

**AGENDA**  
**BOARD OF COMMISSIONERS AGENDA COMMITTEE MEETING**  
**TUESDAY, SEPTEMBER 6, 2011, 6:30 P.M.**  
**ROOM 430, BLOUNT COUNTY COURTHOUSE**

- A. ROLL CALL.**
- B. PUBLIC INPUT ON ITEMS ON THE AGENDA.**
- C. APPROVAL OF AGENDA COMMITTEE MINUTES:**
  - 1. August 9, 2011 meeting.
- D. SETTING OF AGENDA.**
- E. ITEMS FOR CONSENT AGENDA.**
  - 1. Resolutions for special recognitions.
  - 2. Appointments.
    - a. Standing Committees.
      - i.) Beer Board.
      - ii.) Education Committee.
      - iii.) Human Resources/Insurance Committee.
      - iv.) Information Technology Committee.
    - b. Animal Center Advisory Board – Steve Samples, Peggy Lambert, Roy Gamble. (County Mayor reappointments)
    - c. Human Resources Committee – Phyllis Crisp. (County Mayor)
- F. UNFINISHED BUSINESS:**
  - 1. Resolution regarding the position of Director of Human Resources. (Commission)
- G. NEW BUSINESS:**
  - 1. Election of Agenda Committee Chairman.
  - 2. Election of Agenda Committee Vice-chairman.
  - 3. Election of Commission Chairman.
  - 4. Election of Commission Chairman Pro Tempore.
  - 5. Election of Commission Parliamentarian.
  - 6. Budget Transfers.
  - 7. Budget Increases.
  - 8. Other Budget Items.
  - 9. Resolution authorizing the lease under Tennessee Code Annotated 7-51-904 of an office copier for the Human Resources and Risk Management Offices of Blount County. (Teresa Johnson)
  - 10. Filming of County Commission Meetings for Cable Television. (Monika Murrell)
  - 11. Change of current vendor from USABLE to HUMANA regarding voluntary benefits of county employees. (Gary Farmer)
  - 12. Resolution to Levy an Additional Litigation Tax in Blount County, Tennessee and rescinding of Resolution No. 11-08-003. (Steve Ogle)
  - 13. Continuation of delegation of authority to County Mayor to allocate space in county buildings. (Commission)
  - 14. Setting of Public Hearing regarding proposed amendment to the Zoning Resolution regarding lot size on sewer in the R-1 Rural District–1. (Planning Commission)
- H. PUBLIC INPUT ON ITEMS NOT ON AGENDA.**
- I. ADJOURNMENT.**

**STATE OF TENNESSEE  
COUNTY OF BLOUNT**

**BE IT REMEMBERED**, that an Agenda Committee of the Blount County Board of County Commissioners meeting was held on Tuesday, August 9, 2011, at 6:30 pm at the courthouse in Maryville, Tennessee.

Roll call was taken by Roy Crawford, Jr., County Clerk:

Tonya Burchfield – present	Roy Gamble – present	Peggy Lambert – present
Ted Burkhalter - present	Tom Greene – present	Mike Lewis– present
Richard Carver – present	Brad Harrison – absent	Kenneth Melton – present
Mike Caylor – present	Mark Hasty– present	Jerome Moon – present
Gary Farmer – present	Scott Helton – present	Monika Murrell – present
Jim Folts – present	Gerald Kirby – present	Steve Samples – absent
Ron French - present	Holden Lail – present	Gordon Wright, Sr. – present

There were 19 present and 2 absent. Commissioners Harrison and Samples arrived after the roll was taken. Chairman Pro Tem Farmer declared a quorum to exist. The following proceedings were held to-wit:

**IN RE: APPROVAL OF MINUTES OF JULY 12, 2011 AGENDA COMMITTEE MEETING.**

Commissioner Lambert made a motion to approve the minutes of the meeting. Commissioner Burkhalter seconded the motion.

A roll call vote was taken:

Burchfield – yes	French – yes	Kirby – yes	Murrell – yes
Burkhalter - yes	Gamble – yes	Lail – yes	Samples – absent
Carver – yes	Greene – yes	Lambert – yes	Wright – yes
Caylor – yes	Harrison – yes	Lewis – yes	
Farmer – yes	Hasty – yes	Melton – yes	
Folts – yes	Helton – yes	Moon – yes	

There were 20 voting yes and 1 absent. Chairman Pro Tem Farmer declared the motion to have passed.

**IN RE: SETTING OF AGENDA.**

Commissioner Melton made a motion to remove a resolution requesting the State of Tennessee Department of Transportation to maintain two lanes of traffic on Highway 321 in Townsend, Tennessee from the agenda and add a proclamation honoring John Davis to the agenda and to set the agenda. Commissioner Carver seconded the motion.

A roll call vote was taken:

Burchfield – yes	French – yes	Kirby – yes	Murrell – yes
Burkhalter - yes	Gamble – yes	Lail – yes	Samples – absent
Carver – yes	Greene – yes	Lambert – yes	Wright – yes
Caylor – yes	Harrison – yes	Lewis – yes	
Farmer – yes	Hasty – yes	Melton – yes	
Folts – yes	Helton – yes	Moon – yes	

There were 20 voting yes, and 1 absent. Chairman Pro Tem Farmer declared the motion to have passed.

