

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 17th day of January 2023 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 155 to-wit: Katy Huffaker, Janet Norton, Joe Coleman, Jimmy Dale Patterson, Paul Lowe, Jim Snodgrass, Greg Byrd, John Johnson, Tim Seals, Sammy Solomon, Rob Blevins, Ransom Douglas, John Neal Scarlett, Ronny Coleman, Terry Dockery, Jimmy Carmichael, A. J. Walker, Marcus Reed, and Hilda "Heidi" Thomas. Nineteen (19) members were present, Two (2) were absent: Randy Bales and Austin Brooks.

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

Mayor Potts welcomed and recognized members of the JCHS Youth Leadership Class in attendance at tonight's meeting.

APPROVAL & CORRECTIONS OF THE AGENDA:

Commissioner Scarlett moved to suspend the rules to allow amendments to the agenda to be made. Commissioner Seals provided a second. A Roll Call vote was taken 19-0 (in favor: all present) and the rules were suspended. Commissioner Solomon moved to amend the agenda by adding Highway Fund 131 Amendment #4 Items 1, and fund General Purpose Fund 141 Amendment #15 Item 1 having not been approved by the Budget Committee, removing Resolution 2022-50 at the request of the property owner and developer as well as two rule changes proposed by Austin Brooks who requested the items be removed due to his unanticipated absence tonight and approve the agenda as amended. Commissioner R. Coleman provided a second and with a Roll Call vote 19-0 (in favor: all present), the agenda was **approved** as amended.

MAYORAL PROCLAMATIONS:

Mayor Potts prepared and presented Honorary Resolutions for the following citizens:

1. Stanley Wilder – Mayor Potts read the Resolution and it was presented to the Wilder family by Commissioner Lowe.
2. Tommy Love – Mayor Potts read the Resolution and it was presented to the Love family by Director of Facilities David Longmire.

APPROVAL OF THE MINUTES:

Commissioner Solomon moved to approve the minutes of the Jefferson County Board of Commissioners, October 17, 2022, Regular Quarterly Session, October 17, 2022, Beer Board, and November 28, 2022, Special Called Session, seconded by Commissioner Walker. The minutes were **approved** on a Roll Call vote 19-0 (in favor: all present).

APPEARANCE OF CITIZENS:

David Seal 9th District – via Marcus Reed, spoke on the need for the zoning to be restructured in Jefferson County.

Beth Nelson 6th District – Spoke to the need for a comprehensive strategic growth plan and zoning restructuring.

Marian Knight 1st District – Spoke to the need for a zoning revamping and updating the Land Use Plan but disapproves of Blanket Rezoning.

Mark P Lichty 1st District – Encourages a comprehensive strategic plan for the County.

John C. Cummins 7th District – Spoke in favor of 2023-07

Doug Ibbetson 8th District – Invited Commissioners to the upcoming School Board Retreat.

Susie Jarnigan 1st District – Embracing the beauty of Dandridge, minimizing the light pollution along the roadways.

Alicia Huff 6th District – Spoke in favor of Resolution 2023-07 and requested a favorable vote by commission.

APPROVAL OF NOTARIES & BONDS:

Commissioner Solomon moved to approve the list of notaries as presented, Commissioner R. Coleman seconded the motion. The motion **carried** on a Roll Call vote 19-0 (in favor: all present), 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.

Coy Clark	Kayla G. Barnard	Kayla E. Switzer	Kayla Dearing
Joy Fraser	Rachel Green	Bonnie Lyn Harrison	Lacy Nunnally
Felicia Hurst	Carol Broderek	Jonathan Stewart	Ashley Mae Fox
Jill Talley	Kathi McAbee	Trisha Cole	Matthew Edward Miller
Donna Greer	Kelsey Cantrell	Diane Clabo	April L. White
Carol W. Rouse	Luvern C. Miller	Karrie L. Foust	James Barnes
Donna D. Hubbard	Samantha Rivers	Lauren Gann	Angela Donahoo
Tina Cribbs	Kevin Bohrer	Leslie Brock	Terry Goff
Denise Jenkins	Patricia F. Whaley	Michael Clevenger	Traci Greene
Jill C. Gregg	Julie North		

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

A. County Mayor, Mark Potts

1. Mayoral Appointments for Confirmation:

- a. E-911 Board – Dale Chrisman March 23 – March 27
- b. Public Records – Wayne Roberts January 23 – January 26

Commissioner Solomon moved to confirm these appointments as a group. Commissioner Walker provided a second. A Roll Call vote was taken 19-0 (in favor: all present), and the nominees were **confirmed**.

B. County Clerk, Frank C. Herndon – 2nd Quarter FY 2022-2023 Report: Presented and Filed.

C. Highway Superintendent, Charles Tipton

- 1. 2nd Quarter FY 2022-2023 Work Acc. Report: Presented and Filed.
- 2. New Roads January 2023 4 Sections of Valley Home Rd turned over to Jefferson County by the State of TN: Commissioner Reed moved to accept the roads as recommended by the Highway Commission,

Commissioner Blevins provided a second. A Roll Call vote was taken 19-0 (in favor: all present) and the roads were **accepted**.

