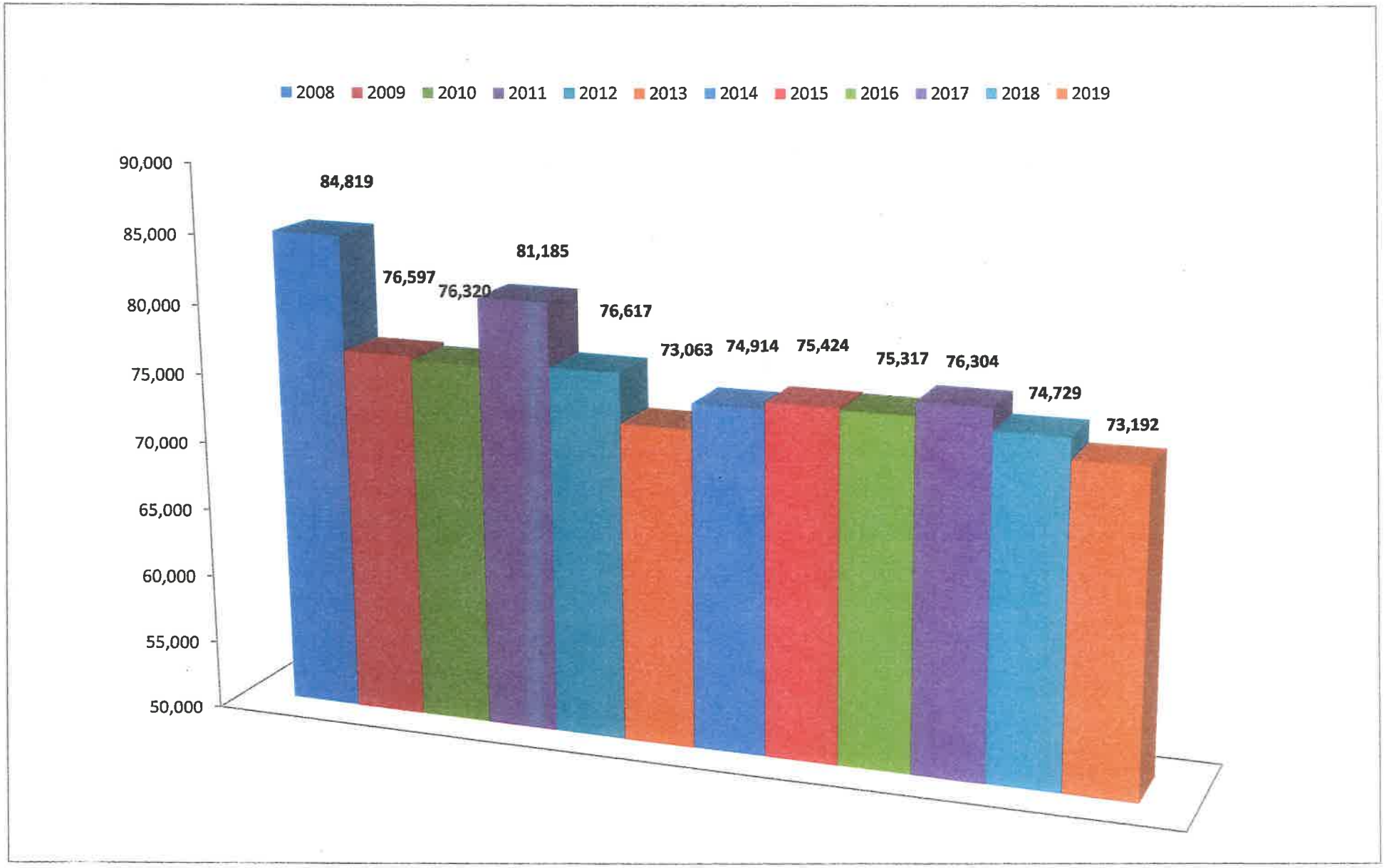
Total Calls For Service by Year

Hamblen County ECD



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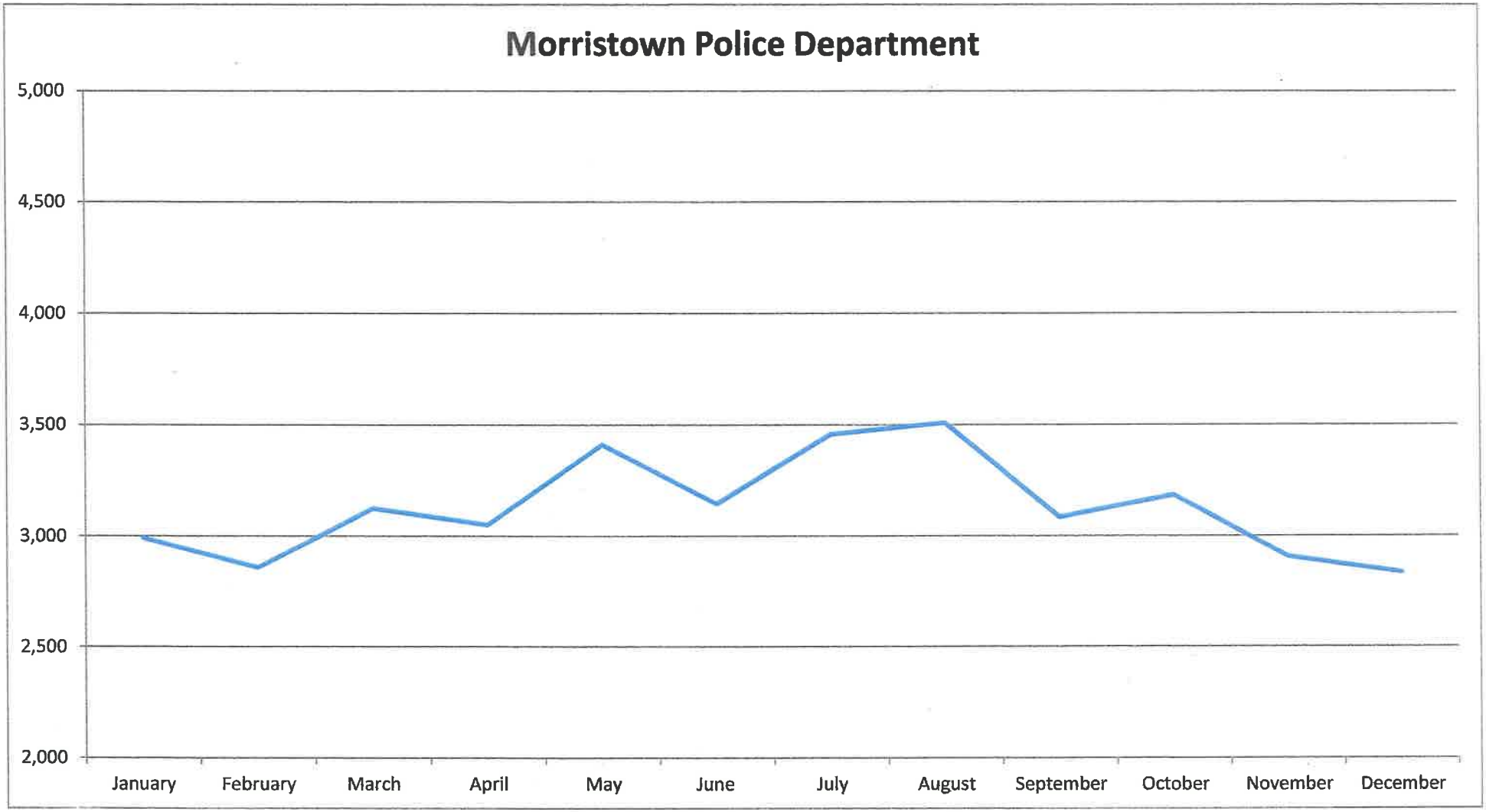
Calls For Service by Month

2019



January	2,991
February	2,856
March	3,122
April	3,050
May	3,409
June	3,144

July	3,457
August	3,509
September	3,084
October	3,184
November	2,906
December	2,833

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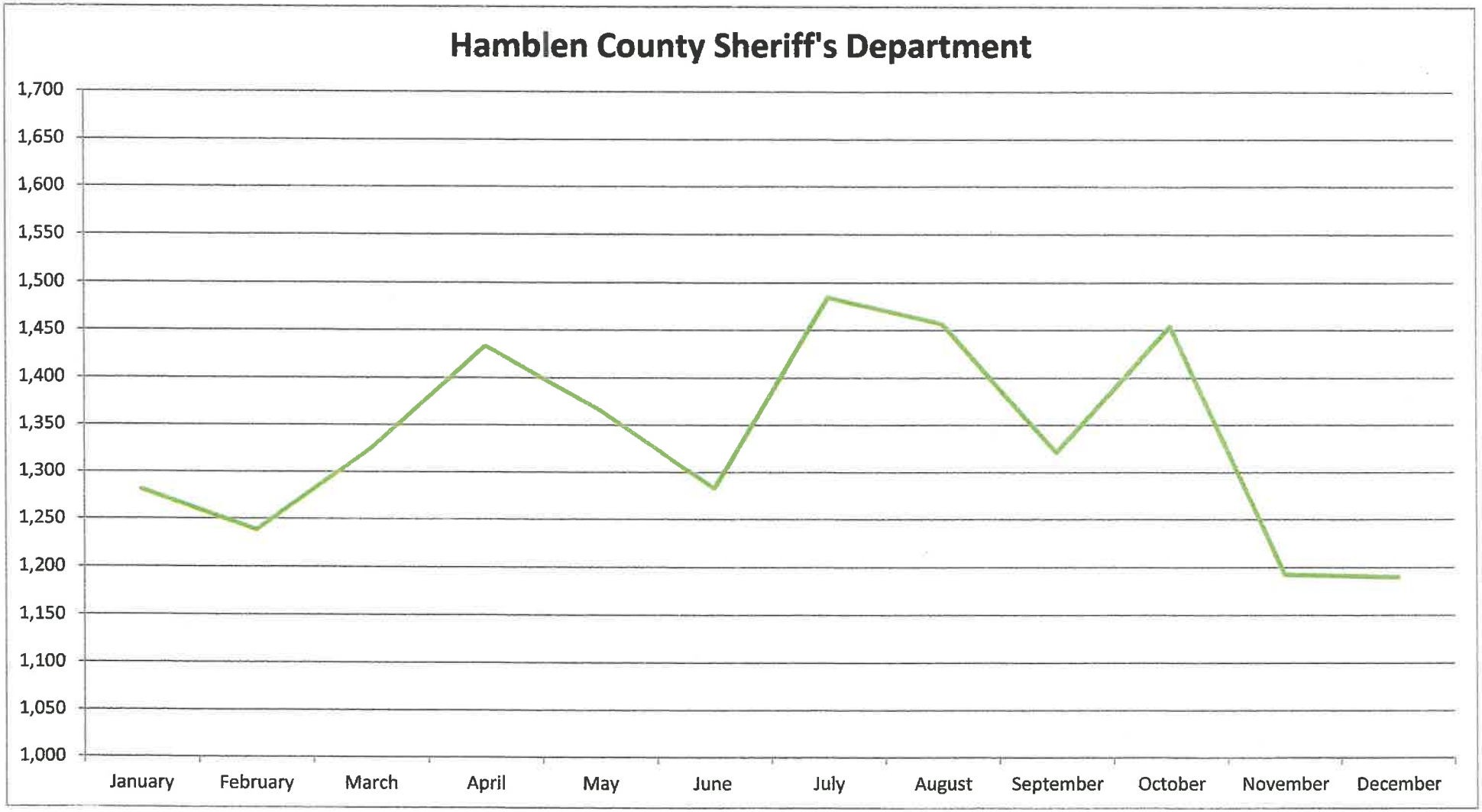
Calls For Service by Month

2019



January	1,281
February	1,238
March	1,325
April	1,433
May	1,366
June	1,283

July	1,485
August	1,457
September	1,321
October	1,454
November	1,193
December	1,190

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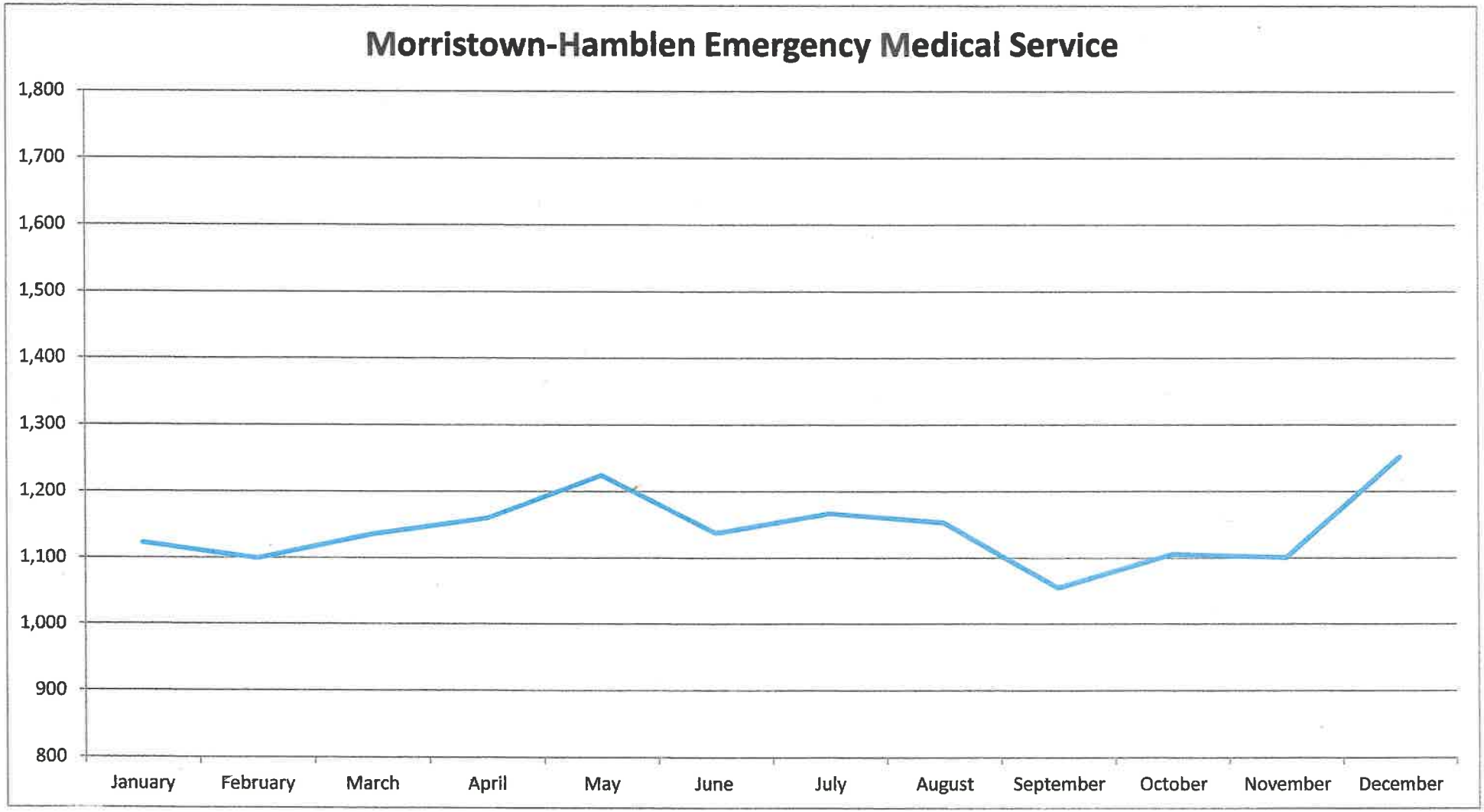
Calls For Service by Month

2019



January	1,122
February	1,099
March	1,135
April	1,159
May	1,224
June	1,137

July	1,167
August	1,153
September	1,055
October	1,106
November	1,101
December	1,251

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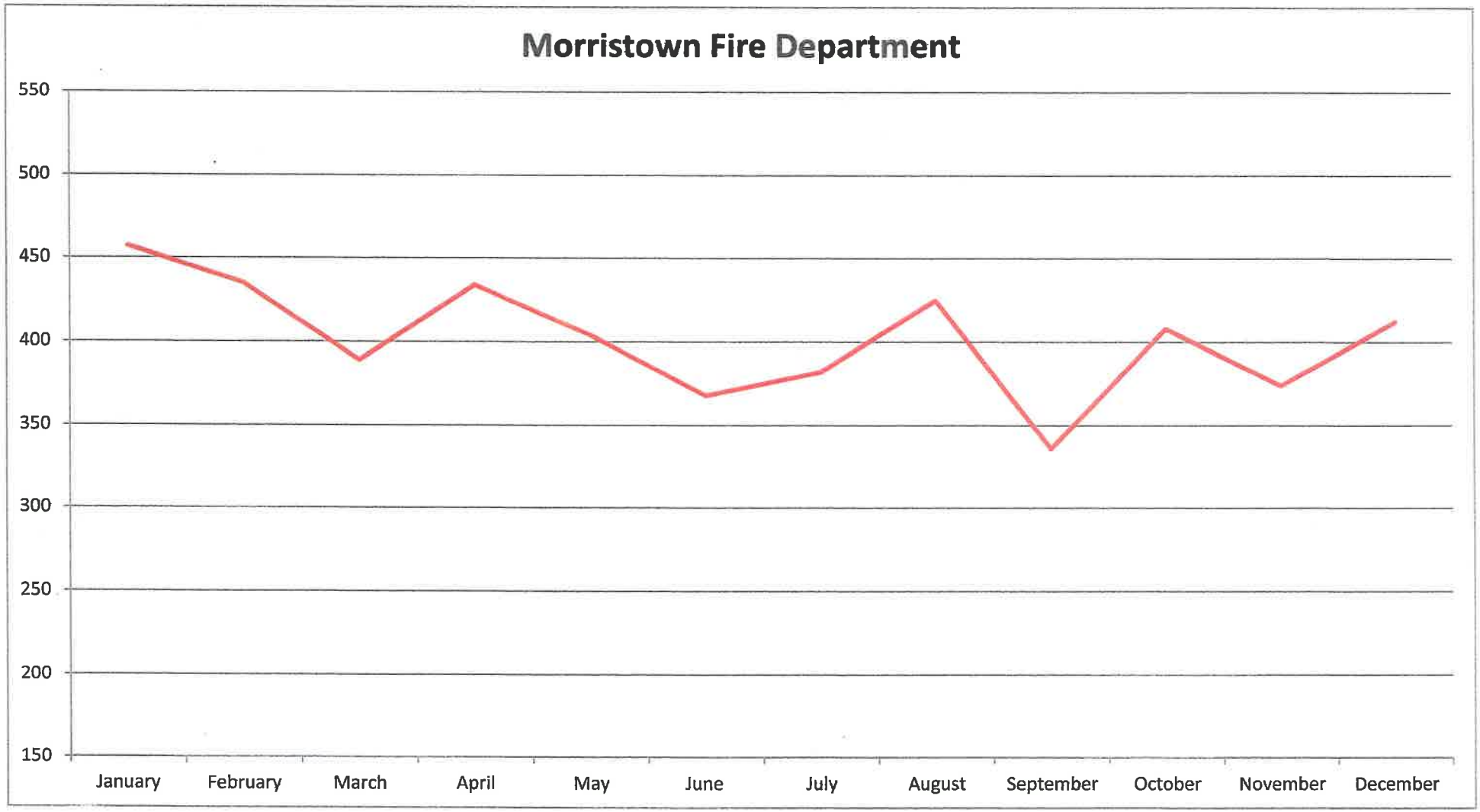
Calls For Service by Month

2019



January	457
February	435
March	389
April	434
May	404
June	368

July	382
August	425
September	336
October	408
November	374
December	412

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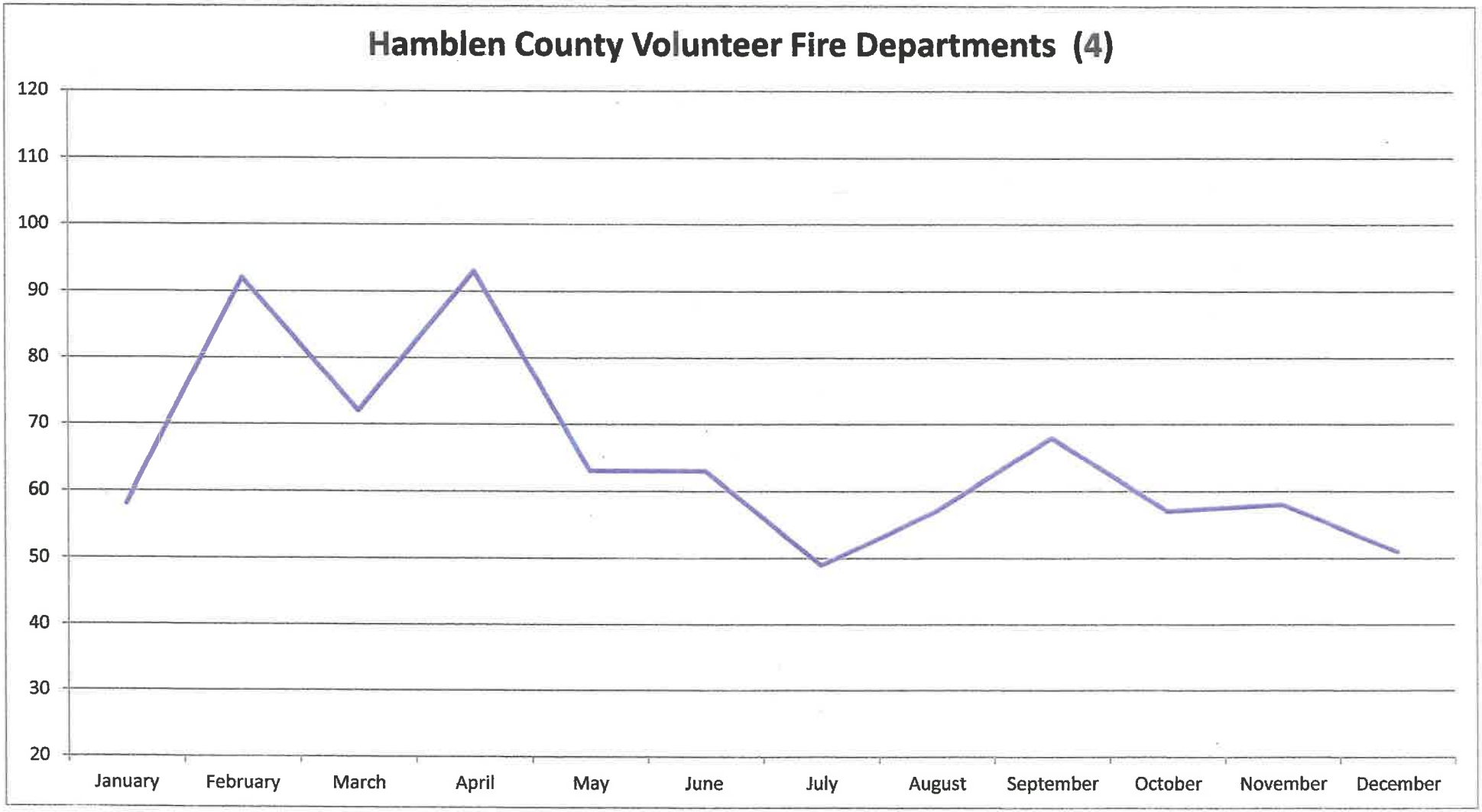
Calls For Service by Month

2019



January	58
February	92
March	72
April	93
May	63
June	63

July	49
August	57
September	68
October	57
November	58
December	51

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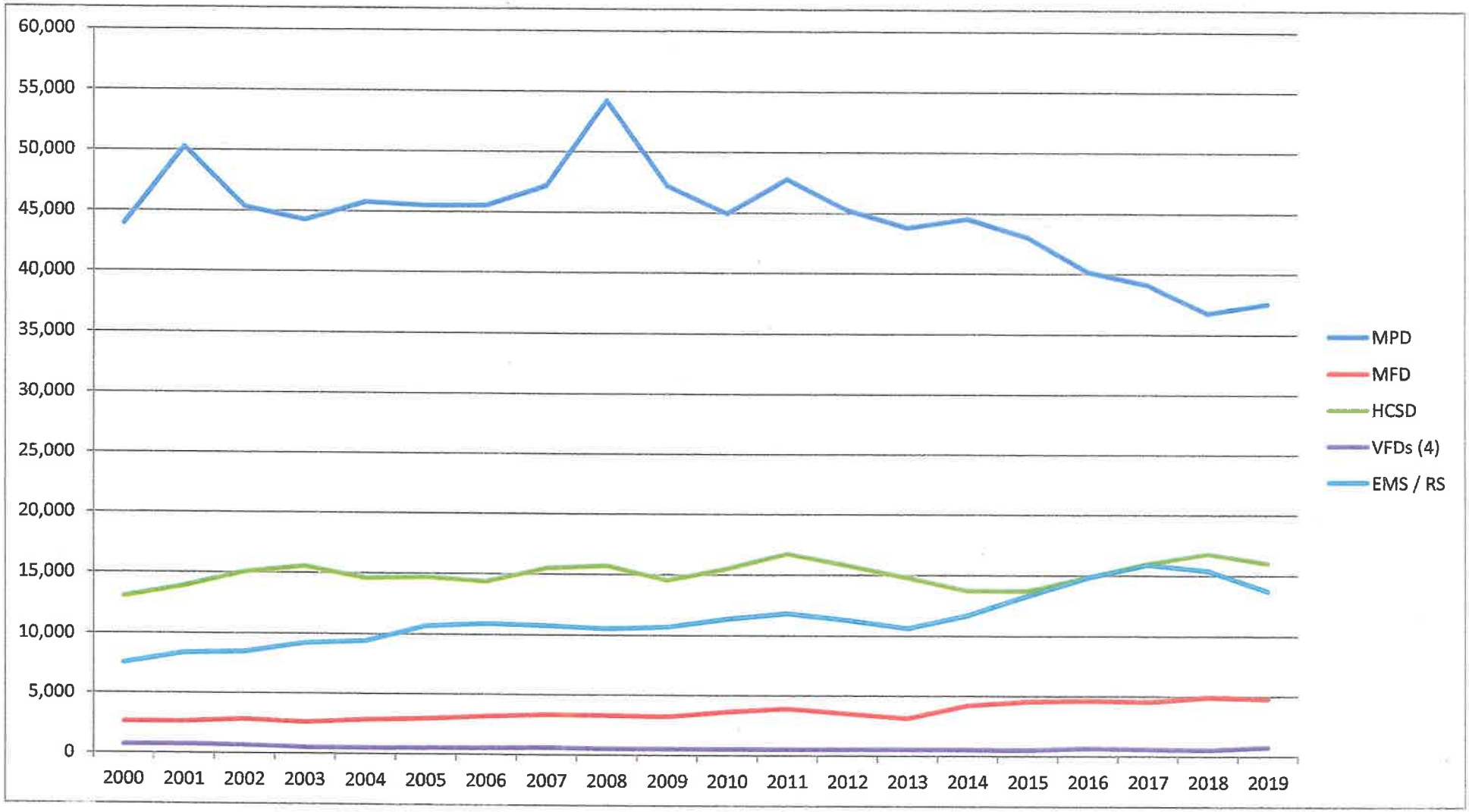
Calls For Service by Agency

2000-2019



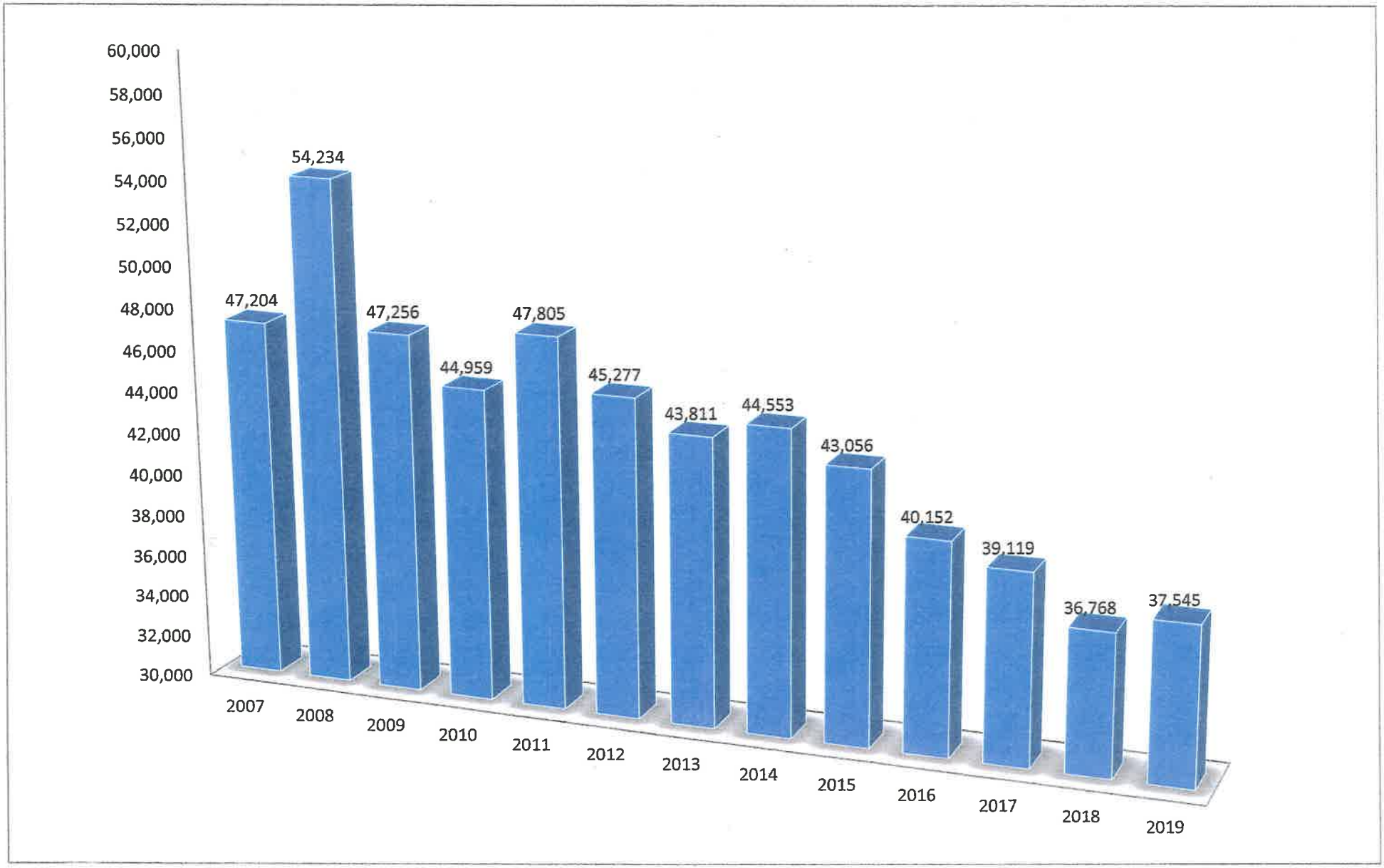
	MPD	MFD	HCSD	VFDs	EMS
2000	43,915	2,618	13,037	714	7,537
2001	50,270	2,648	13,904	738	8,352
2002	45,345	2,857	15,057	657	8,461
2003	44,263	2,636	15,556	516	9,192
2004	45,781	2,862	14,604	505	9,391
2005	45,523	2,985	14,724	542	10,675
2006	45,565	3,211	14,377	562	10,900
2007	47,204	3,376	15,498	621	10,757
2008	54,234	3,338	15,737	546	10,548
2009	47,256	3,247	14,557	529	10,700