**IN RE: PROCLAMATION HONORING JOHN PAUL DAVIS, JR, FOR HIS OUTSTANDING SERVICE AND CONTRIBUTIONS TO THE CITIZENS OF BLOUNT COUNTY, TENNESSEE.**

Commissioner Lail made a motion to send a proclamation honoring John Davis to the agenda of the August County Commission meeting. Commissioner Lambert seconded the motion.

A roll call vote was taken:

Burchfield – yes	French – yes	Kirby – yes	Murrell – yes
Burkhalter - yes	Gamble – yes	Lail – yes	Samples – absent
Carver – yes	Greene – yes	Lambert – yes	Wright – yes
Caylor – yes	Harrison – yes	Lewis – yes	

Farmer – yes  
Folts – yes

Hasty – yes  
Helton – yes

Melton – yes  
Moon – yes

There were 20 voting yes, and 1 absent. Chairman Pro Tem Farmer declared the motion to have passed.

**IN RE: APPOINTMENT OF JOHN DALTON TO THE INFORMATION TECHNOLOGY COMMITTEE and APPOINTMENT OF LARRY CHESNEY TO THE BOARD OF ZONING APPEALS and APPOINTMENT OF PATRICK O'HARA AND LEON WILLIAMS OT THE BOARD OF CONSTRUCTION APPEALS.**

Commissioner Lambert made a motion to send the appointments to the consent agenda of the August County Commission meeting. Commissioner Burkhalter seconded the motion.

A roll call vote was taken on the motion:

Burchfield – yes  
Burkhalter - yes  
Carver – yes  
Caylor – yes  
Farmer – yes  
Folts – yes

French – yes  
Gamble – yes  
Greene – yes  
Harrison – yes  
Hasty – yes  
Helton – yes

Kirby – yes  
Lail – yes  
Lambert – yes  
Lewis – yes  
Melton – yes  
Moon – yes

Murrell – yes  
Samples – absent  
Wright – yes

There were 20 voting yes and 1 absent. Chairman Pro Tem Farmer declared the motion to have passed.

**IN RE: APPOINTMENT OF GERALD KIRBY TO THE E911 BOARD.**

Commissioner Helton made a motion to send the appointment to the consent agenda of the August County Commission meeting. Commissioner Lambert seconded the motion.

A roll call vote was taken:

Burchfield – yes  
Burkhalter - yes  
Carver – yes  
Caylor – yes  
Farmer – yes  
Folts – yes

French – yes  
Gamble – yes  
Greene – yes  
Harrison – yes  
Hasty – yes  
Helton – yes

Kirby – yes  
Lail – yes  
Lambert – yes  
Lewis – yes  
Melton – yes  
Moon – yes

Murrell – yes  
Samples – absent  
Wright – yes

There were 20 voting yes, and 1 absent. Chairman Pro Tem Farmer declared the motion to have passed.

**IN RE: APPOINTMENT OF CHERI HUFFMAN JONES, DARRELL COOK, BO HENRY, AND DARRELL TIPTON TO THE BLOUNT COUNTY PUBLIC BUILDING AUTHORITY.**

Commissioner Lambert made a motion to send the appointments to the consent agenda of the August County Commission meeting. Commissioner Lail seconded the motion.

A roll call vote was taken on the motion:

Burchfield – yes  
Burkhalter - yes  
Carver – yes  
Caylor – yes  
Farmer – yes  
Folts – yes

French – yes  
Gamble – yes  
Greene – yes  
Harrison – yes  
Hasty – yes  
Helton – yes

Kirby – yes  
Lail – yes  
Lambert – yes  
Lewis – yes  
Melton – yes  
Moon – yes

Murrell – yes  
Samples – absent  
Wright – yes

There were 20 voting yes, and 1 absent. Chairman Pro Tem Farmer declared the motion to have passed.

**IN RE: BUDGET TRANSFER – GENERAL COUNTY FUND - \$197,000.00.**

Commissioner Melton made a motion to send the transfer to the agenda of the August County Commission meeting. Commissioner French seconded the motion.

A roll call vote was taken on the motion:

Burchfield – yes  
Burkhalter - yes  
Carver – yes

French – yes  
Gamble – yes  
Greene – yes

Kirby – yes  
Lail – yes  
Lambert – yes

Murrell – yes  
Samples – absent  
Wright – yes

Caylor – yes                      Harrison – yes                      Lewis – yes  
Farmer – yes                      Hasty – yes                      Melton – yes  
Folts – yes                      Helton – yes                      Moon – yes

There were 20 voting yes, and 1 absent. Chairman Pro Tem Farmer declared the motion to have passed.

**IN RE: INCREASE IN LITIGATION TAX.**

Commissioner Burkhalter made a motion to send an increase in litigation tax to \$44.25 in Circuit Court, Equity Division, and Chancery Court, and \$43.25 in General Sessions Court to the August County Commission meeting. Commissioner Lewis seconded the motion.

A roll call vote was taken on the motion:

Burchfield – yes	French – yes	Kirby – yes	Murrell – yes
Burkhalter - yes	Gamble – yes	Lail – yes	Samples – absent
Carver – yes	Greene – yes	Lambert – yes	Wright – yes
Caylor – yes	Harrison – yes	Lewis – yes	
Farmer – yes	Hasty – yes	Melton – yes	
Folts – yes	Helton – yes	Moon – yes	

There were 20 voting yes, and 1 absent. Chairman Pro Tem Farmer declared the motion to have passed.

