

STATE OF TENNESSEE

COUNTY OF JEFFERSON

BE IT REMEMBERED THAT, the Quarterly Session of the Jefferson County Board of Commissioners began and was held in and for the aforementioned State and County on the 22nd day of January 2019 A.D. at 6:30 P.M., at the Jefferson County Courthouse in Dandridge, Tennessee. Present and Presiding were Chairman, Mayor Mark Potts; County Clerk Frank Herndon; and the following County Commissioners answering to Roll Call Docket Book 4 Page 46 to-wit: Katy Huffaker, Todd Kesterson, Steve Douglas, Jimmy Dale Patterson, Randy Baxley, Paul Lowe, Michael Phagan, Greg Byrd, Edna Langley, Tim Seals, Sammy Solomon, Ralph "Gene" Eslinger, Randy Bales, John Neal Scarlett, Ronny Coleman, Terry Dockery, Jimmy Carmichael, Anthony "A.J." Walker, Marcus Reed, and Hilda "Heidi" Thomas. Twenty (20) members were present, one (1) was absent: Robert Blevins.

The Meeting was called to order by Mayor Potts. An invocation was given by Chaplain Steve Douglas, and Commissioner Solomon led the Pledge of Allegiance.

Commissioner Blevins arrived at this time

APPROVAL & CORRECTIONS OF THE AGENDA:

Commissioner Phagan moved to approve the agenda as presented, seconded by Commissioner Solomon, the agenda was **approved** with no objection voiced.

APPROVAL OF THE MINUTES:

Commissioner Carmichael moved to approve the minutes of the Jefferson County Board of Commissioners, November 19, 2018 Regular Monthly Session and the December 18, 2018 Special Called Session. Commissioner Solomon seconded the motion and the minutes were **approved** with no objections voiced.

APPEARANCE OF CITIZENS:

Robert Lynn Hannah, District 9 – Spoke to New Market Fire Department utilizing a third-party billing company out of California and questioned why this was not done by a company within our county.

Jan Frederick, District 8 – Spoke to financial reports being submitted to the county, stating that the reports submitted complied with the request made.

Spencer Hogan, District 8 – Spoke to financial reports provided by CARE. Mr. Hogan spoke to the amount of volunteer labor that was provided by CARE volunteers.

Honey Miller, District 8 – Spoke in support of CARE and stated that the shelter was a county owned entity and the county was responsible for funding their entity. Ms. Miller addressed individual commissioners who had made accusations toward CARE.

Matthew Bobick, District 8 – Spoke to EMS service in the Parrotts Chapel Community, requesting additional funding for EMS coverage in the county so that the Chestnut Hill ambulance would be more readily available to respond to the Parrotts Chapel Community.

Steve McSmith, District 8 – Spoke in favor of David Seal's request that the county provide a grant writer position so that additional funding can be garnered for the county.

APPROVAL OF NOTARIES & BONDS:

Commissioner Scarlett moved to approve the list of notaries as presented, Commissioner Coleman seconded the motion. Hearing no objections, the motion **carried**, and the below named applicants for Notary Public were **approved** providing the proper bonds or property affidavits are filed in the office of the County Clerk.

Austin L Talley	A Brooke Singleton	Barbara M Moore	Candace L Davis
David Ross	Doug Manning	Freida Miller	Jerry L Boggs
Jonathan Stewart	Nevsih R Snodderly	Matthew Edward Miller	Rebecca A Thomas
Shirley See	Gilbert Atkins	Joseph Wayne Molitor	Larry Allen Riddle
Sarah Low			

ELECTION OF COMMITTEES, BOARDS, AND COMMISSIONS

- A. Industrial Development Board: The nominating committee recommends the reappointments of Jeff Depew, Steve Hammer, and Chris Myers to six (6) year terms January 2019 – January 2025, and Mike Norton to continue the unexpired term of Greg Worley January 2019 – January 2020. Commissioner Scarlett moved the above nominations for approval, seconded by Commissioner Blevins, hearing no further nominations from the floor, the above-named nominees were **approved** with no objection voiced.