- D. Register of Deeds, Ed Stiner – 2nd Quarter and Annual Financial Report FY 2022-2023: Presented and Filed.
- E. Sheriff, Jeff Coffey – 2nd Quarter FY 2022-2023 Report: Presented and Filed.
- F. Trustee, Jennifer Boling Hall – 2nd Quarter FY 2022-2023 Report: Presented and Filed.
- G. Building Inspector, Rob Wilson – 2nd Quarter FY 2022-2023 Permit Report & School Facilities Tax Comparison: Presented and Filed.
- H. Director of Schools, Dr. Tommy Arnold – 2nd Quarter FY 2022-2023 Report: Presented and Filed.
- I. Emergency Communications District, Executive Director Justin Crowther – 2nd Quarter FY 2022-2023 Report: Presented and Filed.
- J. Emergency Medical Services Director, Brad Phillips – 2nd Quarter FY 2022-2023 Report: Presented and Filed
- K. Environmental Services Director, Tom Carter – 2nd Quarter FY 2022-2023 Report: Presented and Filed.
- L. Finance Director, Jessica Elder
 - 1. Bids & Quotes Policy #3.2: Commissioner Solomon moved to approve Policy #3.2, Commissioner Huffaker provided a second. A Roll Call vote was taken 19-0 (in favor: all present) and the Policy was **approved**.
 - 2. November 2022 Financial Reports: Presented and Filed.
 - 3. **Resolution 2023-01**, Resolution to declare as surplus and to authorize the Jefferson County Clerk to surplus and dispose of said equipment.
 - 4. **Resolution 2023-02**, Resolution to declare as surplus and to authorize the Circuit Court Clerk of Jefferson County to surplus and donate said equipment.
 - 5. **Resolution 2023-03**, Resolution to declare as surplus and to authorize the Circuit Court Clerk of Jefferson County to surplus and dispose of said equipment.
 - 6. **Resolution 2023-04**, Resolution to declare as surplus and to authorize Parrott-Wood Memorial Library to surplus and donate said equipment.
 - 7. **Resolution 2023-05**, Resolution to declare as surplus and to authorize Parrott-Wood Memorial Library to surplus and dispose of said equipment.
 - 8. **Resolution 2023-06**, Resolution to declare as surplus and to authorize the Register of Deeds of Jefferson County to surplus and dispose of said equipment.
 - 9. **Resolution 2023-08**, Resolution to declare as surplus and to authorize the Dandridge Memorial Library of Jefferson County to surplus and dispose of said equipment.
 - 10. **Resolution 2023-09**, Resolution to declare as surplus and to authorize the Sheriff's Department of Jefferson County to surplus and dispose of said equipment.
 - 11. **Resolution 2023-10**, Resolution to declare as surplus and to authorize the Sheriff's Department of Jefferson County to surplus and dispose of said equipment.
- Resolutions 2023-01, 2023-02, 2023-03, 2023-04, 2023-05, 2023-06, 2023-08, 2023-09, and 2023-10** were moved for approval as a group by Commissioner Solomon, a second was provided by Commissioner Reed. A Roll Call vote was taken 19-0 (in favor: all present) and the listed Resolutions were **approved**.
- 12. **Schools Resolution 2022-112**, Resolution to declare as surplus and to authorize the Jefferson County Board of Education to dispose of said equipment. **Schools Resolutions 2022-112** was presented to the Commission for informational purposes only.
- M. Office on Aging, Tracy Clayton – 2nd Quarter FY 2022-2023 Report: Presented and Filed.
- N. Tourism Department Director, Lauren Hurdle – 2nd Quarter FY 2022-2023 Report: Presented and Filed.
- O. UT Extension Jefferson County Director, Karen Nelms – 2nd Quarter FY 2022-2023 Report: Presented.

REPORTS OF COMMITTEES, BOARDS, & COMMISSIONS:

A. Budget Committee – Chairman John Neal Scarlett

1. County Amendments

- a. General Fund 101 – Amendment #13 Items 1-13: **Approved** on a Roll Call vote 19-0 (in favor: all present).
- b. General Fund 101 – Amendment #14 Item 2 1-3: **Approved** on a Roll Call vote 12-6-1 (in favor: Huffaker, Norton, Coleman, Lowe, Snodgrass, Byrd, Seals, Blevins, Douglas, Dockery, Reed, and Thomas, Commissioner Coleman abstained).
- c. Sanitation Fund 116 – Amendment #3 Item 1: **Approved** on a Roll Call vote 19-0 (in favor: all present).
- d. Special Revenue Fund 127 – Amendment #4 Item 1: **Approved** on a Roll Call vote 19-0 (in favor: all present).
- e. Highway Fund 131 – Amendment #3 Item 1: **Approved** on a Roll Call vote 19-0 (in favor: all present).
- f. Highway Fund 131 – Amendment #4 Item 1: Moved by Commissioner Scarlett, seconded by Commissioner Solomon, and **approved** on a Roll Call vote 19-0 (in favor: all present).
- g. Debt Service Fund 151 – Amendment #1 Item 1: **Approved** on a Roll Call vote 19-0 (in favor: all present).
- h. Landfill Fund 207 – Amendment #2 Items 1-2: **Approved** on a Roll Call vote 19-0 (in favor: all present).