**IN RE: RESOLUTION AUTHORIZING THE LEASE UNDER TENNESSEE CODE ANNOTATED 7-51-904 OF OFFICE COPIERS FOR THE CIRCUIT COURT OFFICES OF BLOUNT COUNTY.**

Commissioner Lambert made a motion to send the resolution to the August County Commission meeting. Commissioner Lewis seconded the motion.

A roll call vote was taken on the motion:

Burchfield – yes	French – yes	Kirby – yes	Murrell – yes
Burkhalter - yes	Gamble – yes	Lail – yes	Samples – yes
Carver – yes	Greene – yes	Lambert – yes	Wright – yes
Caylor – yes	Harrison – yes	Lewis – yes	
Farmer – yes	Hasty – yes	Melton – yes	
Folts – no	Helton – yes	Moon – yes	

There were 20 voting yes, and 1 voting no. Chairman Pro Tem Farmer declared the motion to have passed.

**IN RE: RESOLUTION REGARDING THE POSITION OF DIRECTOR OF HUMAN RESOURCES.**

Commissioner Burkhalter made a motion to send the resolution to the August County Commission meeting. Commissioner Melton seconded the motion.

A roll call vote was taken on the motion:

Burchfield – yes	French – yes	Kirby – yes	Murrell – no
Burkhalter - yes	Gamble – yes	Lail – yes	Samples – yes
Carver – yes	Greene – yes	Lambert – yes	Wright – no
Caylor – yes	Harrison – yes	Lewis – yes	
Farmer – yes	Hasty – yes	Melton – yes	
Folts – no	Helton – yes	Moon – yes	

There were 18 voting yes, and 3 voting no. Chairman Pro Tem Farmer declared the motion to have passed.

**IN RE: RESOLUTION TO ADOPT THE STRATEGIC ECONOMIC DEVELOPMENT PLAN.**

Commissioner Moon made a motion to send the resolution to the August County Commission meeting. Commissioner Burkhalter seconded the motion.

A roll call vote was taken on the motion:

Burchfield – yes	French – yes	Kirby – yes	Murrell – yes
Burkhalter - yes	Gamble – yes	Lail – yes	Samples – yes
Carver – yes	Greene – yes	Lambert – yes	Wright – yes
Caylor – yes	Harrison – yes	Lewis – yes	
Farmer – yes	Hasty – yes	Melton – yes	

Folts – yes                      Helton – yes                      Moon – yes  
There were 21 voting yes. Chairman Pro Tem Farmer declared the motion to have passed.

**IN RE: RESOLUTION TO AFFIRM COMPLIANCE WITH FEDERAL TITLE VI REGULATIONS.**

Commissioner Burkhalter made a motion to send the resolution to the August County Commission meeting. Commissioner Lail seconded the motion.

A roll call vote was taken on the motion:

Burchfield – yes	French – yes	Kirby – yes	Murrell – yes
Burkhalter - yes	Gamble – yes	Lail – yes	Samples – yes
Carver – yes	Greene – yes	Lambert – yes	Wright – yes
Caylor – yes	Harrison – yes	Lewis – yes	
Farmer – yes	Hasty – yes	Melton – yes	
Folts – yes	Helton – yes	Moon – yes	

There were 21 voting yes. Chairman Pro Tem Farmer declared the motion to have passed.

**IN RE: RESOLUTION AUTHORIZING THE PURCHASE OF PRODUCTS AND SERVICES THAT HAVE BEEN COMPETITIVELY BID THROUGH COOPERATIVE AGREEMENTS.**

Commissioner Lewis made a motion to send the resolution to the August County Commission meeting. Commissioner Carver seconded the motion.

A roll call vote was taken on the motion:

Burchfield – yes	French – yes	Kirby – yes	Murrell – yes
Burkhalter - yes	Gamble – yes	Lail – yes	Samples – yes
Carver – yes	Greene – yes	Lambert – yes	Wright – yes
Caylor – yes	Harrison – yes	Lewis – yes	
Farmer – yes	Hasty – yes	Melton – yes	
Folts – yes	Helton – yes	Moon – yes	

There were 21 voting yes. Chairman Pro Tem Farmer declared the motion to have passed.

**IN RE: PRESENTATION BY THE MENTAL HEALTH AWARENESS AND SUICIDE PREVENTION ALLIANCE.**

Commissioner Melton made a motion to add the presentation to the agenda of the August County Commission meeting. Commissioner Caylor seconded the motion.

A roll call vote was taken on the motion:

Burchfield – yes	French – yes	Kirby – yes	Murrell – yes
Burkhalter - yes	Gamble – yes	Lail – yes	Samples – yes
Carver – yes	Greene – yes	Lambert – yes	Wright – yes
Caylor – yes	Harrison – yes	Lewis – yes	
Farmer – yes	Hasty – yes	Melton – yes	
Folts – yes	Helton – yes	Moon – yes	

There were 21 voting yes. Chairman Pro Tem Farmer declared the motion to have passed.

**IN RE: ADJOURNMENT.**

Chairman Pro Tem Farmer declared the meeting to be adjourned.