	MPD	MFD	HCSD	VFDs	EMS
2010	44,959	3,676	15,528	563	11,384
2011	47,805	3,951	16,772	534	11,842
2012	45,277	3,543	15,804	554	11,301
2013	43,811	3,170	14,822	553	10,640
2014	44,553	4,259	13,763	549	11,708
2015	43,056	4,595	13,760	537	13,329
2016	40,152	4,674	14,835	692	14,843
2017	39,119	4,569	15,982	611	15,909
2018	36,768	4,959	16,804	561	15,410
2019	37,545	4,824	16,026	781	13,709

Return to Committee Cover

Morristown Police Department Calls For Service

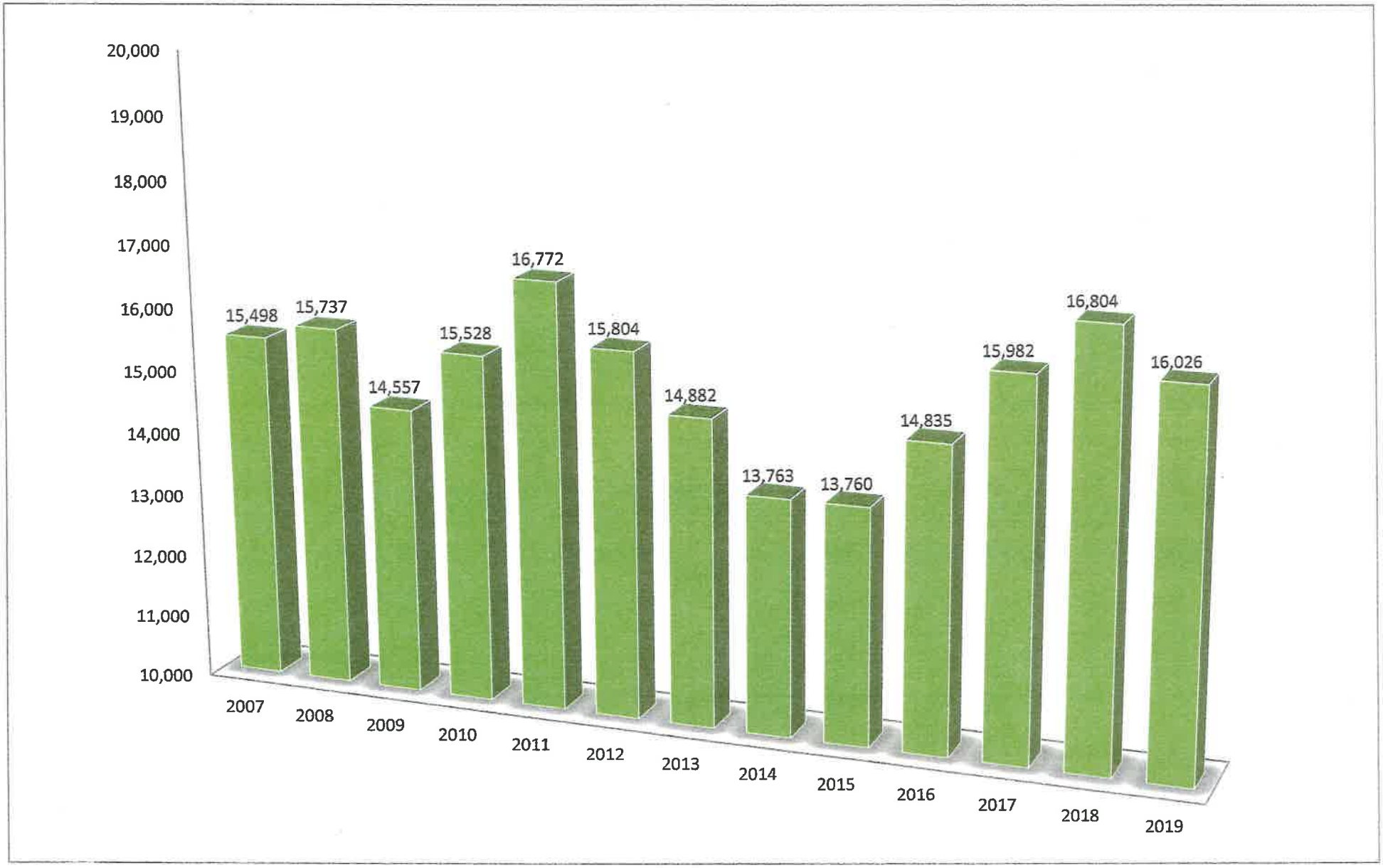
1 January 2007 – 31 December 2019



Return to Committee Cover

Hamblen Co. Sheriff's Department Calls For Service

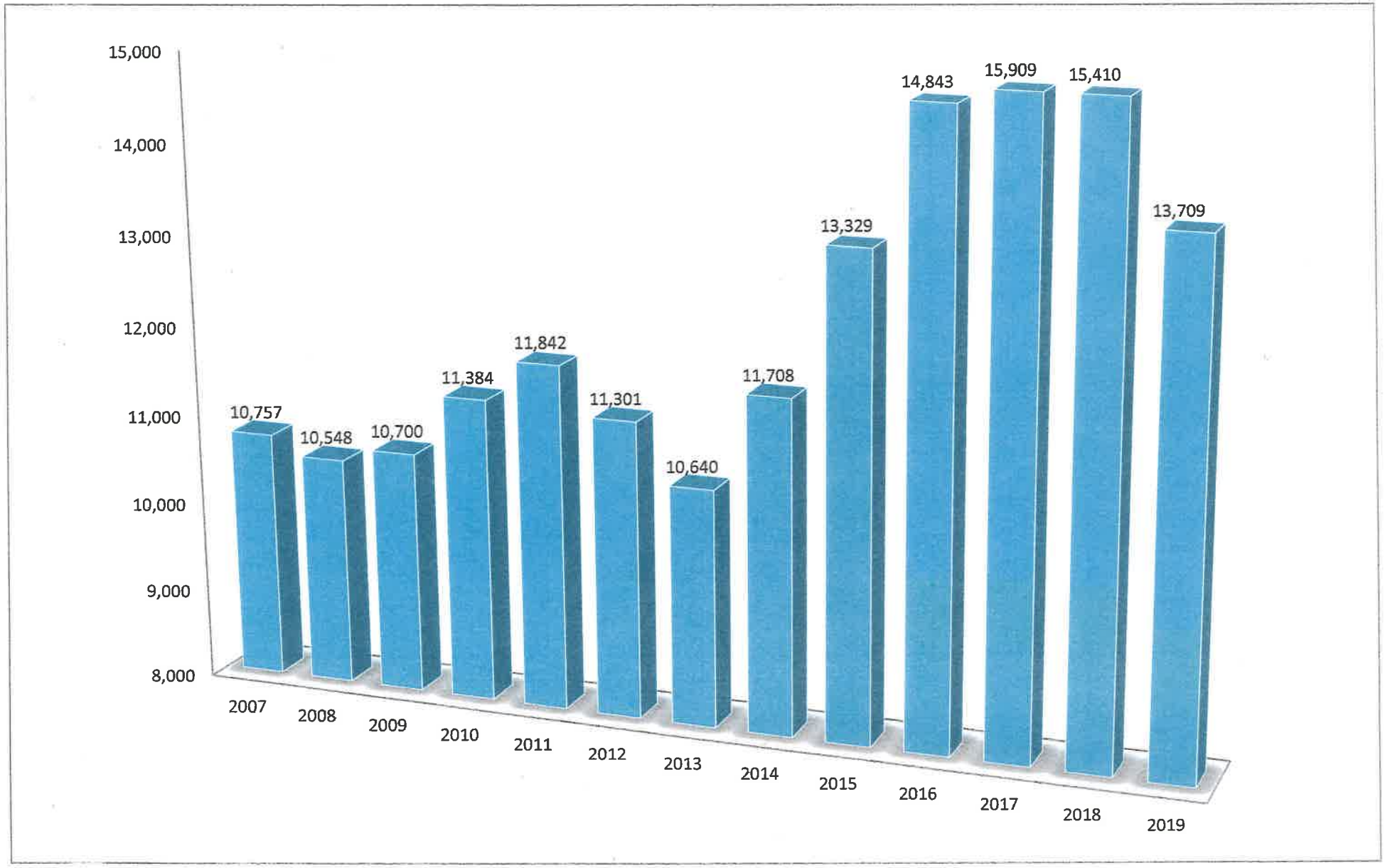
1 January 2007 – 31 December 2019



Return to Committee Cover

Morristown-Hamblen EMS Calls For Service

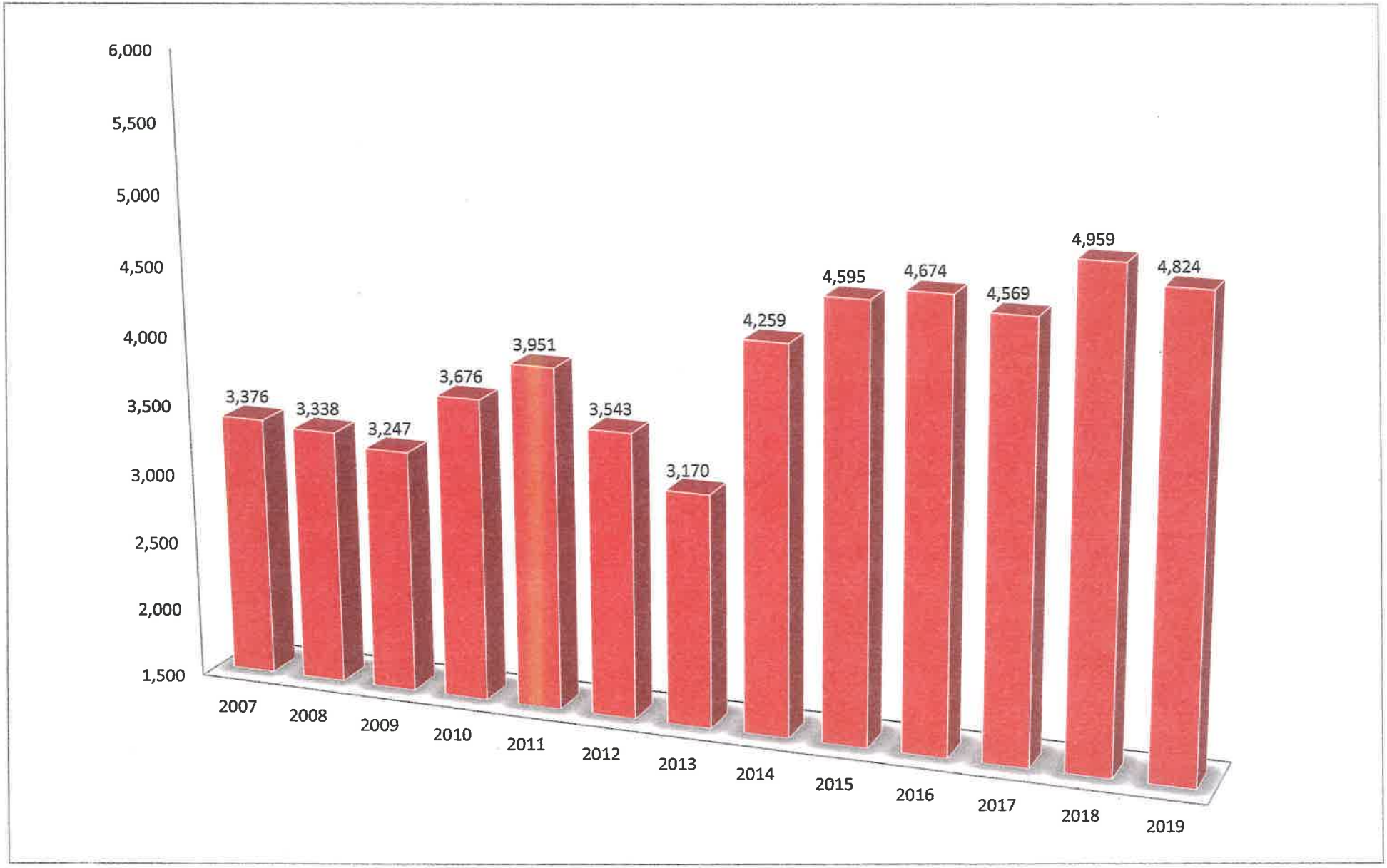
1 January 2007 – 31 December 2019



Return to Committee Cover

Morristown Fire Department Calls For Service

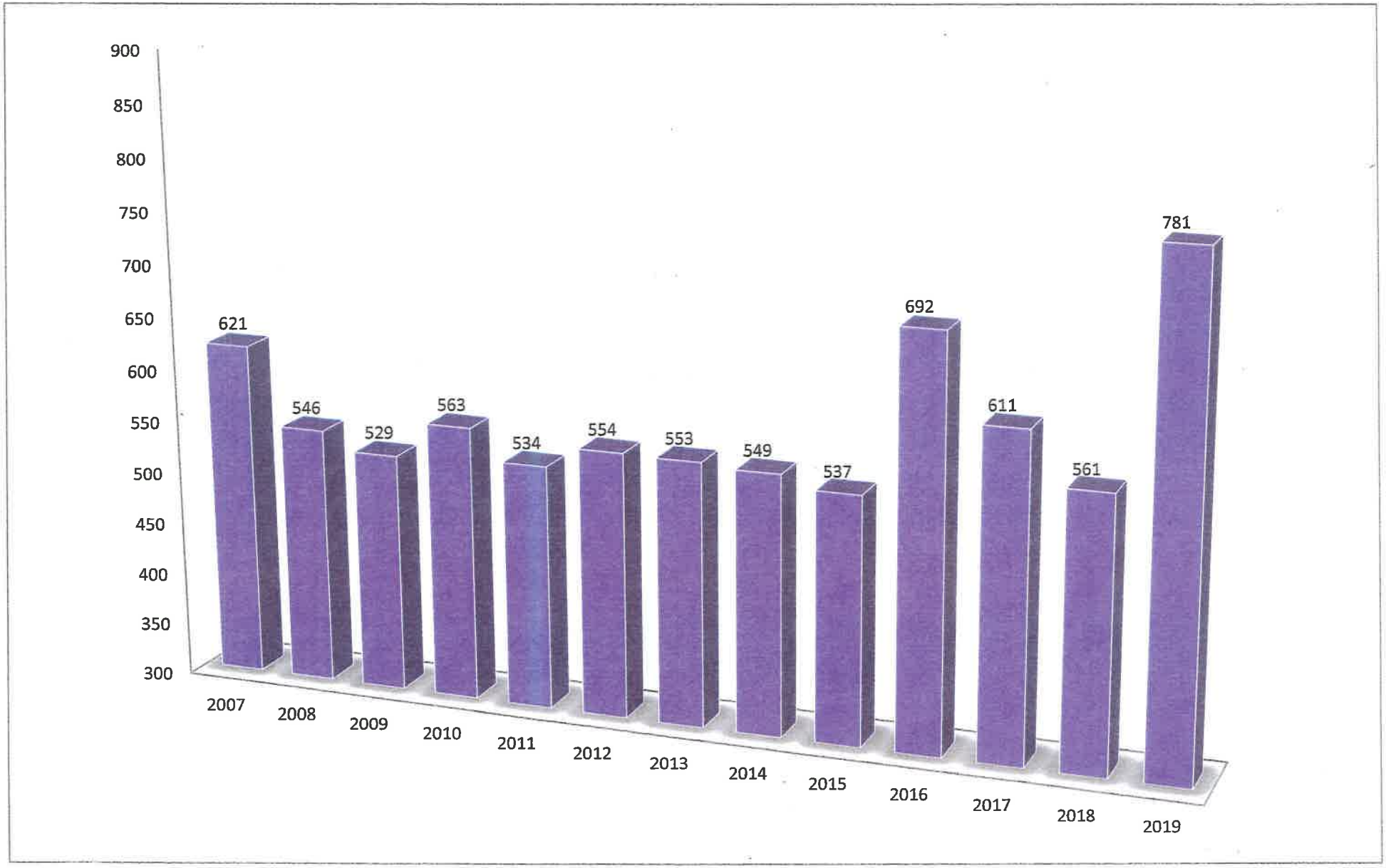
1 January 2007 – 31 December 2019



Return to Committee Cover

Hamblen Co. Vol. Fire Departments (4) Calls For Service

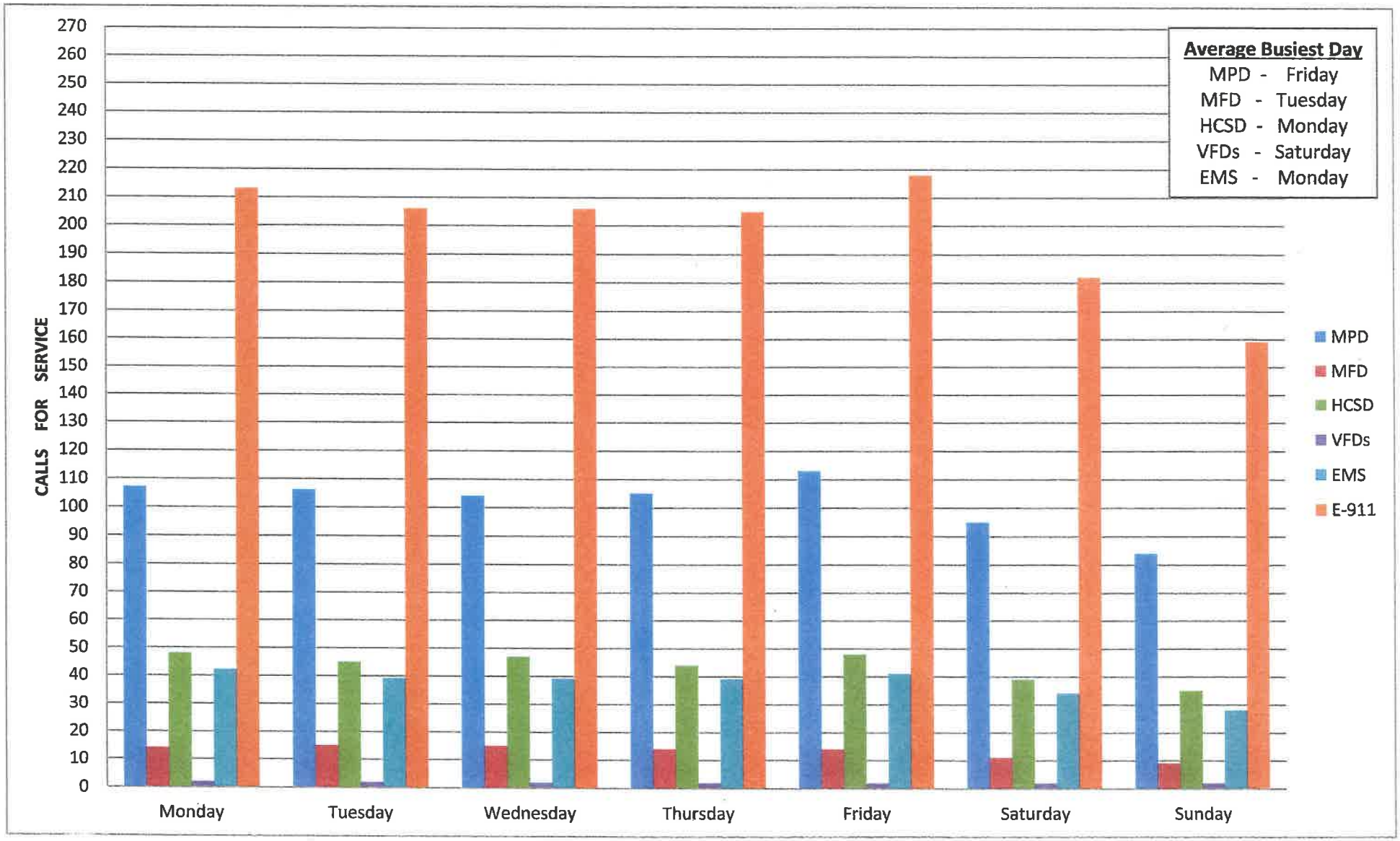
1 January 2007 – 31 December 2019



Return to Committee Cover

Highest Volume of CFS by Day of Week

2019



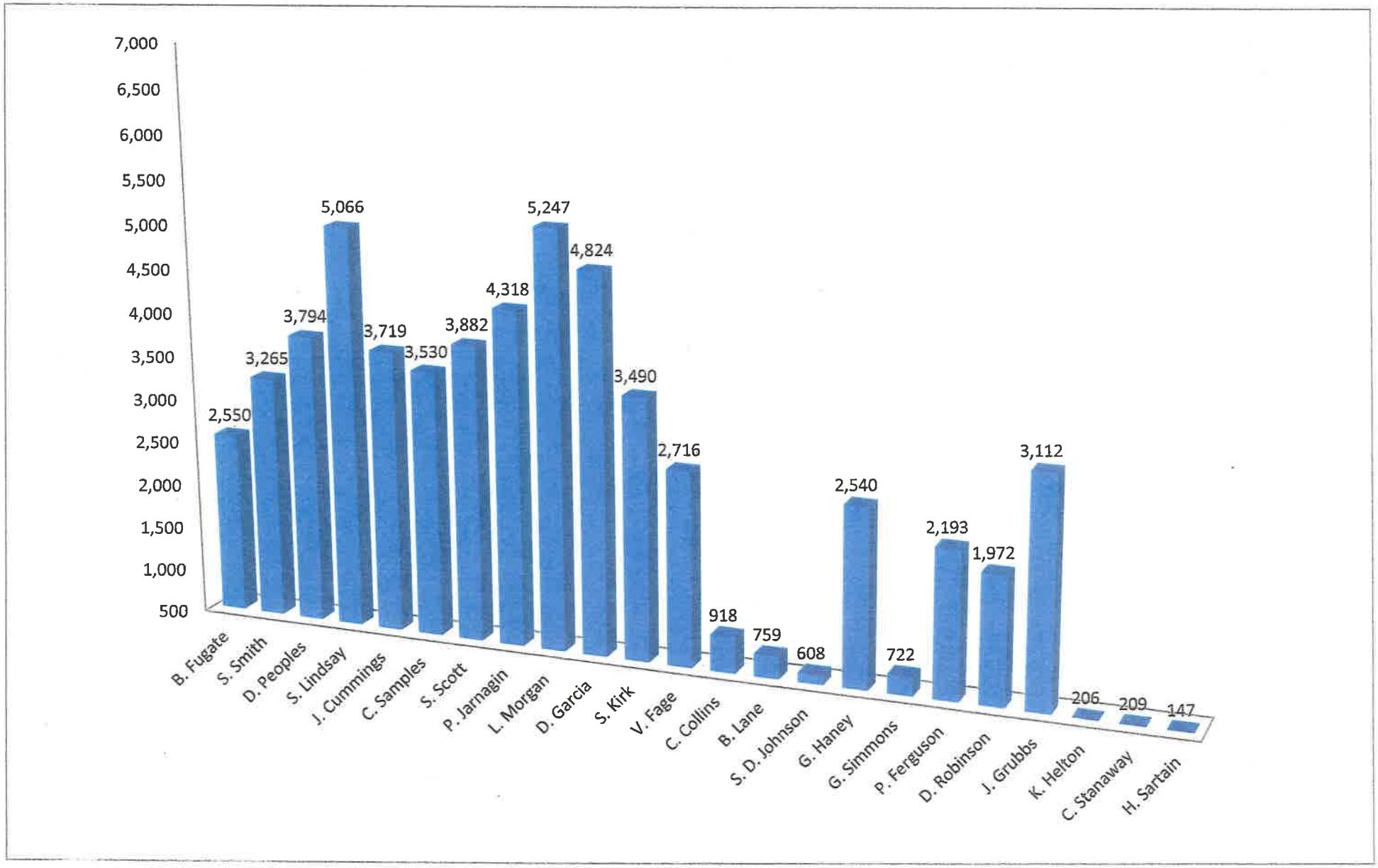
Return to Committee Cover

Highest Volume of CFS by Hour of Day

2019

Return to Committee Cover

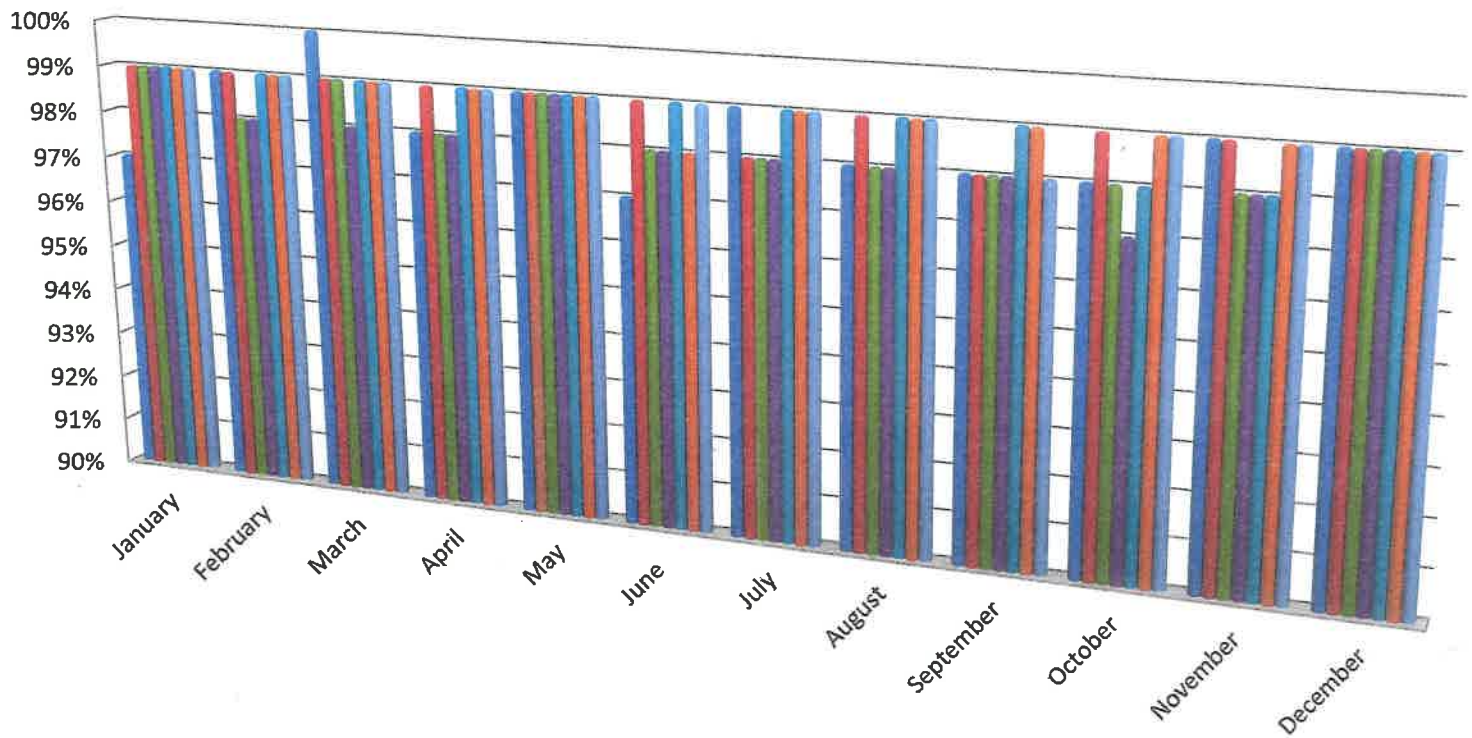
2019 CAD Entries by Telecommunicator



Return to Committee Cover

NFPA 1221

7.4.1 - "Ninety-five percent of alarms received on emergency lines shall be answered within 15 seconds, and 99 percent of alarms shall be answered within 40 seconds."



	January	February	March	April	May	June	July	August	September	October	November	December
2013	97	99	100	98	99	97	99	98	98	98	99	99
2014	99	99	99	99	99	99	98	99	98	99	99	99
2015	99	98	99	98	99	98	98	98	98	98	98	99
2016	99	98	98	98	99	98	98	98	98	97	98	99
2017	99	99	99	99	99	99	99	99	99	98	98	99
2018	99	99	99	99	99	98	99	99	99	99	99	99
2019	99	99	99	99	99	99	99	99	98	99	99	99

Return to Committee Cover

NFPA 1221

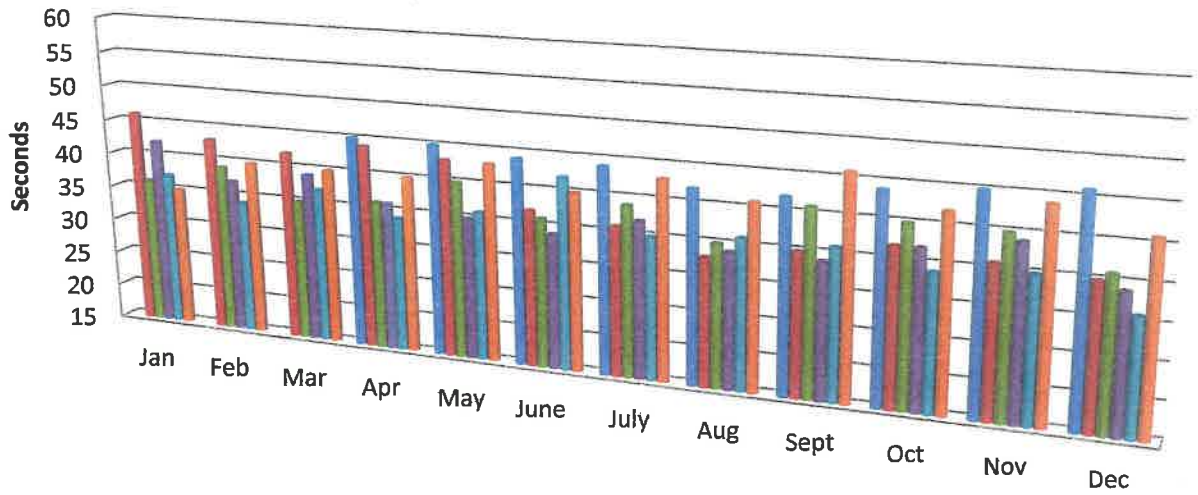
7.4.2 - "With the exception of the call types identified in 7.4.2.2, 90 percent of emergency alarm processing shall be completed within 64 seconds, and 95 percent of alarm processing shall be completed within 106 seconds."