REPORTS FROM ELECTED OFFICIALS, DEPARTMENT HEADS, AND OTHER OFFICIALS:

- A. County Mayor, Mark Potts – Mayoral Appointments
1. Jefferson County EMS Board – Eddie Woods to fulfill the unexpired term of Nina Snodgrass expiring October 2021. Moved for confirmation by Commissioner Baxley, seconded by Commissioner Phagan, with no objections voiced Eddie Woods was **confirmed**.
 2. Jefferson Memorial Hospital Oversight Board – Sue Hoke for reappointment to a three-year term expiring February 2022. Moved for confirmation by Commissioner Scarlett, seconded by Commissioner Coleman, with no objections voiced Sue Hoke was **confirmed**.
 3. Public Records Commission – Wayne Roberts for reappointment as genealogist to a four-year term expiring January 2023. Moved for confirmation by Commissioner Kesterson, seconded by Commissioner Reed, with no objections voiced Wayne Roberts was **confirmed**.
 4. Sanitation Commission – Jimmy Henry to fulfill the unexpired term of Nina Snodgrass expiring October 2021. Moved for confirmation by Commissioner Carmichael, seconded by Commissioner Dockery, with no objections voiced Jimmy Henry was **confirmed**.
- B. Circuit/Sessions Court Clerk, Kevin Poe – 2nd Quarter FY 2018-2019 Report: Presented and Filed.
- C. County Clerk, Frank C. Herndon – 2nd Quarter FY 2018-2019 Report: Presented and Filed.
- D. Highway Superintendent, Charles Tipton – 2nd Quarter FY 2018-2019 Work Acc. Report: Presented and Filed.
- E. Register of Deeds, Ed Stiner – 2nd Quarter FY 2018-2019 Financial Report: Presented and Filed.
- F. Sheriff, Jeff Coffey – 2nd Quarter FY 2018-2019 Report: Presented and Filed.
- G. Building Inspector, Rob Wilson – 2nd Quarter Permit Report & School Facilities Tax Comparison: Presented and Filed.
- H. Jefferson County Schools Director, Dr. Shane Johnston – January 2019 Report: Presented and Filed.
- I. Emergency Communications District Executive Director, Justin Crowther – 2nd Quarter Report: Presented and Filed.
- J. Emergency Medical Service Director, Brad Phillips – 2nd Quarter Report: Presented and Filed.
- K. Environmental Services Director, Tom Carter – 2nd Quarter Report: Presented and Filed.
- L. Finance Director, Langdon Potts- County & Schools Summary Financial Statements for October and November 2018: Presented and Filed.

- M. Health Department County Director, Sherrie Montgomery – 2nd Quarter Report: Presented.
- N. UT Extension Jefferson County Director, Karen Nelms – 2nd Quarter Report: Presented.
- O. Wheel Tax Compliance Officer, Tim Satterfield – 2nd Quarter Report: Presented and Filed.
- P. Chamber of Commerce President & CEO, Darrell Helton – 2nd Quarter Report: Presented.
- Q. Companion Animal Rescue and Education President, Honey Miller – 2nd Quarter Report: Presented.

NEW BUSINESS:

- A. Mayor Mark Potts, Commission Chairman – Jefferson County Commission Rules of Procedure Amendment: Delete from Rule XI – County Attorney Heading A, Page 10, Line 16 the wording “attend all meetings of the Board and”. Commissioner Byrd moved this item for approval, seconded by Commissioner Coleman the rule change was **approved** on a voice vote with no objections voiced.
- B. Charles Tipton, Highway Superintendent – Acceptance of County Roads: The Jefferson County Highway Commission recommended the following roads for approval as County Roads. Hilltop View Dr., Meadow Crest Ln., Low Valley Dr., Privet Dr., Carmack Ct., and Southwind Cir. Commissioner Carmichael moved to approve the listed roads as county roads, Commissioner Phagan provided a second, with no objections voiced the roads were **approved** on a voice vote.
- C. Langdon Potts, Finance Director:
 - 1. **Resolution 2019-01:** Resolution authorizing the submission of a 2019 Community Development Block Grant program application to fund a Water System Improvement Project. A motion to approve was provided by Commissioner Scarlett, seconded by Commissioner Bales, and with no objections voiced, **Resolution 2019-01 was approved.**
 - 2. **Resolution 2019-02:** Resolution to declare as surplus and to authorize Senior Services of Jefferson County to dispose of a copy machine (Toshiba E – Studio 2330C). A motion to approve was provided by Commissioner Kesterson, seconded by Commissioner Bales, and with no objections voiced, **Resolution 2019-02 was approved.**
 - 3. **Resolution 2019-04:** Resolution to declare as surplus and to authorize the Sanitation Department of Jefferson County to dispose of equipment (1998 Ford F-150, 2000 Ford F-350 Flatbed, and six (6) compartmental recycle trailers). A motion to approve was provided by Commissioner Seals, seconded by Commissioner Phagan, and with no objection voiced, **Resolution 2019-04 was approved.**
 - 4. **Resolution 2019-05:** Resolution to declare as surplus and to authorize the Dandridge Memorial Library of Jefferson County to dispose of said equipment (two (2) Hewlett-Packard Computer CPUs, Mouse, Printer, and a Ricoh Copier). A motion to approve was provided by Commissioner Baxley, seconded by Commissioner Patterson, and with no objections voiced, **Resolution 2019-05 was approved.**
- D. Budget Committee Recommendations:
 - 1. County Budget Amendments
 - a. General Fund 101, Amendment #5, Items #1-14: **Approved** on a voice vote with no objections voiced.
 - b. Highway Fund 131, Amendment #3, Item #1: **Approved** on a voice vote with no objections voiced.
 - c. Capital Fund 171, Amendment #1, Item #1: **Approved** on a voice vote with no objections voiced.
 - d. General Fund 101, Amendment #6, Item #1: **Approved** on a Roll Call vote 21-0 (in favor: all present).
 - 2. School Budget Amendments
 - a. General Purpose Fund 141, Amendment #6, Items #1-4: **Approved** on a voice vote with no objections voiced.