**COUNTY COMMISSION STANDING COMMITTEES**  
**(APPOINTMENTS ANNUALLY IN SEPTEMBER)**

1. **Beer Board** – Tonya Burchfield, Richard Carver, Gary Farmer, Ron French, Roy Gamble, Scott Helton, Gerald Kirby, Peggy Lambert, Holden Lail, and Steve Samples.
2. **Education Committee** – Mike Caylor, Jim Folts, Ron French, Roy Gamble, Tonya Burchfield, and Steve Samples.
3. **Human Resources/Insurance Committee** – County Mayor Ed Mitchell, James Berrong, Bill Dunlap, Tonya Burchfield, Gary Farmer, Ron French, Holden Lail, Mike Lewis, (Phyllis Crisp County Mayor appoints), and David Murrell.
4. **Information Technology Committee** – County Mayor Ed Mitchell, John Herron, **Commissioner Vacancy**, Scott Helton, Steve Samples, Roy Crawford, John Dalton, Jeff Hatcher, Keith Hackney, and Scott Graves.



# BLOUNT COUNTY MAYOR

Ed Mitchell

341 Court Street, Maryville, TN 37804-5906

Phone: (865) 273-5700

Fax: (865) 273-5705

Email: [emitchell@blounttn.org](mailto:emitchell@blounttn.org)



TO: Blount County Commission

FROM: Ed Mitchell, Mayor

RE: Recommendations for Animal Center Advisory Board

DATE: August 30, 2011

For the consideration of the full commission, I am submitting my recommendation of the following names to be re-appointed to serve on the Animal Center Advisory Board:

Steve Samples  
Peggy Lambert  
Roy Gamble



# BLOUNT COUNTY MAYOR

Ed Mitchell

341 Court Street, Maryville, TN 37804-5906

Phone: (865) 273-5700

Fax: (865) 273-5705

Email: [emitchell@blounttn.org](mailto:emitchell@blounttn.org)



TO: Blount County Board of Commissioners

FROM: Ed Mitchell, County Mayor

RE: Recommendation for the Human Resources/Insurance Committee

DATE: August 29, 2011

For the consideration of the full commission, I am submitting my re-appointment of the following name to serve on the Blount County Human Resources/Insurance Committee:

Phyllis Crisp, Register of Deeds

**RESOLUTION NO. 11-09-002**

**SPONSORED BY COMMISSIONERS GARY FARMER, MIKE LEWIS,  
HOLDEN LAIL, AND TONYA BURCHFIELD**

**DIRECTOR OF HUMAN RESOURCES**

**WHEREAS**, The position of Director of Human Resources was established by the Blount County Commission on June 20, 1996; and

**WHEREAS**, Blount County has a need for someone to coordinate human resources activities; and

**WHEREAS**, more State and Federal regulations are being passed each year; and

**WHEREAS**, Blount County wishes to ensure that employees are treated fairly and paid equal pay for equal work.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Commissioners of Blount County, Tennessee meeting in session this 15<sup>th</sup> day of September, 2011, that the position Director of Human Resources will report and answer to the Blount County Human Resource and Insurance Committee.

**BE IT FURTHER RESOLVED:**

1. That a uniform personnel policy must be in effect.
2. When a vacancy for this position occurs, the position will be posted in compliance with Equal Employment Opportunity Laws.
3. Applications for this position will be interviewed by a three (3) member Ad Hoc Committee selected from the Human Resource and Insurance Committee.
4. The successful applicant will be appointed by the Human Resource and Insurance Committee.
5. This appointee must be approved by the Blount County Legislative Body.

**CERTIFICATION OF ACTION**

**ATTEST**

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
County Clerk

Approved: \_\_\_\_\_

Vetoed: \_\_\_\_\_

\_\_\_\_\_  
County Mayor

\_\_\_\_\_  
Date

# CRAIG L. GARRETT

## ATTORNEY AT LAW, PLLC

607 SMITHVIEW DRIVE  
MARYVILLE, TENNESSEE 37803

TELEPHONE: (865) 984-8200  
FACSIMILE: (865) 981-2833  
EMAIL: mail@cgarrettlaw.com

August 16, 2011

The Honorable Gary Farmer  
The Honorable Mike Caylor  
The Honorable Holden Lail  
The Honorable Tonya Burchfield

Re: Proposed Resolution No. 11-08-005

Dear Honorable Commissioners:

I am writing you as the sponsors of the above-styled Resolution. Enclosed please find a letter which I received by e-mail from Gary Hayes, with CTAS. As sponsors of this Resolution, I felt it was important that you be aware of CTAS's position on this Resolution.

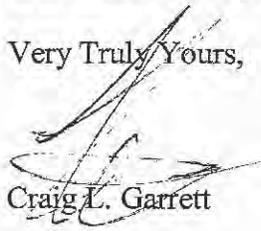
I have not had a chance to research this issue in depth, but it appears that Mr. Hayes is correct in his notation that the certain aspects of this Resolution conflict with State Law. I certainly feel that the Commission should not pass a Resolution that conflicts with State Law as this would undoubtedly create problems with enforceability of this Resolution and subject the same to legal challenge.