7.4.2.2 - "Emergency alarm processing for the following call types shall be completed within 90 seconds 90 percent of the time and within 120 seconds 99 percent of the time."

[See Standard (7.4.2.2 (1) through (8) for specific call types.]

CAD DATA

Received to Action < 60 Seconds

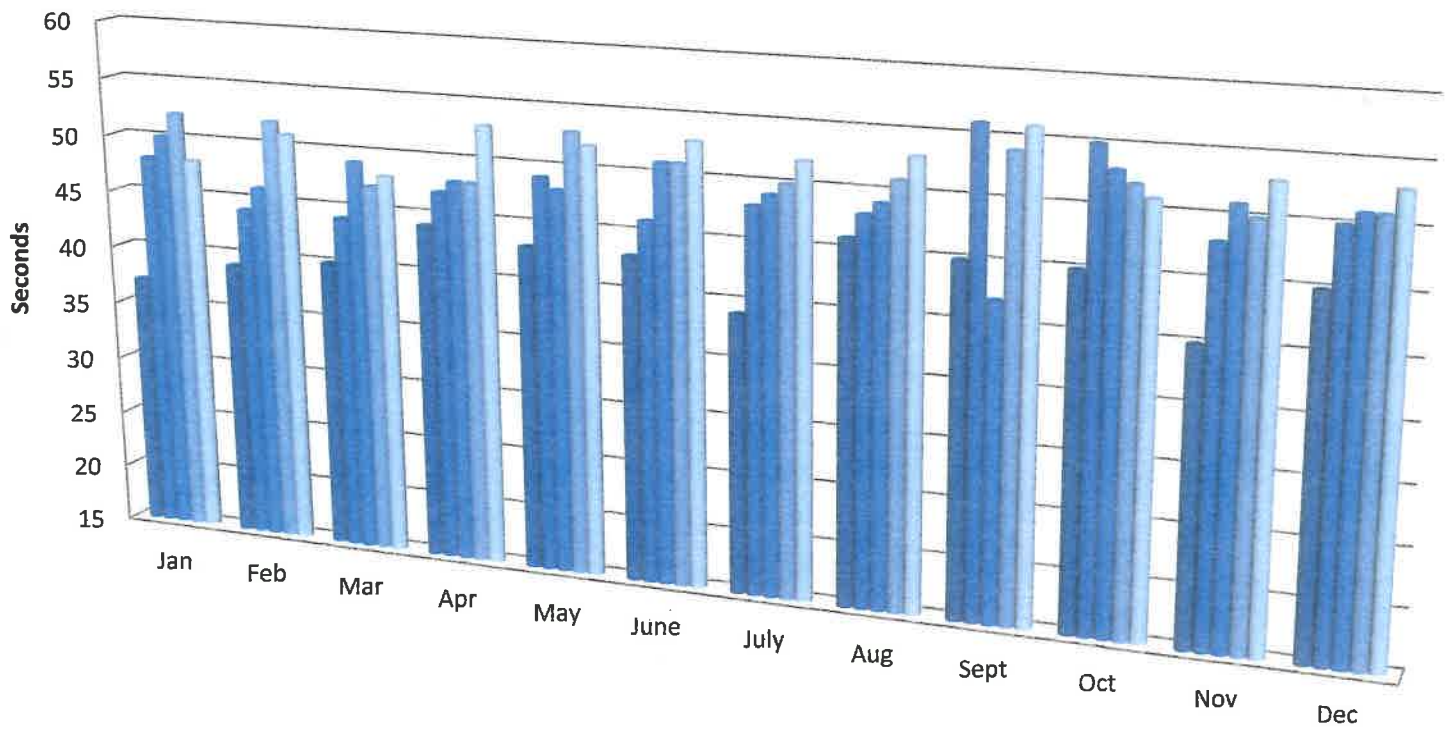


	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2014				45	45	44	44	42	42	44	45	46
2015	46	43	42	44	43	37	36	33	35	37	36	35
2016	36	39	35	36	40	36	39	35	41	40	40	36
2017	42	37	39	36	35	34	37	34	34	37	39	34
2018	37	34	37	34	36	42	35	36	36	34	35	31
2019	35	40	40	40	43	40	43	41	46	42	44	41

Return to Committee Cover

Monthly CAD Entry Times by Discipline

Morristown Police Department

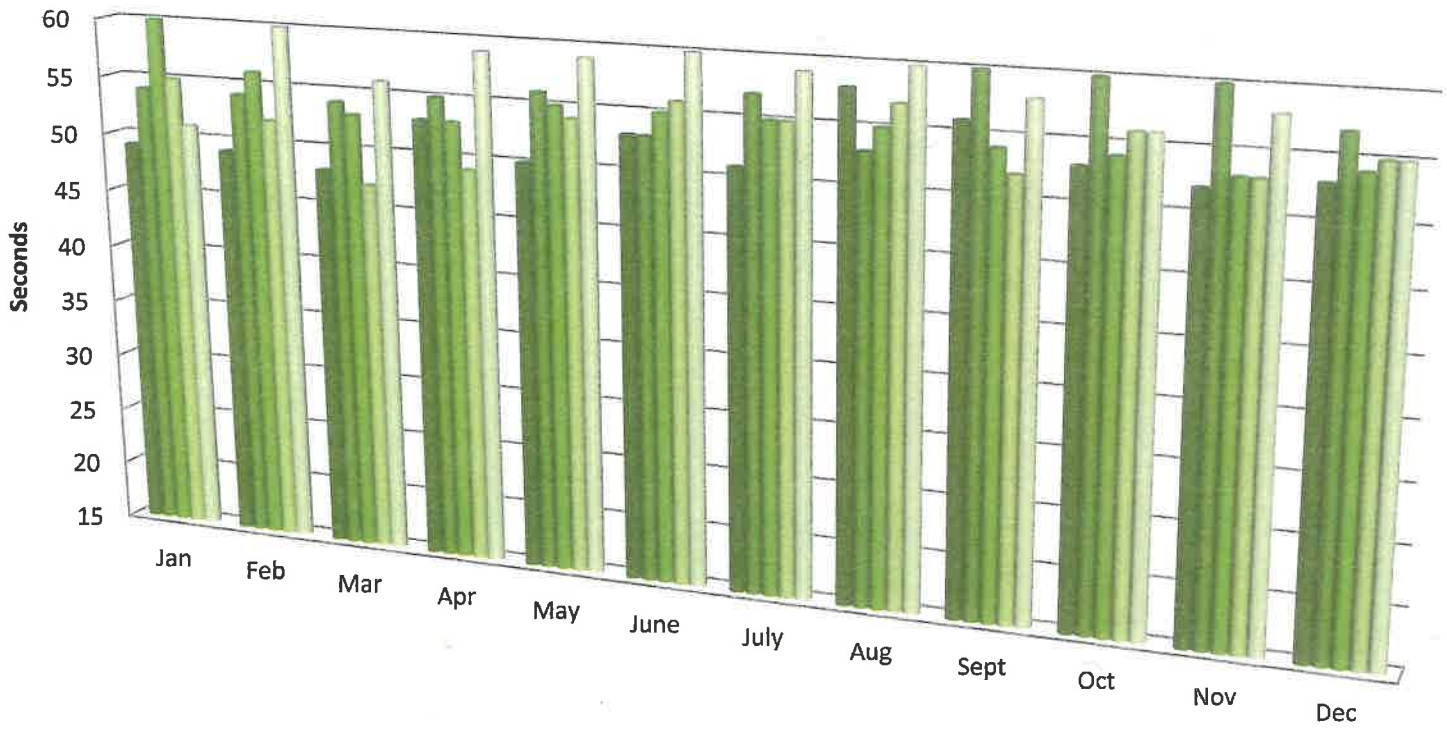


	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2015	37	39	40	44	43	43	39	46	45	45	40	45
2016	48	44	44	47	49	46	48	48	56	55	48	50
2017	50	46	49	48	48	51	49	49	42	53	51	51
2018	52	52	47	48	53	51	50	51	54	52	50	51
2019	48	51	48	53	52	53	52	53	56	51	53	53

Return to Committee Cover

Monthly CAD Entry Times by Discipline

Hamblen County Sheriff's Department

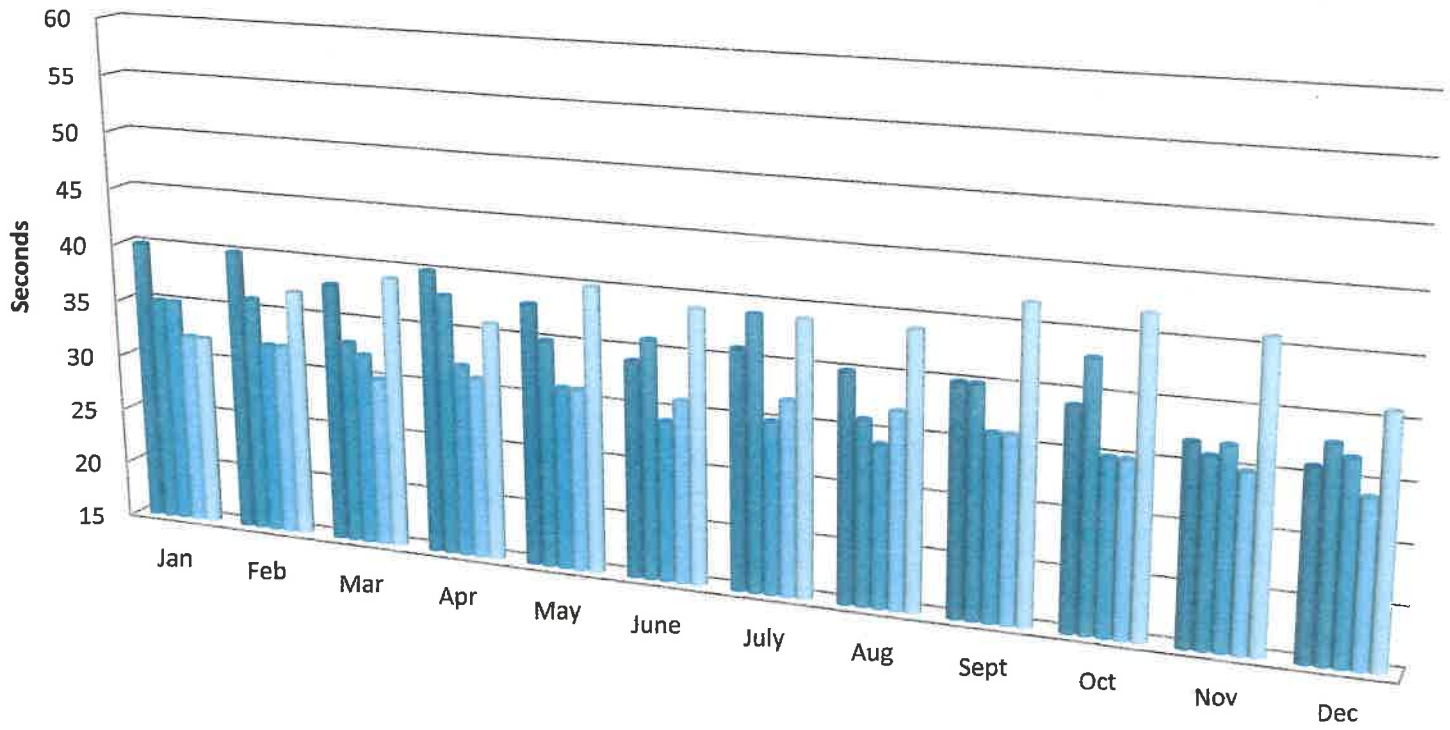


	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2015	49	49	48	53	50	53	51	58	56	53	52	53
2016	54	54	54	55	56	53	57	53	60	65	60	57
2017	60	56	53	53	55	55	55	55	54	54	53	54
2018	55	52	47	49	54	56	55	57	52	56	53	55
2019	51	60	56	59	59	60	59	60	58	56	58	55

Return to Committee Cover

Monthly CAD Entry Times by Discipline

Morristown-Hamblen Emergency Medical Service

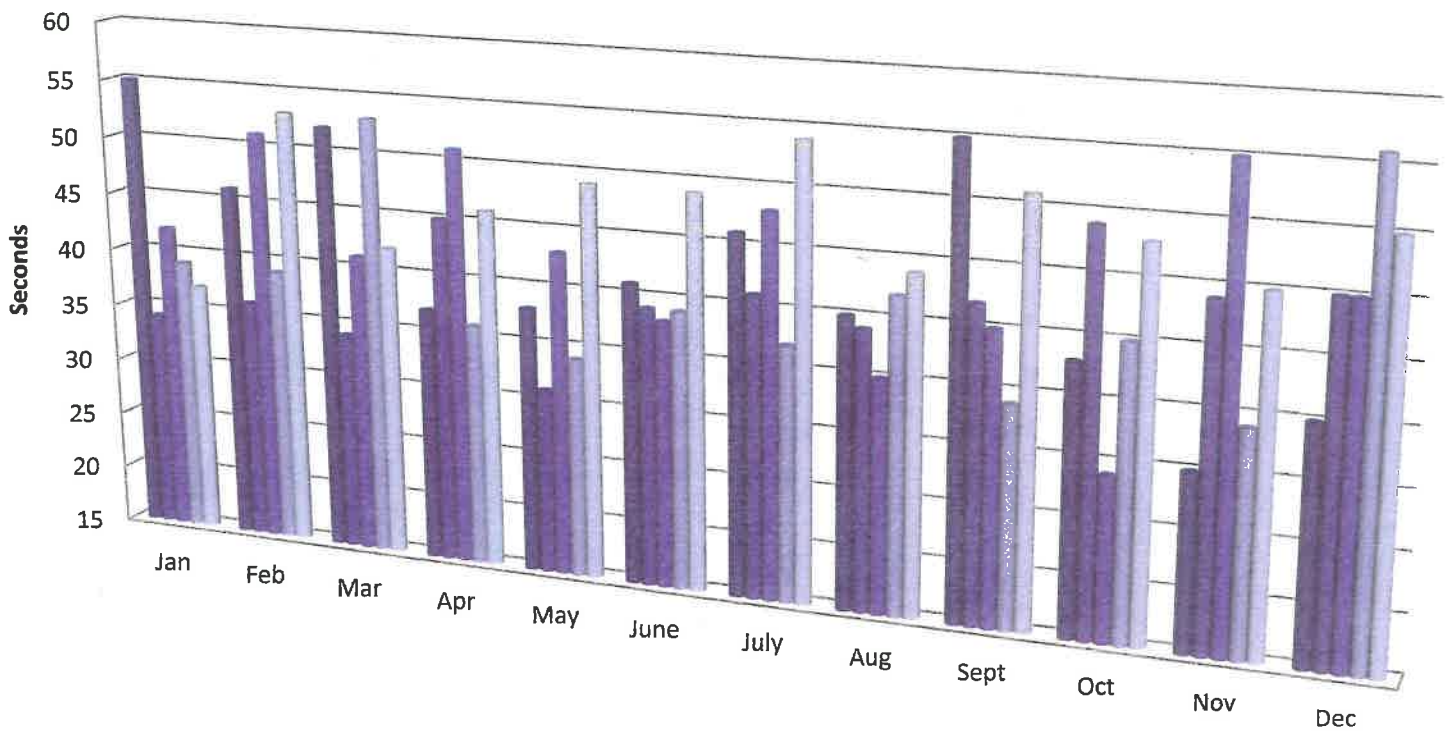


	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2015	40	40	38	40	38	34	36	35	35	34	32	31
2016	35	36	33	38	35	36	39	31	35	38	31	33
2017	35	32	32	32	31	29	30	29	31	30	32	32
2018	32	32	30	31	31	31	32	32	31	30	30	29
2019	32	37	39	36	40	39	39	39	42	42	41	36

Return to Committee Cover

Monthly CAD Entry Times by Discipline

Hamblen County Volunteer Fire Departments (4)



	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
2015	55	46	52	37	38	41	46	40	55	38	30	35
2016	34	36	34	45	31	39	41	39	42	49	44	45
2017	42	51	41	51	43	38	48	35	40	29	55	45
2018	39	39	53	36	34	39	37	42	34	40	34	56
2019	37	53	42	46	49	49	54	44	51	48	45	50

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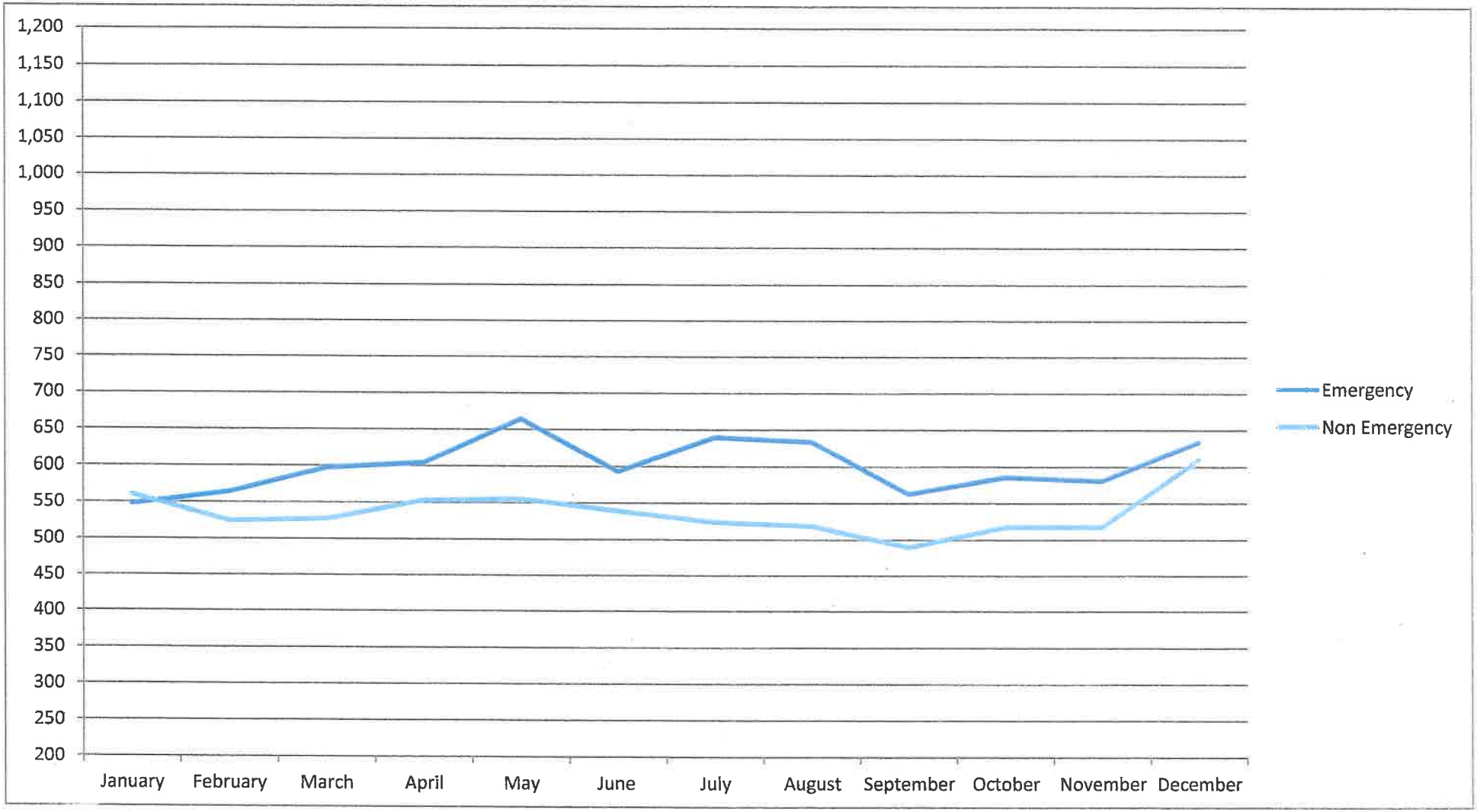
2019 CFS Breakdown by Priority

Morristown-Hamblen EMS



	Priority 1	Priority 2	Priority 3	Priority 4
January	407	140	492	68
February	425	139	436	88
March	429	168	452	75
April	441	163	490	63
May	487	177	512	43
June	401	192	454	85

	Priority 1	Priority 2	Priority 3	Priority 4
July	436	204	450	74
August	462	172	440	79
September	394	169	420	70
October	431	155	439	79
November	409	172	457	61
December	459	175	531	79

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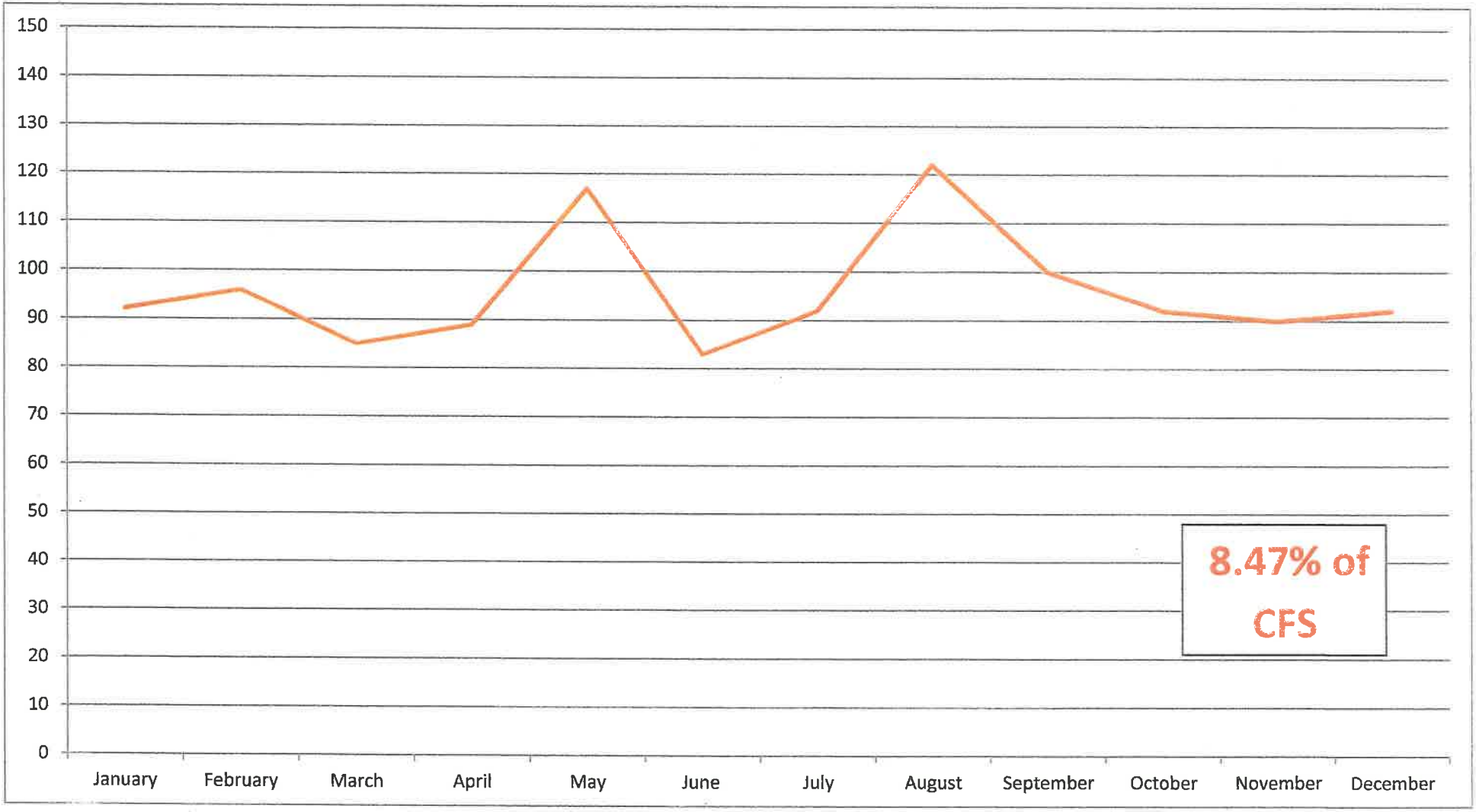
Medical Calls Coded as 'Unknown Problem'

2019



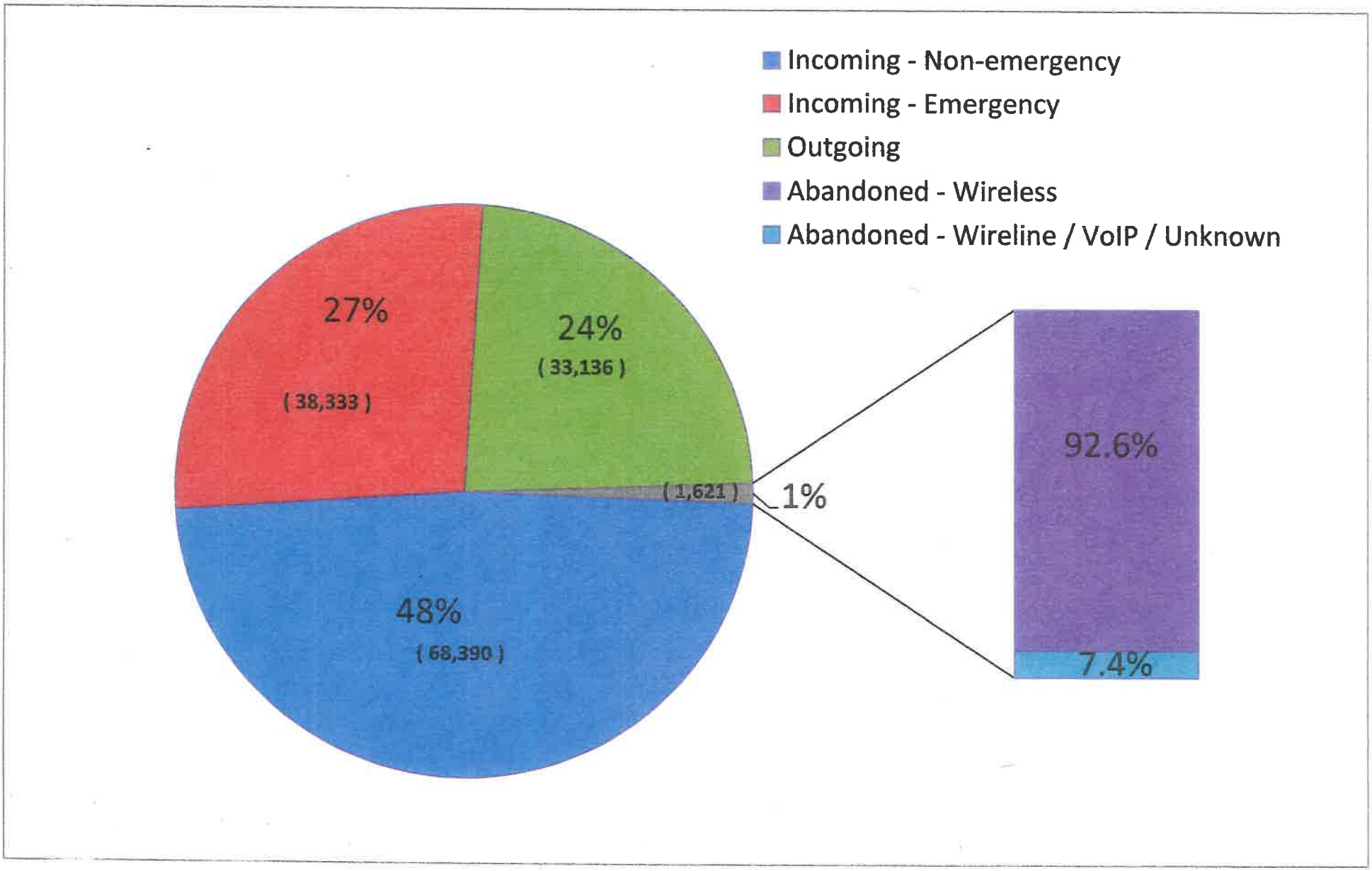
	CFS	R-98	%
January	1,122	92	8.2
February	1,099	96	8.75
March	1,135	85	7.5
April	1,159	89	7.69
May	1,224	117	10.4
June	1,137	83	7.3

	CFS	R-98	%
July	1,167	92	7.9
August	1,153	122	10.6
September	1,055	100	9.45
October	1,106	92	8.3
November	1,101	90	8.2
December	1,251	92	7.35

Return to Committee Cover

2019 Telephone Call Count

141,480



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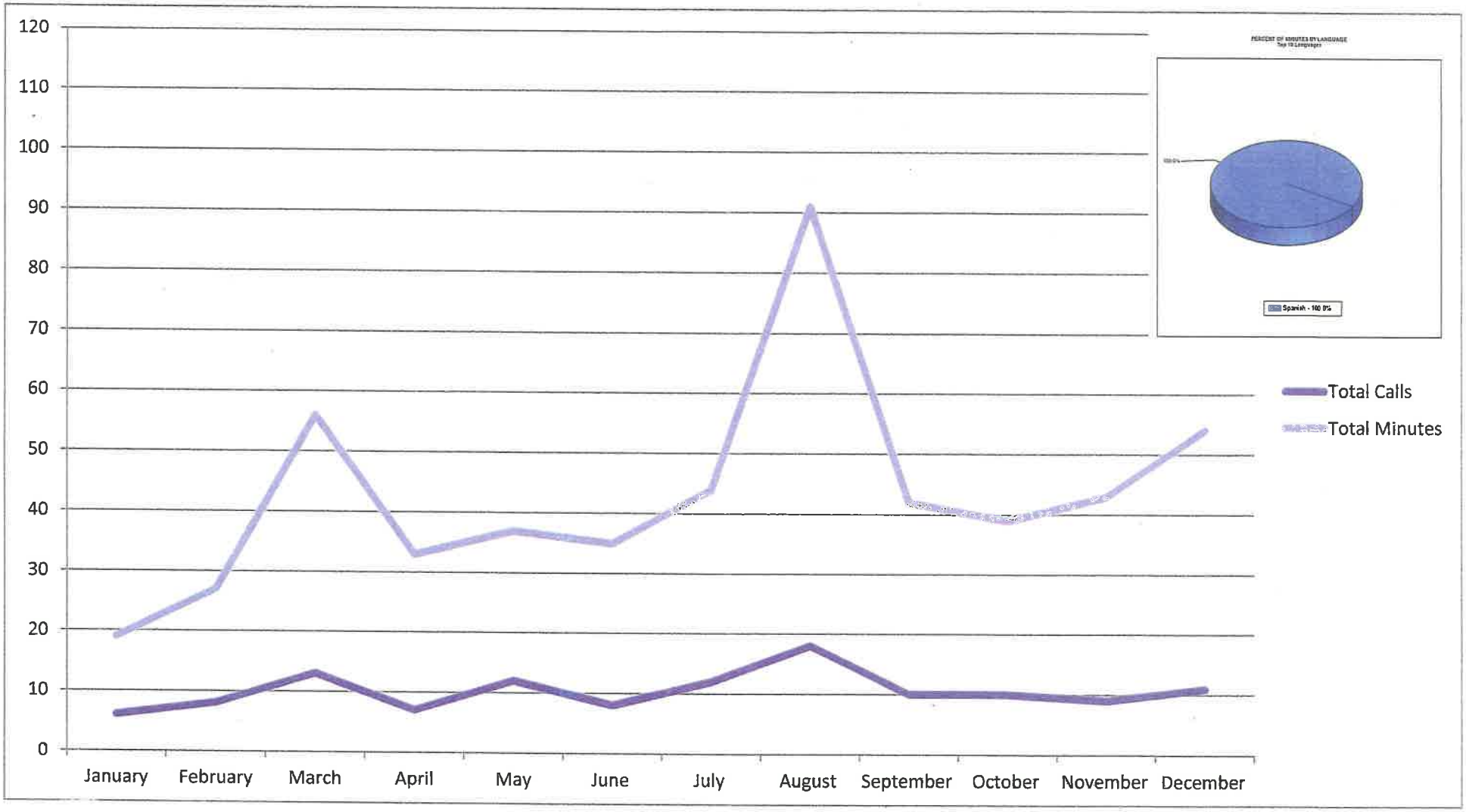
Use of Interpretation Services

