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

DATE: January 11, 2021

TO: Hamblen County Legislative Body

FROM : Bill Brittain, Hamblen County Mayor

RE: **January 2021 Committee Meeting Information**

Monday, January 11, 2021 at 5:30 p.m.-Large Courtroom-Hamblen County Courthouse

- **Dr. Jeff Perry, Superintendent HCBOE**
- **Public Services Committee-***Immediately following presentation from Dr. Jeff Perry*
- **Personnel Committee-***Immediately following the adjournment of the Public Services Committee*
- **Justice Center/Jail Project Committee-** *Immediately following adjournment of the Personnel Committee*
- **Finance Committee-***Immediately following adjournment of the Justice Center/Jail Project Committee*
- **Calendar and Rules Committee -** *Immediately following adjournment of the Finance 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
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Hamblen County Government

PUBLIC SERVICES COMMITTEE

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY

PUBLIC SERVICES COMMITTEE

Tim Goins
Chairman

James Stepp
Vice-Chairman

Howard Shipley
Ex-Officio

Jeff Akard
Member

Eileen Arnwine
Member

Bobby Haun
Member

Tim Horner
Member

Joe Huntsman, Sr.
Member

Wayne NeSmith
Member

Monday, January 11, 2021
Immediately Following Presentation from Dr. Jeff Perry
Large Courtroom – Hamblen County Courthouse

AGENDA

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

2. **Visitors Wishing to Address the Committee about Agenda Items Only** – *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. Opioid Lawsuit
      i. District Attorney General Dan Armstrong
      ii. Jessee Law Firm
   b. Surplus Item from Hamblen County Sheriff's Department-*Captain Chad Mullins*
   c. Video Recording of Commission/Committee Meetings-*Jeff Atkins, IT*
   d. Resolution 21-___ Resolution to Establish a Redistricting Committee-*County Mayor Bill Brittain*

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

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

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RESOLUTION 21-___

RESOLUTION IN SUPPORT OF DRUG DEALER LIABILITY ACT LAWSUIT

The Hamblen County Legislative Body meeting in regular session on the _____ day of _____ 2021, a quorum being present and a majority voting in the affirmative, hereby RESOLVES as follows:

WHEREAS, Hamblen County, as well as other counties in Tennessee and in surrounding states, has experienced an epidemic related to the distribution and use of opioids by its citizens that has generated critical issues and problems for Hamblen County, including but not limited to opioid addiction by Hamblen County citizens, drug overdose deaths, the birth of drug dependent babies, a rise in criminal charges convictions for the illegal sale and use of opioids as well as other crimes resulting from the opioid abuse epidemic, including but not limited to burglary, theft, and fraud, and the lost of productivity of the citizens in the workplace, damage and destruction to the family unit, all resulting from the illegal sale, distribution, and use of opioids in Hamblen County;

WHEREAS, District Attorney Dan Armstrong is the duly elected District Attorney General for the 3rd Judicial District of the State of Tennessee;

WHEREAS, General Armstrong brought a lawsuit in 2017 through the law firm of Branstetter, Stranch & Jennings, PLLC to recover money for Hamblen County under Tennessee's Drug Dealer Liability Act ("DDLA"), and that lawsuit is pending in Sullivan County Circuit Court;

Return to Committee Cover

The Hamblen County Commission hereby RESOLVES that it fully supports the lawsuit, approves of the actions taken in the lawsuit thus far on its behalf, and approves of the lawsuit going forward with Hamblen County as named plaintiff, and retains District Attorney General Dan Armstrong and the law firm of Branstetter, Stranch & Jennings, PLLC as counsel in this matter.

_____	_____
Howard Shipley, Chairman	Bill Brittain, County Mayor
_____	_____
Penny Petty, County Clerk	Chris Capps, County Attorney

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Memo to County Attorneys in the Third Judicial District

From

Dan Armstrong, District Attorney General

As you know by now, the Tennessee Supreme Court has issued an opinion in a sister suit to the one I filed on your behalf, affirming that Big Pharma can be sued and held liable under the Drug Dealer Liability Act. This is a major victory and step forward in the lawsuit I filed on your behalf in the summer of 2017.

They also ruled that, while I may represent you in the pending action, I cannot stand in for you as plaintiffs. Enclosed you will find two documents we believe, that if approved by you and the county commission will allow us to go forward, on your behalf, in the pending lawsuit. Please review and me and members of the Branstetter law firm would be happy to meet with you and discuss any concerns or questions you have. It is important to taken action, as soon as possible. Our case is trial ready as soon as covid restrictions are lifted, and we will be asking the court for a trial date as soon as we resolve this technical requirement imposed by the Tennessee Supreme Court ruling in the sister case.

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RETAINER AGREEMENT

This agreement is made between Branstetter, Stranch & Jennings, PLLC, and Dan Armstrong, District Attorney General for the 3rd Judicial District, hereafter referred to as "Attorneys" and Hamblen County, Tennessee. The terms of our representation are as follows:

Services to be Rendered:
The legal services to be provided under this agreement are as follows:

1. Representation in lawsuit relating to the opioid crisis in Tennessee, filed in Sullivan County.

2. Attorneys will make best efforts in the representation and shall adhere to the Tennessee Rules of Professional Conduct in all respects.

Costs of Services:
The costs of services to be provided under this agreement are as follows:

1. Attorneys will advance all litigation costs. Client has no obligation to reimburse attorneys for any costs of litigation, unless successful. Attorneys have the right to petition the court for reimbursement of any costs associated with the litigation.

2. Attorneys have the right to petition the court, if successful, for attorneys' fees on the basis of fee reversal, fee shifting, or fees pursuant to a common fund. Attorneys will make every effort to avoid a contingency fee situation, but in the case of a lump sum settlement, Attorneys will be entitled to 25% of total recovery plus costs advanced in the litigation.

Risk of Legal Action
It is impossible to predict the result of a legal action. Client recognizes that Attorneys cannot guarantee a favorable result in this case.

_____	_____	_____
Client:	Firm:	Date

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Surplus Item from Hamblen County Sheriff's Department

January 2021

2005 29ft JAG/KZ Camper- Model #94340, Serial #4EZT529246S094340

The proceeds of the camper sale will be used to purchase lights, a generator and equipment for the new enclosed trailer received in December 2020.

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

MEMORANDUM

To: County Mayor Bill Brittain **Date:** 29 December, 2020

From: Jeffrey Atkins, IT Manager

CC:

Re: Video Recording of Commission and Committee Meetings

Mayor Brittain,

I am requesting the county commission revisit the issue of video recording of Commission and Committee Meetings to clarify that no editing of the recording is permitted between the call to order and adjournment of the meeting, but that portions of the recording prior to the call to order and following adjournment may be cut from the recording.

This is necessary because, in order to ensure the entire meeting is recorded, the recording begins several minutes prior to the call to order, and does not stop until after the meeting is adjourned.

I also ask that commission clarify that the recordings shall be archived by the County Clerk and the County Archives departments (as they currently are), as well as distributed to local media outlets, as the November 2020 motion did not provide for the local archiving of the recordings.

Bill Brittain, *County Mayor*
511 West Second North Street • Morristown, TN 37814 • *office.* 423.586.1931 • *fax.* 423.586.4699
www.HamblenCountyTN.gov • *email.* bbrittain@co.hamblen.tn.us

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RESOLUTION 21-____

RESOLUTION TO ESTABLISH A REDISTRICTING COMMITTEE

WHEREAS, *Tennessee Code Annotated (T.C.A.)* Section 5-1-111 requires that, at least every ten (10) years, county legislative bodies shall change the boundaries of county legislative districts so that members represent substantially equal populations; and

WHEREAS, the Hamblen County Legislative Body finds it to be in the best interest of Hamblen County to establish a Redistricting Committee to assist the Hamblen County Legislative Body with the necessary boundaries changes to county legislative districts so that members represent substantially equal populations;

NOW THEREFORE BE IT RESOLVED by the Hamblen County Legislative Body, meeting this _____ day of _____, 2021, that;

SECTION 1. The Hamblen County Legislative Body does hereby establish a Redistricting Committee to prepare suggested redistricting plans to be presented to and voted on by the entire Hamblen County Legislative Body.

SECTION 2. The Redistricting Committee shall consist of the following members:

(1)
(2)
(3)

(The committee may consist of as many members as the commission desires. Due to the impact of redistricting on voting precincts, it is recommended that the committee include the Administrator of Elections).

SECTION 3. At its first meeting, the Redistricting Committee shall elect a chairman, vice-chairman, and secretary.

SECTION 4. Meetings of the Redistricting Committee shall be subject to the open meetings provisions of T.C.A. Title 8, Chapter 44. The secretary of the Redistricting Committee shall prepare the minutes of each meeting.

SECTION 5. The Redistricting Committee shall meet from time to time as necessary in order to prepare suggested redistricting plans. The chair of the Redistricting Committee shall report to the Hamblen County Legislative Body at each regular meeting of the Hamblen County Legislative Body on the status of suggested redistricting plans.

Adopted this ____ day of _____, 2021.

APPROVED:

_____
County Mayor

ATTEST:

_____
County Clerk

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Bill Brittain, Hamblen County Mayor

From: Jeff Gardner
Sent: Wednesday, December 16, 2020 10:06 AM
To: Bill Brittain, Hamblen County Mayor
Subject: FW: Redistricting

Bill, below is the projected schedule for redistricting starting in 2021.

Jeff Gardner
Administrator of Elections

TENNESSEE
Hamblen County
150th ANNIVERSARY
Est. 1870

Election Commission
511 W. 2nd North St, Courthouse Room 101
Morristown, TN 37814
jgardner@co.hamblen.tn.us
www.hamblenvotes.com
Ph: (423) 586-7169
Fax: (423) 585-4053
Office Hours 8:30 am to 4:00 pm (EST)

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Administrators,
Now that the 2020 election has past, I wanted to reach out to you all to discuss the timeline for the upcoming redistricting process. I know many of you will be involved in the Redistricting process and are already getting asks questions. This go around will be unique with the uncertainty of COVID and the possible delays in the Census data releases. Rest assured, that when the data is released, we will be ready to go and there to support you all. To help with your planning for next year here is the tentative timeline for Local Redistricting:
***All these dates are subject to change due to COVID and any data delays.**
February 2021 – Guide to Local Redistricting to be released. This is a comprehensive guide to all things redistricting in Tennessee. Whether this is your first, second, or third time involved with redistricting, the guide is a good place to start. The guide provides an in-depth review of the legal, technical and data requirements of local redistricting.
As soon as the redistricting guide is complete, distribution will be made to all involved parties. It will also be available for download on our website. tncot.cc/redistricting
March 2021 – Geography data released. This is the geography we will use for redistricting.

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April 2021 – PL 94-171 Data "aka the population data" we use will get released.
May-June 2021 – Local Redistricting Kick-off. This is when software, data, and maps get released to officials.
June – December 2021 – Local Redistricting Takes Place

- County Commission redistricts first (They set the Districts)
- Then you all (the Election Commission) set your precincts and polling places/vote centers.

January 1st, 2022 – Local Redistricting Deadline. This is when your county needs to have their redistricting plan completed and submitted to our office by.
January 2022 – Legislature releases their redistricting plan (House, Senate, Congress). If your county gets split by a legislative district(s) (Especially if you get split by a Senate District), we will reach out to you to make the appropriate adjustments.
Our office will not receive the 2020 census population data until April, possibly later, therefore, the actual work involved with redistricting will not begin until June or possibly later. The statutorial deadline to complete redistricting is January 1, 2022. Depending on when the census maps and population data are available, you will only have between five and six months to develop and finalize a new county commission district plan. As a result, we recommend that local officials

- Establish a redistricting committee – Sample Resolution is available on our website towards the bottom tncot.cc/redistricting
- Review your current districts
- Review private acts in your county
- Read the manual that will be sent out
- Appoint a technical lead or point of contact person in your county to avoid confusion

Being proactive in the redistricting process can help assure that you have a smoother transition when it's time to redistrict. Due to a potential backlog of final map requests from our office in November and December, it may be a good idea to set your own deadline much sooner than January 1.
That brings me to what you should be thinking about as an AOE and Election Commission.
Start thinking about the level of assistance that you and the Election Commission need.

- You can have CTAS assist you (Free).
- You can have our office assist you (Free). Myself, John Thomas, or Ned Phillips will assist.
- Our office provides all the software, maps, and guides.

Let us know what level of assistance you require by March 2021. Earlier if possible.

Also, we need your need help in getting the addresses of the County Commissioners. This will be used to display their locations on the map when we are Redistricting.
At your earliest convenience please send a list of County Commissioners with their Name & Address to me.

We will keep you aware of any changes to the timeline or the process should they occur.
As always, let me know if you have any more questions.

Matthew Hill
Senior Specialist (GIS)
Comptroller of the Treasury
Division of Property Assessments
425 Fifth Avenue North | Nashville, TN 37243
Matthew.Hill@cot.tn.gov | Direct Line 615.401.7828

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TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY

PERSONNEL COMMITTEE

Randy DeBord
Chairman

Chris Cutshaw
Vice-Chairman

Eileen Arnwine
Member

Jeff Akard
Member

Thomas Doty
Member

Tim Goins
Member

Bobby Haun
Member

Tim Horner
Member

Joe Huntsman, Sr.
Member

Wayne NeSmith
Member

Mike Reed
Member

Howard Shipley
Member

James Stepp
Member

Taylor Ward
Member

Hamblen County Government
PERSONNEL COMMITTEE

Monday, January 11, 2021
Immediately Following Adjournment of Public Services Committee
Large Courtroom – Hamblen County Courthouse

AGENDA

1. **Call to Order** – *Chairman Randy DeBord*

2. **Visitors Wishing to Address the Committee about Agenda Items Only** – *Chairman Randy DeBord* *(Visitors will allotted 5 minutes to speak)*

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

4. **New Business** – *Chairman Randy DeBord*
   a. Amendment to Employee Handbook-Military Leave
   b. Amendment to Employee Handbook-COVID-19 Leave
   c. Approval of Longevity Pay Submissions

5. **Items of Interest (No Action Necessary)** –*Chairman Randy DeBord*
   a. None

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

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Amendments to Employee Handbook Revised and Adopted March 2018

May 2018

1. Employee Acknowledgement Form.

March 2019

1. Section 1.2—Handguns and Workplace Violence Prevention Policy.
2. Section 2.0—Part-Time Employees who work above 25 hours per week will now gain limited access to the County Employee Health Clinic.

May 2020

1. Section 1.8—allowing accrued leave pay in addition to workers compensation pay up to 100% of normal salary.
2. Section 4.5—Expiration of FMLA Leave—After allotted weeks of FMLA have expired and employee is still out with no accrued leave time, COBRA will be offered.
3. Section 4.5—Families First Coronavirus Response Act (FFCRA)
4. Section 4.11—(1) Offer of COBRA if granted administrative leave without pay exceeds 30 days. (2) If an employee is placed on leave for reasons other than qualifying leave or granted leave, all benefits including health insurance and clinic access for that employee will be suspended until he/she returns to work.
5. Section 5.1—Employee Courtesy #9—any employee found to be engaging in any type of unlawful conduct will be subject to disciplinary action, up to and including termination of employment.
6. Section 6.2—Definitions of Disciplinary Actions—Dismissal—"including engaging in any unlawful conduct."
7. Section 7.7—Working from home.

Jan 2021

1. Section 4.10 –Military Leave – While on leave, the employee will receive his or her regular compensation for a period not exceeding twenty (20) working days per calendar year.

4.10 MILITARY LEAVE

Regular full-time employees who are members of any federal or state military reserve component will be granted a leave of absence for all periods of military service during which they are engaged in the performance of duty or training for this state or for the United States under competent orders. While on leave, the employee will receive his or her regular compensation for a period not exceeding twenty (20) working days per calendar year, plus any additional days, that may result from a call to active state duty by the Governor. Such requested leave shall be supported with copies of the official armed forces orders from the employee's unit.

The employee must submit a copy of the official armed forces orders to his/her supervisor. The supervisor will forward a copy of the official orders to the Human Resources payroll department. During such time that the employee is on military training leave, the employee's time sheet should indicate "Military Leave."

If a military leave of absence exceeds the twenty (20) paid days and the employee has exhausted his or her sick and annual paid leave or wishes to be unpaid, the employee will stop accruing additional sick or annual leave during that absence.

Should the full-time employee enter the military on an active basis, the employee must present his or her orders to their supervisor as soon as they receive them. The full-time employee will be granted an unpaid leave of absence to serve a tour of duty. Military Leave shall be granted in accordance with T.C.A. Title 8, Chapter 33, and section 109.

Employees in military service shall be governed by the requirements of, and shall have all of the rights and benefits conferred upon such persons by state law found in T.C.A. Title 8, Chapter 33, and under USERRA.

If you are a Reservist or National Guardsman called to Active Duty you may be worried about your health care coverage. **Don't worry** - you and your family are eligible for coverage under TRICARE. Reserve and guard members as well as their families are eligible for government sponsored healthcare under the TRICARE program.

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HAMBLEN COUNTY, TENNESSEE
OFFICE OF COUNTY MAYOR
LONGEVITY PAY APPLICANT PRESENTED TO
PERSONNEL COMMITTEE ON
January 11, 2021

LONGEVITY

Last Name	First Name	Hire Date	Years of Service	Amount	Past Employment
McLain	Alex	12/1/2019	3	$225.00	10/17/2016 through 08/15/2018

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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

Wayne NeSmith
Member

Mike Reed
Member

Howard Shipley
Member

Taylor Ward
Member

Hamblen County Government

JUSTICE CENTER/JAIL PROJECT COMMITTEE

Monday, January 11, 2021
Immediately Following Adjournment of the Personnel Committee
Large Courtroom-Hamblen County Courthouse

AGENDA

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

2. **Visitors Wishing to Address the Committee about Agenda Items Only** – *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. Commissioning Services Contract- *County Mayor Bill Brittain*
   b. Project Update-*County Mayor Bill Brittain*

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

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

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Commissioning Agents Summary Score

	January 4, 2021					
	BurWil Score	BurWil-25% Weight	Moseley Score	Moseley-75% Weight	Total	Place
Compass	78	19.5	75	56.3	75.8	6
Entegrity	94	23.5	94	70.5	94	1
Working Buildings	76	19	60	45	64	8
HEA Engineers	90	22.5	81	60.8	83.3	5
ICE	89	22.3	93	69.8	92.1	2
McGill	60	15	71	53.3	68.3	7
Smith Seckman Reid	89	22.3	85	63.8	86.1	4
TLC engineering Solutions	88	22	90	67.5	89.5	3
Epstein Group		Disqualified-not registered in TN prior to proposal				

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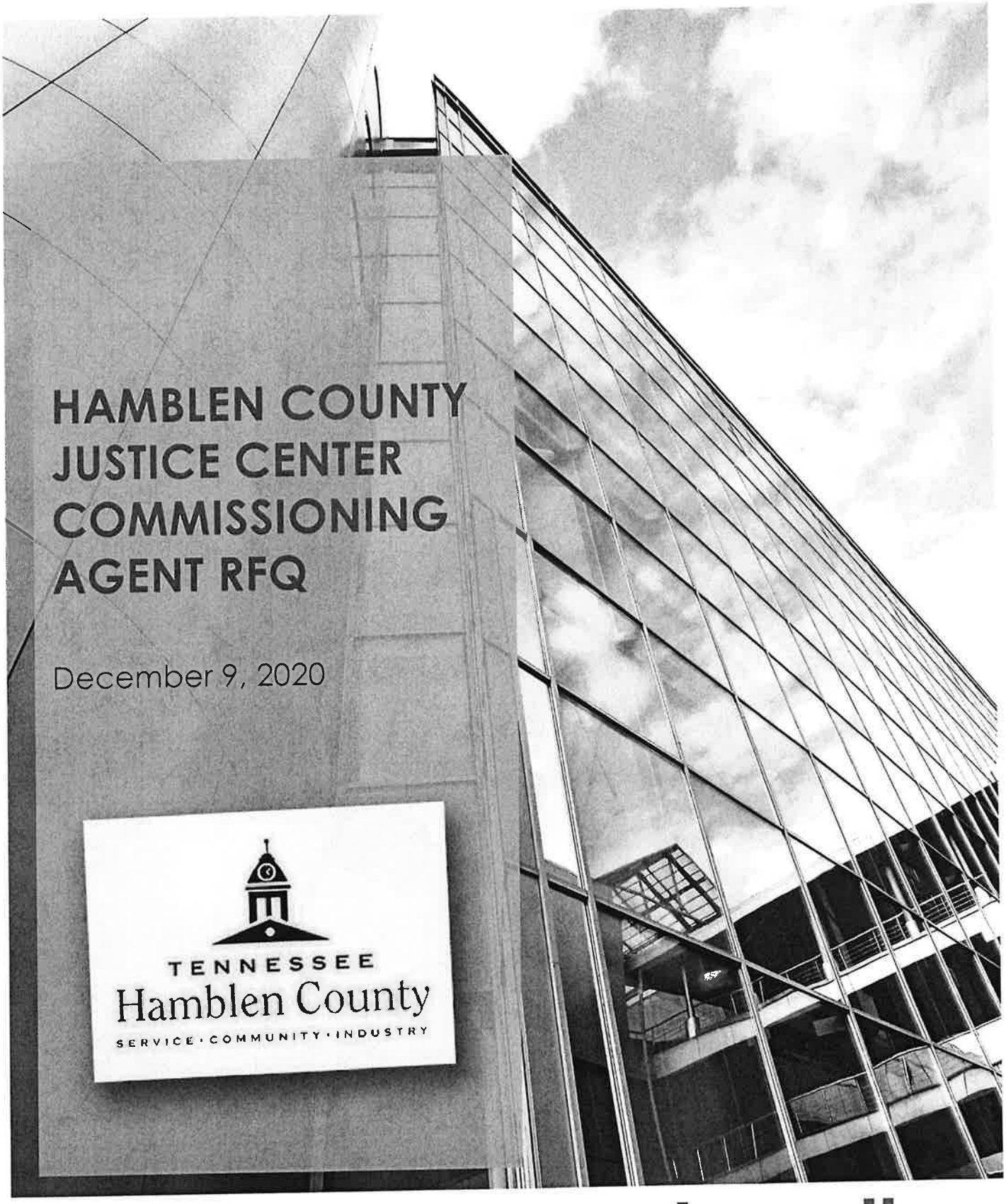
HAMBLEN COUNTY JUSTICE CENTER COMMISSIONING AGENT RFQ

December 9, 2020



901.206.7691
jacob.straessle@entegritypartners.com
www.entegritypartners.com

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December 9, 2020

RE: Request for Qualifications – Hamblen County Justice Center Commissioning Services

Dear Selection Committee,

Entegrity has enjoyed serving as the Commissioning Authority (CxA) for organizations throughout the U.S. As a result, our clients have experienced reduced energy usage, improved building comfort, enhanced operations and maintenance, and planning for the best use of their capital. We are excited for the opportunity to work with Hamblen County on the new Justice Center.