I would suggest that action on this Resolution be deferred to the September meeting and I will be glad to further research the ramifications of this Resolution and possible amendments that may correct the problems with it.

If you or any of the other Commissioners have additional questions, please feel free to contact me.

With kind regards, I am

Very Truly Yours,



Craig L. Garrett

CLG/jr  
Enclosure

August 16, 2011  
Page Two

cc: Honorable Kenneth Melton, Chairman  
Honorable Tab Burkhalter  
Honorable Brad Harrison  
Honorable Mike Lewis  
Honorable Steve Samples  
Honorable Mark Hasty  
Honorable Jerome Moon  
Honorable Peggy Lambert  
Honorable Richard Carver  
Honorable Scott Helton  
Honorable Jim Folts  
Honorable Tom Greene  
Honorable Roy Gamble  
Honorable Gordon E. Wright, Sr.  
Honorable Ron French  
Honorable Monika Murrell  
Honorable Gerald L. Kirby  
Honorable Ed Mitchell, Mayor

## Craig Garrett

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**From:** Hayes, Gary [gary.hayes@tennessee.edu]  
**Sent:** Monday, August 15, 2011 12:09 PM  
**To:** Craig Garrett  
**Subject:** Resolution 11-008-05

Hi Craig,

Hope all is well? I have received several emails from county commissioners and your budget director concerning the above resolution for Thursday night's meeting. The following is my response to the question:

I have reviewed the proposed resolution # 11-08-005 and the County Legislative Body has the authority to do the following: (1) The county can have a uniform personnel policy in place provided each of the fee officials agree to participate. The County Legislative Body has no authority to force the fee offices into a county wide policy, (2) we think the CLB can by resolution require that the position be advertised in accordance with the EEO law, (3) the CLB cannot require that all applicants be interviewed by the proposed AD Hoc committee, and (4) the successful applicant must be confirmed by the CLB.

The county cannot enforce #4 in the resolution by giving the appointment power to a Human Resource and Insurance Committee, furthermore the CLB cannot pass a resolution that is in direct conflict with T.C.A. § 5-6-106(c) which states the following:

***Except as otherwise provided by general law, or special or private act, the county mayor shall appoint members of county boards and commissions and county department heads. Such appointees shall be subject to confirmation by the county legislative body, and in so doing, the legislative body may express its views fully and freely and shall vote for or against confirmation. The legislative body shall not seek or interview such prospective employees prior to their appointment by the county mayor. Such appointment and confirmation are not applicable to employees appointed by other elected county officials.***

However, if the CLB wants to enact all of the provisions set forth in resolution 11-08-005 including #4, then the CLB will have to do it by private act.

If you have any questions, please feel free to contact me.

**STATE OF TENNESSEE  
COUNTY OF BLOUNT**

**BE IT REMEMBERED**, that a meeting of the Blount County Board of County Commissioners was held on Thursday, August 18, 2011, at 7:00 pm at the courthouse in Maryville, Tennessee.

Roll call was taken by Roy Crawford, Jr., County Clerk:

Tonya Burchfield – present	Roy Gamble – present	Peggy Lambert – present
Ted Burkhalter - present	Tom Greene – present	Mike Lewis– present
Richard Carver – present	Brad Harrison – present	Kenneth Melton – present
Mike Caylor – present	Mark Hasty– absent	Jerome Moon – present
Gary Farmer – present	Scott Helton – present	Monika Murrell – present
Jim Folts – present	Gerald Kirby – present	Steve Samples – present
Ron French - present	Holden Lail – present	Gordon Wright, Sr. – present

There were 20 present and 1 absent. Chairman Melton declared a quorum to exist. The following proceedings were held to-wit:

**IN RE: SETTING OF AGENDA.**

Commissioner Farmer made a motion to set the agenda and add a letter from the Tennessee Comptroller to the agenda and remove the resolution regarding the Director of Human Resources and refer the item to the September meeting. Commissioner French seconded the motion.

A vote was taken on the motion:

Burchfield – yes	French – yes	Kirby – yes	Murrell – yes
Burkhalter - yes	Gamble – yes	Lail – yes	Samples – yes
Carver – yes	Greene – yes	Lambert – yes	Wright – yes
Caylor – yes	Harrison – yes	Lewis – yes	
Farmer – yes	Hasty – absent	Melton – yes	
Folts – yes	Helton – yes	Moon – yes	

There were 20 voting yes, and 1 absent. Chairman Melton declared the motion to have passed.

Part 1 of 2 transfer

**Blount County, Tennessee  
REQUEST FOR BUDGET TRANSFER  
Fiscal Year 2011-2012**

Fund Number 101 Cost Center Number 053400-00420

Fund Name Gen Co Cost Center Name Chancery Court-Clerk & Master Div.

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
101-053120-500162-0	clerical personnel	26423.00
101-053120-500201-0	soc sec	2,512.00
101-053120-500204-0	retirement	3,062.00
101-053120-500206-0	life ins	134.00
101-053120-500207-0	emp health ins	5,100.00
101-053120-500208-0	emp dental ins	300.00
<b>Total Transferred to:</b>		<b>37,531.00</b>

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
101-053400-500162-00420	clerical	26,423.00
101-053400-500201-00420	soc sec	2,512.00
101-053400-500204-00420	retirement	3,062.00
101-053400-500206-00420	life ins	134.00
101-053400-500207-00420	emp health ins	5,100.00
101-053400-500208-00420	emp dental ins	300.00
<b>Total Transferred from:</b>		<b>37,531.00</b>

Reason for Transfer Request:

Part 1 of 2 transfer

Circuit Court Clerk's office taking over the orders of protection function from the Clerk & Master's office-this transfer to to relocate the staff associated with that function.