2019



	Calls	Minutes
January	6	19
February	8	27
March	13	56
April	7	33
May	12	37
June	8	35

	Calls	Minutes
July	12	44
August	18	91
September	10	42
October	10	39
November	9	43
December	11	54

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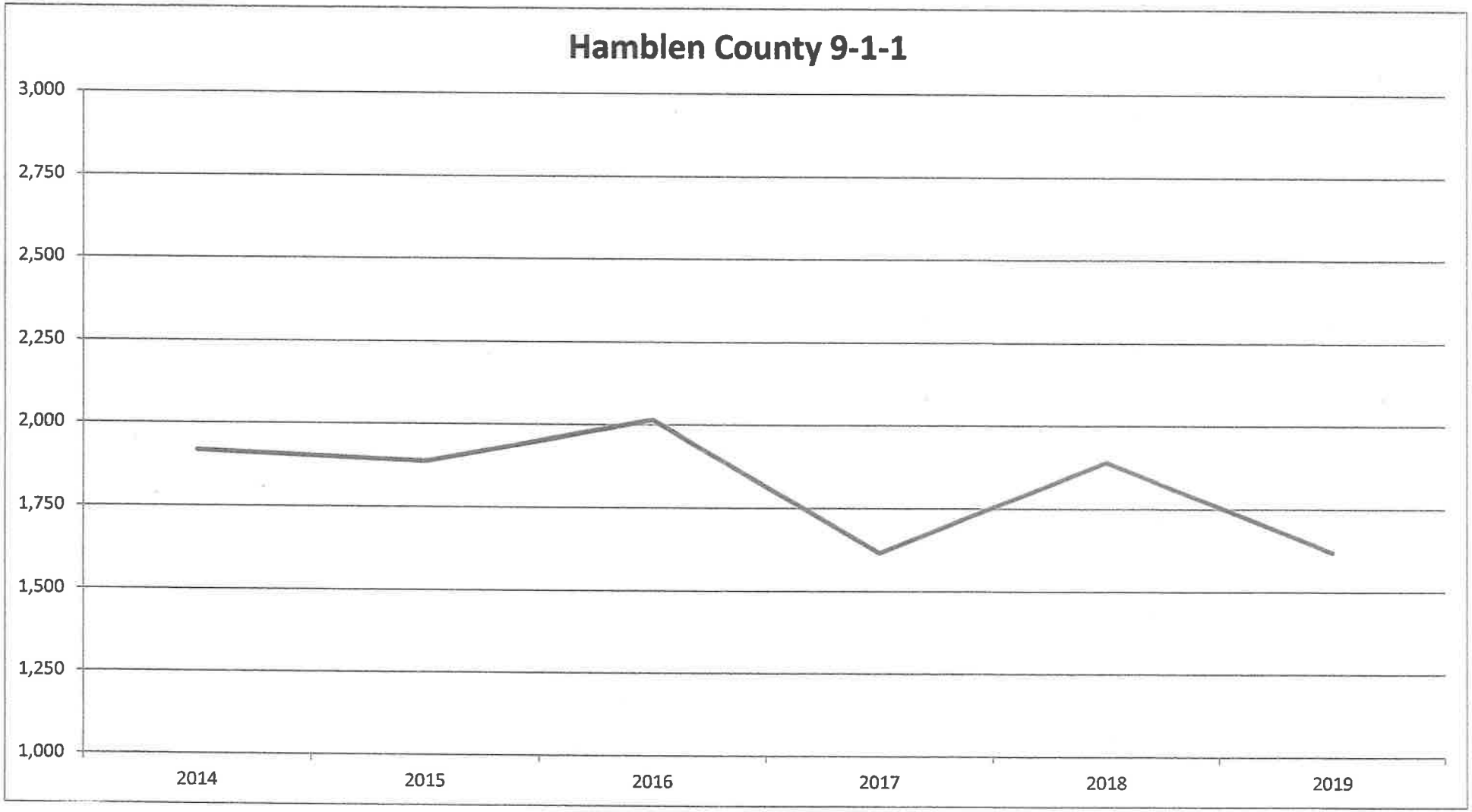
Abandoned Calls by Year

2014 – 2019

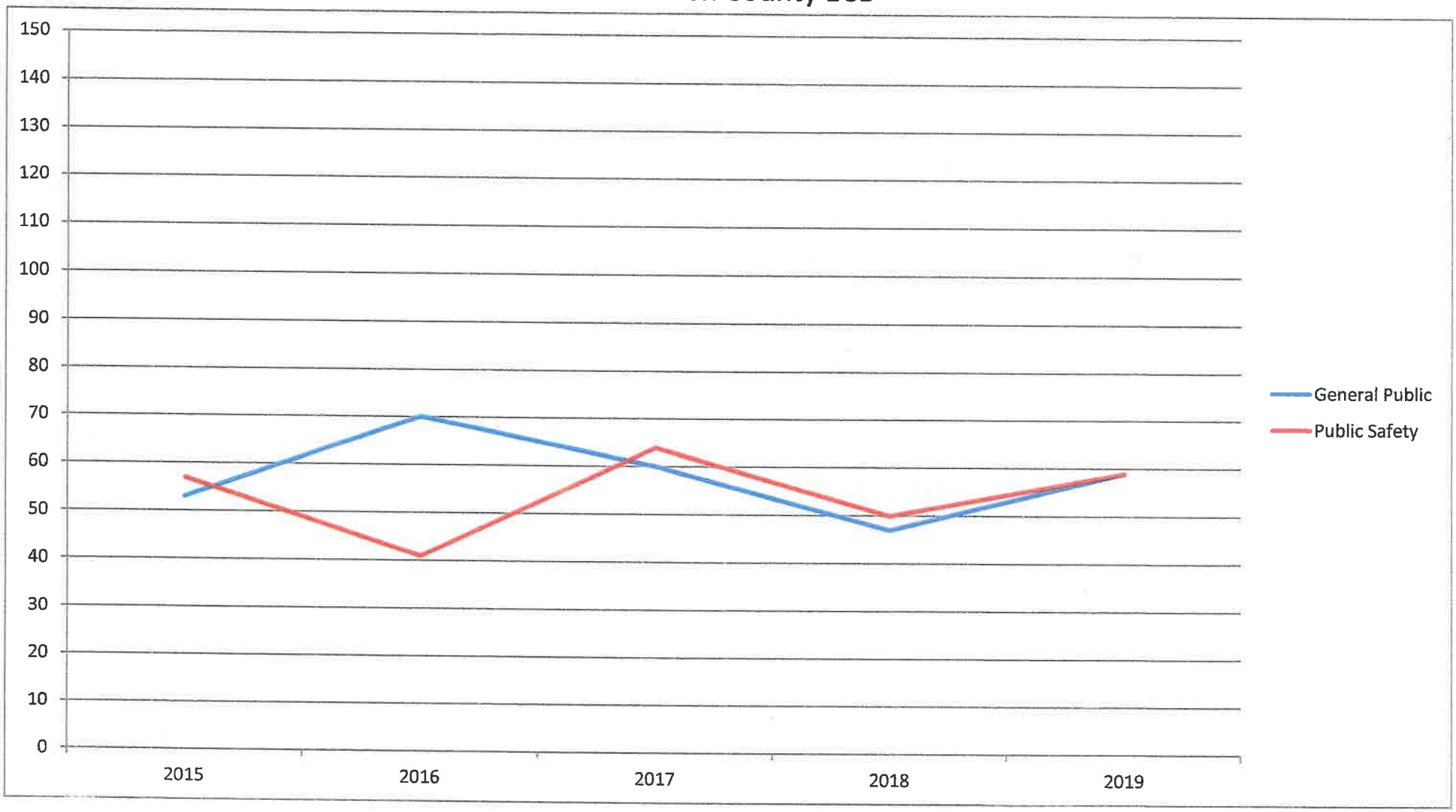


2014	1,919
2015	1,888
2016	2,015
2017	1,617
2018	1,891
2019	1,621

Return to Committee Cover

TPRA and Public Safety Recording Requests

Hamblen County ECD



	TOTAL	General Public	Public Safety
2015	110	53	57
2016	111	70	41
2017	124	60	64
2018	97	47	50
2019	118	59	59

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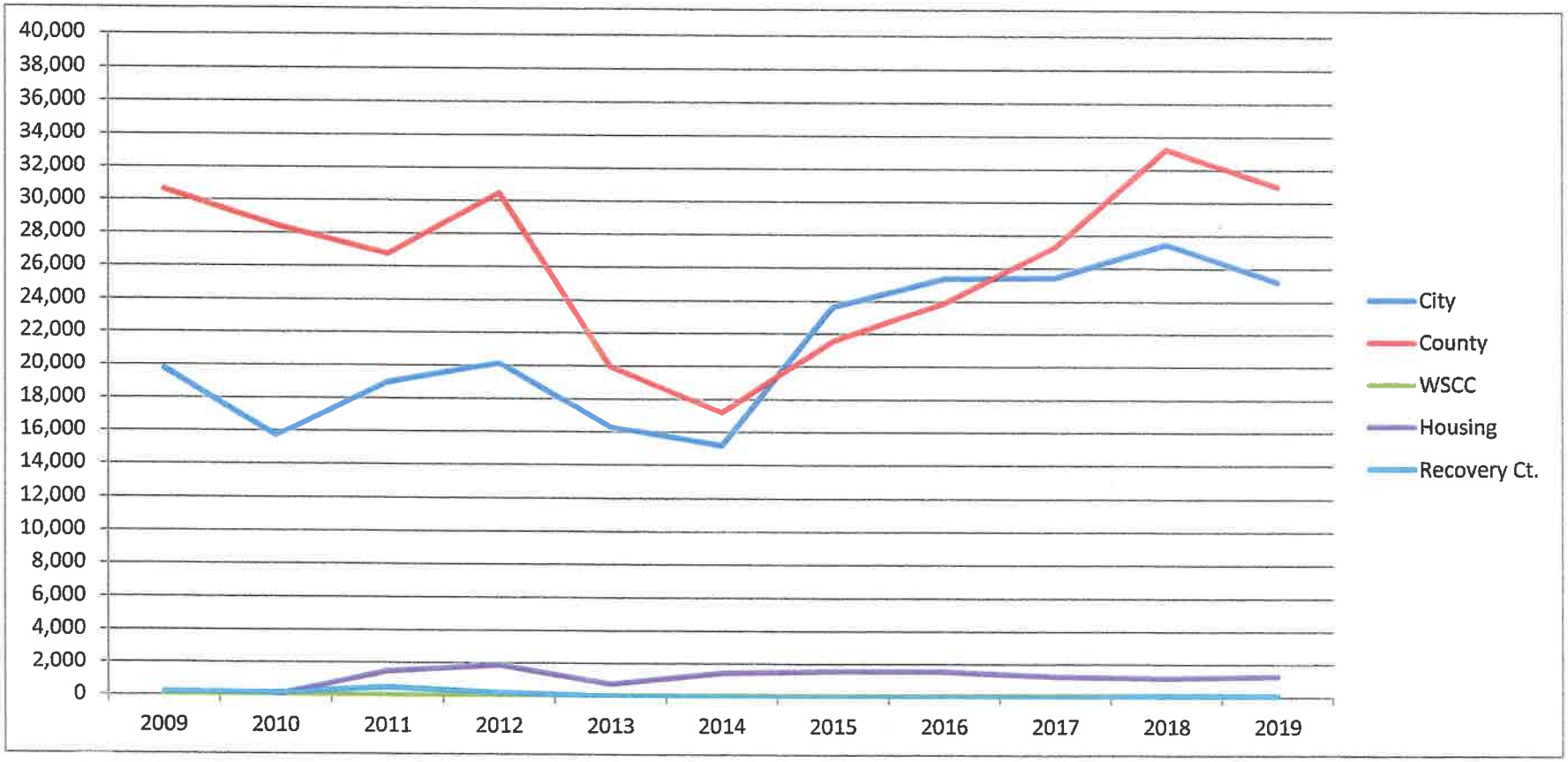
NCIC Activity Report

Annual Message Key Stats by ORI



	CITY	COUNTY	WSCC	Juv. Ct.	Recovery Ct.	Housing	PCSP	911	T1 / T2 / T3 / T4	TOTALS
2009	19,735	30,619	10	28	166	0	2	---	---	**50,560**
2010	15,683	28,470	8	34	116	0	0	---	---	**44,311**
2011	18,956	26,773	31	16	469	1,473	0	---	---	**47,718**
2012	20,129	30,477	10	21	158	1,866	1	---	---	**52,662**
2013	16,305	19,945	5	8	1	752	2	11	35,498	**72,527**
2014	15,182	17,232	30	44	---	1,448	4	14	25,403	**46,698**
2015	23,650	21,566	31	29	---	1,569	17	16	4,936	**51,814**
2016	25,376	23,905	40	77	---	1,568	35	20	4,488	**55,509**
2017	25,438	27,312	85	90	---	1,271	52	421	584	**55,253**
2018	27,466	33,256	53	67	89	1,170	83	638	1	**62,823**
2019	25,199	30,989	51	40	58	1,293	99	0	0	**57,729**

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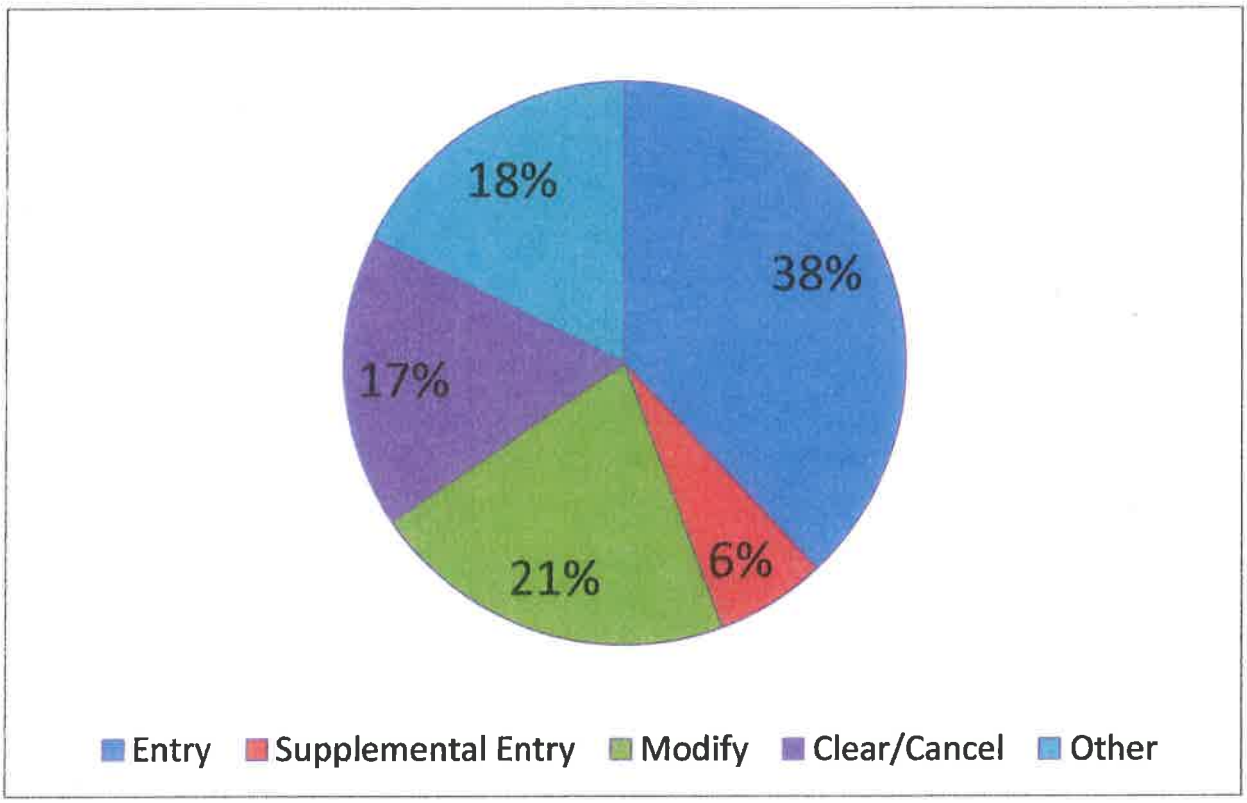
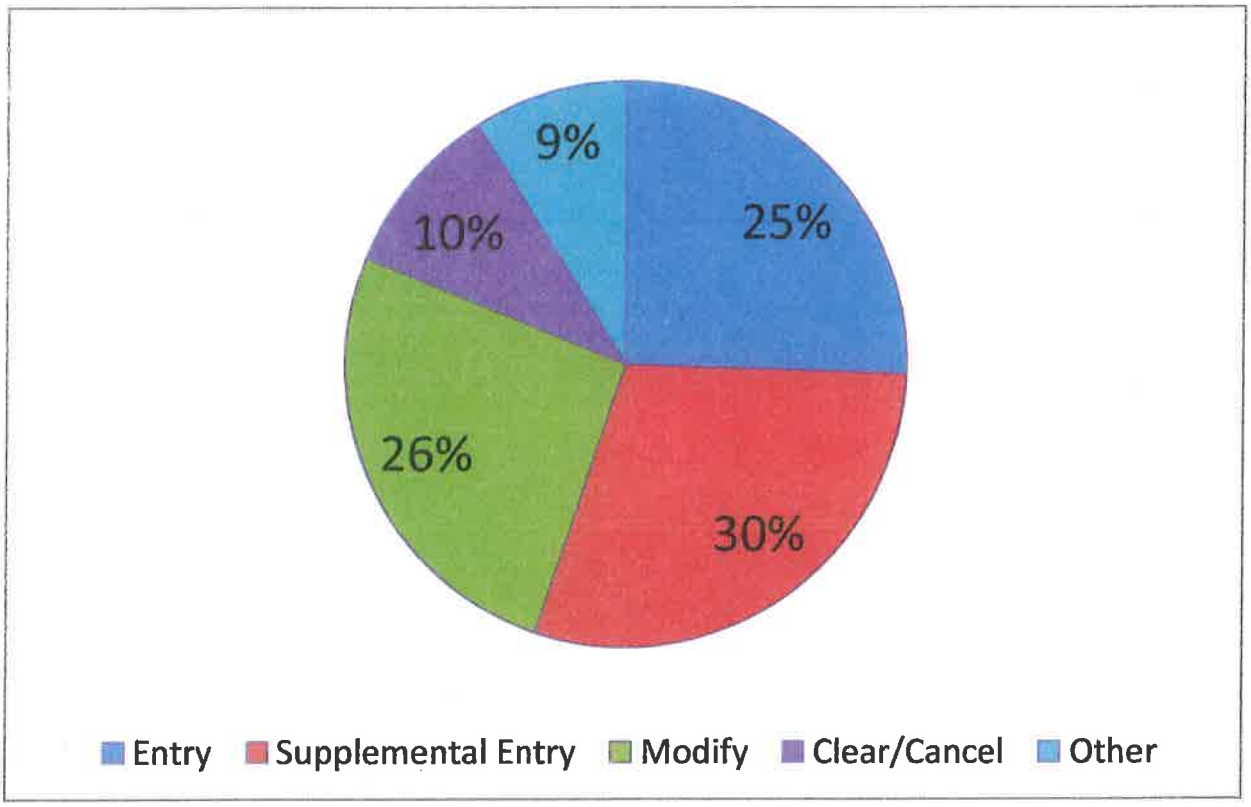
Morristown Police Department

2019 Percentage of Paperwork Burden



Hamblen County Sheriff's Department

2019 Percentage of Paperwork Burden



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BOARD OF DIRECTORS

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UT Medical Center

VICE CHAIRMAN

Dir. Danny Houseright
Morristown-Hamblen EMS

SECRETARY

Director Chris E. Bell
Emergency Management

Chief Bill Honeycutt
Morristown Fire Dept.

Chief Mark Hickman
West Hamblen Co. Vol. Fire Dept.

Lt. Eddie Ingram
Hamblen County Sheriff's Dept.

Deputy Chief Chris Wisecarver
Morristown Police Department

Hon. Tommy Pedigo
Morristown City Council

Hon. Thomas Doty
Hamblen County Commission

Hon. Bill Brittain, Ex-Officio
Hamblen County Mayor

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EXECUTIVE DIRECTOR

S. Eric Carpenter, ENP

DEPUTY DIRECTOR

Stacey L. Johnson, CMCP

DIR OF TECHNICAL SVCS

Jacob M. Peoples

ADMINISTRATIVE ASST

Deborah A. Maltba

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Brian C. Fugate
David M. Peoples
Cynthia A. Samples

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W. Peyton Jarnagin
Stephanie M. Kirk
Brianna A. Lane
Shawn W. Lindsay
Langley A. Morgan
Veronica C. Fage
Stephanie D. Johnson
Joseph A. Cummings
Deborah T. Garcia
Courteney M. Collins
Gregory T. Haney

Return to Committee Cover

3:04 PM
02/09/20
Accrual Basis

Morristown-Hamblen Humane Society, Inc.
Expenses by Vendor Summary
December 2019

	Dec 19	Dec 18
Access Technology Group, INC	0.00	27.00
Acme Printing	0.00	295.00
Amazon	244.25	791.21
Andrews & Hoskins Construction	19,867.00	0.00
Animal Hospital	0.00	361.00
AT&T Mobility	229.04	237.64
Atmos Energy	370.28	410.81
BankDirect Capital Finance, LLC	0.00	407.75
BlueCross BlueShield of Tennessee	779.47	0.00
Claws and Paws 4 A Cause	0.00	800.00
Cook's Pest Control	70.00	70.00
David West	50.00	0.00
DEA	0.00	731.00
Dr. Amanda D. Dykstra Wessel	0.00	250.00
Elaine Huskey	0.00	175.00
Express Health Clinic	114.00	0.00
Express Lane	51.60	103.10
Fast Pace Medical Clinic	0.00	42.00
Fuelman	0.00	1,212.21
GFL Environmental	0.00	190.06
GO Daddy	9.99	0.00
Hamblen Co/Morristown Solid Waste	59.66	0.00
Home Depot	62.86	0.00
Intervet	0.00	1,508.49
Intuit	522.42	24.15
Karen Kinley	314.36	0.00
Kathryne Black	100.00	0.00
Kimber Wright	50.00	0.00
Kimberly Fleming	0.00	60.00
Lakeway Animal Hospital	123.63	467.15
Laundry Systems of Tennessee	0.00	412.54
Life Insurance Company of Alabama	75.42	75.42
Lindsay Troutman	0.00	140.00
Lindsey Fallis	55.00	0.00
Maggie Fox	0.00	0.00
Med-Vet International	341.42	0.00
Michael Barker	0.00	120.00
Midwest Veterinary Supply, Inc.	0.00	1,554.92
Misty Kirk	99.00	468.62
Morristown Animal Hospital, PC	89.00	119.00
Morristown Utilities	0.00	1,213.00
Morristown Utility System	1,143.00	0.00
Moyers Veterinary Hospital	0.00	95.00
Mr. David Countess	50.00	0.00
MUS Fibernet	96.98	117.95
New Frame Creative	0.00	575.00
Petty Cash	969.91	595.33
Porter's Tire Stores, Inc.	0.00	10.00
Revival Animal Health	487.24	309.97
Sam's Club	45.00	45.00
Selective Insurance	569.00	486.00
Sheila. Jackson	0.00	109.74
Sheila Jackson	109.74	0.00
Shelter Medicine - UT	1,026.00	0.00
Shirley Cheon	90.00	0.00
Southern Care Veterinary Hospital	2,059.10	0.00
SteadPoint	2,126.00	331.00
Stericycle, Inc.	87.13	83.14
Stewart & Wheeler, P.C.	0.00	1,800.00
The Mail Station	0.00	157.05
Town & Country Lock & Key	40.00	0.00
Tractor Supply Credit Plan	147.94	263.88
Tyler Mead	50.00	0.00

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Morristown-Hamblen Humane Society, Inc.
Expenses by Vendor Summary
December 2019

	Dec 19	Dec 18
Wal-Mart Community	460.04	758.06
Zoetis	1,023.60	1,338.50
TOTAL	34,259.08	19,342.69

Return to Committee Cover

Morristown-Hamblen Humane Society, Inc.
Expenses by Vendor Summary
July through December 2019

	Jul - Dec 19	Jul - Dec 18
Aaron Trent	50.00	0.00
ABC Check Printing	0.00	74.03
Access Technology Group, INC	45.00	27.00
Acme Printing	0.00	805.00
Amazon	1,712.27	1,658.73
Amy Wright	90.00	0.00
Andrews & Hoskins Construction	119,867.00	0.00
Animal Hospital	2,194.00	5,208.19
Annette Carpenter	115.00	0.00
Anthony Woods	0.00	480.00
Appalachian Animal Hospital	168.00	0.00
Ashlee Rutherford	50.00	0.00
AT&T	0.00	754.19
AT&T Mobility	1,374.54	989.96
Atmos Energy	723.04	1,226.84
BankDirect Capital Finance, LLC	0.00	2,446.50
Beth Dodson	0.00	50.00
Bethany Hurley	0.00	50.00
Bill Volz	50.00	0.00
BlueCross BlueShield of Tennessee	1,004.01	631.56
Bobby Ledford	0.00	109.50
Brandon Murphy	105.00	0.00
Brittony Mielke	0.00	50.00
Candra Graham	90.00	0.00
Cassie Williams	50.00	0.00
Cheyenne Hunter	50.00	0.00
Citizen Tribune	75.15	0.00
City of Morristown	0.00	180.63
City of Morristown-Tax Office	3,545.32	0.00
Claws and Paws 4 A Cause	600.00	1,300.00
ClearChecks	0.00	29.99
Cook's Pest Control	280.00	420.00
Dagmaris Arroyo	50.00	0.00
David West	50.00	0.00
DEA	0.00	731.00
Deana Ciazza	0.00	50.00
Delux Business Sustems Business Products	42.34	0.00
Department of Health	110.00	0.00
Div.of Charitable Solicitations & Gaming	0.00	350.00
Donna McEwen	50.00	0.00
Dr. Amanda D. Dykstra Wessel	0.00	250.00
Dr. B's Healthy Pets, LLC	62.00	0.00
Elaine Huskey	0.00	175.00
Emilee Nelson	50.00	0.00
Express Health Clinic	190.00	380.00
Express Lane	260.40	326.09
Fast Pace Medical Clinic	0.00	42.00
Federated Auto Parts	0.00	366.60
First Impressions Printing	0.00	109.75
Fisher Auto Parts	73.39	87.56
Fleetcore Fuel	0.00	1,880.46
Frankenmuth Insurance	0.00	-2,070.00
Fuelman	3,986.76	3,501.66
Get Fully Funded	0.00	24,996.00
GFL Environmental	950.30	1,245.97
Glenda Benedict	0.00	50.00
GO Daddy	80.11	19.17
Haley Stone	50.00	0.00
Hamblen Co/Morristown Solid Waste	155.43	121.56
Hamblen County Clerk	0.00	-727.40
Hamblen County Trustee	0.00	0.00
Hannah Barnes	50.00	0.00
Home Depot	1,395.30	981.72
hometrust bank	0.00	65.67
IDEXX Distribution, Inc.	1,572.18	0.00
Intervet	4,963.77	4,515.48

Return to Committee Cover

Morristown-Hamblen Humane Society, Inc.
Expenses by Vendor Summary
July through December 2019

	Jul - Dec 19	Jul - Dec 18
Intuit	590.47	649.74
Jacob Parks	0.00	50.00
Janice Combs	50.00	0.00
Jason Horton	100.00	0.00
Karen and Don Frazier	0.00	50.00
Karen Kinley	314.36	0.00
Kathryne Black	100.00	0.00
Kathy Kimbrough	50.00	0.00
Kelli Gerber	0.00	50.00
Kelsey Killion	50.00	0.00
Kimber Wright	50.00	0.00
Kimberly Fleming	0.00	60.00
Kristy Shepard	0.00	50.00
Lakeway Animal Hospital	3,344.45	617.15
Laundry Systems of Tennessee	0.00	615.31
Life Insurance Company of Alabama	755.51	626.88
Linda Dotson	0.00	50.00
Linda Tsinzo	0.00	50.00
Lindsay Troutman	0.00	140.00
Lindsey Fallis	55.00	0.00
LogOn Computer Service	0.00	50.00
Madisen Denton	50.00	0.00
Maggie Fox	0.00	0.00
Marie Sunderland	50.00	0.00
Matthew Thompson	50.00	0.00
Med-Vet International	1,397.17	722.02
Melinda Ooten	0.00	50.00
MHHS Petty Cash	0.00	320.00
Michael Barker	0.00	120.00
Michael D. Price AIA	0.00	10,216.00
Michael McGinnis	50.00	0.00
Midwest Veterinary Supply, Inc.	3,448.68	3,211.14
Misty Hunt	115.00	0.00
Misty Kirk	2,965.63	468.62
Morristown Animal Hospital, PC	197.00	856.00
Morristown Milling Co.	0.00	28.90
Morristown Signs	0.00	55.00
Morristown Utilities	8,685.28	5,994.87
Morristown Utility System	1,143.00	148.00
Moyers Veterinary Hospital	405.00	385.00
Mr. David Countess	50.00	0.00
Mr. Paul Howard	0.00	400.00
Murrell Burglar Alarms	220.00	416.36
MUS Fibernet	291.75	465.00
Natasha Glass	100.00	0.00
Nathan Karnes	50.00	0.00
New Frame Creative	0.00	575.00
Nicole Lewis	90.00	0.00
Orlando Crespo	50.00	0.00
PDS Consulting	109.75	0.00
Pete Delmege	50.00	0.00
Petty Cash	6,988.36	4,782.90
Porter's Tire Stores, Inc.	0.00	743.40
QuickBooks Payroll Service	0.00	0.00
Rachel Sandrovich	50.00	0.00
Raven Clary	50.00	0.00
Revival Animal Health	1,656.50	1,726.80
Ridgefield Animal Hospital	946.00	1,683.00
Robert Bogus	50.00	0.00
Robert Burke	45.00	0.00
Rogersville Animal Hospital	12.00	0.00
Rural King	100.00	0.00
Rutledge Animal Clinic	10.00	0.00
Sam's Club	45.00	45.00
Sarah Faust	0.00	50.00
Screen Designs	381.00	718.00