This justice center will be a unique facility with a variety of specialized systems and uses. In order to enjoy the greatest success, it is important for Hamblen County to select a CxA whose strengths align with your values and facility needs, and whose professionals have the proven capability of working in corrections and law enforcement.

Over the course of this project, there will be dozens of designers and hundreds of contractors contributing thousands of work-hours with the goal of producing a facility that Hamblen County will occupy for decades. As your CxA, we act as an independent agent that will ensure the building meets your requirements.

What makes Entegrity unique?

We are truly independent, not tied to either the design or construction teams. We are, however, widely respected by our professional colleagues in design and construction for our ability to vet and solve problems in a team setting. We have vast experience in serving as the Commissioning Authority for millions of square feet and for specialized corrections systems like security and extreme durability.

We understand Corrections operations and county governments. This experience guides our approach to commissioning. We can and have handled a large volume of commissioning work at any given time by bringing in staff from all offices, and cross-training staff between energy engineering, building testing, and commissioning.

We are a training-centric firm, focused on bridging the knowledge gap by effectively linking design phase to construction and ensuring a smooth transition from construction and into owner training, acceptance, and operation.

516 Tennessee Street, Ste 411 | Memphis, TN 38103
Local: 901.433.0007 | Toll Free: 800.700.1414

www.entegritypartners.com

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Our pricing is tailored specifically for the scope of the project to achieve optimal building performance. We price each required task associated, including all travel and expenses, and execute the required tasks regardless of how long it takes. This means we don't issue change orders, unless the project design changes significantly. In our twelve years of operation, we have issued less than 10 change orders for over 600 projects.

We specialize in energy efficiency as shown by the additional services we have in house: sustainability certifications, energy assessments, energy modeling, retro-commissioning, measurement and verification, envelope testing, etc.

We provide real-time feedback during site visits using advanced commissioning software. Entegrity provides building stakeholders innovative and sustainable solutions to make buildings operate the way they were designed. That is how we have had the opportunity to provide commissioning, building testing, and energy related services on over 600 projects in the US.

Our commitment to optimizing building performance is historic. Beyond our vast experience helping others, we walk the walk, too! Recently, our headquarters in Little Rock, Arkansas, was awarded the first LEED Net Zero Energy certification in the nation (second in the world) from the U.S. Green Building Council.

We maintain a team with strong certifications, even though we do not provide design services, including: LEED AP/Fellow, CHFM, RA, RLA, CEA, CEM, CxA, CxT, CCP, BCxP, IECC CE, PE, and Air Barrier Association of America Field Auditors, ABA Thermographers, and forensic drone pilots. Regardless of what credentials or specializations might be required, we have them. We are members of many of these organizations as well, including Building Commissioning Association, AABC Commissioning Group, ASHRAE, and NEBB.

It would be our great pleasure to serve as the Commissioning Authority for the Hamblen County Justice Center.

Please feel free to ask for additional information as needed.

Sincerely,

Jacob Straessle
Business Development Executive
jacob.straessle@entegritypartners.com

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ABOUT ENTEGRITY

Entegrity is an independent building consulting firm specializing in Sustainability Consulting, Commissioning, Energy Services, Solar, and Building Testing.

Established in 2007 as a response to the growing demand for independent building commissioning services and sustainable building practices, Entegrity is a leader in the field of sustainable design. We provide building stakeholders innovative and sustainable solutions to develop and maintain high performance facilities that are more energy efficient and reduce environmental impact, all while realizing significant financial savings in both upfront and life cycle costs. Entegrity is uniquely positioned to represent our clients in an independent and unbiased manner. We do not provide architectural or mechanical design services or represent any products or manufacturers.

We encourage our team to be well-versed and actively engaged in our industry. Entegrity is a proud member of the U.S. Green Building Council, American Society of Heating, Refrigeration, and Air Conditioning Engineers, Association of Energy Engineers, AABC Commissioning Group, Air Barrier Association of America, American Institute of Architects, Building Owners and Managers Association International and an Energy Star partner.

QUICK FACTS

40+

Entegrity has completed projects in more than 40 states and the Cayman Islands.

100

Entegrity has100 employees in locations throughout the US.

9

Entegrity is headquarted in Little Rock, Akansas and has nine offices located across the country.

CONTACT US

800.700.1414 | info@entegritypartners.com
www.entegritypartners.com

Partnerships & Affiliations

BOMA International NATIONAL ASSOCIATE MEMBER

ENERGY STAR PARTNER

aee The Association of Energy Engineers

acg AABC Commissioning Group

air barrier abaa association of america

U.S. GREEN BUILDING COUNCIL MEMBER

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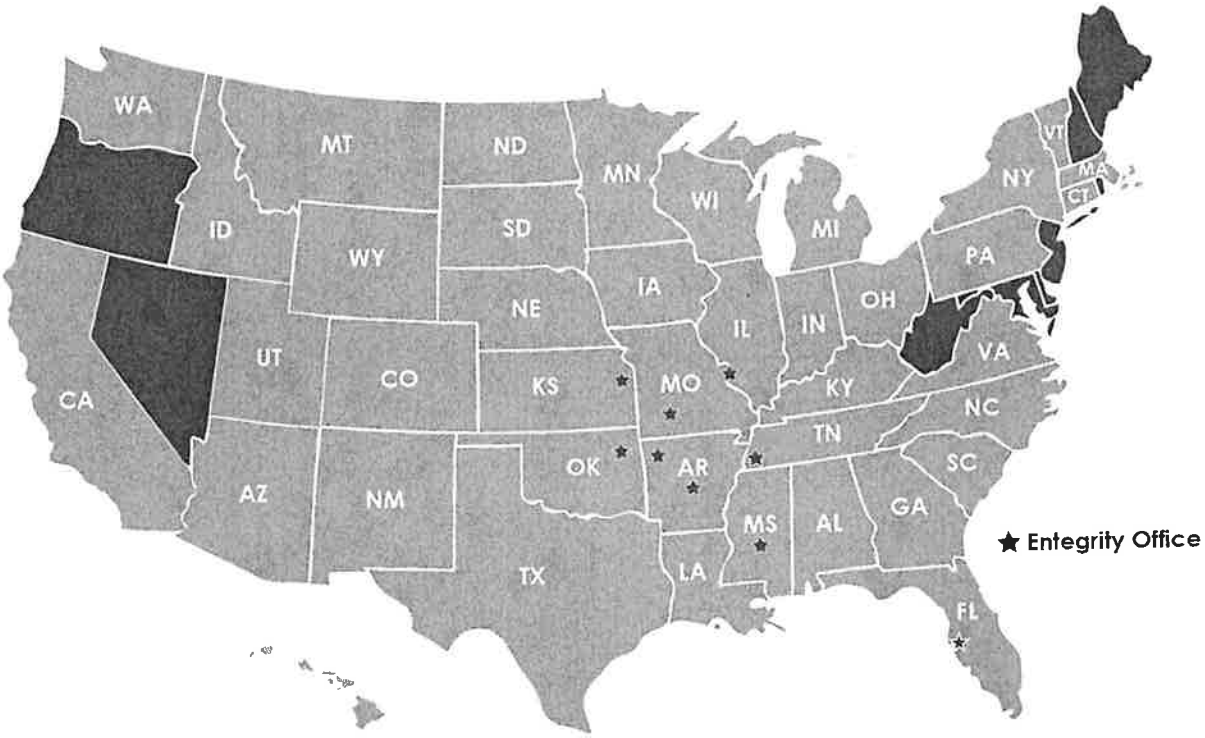
COMPANY INFORMATION

GEOGRAPHICAL PRESENCE

Entegrity has completed projects in more than 40 states across the country and in the Cayman islands.



REGIONAL OFFICES

HEADQUARTERS

1403 E 6th Street
Little Rock, AR 72202
o: 501.414.0058

NORTHWEST ARKANSAS

114 N East Avenue
Fayetteville, AR 72701
o: 479.301.2517

TENNESSEE

516 Tennessee Street
Memphis, TN 38103
o: 901.433.0007

OKLAHOMA

10319 East 54th Street
Tulsa, OK 74146
o: 918.704.0413

MISSISSIPPI

622 Duling Avenue
Jackson, MS 39216
o: 601.622.0387

KANSAS

1707 E 123rd Terrace
Olathe, KS 66061
o: 913.328.2921

SATELLITE OFFICES

Springfield, MO | St. Louis, MO | Tampa, FL

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energy.integrity.

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KEY PERSONNEL

Chris Ladner, LEED Fellow, CxA, CEA, CEM, CMVP
Partner

John Coleman, PE, LEED AP BD+C
Regional Director

Rick Vance, CEM, CxA, LEED AP BD+C
Regional Director

Corey Keen, CPMP, CxA, E.I.T., LEED AP BD+C
Director of Commissioning
Energy Services Division

John Matejka, ABAA Licensed Field Auditor, BECxP
Director of Building Testing
Energy Services Division

Matt Bell, CEM, LEED AP BD+C
Partner

April Ambrose, LEED Fellow, GCP
Business Development Manager

Meredith Hendricks, LEED AP BD&C, Homes, Fitwel Ambassador, GCP, NCARB
Director of Sustainability

Parker Higgs, PE, CEM, LEED Green Associate
Director of Energy Engineering
Energy Services Division

Flint Richter, NABCEP PV Installation Professional
Business Development Executive
Solar Division

EMPLOYEE CREDENTIALS

- 8 Professional Engineers (PE)
- 2 Registered Architect (RA)
- LEED Credentials:
  - ◊ 2 LEED Fellows
  - ◊ 17 LEED Accredited Professionals (LEED AP)
  - ◊ 13 LEED Green Associates (LEED GA)
- 1 International Living Future Institute Ambassador
- 1 Green Globes Professional
- 2 FitWel Professionals
- 7 Certified Green Classroom Professionals
- 6 Certified Energy Managers (CEM)
- 1 Certified Energy Auditor (CEA)
- 1 Certified Commissioning Professional (CCP)
- 7 Certified Commissioning Authorities (CxA)
- 3 Certified Commissioning Technicians (CxT)
- 1 Commissioning Process Management Professionals (CPMP)
- 1 Certified Building Commissioning Professional (CBCP)
- 3 IECC Commercial Energy Plans Examiners with ASHRAE 90.1
- 2 IECC Commercial Energy Inspectors
- 2 Air Barrier Association of America Field Auditors
- 1 ABA Level II Thermographer

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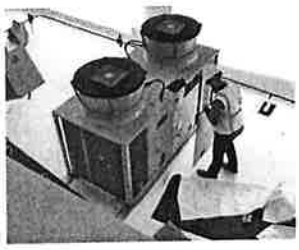
SERVICES

SUSTAINABILITY

Using LEED, WELL, LBC, ARC, and other certification programs, Entegrity provides prescriptive or performance based sustainability certification options, including Net Zero Energy. As a nationally recognized sustainability consultant, Entegrity can support single, prototyped, and/or volume facilities at any phase of a design, construction or operations building project.

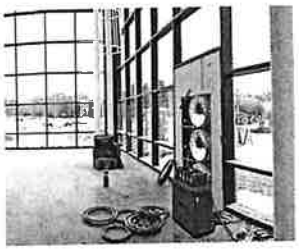
ENERGY ENGINEERING

Entegrity offers a variety of services designed to reduce energy use and costs for the building. This includes building modeling, which includes simulations to prioritize energy efficiency measures, optimize daylight and calculate outside air. Measurement and Verification, Investment-Grade Audits (IGA) and Utility Rebate Analyses can also be performed.



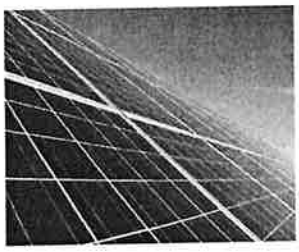
COMMISSIONING

Our comprehensive commissioning approach ensures a functional facility that provides a productive working environment at the lowest possible costs. Entegrity's commissioning process and implementation has been developed to meet and exceed the requirements of most federal, state, and local agencies commissioning guidelines. Our commissioning services include new building commissioning, certification program commissioning, retro commissioning, and building envelope commissioning.



BUILDING TESTING

Entegrity offers a variety of services designed to improve occupant comfort and well-being as well as reduce energy use and costs for the building. This includes envelope air leakage testing, indoor air quality testing, building forensics, infrared thermal imaging and smoke tracer diagnostics, building mock-up testing, and water intrusion testing.



SOLAR

Entegrity specializes in the development, engineering, construction, and financing of high-quality solar projects. With the recent cost reductions in manufacturing, installation and equipment costs, solar photovoltaic (PV) systems are more cost effective than ever before. Entegrity is committed to delivering affordable and intelligent solar solutions to meet the sustainable goals of our education, municipal and commercial customers.

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COMMISSIONING APPROACH

Entegrity's commissioning services encompass various scopes of commissioning activities including total building commissioning, retro commissioning, re-commissioning, ongoing commissioning and other specified commissioning scopes.

An efficient and effective commissioning process is one that integrates with and enhances the existing design and construction management plans. Entegrity will work with the client to clearly define expectations for the commissioned systems and work closely with the project design, construction and operation teams to achieve those expectations. Provided below is Entegrity's approach to commissioning, as well as, the activities and documentation involved. In general, Entegrity follows the best practice available in the commissioning industry.

PROJECT MANAGEMENT

A pre-defined and well communicated management plan will be used to detail the commissioning agent's role within the project team hierarchy. The commissioning management plan will include communication protocols, primary contact information for the commissioning team, document management plans, and commissioning scheduling and testing requirements. An efficient commissioning process requires effective communication of the commissioning roles and responsibilities, including how these responsibilities relate to the other design and construction team members, and formal documentation of the work progress required to perform the commissioning activities. The management plan will also account for lessons learned on previous commissioning projects.

The formal documents utilized for commissioning management and activities may include:

- Cx Process Flow Chart and Communication Protocol
- Owner's Project Requirements
- Basis of Design Response from Design Team
- Cx Specifications
- Cx Meeting Minutes
- Cx Plan
- Cx Responsibility Matrix
- Cx Test Plan and Schedule
- Design and Submittal Review
- Pre-Functional Checklists
- Performance Verification Checklists
- TAB Review and Verification
- Functional Test Reports
- Corrective Action Log
- Final Commissioning Report
- Facility Management Assessments
- Training Plans and Agenda
- Systems Manual
- Operations & Maintenance Plan
- Current Facilities Requirements
- Service Life Plans

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COMMISSIONING APPROACH

INTEGRATING COMMISSIONING ACTIVITIES

Proper definition and documentation of the owner's project requirements (OPR) and design assumptions are vital activities that all design professionals seek to complete before finalizing design and construction documents. Documentation of the OPR and Basis of Design by the design team, as well as, design and submittal reviews by the commissioning agent contributes to a more efficient design process and helps minimize the amount of addenda and ASI's required for a project. Entegrity will be an active participant throughout the entire design process, thus ensuring all requirements, especially operational and maintenance issues, are integrated into each design. Entegrity considers the OPR as a living document, updating it as owner requirements are modified throughout the process and verifying each modification is transferred to the design and construction teams.

Through the use of a comprehensive Commissioning Test Plan and Schedule, the Entegrity team will set scheduled dates for draft test plans and all milestones related to equipment/system installation, inspection, and testing. Pre-functional checklists and functional test procedures are provided to the commissioning team via the commissioning plan, which allows the contractor to review installation requirements and demonstrate compliance before the CxA verifies installation and performance. This integration of Cx requirements allows the construction team ample time to coordinate equipment requirements, remedy deficiencies and assures the commissioning team that the required milestones are achieved before on-site verification and testing. This process minimizes surprises for both the construction and commissioning team.

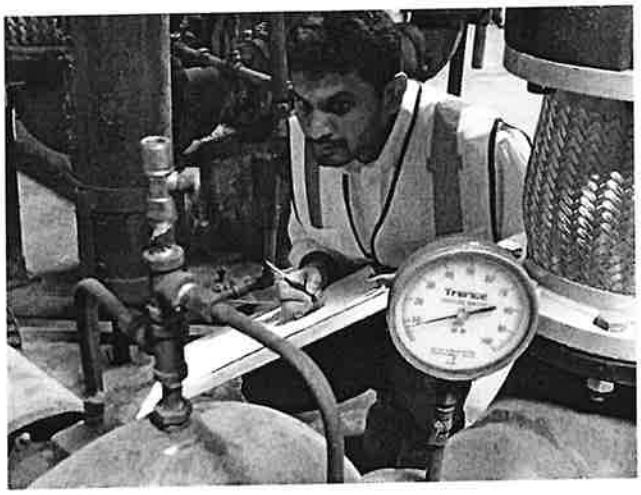
The Pre-Functional Checklists, Performance Verification Checklists, and Functional Test Forms are developed to define and verify all required modes of operation, provide clear communication with the construction team, and allow for the most efficient completion of the commissioning process. Using one of the most effective Commissioning software available, Building Start, the checklists and test forms are completed during the on-site observation and testing. These advanced checklists and forms allow Entegrity to provide real-time feedback to the construction team for timely resolution of any issues, as well as, efficient documentation of the commissioning findings.

COMMISSIONING: TEAMWORK AND COOPERATION

Lack of understanding and trust in the commissioning process is probably the biggest challenge to an effective commissioning process. Since the commissioning agent (CxA) works closely with the owner, design team and construction team, it is critical that the CxA foster an attitude of teamwork and cooperation throughout the entire process. Entegrity is truly a third-party CxA, which prevents

COMMISSIONING APPROACH

us from having conflicts of interest with other project team members. To further avoid or minimize potential adversarial relationships amongst the project team, Entegrity will clearly define our goals for the commissioning process with the team and execute the process transparently with a focus on providing the owner the best building possible.



Entegrity defines the commissioning process and communication protocol early in the project, then continues to educate the commissioning team on the commissioning process through milestone meetings such as the pre-commissioning and controls coordination meetings. Likewise, Entegrity provides consistent updates to the team of design and construction deficiencies through the use of field reports and corrective actions logs to ensure all deficiencies are addressed by the responsible parties per the owner's requirements.