Note:

Total transferred to must agree with total transferred from.

Stephen S. Dyle 7-27-11  
Signature of Department Head Date

\_\_\_\_\_  
Signature of County Mayor Date

Part 2 of 2 transfer

Blount County, Tennessee  
REQUEST FOR BUDGET TRANSFER  
Fiscal Year 2011-2012

Fund Number 101 Cost Center Number 053400-00420  
Fund Name Gen Co Cost Center Name Chancery Court-Clerk & Master Div.

Transfer to:

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
101-053120-500210-0	unemployment	144.00
101-053120-500212-0	medicare	588.00
101-053120-500513-0	w/comp	40.00
Total Transferred to:		772.00

Transfer from:

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
101-053400-500210-00420	unemployment	144.00
101-053400-500212-00420	medicare	588.00
101-053400-500513-00420	w/comp	40.00
Total Transferred from:		772.00

Reason for Transfer Request:

Part 2 of 2 transfer

Circuit Court Clerk's office taking over the orders of protection function from the Clerk & Master's office-this transfer to to relocate the staff associated with that function.

Note:

Total transferred to must agree with total transferred from.

Stephen S. Oyle 7-27-11  
Signature of Department Head Date

\_\_\_\_\_  
Signature of County Mayor Date

**Blount County, Tennessee**  
**REQUEST FOR BUDGET INCREASE/DECREASE**  
**Fiscal Year 2011-2012**

Fund Number 101 Cost Center Number 054410

Fund Name General County Cost Center Name EMA (Civil Defense)

	ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
Appropriation:	101-054410-500399/54412	2011 Department of Military pass through EMPG Grant	53,500.00
	Total Appropriation:		53,500.00

	ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
Estimated Revenue:	101-0 <del>465900-54412</del>	2011 Department of Military Pass through EMPG Grant	53,500.00
	Total Estimated Revenue:		53,500.00

Reason for requested increase/decrease:

Contract #34101-0000007590 received for training,exercises, planning, management & administration and equipment purchases allowable under the FFY 2011 Emergency Management Performance Grant (EMPG) program. This Grant is 100 % reimbursable.

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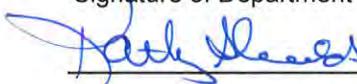


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Note:  
 Total appropriation must agree with total estimated revenue.

Signature of Department Head Date  
 8-18-11

**GRANT CONTRACT**

(cost reimbursement grant contract with a federal or Tennessee local or quasi-governmental entity)

<b>Begin Date</b> 10/01/2010	<b>End Date</b> 12/31/2011	<b>Agency Tracking #</b> 34101-47911	<b>Edison ID</b> 34101-000007590		
<b>Contractor Legal Entity Name</b> BLOUNT COUNTY			<b>Edison Vendor ID</b> 15		
<b>Subrecipient or Vendor</b> <input checked="" type="checkbox"/> Subrecipient <input type="checkbox"/> Vendor		<b>CFDA #</b> 97.042			
<b>Service Caption (one line only)</b> EMERGENCY MANAGEMENT PERFORMANCE GRANT FEDERAL FISCAL YEAR 2011					
<b>Funding —</b>					
<b>FY</b>	<b>State</b>	<b>Federal</b>	<b>Interdepartmental</b>	<b>Other</b>	<b>TOTAL Contract Amount</b>
2011		53,500.00			53,500.00
<b>TOTAL:</b>		<b>53,500.00</b>			<b>53,500.00</b>
<b>American Recovery and Reinvestment Act (ARRA) Funding:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					
<b>Budget Officer Confirmation:</b> There is a balance in the appropriation from which obligations hereunder are required to be paid that is not already encumbered to pay other obligations.  			OCR USE - GG		
<b>Speed Chart (optional)</b>	<b>Account Code (optional)</b> 71301000				

**EXECUTED**  
AUG 10 2011

DEPARTMENT OF MILITARY  
Tennessee Emergency  
Management Agency  
BY KB

## ATTACHMENT 1

Page 1

GRANT BUDGET				
EMERGENCY MANAGEMENT PERFORMANCE GRANT 2011 FOR BLOUNT COUNTY				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN: 10/01/2010 END: 12/31/2011				
POLICY 03 Object Line-Item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY <sup>1</sup>	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
1. 2	Salaries, Benefits & Taxes	0.00	0.00	0.00
4, 15	Professional Fee, Grant & Award <sup>2</sup>	53,500.00	53,500.00	107,000.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications	0.00	0.00	0.00
11. 12	Travel, Conferences & Meetings	0.00	0.00	0.00
13	Interest <sup>2</sup>	0.00	0.00	0.00
14	Insurance	0.00	0.00	0.00
16	Specific Assistance To Individuals	0.00	0.00	0.00
17	Depreciation <sup>2</sup>	0.00	0.00	0.00
18	Other Non-Personnel <sup>2</sup>	0.00	0.00	0.00
20	Capital Purchase <sup>2</sup>	0.00	0.00	0.00
22	Indirect Cost	0.00	0.00	0.00
24	In-Kind Expense	0.00	0.00	0.00
25	<b>GRAND TOTAL</b>	<b>53,500.00</b>	<b>53,500.00</b>	<b>107,000.00</b>

<sup>1</sup> Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A.* (posted on the Internet at: <http://www.state.tn.us/finance/acl/documents/policy3.pdf>).