Return to Committee Cover

Morristown-Hamblen Humane Society, Inc.
Expenses by Vendor Summary
July through December 2019

	Jul - Dec 19	Jul - Dec 18
Selective Insurance	3,444.00	2,941.38
Sheila. Jackson	0.00	109.74
Sheila Jackson	109.74	0.00
Shelter Medicine - UT	1,686.00	0.00
Shirley Cheon	90.00	0.00
Slimware Holdings	0.00	59.95
Sonja Wynn	0.00	50.00
Southern Care Veterinary Hospital	5,077.60	2,349.20
southern Global Refrigeration	0.00	1,022.00
Specialties, Inc	342.77	251.27
SteadPoint	3,254.00	2,317.00
Stericycle, Inc.	522.78	498.84
Stewart & Wheeler, P.C.	1,975.00	1,800.00
Sue King-Marschalk	0.00	55.00
Suzanne Kelly	0.00	1,122.84
Tammy Fleenor	50.00	0.00
Tammy Jones	50.00	0.00
Teddy Markham	2,000.00	0.00
Tennessee Secretary of State	0.00	20.95
The Cincinnati Insurance Company	0.00	1,298.00
The Mail Station	0.00	402.21
The Tilted Tulip Flower Shop	142.68	0.00
Tina Gardner	50.00	0.00
Town & Country Lock & Key	85.00	0.00
Tracey Ramsey	110.00	0.00
Tractor Supply Credit Plan	6,450.75	7,799.20
Tracy Fine	0.00	105.00
Tracy Mutter	0.00	50.00
Tyler Mead	50.00	0.00
Uline	0.00	187.73
United Health Care	308.18	1,992.07
United States Treasury	1,800.00	0.00
Vortech Pharmaceuticals LTD	700.93	0.00
Wade Luke Plumbing	875.00	0.00
Wal-Mart Community	2,013.81	3,845.13
Wanda Noble	0.00	50.00
Wayne R. Stambaugh, ATTY.	0.00	600.00
White Pine Veterinary Practice	131.00	190.00
Zoetis	6,465.04	5,363.94
TOTAL	**219,526.50**	**125,661.95**

Return to Committee Cover

Morristown-Hamblen Humane Society, Inc.
Profit & Loss
December 2019

	Dec 19	Dec 18
Ordinary Income/Expense		
Income		
4000 · Adoption		
4001 · Fees	2,052.00	4,703.00
4002 · Refunds	-90.00	-235.00
4004 · Adoption - Pet Sense	0.00	195.00
Total 4000 · Adoption	1,962.00	4,663.00
4003 · Medical Fee	10.00	240.00
4005 · After Hours Pick-up Charge	0.00	100.00
4008 · Microchip Fee	730.00	610.00
4009 · Dog-Cat Sponsorship	0.00	240.00
4015 · Animal Pickups - Vet	0.00	140.00
4020 · Boarding Fees	0.00	220.00
4030 · Citations	0.00	326.00
4040 · Donations		
4041 · Donations - AJ Fund	0.00	863.00
4042 · Building Fund	-19,867.00	1,150.00
4045 · Memorial	150.00	25.00
4048 · Rescue	0.00	85.00
4050 · Donations - Food	0.00	100.00
4051 · Donations - Undesignated	3,954.00	4,662.00
4040 · Donations - Other	905.00	925.00
Total 4040 · Donations	-14,858.00	7,810.00
4060 · Euthanasia Fees	245.00	80.00
4061 · Animal Disposal Fee	20.00	25.00
4100 · Fundraising		
4117 · Donation Boxes	0.00	22.99
Total 4100 · Fundraising	0.00	22.99
4135 · T-shirts Income	32.00	90.00
4200 · Funds - City of Morristown	11,490.00	11,490.00
4210 · Funds - Hamblen County	12,500.00	12,500.00
4250 · Membership Fees	70.00	105.00
4270 · Rabies Vaccination Deposit	26.00	72.00
4280 · Reclaim Fee	200.00	275.00
4290 · Surrender Fee	240.00	535.00
4300 · Spay / Neuter		
4301 · Spay / Neuter Deposit	1,300.00	550.00
4302 · Spay / Neuter Refund	-305.00	-110.00
Total 4300 · Spay / Neuter	995.00	440.00
Total Income	13,662.00	39,983.99
Gross Profit	13,662.00	39,983.99
Expense		
6000 · Payroll Expense		
6010 · ACO	3,358.17	5,306.88
6020 · Admin	2,846.16	2,692.32
6030 · Office	3,785.83	5,391.15
6040 · Kennel	1,453.71	1,884.19
6100 · Payroll Tax Expense	883.74	1,236.27
6000 · Payroll Expense - Other	-72.95	0.00
Total 6000 · Payroll Expense	12,254.66	16,510.81
6400 · New Location		
6511 · Repairs & Maintenance New Bldg	40.00	0.00
Total 6400 · New Location	40.00	0.00

Return to Committee Cover

Morristown-Hamblen Humane Society, Inc.
Profit & Loss
December 2019

	Dec 19	Dec 18
6500 · MonthlyExpenses for New Shelter		
6502 · Utilities Electric N	795.08	167.00
6503 · Security Light	19.41	0.00
6504 · Garbage Fee	15.00	0.00
6505 · Metered Water	57.06	0.00
6506 · Sewage Fee	256.45	0.00
Total 6500 · MonthlyExpenses for New Shelter	1,143.00	167.00
7000 · Advertising	0.00	157.05
7020 · Animal Care		
7021 · Animal Care Supplies	88.74	593.68
7024 · Kitty Litter	358.32	0.00
Total 7020 · Animal Care	447.06	593.68
7030 · Bank Charges	114.43	139.39
7050 · Communications		
7052 · Cell Phone	229.04	237.64
7053 · Internet Service	24.98	24.98
7054 · Telephone	72.00	77.37
7058 · Television	0.00	5.00
Total 7050 · Communications	326.02	344.99
7070 · Dues & Subscriptions	507.05	45.00
7080 · Equipment / Tools	107.68	0.00
7110 · Insurance		
7114 · Group Medical	638.33	-129.90
7115 · Liability Insurance	569.00	893.75
7117 · Workmen's Comp	2,126.00	331.00
Total 7110 · Insurance	3,333.33	1,094.85
7120 · Landfill Fees	59.66	0.00
7130 · Legal Fees	0.00	1,800.00
7140 · License & Fees	0.00	731.00
7150 · Meals		
7152 · Inmates	395.25	556.97
Total 7150 · Meals	395.25	556.97
7159 · Medicine / Medical		
7160 · Medicine / Medical Supplies	1,939.39	1,775.47
7159 · Medicine / Medical - Other	0.00	83.14
Total 7159 · Medicine / Medical	1,939.39	1,858.61
7169 · Microchip		
7170 · Microchip Supplies	0.00	1,508.49
7171 · Reimbursement	0.00	30.00
Total 7169 · Microchip	0.00	1,538.49
7220 · Postage	60.19	235.00
7230 · Repairs & Maintenance		
7231 · Equipment	13.47	439.54
Total 7230 · Repairs & Maintenance	13.47	439.54
7240 · Supplies		
7242 · Cleaning	27.90	1,909.36
7243 · Office	946.44	805.28

Return to Committee Cover

Morristown-Hamblen Humane Society, Inc.
Profit & Loss
December 2019

	Dec 19	Dec 18
7244 · Kennel Supplies		
7244a · Pest Control	70.00	70.00
7244 · Kennel Supplies - Other	62.86	214.26
Total 7244 · Kennel Supplies	132.86	284.26
Total 7240 · Supplies	1,107.20	2,998.90
7252 · Taxes & Fees	15.24	10.60
7260 · Transportation		
7261 · Fuel	0.00	1,205.80
7263 · Repair & Maintenance	51.60	113.10
7260 · Transportation - Other	0.00	35.00
Total 7260 · Transportation	51.60	1,353.90
7270 · Uniforms	0.00	468.62
7280 · Utilities		
7281 · Electric	0.00	1,046.00
7283 · Gas	370.28	410.81
7284 · Garbage Fee	0.00	190.06
Total 7280 · Utilities	370.28	1,646.87
7300 · Veterinary Fees		
7310 · Regular Vet Fees	2,374.73	222.15
7315 · Veterinary Fees Rabies Certific	193.00	52.00
7316 · Spay & Neuter	901.00	1,535.00
7317 · TNR Spay & Neuter	0.00	0.00
7300 · Veterinary Fees - Other	0.00	33.00
Total 7300 · Veterinary Fees	3,468.73	1,842.15
7600 · Fundraising Expense	0.00	635.00
Total Expense	25,754.24	35,168.42
Net Ordinary Income	-12,092.24	4,815.57
Other Income/Expense		
Other Income		
8050 · Interest Income	0.00	15.44
Total Other Income	0.00	15.44
Other Expense		
5555 · Contract Labor	0.00	250.00
Total Other Expense	0.00	250.00
Net Other Income	0.00	-234.56
Net Income	-12,092.24	4,581.01

Return to Committee Cover

2:59 PM
02/09/20
Accrual Basis

Morristown-Hamblen Humane Society, Inc.
Profit & Loss
July through December 2019

	Jul - Dec 19	Jul - Dec 18
Ordinary Income/Expense		
Income		
4000 · Adoption		
4001 · Fees	19,607.00	13,708.00
4002 · Refunds	-580.00	-280.00
4004 · Adoption - Pet Sense	0.00	695.00
4007 · Adoption - Puppy	0.00	5,440.00
4000 · Adoption - Other	-10.00	4,045.00
Total 4000 · Adoption	19,017.00	23,608.00
4003 · Medical Fee	107.00	1,137.00
4005 · After Hours Pick-up Charge	100.00	350.00
4008 · Microchip Fee	3,950.00	3,245.00
4009 · Dog-Cat Sponsorship	85.00	340.00
4015 · Animal Pickups - Vet	600.00	960.00
4020 · Boarding Fees	135.00	1,891.00
4030 · Citations	2,435.20	2,425.90
4040 · Donations		
4041 · Donations - AJ Fund	60.00	1,506.94
4042 · Building Fund	-99,867.00	3,560.00
4045 · Memorial	325.00	550.00
4046 · Network for Good	0.00	1,405.00
4048 · Rescue	0.00	755.00
4050 · Donations - Food	0.00	100.00
4051 · Donations - Undesignated	17,742.95	4,672.00
4040 · Donations - Other	3,615.81	8,796.04
Total 4040 · Donations	-78,123.24	21,344.98
4060 · Euthanasia Fees	1,005.00	320.00
4061 · Animal Disposal Fee	210.00	453.00
4100 · Fundraising		
4117 · Donation Boxes	1,158.02	1,086.08
Total 4100 · Fundraising	1,158.02	1,086.08
4135 · T-shirts Income	1,521.06	570.00
4136 · Pet Sense Red Box	0.00	275.97
4200 · Funds - City of Morristown	168,940.00	68,940.00
4210 · Funds - Hamblen County	75,000.00	75,000.00
4250 · Membership Fees	605.00	1,120.00
4260 · Miscellaneous Income	0.00	80.00
4261 · Vet Treatment	0.00	870.00
4270 · Rabies Vaccination Deposit	364.00	527.00
4280 · Reclaim Fee	2,416.50	1,841.00
4290 · Surrender Fee	2,230.00	1,670.00
4300 · Spay / Neuter		
4301 · Spay / Neuter Deposit	5,425.00	3,875.00
4302 · Spay / Neuter Refund	-1,900.00	-810.00
4300 · Spay / Neuter - Other	0.00	50.00
Total 4300 · Spay / Neuter	3,525.00	3,115.00
4400 · Frozen Cats	424.00	248.00
Total Income	205,704.54	211,417.93
Gross Profit	205,704.54	211,417.93
Expense		
Professional Fee	0.00	24,996.00

Return to Committee Cover

Morristown-Hamblen Humane Society, Inc.
Profit & Loss
July through December 2019

	Jul - Dec 19	Jul - Dec 18
6000 · Payroll Expense		
6010 · ACO	25,310.94	32,838.03
6020 · Admin	17,788.50	18,980.85
6030 · Office	33,477.91	30,788.32
6040 · Kennel	9,697.15	25,045.04
6100 · Payroll Tax Expense	6,688.49	8,570.29
6000 · Payroll Expense - Other	-72.95	0.00
Total 6000 · Payroll Expense	92,890.04	116,222.53
6400 · New Location		
6511 · Repairs & Maintenance New Bldg	1,038.72	820.00
Total 6400 · New Location	1,038.72	820.00
6500 · MonthlyExpenses for New Shelter		
6501 · Utilities Gas	204.57	0.00
6502 · Utilities Electric N	7,876.06	519.70
6503 · Security Light	116.71	78.33
6504 · Garbage Fee	90.00	423.23
6505 · Metered Water	469.93	81.42
6506 · Sewage Fee	674.20	67.50
6507 · Utility Service Charge	59.18	23.93
Total 6500 · MonthlyExpenses for New Shelter	9,490.65	1,194.11
7000 · Advertising		
7002 · Newspaper	75.15	0.00
7000 · Advertising - Other	0.00	1,165.73
Total 7000 · Advertising	75.15	1,165.73
7010 · Alarm Monitoring	220.00	424.66
7020 · Animal Care		
7021 · Animal Care Supplies	4,754.22	1,303.06
7023 · Animal Care Cat Food	0.00	13.96
7024 · Kitty Litter	2,013.09	837.27
7020 · Animal Care - Other	692.15	0.00
Total 7020 · Animal Care	7,459.46	2,154.29
7030 · Bank Charges	860.67	620.13
7040 · Bookkeeping & Audit	1,975.00	0.00
7050 · Communications		
7051 · ACO Radios	0.00	546.55
7052 · Cell Phone	1,374.54	989.96
7053 · Internet Service	149.88	140.50
7054 · Telephone	434.11	396.66
7058 · Television	0.00	15.00
Total 7050 · Communications	1,958.53	2,088.67
7070 · Dues & Subscriptions	507.05	538.88
7080 · Equipment / Tools	107.68	0.00
7090 · Food - Animal	0.00	6,766.63
7110 · Insurance		
7112 · Auto	0.00	-2,070.00
7113 · D&O Liability	0.00	1,298.00
7114 · Group Medical	576.62	1,671.42
7115 · Liability Insurance	3,444.00	4,980.13
7117 · Workmen's Comp	3,254.00	2,317.00
7127 · Group Life	0.00	75.42
7110 · Insurance - Other	0.00	407.75
Total 7110 · Insurance	7,274.62	8,679.72

Return to Committee Cover

Morristown-Hamblen Humane Society, Inc.
Profit & Loss
July through December 2019

	Jul - Dec 19	Jul - Dec 18
7120 · Landfill Fees		
7121 · TIDI Dumpster	0.00	346.34
7121A · Landfill Fees - Animal Burial	0.00	49.02
7120 · Landfill Fees - Other	155.43	72.54
Total 7120 · Landfill Fees	155.43	467.90
7122 · Group Dental/Vision	0.00	170.98
7130 · Legal Fees	0.00	2,400.00
7140 · License & Fees	110.00	751.95
7150 · Meals		
7152 · Inmates	3,517.06	3,748.04
Total 7150 · Meals	3,517.06	3,748.04
7159 · Medicine / Medical		
7160 · Medicine / Medical Supplies	14,053.94	8,113.90
7159 · Medicine / Medical - Other	0.00	498.84
Total 7159 · Medicine / Medical	14,053.94	8,612.74
7169 · Microchip		
7170 · Microchip Supplies	4,933.80	4,515.48
7171 · Reimbursement	29.97	40.00
7169 · Microchip - Other	0.00	-360.01
Total 7169 · Microchip	4,963.77	4,195.47
7180 · Miscellaneous	20.00	0.00
7200 · Postage and Shipping	0.00	729.81
7210 · Penalties & Late Fees	1,800.00	0.00
7220 · Postage	613.54	392.40
7230 · Repairs & Maintenance		
7231 · Equipment	1,337.59	2,030.88
7232 · Property	225.00	927.20
7230 · Repairs & Maintenance - Other	6.00	64.95
Total 7230 · Repairs & Maintenance	1,568.59	3,023.03
7240 · Supplies		
7241 · ACO Supplies	7.49	135.86
7242 · Cleaning	3,090.72	4,750.64
7243 · Office		
7240a · Shipping Expense	0.00	50.00
7243 · Office - Other	2,770.52	1,806.04
Total 7243 · Office	2,770.52	1,856.04
7244 · Kennel Supplies		
7244a · Pest Control	280.00	420.00
7244 · Kennel Supplies - Other	162.86	760.95
Total 7244 · Kennel Supplies	442.86	1,180.95
7245 · Condiments	0.00	359.75
7240 · Supplies - Other	2,000.00	392.81
Total 7240 · Supplies	8,311.59	8,676.05
7250 · Taxes		
7251 · Property Tax	3,545.32	180.63
Total 7250 · Taxes	3,545.32	180.63
7252 · Taxes & Fees	265.20	381.80
7255 · Training / Education	835.17	0.00

Return to Committee Cover

Morristown-Hamblen Humane Society, Inc.
Profit & Loss
July through December 2019

	Jul - Dec 19	Jul - Dec 18
7260 · Transportation		
7261 · Fuel		
Fuel- ACO Truck	0.00	2,710.30
7261 · Fuel - Other	4,057.94	2,665.41
Total 7261 · Fuel	4,057.94	5,375.71
7263 · Repair & Maintenance	453.17	1,314.64
7260 · Transportation - Other	0.00	35.00
Total 7260 · Transportation	4,511.11	6,725.35
7270 · Uniforms	381.00	468.62
7280 · Utilities		
7281 · Electric	0.00	5,143.03
7282 · Utilities Security light	0.00	50.00
7283 · Gas	518.47	1,226.84
7284 · Garbage Fee	950.30	536.40
7280 · Utilities - Other	0.00	237.14
Total 7280 · Utilities	1,468.77	7,193.41
7300 · Veterinary Fees		
7310 · Regular Vet Fees	6,240.54	9,449.24
7315 · Veterinary Fees Rabies Certific	560.31	175.00
7316 · Spay & Neuter	8,692.20	2,891.00
7317 · TNR Spay & Neuter	0.00	0.00
7318 · Cruelty Case	490.00	0.00
7320 · Special Medical	0.00	40.30
7300 · Veterinary Fees - Other	0.00	33.00
Total 7300 · Veterinary Fees	15,983.05	12,588.54
7304 · Claw & Paw 4 The Cause Mobile	839.00	950.00
7600 · Fundraising Expense		
7635 · T-shirt Expenses	1,133.56	718.00
7600 · Fundraising Expense - Other	1,166.42	635.00
Total 7600 · Fundraising Expense	2,299.98	1,353.00
Total Expense	189,100.09	228,681.07
Net Ordinary Income	16,604.45	-17,263.14
Other Income/Expense		
Other Income		
8050 · Interest Income	0.00	103.96
Total Other Income	0.00	103.96
Other Expense		
5555 · Contract Labor	0.00	10,466.00
9010 · Rescue Van Expenses		
9011 · Rescue Van - Fuel	0.00	0.00
9012 · Rescue Van - R/M	0.00	0.00
Total 9010 · Rescue Van Expenses	0.00	0.00
Total Other Expense	0.00	10,466.00
Net Other Income	0.00	-10,362.04
Net Income	**16,604.45**	**-27,625.18**

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TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY

PERSONNEL COMMITTEE

Thomas Doty
Chairman

Wayne NeSmith
Vice-Chairman

Howard Shipley
Ex-Officio

Jeff Akard
Member

Eileen Arnwine
Member

Randy DeBord
Member

Taylor Ward
Member

Hamblen County Government
PERSONNEL COMMITTEE

Monday, March 9, 2020
Immediately Following Adjournment of Finance Committee
Large Courtroom – Hamblen County Courthouse

AGENDA

1. **Call to Order** – *Chairman Thomas Doty*

2. **Visitors Wishing to Address the Committee** – *Chairman Thomas Doty*
   (Visitors will allotted 5 minutes to speak)

3. **Old Business** – *Chairman Thomas Doty*
   a. None

4. **New Business** – *Chairman Thomas Doty*
   a. Approval of Education Pay Submissions
   b. Approval of Longevity Pay Submissions
   c. Approval of Military Pay Submissions

5. **Items of Interest (No Action Necessary)** –*Chairman Thomas Doty*
   a. None

6. **Adjournment** – *Chairman Thomas Doty*

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HAMBLEN COUNTY, TENNESSEE
OFFICE OF COUNTY MAYOR
EDUCATION, LONGEVITY & MILITARY PAY APPLICANTS PRESENTED TO THE PERSONNEL COMMITTEE ON
March 9, 2020

EDUCATION

Last Name	First Name	Education	Amount
Williams	Rene	Bachelor's	$850.00

LONGEVITY

Last Name	First Name	Hire Date	Amount	Years of Service
Williams	Rene	2/6/2017	$225.00	3
Kitts	Robert	2/27/2017	$225.00	3

MILITARY

Last Name	First Name	Years of Service	Amount
Williams	Timothy	16+	$1,600.00

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Hamblen County Government

PUBLIC SERVICES COMMITTEE

Monday, March 9, 2020
Immediately Following Adjournment of Personnel Committee
Large Courtroom – Hamblen County Courthouse

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY

PUBLIC SERVICES COMMITTEE

Tim Goins
Chairman

James Stepp
Vice-Chairman

Howard Shipley
Ex-Officio

Jeff Akard
Member

Joe Huntsman, Sr.
Member

Bobby Haun
Member

Tim Horner
Member

Wayne NeSmith
Member

AGENDA

1. **Call to Order** – *Chairman Tim Goins*

2. **Visitors Wishing to Address the Committee** – *Chairman Tim Goins*
   (*Visitors will be allotted 5 minutes to speak)*

3. **Old Business** – *Chairman Tim Goins*
   a. None

4. **New Business** – *Chairman Tim Goins*

   a. Resolution 20-___To Amend Article 5. Definitions Section of the Hamblen County Zoning Resolution –*Steve Neilson, Community Development Director*

   b. Resolution 20-___To Amend Article 6. Section 6.11 Accessory Building Regulations/Restrictions of the Hamblen County Zoning Resolution-*Steve Neilson, Community Development Director*

   c. 5-Year Reappraisal Plan Hamblen County-*Assessor of Property Keith Ely*

   d. Resolution 20-____ Authorizing a Continuous Five (5) Year Reappraisal Cycle-*Assessor of Property Keith Ely*

   e. Memorandum of Understanding between Hamblen County and the Division of Property Assessments-TN Comptroller of the Treasury-*Assessor of Property Keith Ely*

   f. Surplus Auto-Hamblen County Sheriff's Department-*Lieutenant Gene Watson*

   g. Agreement for Donation between Hamblen County Government and ALPS Day Services

5. **Items of Interest (No Action Necessary)** – *Chairman Tim Goins*
   a. Hamblen County Coroner Statistical and Informational Reports-June 1991 through December 2019 by Eddie R. Davis, Hamblen County Coroner

6. **Adjournment** – *Chairman Tim Goins*

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RESOLUTION_____

A RESOLUTION TO AMEND ARTICLE 5. DEFINITIONS SECTION OF THE HAMBLEN COUNTY ZONING RESOLUTION

WHEREAS, the Hamblen County Board of Commissioners, in accordance with Section 13-7-105 of the Tennessee Code Annotated, may amend the "Zoning Resolution of Hamblen County, Tennessee", and

WHEREAS, the Hamblen County Regional Planning Commission and the Morristown Municipal/Regional Planning Commission have reviewed and made recommendations regarding the proposed amendment of the "Zoning Resolution of Hamblen County, Tennessee", in accordance with Section 13-7-105(a) of the Tennessee Code Annotated; and

WHEREAS, public notice has been provided in a newspaper of general circulation for the public hearing to be held by the Hamblen County Board of Commissioners to consider such zoning amendment of the "Zoning Resolution of Hamblen County, Tennessee" with a complete summary of such amendment, in accordance with Section 13-7-105(b) of the Tennessee Code Annotated; and

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Hamblen County, Tennessee:

Article 5. Definitions be amended to include the following:

Recreational Vehicle: A vehicular type unit, motorized or non-motorized, designed to be towed by a vehicle. Recreational vehicles are a broad category primarily designed as temporary leisure quarters, not for permanent living quarters. Mainly used for recreational, camping, or travel use, which either has its own motive power or is mounted on or drawn by another vehicle. Common types include, but are not limited to: travel trailers, tow campers, truck campers, and motor homes, but also includes any unit or structure that has not been constructed under the supervision by a building official or has not received a certification by the State of Tennessee as a unit constructed in a manufacturing facility as a mobile home. Recreational vehicles are only utilized as a permitted use within RV parks or mobile home parks.

NOW THEREFORE BE IT RESOLVED that the Hamblen County Board of Commissioners met in regular session on the 19th day of March 2020, hereby adopting the proposed amend to Article 5. Definitions of the Hamblen County Zoning Resolution as recommended by the planning commission and written above.

BE IT FRUTHER RESOLVED, that the zoning amendment adopted hereby shall be effective upon passage of this Resolution.

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WHEREFORE, it was moved by _____ and seconded by _____ that this Resolution be adopted.

Voting:

Aye

Nay:

Pass:

The chair declared the Resolution adopted this 19th day of March 2020.

Hamblen County Board of Commissioners

By: _____

Hamblen County Mayor

Approved:

_____

Chairman

Attest:

By: _____

Hamblen County Clerk

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RESOLUTION_____

A RESOLUTION TO AMEND ARTICLE 6, SECTION 6.11 ACCESSORY BUILDING REGULATIONS/RESTRICTIONS OF THE HAMBLEN COUNTY ZONING RESOLUTION

WHEREAS, the Hamblen County Board of Commissioners, in accordance with Section 13-7-105 of the Tennessee Code Annotated, may amend the "Zoning Resolution of Hamblen County, Tennessee", and

WHEREAS, the Hamblen County Regional Planning Commission and the Morristown Municipal/Regional Planning Commission have reviewed and made recommendations regarding the proposed amendment of the "Zoning Resolution of Hamblen County, Tennessee", in accordance with Section 13-7-105(a) of the Tennessee Code Annotated; and

WHEREAS, public notice has been provided in a newspaper of general circulation for the public hearing to be held by the Hamblen County Board of Commissioners to consider such zoning amendment of the "Zoning Resolution of Hamblen County, Tennessee" with a complete summary of such amendment, in accordance with Section 13-7-105(b) of the Tennessee Code Annotated; and

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Hamblen County, Tennessee:

Article 6, Section 6.11 be deleted in its entirety and replaced with the following:

6.11 Accessory Building Regulations/Restrictions

A. For accessory buildings located on property under (3) acres, the building(s) shall be located in the established rear or side of the tract/lot and the maximum total square footage of all accessory buildings shall conform to the following:

LOT SIZE	MAXIMUM TOTAL SQUARE FOOTAGE OF ACCESSORY BUILDING(S)
Less than 1 acre	1,200 sq. ft.
1-2 acres	1,800 sq. ft.
2-3 acres	2,400 sq. ft.
3 acres or more	No Maximum

With the exception of carports and swimming pools, accessory buildings shall meet the following setbacks:

1. Front yard: 30 feet
2. Side yard: 10 feet
3. Rear yard: 10 feet

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For properties that have no structure, the accessory building shall be deemed the principle structure. Location of utility lines and/or septic field and duplicate lines shall be the responsibility of the owner. No accessory building shall be placed over the utility or field lines. In order to obtain a building permit, a site plan must be submitted for all accessory building in accordance with Section 6.4

B. An accessory building is not intended for, nor may it be used for, permanent human habitation. However, detached living quarters may be allowed in an accessory building (i.e., garage apartment) located on the same premises as a dwelling for the exclusive use of the owner, or temporary guests of the owner, provided that such building: (1) complies with all locally adopted building code requirements and it has an adequate fire separation from any vehicle storage area, as required; (2) has no kitchen or kitchen facilities; (3) is not rented or otherwise used as a separate dwelling; and (4) is established on a lot or parcel of land having not less than one and one-half times the required minimum land area.

C. Accessory buildings are not permitted without a principle structure on tracts/lots under three (3) acres without Special Exception approval by the Planning Commission. The following information is must be provided:

    1. A site plan showing the location of the proposed building;
    2. A floor plan of proposed building; and
    3. Documentation stating the intended purpose of the building.

D. For parcels under three (3) acres, cargo trailers, inoperative motor vehicles, mobile homes, and other such similar type objects or devices shall not be allowed to be used as an accessory building to a residential dwelling. For parcels over three (3) acres and located in an A-1 (Agricultural) Zone, cargo trailers (only) will be allowed as an accessory building with the removal of the wheels and chassis.

E. Personal on-demand (POD) storage units and other types of large waste/material holding containers may be placed on a property and used temporarily (no longer than six months) without the need for a building permit. Otherwise, a permit must be obtained for its placement or the unit must be immediately removed from the property.

NOW THEREFORE BE IT RESOLVED that the Hamblen County Board of Commissioners met in regular session on the 19th day of March 2020, hereby adopting the proposed amend to Article 6, Section 6.11 of the Hamblen County Zoning Resolution as recommended by the Planning Commission and written above.

BE IT FRUTHER RESOLVED, that the zoning amendment adopted hereby shall be effective upon passage of this Resolution.

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WHEREFORE, it was moved by _____ and seconded by _____ that this Resolution be adopted.

Voting:

Aye

Nay:

Pass:

The chair declared the Resolution adopted this 19th day of March 2020.