Entegrity strives to efficiently remedy deficiencies at the point where they are found, with the least amount of management as possible. Direct communication with the appropriate subcontractor while keeping the Construction Manager informed allows for swift resolution to a deficiency and eliminates the personal and political fallout from an "up-the-chain" communication process. Any deficiencies that are not addressed within a pre-determined time frame will be communicated to the appropriate party for resolution. Regardless of how quickly an issue is addressed, all issues found during the commissioning process are properly documented through the commissioning corrective action log and verified by the CxA. The complete corrective action log is reviewed with the owner upon project close-out.

APPROPRIATE PROJECT COMMISSIONING

Each project has unique challenges and specific goals that help determine the level of commissioning required to achieve success. The level and focus of commissioning efforts should be appropriate to a project's size, complexity, its mission, and an owner's risk management strategy. After the project delivery team has determined the essential project performance requirements, commissioning goals for project quality, efficiency, and functionality can then be established, and a commissioning approach and scope can be developed. Entegrity works extensively with the owner and project delivery team to help define and understand the factors that drive each project and shape the required commissioning effort.

SPECIALIZED SYSTEM EXPERIENCE

Through previous experience with high performance building venue projects, various Entegrity team members have an in-depth knowledge of specialized systems and their associated control and

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COMMISSIONING APPROACH

operating issues. Entegrity has commissioned solar PV and solar thermal systems, rainwater harvesting systems, geo-exchange equipment, building envelope systems, de-icing systems and custom air handling equipment. This specialized experience ensures the Entegrity commissioning process adds value to the project and helps the owner achieve the required goals for the project.

Additional specialized system commissioning experience includes:

- Medical and Laboratory Gas
- Refrigeration Systems
- Lab and Fume Hoods
- Building Envelope
- Domestic Water and Process Water
- Power Air
- HVAC Systems & Controls
- Exhaust Air
- Life Safety
- Security
- Emergency and Standby
- Lighting Controls
- Chilled and Heating Water Systems
- Building Automation
- HVAC Air Handling Systems
- Fire Protection & Fire Alarm
- Steam and Condensate
- Energy Management

OWNER TRAINING: ADDED COMMISSIONING VALUE

Entegrity understands that a major component of the commissioning process is training of the staff responsible for operating the newly commissioned facility. The CxA can be an important resource to owners to confirm that not only does the construction documents properly outline the training requirements, but also that staff members receive credible training that is site-specific and relevant. In addition, the inclusion of facility operators throughout the construction process is a valuable training tool for the facility staff. Not only does the commissioning process verify that the appropriate staff and operators are formally trained to operate and maintain each item of equipment, the process also confirms that the operators fully understand how integrated systems function and how these systems interface with others to run the building efficiently.

Entegrity coordinates, monitors, and verifies that the system trainers and the facility staff understand the unique strategies that the drive design intent and control sequences in all modes of operation in normal, alternative and emergency operations. In addition to training, Entegrity also verifies that the facility management team has received the appropriate operational documentation on the commissioned equipment and systems and is prepared to effectively operate the newly commissioned systems.

STATE OF TENNESSEE
DEPARTMENT OF
COMMERCE AND INSURANCE

PARKER HAYDEN HIGGS

257505

ID NUMBER: 120569
LIC STATUS: ACTIVE
EXPIRATION DATE: August 31, 2019

STATE BOARD OF ARCHITECTURAL AND ENGINEERING EXAMINERS
PROFESSIONAL ENGINEER
THIS IS TO CERTIFY THAT ALL REQUIREMENTS OF THE STATE OF TENNESSEE HAVE BEEN MET

ATTN:ENTEGRITY
PARKER HAYDEN HIGGS
1403 E. 6TH ST
LITTLE ROCK AR 72202

10708459

State of Tennessee

STATE BOARD OF ARCHITECTURAL AND ENGINEERING EXAMINERS
PROFESSIONAL ENGINEER
PARKER HAYDEN HIGGS

This is to certify that all requirements of the State of Tennessee have been met.

ID NUMBER: 120569
LIC STATUS: ACTIVE
EXPIRATION DATE: August 31, 2019

IN-1313
DEPARTMENT OF
COMMERCE AND INSURANCE

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REQUEST FOR QUALIFICATIONS

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

RFQ TIMELINE: Times listed below are in Eastern Standard Time.

Date Issued:	Thursday, November 19th, 2020
RFQ Title:	Hamblen County Justice Center Commissioning Services (2020-10Q)
RFQ Question Deadline:	Wednesday, November 25, 2020 @ 12:00 noon *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.*
RFQ Answer Deadline:	Tuesday, December 1, 2020 @ 4:00p.m.
Proposal Submission Deadline Date & Time:	Wednesday, December 9, 2020 @ 12:00 noon *If the Hamblen County Courthouse is closed for business at the time scheduled for proposal opening, for whatever reason, proposals will be accepted and opened on the next business day of the County, at the originally scheduled hour.*
Proposal Submission Opening Location:	Hamblen County Courthouse, West Wing Conference Room, 1st Floor, Administrative Building
Anticipated Negotiation of Contract	Tuesday, December 15, 2020 @ TBD

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INTRODUCTION:

Hamblen County (hereafter referred to as "County") is soliciting qualifications for the commissioning services of building MEP systems in compliance with Section C408 of the 2012 International Energy Conservation Code and as described in Section II Scope of Commissioning Services on the Hamblen County Justice Center Project. The proposed Justice Center is a three (3)-story building with basement in approximately 196,000 square feet. It will consist of a 600-625-bed jail facility, three (3)-courtrooms, clerk office, community service office, judges office suite, and jail administration.

The County's selection process will rely on the evaluations of the submitted qualifications and any subsequent supplemental evaluation process deemed necessary by the Justice Center Committee such as the request for additional information as may be undertaken by the County at its sole discretion.

TABLE OF CONTENTS:

I. Project Overview
II. Scope of Commissioning Services
III. General Information for Commissioning Agent
IV. Submission Requirements
V. Forms:
  a. Statement of Qualifications
  b. Anti-Collusion Statement
  c. Certification of Compliance Iran Divestment Act
VI. Evaluation of Qualifications
VII. RFQ Submission Checklist

I. PROJECT OVERVIEW:

The County is currently in the construction document phase of the Justice Center Project. The facility will be constructed on county-owned property located on West 3rd North Street in Morristown, TN. The construction of the project is expected to bid in January 2021 with construction duration of approximately 24 months. Mechanical, electrical and plumbing equipment are in the process of being finalized but will generally be as described in the attached equipment schedules.

Project Team:

Moseley Architects located in Charlotte, North Carolina has been contracted for Architectural and Engineering services for this project. BurWil Construction Company located in Knoxville, Tennessee has been contracted for Project Management Services.

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Anticipated Project Schedule:

Projected Project Activity Duration	
Schematic Design Drawings:	Completed
Design Development Phase:	Completed
Commission Approval of Project Concept:	Completed
Construction Drawings Preparation:	May-November 2020
Commission Approval of Construction Drawings:	December 2020
Authorization to Bid the Project:	December 2020
Award of Construction Contract:	January-February 2021
Current Property Demolition to be Completed:	December 2020

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II. SCOPE OF COMMISSIONING SERVICES:

- Perform commissioning of all building HVAC, domestic hot water, and lighting controls included in the proposed project.

- Commissioning scope shall include all activities described in Section C408 of the 2012 International Energy Conservation Code.

- Commissioning agent shall have a valid Professional Engineer (PE) license in Mechanical Engineering within the State of Tennessee.

- Provide the following deliverables directly to the County or its representative during the project phases indicated:

  Construction Documents Phase: Commissioning specifications outlining the responsibilities of the Commissioning Agent, Contractor(s), A&E Firm and the County. This deliverable has a deadline of January 15, 2021, based on the successful commissioning agent having a fully executed contract by December 18, 2020.

  Construction Phase: Commissioning Plan describing the commissioning activities, applicable equipment types, testing procedures and performance criteria.

  Prior to Certificate of Occupancy: Preliminary commissioning report of commissioning test procedures and results to the County as described in Section C408.2.4 of the 2012 International Energy Conservation Code.

  Project Close-Out:
  Systems Manual containing the following:
  a. Submittal Data
  b. Manufacturers' O&M manuals
  c. Control Drawings
  d. Recommended schedules for ongoing testing and maintenance
  e. Narrative describing how each commissioned system is intended to operate (including recommended set-points)

  Final commissioning report as described in Section C408.2.5.4 of the 2012 International Energy Conservation Code.

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III. GENERAL INFORMATION FOR COMMISSIONING AGENT:

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 RFQ shall be in email form to the County Finance Department as follows:

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.

RFQ Questions and Answers:

Questions regarding this RFQ will be accepted via email to the Project Administrator until 12:00 noon on Wednesday, November 25, 2020. Questions submitted by telephone call will not be answered. Questions submitted after this deadline will not be answered.

Questions *and* Answers will be posted to the Hamblen County Government website, www.hamblencountytn.gov, under the Bids & Proposals Tab no later than 4:00p.m., Tuesday, December 1, 2020.

Proprietary Information and Public Disclosure:

Materials submitted in response to this competitive procurement shall become the property of Hamblen County. All proposals submitted shall remain sealed 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.

Cost of Proposal Submission:

The County will not be liable for any costs incurred by any respondent in preparation of a response to this RFQ, in conducting of a presentation, or any other activities related to responding to this RFQ.

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Revisions to the RFQ:

In the event it becomes necessary to revise any part of this RFQ, addenda will be produced in writing and submitted to all prospective respondents known to the County and will be listed on the Hamblen County website, www.hamblencountytn.gov, under the Bids and Proposals Tab.

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

Period of Performance:

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

Subcontract Terms:

The successful respondent will not subcontract any portion of their duties under this RFQ or subsequent contract without the prior written consent of the County.

Contract Terms:

All items in this RFQ must be included with the proposal submission. All contracts between parties as a result of this RFQ 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. The County shall require the person with authority to bind the company to sign all agreement(s) with the County.

Contract Termination:

The County reserves the right to cancel the contract at any time for breach of contractual obligations without penalty or recourse by giving the Commissioning Agent a written notice of such termination of at least thirty (30) calendar days prior to said cancellation. Prior to issuing such a notice, the County will, if appropriate, provide the Commissioning Agent with an opportunity to cure the breach within a reasonable period of time. Should the County exercise its right to terminate the contract for such reasons, the termination shall become effective on the date as specified in the notice of termination sent to the Commissioning Agent. The Commissioning Agent shall be entitled to receive just and equitable compensation for the work provided pursuant to the contract prior to the effective date of cancellation.

No Obligation Contract:

The County reserves the right to accept or reject any or all proposal submissions at its sole discretion without penalty and to not issue a contract as a result of this RFQ. The County also has the right to waive any formal defects in submissions when deemed in the best interest of the County. Further, the County reserves the right 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.

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Right To Withdraw:

Respondents 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 submissions are publicly opened.

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 RFQ. 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.

Invoice Requirements:

The Commissioning Agent will submit invoices to the County Finance Department based on the timeline outlined in the contract. The invoices will include a detailed account of the following:

1. Purchase Order number issued by County;
2. A description of the work performed;
3. The date(s) the work was performed; and
4. If applicable, an itemized list, including receipts, of all reimbursable expenses as outlined in the contract.

IV. SUBMISSION REQUIREMENTS:

Respondents are required to submit one (1) complete proposal packet either electronically or in a sealed envelope based on the instructions below. Proposals, whether mailed, hand-delivered, or electronically submitted must arrive no later than 12:00 noon. Eastern Standard Time on Wednesday, December 9, 2020.

Instructions for Submitting Proposals Electronically:

Electronic submissions should be sent to Johnna.harrell@co.hamblen.tn.us via WeTransfer.com, an internet-based computer file transfer service. The message line of the WeTransfer page should state: **HAMBLEN COUNTY JUSTICE CENTER COMMISSIONING AGENT RFQ #2020-10Q, DECEMBER 9, 2020 @ 12:00 noon.** Please note: Proposal should be submitted no earlier than December 3rd as the documents are only available for download for seven (7) days and we cannot access them for any reason prior to Wednesday, December 9, 2020 @ 12:00p.m.

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Instructions for Submitting Hard Copies of Proposals:

Envelopes **must** arrive **sealed** and clearly **marked** with **HAMBLEN COUNTY JUSTICE CENTER COMMISSIONING AGENT RFQ #2020-10Q, DECEMBER 9, 2020 @ 12:00 noon** on the outside of the envelope to the Hamblen County Mayor's Office, 511 West Second North Street, Morristown, TN 37814, Attention: Johnna Harrell.

Respondents assume the risk for the method of delivery chosen. The County assumes no responsibility for delays caused by any delivery service whether in-person or electronically. Late proposals will not be accepted.

Proposal Content:

All items listed below must be included in your submission.

1. Statement of Qualifications Form (attached)
2. Copy of Professional Engineer (PE) License in Mechanical Engineering within the State of Tennessee
3. Anti-Collusion Statement (attached)
4. Certification of Compliance with Iran Divestment Act (attached)

Statement of Qualifications Form:

The respondent must complete the statement of qualifications on pages 11 & 12 of this document. This includes contact information, education, experience, and three (3) references. If the respondent would like to list more than three (3) references for previous projects, those can be listed on a separate sheet and submitted with this document.

Proposer Initials AMA

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Insurance Requirements:

a. Certificates of Insurance

Upon award of this project, the Commissioning Agent **must** provide to Hamblen County Government certificates of the insurance requirements listed below before duties commence. Policies shall be endorsed to provide Hamblen County Government at least thirty (30) days written notice of reduction, cancellation or intent not to renew coverages as listed. If insurance is canceled, reduced, non-renewed or otherwise is not in effect to the minimum required coverage, the Commissioning Agent **must** cease work on this project.

b. Liability Coverages

1. The Commissioning Agent shall furnish at their own expense and keep in full force during the terms of this contract the following coverages which shall list Hamblen County Government and BurWil Construction, managing agent, as additional insured:
   - General liability insurance covering bodily injury and property damage in the minimum sum of $1,000,000 for each occurrence, $2,000,000 aggregate and products/completed operations in the minimum sum of $1,000,000 for each occurrence, $2,000,000 aggregate.
   - Professional liability insurance in the minimum sum of $2,000,000 limit per occurrence.
   - Automobile liability insurance in the minimum of $1,000,000 combined single limit for bodily injury and property damage.
   - Umbrella liability insurance in the minimum sum of $3,000,000 for each occurrence.

2. Worker's Compensation Compliance

The Commissioning Agent shall also comply with all requirements of the Workers' Compensation Law and shall at their own expense, maintain such insurance, including waiver of subrogation in favor of Hamblen County and BurWil Construction, managing agent, and employer's liability, as will protect the Commissioning Agent from claims under said law and from any other claims for personal injuries, including death which may arise from the operations under the contract, whether operations be by anyone directly or indirectly employed by the Commissioning Agent.

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Anti-Collusion Statement:

The respondent certifies by signing the anti-collusion statement on page 13 of this RFQ that this proposal is made without prior understanding, agreement, or accord with any other person submitting proposals for the same service and that this submission 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.

Iran Divestment Act:

The respondent must certify on page 14 of this RFQ that neither they nor any of their successors, parent companies, subsidiaries or companies under common ownership or control certifies, under penalty of perjury, that to the best of their knowledge and belief that they are not on the list created pursuant to Tennessee Code Annotated § 12-12-106.

Signatures:

The Statement of Qualifications Form, Anti-Collusion Statement, Certification of Compliance with the Iran Divestment Act, and all RFQ Amendments must be signed and dated by a person authorized to legally bind the respondent to a contractual relationship.

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V. FORMS:

a) STATEMENT OF QUALIFICATIONS

Information of company or individual with whom the contract would be written	
Legal Name:	Eco Integration, Inc. dba Entegrity Consulting
Address:	516 Tennessee St, Suite 411, Memphis, TN 38103
Phone:	901.206.7691
Email Address:	Inside.sales@entegritypartners.com
Education:	8 PE's, 2 RA's, 2 LEED Fellows, 17 LEED AP's, 6 CEM's, 7 CxA's, 1CCP, 3 CxT's, 1 CPMP, 3 IECC Examiners, 2 IECC Inspectors, 2 ABAA Field Auditors, 1ABA Level II Thermographer
Experience:	Entegrity has performed commissioning services for a variety of clients including justice centers and correctional facilities, healthcare, laboratories, higher education, K-12, emergency services, and municipal wastewater treatment plants.
Name & Email Address of Commissioning Agent & Primary Point-of-Contact (if different from information listed above)	Commissioning Agent: Parker Higgs, PE, CEM, LEED GA Parker.Higgs@EntegrityPartners.com Primary POC: Jacob Straessle Jacob.Straessle@EntegrityPartners.com

List a minimum of three (3) completed projects that demonstrate your experience with commissioning services, preferably of large scale projects.

Completed Project #1	
Name of Project:	Tulsa County Juvenile Justice Center
Year Completed:	2020
Size of Project:	$39 Million | 147,000 SF
Project Owner Contact Information:	Matney Ellis Tulsa County Procurement Director 918-596-5022

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STATEMENT OF QUALIFICATIONS continued…

Completed Project #2	
Name of Project:	Greene County Jail
Year Completed:	2021
Size of Project:	$150 Million | 180,000 SF
Project Owner Contact Information:	Rob Rigdon, P.E. Greene County Resource Management 417.207.0619

Completed Project #3	
Name of Project:	St. Jude Advanced Research Center
Year Completed:	2021
Size of Project:	$412 Million | 550,000 SF
Project Owner Contact Information:	John Curran Owners Representative 901.595.4367

Description of Services Offered: (Describe commissioning services you would anticipate furnishing for this project.)

Commissioning of the Hamblen County Justice Center will be completed in accordance with Section C408 of the 2012 International Energy Conservation Code and the requirements listed in Section II of this RFQ.

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b) ANTI-COLLUSION STATEMENT

By signing this form the respondent agrees that he/she has not divulged to, discussed, or compared his/her submission with other respondents and has not colluded with any other respondent whatsoever. Note: no premiums, rebates or gratuities to any employee or agent are permitted with, prior to, or after any delivery of service. Any such violation will result in any contract related to this RFQ being null and void and could constitute a felony and result in a fine, imprisonment and civil damages.

The undersigned certifies that he/she has read, understands, and agrees to all terms, conditions, and requirements of this RFQ, and is authorized to enter into a contract with Hamblen County Government. This form must be signed personally by the respondent or the respondent's authorized agent. All signatures must be original and not photocopies.

April Ambrose
Signature

Business Development Manager
Title

April Ambrose
Printed Name

12/9/2020
Date

By signing this form, the respondent signifies understanding and agreement with Hamblen County Government's Terms and Conditions.

Proposer Initials AMA

Return to Committee Cover

c) CERTIFICATION OF COMPLIANCE WITH IRAN DIVESTMENT ACT
Tenn. Code Ann. § 12-12-101 et seq.

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

Eco Integration, Inc. dba Entegrity Consulting, (the "Company") and, after being duly authorized by the Company so to do, makes oath that:

By submission of these qualifications, each respondent certifies, and in the case of a joint submission each party certifies, under penalty of perjury, that to the best of their knowledge and belief that each respondent is not on the list created pursuant to the Iran Divestment Act, Tenn. Code Ann. § 12-12-106.

April Ambrose
Signature

Business Development Manager
Title

12/9/2020
Date

Proposer Initials AMA

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VI. EVALUATION OF QUALIFICATIONS:

This document is a Request for Qualifications. It differs from a Request for Bid or Proposal in that the County is seeking the most qualified respondent. Proposals will be evaluated in accordance with the requirements stated in this solicitation and any addenda issued. The highest score will be determined to be the most qualified and contract negotiations will begin at that point. In the event that a contract cannot be negotiated with the first most qualified respondent, the County reserves the right to negotiate with the next qualified respondent until a contract can be reached.

Evaluation Criteria:

Evaluation Criteria	Maximum Points to be Earned
Professional Commissioning Experience:	50
Jail/Justice Center-Specific Commissioning Experience:	15
Narrative of Proposed Services:	10
Overall Comments from References:	25
Total Points Available:	100

Proposer Initials AMA

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VII. RFQ SUBMISSION CHECKLIST:

- ☑ Proposal is labeled on the outside of the envelope or in the subject line, if electronically delivered, 'Hamblen County Justice Center Commissioning Agent RFQ #2020-10Q– December 9, 2020 @ 12p.m.'as instructed on pages 7 & 8 Section IV of this document
- ☑ Complete ORIGINAL signed and initialed RFQ packet
- ☑ Statement of Qualifications Form completed (pages 11 & 12 Section V.a. of this document)
- ☑ Copy of Professional Engineer (PE) Certification in Mechanical Engineering within the State of Tennessee
- ☑ Anti-Collusion Statement Signed (page 13 Section V.b. of this document)
- ☑ Certification of Compliance with Iran Divestment Act completed and signed (page 14 Section V.c. of this document)

Proposer Initials AMA

Return to Committee Cover

Department of
Commerce & Insurance

Date: 1-4-2021

To: Dan Mace
Moseley Architects
6210 Ardrey Kell Road Suite 425
Charlotte NC 28277

RE: Approval of Plans
Hamblen County Justice Center
440 North Jackson St
Morristown TN 37814

TFM # 20388
Project # 2020-09-25-01
County: Hamblen

Dear Dan Mace,

The construction documents submitted to our office for the above referenced project have been reviewed for compliance with the minimum standards for fire prevention, fire protection, and building construction safety of the *Rules of Tennessee Department of Commerce and Insurance, Division of Fire Prevention, Chapter 0780-02-02, Codes and Standards*.