<sup>2</sup> Applicable detail follows this page if line-item is funded.

## ATTACHMENT 1

Page 2

## GRANT BUDGET LINE-ITEM DETAIL:

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
FUNDING OF TRAINING, EXERCISES, PLANNING, MANAGEMENT & ADMINISTRATION AND EQUIPMENT PURCHASES ALLOWABLE UNDER THE FFY 2011 EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) PROGRAM	53,500.00
TOTAL	53,500.00

**Blount County, Tennessee  
REQUEST FOR BUDGET INCREASE/DECREASE  
Fiscal Year 2011-2012**

Fund Number 101 Cost Center Number 53120  
 Fund Name General Co Cost Center Name Circuit Court Clerk

	ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
Appropriation:	101-053120-500162-0	Clerical personnel	32,434.84
	101-053120-500201-0	FICA	1,137.19
	101-053120-500204-0	Retirement	3,759.62
	101-053120-500205-0	Dependent Ins	6,600.00
	101-053120-500206-0	Life Ins	162.64
	Total Appropriation:		44,094.29

	ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
Estimated Revenue:	101-0-498024-0	Reserve for Circuit Court DP Exps	44,408.02
	Total Estimated Revenue:		44,408.02

Reason for requested increase/decrease:

Part 1 of 2 Increase

To increase for IT person.

*ds*

Note:  
Total appropriation must agree with total estimated revenue.

Signature of Department Head Date

*Tom Hatcher* 8/25/11

**Blount County, Tennessee  
REQUEST FOR BUDGET INCREASE/DECREASE  
Fiscal Year 2011-2012**

Fund Number 101 Cost Center Number 53120

Fund Name General Co Cost Center Name Circuit Court Clerk

	ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
Appropriation:	101-053120-500212-0	Medicare	265.44
	101-053120-500513-0	Workers Comp	48.29
	Total Appropriation:		313.73

	ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
Estimated Revenue:	see page 1 of 2		
	Total Estimated Revenue:		

Reason for requested increase/decrease:

Part 2 of 2 Increase  
To increase for an IT person.

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Note:  
Total appropriation  
must agree with total  
estimated revenue.

Signature of Department Head Date

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RESOLUTION No. 11-09-004

Sponsored By Commissioners Mike Lewis and Kenneth Melton

A RESOLUTION AUTHORIZING THE LEASE UNDER TENNESSEE CODE ANNOTATED 7-51-904 OF AN OFFICE COPIER FOR THE HUMAN RESOURCES AND RISK MANAGEMENT OFFICES OF BLOUNT COUNTY.

WHEREAS, Tennessee Code Annotated 7-51-904 (a) states that "Whenever the period or term, including any renewal term or extension period, of any contract, lease, or lease-purchase agreement for any real property is to be for less than five (5) years, under the authority of 7-51-902 or 7-51-903, or for tangible personal property, regardless of the period or term, such contract, lease or lease-purchase agreement shall first be approved by resolution or ordinance duly adopted by the governing body of the municipality, and no such contract, lease, or lease-purchase agreement shall be entered into by a municipality without such approval."; and

WHEREAS, Tennessee Code Annotated 7-51-901 (4) defines a municipality as any county or incorporated city or town of the state of Tennessee; and

WHEREAS, the Human Resources and Risk Management Offices, of Blount County wishes to lease an office copier to meet the duplicating needs of the Human Resources and Risk Management offices; and

WHEREAS, the following copier is available under the terms and conditions of the State Contract No. SWC404:

<u>Offices</u>	<u>Vendor</u>	<u>Cost per Mo.</u>
Human Resources Risk Management	Ricoh Americas Corporation	\$127.85

WHEREAS, there is sufficient money available within the department budget to fund the lease of the copier.

NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners of Blount County, Tennessee, meeting in session assembled this 15th day of September, 2011 that the lease of a copy machine for the Human Resources and Risk Management Offices, under terms and conditions of the State Contract No. SWC404 is hereby authorized.

BE IT FURTHER RESOLVED THAT THIS RESOLUTION TAKES EFFECT FROM AND AFTER ITS PASSAGE, THE PUBLIC WELFARE REQUIRING IT; AND THAT ANY PRIOR RESOLUTION TO THE CONTRARY IS HEREBY DECLARED VOID.