Hamblen County Board of Commissioners

By: _____

Hamblen County Mayor

Approved:

_____

Chairman

Attest:

By: _____

Hamblen County Clerk

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5 - YEAR

REAPPRAISAL PLAN

Hamblen County

SUBMISSION DATE:

March 9, 2020

ASSESSOR OF PROPERTY

Keith Ely

Revised January 2019

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Hamblen County

4 - YEAR VISUAL INSPECTION CYCLE

START DATE OF INSPECTION CYCLE: JULY 1st , 2020

ASSESSOR: Keith Ely

URBAN 1'=50' & 100' MAPS	19,272	(Except C/I/Other)
RURAL 1'=400' MAPS	8,472	(Except C/I/Other)
COMMERCIAL/INDUSTRIAL	2,738	
ALL OTHER TOTAL	983	
PARCELS	31,465	
PARCELS ENTERED	31,465	

TOTAL MAPS	**1" = 50'**	0
	1' = 100'	231
	1" = 400'	58

Revised January 2019

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1ST INSPECTION YEAR

PARCELS TO BE INSPECTED FOR 2021					
URBAN	RURAL	COMM/IND	OTHER	TOTAL	% TOTAL
3,956	3,195	319	138	7,608	24.2%

MAPS TO BE INSPECTED FOR 2021	
1" = 400' Maps	QTR 1: 3,5,6,7,10,11,12,13,15,16
	QTR 2: 17,18,19
	QTR 3: 20,21,22,23,24
	QTR 4: 26,27
1" = 100' Maps	QTR 1: 9o,10l,10m,11d,11i,11n,11o,11p,12b,12g,12k,13o,13p,15e,16l,16o
	QTR 2: 17c,17d,17e,17f,17i,17j,17k,17l,17m,17n,17o,17p,19a,19g,19h,19i
	QTR 3: 22m,24c,24d,24g,24h,24j,24k,24l,24m,24n
	QTR 4: 26g,26h,26j,26l,26n,26o,27b,27i,27j,27k,27l
1" = 50' Maps	

PERCENTAGE OF TOTAL PARCELS TO BE INSPECTED THIS YEAR:	24.2%

% OF PARCELS CHECKED FOR QUALITY CONTROL				
URBAN	RURAL	COMM/IND	OTHER	TOTAL %
5%	5%	5%	5%	5%

Revised January 2019

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2ND INSPECTION YEAR

PARCELS TO BE INSPECTED FOR 2022					
URBAN	RURAL	COMM/IND	OTHER	TOTAL	% TOTAL
3,641	3,780	540	221	8,182	26.0%

MAPS TO BE INSPECTED FOR 2022	
1" = 400' Maps	QTR 1: 25,28,29,35,36,37
	QTR 2: 44,45,47,48
	QTR 3: 49,50,51,58,59,61,62,63,64,66,67
	QTR 4: 52,54,55,56,57
1" = 100' Maps	QTR 1: 35a,35b,35c,35d,35g,35l,35n,35o,36i,43b,43c,43h,43j,43n
	QTR 2: 47a,47c,47d,47e,47f,47g,47h,47i,47j,47k,47l,47n,47o,47p,48a,48b,48e,
	QTR 3: 48g,48h,48n,49d,49j,49k,49l,50b,50d,50g,50j,50m,50n,50o,50p,51a,51n,51o
	QTR 4: 54a,54b,54c,54e,54f,54g,54h,55b,55h,57b,57i,57j,58i
1" = 50' Maps	

PERCENTAGE OF TOTAL PARCELS TO BE INSPECTED THIS YEAR:	26.0%

% OF PARCELS CHECKED FOR QUALITY CONTROL				
URBAN	RURAL	COMM/IND	OTHER	TOTAL %
5%	5%	5%	5%	5%

Revised January 2019

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3RD INSPECTION YEAR

PARCELS TO BE INSPECTED FOR 2023					
URBAN	RURAL	COMM/IND	OTHER	TOTAL	% TOTAL
5,564	1,230	736	156	7,686	24.4%

MAPS TO BE INSPECTED FOR 2023	
1" = 400' Maps	QTR 1:31,32,38,39
	QTR 2: 40
	QTR 3: 41,46,53
	QTR 4: 42
1" = 100' Maps	QTR 1: 31l,32e,32j,32k,32m,32n,32o,38l,39e,39f,39i,39j,39k,39l,39m,39n,39o,39p
	QTR 2: 40a,40b,40c,40d,40e,40f,40g,40h,40i,40j,40k,40l,40o,40p
	QTR 3: 41a,41b,41c,41d,41e,41f,41g,41h,41l,46d,46f,46k,53f,53c
	QTR 4: 42a,42b,42c,42f,42g,42h,42i,42j,42k,42m,42o,42p
1" = 50' Maps	

PERCENTAGE OF TOTAL PARCELS TO BE INSPECTED THIS YEAR:	24.4%

% OF PARCELS CHECKED FOR QUALITY CONTROL				
URBAN	RURAL	COMM/IND	OTHER	TOTAL %
5%	5%	5%	5%	5%

4TH INSPECTION YEAR

PARCELS TO BE INSPECTED FOR 2024					
URBAN	RURAL	COMM/IND	OTHER	TOTAL	% TOTAL
6,111	267	1,143	468	7,989	25.4%

MAPS TO BE INSPECTED FOR 2024	
1" = 400' Maps	QTR 1:
	QTR 2: 33
	QTR 3: 34
	QTR 4:
1" = 100' Maps	QTR 1: 18a,18b,18c,18i,18j,18k,18l,18m,18n,18o,18p,25a,25b,25c,25d,25e,25f,25g
	QTR 2: 25h,25i,25j,25k,25m,25n,25o,25p,33a,33b,33c,33d,33e,33f,33g,33i,33j,33k
	QTR 3: 33l,33m,33n,33o,33p,34a,34b,34c,34d,34f,34g,34h
	QTR 4: 34i,34j,34k,34m,34n,34o,34p,56e
1" = 50' Maps	

PERCENTAGE OF TOTAL PARCELS TO BE INSPECTED THIS YEAR:	25.4%

% OF PARCELS CHECKED FOR QUALITY CONTROL				
URBAN	RURAL	COMM/IND	OTHER	TOTAL %
5%	5%	5%	5%	5%

Revised January 2019

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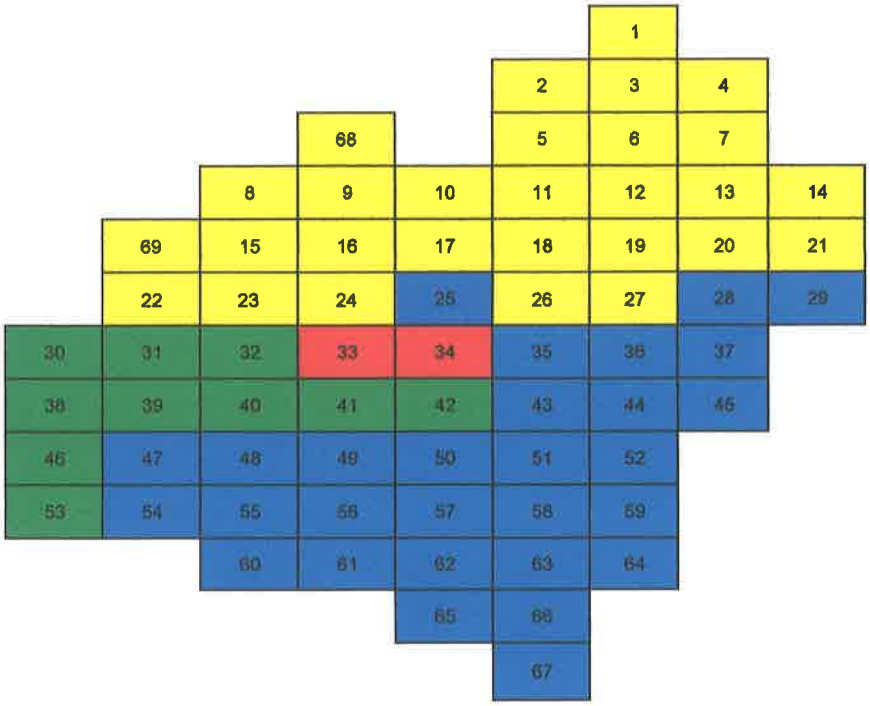
HAMBLEN COUNTY REAPPRAISAL 2025

INSPECTION YEAR OF CYCLE

YEAR1	YEAR 2	YEAR 3	YEAR 4
7608	8182	[illegible]	7989



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NARRATIVE INFORMATION --- VISUAL INSPECTION

A. **Field Inspectors:** The assessor's office will utilize trained, competent field personnel to measure and list all types of improvements in the field. Assistance may be requested from the Division of Property Assessments (DPA) upon encountering any special or unique improvements where additional expertise is needed.

B. **Training Recommended:** The assessor's office will participate in DPA, CTAS, and/or TnAAO seminars, workshops, and courses relating to current procedures and valuation of properties.

C. **Quarterly Progress Reports:** The assessor's office will provide a quarterly progress report to the DPA that accurately documents progress achieved during the reporting period. This report will show the number of parcels reviewed, current data entry status, and a listing of the maps that have been reviewed.

D. **Accuracy of All Attributes**: Both land and improvements will be reviewed on every parcel during the review phase for accuracy and completeness. This includes the physical attributes of the land, such as topography, and tree lines that may have changed since the last inspection cycle.

E. **Changes to Parcels:** Any new structures, additions, and remodeling will be keyed in the current file to maintain fairness and equity among all property owners. Changes held until reappraisal or future years, if any, will be be nominal in nature. Review will be considered complete when changes have been entered into the CAMA system.

D. **Geographic Areas Assigned:** Annual visual inspection of parcels are defined for each year in this report. The inspection of all rural, urban, commercial and exempt properties will be completed by the end of the cycle explained within this report.

F. **Map Maintenance Schedule and Explanations**: Map maintenance will be worked on a daily basis, with the CAMA file being current at all times. Sales verification procedures will comply with procedures outlined in current publications of the DPA.

G. **Use of Aerial Photography for Review:** Maps may be reviewed using a combination of on-site inspection and aerial photography and/or oblique imagery for all attributes of the parcels, provided that the outcome will result in accurate assessments. On-site field review will be utilized when accurate information cannot be ascertained from the aerial and/or oblique imagery.

H. **Quality Assurance Efforts Planned**: Quality of work for visual review and data entry will be maintained by the assessor. All field review work and data entry will be subjected to quality control measures by a staff member in the office who did not complete the initial work. Additionally, assessment summaries and other tools within the CAMA system will be reviewed on a regular basis to identify any irregularities in value which may indicate significant errors.

NARRATIVE INFORMATION – REVALUATION YEAR

A. **Personnel Needs:** The assessor's office will ensure that staff adequate in quantity and training will be available to perform the functions necessary to complete a timely and acceptable revaluation program. Where additional expertise is needed, the assessor's office may request assistance from the DPA while understanding that existing DPA workload may limit the amount of resources available during the revaluation year. It is further understood that DPA assistance will generally be prioritized first for 6- and 5-year reappraisal cycle counties and lastly for 4-year reappraisal cycle counties.

B. **Office Space and Equipment Needs**: Adequate office supplies and necessary equipment for the assessor's office will be planned and budgeted for so that a timely and acceptable revaluation program can be completed.

C. **Use of Aerial Photographs / Oblique Imagery:** Aerial photography and/or oblique imagery will be utilized to review and update location, access, land grades, improvements, tree lines, acreage, etc. Additional tools that integrate CAMA data into geographic information systems (GIS) will also be used to evaluate and update the consistency of improvement types, land tables, NBHD codes, etc.

D. **Assistance of Division of Property Assessments**: Technical support in developing base rates (base house, commercial improvement types, etc.), OBY rates, small tract valuation tables, market and use farm schedules, and commercial and industrial property valuation may be requested from the DPA while understanding the constraints as mentioned in section A above.

E. **Development of Sales File**: Sales data will be entered into the CAMA system in a timely manner to ensure the most relevant, accurate information is available for revaluation purposes. It is understood and acknowledged that ninety (90) days form the date of recording should be considered the maximum amount of time for sales data entry. The assessor's office will make reasonable efforts to minimize the number of days that elapse between the recording of deeds and sales data entry during the revaluation year.

F. **Neighborhood Codes**: Neighborhood codes will be checked for consistency and delineated in a manner that is reasonable for mass appraisal purposes.

G. **Improvement Valuation**:

1. Base Rate Development: Residential improvement values (base house) will be based on the most current market derived data available. Commercial rates will be derived from Marshall & Swift Valuation Service and adjusted for the local market.

2. Out Building and Yard Items: OBY costs and depreciation tables will be derived from Marshall & Swift Valuation Service. If the local market dictates a deviation from the published cost data, sufficient evidence will be collected and maintained to support such a deviation.

3. Collection & Use of Income & Expense Information: Questionnaires will be sent to selected income producing properties during the revaluation year for use in property valuation and appeals.

4. Quality Assurance Efforts: The quality of work completed by field personnel and data entry staff will be reviewed and monitored on a regular basis by the assessor or senior staff. In addition, assessment summaries will be monitored for any irregularities.

H. **Land Valuation**:

1. Rural Land & Use Value: Market value schedules with any necessary size and location adjustments will be developed by the assessor with DPA assistance as needed. Use value schedules will be developed by the DPA pursuant to current state law.

2. Unit of Measure Tables: UM tables will be used to value residential land from 0 to 14.99 acres (small tracts). DPA assistance may be requested.

3. Commercial & Industrial: Commercial/industrial land, whether urban or rural, will be reviewed and revalued according to current market data. DPA assistance may be requested.

4. Quality Control: The assessor will conduct quality control at all times with a review of randomly selected parcels. Statistical analysis will utilized to identify outliers and to ensure standard statistical measures are achieved.

I. **Mineral and/or Leaseholds**: Applicable questionnaires will be mailed to identified properties in the revaluation year by the assessor's office. DPA assistance in the valuation of leaseholds or mineral interests may be requested.

J. **Valuation Analysis**: Statistical analysis will be performed by the DPA to ensure final statistics fall within acceptable standards in all categories of properties. Final value correlation will consider all approaches to value with the most applicable being utilized in each instance where sufficient data exists.

K. **Mapping and Ownership**: Mapping and ownership information will be kept as current as reasonably possible during the revaluation year understanding the importance of timely information during revaluation.

L. **New Construction**: New improvements and/or remodeling will be kept as current as reasonably possible during the revaluation year with emphasis on (including, but not limited to): effective year built (EYB) or condition, proration, and accurate OBY data.

M. **Final Value Meeting**: A final value meeting between the assessor's office and the DPA will address all aspects of revaluation. The final analysis will be based upon standard statistical measures of performance. It is understood and acknowledged that the DPA must approve the final product of the revaluation effort.

N. **Hearings** (Formal and Informal): The assessor's staff will be responsible for informal hearings, and it is understood and acknowledged that DPA assistance for informal hearings cannot be guaranteed. Assistance with formal hearings may be requested from the DPA by submitting such requests on a parcel-by-parcel basis directly to the DPA assistant director for field operations.

Is your county currently on the IMPACT system? Yes ✓ No_____

Do you plan to change to another system? Yes_____ No ✓

If so, list the name and the date: _____

_____

Date

ASSESSOR'S PERSONNEL ASSIGNMENT

POSITION # 1	
TITLE	PROPERTY ASSESSOR
NAME	Keith Ely
YEARS OF SERVICE	16
PHASE RESPONSIBILITY	ALL PHASES OF THE REAPPRAISAL PROGRAM
POSITION # 2	
TITLE	DEPUTY ASSESSOR
NAME	Sherry Turley
YEARS OF SERVICE	30
PHASE RESPONSIBILITY	All Phases of the Reappraisal Program
POSITION # 3	
TITLE	PERSONAL PROPERTY/CLERK
NAME	Sherry Turley
YEARS OF SERVICE	30
PHASE RESPONSIBILITY	PERSONAL PROPERTY, KEYPUNCH, AND CLERICAL DUTIES
POSITION # 4	
TITLE	MAPPING
NAME	Ashley Singer
YEARS OF SERVICE	2
PHASE RESPONSIBILITY	MAPPING AND CLERICAL DUTIES AS NEEDED
POSITION # 5	
TITLE	FIELD REVIEW
NAME	Bobby Davis and Todd Marshall
YEARS OF SERVICE	20 and 14
PHASE RESPONSIBILITY	REVIEW OF PROPERTY AND NEW CONSTRUCTION
POSITION # 6	
TITLE	Sales Coordinator
NAME	Suzanne Smith
YEARS OF SERVICE	20
PHASE RESPONSIBILITY	Ownership and Sales Data
POSITION # 7	
TITLE	New Property Coordinator
NAME	Amy Greene
YEARS OF SERVICE	3
PHASE RESPONSIBILITY	New Construction Entry

Signature Page

ASSESSOR OF PROPERTY (Signature) _____ DATE _____

COUNTY MAYOR / EXECUTIVE (Signature) _____ DATE _____

CHAIRMAN, COUNTY COMMISSION (Signature) _____ DATE _____

ATTACHED RESOLUTION FOR 4 OR 5 YEAR CYCLES?

YES ✓ **NO** _____

DATE SUBMITTED TO STATE BOARD OF EQUALIZATION:

DATE _____

RESOLUTION

RESOLUTION NO. _____

RESOLUTION AUTHORIZING A CONTINUOUS FIVE (5) YEAR REAPPRAISAL CYCLE

WHEREAS, Tenn. Code Ann. § 67-5-1601 establishes a general six (6) year reappraisal for updating and equalizing property values for every county in Tennessee for property tax purposes, and

WHEREAS, a six (6) year reappraisal program consists of an on-site review of each parcel of real property over a five-year period followed by revaluation of all such property in the year following completion of the review period and includes a current value updating during the third year of the review cycle and sales ratio studies during the second and fifth years of the review cycle, and

WHEREAS, Tenn. Code Ann. § 67-5-1601 provides that upon the submission of a plan by the assessor and upon approval of the State Board of Equalization, a reappraisal program may be completed by a continuous five (5) year cycle comprised of an on-site review of each real property over a four (4) year period followed by revaluation of all such property in the year following completion of the review period, and

WHEREAS, the county legislative body of _Hamblen_ County understands that by approving such a five (5) year reappraisal cycle a sales ratio study will be conducted during the second and fourth years of the review cycle, and the centrally assessed properties and commercial/industrial tangible personal property will be equalized by the sales ratio adopted by the State Board of Equalization;

NOW, THEREFORE, BE IT RESOLVED by the county legislative body of _Hamblen_ County, meeting in _____ session on this the _____ day of _____, _____, that:

PURSUANT to Tenn. Code Ann. § 67-5-1601, reappraisal shall be accomplished in _Hamblen_ County by a continuous five (5) year cycle beginning __July 1st, 2020_, comprised of an on-site review of each parcel of real property over a four (4) year period followed by revaluation of all such property for tax year _____.

Adopted this _____ day of _____, _____.

APPROVED:

_____
County Executive

ATTEST:

_____
County Clerk

MEMORANDUM OF UNDERSTANDING

between

Hamblen County and The Division of Property Assessments

DATE: **3/9/20**

TO: **Keith Ely, Assessor of Property**

Bill Brittain, County Mayor (or Executive)

RE: **Hamblen County 5 Year Reappraisal Program**

FROM:	**Tennessee Comptroller of the Treasury** **Division of Property Assessments**

The purpose of this memorandum of understanding is to clarify the areas of responsibility for all parties involved in the reappraisal of Hamblen County. It is intended to express the requirements needed to successfully complete reappraisal and to define the extent of involvement expected of the Comptroller's Division of Property Assessments. A reappraisal program is defined as the updating of all values in the county by analyzing current information and establishing new tables, models, schedules, rates and depreciation.

Tenn. Code Ann. § 67-5-1601 provides for assessors of property to have the option to reappraise either on a 6- year cycle with an update of values in the third year or to reappraise on a 4- or 5-year cycle with no updates. Tenn. Code Ann. § 67-5-1601 (d) requires the Division of Property Assessments to provide technical assistance to counties during the year of reappraisal. The resources available to the Division of Property Assessments enable them to provide technical assistance to counties during the reappraisal year; however, the amount of division involvement will be determined by the workload resulting from all counties that are scheduled for reappraisal during each year.

The amount of Division of Property Assessments involvement must be determined and clearly understood prior to the county producing a plan for reappraisal. The assessor of property will prepare a plan that accomplishes reappraisal in accordance

with standards and procedures prescribed by the Division of Property Assessments. The reappraisal plan must include all specific items identified in this memorandum of understanding.

I. County Responsibility

The assessor of property will be responsible for ensuring that all phases of the reappraisal program are conducted in accordance with Division of Property Assessment's policies and procedures relating to **property valuation, sales verification, appeal defense and statistical standards.** The county must **resolve data quality reports, provide accurate property characteristics, provide adequate data entry, demonstrate its ability to organize and manage a program, provide adequate staffing and provide financial support.**

A. Property Valuation: All types of property will be valued following standard procedures.

1. Residential - Residential properties will be valued by determining the proper base rate for each residential improvement type in the jurisdiction. The base rates will be developed using sale properties with recently constructed improvements whenever possible to reduce the difficulties of estimating depreciation and to increase the accuracy of the land values. The base rate analysis will consider the new depreciation that will automatically be calculated when the year of reappraisal changes. The assessor of property shall retain all base rate analyses for appeal purposes. Appropriate depreciation and/or effective age will be used to adjust groups of parcels where market evidence supports it. When additional depreciation or effective age changes are used to adjust values, market analysis must be retained to support the adjustments. Individual property characteristics will not be improperly altered to achieve acceptable analysis results. Outbuildings and Yard Items (OBYs) will be valued using standard abbreviations and updated cost tables. The cost tables will be developed from nationally recognized cost services and calibrated to the local market. The assessor of property will retain all necessary supporting documentation for review and appeal purposes. Residential land will be valued using accepted appraisal practices and available computer techniques. All residential market area (neighborhood) delineation codes will be reviewed to determine their accuracy, and the necessary action will be taken to correct any changes indicated by the market since the last reappraisal program.

2. Rural Land - Rural land will be valued using standard rural land valuation procedures. Rural sales will be located and verified to determine if they meet the requirements of a valid transaction. All rural sales will be reviewed by the assessor of property or a staff member

with either the buyer, seller, or agent to determine the conditions of the sale and if any adjustments are needed. A rural land sales verification form will be completed on all rural sales. These forms will be maintained in the assessor of property's office for review and use in appeals. Rural land will be valued using the rural land valuation tables. Appropriate sales analysis must be conducted to produce a rural land schedule and to determine all factors affecting value. Areas of the county that cannot be valued using the base rural land schedule will be valued using the rural land schedule adjusted to the appropriate level of value. Land grade maps will be used to determine the appropriate land grade for each parcel. The land grade maps, if not already available, will be constructed by using Natural Resources Conservation Service (NRCS) soil survey information. All maps will be updated to reflect the most current base features such as wooded areas and areas that have been cleared since the last reappraisal program. All rural market area (neighborhood) delineation codes will be reviewed to insure they conform to current market conditions.

3. Commercial/Industrial Property - All commercial and industrial property shall be valued using standard valuation procedures. The listing of commercial and industrial properties will be reviewed for accuracy. All commercial property will be reviewed to determine if valuation by the income approach is the most appropriate method. In these instances, it will be necessary to gather sufficient income and expense data from the market to calculate an indication of value by the income approach. Completed income and expense forms will be retained for review and appeal purposes. All income data must be analyzed by making comparisons with like properties such as comparing offices to offices, warehouses to warehouses, and restaurants to restaurants. All commercial sales will be verified to determine if any special circumstances such as personal property or unusual financing are included. Commercial and industrial base rates will be developed for each type of commercial and industrial improvement in the jurisdiction. This is typically accomplished using a combination of local information and a professional cost service. All industrial properties shall be revalued using the most appropriate method, typically the cost approach. All commercial and industrial land will be revalued using the most appropriate unit of comparison, and all pertinent information such as zoning will be indicated on the land valuation maps. All analyses and sales information used to determine the commercial and industrial land values will be retained by the assessor of property for review and appeal purposes. All commercial and industrial market area (neighborhood) delineation codes will be verified to determine if they need to be revised due to changes in the market.

4. **Small Tracts** - Land that does not qualify as a farm and is not part of an organized development is considered a small tract. It is typically valued as an individual unit and priced per unit or per acre. A total countywide small tract analysis must be accomplished in order to determine reasonable values. After the analysis has been accomplished and a pricing guide developed, the existing small tracts are to be reviewed to determine consistency. After making any needed adjustments to improve consistency, the small tracts will be revalued using accepted appraisal practices and any appropriate computer-assisted techniques. The assessor of property will maintain all analyses and sales information used in the valuation of small tracts for review and appeal purposes. All market area (neighborhood) delineation codes that influence the valuation of small tracts will be reviewed to determine accuracy, and any adjustments needed will be made.

5. **Unique Properties** - Usually, unique properties will exist in a county that will require special treatment. These can be lake properties, mobile homes, large industrial complexes, mineral interest, leasehold interest, etc. The reappraisal plan will address these properties and explain how they will be valued.

B. Sales Verification: A major element in the success of a reappraisal program is the completeness and accuracy of the sales file. The Division of Property Assessments maintains a publication entitled *Property Assessor's Procedures for Sales Data Collection and Verification* to guide assessors through this process. These procedures will be followed to ensure the necessary accuracy in sales analysis. Any attempt to influence the results of the analysis by inaccurate sales verification must be avoided. The quality of the final statistical analysis depends on the integrity of the sales file, and every effort should be made to ensure its accuracy. The assessor of property will maintain records on the verification of sales for review and appeal purposes.

C. Appeal Defense: Any reappraisal program must have the necessary data and information to defend the appraisals. The assessor of property and staff must have the ability to present the value-supporting data in a manner that provides the property owners and appeal boards with the information necessary to understand how and why the value conclusions were determined. The assessor of property and staff will resist making unnecessary changes just to satisfy the property owner when the appraisal is otherwise correct. All elements of the valuation process must consider the appeal process. An effort must be made to maintain sufficient data to defend the values, and this data includes the following: base rate analysis; sales analysis;

cost information; land valuation information; adjustments to sales; income and expense information; and any other information that will be useful in the appeal process.

D. Statistical Standards for Reappraisal: The Division of Property Assessments utilizes statistical standards developed by the International Association of Assessing Officers (IAAO) for evaluating the results of reappraisal programs. The reappraisal program should be completed with these standards as the goal. Failure to meet these standards indicate the reappraisal program may be flawed and unacceptable. The standards apply to property by its statutory classification such as residential, commercial/industrial, and farm. Within each classification, properties may be further stratified based on a detailed analysis of the information available. The data used to produce the analysis must be accurate and uninfluenced by personal bias. The discovery of inaccurate data that has an influence on the results of the statistical analysis will be considered in the overall evaluation of the program. If the results of the statistical analysis fail to meet acceptable standards, said results will be reported to the State Board of Equalization for appropriate action.

E. Data Quality Reports: Data quality reports include edits that enable the assessor to identify data problems. Since the success of a reappraisal program is determined by the accuracy of the data, each county must identify and resolve errors found on data quality reports. Typically, this information is produced from the assessor of property's computer file and analyzed locally. Counties utilizing the state computer-assisted mass appraisal (CAMA) system may contact Division of Property Assessments staff for assistance as needed to generate data quality reports. Counties operating independent CAMA systems are expected to accomplish this without Division assistance.

F. Data Entry: A reappraisal increases the amount of data entry because of changes and adjustments to the file, especially where extensive field reviews are required. Any plan for reappraisal must consider this additional data entry workload.

G. Organization and Management: The completion of a successful reappraisal program is dependent upon the ability of the assessor of property to organize work activities and to manage employees throughout the reappraisal cycle. Any reappraisal plan must consider topics including but not limited to: staffing (both in quantity and in assignment of duties), training, quality control, and office space.

H. Approval for 4-Year and 5-Year Cycles: The assessor of property in any county that plans a 4- or 5-year reappraisal program must have approval by resolution from the county legislative body. The plan for reappraisal prepared by the assessor of property must be submitted for review to the county executive and the county legislative body. The county legislative body must provide the funding to accomplish the reappraisal program as outlined in the plan for reappraisal.

II. Division of Property Assessments' Responsibility:

Tenn. Code Ann. § 67-5-1601 provides that all work (accomplished by the assessor of property) is subject to the supervision and approval of the director of the Division of Property Assessments. The Division of Property Assessments is required to supervise and direct all reappraisal and revaluation programs. The Division of Property Assessments' statutory responsibilities include providing technical assistance and ensuring the accuracy of the reappraisal program. All counties conducting reappraisal programs accept the condition of limited involvement from the Division of Property Assessments and agree to maintain records and provide sufficient data and reports to enable the Division of Property Assessments to evaluate the quality of the reappraisal program.

A. Technical Assistance: Technical assistance is provided to a county by staff members of the Division of Property Assessments. The amount of technical assistance to be provided by the Division of Property Assessments will be determined after considering available resources and existing workload of county reappraisal programs scheduled during each year.

Examples of technical assistance to the assessor's office may include:

- Residential Base Rate Development
- Residential Analysis
- OBY Cost Tables Development
- Rural Land Schedule Development
- Homesite Analysis
- Commercial & Industrial Base Rate Development
- Income & Expense Analysis
- Commercial Market Analysis
- Industrial Property Appraisal
- Small Tract Sales Analysis
- Small Tract Pricing Guide Development
- Sales Adjustments Determination
- Sales Verification Instruction
- Unique Properties Appeal Preparation
- Data Preparation for Appeals Defense
- Overall Statistical Results Review
- Data Quality Reports Production
- Assessable Mineral Interest Valuation
- Assessable Leasehold Interest Valuation
- On-The-Job Training for Assessor's Staff
- Market Area (Neighborhood) Delineation Codes Review

B. Modification of Responsibility

Due to level of expertise, number of staff members, and resources available to the assessor of property, there may be a need to modify areas of responsibility in the memorandum of understanding. The purpose of the modification of responsibility is to provide latitude between the assessor and the division regarding the identified areas of responsibility. The following are specific modifications to this agreement that will be mutually beneficial for both parties and allow for better utilization of resources during the revaluation program:

_____

_____

_____

_____

_____

III. Accuracy of Program

The assessor of property will prepare a final value report at the end of the revaluation year that will give an overview of the reappraisal program and support the value indications. The accuracy of the reappraisal program shall be determined by a review of the supporting documentation for the following: base rate development; land valuation; application of market adjustments; market area (neighborhood) delineation codes analysis; rural land sales analysis; small tract analysis; identification and valuation of unique properties; completeness of the sales file; quality of records developed for appeal defense; results of the statistical analysis; resolution of the data quality reports; and correctness of property characteristic data.

IV. Computer Appraisal System

In the event the assessor of property chooses to change the current CAMA system, information regarding the new system and a detailed plan of implementation must be included with the reappraisal plan for approval by the State Board of Equalization.

V. Failure to Comply

It is the expressed intent of this memorandum of understanding to provide the county and the Division of Property Assessments with a clear understanding of the responsibility of each party

regarding the completion of the next reappraisal program. It is the intent of the Division of Property Assessments to take whatever action necessary to ensure the accurate and timely completion of the reappraisal program. Failure on the part of the county on any of the items agreed to herein shall result in the reporting of said failure to the State Board of Equalization for appropriate action.

It is with full understanding that we accept the conditions identified in this memorandum of understanding and accept responsibility to accomplish all items identified herein. We recognize that failure on the part of the county legislative body or the assessor of property to complete the agreed to requirements will result in the action identified herein.