This is a public building. Therefore, it is subject to Tenn. Code Ann. § 68-102-201, et seq., the Tennessee Public Building Accessibility Act. It has been reviewed for compliance with the 2010 ADA Standards for Accessible Design. It has not been reviewed for compliance with the Americans with Disabilities Act.

Plans are approved with the following stipulation(s)
Stipulation 1:

Complete sprinkler shop drawings with calculations and manufacturer cut sheets showing listing of fire protection systems must be submitted by a Tennessee registered sprinkler system contractor for review and approval prior to installation in accordance with Rule 0780-2-7-.09. The sprinkler shop drawings, calculations, & manufacture's cut sheet package must be reviewed and approved by the fire protection engineer of record (processed with the engineers shop drawing review stamp) prior to the submittal to the State Fire Marshal's Office. All piping from the *point of service* including underground used for sprinkler or standpipe must be installed by a Tennessee registered sprinkler contractor. Rule 0780-2-.08

Stipulation 2:
New buildings shall have approved radio coverage for emergency responders within the building based upon the existing coverage levels of the public safety communication systems of the

jurisdiction at the exterior of the building. Emergency responder radio coverage must be verified in the field prior to the issuance of a CO. The test should be performed by the local fire department after interior and exterior walls and the roof are constructed.

Note that stipulations must be satisfied by sealed construction documents before such work is performed. A Certificate of Occupancy (CO) will not be issued if stipulations are not satisfied. Rule *0780-02-03-.10*.

If this is a "phased construction" project, construction may not proceed past the approved stage. Rule *0780-02-03-.02*.

No approval of plans, or failure to review, plans, and specifications by the Division shall relieve the owner, developer, contractor, or designing architect or engineer of their respective responsibilities for compliance with applicable codes respecting fire prevention, fire protection, and building construction. Rule *0780-02-03-.05*.

Approved plans are available electronically at https://apps.tn.gov/tnsfmo/. They must be printed with all markups and stamps and placed at the project site prior to construction. They shall be available to the State Fire Marshal's Office inspector and retained until a CO has been issued by the Division. Failure to have the plans at the site and available to the inspector may be grounds for a Stop Work Order to be issued. Rule 0780-02-03-.05.

All subsequent construction document revisions that impact the approved plan's fire prevention, fire protection, or building construction safety must be submitted to this office for review and approval. Rule 0780-02-03-.02.

New buildings shall have approved radio coverage for emergency responders within the building based upon the existing coverage levels of the public safety communication systems of the jurisdiction at the exterior of the building. Emergency responder radio coverage must be verified in the field prior to the issuance of a CO. The test should be performed by the local fire department after interior and exterior walls and the roof are constructed.

The project's contractor must contact the Tennessee State Fire Marshal's Office inspector prior to construction to ensure that the proper inspections are performed. A CO will be issued after work is completed and all inspections are performed and satisfied. The building must have a CO before it may be occupied. Rule 0780-02-03-.10.

Sincerely,

James E. Snider, Plans Examiner II
Codes Enforcement Section

cc: Michael Myers, DSFM
Attachment: Requirements for inspections of construction

Detention, 1B, 4 Stories, Sprinklered

MOSELEYARCHITECTS

6210 Ardrey Kell Road
The Hub at Waverly, Suite 425
Charlotte, NC 28277
P: (704) 540-3755

December 11, 2020

RE: Hamblen County Justice Center
Project No. 590418

Mr. Bill Brittain
Hamblen County Mayor's Office
511 W. 2nd North Street
Morristown, Tennessee 37814

Dear Mayor Brittain,

Moseley Architects has reviewed the Contractor Pre-qualification submissions received for the Hamblen County Justice Center project. Each of the submissions were evaluated based upon the criteria listed in the Pre-qualification procedures and scored utilizing the Scoring Matrix which was included with the Pre-qualification package.

We recommend the following firms be considered as Pre-qualified to Bid the Hamblen County Justice Center project.

Bell & Associates Construction, LLC
Blaine Construction Corporation
Branch Builds, Inc.
W.C. English, Incorporated

If you have any questions, please feel free to contact Dan Mace or myself.

Sincerely,

Bryan Payne, Assoc. AIA
Senior Associate
Moseley Architects

Cc: Dan Mace, AIA
Tony Pettit

BID TAB

PROJECT

Hale House Development for
Hamblen County Government

BID DATE **Tuesday, December 8, 2020 at 2:00 p.m.**

Bidder of Record	Addendum	Security	Base Bid - House Renovation	Calendar Days	Base Bid - Site Development	Calendar Days	TOTAL BID	TOTAL Calendar Days	Alternate Bid - Standing Seam Roof	Calendar Days
Andrew & Hoskins Construction, Inc.	1	check	$211,677.00	180	$201,023.00	60	$412,700.00	240	$45,645.00	60
P.O. Box 298										
Talbott, Tennessee 37877										
License No. 22722										
Ballinger Construction										
License No.										
**** Bid not read: contractor, stated the bid envelope was enclosed in the submitted envelope However, another sealed envelope was not enclosed; bid envelope cover sheet was loose - archiect could not read bid info. - this bid is rejected										
Duracap Asphalt Paving Co. Inc.	1	X			$331,143.00	90	$331,143.00	90		
2535 Asbury Road										
Knoxville, Tennessee 37950										
License No. 7240										
License No.										
License No.										

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Hamblen County Justice Center Project
Bidding Timeline
January 5, 2021

Issue Invitation to Bid:	Wednesday, January 13th (to all prequalified GCs)
Release Plans to Prequalified GC's:	Tuesday, January 19th
Pre-Bid Meeting:	Tuesday, February 9th at 2pm in Hale House
Receive Bids: (Virtual Meeting)	Tuesday, March 2nd at 2pm (6 weeks)
Commission Vote:	Thursday, March 18th
Bid Award:	Monday, March 22nd (pending HCLB approval)

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INVITATION TO BID

Hamblen County is soliciting Sealed Bids for the **HAMBLEN COUNTY JUSTICE CENTER** from pre-qualified contractors to construct the new Hamblen County Justice Center located at 440 N. Jackson Street, Morristown, Tennessee. Bids will be received at the location listed below until the date and time listed:

HAMBLEN COUNTY MAYOR'S OFFICE

C/O JOHNNA HARRELL, SPECIAL PROJECTS

511 WEST SECOND NORTH STREET

MORRISTOWN, TN 37814

Phone: (423) 586-1931

Email: Johnna.harrell@co.hamblen.tn.us

2:00 PM, TUESDAY, MARCH 2, 2021

All bids must be submitted in a sealed envelope and plainly labeled on the outer most package **"HAMBLEN COUNTY JUSTICE CENTER BID". The inside and outside package shall include the Contractor's License Number.**

Due to travel and meeting restrictions in place from the COVID-19 outbreak, Hamblen County is making the following changes to the bid opening:

- Bids will be received at 511 West Second North Street, Morristown, TN 37814.
  - It is the responsibility of all Bidders to select shipping/ delivery method that will ensure the bids arrive by the 2:00 pm deadline.
  - Bidders may ship their bids to the above address via UPS or FedEx.
  - Bidders may alternatively hand deliver their bids to the above address. The receptionist will be available to receive bids delivered by hand.
- Hamblen County will conduct the bid opening via live stream only over Zoom. Bidders hand delivering their bids will not be allowed to stay in person for the opening.
  - Prior to the bid opening a link for the Zoom meeting will be emailed to registered plan holders, posted on Hamblen County's website and posted to Moseley Architects plan room.
  - A blank bid tab summary will also be distributed to registered plan holders in the same manner.
  - The live stream bid opening will be conducted in a manner that shows all bids were received in sealed packages and were unopened prior to the bid opening.

During the bid opening, Hamblen County will have no less than two (2) staff members present in the room, one of which will be the Purchasing Agent.

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Bids received after the announced time and date for submittal, whether by mail or otherwise, will be rejected. Bidders are responsible for ensuring their Bid is received before the deadline indicated. Bids submitted by telephone, email, text message, or facsimile shall not be accepted.

The Work generally consists of a new justice center approximately 199,000 square feet. The detention portion of the project is four stories and includes precast concrete wall panel construction with steel framing, interior CMU partitions, TPO roofing, architectural casework, food service equipment, detention equipment, security electronics, and finishes typically associated with a new detention center. The courtroom/ administration portion of the project is one story and includes metal stud and brick veneer wall construction with steel framing, interior metal stud partitions, TPO roofing, architectural casework including courtroom casework, security electronics, and finishes typically associated with a new courthouse. The project includes a kitchen, laundry, vehicle sally port, intake/booking, steel cells and three courtrooms. Sitework includes stormwater management, sidewalks, parking lots, grading, and fencing/gates. Structural work includes steel micropiles, soil cement modified subgrade, structural steel framing and precast concrete. Mechanical work includes ductwork, plumbing, sprinkler system, smoke control system, controls, and roof top units. Electrical work includes panelboards, lighting fixtures, fire alarm, emergency generator, power, technology wiring and infrastructure; and security systems (cameras, intercoms, duress, door controls, and touchscreens).

A **mandatory pre-bid conference** will be held at **2:00 p.m., on February 9, 2021, at Location: Hale House Conference Room, 534 West Second North Street, Morristown, TN 37814.** Submit questions in writing, at this time on the required "Pre-Bid Question Form." The "Pre-Bid Question Form" may be accessed within the Project Manual, or you may submit online via www.moseleyarchitects.com. Responses will be in the form of addenda if required.

Beginning on **January 19, 2021**, all Bidders may obtain, and/or examine electronic Bidding Documents by visiting moseleyarchitects.com.

In order for Moseley Architects to maintain an accurate list of plan holders (General Contractor's only) and notify them of any addenda, each General Contractor shall complete the following required steps:

1. Submit the following information to Moseley Architects by email:

   jhill@moseleyarchitects.com

   ATTN: Jessica Hill
   Company Name:
   Address:
   Phone/ Fax Number:
   Email Address:
   Contact Person:

2. Visit moseleyarchitects.com, click the "Bidding" tab at the top of the page, scroll to **Hamblen County Justice Center** click on "Bid Documents", and follow the instructions to "Request a key." Once complete, access to the electronic Bidding Document files can be obtained, saved, and or examined as needed. Addenda for the Project will be posted to the above listed website.

Refer to the Instructions to Bidders for bidding procedures and requirements. Any questions relating to the Bidding Documents shall be directed to the architect, Moseley Architects at www.moseleyarchitects.com.

The following General Contractors have been pre-qualified to bid the Work (Sub-Contractors are not required to be pre-qualified):

Bell & Associates Construction, LLC, Brentwood, Tennessee

Blaine Construction Corporation, Knoxville, Tennessee

Branch Builds, Inc., Roanoke, Virginia

W.C. English, Incorporated, Lynchburg, Virginia

Hamblen County reserves the right to reject all bids, to waive informalities and technicalities, and to cancel the Bid Process at any time.

END OF INVITATION TO BID

TENNESSEE
Hamblen County
SERVICE • COMMUNITY • INDUSTRY

FINANCE COMMITTEE

Randy DeBord
Chairman

Chris Cutshaw
Vice-Chairman

Howard Shipley
Ex-Officio

Eileen Arnwine
Member

Thomas Doty
Member

Tim Goins
Member

Joe Huntsman, Sr.
Member

Mike Reed
Member

James Stepp
Member

Hamblen County Government
FINANCE COMMITTEE

Monday, Janaury 11, 2021
Immediately following the Adjournment of the Justice Center/Jail Project Committee
Large Courtroom – Hamblen County Courthouse

AGENDA

Call to Order – *Chairman Randy DeBord*

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

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

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

4. **New Business** – *Chairman Randy DeBord*
   a. Budget Amendments-*Finance Director-Anne Bryant-Hurst*
      i. Fund #101 Finance Department $7,089
      ii. Fund #101 Property Reappraisal $23,150
      iii. Fund #101 Juvenile Court $6,500
      iv. Fund #101 Rabies and Animal Control $6,000
      v. Fund #101 Election Commission/COVID-19 Grant $9,070
      vi. Fund #122 Drug Fund-Drug Enforcement $1,626.50
   b. Bid Tabulation-Electronic Communicators (2020-15)
   c. Bid Tabulation-New Concrete Sidewalk, Pad and Drainage for the Health Department (2020-16)-*County Mayor Bill Brittain*
   d. Assessor of Property Additional Employee- *Assessor of Property Keith Ely*
   e. Pay Plan Adjustments- *County Mayor Bill Brittain*

5. **Items of Interest (No Action Necessary)** – *Chairman Randy DeBord*
   a. Planning Commission Building Permit Report- December 2020
   b. County Attorney Invoices – December 2020
   c. Coroner's Monthly Report – December 2020
   d. Budget Amendments- *Finance Director-Anne Bryant-Hurst*
      i. Fund #101 Property Assessor's Office $50
      ii. Fund #101 Chancery Court $2,000
      iii. Fund #101 Employee Benefits $13,500
      iv. Fund #101 Work Release Program $100
      v. Fund #101 Sheriff's Department $200

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

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December 2020 Expenditure Reports

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HAMBLEN COUNTY ACCOUNTS & BUDGETS
GENERAL FUND (101)
EXPENDITURE REPORT
REPORT DATE: 12/31/2020

Sel:	Year	Fnd	Accnt	Obj	Gp	Sub	Loc	Pgm
From:	2020	101	50000	000	00	000	0000	000
Thru:	2020	101	99999	999	99	999	9999	999

Date: 1/6/2021
Time: 8:12 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	175,305.00	10,719.57	70,651.94	26,253.11	78,399.95	44.72%
101	51210	Board Of Equalizaton	5,550.00	0.00	0.00	0.00	5,550.00	100.00%
101	51300	County Mayor/Executive	235,206.00	18,185.15	105,067.37	4,400.38	125,738.25	53.46%
101	51400	County Attorney	31,293.00	1,472.66	6,663.73	0.00	24,629.27	78.71%
101	51500	Election Commission	369,764.00	17,283.83	187,365.76	4,267.36	178,130.88	48.17%
101	51600	Register Of Deeds	370,844.00	34,437.02	157,424.78	11,344.18	202,075.04	54.49%
101	51720	Planning	220,878.00	15,699.76	90,348.35	2,165.44	128,364.21	58.12%
101	51750	Codes Compliance	57,305.00	4,737.89	26,597.73	0.00	30,707.27	53.59%
101	51760	Geographical Information Systems	89,433.00	4,261.22	23,697.16	0.00	65,735.84	73.50%
101	51810	Other Facilities	883,522.00	51,703.28	371,045.56	48,479.81	463,996.63	52.52%
101	51910	Preservation Of Records	20,744.00	1,651.46	8,809.39	1,396.59	10,538.02	50.80%
101	52100	Accounting And Budgeting	432,972.00	33,234.75	202,662.94	1,055.74	229,253.32	52.95%
101	52200	Purchasing	42,114.00	3,631.35	19,423.64	98.32	22,592.04	53.64%
101	52300	Property Assessor's Office	351,556.00	26,379.14	149,177.06	19,710.85	182,668.09	51.96%
101	52310	Reappraisal Program	139,279.00	4,405.75	26,677.22	6,810.93	105,790.85	75.96%
101	52400	County Trustee's Office	378,102.00	27,510.25	188,183.53	1,635.96	188,282.51	49.80%
101	52500	County Clerk's Office	685,828.00	48,655.25	299,486.89	2,237.45	384,103.66	56.01%
101	52600	Data Processing	127,030.00	6,913.09	50,145.53	14,369.73	62,514.74	49.21%
101	52900	Other Finance	328,048.00	25,460.77	152,730.36	15,247.91	160,069.73	48.79%
101	53100	Circuit Court	970,511.00	63,772.03	420,605.97	9,411.15	540,493.88	55.69%
101	53300	General Sessions Court	457,243.00	34,397.19	198,471.25	1,550.56	257,221.19	56.25%
101	53330	Drug Court	97,020.50	2,530.95	9,460.24	76.09	87,484.17	90.17%
101	53400	Chancery Court	392,925.00	30,388.43	193,783.01	3,579.04	195,562.95	49.77%
101	53500	Juvenile Court	317,775.00	19,947.28	118,513.73	2,382.55	196,878.72	61.96%
101	53920	Courtroom Security	894,627.00	62,330.94	334,905.01	5,706.36	554,015.63	61.93%
101	53930	Victim Assistance Program	132,197.00	9,355.36	40,295.53	0.00	91,901.47	69.52%
101	54110	Sheriff's Department	3,248,279.00	292,075.31	1,432,528.30	187,806.76	1,627,943.94	50.12%
101	54160	Administration Of The Sexual Offender Registry	6,000.00	0.00	377.00	5.44	5,617.56	93.63%
101	54210	Jail	4,610,097.00	351,205.50	1,888,826.25	681,413.18	2,039,857.57	44.25%
101	54220	Workhouse	92,071.00	3,386.32	36,604.98	0.00	55,466.02	60.24%
101	54250	Work Release Program	318,077.00	13,334.24	88,589.22	1,930.19	227,557.59	71.54%
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	100,485.00	5,294.51	37,789.55	4,393.70	58,301.75	58.02%
101	54490	Other Emergency Management	185,089.00	0.00	92,544.50	0.00	92,544.50	50.00%
101	54510	Inspection And Regulation	4,877.00	322.95	1,937.70	368.50	2,570.80	52.71%

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HAMBLEN COUNTY ACCOUNTS & BUDGETS
GENERAL FUND (101)
EXPENDITURE REPORT
REPORT DATE: 12/31/2020

Sel:	Year	Fnd	Accnt	Obj	Gp	Sub	Loc	Pgm
From:	2020	101	50000	000	00	000	0000	000
Thru:	2020	101	99999	999	99	999	9999	999

Date: 1/6/2021
Time: 8:12 am

Fnd	Account/Description		Revised Budget	Month-to-Date Expenditures	Year-to-Date Expenditures	Encumbrances	Available Funds	Avl Fnds %of Budg
101	54610	County Coroner/Medical Examiner	165,100.00	7,098.33	61,950.40	26,713.35	76,436.25	46.30%
101	54900	Other Public Safety	40,500.00	7,340.00	17,441.08	0.00	23,058.92	56.94%
101	55110	Local Health Center	931,867.00	60,923.44	323,429.73	11,621.22	596,816.05	64.05%
101	55120	Rabies And Animal Control	293,295.00	50,397.78	127,214.12	7,231.18	158,849.70	54.16%
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	0.00	1,000.00	0.00	4,000.00	80.00%
101	55180	Children's Special Services	0.00	0.00	0.00	0.00	0.00	0.00%
101	55390	Appropriation To State	115,233.00	0.00	0.00	0.00	115,233.00	100.00%
101	55520	Aid To Dependent Children	0.00	0.00	0.00	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	27,500.00	0.00	13,095.00	0.00	14,405.00	52.38%
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	0.00	146,750.00	0.00	146,750.00	50.00%
101	56700	Parks And Fair Boards	306,307.00	24,233.90	131,227.59	8,156.46	166,922.95	54.50%
101	56900	Other Social, Cultural And Recreational	430,460.00	21,270.31	241,343.36	0.00	189,116.64	43.93%
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	39.69	40,233.84	120,628.86	4,343.30	2.63%
101	57300	Forest Service	1,000.00	0.00	1,000.00	0.00	0.00	0.00%
101	57500	Soil Conservation	50,888.00	3,682.55	22,634.33	0.00	28,253.67	55.52%
101	57800	Storm Water Management	30,960.00	494.98	5,539.95	10,831.67	14,588.38	47.12%
101	58110	Tourism	54,700.00	17,500.00	29,400.00	0.00	25,300.00	46.25%
101	58120	Industrial Development	641,000.00	0.00	50,500.00	0.00	590,500.00	92.12%
101	58210	Public Transportation	0.00	0.00	0.00	0.00	0.00	0.00%
101	58300	Veterans' Services	32,164.00	2,398.31	13,676.65	139.00	18,348.35	57.05%
101	58600	Employee Benefits	709,682.00	7,162.73	625,103.98	0.00	84,578.02	11.92%
101	58801	COVID-19 Grant #1 Election Funds	41,405.00	0.00	25,214.67	0.00	16,190.33	39.10%
101	58802	COVID-19 Grant #2	12,000.00	36,838.08	146,654.80	26,495.52	-161,150.32	-1,342.92%
101	58900	Miscellaneous	314,254.00	0.00	87,429.19	0.00	226,824.81	72.18%
101	73300	Community Services	6,000.00	0.00	5,000.00	0.00	1,000.00	16.67%
101	91110	General Administration Projects	300,000.00	0.00	25,442.00	0.00	274,558.00	91.52%
101	91120	Administration Of Justice Projects	0.00	0.00	0.00	0.00	0.00	0.00%
101	91130	Public Safety Projects	442,431.95	22,479.00	60,530.80	293,254.35	88,646.80	20.04%