2. School Amendments

- a. General Purpose Fund 141 – Amendment #12 Items 1-4: **Approved** on a Roll Call vote 19-0 (in favor: all present).
- b. General Purpose Fund 141 – Amendment #13 Items 1-6: **Approved** on a Roll Call vote 19-0 (in favor: all present).
- c. General Purpose Fund 141 – Amendment #15 Item 1: Moved by Commissioner Scarlett, seconded by Commissioner Huffaker, and **approved** on a Roll Call vote 19-0 (in favor: all present).
- d. Food Service Fund 143 – Amendment #4 Items 1-2: **Approved** on a Roll Call vote 19-0 (in favor: all present).
- e. Capital Project Fund 177 – Amendment #2 Item 1: **Approved** on a Roll Call vote 19-0 (in favor: all present).

B. Nominating Committee – Chairman Randy Bales

1. Commission Chair Mayor Potts presented the following committees containing citizens for approval:

- a. Audit Committee – Dale Allen January 2023 – July 2023
- b. Industrial Development Board – Wayne Craig January 2023 – September 2025

The nominating committee moved the above listed nominees for approval. Chairman Potts opened the floor for additional nominations, and hearing none, the nominees were **approved** with a Roll Call vote 19-0 (in favor: all present).

NON-PROFIT REPORTS:

- A. Chamber of Commerce President & CEO, Michael Cole – 2nd Quarter 2022 – 2023 Report: Presented.
- B. Companion Animal Rescue and Education, Audree Stephenson – 2nd Quarter 2022 – 2023 Report: Presented.
- C. White Pine VFD – 2nd Quarter 2022 – 2023 Report: Presented.
- D. Dandridge Memorial Public Library – 2nd Quarter 2022 – 2023 Report: Presented.
- E. Jefferson City Public Library – 2nd Quarter 2022 – 2023 Report: Presented.
- F. Parrot-Wood Memorial Library – 2nd Quarter 2022 – 2023 Report: Presented.
- G. White Pine Public Library – 2nd Quarter 2022 – 2023 Report: Presented.

NEW BUSINESS:

- A. **Resolution 2023-07**, A Resolution Recommending the General Assembly of The State of Tennessee Enact or Amend Legislation Protecting Minors From Gender Reassignment Surgery, Sponsored by Commissioners Reed, J. Coleman, Brooks, and Patterson: A Roll Call vote was taken 18-1 (in favor: Huffaker, Norton, J. Coleman, Patterson, Lowe, Snodgrass, Byrd, Johnson, Seals, Solomon, Blevins, Douglas, Scarlett, Coleman, Dockery, Carmichael, Walker, and Reed) and **Resolution 2023-07** was **approved**.
- B. **Donation of Land** – Commissioner Carmichael moved to accept a land donation by Pleasant Ridge Baptist Church of property on Pleasant Ridge Rd. Commissioner Solomon provided a second, Highway Superintendent Tipton stated the property was already being cared for by the Highway Department and he saw no issues with accepting the property. A Roll Call vote was taken 19-0 (in favor: all present) and the land donation was **approved**.
- C. **Full Time Purchasing Agent** – Commissioner Huffaker moved to approve the hiring of a Full Time Purchasing Agent who would report directly to the finance director. Commissioner Byrd provided a second and a Roll Call vote was taken 12-7 (in favor: Huffaker, Norton, Patterson, Snodgrass, Byrd, Johnson, Douglas, Scarlett, Carmichael, Walker, Reed, and Thomas) and the motion **carried**.
- D. **Long Range Planning Committee** – Commissioner Huffaker moved for the Long-Range Planning Committee to develop a Long-Range Plan in collaboration with the Regional Planning Commission. After considerable discussion, a Roll Call vote was taken 16-2-1 (in favor: Huffaker, Norton, Coleman, Patterson, Lowe, Snodgrass, Byrd, Johnson, Blevins, Douglas, Scarlett, Coleman, Dockery, Walker, Reed, and Thomas, Commissioner Seals Abstained) and the motion **carried**.
- E. **Regional Planning Commission** – Commissioner Scarlett moved for the Jefferson County Regional Planning Commission to review and update the Zoning regulations for Jefferson County and report their recommendations to Jefferson County Commission. Commissioner Walker provided a second and a Roll Call vote was taken 15-3-1 (in favor: Huffaker, Norton, Coleman, Patterson, Lowe, Snodgrass, Byrd, Johnson, Solomon, Douglas, Scarlett, Coleman, Dockery, Carmichael, and Walker, Commissioner Seals abstained) and the motion **carried**.
- F. Commissioner Blevins commended the Highway Department for work completed on a sink hole in the Strawberry Plains Community over the New Year Holiday and stated because of their swift work, travelling delays in the community were avoided.

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 8:29 PM.



County Commission Chair, Mayor Mark Potts



County Clerk, Frank C. Herndon