County Mayor (or Executive) _____ _____
Signature *Date*

Assessor of Property _____ _____
Signature *Date*

Manager
Div. of Property Assessments _____ _____
Signature *Date*

Senior Manager
Div. of Property Assessments _____ _____
Signature *Date*

Assistant Director
Div. of Property Assessments _____ _____
Signature *Date*

HAMBLEN COUNTY SHERIFF'S DEPARTMENT

Memo

To: Public Services Committee, Chairman Howard Shipley

From: Lieutenant Gene Watson

Date: January 13, 2020

Re: Surplus of 2006 Chevrolet Silverado 2500

The Hamblen County Sheriff's Department has a 2006 Chevrolet Silverado 2500 truck, VIN #1GHK23D76F190179, which we wish to surplus. This was a seized vehicle and being a seized vehicle we were only allowed to use this vehicle for five years and the 5 years has ended.

I ask that the County Commission surplus the 2006 Chevrolet Silverado 2500 truck from the Sheriff's Department's asset listing.

Thank you,

Lieutenant Gene Watson

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AGREEMENT FOR DONATION

This Agreement for Donation ("Agreement") is made between Hamblen County Government ("Donor") and ALPS Adult Day Services ("Donee"), a not-for-profit organization with a 501(c)(3) IRS status located at address 600 North Daisy Street, Morristown, TN 37814.

Whereas, Donor owns the previously surplused flat panel computer monitors listed on Exhibit A, and

Whereas, Donor wishes to donate the previously surplused flat panel computer monitors listed on Exhibit A to Donee, and

Whereas, Donee wishes to accept the previously surplused flat panel computer monitors listed on Exhibit A under the following terms and conditions.

Now, therefore, the parties agree to the following terms of such transfer:

1. Donor will donate the flat panel computer monitors to Donee and Donee will accept the computer monitors as is from Donor.

2. Donee will use the flat panel computer monitors primarily for business purposes.

3. Donee will remove the flat panel computer monitors from donor's premises:

    a. At Donee's sole expense and,

    b. On or before the 30th day of April, 2020.

Approved at the regular meeting held on the 19th day of March, 2020.

_____ _____

County Mayor Chairman

Attest:

_____ Notary:_____

County Clerk

Date:_____

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EXHIBIT A

List of Computer Monitors available for donation to ALPS Adult Day Services.

Manufacturer	Serial Number	Date of Manufacture
Dell	CN-0VYTW5-72872-527-FEPS	February 2015
	CN-0VYTW5-72872-44M-GGFS	April 2014
	CN-0VYTW5-72872-527-FGDS	February 2015
	CN-0J6HFT-74445-431-BYSL	March 2014
	CN-0W5HWR-74445-32L-BDEL	February 2013
	CN-0VYTW5-72872-44M-GG6S	April 2014
	CN-0VTTW5-72872-527-AKDS	February 2015
	CN-0VYTW5-72872-527-FF3S	February 2015

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HAMBLEN COUNTY CORONER

STATISTICAL AND INFORMATIONAL REPORTS

June, 1991 through December 2019

By: Eddie R. Davis, Hamblen County Coroner

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Hamblen County Coroner

P.O. Box 1479
Morristown, Tennessee 37816-1479
Phones (423) Office/Home 581-6229 Fax 289-1262 Cell 312-6322

February 26, 2020

I have served as Coroner of Hamblen County since May of 1991. I am constantly puzzled, concerned and worried about the family, friends and neighbors we loose to Suicide and Drug Overdoses weekly. Yes, I believe drug abuse and suicide touches almost every family, count yourself very lucky if your family has not suffered through the pain! My extended family has been touched five times with two suicides and three over doses! All five were drug related.

This is an attempt to draw attention to, and hopefully some education and cause thought to the horrible loss of life and the damage and pain caused to their families and friends. This is an annual hurt-full endeavor for me to reopen memories and pains I felt for the victims and their survivors at the times of their death as I have reviewed over Ten-Thousand confidential records of the Hamblen County Coroner's Office and the Hamblen County Deaths my office has dealt with in the past twenty-nine years. Thank God my wife Betty helped me or I might need another three to six months to complete. I hope this effort will prevent at least one death and then it will all be worth while!

It is tough dealing with heartbreaks daily without it getting to you on various levels. I am often ask, "How do you do it?" and "Why don't you quit?" My reply is; It is a chance to help people at the worst time in their lives and if I can make it just a little easier for them, it is worth my time and pain. Somehow the Lord gave me the ability to hold someone's hand and deliver the devastating news that they have just lost a part of their life. And then, I guess, I compartmentalize the death and return to my family and am able to sleep. As long as I am able to do this confidently and the community wants me to serve, I will continue as Coroner.

On the following pages are statistics including which drugs cause the deaths! How many took their lives with a gun, hung themselves or died a slow suicide, by smoking themselves to death!

Pages 2 and 3 is the Hamblen County Coroner's Annual Report which records every Coroner Call that has occurred in Hamblen County since I began serving as Coroner.

Page 4 is a short report that lists TOTAL ANNUAL CALLS, TOTAL ANNUAL OVER DOSE DEATHS, and the NUMBER of CREMATION PERMITS issued by the Medical Examiner after the Coroner determines there is NOT a reason to deny the cremation request.

Pages 5 and 6 is the Report of Suicides and Over Dose Deaths in Hamblen County. This Report does not include Suicides and Over Doses of Hamblen County residents that their life's ended outside of Hamblen County.

Page 7 is titled: "What is a Tennessee Coroner?"

A growing statistic that is not included in this report are the unclaimed bodies of folks who do not have a relative on the earth. That number grew to eight (8) in 2019. When that happens, I contact the County Attorney who files a Petition in General Sessions Court which allow me to either bury or cremate their remains. In either case, I locate a minister to conduct a Christian grave side service for each individual at a grave site that I am able to find Churches or other cemeteries willing to allow the burial and then I find a means to open and close the grave under the supervision of a volunteer funeral director. The least I can do for these unfortunate soles is to provide them a Christian burial. If I can determine they are another religion other than Christian, I provide the appropriate service.

Please contact me at the numbers listed above with questions or comments.

Respectfully submitted,

Eddie R. Davis
Hamblen County Coroner

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HAMBLEN COUNTY CORONER'S ANNUAL STASTICS

	*1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	SUB-TOTAL
TOTAL CALLS	123	223	224	233	267	253	267	280	255	300	282	329	315	324	352	310	393	4730
ATTENDED BY CORONE	106	177	159	149	186	170	189	171	180	196	204	245	233	237	232	184	219	3237
BY DEPUTY CORONER	17	48	65	84	81	83	78	109	75	104	78	84	89	87	120	132	174	1508
Autopsies Ordered	16	22	18	22	19	28	27	27	34	42	38	41	37	31	33	32	36	503
Toxicology Coroner Drawn	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	8	8
**CAUSE OF DEATH																		
Heart Disease	56	101	110	116	117	103	97	104	96	118	108	112	107	110	127	109	132	1823
Cancer	24	34	44	36	48	67	69	71	64	85	73	82	87	83	79	74	80	1100
Brain Disease/Stroke	12	25	26	24	22	20	26	28	17	23	15	29	17	22	30	24	30	390
Respiratory Disease	7	14	3	12	14	12	19	15	22	17	21	29	18	19	22	16	30	290
Toxicity (Drug Abuse)	2	5	4	2	8	9	8	10	11	13	12	14	20	21	25	25	48	237
Accidential	9	13	10	17	21	15	13	10	14	21	10	17	18	11	16	15	14	244
Suicide	7	7	8	7	6	8	7	6	7	4	6	5	8	9	11	6	11	123
Sepsis	0	2	0	1	3	4	7	6	4	1	4	5	7	6	10	7	7	74
Renal Failure	1	1	1	5	2	2	3	7	1	4	5	7	5	7	7	8	13	79
Birth Defect	1	7	4	1	5	1	2	0	2	1	2	6	3	6	3	4	4	52
Liver Disease/Failure	0	2	3	2	5	4	3	2	1	2	4	2	3	2	1	5	7	48
Pulmonary Embolus	0	3	4	0	0	1	3	4	3	2	6	9	4	4	5	3	2	53
GI Bleed	1	3	2	2	5	1	4	5	4	1	3	4	3	8	5	2	2	55
Homicide	2	2	0	2	3	1	4	6	3	1	4	4	9	3	2	2	2	50
Fire/Smoke Inhalation	0	0	0	0	4	1	0	1	2	1	1	0	0	1	0	1	0	12
HIV/Aids	0	1	1	2	1	2	1	0	1	2	3	1	1	5	2	1	2	26
Other	1	3	4	4	3	2	1	5	3	4	5	3	5	7	7	8	9	74
Pending Autopsy/Tox	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
AGES in Years:																		
0- 9	3	7	6	2	8	4	4	9	5	10	7	8	11	6	7	10	8	115
10-19	2	4	3	2	3	4	3	8	2	3	0	2	5	3	7	4	5	60
20-29	6	8	7	11	7	7	7	6	8	6	10	8	13	10	5	8	8	135
30-39	7	10	11	13	16	17	13	14	13	10	10	12	17	16	16	13	18	226
40-49	9	12	13	15	22	17	19	18	16	21	18	29	20	23	24	18	30	324
50-59	20	30	24	19	27	35	26	45	40	44	34	51	34	36	41	39	58	603
60-69	26	39	55	44	51	41	71	45	45	63	63	61	60	55	64	63	88	934
70-79	22	59	53	52	73	78	57	62	58	76	67	75	74	88	74	72	79	1119
80-89	20	40	43	61	41	38	52	61	52	45	53	60	58	67	81	60	77	909
90-99	8	14	7	14	19	11	14	12	15	20	19	22	22	20	20	23	26	286
100+	0	0	2	0	0	1	1	0	1	2	1	1	1	0	2	0	1	13

Coroner estimates that tobacco use contributed to 39% of the 2015 deaths.
Coroner estimates that tobacco use contributed to 44% of the 2016 deaths.
Coroner estimates that tobacco use contributed to 41% of the 2017 deaths.
Coroner estimates that tobacco use contributed to 42% of the 2018 deaths.
Coroner estimates that tobacco use contributed to 41% of the 2019 deaths.

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*Appointed Coroner June, 1991 **Cause of Deaths as recorded in this report does not specify contributing diseases or situations"

HAMBLEN COUNTY CORONER'S ANNUAL STATISTICS

YEAR	'91-'07	2,008	2,009	2,010	2,011	2,012	2,013	2,014	2,015	2,016	2,017	2,018	2,019	TOTALS	
TOTAL CALLS	4,730	406	406	412	364	377	433	488	440	494	575	526	594	10,245	TOTAL CALLS
ATTENDED BY CORONER	3,237	248	250	268	198	208	228	251	222	258	299	265	326	6,258	ATTENDED BY CORONER
BY DEPUTY CORONER	1,508	156	148	144	164	168	205	237	218	236	276	261	266	3,987	BY DEPUTY CORONER
Autopsies Ordered	503	35	35	36	40	43	45	33	42	43	36	32	46	969	Autopsies Ordered
Toxicology Coroner Drawn	8	10	8	18	17	15	17	14	13	14	16	4	10	164	Toxicology Coroner Drawn
**CAUSE OF DEATH															**CAUSE OF DEATH
Heart Disease	1,823	131	132	128	112	122	117	132	110	158	144	154	181	3,444	Heart Disease
Cancer	1,100	95	89	91	82	77	108	125	112	122	142	115	112	2,370	Cancer
Brain Disease/Stroke	390	31	39	44	40	42	40	50	45	45	71	57	94	988	Brain Disease/Stroke
Respiratory Disease	290	39	42	37	23	24	42	60	58	67	55	74	68	879	Respiratory Disease
Toxicity (Drug Abuse)	237	39	48	53	46	49	31	35	29	32	26	16	27	668	Toxicity (Drug Abuse)
Accidential	244	16	5	17	9	16	15	16	13	13	22	11	7	404	Accidential
Suicide	123	6	7	7	8	7	17	14	15	16	11	10	15	256	Suicide
Sepsis	74	10	7	8	9	6	10	10	7	9	33	28	26	237	Sepsis
Renal Failure	79	4	4	5	7	6	11	18	21	12	30	20	18	235	Renal Failure
Birth Defect	52	7	7	1	7	3	4	5	4	4	3	1	3	101	Birth Defect
Liver Disease/Failure	48	5	4	4	3	2	8	9	9	4	7	12	12	127	Liver Disease/Failure
Pulmonary Embolus	53	5	8	4	1	6	4	5	4	8	15	6	4	123	Pulmonary Embolus
GI Bleed	55	3	2	4	5	5	11	6	4		9	7	5	116	GI Bleed
Homicide	50	2	2	2	1	2	3		3		3	1	4	73	Homicide
Fire/Smoke Inhalation	12			2	2	1	4						1	22	Fire/Smoke Inhalation
HIV/Aids	26	1	4	1	2	1			3	2	1	1	2	44	HIV/Aids
Other	74	12	6	4	7	8	8	3	3	2	3	13	15	158	Other
Pending Autopsy/Tox															Pending Autopsy/Tox
AGES in Years:															AGES in Years:
0- 9	115	11	12	7	8	7	6	5	9	6	5	1	5	197	0- 9
10-19	60	2	4	9	2	3	2	3	3	2	6	5	4	105	10-19
20-29	135	5	3	12	10	8	9	4	7	13	13	5	4	228	20-29
30-39	226	21	18	13	13	14	24	21	18	16	13	14	28	439	30-39
40-49	324	31	21	22	38	38	35	33	32	20	27	27	29	677	40-49
50-59	603	61	57	52	44	47	55	62	62	66	75	64	54	1,302	50-59
60-69	934	92	95	81	68	63	91	95	83	81	121	86	88	1,978	60-69
70-79	1,119	95	96	93	85	70	98	110	93	135	128	134	164	2,420	70-79
80-89	909	72	72	91	77	94	95	104	98	120	132	130	180	2,174	80-89
90-99	286	22	28	32	18	31	25	41	32	33	48	58	38	692	90-99
100+	13	2			1	2	1	4	3	2	3	2		33	100+

**CAUSE OF DEATH AS RECORDED IN THIS REPORT DOES NOT SPECIFY CONTRIBUTING DISEASES OR SITUATIONS

Respectfully submitted, Eddie R. Davis, Hamblen County Coroner

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WHAT IS A CORONER?

The Coroner is one of the oldest offices in our common-law system. Originally this office was developed in England and the office holders were men of great wealth and prestige. They were appointed by the king to protect the rights and property owed to the crown upon the death of any person.

WHAT IS A TENNESSEE CORONER?

A Coroner in Tennessee is typically a layperson with most of his training coming from on-the-job experience under the direct supervision of the Medical Examiner and pathologists. Coroners are most often located in the rural counties where tax dollars are not readily available, especially to be spent dealing with the dead. The Coroner completes the following tasks on each "call:"

1. Confirms that a human death has occurred;
2. Determines if the death appears to be by natural causes or if there is a possibility foul play caused the death;
3. Determines the deceased's identity;
4. Determines and notifies the next of kin;
5. Arranges for specific testing and examination, including an autopsy, or discharges the body to a funeral home;
6. Assists the family; and
7. Prepares case histories, reports and maintains records.

Volumes could be written on each task listed, but this gives a brief idea. Each call consumes from one to twenty-five or more hours.

Page one of the Medico-Legal Handbook, also known as "The Coroner's Handbook," published in 1971 by the Tennessee Department of Public Health, states, "The Coroner is one of the oldest offices in our common-law system. Originally this office was developed in England and the office holders were men of great wealth and prestige. They were appointed by the king to protect the rights and property owed to the crown upon the death of any person."

Today, under the Coroner system, the office holder is charged with the responsibility of having some practical knowledge of law, medicine, sociology, psychology, chemistry and criminology.

Whenever there is a suspicious death, the Medical Examiner determines the specific cause of death. Law Enforcement attempts to determine how and where the death occurred and, sometimes, who caused it.

The Coroner is there to assist and attempt to insure that all deaths are thoroughly investigated. He is a third and independent set of eyes, ears and, if necessary, a voice for the dead.

By nature, a Coroner must be curious, cautious, conscientious, compassionate, and, above all, unpretentious with himself in everything he sees and does. Unequivocally, the most unpleasant responsibility the Coroner has to carry out is delivering the news to the next of kin that a father, mother, husband, wife, brother, sister or, God forbid, a child's life has ended. This task is more horrendous than anything the Coroner ever sees.

The Coroner's role also is that of service to the community by helping the families of terminally ill and elderly patients who choose to die at home. The Coroner, with the cooperation of the Medical Examiner, goes to the home after receiving notification that the death has occurred, completes his duties and authorizes the body to be released directly to a funeral home which the family chooses, without the family bearing the expenses of ambulance rides and hospital emergency rooms. When anyone dies outside a hospital, in less than twenty-four hours of admission to a hospital or where foul play is known or suspected, the Coroner must take charge of the scene and the body or bodies.

The Coroner must have open communication lines with the Medical Examiner, Law Enforcement, Attorney General, pathologist(s), hospital personnel, witnesses, the deceased's family, friends and enemies, funeral home personnel and anyone else who might be able to provide information concerning a death. Throw in being prepared to respond to Coroner calls twenty-four hours a day, seven days a week and the fact that the Coroner's job, in most rural counties, is a part-time position, and there you have brief description of a Tennessee Coroner.

This is a hasty explanation, but I hope you get the idea and the understanding that if the Coroner is to be effective, he must possess the capability to think on his feet, question everything he sees and hears, have compassion for his fellow man, be able to communicate with people, and derive conclusions from all he discovers.

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Eddie R. Davis, Hamblen County Coroner

P.O. Box 1479
Morristown, Tennessee 37816-1479
Phones (423) Office/Home 581-6229 Fax 289-1262 Cell 312-6322

Listed below are the total number of deaths in Hamblen County caused by drug abuse/overdoses and total Calls to the Coroner & Medical Examiner's Office since I became Coroner in May, 1991. These numbers do not account for Hamblen County Residents who die of an abuse/overdose in another area outside our jurisdiction, we are aware of several occurrences in other counties and states.

Also listed are the number of Cremation Permits investigated/issued by the Medical Examiner's & Coroner's Office.

YEAR	OVER DOSE'S	TOTAL CALLS
1991	2	123
1992	5	223
1993	4	226
1994	2	233
1995	8	267
1996	9	253
1997	8	267
1998	10	280
1999	11	255
2000	13	300
2001	12	282
2002	14	329
2003	20	322
2004	21	324
2005	25	352

YEAR	OVER DOSE'S	TOTAL CALLS
2006	25	316
2007	48	393
2008	39	404
2009	48	398
2010	53	412
2011	46	362
2012	49	376
2013	25	440
2014	34	487
2015	29	440
2016	32	492
2017	29	575
2018	19	526
2019	27	594
TOTAL	668	10,245

YEAR	CREMATION PERMITS ISSUED*
2012	158
2014	215
2016	249
2018	246

YEAR	CREMATION PERMITS ISSUED
2013	188
2015	228
2017	252
2019	309

*** Statistics provided by the Hamblen County Health Dept - Only years available.**

Respectfully Submitted,

Eddie R. Davis
Hamblen County Coroner

HAMBLEN COUNTY SUICIDES & DRUG ABUSE/OVERDOSE DEATHS 1992-2019

YEAR	1992 *	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
SUICIDES	7	8	7	6	8	7	6	7	4	6	5	8	9	11	6
GSW	4	6	4	4	7	3	2	5	3	3	4	6	5	6	2
Hanging	2	1	3	2	1	4	2	2	1	2	1	2	3	4	3
Other	1	1	0	0	0	0	2	0	0	1	0	0	1	1	1
TOTAL SUICIDES	*7*	*8*	*7*	*6*	*8*	*7*	*6*	*7*	*4*	*6*	*5*	*8*	*9*	*11*	*6*
MALES	5	3	3	3	5	4	3	4	2	4	3	5	4	6	3
FEMALES	2	5	4	3	3	3	3	3	2	2	2	3	5	5	3
Youngest/Oldest	18/79	27/58	26/69	17/77	18/77	35/68	22/68	28/72	27/83	25/69	17/88	17/61	19/67	15/75	17/61

O.D.'s	5	4	2	8	9	8	10	11	13	12	14	20	21	23	25
CHOSEN DRUG(S)															
POLY DRUG	1	1	1	1	4	1	2	1	6	1	4	5	3	6	8
Methafetimine											2	5	6	7	8
Alcohol	1	1		5	3	2	4	4	1	4	2	5	4	3	2
Codiene			1			2		1	3	3	1	1	1		2
Cocaine							1	2		2	1	2	3	2	2
Fentanyl														2	
Alprazolam										1		2	1		
Methadone								1			1				2
Methacarbarol	3	2		1	2	1	1						2		
Herion								1	2		1		1		1
Morphine								1							
Diazapam				1		2	2			1	1			1	
HUFFING Aresol									1					1	
Diphenhydramine											1			1	
TOTAL	5	4	2	8	9	8	10	11	13	12	14	20	21	23	25
MALES	2	2		5	4	3	4	7	8	7	8	12	10	11	10
FEMALES	3	2	2	3	5	5	6	4	5	5	6	8	11	12	15

Youngest/Oldest	22/32	26/58	26/28	30/77	18/72	35/73	29/68	28/72	24/65	25/69	22/88	17/67	19/67	15/75	15/65

* First Full Year
Serving as Coroner .

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HAMBLEN COUNTY SUICIDES & DRUG ABUSE/OVERDOSE DEATHS 1992-2019

	'92-'06	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	TOTAL	
SUICIDES	105	11	6	5	7	8	7	17	14	15	16	9	10	15	256	SUICIDES
GSW	64	7	4	3	4	6	4	11	9	9	12	7	6	6	152	GSW
Hanging	33	3	2	1	2	2	2	5	3	5	3	2	3	3	69	Hanging
Other	8	1	0	1	1	0	1	1	2	1	1	0	1	1	19	Other
TOTAL SUICIDES	*105*	*11*	*6*	*5*	*7*	*8*	*7*	*17*	*14*	*15*	*16*	*9*	*10*	*10*	256	*TOTAL SUICIDES*
MALES	57	7	4	4	5	5	2	6	7	9	9	10	6	6	131	MALES
FEMALES	48	4	2	1	2	3	5	4	10	6	6	6	4	4	125	FEMALES
Youngest/Oldest		18/84	18/80	19/84	18/63	17/74	19/76	17/68	34/66	26/81	21/76	24/72	15/76	69/27	15/88	Youngest/Oldest

O.D.'s	185	48	39	48	53	46	49	31	35	29	32	26	20	27	668	O.D.'s
CHOSEN DRUG(S)																*CHOSEN DRUG(S)*
POLY DRUG	45	13	9	4	13	10	9	9	14	11	12	8	6	6	169	POLY DRUG
Methafetimine	28	14	13	14	10	7	7	3	2	2	8	4	1	5	118	Methafetimine
Alcohol	41	5	6	5	7	6	5	6	4	6	5	6	5	1	108	Alcohol
Codiene	15		2	3	3	5	7	5	4	2				6	52	Codiene
Cocaine	17	3	2	3	4	4	2	1	2			1	2	2	43	Cocaine
Fentanyl	2	5	4	2	4	3	5	1	1	2	2	2	2	2	37	Fentanyl
Alprazolam	4			7	4	1	4	1	2	3	1	2	1	1	31	Alprazolam
Methadone	4			3	2	2	1	2	2	1	4	2	2	2	27	Methadone
Methacarbarol	12				1	3	2		1	2					21	Methacarbarol
Herion	6	2	1	2	1	1	1	1	1			1	1	1	19	Herion
Morphine	1	4		3	2	2	3	1	1					1	18	Morphine
Diazapam	8		1	2	2		2	1							16	Diazapam
HUFFING Aresol	2		1			2			1						6	HUFFING Aresol
Diphenhydramine	2	2					1								5	Diphenhydramine
TOTAL	185	48	39	48	53	46	49	31	35	29	32	26	20	27	668	TOTAL OD'S
MALES	93	23	18	22	25	26	20	17	18	14	20	16	10	13	335	MALES
FEMALES	92	25	21	26	28	20	29	14	17	15	12	10	10	14	333	FEMALES
Youngest/Oldest		17/84	18/76	19/68	13/84	17/68	19/76	16/73	29/77	26/75	23/84	21/76	34/72	13/80		Youngest/Oldest

Respectfully submitted,

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Eddie R. Davis, Hamblen County Coroner

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TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY

JUSTICE CENTER/JAIL PROJECT COMMITTEE

Tim Horner
Chairman

James Stepp
Vice-Chairman

Eileen Arnwine
Member

Jeff Akard
Member

Chris Cutshaw
Member

Randy DeBord
Member

Thomas Doty
Member

Tim Goins
Member

Bobby Haun
Member

Joe Huntsman, Sr.
Member

Mike Minnich
Member

Wayne NeSmith
Member

Howard Shipley
Member

Taylor Ward
Member

Hamblen County Government

JUSTICE CENTER/JAIL PROJECT COMMITTEE

Monday, March 9, 2020
Following the Adjournment of the Public Services Committee
Large Courtroom-Hamblen County Courthouse

AGENDA

1. **Call to Order** – *Chairman Tim Horner*

2. **Visitors Wishing to Address the Committee** – *Chairman Tim Horner*
   (*Visitors will be allotted 5 minutes to speak)*

3. **Old Business-***Chairman Tim Horner*
   a. ***None***

4. **New Business-** *Chairman Tim Horner*
   a. Justice Center Construction Management Services-*County Mayor Bill Brittain*
   b. Architect Engineering Services for Hale Property Development

5. **Items of Interest (No Action Necessary)** – *Chairman Tim Horner*
   a. None

6. **Adjournment** – *Chairman Tim Horner*

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HAMBLEN COUNTY GOVERNMENT
Request for Proposals – Hamblen County Justice Center Project Management Services

Request for Proposals

Office of the Hamblen County Mayor
511 West Second North Street
Morristown, TN 37814

Hamblen County Government is accepting SEALED proposals for Project Management Service for the Hamblen County Justice Center Project with specifications stated herein.

Vendor shall return proposals in a **SEALED ENVELOPE** to:

Hamblen County Mayor's Office
Attn: Johnna Harrell, Accounting Assistant
511 West Second North Street
Morristown, TN 37814

ENVELOPES MUST BE CLEARLY MARKED WITH THE NAME OF THE PROPOSAL, ON THE OUTSIDE OF THE ENVELOPE! EMAIL SUBMISSIONS WILL NOT BE ACCEPTED.

Public opening of the proposals will be held at the above address at the proposal deadline date and time designated in the RFP. Times listed are in Eastern Time.

DATE ISSUED:	Sunday, March 15, 2020
PROPOSAL TITLE:	Hamblen County Justice Center Project Management Services (2020-02)
MANDATORY PRE-PROPOSAL CONFERENCE	Monday, March 23, 2020 at 10:00 a.m. *A Mandatory Pre-Proposal meeting in the West Wing Conference Room located at 511 W. Second North Street, Morristown, TN. There will be a project site visit following the pre-proposal meeting.*
PROPOSAL QUESTION DEADLINE:	Friday, March 27, 2020 at 2:00 p.m. *All correspondence and communication must be via email to the designated Hamblen County point of contact listed below. Questions submitted by telephone call will not be answered. Questions submitted after this deadline will not be answered.*
PROPOSAL ANSWER DEADLINE:	Tuesday, March 31, 2020 at 4:00 p.m. Questions *and* Answers will be posted to the Hamblen County Government website www.hamblencountytn.gov
PROPOSAL DEADLINE DATE & TIME:	Monday, April 6, 2020 at 2:00 p.m.
PRESENTATIONS/ INTERVIEWS:	Friday, April 10, 2020 Short-listed firms will be required to make a presentation to the review committee and submit a sample contract. These firms will be contacted no later than Wednesday, April 8, 2020 at 4:00 p.m. via email with their exact presentation time. All presentations/ interviews will be held in the West Wing Conference Room located on the 1st floor of the Hamblen County Courthouse Annex at 511 W. 2nd North Street, Morristown, TN and ***must be in-person***. The top ranked firm may be requested to make a presentation to the Justice Center Project Committee before final award of the project.
PROPOSAL OPENING LOCATION:	Hamblen County Courthouse, West Wing Conference Room, 1st Floor, Administrative Building
FINANCE COMMITTEE REVIEW:	Monday, April 13, 2020
LEGISLATIVE BODY CONSIDERATION FOR AWARD:	Thursday, April 23, 2020

Bidder Initial _____

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INTRODUCTION:

Hamblen County is soliciting proposals from licensed, professional firms for Project Management Services of the Hamblen County Justice Center Project. The proposed Justice Center is a four (4)-story building including basement with approximately 186 square feet. It will consist of a 625-bed jail facility, 3-courtrooms, clerk office, office suite for four (4) judges' chambers, community service office, and jail administration.

Ideally, the successful firm will act in the best interest of the County while administering services throughout the design development, construction and close-out phases of the Justice Center Project. To ensure a successful project, the chosen firm will work with County staff, the Project Architect/Engineer, various consultants and construction contractors to safely deliver a quality facility that meets County objectives and design specifications.

The County's selection process will rely on evaluations of the written responses to this RFP and any subsequent supplemental evaluation processes, such as requests for additional information, as may be undertaken by the County at its sole discretion.

The County reserves the right to accept or reject any or all proposals, and also the right to waive any formal defects in proposals when deemed in the best interest of the County. Further, the County reserves the right to accept a proposal higher in price than the lowest proposal, and to negotiate with any respondent concerning matters which the County determines require clarification or changes not in conformity with the specific requirements set forth herein.

TABLE OF CONTENTS:

I. Project Overview
II. Anticipated Project Schedule
III. Project Design Team
IV. Scope of Project Manager Services
V. General Information for Project Managers
VI. Anti-Collusion Statement
VII. Certificate of Compliance Iran Divestment Act
VIII. Proposal Evaluation
IX. Additional Terms and Conditions

PROJECT OVERVIEW:

This RFP is for Project Management Services based on the T.C.A.§12-4-107 for the Hamblen County Justice Center Project, as more fully described in this RFP. The firm selected to perform the project management services is restricted and will NOT be eligible to propose on the actual construction project as a contractor or subcontractor.

Hamblen County (hereafter referred to as "County") is currently in the design development phase of the Justice Center Project. The facility will be constructed on county-owned property located on West 3rd North Street in Morristown, TN.

Bidder Initial _____

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ANTICIPATED PROJECT SCHEDULE:

Projected Project Activity Duration	
Schematic Design Drawings:	Completed
Design Development Phase:	Present Phase
Commission Approval of Project Concept:	April 2020
Construction Drawings Preparation:	May-September 2020
Commission Approval to Proposal Project:	September 2020
Acceptance of Proposals:	October 2020
Award of Construction Contract:	November 2020
Current Property Demolition to be Completed:	September 1, 2020

PROJECT DESIGN TEAM:

Moseley Architects located in Charlotte, North Carolina has been contracted for Architectural and Engineering services for this project. The selected Project Management Firm will coordinate with Moseley Architects for the duration of the design development and construction phases of the work.