Return to Committee Cover

HAMBLEN COUNTY ACCOUNTS & BUDGETS
GENERAL FUND (101)
EXPENDITURE REPORT
REPORT DATE: 12/31/2020

Sel:	Year	Fnd	Accnt	Obj	Gp	Sub	Loc	Pgm
From:	2020	101	50000	000	00	000	0000	000
Thru:	2020	101	99999	999	99	999	9999	999

Date: 1/6/2021
Time: 8:12 am

Fnd	Account/Description		Revised Budget	Month-to-Date Expenditures	Year-to-Date Expenditures	Encumbrances	Available Funds	Avl Fnds %of Budg
101	91140	Public Health And Welfare Projects	115,000.00	1,457.89	36,615.89	8,326.52	70,057.59	60.92%
101	91150	Social, Cultural And Recreation Projects	0.00	0.00	0.00	0.00	0.00	0.00%
101	91190	Other General Government Proje	3,135.00	0.00	0.00	0.00	3,135.00	100.00%
101	99100	Transfers Out	0.00	0.00	0.00	0.00	0.00	0.00%
			$ 22,543,734.45	**$ 1,488,000.19**	**$ 9,397,118.56**	**$ 1,571,495.41**	**$ 11,575,120.48**	**51.35%**

Return to Committee Cover

HAMBLEN COUNTY ACCOUNTS & BUDGETS
SOLID WASTE/SANITATION (116)
EXPENDITURE REPORT
REPORT DATE: 12/31/2020

Sel:	Year	Fnd	Accnt	Obj	Gp	Sub	Loc	Pgm
From:	2020	116	50000	000	00	000	0000	000
Thru:	2020	116	99999	999	99	999	9999	999

Page: 1
Date: 1/6/2021
Time: 8:14 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	2,533,814.00	175,802.71	1,159,450.66	49,662.68	1,324,700.66	52.28%
116	58802	COVID-19 Grant #2	0.00	3,881.43	5,324.88	0.00	-5,324.88	0.00%
			$ 2,533,814.00	**$ 179,684.14**	**$ 1,164,775.54**	**$ 49,662.68**	**$ 1,319,375.78**	**52.07%**

Return to Committee Cover

HAMBLEN COUNTY ACCOUNTS & BUDGETS
HIGHWAY FUND (131)
EXPENDITURE REPORT
REPORT DATE: 12/31/2020

Sel:	Year	Fnd	Accnt	Obj	Gp	Sub	Loc	Pgm
From:	2020	131	50000	000	00	000	0000	000
Thru:	2020	131	99999	999	99	999	9999	999

Page: 1
Date: 1/6/2021
Time: 8:14 am

Fnd	Account/Description		Revised Budget	Month-to-Date Expenditures	Year-to-Date Expenditures	Encumbrances	Available Funds	Avl Fnds %of Budg
131	58802	COVID-19 Grant #2	0.00	3,259.95	16,263.97	0.00	-16,263.97	0.00%
131	61000	Administration	441,596.00	28,697.04	230,507.72	11,090.98	199,997.30	45.29%
131	62000	Highway And Bridge Maintenance	1,580,621.00	98,983.89	622,090.53	63,913.00	894,617.47	56.60%
131	63100	Operation And Maintenance Of Equipment	349,484.00	24,660.63	138,692.81	40,082.83	170,708.36	48.85%
131	66000	Employee Benefits	24,725.00	0.00	15,191.00	0.00	9,534.00	38.56%
131	68000	Capital Outlay	756,000.00	271,345.48	411,949.46	76,500.00	267,550.54	35.39%
			$ 3,152,426.00	**$ 426,946.99**	**$ 1,434,695.49**	**$ 191,586.81**	**$ 1,526,143.70**	**48.41%**

Return to Committee Cover

December 2020 Monthly Checks

Return to Committee Cover

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	2020-12-22	1010269843	Smith, Jerry Allen			100.00
51100	599	Other Charges	2020-12-10	1010269738	Camera Castle			47.25
51100	599	Other Charges	2020-12-17	1010269777	Citizen Tribune			99.44
51100	.....	**County Commission**				**Total:**	**3**	**246.69**
51300	307	Communication	2020-12-03	1010269694	Century Link/Business Services			36.37
51300	307	Communication	2020-12-03	1010269723	Verizon Wireless			73.88
51300	307	Communication	2020-12-22	1010269831	AT&T			90.00
51300	307	Communication	2020-12-29	1010269874	Verizon Wireless			73.88
51300	320	Dues And Memberships	2020-12-29	1010269860	Morristown Area Chamber Of Commerce			140.00
51300	351	Rentals	2020-12-03	1010269692	Canon Solutions America, Inc			227.87
51300	351	Rentals	2020-12-17	1010269772	Canon Solutions America, Inc			227.87
51300	351	Rentals	2020-12-17	1010269806	Pitney Bowes			963.42
51300	355	Travel	2020-12-10	1010269736	Brittain, William H			16.92
51300	355	Travel	2020-12-17	1010269789	Fuelman			8.39
51300	435	Office Supplies	2020-12-17	1010269792	HomeTrust Bank			5.99
51300	599	Other Charges	2020-12-03	1010269690	Bowman, Patricia A.			14.97
51300	599	Other Charges	2020-12-03	1010269718	Tucker, Robert			49.99
51300	599	Other Charges	2020-12-10	1010269734	Bowman, Patricia A.			28.94
51300	599	Other Charges	2020-12-17	1010269786	English Mountain Spring Water			10.00
51300	599	Other Charges	2020-12-29	1010269872	Tucker, Robert			49.99
51300	.....	**County Mayor/Executive**				**Total:**	**16**	**2,018.48**
51400	331	Legal Services	2020-12-17	1010269773	Capps, Cantwell, Capps & Byrd			1,365.00
51400	.....	**County Attorney**				**Total:**	**1**	**1,365.00**
51500	307	Communication	2020-12-03	1010269694	Century Link/Business Services			2.60
51500	307	Communication	2020-12-22	1010269831	AT&T			20.91
51500	351	Rentals	2020-12-03	1010269692	Canon Solutions America, Inc			117.42
51500	435	Office Supplies	2020-12-03	1010269700	Evans Office Supply Co			146.99
51500	435	Office Supplies	2020-12-17	1010269786	English Mountain Spring Water			5.00
51500	.....	**Election Commission**				**Total:**	**5**	**292.92**
51600	307	Communication	2020-12-03	1010269694	Century Link/Business Services			1.70
51600	709	Data Processing Equipment	2020-12-03	1010269691	Business Information Systems			5,672.35
51600	709	Data Processing Equipment	2020-12-03	1010269700	Evans Office Supply Co			210.65
51600	.....	**Register Of Deeds**				**Total:**	**3**	**5,884.70**
51720	307	Communication	2020-12-03	1010269694	Century Link/Business Services			3.14
51720	307	Communication	2020-12-03	1010269723	Verizon Wireless			159.16
51720	307	Communication	2020-12-29	1010269874	Verizon Wireless			159.16
51720	320	Dues And Memberships	2020-12-17	1010269793	International Code Council Inc			30.00
51720	332	Legal Notices, Recording And Court Costs	2020-12-17	1010269777	Citizen Tribune			140.33

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description	Amount Paid
51720	338	Maintenance And Repair Services - Vehicles	2020-12-29	1010269873	Ultimate Shine 3 Minute Express Car Wash	30.00
51720	351	Rentals	2020-12-03	1010269692	Canon Solutions America, Inc	98.75
51720	425	Gasoline	2020-12-17	1010269789	Fuelman	38.05
51720	435	Office Supplies	2020-12-03	1010269700	Evans Office Supply Co	26.95
51720	524	In Service/Staff Development	2020-12-03	1010269716	TN Fire Service & Codes Enforcement Academy	128.00
51720	.....	**Planning**			**Total: 10**	**813.54**
51750	331	Legal Services	2020-12-17	1010269773	Capps, Cantwell, Capps & Byrd	300.00
51750	.....	**Codes Compliance**			**Total: 1**	**300.00**
51810	307	Communication	2020-12-03	1010269723	Verizon Wireless	286.59
51810	307	Communication	2020-12-10	1010269732	AT&T	655.49
51810	307	Communication	2020-12-22	1010269831	AT&T	1,001.46
51810	307	Communication	2020-12-29	1010269874	Verizon Wireless	286.59
51810	334	Maintenance Agreements	2020-12-03	1010269710	Murrell Burglar Alarm Co Inc	78.00
51810	335	Maintenance And Repair Service - Buildings	2020-12-03	1010269695	City Electric Supply	275.35
51810	335	Maintenance And Repair Service - Buildings	2020-12-03	1010269699	Eskola, LLC	439.00
51810	335	Maintenance And Repair Service - Buildings	2020-12-10	1010269750	Lowe's	429.21
51810	338	Maintenance And Repair Services - Vehicles	2020-12-03	1010269712	Porter's Tire Store	47.39
51810	338	Maintenance And Repair Services - Vehicles	2020-12-10	1010269753	NAPA Auto Parts Of Morristown	22.65
51810	338	Maintenance And Repair Services - Vehicles	2020-12-29	1010269873	Ultimate Shine 3 Minute Express Car Wash	120.00
51810	399	Other Contracted Services	2020-12-17	1010269786	English Mountain Spring Water	28.00
51810	410	Custodial Supplies	2020-12-17	1010269823	Unifirst	183.48
51810	410	Custodial Supplies	2020-12-29	1010269859	Kelsan Inc	222.84
51810	415	Electricity	2020-12-29	1010269862	Morristown Utilities	21,866.00
51810	425	Gasoline	2020-12-17	1010269789	Fuelman	332.98
51810	434	Natural Gas	2020-12-17	1010269770	Atmos Energy	2,245.23
51810	451	Uniforms	2020-12-17	1010269823	Unifirst	276.76
51810	.....	**Other Facilities**			**Total: 18**	**28,797.02**
51910	351	Rentals	2020-12-03	1010269692	Canon Solutions America, Inc	117.42
51910	435	Office Supplies	2020-12-03	1010269705	Lane, Cindy	99.00
51910	435	Office Supplies	2020-12-17	1010269805	Northeast Document Conservation Center, Inc.	225.00
51910	.....	**Preservation Of Records**			**Total: 3**	**441.42**
52100	349	Printing, Stationery And Forms	2020-12-22	1010269841	Shred-A-Way of East Tennessee, Inc.	60.00
52100	435	Office Supplies	2020-12-17	1010269792	HomeTrust Bank	149.91
52100	524	In Service/Staff Development	2020-12-17	1010269792	HomeTrust Bank	49.00
52100	.....	**Accounting And Budgeting**			**Total: 3**	**258.91**
52200	302	Advertising	2020-12-17	1010269777	Citizen Tribune	372.63
52200	.....	**Purchasing**			**Total: 1**	**372.63**

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
52300	307	Communication	2020-12-03	1010269694	Century Link/Business Services			1.79
52300	338	Maintenance And Repair Services - Vehicles	2020-12-03	1010269712	Porter's Tire Store			593.12
52300	338	Maintenance And Repair Services - Vehicles	2020-12-29	1010269873	Ultimate Shine 3 Minute Express Car Wash			60.00
52300	349	Printing, Stationery And Forms	2020-12-22	1010269829	Acme Printing Company, Inc			90.00
52300	349	Printing, Stationery And Forms	2020-12-29	1010269867	Rix Copies			210.07
52300	425	Gasoline	2020-12-17	1010269789	Fuelman			108.37
52300	435	Office Supplies	2020-12-03	1010269700	Evans Office Supply Co			15.56
52300	435	Office Supplies	2020-12-17	1010269786	English Mountain Spring Water			34.00
52300	**.....**	**Property Assessor's Office**				**Total:**	**8**	**1,112.91**
52310	351	Rentals	2020-12-10	1010269739	Canon Solutions America, Inc			57.71
52310	**.....**	**Reappraisal Program**				**Total:**	**1**	**57.71**
52400	307	Communication	2020-12-03	1010269694	Century Link/Business Services			0.06
52400	349	Printing, Stationery And Forms	2020-12-03	1010269697	Custom Printing			2,120.00
52400	351	Rentals	2020-12-03	1010269692	Canon Solutions America, Inc			117.42
52400	355	Travel	2020-12-10	1010269749	Long, Randall Scotty			214.32
52400	435	Office Supplies	2020-12-17	1010269786	English Mountain Spring Water			13.00
52400	**.....**	**County Trustee's Office**				**Total:**	**5**	**2,464.80**
52500	307	Communication	2020-12-03	1010269694	Century Link/Business Services			8.28
52500	307	Communication	2020-12-03	1010269723	Verizon Wireless			109.44
52500	307	Communication	2020-12-22	1010269831	AT&T			41.82
52500	307	Communication	2020-12-29	1010269874	Verizon Wireless			109.44
52500	349	Printing, Stationery And Forms	2020-12-10	1010269763	World Data Corporation			440.00
52500	351	Rentals	2020-12-03	1010269692	Canon Solutions America, Inc			147.75
52500	435	Office Supplies	2020-12-03	1010269700	Evans Office Supply Co			168.50
52500	435	Office Supplies	2020-12-10	1010269737	Business Information Systems			264.00
52500	435	Office Supplies	2020-12-17	1010269786	English Mountain Spring Water			33.00
52500	709	Data Processing Equipment	2020-12-17	1010269771	Business Information Systems			1,288.00
52500	**.....**	**County Clerk's Office**				**Total:**	**10**	**2,610.23**
52600	307	Communication	2020-12-03	1010269723	Verizon Wireless			-49.16
52600	312	Contracts With Private Agencies	2020-12-17	1010269792	HomeTrust Bank			360.00
52600	312	Contracts With Private Agencies	2020-12-17	1010269803	MUS Fibernet			311.90
52600	317	Data Processing Services	2020-12-03	1010269718	Tucker, Robert			79.99
52600	317	Data Processing Services	2020-12-17	1010269803	MUS Fibernet			757.75
52600	317	Data Processing Services	2020-12-29	1010269872	Tucker, Robert			79.99
52600	709	Data Processing Equipment	2020-12-03	1010269693	CDW Government, Inc			78.10
52600	**.....**	**Data Processing**				**Total:**	**7**	**1,618.57**
52900	307	Communication	2020-12-03	1010269694	Century Link/Business Services			1.10
52900	307	Communication	2020-12-22	1010269831	AT&T			531.36

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description	Amount Paid
52900	317	Data Processing Services	2020-12-10	1010269752	MUS Fibernet	118.88
52900	330	Operating Lease Payments	2020-12-29	1010269869	Sawyer, Mark	2,100.00
52900	335	Maintenance And Repair Service - Buildings	2020-12-22	1010269835	Fish Window Cleaning	27.00
52900	351	Rentals	2020-12-03	1010269714	Quality Waste	25.00
52900	351	Rentals	2020-12-10	1010269740	Centriworks, a Thermocopy Company	81.91
52900	415	Electricity	2020-12-10	1010269751	Morristown Utilities	568.00
52900	435	Office Supplies	2020-12-03	1010269700	Evans Office Supply Co	30.30
52900	435	Office Supplies	2020-12-17	1010269786	English Mountain Spring Water	18.00
52900	**.....**	**Other Finance**			**Total: 10**	**3,501.55**
53100	194	Jury And Witness Expense	2020-12-03	1010269700	Evans Office Supply Co	4.59
53100	307	Communication	2020-12-03	1010269694	Century Link/Business Services	12.85
53100	307	Communication	2020-12-03	1010269723	Verizon Wireless	73.72
53100	307	Communication	2020-12-22	1010269831	AT&T	41.82
53100	307	Communication	2020-12-29	1010269874	Verizon Wireless	73.72
53100	349	Printing, Stationery And Forms	2020-12-17	1010269807	R Chatfield Co, Inc	724.90
53100	349	Printing, Stationery And Forms	2020-12-22	1010269842	Shred-It	13.56
53100	351	Rentals	2020-12-03	1010269692	Canon Solutions America, Inc	457.95
53100	351	Rentals	2020-12-17	1010269806	Pitney Bowes	326.71
53100	355	Travel	2020-12-17	1010269792	HomeTrust Bank	302.40
53100	435	Office Supplies	2020-12-03	1010269700	Evans Office Supply Co	195.61
53100	435	Office Supplies	2020-12-03	1010269711	Pocket Press, LLC	341.82
53100	**.....**	**Circuit Court**			**Total: 12**	**2,569.65**
53300	307	Communication	2020-12-03	1010269694	Century Link/Business Services	7.11
53300	307	Communication	2020-12-22	1010269831	AT&T	20.91
53300	351	Rentals	2020-12-10	1010269739	Canon Solutions America, Inc	57.71
53300	435	Office Supplies	2020-12-17	1010269786	English Mountain Spring Water	28.00
53300	**.....**	**General Sessions Court**			**Total: 4**	**113.73**
53330	307	Communication	2020-12-03	1010269723	Verizon Wireless	49.72
53330	307	Communication	2020-12-22	1010269831	AT&T	96.15
53330	320	Dues And Memberships	2020-12-29	1010269865	National Assoc of Drug Court Professionals	120.00
53330	320	Dues And Memberships	2020-12-29	1010269871	TN Assoc Of Drug Court Professionals	220.00
53330	351	Rentals	2020-12-03	1010269692	Canon Solutions America, Inc	117.42
53330	**.....**	**Drug Court**			**Total: 5**	**603.29**
53400	307	Communication	2020-12-03	1010269694	Century Link/Business Services	5.00
53400	307	Communication	2020-12-22	1010269831	AT&T	20.91
53400	349	Printing, Stationery And Forms	2020-12-17	1010269798	LexisNexis/Matthew Bender & Co	21.94
53400	351	Rentals	2020-12-03	1010269692	Canon Solutions America, Inc	147.75
53400	435	Office Supplies	2020-12-17	1010269786	English Mountain Spring Water	13.00