3. Chairman Scarlett announced that the calendar of meetings for the budget committee had been approved, he stated the committee would be on a similar schedule as last year.
 4. CARE Funding: Commissioner Scarlett moved from the budget committee an additional \$10,000 in funding to CARE from fund balance to cover operating expenses for the animal shelter. Commissioner Reed amended the motion to \$20,000, seconded by Commissioner Coleman. Commissioner Scarlett amended the amendment to award \$10,000 now and revisit the additional \$10,000 next quarter. He stated that there was a change in the rate/fee structure for CARE and some donations that were historically going to CARE would be split between CARE and the Animal Shelter. He stated that if this structure had been in place since the inception of CARE, the Animal Shelter would have approximately \$26,000 in additional funding. Commissioner Douglas provided a second to the amendment of the amendment. During discussion, Commissioner Coleman applauded the efforts of CARE, Commissioner Huffaker questioned the available fund balance to which Finance Director Potts reported approximately \$846,000. Commissioner Byrd spoke in favor of the \$20,000 award. Commissioner Reed spoke to the great amount of volunteer labor that CARE volunteers have provided to the animal shelter. Commissioner Langley spoke in support of the work that CARE provided. Commissioner Huffaker requested clarification on the new fee/rate structure, Ms. Miller described that CARE would begin sharing undesignated donations and adoption fees with the Animal Shelter rather than retaining all of those on CARE's books. Commissioner Bales spoke in favor of the \$20,000 award. Commissioner Lowe asked, and it was confirmed by Ms. Miller that the shelter only accepted animals from Jefferson County residents. At the completion of discussion, a Roll Call vote was taken and the amendment to the amendment **failed** 7-14 (in favor: Kesterson, Douglas, Patterson, Baxley, Lowe, Solomon, and Scarlett). A Roll Call vote was taken on the amendment and it **carried** 13-8 (in favor: Huffaker, Phagan, Byrd, Langley, Seals, Blevins, Eslinger, Bales, Coleman, Dockery, Walker, Reed, and Thomas). A Roll Call vote was taken on the budget committee recommendation as amended and it **carried** 16-5 (in favor: Huffaker, Baxley, Lowe, Phagan, Byrd, Langley, Seals, Blevins, Eslinger, Bales, Coleman, Dockery, Carmichael, Walker, Reed, and Thomas).
- E. Jefferson County Library Board – Library Board recommendation of Arthur Bohanan as the countywide representative continuing the term of Samantha Reed expiring June 2019. A motion to approve was provided by Commissioner Seals, seconded by Commissioner Coleman, with no objections voiced on a voice vote Arthur Bohanan was **approved**.
 - F. **Resolution 2019-03**: Resolution to waive the County Motor Vehicle Tax for vehicles receiving exemption under Chapter 923 of the Public Acts of 2018 for Volunteer Firefighters and Rescue Squad Personnel. Commissioner Carmichael moved this item for approval and Commissioner Coleman provided a second. A Roll Call vote was taken on **Resolution 2019-03** and it **carried** 15-3-3 (in favor: Huffaker, Kesterson, Douglas, Patterson, Baxley, Lowe, Phagan, Byrd, Seals, Bales, Scarlett, Coleman, Carmichael, Walker, and Reed, Commissioners Langley, Solomon, and Dockery abstained).

Hearing no further business before the commission, a motion to adjourn was offered by Commissioner Solomon, a second was offered by Commissioner Seals and with no objections voiced, the meeting was **adjourned** at 7:20 PM.



County Commission Chair, Mayor Mark Potts
Minutes Approved 3/18/2019



County Clerk, Frank C. Herndon