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SCOPE OF PROJECT MANAGER SERVICES:

Proposals for Justice Center Project Management Services should address the following objectives, which are not necessarily all-inclusive. It is important to note that activities from two or more project phases can occur simultaneously. The listing below begins with certain responsibilities that the successful firm will be obligated to carry out throughout *all* project phases.

General Responsibilities:

1. The successful firm shall act on behalf of Hamblen County and in its best interests, as the primary point of contact with Justice Center Project architects, engineers, consultants, contractors, vendors, County staff, etc.

2. The successful firm shall regularly schedule and host meetings associated with the Justice Center Project as requested by the County.

3. The successful firm shall physically and regularly monitor Justice Center Project progress regarding budgets and schedules and relay project status to County personnel at regular reporting periods as mutually agreed upon.

4. The successful firm shall work with all Justice Center Project architects, engineers, consultants, contractors, vendors, County staff, etc. to ensure the project remains on schedule and within budget.

5. The successful firm shall document all communications, contracts, reports, drawings, data, etc. that are associated with the Justice Center Project, maintain said documentation, and transfer said documentation to the County as requested and completely at project close.

6. The Justice Center Project Management Firm must be fully compliant with the Americans with Disabilities Act (ADA) and specifically as it relates to governmental services.

Initiation Phase Responsibilities:

1. The successful firm shall gain a complete understanding of the County's goals and objectives for the Justice Center Project and a thorough understanding of the justification for project decisions already determined, in order that they will act in concert with County directives.

2. The successful firm shall review the County's determined course of action regarding siting, design and scheduling and provide recommendations as to feasibility and ensure project success through expert recommendations.

3. The successful firm shall relay Justice Center Project goals and objectives to all contractors, consultants, and professionals associated with the project to ensure project synergy and the greatest chance for overall success.

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Design Development Phase Responsibilities:

1. The successful firm shall fully review all construction documents, drawings and specifications prepared by the Justice Center Project Architect/Engineer and report to the County its recommendations to implement or alter project design.

2. The successful firm shall provide quality assurance of Justice Center Project design, as exhibited through construction documents, drawing and specifications, through careful review and consideration of the contexts of said documentation.

3. The successful firm shall report to the County as soon as is feasible any concerns identified regarding Justice Center Project safety, quality, schedule or cost and provide recommendations for mitigation of same.

4. The successful firm shall research and recommend alternative design or other project aspects as may be requested by the County.

5. The successful firm shall prepare, continuously update and report to the County regarding Justice Center Project budget and schedule, recommending alternatives when necessary to ensure the project remains on schedule and within budget.

6. The successful firm shall work with Justice Center Project Architect/Engineer on all aspects of the contractor bid process, including the pre-qualification process of general contractors who can bid on the project, attending all pre-bid or pre-award meetings, reviewing all bid documents and provide recommendations on the same.

7. The successful firm shall evaluate the list of potential subcontractors supplied by each Justice Center Project contractor and relay to the County its recommendation whether to approve the services of each.

8. The successful firm shall evaluate the list of project managers supplied by each Justice Center Project contractor and relay to the County its recommendation whether to approve the services of each.

9. The successful firm shall examine documentation to ensure that all contractors comply with applicable insurance and bonding requirements.

10. The successful firm shall review and make recommendations on any Justice Center Project associated agreements that the County should consider being party to.

Bidder Initial _____

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Construction Phase Responsibilities:

1. The successful firm shall review final County acceptance of contract documents and agreements to contractor(s).

2. The successful firm shall review overall project budgets and schedules to determine reasonableness and accuracy of same (i.e. demolition, Hale property development, relocate impound lot, etc.).

3. The successful firm shall review any notice of delays in work as may be presented by the contractor(s) and recommend potential mitigation to the County.

4. The successful firm shall work with the contractor(s) to identify and mitigate any substandard or faulty work performed by contractor(s) including steps for resinspection.

5. The successful firm shall provide quality assurance of the material testing and inspection procedures throughout construction.

6. The successful firm shall review all change orders submitted by the contractor(s) and work in concert with the Justice Center Project Architect/Engineer to determine necessity and feasibility of same.

7. The successful firm shall monitor any contractor safety violations occurring on the Justice Center Project, review all associated accident/injury reports and relay any recommendations to the County.

8. The successful firm shall review all contractor applications for payment for accuracy and reasonableness and make recommendation for payments or justification for nonpayment to the County.

9. The successful firm shall ensure that proper retainage is withheld from each contractor progress payment when making recommendation for payment.

10. The successful firm shall observe field inspections to determine substantial completion, assist in preparation of final punch list items and reinspect as necessary to determine final completion.

Close-Out Phase Responsibilities:

1. The successful firm shall observe, review and inspect all Justice Center Project documentation to achieve project final completion and the award of final project payment(s).

2. The successful firm shall continue participation in any Justice Center Project matters requiring resolution, representing and negotiating on behalf of the County.

Bidder Initial _____

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Scheduling:

The proposing and successful firm will be required to demonstrate through its proposal and finalizing discussion, that it has a timeline for a plan of action that will assuredly allocate the necessary resources of the firm to respond with excellent Justice Center Management Services to the County throughout the project.

Report Requirements:

The successful firm will be responsible for providing the County with written reports of the Justice Center Project progress at completion intervals of at least thirty (30), sixty (60) and ninety (90) percent.

Term:

This agreement for services will run for the length of the project undertaken by the successful firm unless otherwise terminated by the firm and/or the County upon 30 days written notice to the other party.

Minimum Qualifications:

Proposals will be considered from firms who:

1. Are licensed to do business in the State of Tennessee
2. Have a favorable business reputation
3. Possess the necessary qualifications and competencies to perform the work proposed
4. Employ key staff that will be assigned to the County who have completed Project Management Services for similar size and type of facility listed in this RFP

Spend the necessary time to understand the extent and complexities of Hamblen County as it relates to the Justice Center Project Management Services being truly representative of the County Firms that do not meet these minimum qualifications shall be deemed non-responsive and will not receive further consideration.

Funding:

Any contract awarded as a result of this procurement is contingent upon the availability of funding as determined by the Hamblen County Legislative Body.

Period of Performance:

The period of performance of any contract resulting from this RFP is tentatively scheduled to begin upon award of a contract.

GENERAL INFORMATION FOR PROJECT MANAGERS:

Project Administrator:

The County Finance Department is the sole point of contact for this procurement. All communication between prospective proposers and the County upon receipt of this RFP shall be with the County Finance Department as follows:

Bidder Initial _____

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Johnna Harrell
511 West Second North Street
Morristown, TN 37814
Telephone: 423-586-1931
Email: Johnna.harrell@co.hamblen.tn.us

Any other communication will be considered unofficial and non-binding on the County. Communication directed to parties other than the County Finance Department may result in disqualification of the prospective proposer.

RFP Timeline:

Page one (1) of this RFP lists specific dates and times for procurement activities.

Submission of Proposals:

Responding agencies are required to submit three (3) copies of their proposal. One (1) copy is to be submitted unbound and two (2) copies should be bound or contained in a single volume. All supporting documentation for the proposal should be submitted with each copy. The proposal, whether mailed or hand delivered must arrive at the Hamblen County Mayor's Office, 511 West Second North Street, Morristown, TN 37814 no later than 2:00p.m. Eastern Standard Time on Monday, April 6, 2020.

The envelope submitted should be clearly marked HAMBLEN COUNTY JUSTICE CENTER PROJECT MANAGEMENT SERVICES and addressed to the attention of the
Finance Department, Johnna Harrell.

Respondents assume the risk for the method of delivery chosen. The County assumes no responsibility for delays caused by any delivery service. ***Proposals may not be transmitted using electorinc media such as facsimile transmission or electronic mail.***

Late proposals will not be accepted and will be automatically disqualified from further consideration. All proposals and any accompanying documentation become the property of Hamblen County and will not be returned.

Respondents are requested to be brief in response. The inclusion of extraneous information beyond what is requested in this RFP is discouraged.

Proprietary Information and Public Disclosure:

Materials submitted in response to this competitive procurement shall become the property of Hamblen County. All proposals received shall remain confidential until the deadline for submission of proposals has expired. Once a proposal is submitted to Hamblen County Government and is opened it constitutes a public record and is subject to the open records request pursuant to the Tennessee Open Records Act.

Revisions to the RFP:

Bidder Initial _____

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In the event it becomes necessary to revise any part of this RFP, addenda will be produced in writing and submitted to all prospective proposers known to the County and will be listed on the Hamblen County website under the Bids and Proposals Tab. For this purpose, the published questions (deadline Friday, March 27, 2020 at 2:00p.m.) and answers (deadline Tuesday, March 31, 2020 at 4:00p.m.) and any other pertinent information will be considered an addendum to the RFP and will be provided to prospective proposers by email and posted on the Hamblen County website under the Bids and Proposals Tab.

The County reserves the right to cancel or to reissue the RFP in whole or in part prior to the execution of a contract.

Responsiveness:

All proposals will be reviewed by the County to determine compliance with administrative requirements and instructions specified in this RFP. Failure to comply with any part of the RFP may result in rejection of the proposal as non-responsive. The County also reserves the right, at its sole discretion, to waive minor administrative irregularities.

Additional Information:

Hamblen County, upon review of the received proposals, may request and schedule a company or companies to meet at the designated time, date and location listed on page one (1) of this RFP for a presentation/ demonstration to obtain additional information and/or clarification from the proposers.

Contract Term:

All items in this RFP must be included with the proposal. The proposer must indicate that this RFP and the proposer's written material submitted in response will be included as part of the contract. The parties will enter into a mutually acceptable agreement. All contracts between parties shall be governed by and enforced in accordance with the laws of the State of Tennessee. In the event a dispute arises, the venue shall be in Hamblen County, Tennessee. Hamblen County shall require the person with authority to bind the company to sign all agreement(s) with Hamblen County. The proposing firm will need to provide a sample contract during the interview process.

Cost of Proposal:

The County will not be liable for any costs incurred by the proposing firm in preparation of a proposal submitted in response to this RFP, in conducting of a presentation, or any other activities related to responding to this RFP.

No Obligation Contract:

This RFP does not obligate the Hamblen County Legislative Body to award a contract for services specified herein.

Rejection of Proposals:

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The County reserves the right at its sole discretion to reject any and all proposals received without penalty and to not issue a contract as a result of this RFP.

Commitment of Funds:

The Hamblen County Legislative Body are the only individuals who may legally commit the County to the expenditures of funds for a contract resulting from this RFP. No cost chargeable to the proposed contract may be incurred before receipt of a fully executed contract. Obligations on contracts that envision extended funding through successive fiscal periods shall be contingent upon actual appropriations for the following years.

Signatures:

The Letter of Submittal, Anti-Collusion Statement, Certification of Compliance Iran Divestment Act, and all RFP Amendments must be signed and dated by a person authorized to legally bind the proposing firm to a contractual relationship.

Iran Divestment Act:

The proposing firm must certify on page 15 of this RFP that neither it nor any of its successors, parent companies, subsidiaries or companies under common ownership or control of the firm are engaged in investment activities with Iran. By submission of this proposal, each proposer and each person signing on behalf of any proposer certifies, and in the case of a joint proposal each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each proposer is not on the list created pursuant to Tennessee Code Annotated § 12-12-106.

Proposal Content:

1. Letter of Submittal
2. Detailed Justice Center Project Management Services Proposal
3. Cost Proposal
4. Anti-Collusion Certification
5. Iran Divestment Act Certificate of Compliance
6. Firm's W-9

Proposals must provide information in the same order as presented in this document with the same headings. This will not only be helpful to the evaluators of the proposal, but should assist the proposing firm in preparing a thorough response.

Letter of Submittal:

Along with introductory remarks, the Letter of Submittal is to include by attachment the following information about the firm.

1. Names, addresses, telephone numbers, and e-mail addresses of legal entity or individual with whom contract would be written.

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2. Name, address and telephone number of each principal officer (President, Vice President, and Treasurer, etc.).
3. Legal status of the proposing firm (sole proprietorship, partnership, corporation, etc.) and the year the entity was organized to do busines as the entity now substantially exists.
4. Federal Employer Tax Identification number.
5. Location of the firm/office from which the firm would operate.
6. Provide a list of a minimum of three (3) completed projects that demonstrate the firms' project management experience with similar size and type of facility and include at a minimum the following information for each:
    a. Name of project
    b. Year completed
    c. Size of project
    d. Contact information for owner's representative and project architect
    e. Indicate number of calendar days ***allocated*** to complete the work in the original schedule and the number of calendar days added by change order(s)
    f. Indicate number of calendar days taken for ***actual completion*** and provide a detailed explanation if project completion date was beyond the completion date as adjusted by change order(s)
    g. Indicate if project was completed on or under budget. If project was over budget, provide a detailed explanation why
7. Firm's qualifications including names, education and experience backgrounds of pertinent team members who will be responsible for the Justice Center Project Management Services.
8. A work plan to include time estimates for each significant segment of the work and the staff level to be assigned, including the target date for completion.

Specifications:

The firm will be an independent contractor and not an agent of the County. The contractor will be the sole employer of all persons used in the Justice Center Project Management and will accept full responsibility for all lost or damaged property and injury to persons resulting from the execution of the contract, as well as for any claims made by or on behalf of the contractor's agents, servants, and employees arising out of their employment or work pertaining to the operation of the contract.

Proposed Cost:

The evaluation process is designed to award this procurement not necessarily to the firm of least cost, but rather to the firm whose proposal best meets the requirements of this RFP.

Identify all costs including expenses to be charged for performing the services necessary to accomplish the objectives of the contract. The proposing firm is to submit a fully detailed budget including staff costs and any expenses necessary to accomplish the tasks and to produce the deliverables under the contract.

The fee for project management needs to be divided into the following sub-components:

1. Design Development Phase

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2. Construction Documents Phase
3. Bidding Phase (consultation only)
4. Pre-Construction/Mobilization
5. Construction Phase
6. Project Completion Phase

From time to time, County staff may find it necessary to consult with the successful firm on future issues related to the final Justice Center Project Management. Include an outline in this proposal of how this occasional consultation will be handled in regard to charges.

It is agreed between the County and the successful firm that in consideration for the firm's full and complete performance hereunder, he County shall pay to the successful firm the fees as detailed in the successful proposal for the services as proposed by the firm and as accepted by the County. The final amount of fees shall be based upon actual services performed as approved by the County.

Invoice Requirements:

Fees for project management services to be provided for the Justice Center Project will be billed in accordance with the cost proposal provided in response to the responsibilities listed in the Scope of Services. The Project Manager will submit invoices to the County Finance Department based on the contractual timeline and they will include a detailed account of the following:

1. A description of the work performed;
2. The date(s) the work was performed; and
3. The name(s) of the person(s) who performed the work.

All invoices will show itemized hours of work by billing rate and services provided, and will include an itemized list, including receipts, of all reimbursable expenses allowable in the agreement, if any. Billing rates and reimbursable expenses, if any shall be in accordance with the Fee Schedule provided in response to this RFP.

Evaluation Procedure:

This document is a Request for Proposal. It differs from a Request for Bid/Quote in that the County is seeking a solution not a bid/quote for the lowest price. As such, the lowest price proposal will not guarantee an award. Proposals will be evaluated based on features of service, qualifications, experience, timeliness, technical competence, staff expertise and longevity, experience with similar projects, demonstrated timeliness in meeting deadlines, responsiveness to client needs, competitiveness of proposed fees and what is determined by the Hamblen County Legislative Board to be the best solution for Hamblen County.

The County may select a limited number of firms with whom to schedule interviews. Specific date for interviews is listed on page one (1) of this RFP. Recommendation for a selection will be made to the Hamblen County Legislative Board after presentation/interview. The top ranked firm may be requested to make a presentation to the Justice Center Project Committee before final award of the project. The final award of the project lies with the Hamblen County Legislative Board.

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Responsive proposals will be evaluated strictly in accordance with the requirements stated in this solicitation and any addenda issued. All proposals received by the stated deadline will be reviewed by the County to ensure that proposing firms meet all minimum requirements. Proposing firms that fail to meet stated qualifications or any proposal that does not contain all of the required information will be rejected as non-responsive.

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ANTI-COLLUSION STATEMENT

By signing this form the proposer agrees that he has not divulged to, discussed, or compared his proposal with other proposers and has not colluded with any other proposer or parties to a proposal whatsoever. Note: no premiums, rebates or gratuities to any employee or agent are permitted with, prior to, or after any delivery of materials. Any such violation will result in the cancellation and/or return of material (as applicable) and the removal from the proposal list and could constitute a felony and result in a fine, imprisonment, as well as civil damages.

The undersigned certifies that he/she has read, understands, and agrees to all terms, conditions, and requirements of this proposal, and is authorized to contract on behalf of the proposing firm. This form must be signed personally by the proposer or the proposer's authorized agent. All signatures must be original and not photocopies.

_____	_____
Signature	Title
_____	_____
Printed Name	Date

**By signing this form, the proposer signifies understanding and agreement with Hamblen County Government Terms and Conditions.

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PROPOSER'S CERTIFICATION OF COMPLIANCE
WITH
IRAN DIVESTMENT ACT
Tenn. Code Ann. § 12-12-101 et seq.

Comes _____, for and on behalf of
(Printed name of Principal Officer of Company)

_____, (the "Company") and, after being duly authorized

by the Company so to do, makes oath that:

By submission of this proposal, each proposer and each person signing on behalf of any proposer certifies, and in the case of a joint proposal each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each proposer is not on the list created pursuant to the Iran Divestment Act, Tenn. Code Ann. § 12-12-106.

_____
Signature

_____
Title

_____
Date

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ADDITIONAL TERMS AND CONDITIONS:

1	**PROPOSAL FORMS.** All proposals shall be submitted on and in accordance with this form. If more space is required to furnish a description of the services offered or delivery terms, the proposer may attach a letter hereto that will be made a part of the proposal. All proposals shall be submitted sealed, plainly marked with the proposal name, date, and time. Prices or changes shown on the outside of the envelope will not be acceptable.
2	**PROPOSALS RECEIVED ON TIME.** Proposals and amendments thereto, if received by the Hamblen County's Mayor's Office, after the date and time specified for proposal opening, will not be considered. It will be the responsibility of the proposer to see that their proposal is received by the Hamblen County Mayor's Office by the specified time and date. There will be no exceptions. Date of postmark will not be considered. Telephone, facsimile, electronic, and verbal proposals will not be accepted. Any proposal received after the opening date and time will remain unopened and on file. Hamblen County Government will not be responsible for proposals received late because of delays by a third party delivery service, i.e., U.S. Mail, UPS, Federal Express, etc. Date of postmark will not be considered.
3	**TAX EXEMPT.** Hamblen County Government is a tax exempt agency. Successful vendor will be provided with an executed copy of tax exempt form.
4	**ANTI-COLLUSION.** The proposer certifies by signing the anti-collusion statement on page 14 that this proposal is made without prior understanding, agreement, or accord with any other person submitting a proposal for the same service and that this proposal is in all respects bona fide, fair, and not the result of any act of fraud or collusion with another person engaged in the same line of business or commerce.
5	**FACTORS IN AWARD.** Hamblen County reserves the sole right to enter into negotiations or agreement with the Proposer offering services and experience that represent the best interest and overall value to Hamblen County. Hamblen County is not bound to select the lowest priced vendor and will select and negotiate with the company which the County considers meeting the best interest of Hamblen County.
6	**PAYMENT TERMS.** Payment will be made by Hamblen County within 15 days of receiving the invoice from the Project Management Firm. Invoices should be submitted to the Finance Department, 511 West Second North Street, Morristown, Tennessee based on the contractual timeline for this project.
7	**KNOWLEDGE OF LAWS AND REGULATIONS.** The Project Management Firm shall be fully informed and in compliance of all Federal, State, and Local laws, ordinances, and regulations at the time of the proposal.
8	**AUTHORIZED SIGNATURE.** All proposals must be signed by an authorized, responsible officer or employee having the authority to enter into contracts. Obligations assumed by such signature must be fulfilled.
9	**NON-DISCRIMINATION.** During the performance of this contract, the contractor agrees as follows: He/she will not discriminate against any employees or applicants for employment because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where one or more of these are bona fide occupational qualifications reasonably necessary to the normal operations of the Project Management Firm.
10	**DIRECT CONTACT PROHIBITED.** Direct contact with Hamblen County departments, other than the County Mayor's Office as it relates to purchasing on the subject of this proposal, is expressly forbidden except with the foreknowledge and permission of the proposal contact or their representative.

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11	**RIGHT TO WITHDRAW.** Proposers have the right to request withdrawal of their proposals from consideration due to error by giving notice at any time before and not later than two (2) days after proposals are publicly opened.
12	**CLOSED FOR BUSINESS.** If the Hamblen County Courthouse is closed for business at the time scheduled for proposal opening, for whatever reason, sealed proposals will be accepted and opened on the next business day of the County, at the originally scheduled hour.
13	**ORIGINAL PROPOSAL DOCUMENT.** The original proposal maintained by the Hamblen County Mayor's Office shall be considered the only official document.
14	**PROPOSAL APPROVAL BY LEGISLATIVE BODY.** The award must be approved by the full Hamblen County Legislative Body. Proposals must first be considered by the Finance Committee and recommended to the full Hamblen County Legislative Body.
15	**REFERENCE TO BRAND NAMES.** Any reference to brand names, trade names, model numbers, catalog numbers or other descriptions peculiar to any item is made to establish a required level of quality and functional capabilities and is for reference only; it is not intended to exclude other products of that level. Please include with bid any specifications, brochures, catalogs, etc., or other data as will provide adequate basis of determining the quality and functional capabilities of the product offered.
16	**PURCHASE ORDERS.** Hamblen County Government utilizes purchase orders for ordering goods and/or services. An order may not be fulfilled without a purchase order number from Hamblen County Government.
17	**MAINTENANCE AGREEMENT.** If applicable to the proposal, vendor shall submit on the appropriate form the pricing for an annual maintenance agreement.
18	**QUESTIONS.** All correspondence and communication must be via email to the designated Hamblen County point of contact listed on page one (1) and page ten (10) of this document. No phone call questions will be answered. The deadline for submitting questions is Monday, March 16, 2020 at 2:00 p.m. Questions submitted after that deadline will not be answered.
19	**VENDOR TASKS.** If awarded, the vendor will be required to provide Hamblen County with the goods and/or services as awarded by the Hamblen County Legislative Body. Any additional vendor tasks will be noted in the proposal.
20	**REQUEST FOR PROPOSAL MODIFICATIONS.** Hamblen County reserves the right to modify the terms of the RFP at any time at the County's sole discretion.

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Hamblen County Government

CALENDAR & RULES COMMITTEE

Monday, March 9, 2020

Immediately Following Adjournment of the Justice Center/Jail Project Committee

Large Courtroom of the Hamblen County Courthouse

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY
CALENDAR & RULES COMMITTEE

James Stepp
Chairman

Mike Minnich
Vice-Chairman

Howard Shipley
Ex-Officio

Eileen Arnwine
Member

Thomas Doty
Member

Tim Horner
Member

Joe Huntsman, Sr.
Member

AGENDA

1. **Call to Order** – *Chairman James Stepp*

2. **Visitors Wishing to Address the Committee** – *Chairman James Stepp*
   (Visitors will be allotted 5 minutes to speak)

3. **Old Business -** *Chairman James Stepp*
   a. None

4. **New Business** - *Chairman James Stepp*
   a. Review of Regular Calendar Items
   b. Review of Consent Calendar Items

5. **Items of Interest -** *Chairman James Stepp*
   a. None

6. **Adjournment** – *Chairman James Stepp*

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HAMBLEN COUNTY LEGISLATIVE BODY

Regularly Scheduled Monthly Meeting
Thursday, March 19, 2020
5:00 p.m.

Open Meeting - *Sheriff Esco Jarnagin*

Call to Order - *Chairman Howard Shipley*

Prayer – *TBD*

Pledge of Allegiance - *Commissioner Tim Goin*

Roll Call - *County Clerk Penny Petty*

Prepared under the direction of:
Chairman Howard Shipley

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REGULAR CALENDAR March 19, 2020 Hamblen County Legislative Body

Order #	Vote	Item
1		**Recognition/Presentations/Proclamations (Commission Chairman Howard Shipley)**
		a. Employee Years of Service
2		**Calendar and Rules Committee Report (Chairman James Stepp)**
	Vote	a. Approval of Consent Calendar Items
	Vote	b. Approval of Regular Calendar Items
3		**Nominations/Appointments (Commission Chairman Howard Shipley)**
	Vote	a. Construction Board of Adjustments and Appeals (Off the Board)
	Vote	b. E-911 Board (Off the Board)
4		**Public Comment Regarding Business of the Agenda Only (Commission Chairman Howard Shipley)**
5		**RECESS AS HAMBLEN COUNTY LEGISLATIVE BODY-OPEN PUBLIC HEARING (Commission Chairman Howard Shipley)**
		a. Resolution 20-___ to Amend Article 5. Definitions Section of the Hamblen County Zoning Resolution
		b. Resolution 20-___ to Amend Article 6. Section 6.11 Accessory Building Regulations/Restrictions of the Hamblen County Zoning Resolution
		CLOSE PUBLIC HEARING, RECONVENE AS HAMBLEN COUNTY LEGISLATIVE BODY (Commission Chairman Howard Shipley)
6		**REZONING RESOLUTION VOTE (Commission Chairman Howard Shipley)**
	Vote	a. Resolution 20-___ to Amend Article 5. Definitions Section of the Hamblen County Zoning Resolution
	Vote	b. Resolution 20-___ to Amend Article 6. Section 6.11 Accessory Building Regulations/Restrictions of the Hamblen County Zoning Resolution
7		**Approval of Consent Calendar (Commission Chairman Howard Shipley)**
	Vote	a. Consent Calendar
8		**Education Committee (Chairman Bobby Haun)**
	Vote	a. West High School Project
	Vote	b. Resolution 20-___ An Amendment to Resolution 19-02
9		**Finance Committee (Chairman Randy DeBord)**
	Vote	a. Monthly Checks February 2020
	Vote	b. Resolution 20-___ Designating the Disposition of Interest Earned on the Proceeds of General Obligation Bonds
	Vote	c. Donation to Remote Area Medical (RAM) - $5,000
		d. Budget Amendments
	Vote	i. Fund #101 – Accounts and Budgets $2,450
	Vote	ii. Fund #101 – Accounting and Budgeting $1,644.18
	Vote	iii. Fund #101 – Sheriff's Department $10,116.25
	Vote	iv. Fund #101 – Civil Defense $50
	Vote	v. Fund #101- County Mayor $1,250
	Vote	vi. Fund #101- County Mayor $5,000
	Vote	vii. Fund #116- Sanitation $7,000
	Vote	viii. Fund #131 - Highway/Public Works $29,215
	Vote	ix. Fund #131 – Highway/Public Works $169,829
10		**Public Services Committee (Chairman Tim Goins)**
	Vote	a. 5 Year Re-Appraisal Plan-Hamblen County
	Vote	b. Resolution # 20-___-Authorizing a Continuous Five (5) Year Reappraisal Cycle
	Vote	c. Memorandum of Understanding between Hamblen County and the Division of Property Assessments-TN Comptroller of the Treasury
	Vote	d. Surplus Auto Hamblen County Sheriff's Department
	Vote	e. Agreement for Donation between Hamblen County Government and ALPS Day Services
11		**Jail Justice Center Project Committee (Tim Horner Chairman)**
	Vote	a. Justice Center Constriction Management Services
	Vote	b. Architect Engineering Services for Hale Property Development

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12		**Public Comment – General (Commission Chairman Howard Shipley)**
13		**Announcements /Informational Items /Upcoming Meeting Dates (Commission Chairman Howard Shipley)** a. April Committee Meetings, Monday April 13, 2020 at 5:30 p.m. at the Courthouse-Large Courtroom b. April Commission Meeting: Thursday, April 23, 2020 at 5:00 p.m. at the Courthouse-Large Courtroom
14		**Adjournment (Commission Chairman Howard Shipley)**

Thursday, March 19, 2020

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CONSENT CALENDAR **March 19, 2020** **Hamblen County Legislative Body**

Order #	Item	Placed From
1	Approval of the Previous Month's Minutes – February 20, 2020	Commission Chairman
2	Approval of Notaries	County Clerk Penny Petty
3	Expenditure Reports-February 2020	Finance Committee
4	Planning Commission Building Permit Log – February 2020	Finance Committee
5	County Attorney Invoices – February 2020	Finance Committee
6	Coroner's Monthly Report – February 2020	Finance Committee
7	Hamblen County Department of Education Quarterly Expenditure Report-Second Quarter-2019-2020	Finance Committee
8	2019 Hamblen County Emergency Communications District Annual Operations Report	Finance Committee
9	Budget Amendments-Approved by the County Mayor i. Fund #101 Accounting and Budgeting $100 ii. Fund #101 Jail $1,000 iii. Fund #101 Jail $1,500 iv. Fund #131 Highway/Public Works $2,900	Finance Committee
10	Morristown-Hamblen Humane Society Reports	Finance Committee
11	Hamblen County Coroner Statistical and Informational Reports-June 1, 1991 thru December 2019 – By Eddie R. Davis, Hamblen County Coroner	Public Services Committee

Thursday, March 19, 2020

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TENNESSEE
Hamblen County
150TH ANNIVERSARY
Est. 1870

OFFICE OF THE MAYOR

March 7, 2020

To: Hamblen County Commission

From: Bill Brittain, County Mayor

Re: Appointment to E-911 Board

I am requesting confirmation of the appointment of Lt. Josh Ringley of the HCSD to fill a vacancy on the E-911 Board.

If confirmed, Lt. Ringley will complete the unexpired term of board member Lt. Eddie Ingram who has resigned from the HCSD. Sheriff Esco Jarnigan is recommending Lt. Ringley for the appointment. The term expires August 31, 2022.

Do not hesitate to call with any questions.

Sincerely,

Bill Brittain
County Mayor

Cc: Eric Carpenter
Robert Laney, Chairman E-911 Board

Bill Brittain, *County Mayor*
511 West Second North Street • Morristown, TN 37814 • *office.* 423.586.1931 • *fax.* 423.585.4699
www.HamblenCountyTN.gov • *email.* bbrittain@co.hamblen.tn.us

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J. KEITH ELY
ASSESSOR OF PROPERTY

511 West Second North Street
Morristown, Tennessee 37814
Phone (423) 586-1852
Fax (423) 585-4600

Date: 3-9-2020

RE: County Board of Equalization Members

To: Hamblen County Commission

I am requesting the appointment of nominees for the Hamblen County Board of Equalization for two year terms starting on June 1, 2020. The following nominees have agreed to serve on the board if appointed by the County Commission. Their names are as follows:

Mr. Ralph Wilkerson
Mr. Earl Cameron
Mr. Danny Young
Mr. Bill Hicks

Thank you for your support and cooperation in these appointments.

Keith Ely

Keith Ely

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