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
53400	.....	**Chancery Court**				**Total:**	**5**	**208.60**
53500	307	Communication	2020-12-03	1010269694	Century Link/Business Services			2.01
53500	307	Communication	2020-12-03	1010269723	Verizon Wireless			43.92
53500	307	Communication	2020-12-29	1010269874	Verizon Wireless			43.92
53500	351	Rentals	2020-12-03	1010269692	Canon Solutions America, Inc			117.42
53500	422	Food Supplies	2020-12-17	1010269786	English Mountain Spring Water			10.00
53500	.....	**Juvenile Court**				**Total:**	**5**	**217.27**
53920	355	Travel	2020-12-17	1010269783	Dolan, Jennifer Jolynn			274.50
53920	355	Travel	2020-12-17	1010269787	Ferrell, Brandon Howard			274.50
53920	355	Travel	2020-12-17	1010269792	HomeTrust Bank			539.99
53920	524	In Service/Staff Development	2020-12-29	1010269868	Savant Learning Systems, Inc.			207.00
53920	.....	**Courtroom Security**				**Total:**	**4**	**1,295.99**
53930	307	Communication	2020-12-29	1010269874	Verizon Wireless			49.72
53930	.....	**Victim Assistance Program**				**Total:**	**1**	**49.72**
54110	307	Communication	2020-12-03	1010269694	Century Link/Business Services			50.66
54110	307	Communication	2020-12-03	1010269723	Verizon Wireless			1,836.00
54110	307	Communication	2020-12-17	1010269792	HomeTrust Bank			199.80
54110	307	Communication	2020-12-17	1010269825	Verizon Wireless			1,743.83
54110	307	Communication	2020-12-22	1010269831	AT&T			104.55
54110	338	Maintenance And Repair Services - Vehicles	2020-12-03	1010269698	Drinnon, Kenny			955.83
54110	338	Maintenance And Repair Services - Vehicles	2020-12-03	1010269708	Morristown Ford			212.29
54110	338	Maintenance And Repair Services - Vehicles	2020-12-03	1010269722	Valvoline, Inc.			183.44
54110	338	Maintenance And Repair Services - Vehicles	2020-12-17	1010269784	Drinnon, Kenny			299.56
54110	338	Maintenance And Repair Services - Vehicles	2020-12-17	1010269814	Synergy Auto Wash			89.26
54110	338	Maintenance And Repair Services - Vehicles	2020-12-22	1010269838	Muffler & Auto Center, Inc			620.00
54110	338	Maintenance And Repair Services - Vehicles	2020-12-29	1010269873	Ultimate Shine 3 Minute Express Car Wash			800.00
54110	351	Rentals	2020-12-03	1010269692	Canon Solutions America, Inc			173.21
54110	351	Rentals	2020-12-17	1010269806	Pitney Bowes			326.72
54110	351	Rentals	2020-12-17	1010269815	T.E.G. Enterprises			65.00
54110	353	Towing Services	2020-12-17	1010269816	Tipton, Ronald			50.00
54110	355	Travel	2020-12-17	1010269792	HomeTrust Bank			3,377.80
54110	399	Other Contracted Services	2020-12-03	1010269717	Transunion Risk & Alternative			50.00
54110	399	Other Contracted Services	2020-12-22	1010269839	Murrell Burglar Alarm Co Inc			29.00
54110	425	Gasoline	2020-12-17	1010269788	Fuelman			5,692.46
54110	431	Law Enforcement Supplies	2020-12-17	1010269782	Dana Safety Supply/Fleet Safety Equipment			960.52
54110	431	Law Enforcement Supplies	2020-12-17	1010269792	HomeTrust Bank			19.94
54110	433	Lubricants	2020-12-03	1010269722	Valvoline, Inc.			263.84
54110	435	Office Supplies	2020-12-03	1010269700	Evans Office Supply Co			42.40
54110	435	Office Supplies	2020-12-17	1010269792	HomeTrust Bank			925.51

Return to Committee Cover

COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description	Amount Paid
54110	450	Tires And Tubes	2020-12-03	1010269712	Porter's Tire Store	184.80
54110	450	Tires And Tubes	2020-12-17	1010269767	Airport Tire	661.99
54110	450	Tires And Tubes	2020-12-17	1010269809	S&S Wholesale Tire	24,737.60
54110	450	Tires And Tubes	2020-12-29	1010269866	Porter's Tire Store	117.00
54110	451	Uniforms	2020-12-29	1010269858	Gall's Inc	15.18
54110	499	Other Supplies And Materials	2020-12-17	1010269792	HomeTrust Bank	204.80
54110	499	Other Supplies And Materials	2020-12-17	1010269795	Jordan, Brittany	198.00
54110	499	Other Supplies And Materials	2020-12-29	1010269857	Foremost Promotions	385.53
54110	524	In Service/Staff Development	2020-12-17	1010269792	HomeTrust Bank	192.00
54110	599	Other Charges	2020-12-03	1010269706	Lawhon, Steven	250.00
54110	599	Other Charges	2020-12-17	1010269786	English Mountain Spring Water	15.00
54110	599	Other Charges	2020-12-17	1010269790	Hamblen County Boat Dock, Inc	100.00
54110	599	Other Charges	2020-12-22	1010269842	Shred-It	20.34
54110	.....	**Sheriff's Department**			**Total: 38**	**46,153.86**
54210	334	Maintenance Agreements	2020-12-29	1010269870	South Western Comm, Inc	4,780.00
54210	335	Maintenance And Repair Service - Buildings	2020-12-03	1010269695	City Electric Supply	53.16
54210	335	Maintenance And Repair Service - Buildings	2020-12-03	1010269720	United Elevator Services LLC	789.00
54210	335	Maintenance And Repair Service - Buildings	2020-12-03	1010269724	Waddell, Bill	285.00
54210	335	Maintenance And Repair Service - Buildings	2020-12-10	1010269743	Fenco Supply Co	254.81
54210	335	Maintenance And Repair Service - Buildings	2020-12-10	1010269750	Lowe's	118.64
54210	335	Maintenance And Repair Service - Buildings	2020-12-17	1010269815	T.E.G. Enterprises	170.00
54210	335	Maintenance And Repair Service - Buildings	2020-12-17	1010269817	TMS - Marlin	1,134.85
54210	335	Maintenance And Repair Service - Buildings	2020-12-17	1010269820	Town & Country Lock & Key	21.50
54210	336	Maintenance And Repair Services - Equipment	2020-12-03	1010269713	Powerclean Pressure Washing, LLC	295.00
54210	336	Maintenance And Repair Services - Equipment	2020-12-17	1010269808	REM Company Inc.	270.00
54210	336	Maintenance And Repair Services - Equipment	2020-12-22	1010269844	Starr Equipment Company Inc	911.16
54210	340	Medical And Dental Services	2020-12-03	1010269703	High Risk Obstetrical Consultants, PLLC	6,880.95
54210	340	Medical And Dental Services	2020-12-17	1010269768	American Esoteric Laboratories	337.40
54210	340	Medical And Dental Services	2020-12-17	1010269780	Covenant Medical Group, Inc.	108.00
54210	340	Medical And Dental Services	2020-12-17	1010269800	Mobile Images Acquisition LLC	1,620.00
54210	340	Medical And Dental Services	2020-12-17	1010269802	Morristown-Hamblen Hospital	4,664.36
54210	340	Medical And Dental Services	2020-12-17	1010269811	Southern Health Partners	53,868.61
54210	340	Medical And Dental Services	2020-12-17	1010269824	University Radiology	340.90
54210	340	Medical And Dental Services	2020-12-17	1010269826	Vista Radiology	240.30
54210	340	Medical And Dental Services	2020-12-22	1010269833	East TN Spine & Orthopaedic Specialists	46.56
54210	340	Medical And Dental Services	2020-12-22	1010269846	University Radiology	43.40
54210	340	Medical And Dental Services	2020-12-29	1010269861	Morristown Heart, PLLC	600.00
54210	340	Medical And Dental Services	2020-12-29	1010269863	Morristown-Hamblen Hospital	6,734.75
54210	351	Rentals	2020-12-03	1010269692	Canon Solutions America, Inc	147.75
54210	410	Custodial Supplies	2020-12-03	1010269704	Kelsan Inc	4,786.76
54210	410	Custodial Supplies	2020-12-03	1010269714	Quality Waste	235.00
54210	410	Custodial Supplies	2020-12-17	1010269776	Chem Clean Systems LLC	2,423.66

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COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
54210	410	Custodial Supplies	2020-12-29	1010269859	Kelsan Inc			4,639.87
54210	422	Food Supplies	2020-12-17	1010269822	Trinity Services Group, Inc.			28,338.68
54210	435	Office Supplies	2020-12-03	1010269700	Evans Office Supply Co			616.52
54210	435	Office Supplies	2020-12-17	1010269792	HomeTrust Bank			839.96
54210	451	Uniforms	2020-12-10	1010269742	Elliott Boots			100.00
54210	451	Uniforms	2020-12-17	1010269785	Elliott Boots			100.00
54210	451	Uniforms	2020-12-17	1010269813	Summit Uniform Solutions, Inc.			177.50
54210	451	Uniforms	2020-12-22	1010269845	Summit Uniform Solutions, Inc.			163.99
54210	.....	**Jail**				**Total:**	**36**	**127,138.04**
54250	307	Communication	2020-12-03	1010269694	Century Link/Business Services			11.87
54250	307	Communication	2020-12-03	1010269723	Verizon Wireless			80.35
54250	349	Printing, Stationery And Forms	2020-12-03	1010269702	First Impression Printing			240.00
54250	399	Other Contracted Services	2020-12-17	1010269797	Lawson, Lynda M			140.00
54250	425	Gasoline	2020-12-17	1010269789	Fuelman			163.47
54250	435	Office Supplies	2020-12-03	1010269700	Evans Office Supply Co			72.30
54250	.....	**Work Release Program**				**Total:**	**6**	**707.99**
54410	307	Communication	2020-12-03	1010269688	Bell, Chris E			56.00
54410	307	Communication	2020-12-29	1010269850	Bell, Chris E			56.00
54410	425	Gasoline	2020-12-17	1010269789	Fuelman			123.38
54410	435	Office Supplies	2020-12-03	1010269700	Evans Office Supply Co			18.99
54410	599	Other Charges	2020-12-03	1010269723	Verizon Wireless			34.00
54410	599	Other Charges	2020-12-29	1010269850	Bell, Chris E			145.81
54410	.....	**Civil Defense**				**Total:**	**6**	**434.18**
54610	307	Communication	2020-12-03	1010269701	Field2Base, Inc.			230.00
54610	307	Communication	2020-12-03	1010269723	Verizon Wireless			170.00
54610	307	Communication	2020-12-22	1010269834	Field2Base, Inc.			230.00
54610	307	Communication	2020-12-29	1010269856	Field2Base, Inc.			625.00
54610	312	Contracts With Private Agencies	2020-12-10	1010269748	Knox County Medical Examiner			1,850.00
54610	399	Other Contracted Services	2020-12-10	1010269741	Davis, Eddie			750.00
54610	399	Other Contracted Services	2020-12-10	1010269747	Holt, Jeffrey E.			160.00
54610	399	Other Contracted Services	2020-12-10	1010269754	Peoples, Jimmy W			40.00
54610	399	Other Contracted Services	2020-12-10	1010269759	Thompson, Claude, JR			640.00
54610	399	Other Contracted Services	2020-12-10	1010269760	Thompson, Tom C, MD			2,083.33
54610	399	Other Contracted Services	2020-12-10	1010269828	Giles, Todd E			320.00
54610	.....	**County Coroner/Medical Examiner**				**Total:**	**11**	**7,098.33**
54900	790	Other Equipment	2020-12-17	1010269812	Southern Trailer Depot, LLC			7,340.00
54900	.....	**Other Public Safety**				**Total:**	**1**	**7,340.00**
55110	207	Medical Insurance	2020-12-10	1010269761	TN Bureau Of Investigation			29.00

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COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
55110	309	Contracts With Government Agencies	2020-12-03	1010269694	Century Link/Business Services			81.69
55110	309	Contracts With Government Agencies	2020-12-03	1010269715	TMA Services, LLC			1,500.00
55110	309	Contracts With Government Agencies	2020-12-17	1010269770	Atmos Energy			109.37
55110	309	Contracts With Government Agencies	2020-12-17	1010269772	Canon Solutions America, Inc			16.94
55110	309	Contracts With Government Agencies	2020-12-17	1010269801	Morristown Signs, Inc			303.00
55110	309	Contracts With Government Agencies	2020-12-17	1010269803	MUS Fibernet			12.00
55110	309	Contracts With Government Agencies	2020-12-22	1010269831	AT&T			377.94
55110	309	Contracts With Government Agencies	2020-12-29	1010269855	English Mountain Coffee			165.80
55110	309	Contracts With Government Agencies	2020-12-29	1010269862	Morristown Utilities			1,220.00
55110	355	Travel	2020-12-03	1010269689	Bergman, Christina E			185.18
55110	.....	**Local Health Center**				**Total:**	**11**	**4,000.92**
55120	312	Contracts With Private Agencies	2020-12-03	1010269709	Morristown-Hamblen Humane Soc			20,000.00
55120	312	Contracts With Private Agencies	2020-12-29	1010269864	Morristown-Hamblen Humane Soc			20,000.00
55120	425	Gasoline	2020-12-17	1010269789	Fuelman			18.76
55120	425	Gasoline	2020-12-17	1010269792	HomeTrust Bank			27.50
55120	435	Office Supplies	2020-12-17	1010269827	Winstead, Gregory			13.00
55120	451	Uniforms	2020-12-17	1010269792	HomeTrust Bank			786.95
55120	499	Other Supplies And Materials	2020-12-10	1010269757	Screen Designs By Sheila			126.00
55120	499	Other Supplies And Materials	2020-12-22	1010269829	Acme Printing Company, Inc			353.00
55120	499	Other Supplies And Materials	2020-12-22	1010269840	Screen Designs By Sheila			88.00
55120	719	Office Equipment	2020-12-17	1010269792	HomeTrust Bank			449.00
55120	.....	**Rabies And Animal Control**				**Total:**	**10**	**41,862.21**
56700	307	Communication	2020-12-03	1010269723	Verizon Wireless			49.72
56700	307	Communication	2020-12-10	1010269752	MUS Fibernet			134.22
56700	307	Communication	2020-12-29	1010269874	Verizon Wireless			49.72
56700	336	Maintenance And Repair Services - Equipment	2020-12-17	1010269792	HomeTrust Bank			71.58
56700	336	Maintenance And Repair Services - Equipment	2020-12-17	1010269796	Lane Sales Power Equipment			339.95
56700	410	Custodial Supplies	2020-12-03	1010269714	Quality Waste			235.00
56700	410	Custodial Supplies	2020-12-29	1010269859	Kelsan Inc			193.64
56700	412	Diesel Fuel	2020-12-22	1010269847	Voyager Fleet Systems Inc			91.11
56700	415	Electricity	2020-12-10	1010269751	Morristown Utilities			3,648.00
56700	415	Electricity	2020-12-17	1010269769	Appalachian Electric Co-Op			22.23
56700	425	Gasoline	2020-12-22	1010269847	Voyager Fleet Systems Inc			165.58
56700	454	Water And Sewer	2020-12-10	1010269751	Morristown Utilities			2,334.00
56700	499	Other Supplies And Materials	2020-12-10	1010269750	Lowe's			194.68
56700	599	Other Charges	2020-12-10	1010269756	Relief Septic Service			225.00
56700	599	Other Charges	2020-12-17	1010269786	English Mountain Spring Water			16.00
56700	599	Other Charges	2020-12-17	1010269819	TN Dept of Health, Div of Environmental Health			120.00
56700	791	Other Construction	2020-12-17	1010269794	Johns-Heck Plumbing Company			3,905.94
56700	.....	**Parks And Fair Boards**				**Total:**	**17**	**11,796.37**

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COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
56900	309	Contracts With Government Agencies	2020-12-17	1010269791	Hamblen County-Morristown Solid Waste			21,270.31
56900	**.....**	**Other Social, Cultural And Recreational**				**Total:**	**1**	**21,270.31**
57100	307	Communication	2020-12-03	1010269694	Century Link/Business Services			3.50
57100	355	Travel	2020-12-03	1010269707	Long, Debra			36.19
57100	**.....**	**Agricultural Extension Service**				**Total:**	**2**	**39.69**
57800	321	Engineering Services	2020-12-10	1010269746	Hatfield & Allen Associates			395.00
57800	399	Other Contracted Services	2020-12-03	1010269718	Tucker, Robert			49.99
57800	399	Other Contracted Services	2020-12-29	1010269872	Tucker, Robert			49.99
57800	**.....**	**Storm Water Management**				**Total:**	**3**	**494.98**
58110	399	Other Contracted Services	2020-12-10	1010269755	Pyro Shows Inc			17,500.00
58110	**.....**	**Tourism**				**Total:**	**1**	**17,500.00**
58300	307	Communication	2020-12-03	1010269694	Century Link/Business Services			5.17
58300	**.....**	**Veterans' Services**				**Total:**	**1**	**5.17**
58600	210	Unemployment Compensation	2020-12-10	1010269762	TN Dept Of Labor & Workforce Development			1,717.73
58600	299	Other Fringe Benefits	2020-12-22	1010269836	Hamblen Co Dept Of Education			175.00
58600	515	Liability Claims	2020-12-17		Brit Global Specialty USA			0.00
58600	515	Liability Claims	2020-12-10	1010269735	Brit Global Specialty USA			2,982.25
58600	515	Liability Claims	2020-12-17	1010269810	Sherrard Roe Voigt & Harbison, PLC			5,270.00
58600	**.....**	**Employee Benefits**				**Total:**	**5**	**10,144.98**
58802	399	Other Contracted Services	2020-12-03	1010269683	Addair, Rebecca			690.00
58802	399	Other Contracted Services	2020-12-03	1010269696	Corner, Mikia			575.00
58802	399	Other Contracted Services	2020-12-10	1010269758	South Marketing Group			1,300.00
58802	399	Other Contracted Services	2020-12-10	1010269764	Addair, Rebecca			690.00
58802	399	Other Contracted Services	2020-12-10	1010269765	Corner, Mikia			575.00
58802	399	Other Contracted Services	2020-12-17	1010269766	Addair, Rebecca			690.00
58802	399	Other Contracted Services	2020-12-17	1010269779	Corner, Mikia			575.00
58802	399	Other Contracted Services	2020-12-22	1010269830	Addair, Rebecca			287.50
58802	399	Other Contracted Services	2020-12-22	1010269832	Corner, Mikia			287.50
58802	399	Other Contracted Services	2020-12-22	1010269848	Zencity Technologies US Inc			10,000.00
58802	399	Other Contracted Services	2020-12-29	1010269849	Addair, Rebecca			460.00
58802	399	Other Contracted Services	2020-12-29	1010269854	Corner, Mikia			460.00
58802	499	Other Supplies And Materials	2020-12-17	1010269781	Cumberland Glass Company			4,190.00
58802	499	Other Supplies And Materials	2020-12-17	1010269799	Med Express, Inc			3,776.40
58802	599	Other Charges	2020-12-10	1010269750	Lowe's			189.05
58802	**.....**	**COVID-19 Grant #2**				**Total:**	**15**	**24,745.45**
91130	716	Law Enforcement Equipment	2020-12-10	1010269733	Axon Enterprise, Inc.			22,479.00

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COMMISSION APPROVAL LISTING
MONTHLY CHECKS

Fund: 101 General Fund #(101)

ACCT	OBJ	NAME	DATE	Check Nbr	Description			Amount Paid
91130	.....	**Public Safety Projects**				**Total:**	**1**	**22,479.00**
91140	790	Other Equipment	2020-12-03	1010269723	Verizon Wireless			60.16
91140	790	Other Equipment	2020-12-03	1010269725	Winstead, Gregory			14.45
91140	790	Other Equipment	2020-12-17	1010269792	HomeTrust Bank			953.52
91140	790	Other Equipment	2020-12-17	1010269821	Tractor Supply			489.92
91140	.....	**Public Health And Welfare Projects**				**Total:**	**4**	**1,518.05**
					Total of checks for General Fund #(101)			**401,944.86**

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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	2020-12-22	1160024207	Hamblen Co Dept Of Education	37.50
55710	302	Advertising	2020-12-17	1160024199	Citizen Tribune	1,089.06
55710	336	Maintenance And Repair Services - Equipment	2020-12-03	1160024188	Custom Machine & Tool LLC	600.00
55710	336	Maintenance And Repair Services - Equipment	2020-12-10	1160024195	Mid-State Equip Co,Inc	115.00
55710	336	Maintenance And Repair Services - Equipment	2020-12-10	1160024196	NAPA Auto Parts Of Morristown	986.98
55710	336	Maintenance And Repair Services - Equipment	2020-12-10	1160024197	Premier Truck Group	5,789.59
55710	336	Maintenance And Repair Services - Equipment	2020-12-17	1160024206	Triad Freightliner	3,156.38
55710	353	Towing Services	2020-12-17	1160024204	Lynn Malone Wrecker	400.00
55710	359	Disposal Fees	2020-12-10	1160024194	Hamblen County-Morristown Solid Waste	67,585.78
55710	412	Diesel Fuel	2020-12-17	1160024201	Fuelman	7,584.27
55710	412	Diesel Fuel	2020-12-22	1160024209	Rhea, Robert	100.00
55710	425	Gasoline	2020-12-17	1160024201	Fuelman	272.19
55710	450	Tires And Tubes	2020-12-17	1160024202	Goforth Tire & Auto, Inc	230.44
55710	451	Uniforms	2020-12-10	1160024193	Cintas Corp., Loc. 207	1,537.59
55710	499	Other Supplies And Materials	2020-12-03	1160024189	Elliott Boots	441.94
55710	499	Other Supplies And Materials	2020-12-03	1160024190	Taber, James	630.09
55710	499	Other Supplies And Materials	2020-12-10	1160024193	Cintas Corp., Loc. 207	194.98
55710	499	Other Supplies And Materials	2020-12-17	1160024200	Country Corner Restaurant	600.00
55710	499	Other Supplies And Materials	2020-12-17	1160024203	Kennedy, Thomas A.	66.70
55710	**.....**	**Sanitation Management**			**Total: 19**	**91,418.49**
					Total of checks for Solid Waste/Sanitation Fund #(116)	**91,418.49**

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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
61000	307	Communication	2020-12-03	1313043233	Comcast Cable			76.95
61000	307	Communication	2020-12-17	1313043263	Verizon Wireless			148.28
61000	307	Communication	2020-12-22	1313043267	AT&T			85.74
61000	307	Communication	2020-12-29	1313043273	Comcast Cable			76.95
61000	317	Data Processing Services	2020-12-03	1313043232	CDC Holdings			270.00
61000	415	Electricity	2020-12-03	1313043236	Morristown Utilities			1,982.00
61000	415	Electricity	2020-12-22	1313043269	Holston Electric Cooperative			645.25
61000	415	Electricity	2020-12-29	1313043276	Morristown Utilities			1,991.00
61000	442	Propane Gas	2020-12-03	1313043229	Amerigas Propane LP			260.22
61000	442	Propane Gas	2020-12-17	1313043246	Amerigas Propane LP			137.61
61000	442	Propane Gas	2020-12-29	1313043271	Amerigas Propane LP			543.57
61000	454	Water and Sewer	2020-12-29	1313043276	Morristown Utilities			72.00
61000	599	Other Charges	2020-12-03	1313043231	Barnes, Jeremy S			96.00
61000	599	Other Charges	2020-12-03	1313043234	Elliott Boots			150.00
61000	599	Other Charges	2020-12-10	1313043241	Cintas Corp., Loc. 207			75.42
61000	599	Other Charges	2020-12-17	1313043244	Able Exterminators, Inc			85.00
61000	599	Other Charges	2020-12-17	1313043249	Country Corner Restaurant			600.00
61000	599	Other Charges	2020-12-17	1313043250	Elliott Boots			349.95
61000	599	Other Charges	2020-12-17	1313043253	Hamblen County Clerk			17.50
61000	599	Other Charges	2020-12-17	1313043260	Smoky Mountain Farmers Co-Op			369.98
61000	599	Other Charges	2020-12-22	1313043270	Lowe's			618.08
61000	.....	**Administration**				**Total:**	**21**	**8,651.50**
62000	404	Asphalt - Hot Mix	2020-12-10	1313043240	Blalock & Sons Inc			10,952.61
62000	409	Crushed Stone	2020-12-17	1313043264	Vulcan Materials Company			3,357.20
62000	443	Road Signs	2020-12-03	1313043239	Vulcan Inc D/B/A Vulcan Signs			1,661.88
62000	443	Road Signs	2020-12-17	1313043254	HomeTrust Bank			109.96
62000	451	Uniforms	2020-12-10	1313043241	Cintas Corp., Loc. 207			1,471.64
62000	.....	**Highway And Bridge Maintenance**				**Total:**	**5**	**17,553.29**
63100	412	Diesel Fuel	2020-12-17	1313043251	Fuelman			1,704.59
63100	412	Diesel Fuel	2020-12-17	1313043259	Pioneer Petroleum			866.66
63100	416	Equipment Parts - Heavy	2020-12-03	1313043235	Interstate Tractor			178.00
63100	416	Equipment Parts - Heavy	2020-12-10	1313043242	Interstate Battery System			239.90
63100	416	Equipment Parts - Heavy	2020-12-10	1313043243	NAPA Auto Parts Of Morristown			2,233.75
63100	416	Equipment Parts - Heavy	2020-12-17	1313043256	Maury County Equipment			995.00
63100	416	Equipment Parts - Heavy	2020-12-17	1313043257	Mid-State Equip Co,Inc			440.67
63100	416	Equipment Parts - Heavy	2020-12-17	1313043261	The Lilly Company			174.39
63100	416	Equipment Parts - Heavy	2020-12-17	1313043265	Worldwide Equip/Volunteervolvo			441.78
63100	416	Equipment Parts - Heavy	2020-12-29	1313043275	Maury County Equipment			5,292.27
63100	424	Garage Supplies	2020-12-17	1313043245	American Welding & Gas			91.54
63100	425	Gasoline	2020-12-17	1313043247	BP			40.09
63100	425	Gasoline	2020-12-17	1313043251	Fuelman			880.68

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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
63100	499	Other Supplies And Materials	2020-12-17	1313043255	Lane Sales Power Equipment			158.00
63100	499	Other Supplies And Materials	2020-12-17	1313043260	Smoky Mountain Farmers Co-Op			301.20
63100	.....	**Operation And Maintenance Of Equipment**				**Total:**	**15**	**14,038.52**
68000	726	State Aid Projects	2020-12-22	1313043266	Apac Atlantic, Inc			242,814.12
68000	791	Other Construction	2020-12-22	1313043266	Apac Atlantic, Inc			28,531.36
68000	.....	**Capital Outlay**				**Total:**	**2**	**271,345.48**
					Total of checks for Highway/Public Works Fund (#131)			**311,588.79**

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

Hamblen County Commission

For the January 2021 Commission Meeting

Fund #101 **DEPT:** **Finance Department**

Account Number	Description	Increase	Increase
	INCREASE APPROPRIATIONS:		
54110.106	Deputies	$ 3,000.00	
54110.110	Lieutenants	$ 1,500.00	
54110.115	Sergeants	$ 1,500.00	
54110.201	Social Security	$ 372.00	
54110.204	State Retirement	$ 630.00	
54110.212	Employer Medicare	$ 87.00	
	INCREASE REVENUES:		
44140.000	Miscellaneous Revenues		$ 7,089.00

Brief Descriptions of issue:
To budget the repayment of the General Fund by the Drug Control fund for the payment of the Narcotics Officers' supplements.

Signature: Anne Bryant-Hurst
Title : Finance Director
Date: 12/11/2020

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

For the January 2021 Commission Meeting

Fund #101 DEPT: **Property Reappraisal**

Account Number	Description	Increase	Decrease
	INCREASE APPROPRIATIONS:		
52310-106	Deputies	$ 15,250.00	
52310.201	Social Security	$ 950.00	
52310.204	State Retirement	$ 1,100.00	
52310.206	Life Insurance	$ 13.00	
52310.207	Health Insurance	$ 5,600.00	
52310.212	Employer Medicare	$ 237.00	
	DECREASE FUND BALANCE:		
39000.000	Unappropriated Fund Balance		$ 23,150.00

Brief Descriptions of issue:
To appropriate funds Unappropriated Fund Balance for a mid-year new hire for the Property Reappraisal Office.

Signature: Keith Ely
Title : Assessor of Property
Date: 12-17-20

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

Return to Committee Cover

RECEIVED
DEC 31 2020
OFFICE OF HAMBLEN COUNTY MAYOR

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

Hamblen County Commission

For the January 2021 Commission Meeting

Fund #101 DEPT: **Juvenile Court**

Account Number	Description	Increase	Decrease
	INCREASE APPROPRIATIONS:		
53500.163	Educational Assistant	$ 6,000.00	
53500.204	State Retirement	$ 500.00	
	DECREASE APPROPRIATIONS:		
53500.164	Attendants		$ 6,500.00

Brief Descriptions of issue:
To transfer funds from another departmental account to fund the replacement of a retiring employee. There will be an overlapping pay period for training.

Signature: Cindi Freeland Doty
Title : Director
Date: 12/26/20

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

For the January 2021 Commission Meeting

Fund #101 DEPT: **Rabies and Animal Control**

Account Number	Description	Increase	Decrease
	INCREASE APPROPRIATIONS:		
55120.106	Deputy(ies)	$ 2,200.00	
55120.186	Longevity	$ 500.00	
55120.201	Social Security	$ 425.00	
55120.204	State Retirement	$ 325.00	
55120.212	Employer Medicare	$ 50.00	
55120.312	Contracts with Private Agencies	$ 5,000.00	
	DECREASE APPROPRIATIONS:		
	Public Health and Welfare Projects		
91140.718	Motor Vehicles		$ 6,000.00
	INCREASE REVENUES:		
48140.000	Contracted Services	$ 2,500.00	

Brief Descriptions of issue:
To appropriate funds to cover additional expenses of the Rabies and Animal Control Department through the remainder of FY 20-21.

Signature: Bill Bunch

Title : County Mayor

Date: 12-8-2020

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

For the January 2021 Commission Meeting

Fund #101 DEPT: **Election Commission / COVID-19 Grant**

Account Number	Description	Increase	Decrease
	INCREASE APPROPRIATIONS:		
58801.193	Election Worker	$ 8,240.00	
58801.212	Employer Medicare	$ 160.00	
58801.201	Social Security	$ 670.00	
	DECREASE APPROPRIATIONS:		
58801.348	Postal Charges		$ 9,070.00

Brief Descriptions of issue:
To appropriate funds to cover election worker and related salary expenses covered under the COVID-19 Election Grant. Needed funds are being taken from within the department through excess funds budgeted within the Postage expense line.

Signature: Jim Gardner
Title : AOE
Date: 12-21-2020

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

For the January 2021 Commission Meeting

Fund	#122

DEPT: **Drug Fund - Drug Enforcement**

Account Number	Description	Increase	Decrease
	INCREASE APPROPRIATIONS:		
54150.140	Salary Supplements	$ 1,500.00	
54150.201	Social Security	$ 93.00	
54150.212	Employer Medicare	$ 33.50	
	DECREASE FUND BALANCE:		
	Drug Fund		
34525.000	Restricted for Public Safety		$ 1,626.50

Brief Descriptions of issue:
To appropriate funds Restricted for Public Safety from the Drug Fund to cover the salary supplements / hazard pay for employees certified for scuba diving.

Signature: Denise Hammond

Title : Executive Assistant

Date: 12-7-2020

For Finance Department Only:
Reviewed by: _____

Budget Amendment: _____

Date: _____

Return to Committee Cover

Hamblen County, Tennessee Bid Tabulation

Bid Name:	**Electronic Communicators (2020-15)**	**Bid Advertisement:**	**Citizen Tribune Newspaper - Public Notice**
Department:	**Finance**		**Citizen Tribune Newspaper Online**
Date Bids Opened:	**1/5/2021 @ 2:00p.m.**		**Hamblen County Government Website**
Finance Committee Review:	**1/11/2021 @ 5:30p.m.**		**Emailed 5 Approved Vendors**
Co. Commission Review:	**1/21/2021 @ 5:00p.m.**		

Vendors Bidding

Vendor	Bid Amount						
	Intercom			Headset			Exceptions
	Cost Per Unit	Delivery Time	Warranty	Cost Per Unit	Delivery Time	Warranty	
Cornerstone Detention Products - ***Tanner, AL***	$ 1,775.00	14-21 Days	1-year parts	$ 283.50	14-21 Days	1-year parts	No
	Intercom			Headset			Exceptions
	Cost Per Unit	Delivery Time	Warranty	Cost Per Unit	Delivery Time	Warranty	
DK Hardware Supply - ***Hallandale Beach, FL***	$ 1,450.00	7-14 Days	1-year parts	$ 210.00	7-14 Days	1-year parts	No

Recommendation for Award:	**DK Hardware Supply: 1) Meets all specifications with no exceptions; 2) Lowest Bid**

*****Items to be paid for with COVID grant funds.*****

Return to Committee Cover

Hamblen County, Tennessee Bid Tabulation

Bid Name:	New Concrete Sidewalk, Pad & Drainage for Health Department (2020-16)
Department:	Maintenance/Health Department
Date Bids Opened:	1/6/2021 @ 2:00p.m.
Finance Committee Review:	1/11/2021 @ 5:30p.m.
Co. Commission Review:	1/21/2021 @ 5:00p.m.

Bid Advertisement:	Citizen Tribune Newspaper - Public Notice
	Citizen Tribune Newspaper Online
	Hamblen County Government Website
	Emailed 67 Approved Vendors

Vendors Bidding

Vendor	License #	Proposed Cost	Number of Days to Complete	Exceptions
East TN Construction (Otis K. Cantwell & Associates)	46734	$ 17,280.00	4	No

Recommendation for Award:	**East TN Construction**

*****Items to be paid for with COVID grant funds*****

Return to Committee Cover

J. KEITH ELY
ASSESSOR OF PROPERTY

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

Date: 12-16-20

Mayor Brittain:

I am requesting an additional employee for the Assessor of Property Office. Currently, this office is running one employee short per Tennessee Code Annotated 67-1-506. This employee will be cross trained to perform the duties of sales coordinator, personal property, field appraiser and new property coordinator. Since 2018, this office parcel count has increased 1,300+ parcels and over 2,000+ living units due to apartments, duplexes and homes. Also, additional burden is the Department of Property Assessments requiring our office to tax each individual lots in trailer parks. This position will be fully utilized in the present and also allows for smooth transitions in the future.

I would appreciate your support and cooperation in this request.

Best Regards,

Keith Ely

Keith Ely
Assessor of Property
Hamblen County

Return to Committee Cover

735

Sales Coordinator

Nature of Work

This is very responsible administrative work involving the coordination of all aspects and functions for the Hamblen County Property Assessor's office. Activities associated with the job include responsibility for entering sales data and owner data into the IMPACT computer system, performing property splits, maintaining sales data and maintaining the ownership file. Additional activities include general office administration responsibilities and providing assistance to taxpayers, accountants, realtors, attorneys, etc. regarding tax assessments, ownership, deed references, appraised values, etc. and assisting with the coordination of required reappraisals. Job related duties require thorough knowledge of state and local taxation and property assessment practices, strong organizational, interpersonal and decision making skills, ability to meet established deadlines, reporting requirements and dedicated attention to detail. Job performance is evaluated by the Property Assessor through review of accuracy and thoroughness of all job related information, knowledge of property appraisal and assessment regulations and practices, organizational, interpersonal and decision making skills, ability to effectively supervise and direct the activities of staff and meet established deadlines. Work related duties are also subject to quarterly audit from the State Division of Property Assessments to determine accuracy, adherence to state and county policies, and compliance with the state mandated audit program.

Illustrative Examples of Work

-Enters all property transfers into the IMPACT system regarding ownership, sales data and addresses. Prepares and mails new ownership questionnaires.
-Reviews for thoroughness and accuracy all property splits and land development supplied by mappers and surveyors, makes adjustments when necessary, and enters the changes into the computer, creating new parcels as required.
-Computes prorated values on demolished or damaged parcels and parcels having buildings or other improvements completed from January 1 through September 1 of the tax year, enters these values into the computer, and notifies the appropriate county and/or city offices of these changes as necessary.
-Reviews property transfers for changes in ownership of greenbelt parcels and mails an Application for Greenbelt Assessment to the new owners.
-Maintains of duplicate file of greenbelt applications currently on file in the Register of Deeds office.
-Computes rollbacks on parcels that fail to comply with the greenbelt criteria due to insufficient acreage or non-qualifying usage and notifies the appropriate county and/or city offices of these changes.
-Maintains a deletion list for all parcels due to deleted from the future tax year and deletes the parcel from the system once the state rolls over the future year to the current year.
-Reviews all notices returned by the Post Office due to incorrect addresses and makes any changes noted.
-Assists with coordination and oversight of required reappraisals and Board of Equalization

$30,500

Return to Committee Cover

activities in accordance with established schedules.
-Assists taxpayers, accountants, attorneys, realtors, surveyors, etc. in obtaining information concerning property location, ownership, deed references and appraised values for both real and personal property.
-Fills out requisitions to order office supplies.
-Performs related duties as required.

Necessary Requirements of Work

Graduation from an accredited four year high school (Associate Degree preferred) supplemented with additional course work in accounting, business administration, bookkeeping, or related field; considerable experience working in county government preferably in tax assessment or accounting; ability to maintain detailed records and related information; strong organizational, interpersonal and decision making skills; experience working with the public and any equivalent combination of education and/or experience to provide the following knowledge, abilities, and skills:

-Thorough knowledge of property assessment and appraisal practices and techniques.
-Thorough knowledge of state and local tax codes, regulations, and policies pertaining to real and personal property.
-Thorough knowledge of accounting practices and mathematical computations associated with the calculation of real and personal property taxes.
-Thorough knowledge of the state mandated personal property audit program.
-Thorough knowledge of greenbelt requirements and property valuation methods and computations.
-Thorough knowledge of property reappraisal processes and Board of Equalization procedures.
-Thorough knowledge of the state mandated computer system utilized for property assessments and required reporting.
-Considerable knowledge of the structure and function of county government offices and the relationships required for consistent and uniform dissemination of relevant information.
-Considerable knowledge of commonly utilized computer programs including database management, word processing and spreadsheet applications.
-Ability to deal with detailed and complex information in a consistently accurate and thorough manner.
-Considerable knowledge of effective supervisory techniques and practices including the selection, evaluation, motivation and discipline and/or discharge of staff.
-Ability to effectively organize and prioritize all job related activities and consistently meet all established deadlines and reporting requirements.
-Ability to organize and maintain job related information in an organized and accessible manner.
-Ability to make proper job related decisions within existing state and local guidelines and policies.
-Ability to interact with local officials and professionals, co-workers and the public in a courteous and tactful manner.
-Skill in data entry and typing (approximately 50 words per minute).

Return to Committee Cover

Necessary Special Requirements

-Incumbents must successfully complete State of Tennessee Division of Property Assessments courses and attend regularly scheduled seminars to remain current on T.C.A. sections applicable to real and personal property appraisal and taxation.

Physical Requirements

- This is light to medium work requiring moderate static, explosive, dynamic and trunk strength and requiring the exertion of up to 50 pounds of force occasionally and up to 5 pounds of force frequently to move objects
- Work requires moderate flexibility, mobility and speed of limb movement
- Work requires moderate effort and stamina
- Work requires both gross body equilibrium and coordination for balancing, bending, stooping, kneeling and walking
- Work requires arm/ hand steadiness and manual and finger dexterity
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word
- Hearing is required to perceive information in both quiet and noisy environments and determine the direction of sounds
- Visual acuity is required for the inspection of small defects and/or small parts, use of measuring devices, operation of office equipment, determining the accuracy and thoroughness of work, color differentiation, and observing general surroundings and activities
- The worker is subject to inside and occasional outside environmental conditions

Hamblen County Government
FLSA – Non-Exempt
07/07/2020

Return to Committee Cover

December 2020

Permit	Date	Applicant	Type	Address	Construction	Permit	SW	Plumbing	Mech.	Gas	Total	Tax Map	Group	Parcel
20-0474P	12/1/20	Terry Hubbard	plumbing	7865 Greenbriar Rd				$105.00			$105.00	053		018.02
20-0475	12/2/20	Paul Stefaniuk	storage bldg 12x24	1034 E Brentwood Dr	$6,700.00	$72.00					$72.00	040I	C	023.00
20-0476	12/2/20	Larry Harbin	addition	1438 Shannons Lt Mtn	$35,000.00	$180.00					$180.00	018		093.00
20-0477P	12/2/20	Larry Harbin	plumbing	1438 Shannons Lt Mtn				$30.00			$30.00	018		093.00
20-0478	12/3/20	Angel Leon (Epps)	addition/garage	1617 Elgin Drive	$85,000.00	$528.00					$528.00	025D	B	006.02
20-0479	12/4/20	M'town Pool	pool (Livesay)	1136 Greenbriar	$59,612.00	$50.00					$50.00	047		011.01
20-0480	12/4/20	M'town Pool	pool (Baxley)	1925 Old Oak Ln	$63,300.00	$50.00					$50.00	032		111.02
20-0481	12/4/20	Tom Johnson	DWMH/deck	2233 Three Springs Rd	$80,077.83	$100.00					$100.00	012		001.02
20-0482	12/4/20	Ray Troup	storage bldg12x20	2809 Cherokee Dr	$3,299.00	$60.00					$60.00	024		079.11
20-0483	12/7/20	Richard Dean	DWMH/deck	3106 Helton Lane	$114,421.00	$350.00					$350.00	050		124.05
20-0484	12/9/20	Michael Mefford	addition/garage	1374 Spout Springs Rd	$55,000.00	$479.50					$479.50	024		116.00
20-0485	12/8/20	Rodney Bowlin	in-ground pool	8046 Greenbriar Rd	$23,500.00	$50.00					$50.00	053		001.18
20-0486	12/9/20	Joseph Durigon	garage	1118 Elijah Martin Rd	$59,000.00	$750.00					$750.00	020		034.09
20-0487	12/9/20	Robert Thacker	storage bldg	810 Fox Trott Ln	$4,000.00	$40.00					$40.00	047F	A	016.00
20-0488	12/10/20	Terry Hubbard	plumbing (Hofmeister)	3097 Misty Hil Lane				$120.00			$120.00	023		008.07
20-0489	12/10/20	Casey Cash	House 1835 sq ft	3967 Harbor View Dr	$339,895.31	$1,153.25	$100.00				$1,253.25	017B	A	039.00
026-20/21	12/10/20	Koch and Co	stormwater permit	1701 Needmore Rd			$100.00				$100.00			
20-0490M	12//10/20	Casey Cash	mechanical	3967 Harbor View Dr					$20.00		$20.00	017B	A	039.00
20-0491	12/10/20	Jack Anderson	barn 46x60	3442 Hardy rd	$36,550.00	$0.00					$0.00	056		089.03
20-0492	12/14/20	Pat Lane(Spradling)	garage 22x22	1424 Cain Mill Rd	$23,000.00	$121.00					$121.00	012		047.00
20-0493	12/14/20	Pat Lane(Spradling)	addition sunroom	1424 Cain Mill Rd	$22,000.00	$75.00					$75.00	012		047.00
20-0494	12/16/20	Channing Richardson	garage/w living area 2nd floor	4848 Union Grove Rd	$150,000.00	$900.00					$900.00	044		018.03
20-0495M	12/16/20	Channing Richardson	mechanical	4848 Union Grove Rd					$15.00		$15.00	044		018.03
20-0496P	12/16/20	Channing Richardson	plumbing	4848 Union Grove Rd				$25.00			$25.00	044		018.03
20-0497	12/16/20	Daniel Cronin	addition 960 sq ft	6465 Beacon Light Rd	$48,000.00	$480.00					$480.00	027		044.00
20-0498M	12/16/20	Daniel Cronin	mechanical	6465 Beacon Light Rd					$20.00	$30.00	$50.00	027		044.00
20-0499P	12/16/20	Daniel Cronin	plumbing	6465 Beacon Light Rd				$55.00			$55.00	027		044.00
20-0500	12/17/20	Tabitha Bowlin	2020 Cheyenne DWMH	6330 Old Russellville Pk	$90,000.00	$0.00					$0.00	019		078.14
20-0501	12/18/20	Jeffery Collins	2021 Clayton DWMH /decks	5974 Old White Pine	$89,000.00	$350.00					$350.00	062		026.22
20-0502	12/21/20	Terra Tipton	garage det 24x36	1653 Meadow Run Dr	$9,562.85	$216.00					$216.00	018J	A	021.00
20-0503	12/21/20	Jeff Barnette	addition 200 sq ft/plumbing	6562 Cedar Hill Rd	$4,000.00	$100.00		$25.00			$125.00	039O	C	007.00
20-0504	12/30/20	Dustin Cameron	storage bldg 12x40	2802 Helton Gaby Rd	$7,000.00	$120.00					$120.00	024D	B	005.02
											$0.00			
											$0.00			
	Total			Total:	$1,407,917.99	$6,224.75	$200.00	$360.00	$55.00	$30.00	$6,869.75			
Running	Total				$9,716,253.37	$68,015.00	$2,500.00	$2,921.00	$510.00	$247.50	$74,193.50			

	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	$150.00
3 lots or more — Land Disturbance/Development		$100.00	$0.00
Use on Review		$50.00	
Refunds			$0.00
Total Collected			$200.00
Running Total Collected			$2,875.00

Grand Total:		$7,069.75
2020-2021 Running Total:		$77,068.50

EMRA 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

January 2, 2021

RECEIVED
JAN 05 2021
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 of December 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.	20593	12-01-20	Mrs. Cathy Anderson, 59, 5196 Saint Paul Road
2.	20599	12-05-20	Mr. Ronald Weston, 75, 3402 Wind Circle
3.	20600	12-06-20	Mrs. Marilyn Acuff, Henry Manor Apartments
4.	20601	12-07-20	Mrs. Sarah Nolen, 87, 2986 Cherokee Drive
5.	20602	12-07-20	Mrs. Ada Rhea, 81, Bean Station, TN
6.	20603	12-07-20	Mr. Lynn Coffey, 80, 820, Truman Street
7.	20607	12-09-20	Mrs. Wilda Scates, 82, 5426 Old Stage Road
8.	20615	12-13-20	Mr. Ray Wooldridge, 85, 556 Sanders Street
9.	20619	12-14-20	Mrs. Jenette Thore, 73, 720 Ellen Cliff Circle
10.	20624	12-16-20	Ms. Susan Abrani, 71, Knoxville, TN
11.	20627	12-16-20	Mr. Willie Cupp, 90, 5883 Fall Creek Dock Road
12.	20630	12-18-20	Mrs. Frances Lowe, 80, 2417 Daniels Drive
13.	20631	12-18-20	Mrs. Kathryn Willbanks, 78, 1316 Hodge Drive
14.	20633	12-19-20	Mrs. Amarilys Luceno, 62, 1985 LeConte Drive
15.	20637	12-20-20	Mrs. Soldav Godfrey, 92, 418 South Henry Street
15.	20638	12-20-20	Mr. Theodore Kramer, 90, 1605 Dover Road
16.	20641	12-21-20	Mrs. Janice Payne, 59, 272 Medowwood Drive
17.	20643	12-22-20	Mr. George Chambers, 90, 340 Locust Avenue
18.	20644	12-24-20	Mrs. Kathleen Harrison, 91, 1283 Joe Hall Road
19.	20645	12-24-20	Mrs. Mary Antrican, 74, 2390 Fall Creek Road
20.	20653	12-27-20	Mrs. Margie Stubblefield, 71, 5755 Old Russellville Pike
21.	20661	12-31-20	Mr. David Benware 59, Homeless from Knoxville

If I may ever provide any additional information or assistance, please feel free to contact me at any time on my cell phone 423-312-6322.

Sincerely,

Eddie R. Davis
Hamblen County Coroner

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

Return to Committee Cover

MONTHLY REPORT

Hamblen County Deputy Coroner
Post Office Box 577
Russellville, Tennessee 37860-0577
Phone: 423-585-711780

January 2, 2021

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.	20594	12-01-20	Mr. Jack Rhea, 80, 246 Simpson Road
2.	20595	12-02-20	Mr. Donald Wilson, 67, 67, 2943 Bent Creek Road
3.	20604	12-08-20	Mr. Grant Gibson, 72, Thorn Hill, TN
4.	20605	12-08-20	Mr. David Garrett, 64, 346 Gilbert Street
5.	20606	12-09-20	Ms. Shirley Collingsworth, 77, Thorn Hill, TN
6.	20609	12-10-20	Mr. David Hudson, 67, 807 Eastwood Circle
7.	20616	12-14-20	Mrs. Margaret Lawson, 67, Rogersville, TN
8.	*20620	12-15-20	Miss. Kerena Addison, 47, 3024 Valley Home Road
9.	20621	12-15-20	Mrs. Patricia Ferrell, 69, 5755 North Second Street
10.	20622	12-16-20	Mr. Gorman Blair, 74, Regency ,
11.	20623	12-16-20	Ms. Tracey Bryant, 61, 4915 Hawks Landing
12.	20625	12-16-20	Mr. David Roberts, 69, 6087 Ridge Road
13.	*20626	12-16-20	Mr. Eric Jenkins, 48, 1858 age Nursing Home
14.	20628	12-17-20	Mr. Allen Gronek, 64, Dandridge, TN
15.	20632	12-19-20	Mr. Jearid Pearson, 74, 1624 Jaybird Roa20659d
16.	20634	12-19-20	Ms. Barbara Fleming, 75, Rutledge, TN
17.	20636	12-20-20	Mr. Nelson Perez, 75, Heritage Nursing Home
18.	20639	12-20-20	Mr. Dan Burns, 69, Cumberland Gap, TN
19.	*20642	12-22-20	Ms. Joyce Carroll, 52, 1815 Fernwood Church Road
20.	20647	12-25-20	Mr. Lemuel Harris, 66, 8233 Cedar Grove Road
21.	20651	12-26-20	Mr. Joel Cothern, 83, 4183 Julian Avenue
22.	20652	12-27-20	Mr. Thomas Moyers, 77, White Pine, TN
23.	20657	12-29-20	Mr. Gordon Burgin, 59, 318 South Liberty Hill Road
24.	20659	12-31-20	Mrs. Debbie Bartley, 59, Bean Station, TN
25.	20660	12-31-20	Mr. John Eisler, 81, 814 Osprey Drive

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

Sincerely,

25 Calls X $40. = $1,000.00

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

January 2, 2021

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 December.

CALL#	CASE#F	DATE	NAME, AGE, HOME ADDRESS *1
1.	20596	12-03-20	Mr. Christopher Cantrell, 61, Jefferson City, TN
2.	20598	12-05-20	Ms. Sharon Byers, 65, 1109 Sulphur Springs Road
3.	20635	12-19-20	Mr. Danny Cowan, 68, 134 King Avenue
4.	20640	12-20-20	Mr. Wayne Watkins, 76, 3410 Birck Avenue
5,	20646	12-24-20	Mr. Jessie Mullins, 64, 797 Central Church Road
6.	20650	12-25-20	Mrs. Freda Morelock, 70, 728 South Jackson Street
7.	20656	12-28-20	Mr. Ralph Stapleton, 86, 3334 Russell Street

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

7 Calls X $40. = $280.00

Sincerely,

SIGNATURE ON FILE

Todd Giles
Deputy Coroner

erd/tg

CC: Hamblen County Medical Examiner
* Indicates Autopsy Preformed
** Omitted from previous Month's Report
*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

January 2, 2021

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 December.

CALL#	CASE#	DATE	NAME, AGE, HOME ADDRESS *1
1.	20592	11-30-20**	Mr. Hugh West, 63, New Market, TN
2.	20597	12-03-00	Mrs. Elizabeth Carver, 78, Cosby, TN
3.	20610	12-10-20	Mr. Enos Hurley, 82, 3754 Halifax Circle
4.	20612	12-12-20	Mr. Benny McBee, 54, 5540 Saint Paul Road
5.	20618	12-14-20	Mr. Ricky Starnes, 60, Heritage Nursing Home
6.	20648	12-25-20	Mrs. Wanda Lawson, 64, 6156 Beacon Light Road
7.	20655	12-28-20	Mr. Gwynn Kelley, 78, Mooresburg, TN

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

7 Calls X $40. = $280.00

Sincerely,

SIGNATURE ON FILE

Jeffery Holt
Deputy Coroner

erd/jh
CC: Hamblen County Medical Examiner
* Indicates Autopsy Preformed
** Omitted from previous Month's Report
*1 All home addresses are Hamblen County unless otherwise stated.
& Toxicology Samples Sent to AXIS Forensic Toxicology (Formerly AIT Laboratories), Indianapolis, IN
CALLS ARE NOT ALWAYS IN DATE AND TIME ORDER!

Return to Committee Cover

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

January 2, 2021

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 December.

CALL#	CASE#	DATE	NAME, AGE, HOME ADDRESS *1
1.	20611	12-10-20	Mr. Charles Setser, 68, 204 Graves lane
2.	20613	12-12-20	Mr. Richard Briggs, 82, Dandridge, TN
3.	20614	12-13-20	Mr. John Curton, 76, 1437 Beacon Road
4.	20617	12-14-20	Mr. David Gibson, 54, 3130 Cherokee Park Road
5.	20629	12-18-20	Ms. Tammy Harville, 51, Bulls Gap, TN
6.	20649	12-25-20	Dr. Jarvis Pearce, 69, 3813 Sunflower Court
7.	20654*	12-27-20	Mr. Brian Roberts, 40, 5629 Myers Road
8.	20658	12-30-20	Mr. Mark Franklin, 51, 2011 Wilwood Drive

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

8 Calls X $40. = $320.00

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.
** Omitted from last month's Report.
& Toxicology Samples Sent to AXIS Forensic Toxicology (Formerly AIT Laboratories), Indianapolis, IN

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:* **Property Assessor's Office**

Account Number	Description	Increase	Decrease
	INCREASE APPROPRIATIONS:		
52300.349	Printing, Stationery and Forms	$ 50.00	
	DECREASE APPROPRIATIONS:		
52300.435	Office Supplies		$ 50.00

Brief Descriptions of issue:
To increase appropriations to cover Printing, Stationery, and Forms expenses for the remainder of FY 20-21

Requesting Department

Signature: Keith Ely
Title : Assessor of Property
Date: 12-8-20

Approval by County Mayor

Signature: Bill Brittain
Title : County Mayor
Date: 12-8-2020

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:* Chancery Court

Account Number	Description	Increase	Decrease
	INCREASE APPROPRIATIONS:		
53400.348	Postal Charges	$ 2,000.00	
	DECREASE APPROPRIATIONS:		
53400.194	Jury and Witness Fees		$ 2,000.00

Brief Descriptions of issue:
To increase appropriations to cover additional postage expenses related to delinquent tax billings for FY20-21
Departmental transfer - no new funds required.

Requesting Department

Signature: Katherine Jones-Terry

Title : CLERK & MASTER

Date: 12/16/2020

Approval by County Mayor

Signature: Bill Bunch

Title : County Mayor

Date: 12-17-2020

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:* **Employee Benefits**

Account Number	Description	Increase	Decrease
	INCREASE APPROPRIATIONS:		
58600.210	Unemployment Compensation	$ 13,500.00	
	DECREASE APPROPRIATIONS:		
58600.513	Worker's Compensation Insurance		$ 13,500.00

Brief Descriptions of issue:
To increase appropriations to cover increased Unemployment Compensation expenses for FY20-21

Requesting Department

Signature: Anne Bryant-Hurst
Title : Finance Director
Date: 12-8-2020

Approval by County Mayor

Signature: Bill Brittain
Title : County Mayor
Date: 12-8-2020

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:* Work Release Program

Account Number	Description	Increase	Decrease
	INCREASE APPROPRIATIONS:		
54250.348	Postal Charges	$ 100.00	
	DECREASE APPROPRIATIONS:		
54250.307	Communication		$ 100.00

Brief Descriptions of issue:
To increase appropriations to cover additional postage expenses related to probation notices for FY20-21
Departmental transfer - no new funds required.

Requesting Department

Signature: [signature]

Title : Director of Community Work Program

Date: 1-5-2021

Approval by County Mayor

Signature: Bill Brittain

Title : County Mayor

Date: 1-5-2021

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:* **Sheriff's Department**

Account Number	Description	Increase	Decrease
	INCREASE APPROPRIATIONS:		
54110.399	Other Contracted Services	$ 200.00	
	DECREASE APPROPRIATIONS:		
54110.355	Travel		$ 200.00

Brief Descriptions of issue:
To increase appropriations to cover remaining contracted services expenses for remainder of FY20-21.
Departmental transfer - no new funds required.

Requesting Department

Signature: Jackie Hammond
Title : Executive Assistant
Date: 1-5-2021

Approval by County Mayor

Signature: Bill Brittain
Title : County Mayor
Date: 1-5-2021

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

Return to Committee Cover

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

January 7, 2021

To: Finance Committee
Hamblen County Commission

From: Bill Brittain, County Mayor

Re: Pay Plan Adjustments

Since 2005 Hamblen County has used a formal pay plan to manage compensation for employees of the various departments. Our consultant prepared an update in 2020 which we did not implement this fiscal year because we did not know how the COVID pandemic would affect our revenue collections.

County revenues have been strong this year while expenditures are well within the budgeted limits. Therefore, I am recommending that we update our pay plan to keep our salaries competitive with other public and private employers in the region. The update includes:

- A comprehensive update for employees of the sheriff's department and jail ($71,979.63);
- Adjustments recommended by the pay plan revision for about 13 employees some of whom are being paid less than the minimum amount for their skill levels ($17,659.19)
- A 2% Cost of Living Adjustment (COLA) for full-time employees ($51,121.68)
- A $250 payment for part-time employees ($9,726)

The total cost of the update <u>including</u> payroll taxes and the employer part of retirement contribution for <u>this fiscal year</u> is approximately $ 150,486.50.

General Fund	$ 128,270.00
Sanitation Department	$ 8,980.00
Highway Department	$ 13,236.50

Do not hesitate to call me with any questions.

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

Hamblen County Government

CALENDAR & RULES COMMITTEE

Monday, January 11, 2021

Immediately Following Adjournment of the Finance Committee

Large Courtroom of the Hamblen County Courthouse

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

James Stepp
Chairman

Tim Horner
Vice-Chairman

Howard Shipley
Ex-Officio

Eileen Arnwine
Member

Thomas Doty
Member

Joe Huntsman, Sr.
Member

Wayne NeSmith
Member

AGENDA

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

2. **Visitors Wishing to Address the Committee about Agenda Items Only** – *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*

Return to Committee Cover

HAMBLEN COUNTY LEGISLATIVE BODY

Regularly Scheduled Monthly Meeting
Thursday, January 21, 2021
5:00 p.m.

Open Meeting - *Sheriff Esco Jarnagin*

Call to Order - *Chairman Howard Shipley*

Prayer – *Commissioner Joe Huntsman*

Pledge of Allegiance - *Commissioner Tim Goins*

Roll Call - *County Clerk Penny Petty*

Prepared under the direction of:
Chairman Howard Shipley

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Return to Committee Cover

REGULAR CALENDAR January 21, 2021 Hamblen County Legislative Body

Order #	Vote	Item
1		**Recognition/Presentations/Proclamations (Commission Chairman Howard Shipley)**
		a. None
2		**Calendar and Rules Committee Report (Chairman Jim Stepp)**
	Vote	a. Approval of Consent Calendar Items
	Vote	b. Approval of Regular Calendar Items
3		**Approval of Consent Calendar (Commission Chairman Howard Shipley)**
	Vote	a. Consent Calendar
4		**Nominations/Appointments (Commission Chairman Howard Shipley)**
	Vote	a. None
5		**Public Comment Regarding Business of the Agenda Only (Commission Chairman Howard Shipley)**
6		**Finance Committee (Chairman Randy DeBord)**
	Vote	a. Monthly Checks- December 2020
		b. Budget Amendments
	Vote	i. Fund #101 Finance Department $7,089
	Vote	ii. Fund #101 Property Reappraisal $23,150
	Vote	iii. Fund #101 Juvenile Court $6,500
	Vote	iv. Fund #101 Rabies and Animal Control $6,000
	Vote	v. Fund #101 Election Commission/COVID-19 Grant $9,070
	Vote	vi. Fund #122 Drug Fund-Drug Enforcement $1,626.50
	Vote	c. Bid Tabulation-Electronic Communicators (2020-15)
	Vote	d. Bid tabulation-New Concrete Sidewalk, Pad and Drainage for Health Department (2020-16)
	Vote	e. Assessor of Property Additional Employee
	Vote	f. Pay Plan Adjustments
7		**Personnel Committee (Chairman Randy DeBord)**
	Vote	a. Amendment to Employee Handbook-Military Leave
	Vote	b. Amendment to Employee Handbook- COVID-19 Leave
8		**Public Services Committee (Chairman Tim Goins)**
	Vote	a. Opioid Lawsuit
		i. District Attorney General Dan Armstrong
		ii. Jessee Law Firm
	Vote	b. Surplus Item from Hamblen County Sheriff's Department
	Vote	c. Video Recording of Commission/Committee Meetings
	Vote	d. Resolution 21-___ A Resolution to Establish a Redistricting Committee
9		**Justice Center/Jail Project Committee (Chairman Tim Horner)**
	Vote	a. Commissioning Services Contract
	Vote	b. Hale House Project
10		**Public Comments –General (Commission Chairman Howard Shipley)**
11		**Announcements /Informational Items /Upcoming Meeting Dates (Commission Chairman Howard Shipley)**
		a. February 2021 Committee Meeting: Monday, February 8, 2021 @ 5:30 p.m. at the Courthouse Large Courtroom
		b. February 2021 Commission Meeting: Thursday, February 18, 2021 @ 5:00 p.m. at the Courthouse Large Courtroom
12		**Adjournment (Commission Chairman Howard Shipley)**

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CONSENT CALENDAR **January 21, 2021** **Hamblen County Legislative Body**

Order #	Item	Placed From
1	Approval of the Previous Month's Minutes – December 7, 2020 and December 17, 2020	Commission Chairman
2	Approval of Notaries	County Clerk Penny Petty
3	Expenditure Reports – December 2020	Finance Committee
4	Planning Commission Building Permit Log –December 2020	Finance Committee
5	County Attorney Invoices –December 2020	Finance Committee
6	Coroner's Monthly Report - December 2020	Finance Committee
7	Budget Amendments i. Fund #101 Property Assessor's Office $50 ii. Fund #101 Chancery Court $2,000 iii. Fund #101 Employee Benefits $13,500 iv. Fund #101 Work Release Program $100 v. Fund #101 Sheriff's Department $200	Finance Committee

Thursday, January 21, 2021

DRAFT

Return to Committee Cover