CERTIFICATION OF ACTION

ATTEST

\_\_\_\_\_  
Commission Chairman

\_\_\_\_\_  
County Clerk

Approved: \_\_\_\_\_

Vetoed: \_\_\_\_\_  
County Mayor

\_\_\_\_\_  
Date

HUMANA



Prepared for:

# Blount County Government

## Humana Specialty Benefits

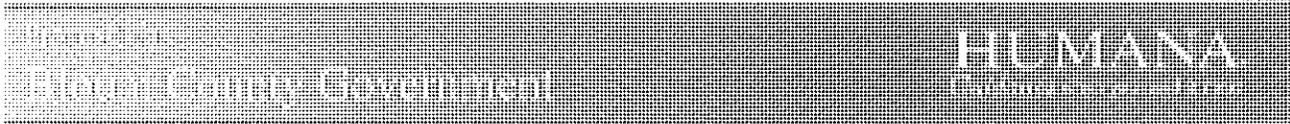
**Proposed coverage:** Workplace Voluntary Benefits

**Proposed effective date:** January 1, 2012

**Broker:** Trinity Benefit Advisors

**Humana sales representative:** Jay Pruett

Dental | Vision | Disability | Life | Workplace Voluntary Benefits



## **HUMANA OFFERING COMPANY STATEMENT**

The benefits outlined in this proposal are offered by the following company, hereafter referred to as "Humana:"

- Fully insured Critical Illness in Tennessee is insured by Kanawha Insurance Company.
- Fully insured Accident in Tennessee is insured by Kanawha Insurance Company.
- Fully insured Supplemental Health in Tennessee is insured by Kanawha Insurance Company.

Note that Humana Inc. is the ultimate parent company and not an offering company. Humana Inc. holds no insurance licenses or health plan licenses.

Please be aware that Humana's responses include information that it considers proprietary and confidential. Humana is pleased to provide this information to assist in serving Trinity Benefit Advisors' clients and simply ask that it be treated as confidential. This information is released on the condition that it will be used for no purpose other than for consulting responsibilities and that Humana-specific data will not be sold or released for publication. Trinity Benefit Advisors' acceptance of this information is considered an agreement to these conditions.

## EXECUTIVE SUMMARY

Humana Inc., headquartered in Louisville, Kentucky, is one of the nation's largest publicly traded health and supplemental benefits companies, with approximately 10.1 million medical members and approximately 7.1 million specialty-benefit members. Humana is a full-service benefits-solutions company, offering a wide array of health and supplementary benefit plans for employer groups, government programs and individuals.

Over its 50-year history, Humana has consistently seized opportunities to meet changing client needs. Today, the company is a leader in consumer engagement, providing guidance that leads to lower costs and a better health plan experience throughout its diversified client portfolio. As a Fortune 100 company, Humana is committed to offering valuable benefits, outstanding wellness programs, and reliable customer service.

### Financial Proposal

Our financial proposal is attached for your review and we believe provides a competitive package that is based on a bundled approach. Along with the Worksite Voluntary products, we have also included pricing for Blount County's Basic Life, Voluntary Life, Short Term Disability, and Long Term Disability in an effort to provide the most comprehensive and competitive proposal. On top of the competitive rates that we are providing, which are all at or below current costs, we are offering two additional financial benefits:

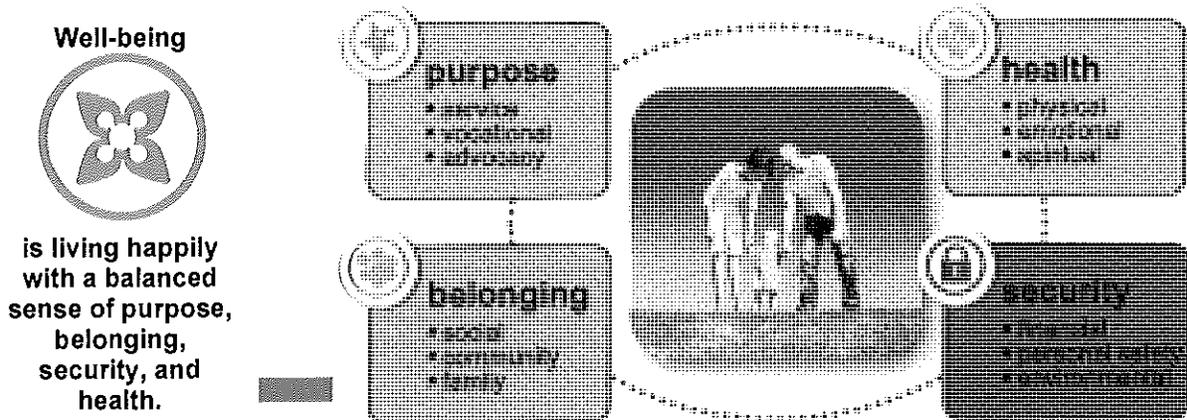
1. Full Funding of an FSA product offering to the Blount County employees, and;
2. A \$1.00 PEPM credit for the current Medical Administration fee

Bundling these products together provides increased financial benefits to the County as well as less overall administration from working with only one carrier for all of these needs.

### Products

Humana's products, services, and partnerships are focused on consumers. From specialty benefits such as dental, vision, and workplace voluntary benefits to traditional health plans such as PPOs, HMOs, and Medicare coverage, Humana offers the choices Blount County Government's (Blount County) members need to help them achieve lifelong well-being.

Humana views well-being as an integration of the following four main attributes: purpose, health, belonging and security.



**Workplace Voluntary Critical Illness Advantage** offers benefits for vascular coverage and other critical illnesses – with some funds payable at initial diagnosis. All benefit payments are made directly to members, unless they specify other arrangements. Benefits are payable in addition to any other coverage they may have.

**Workplace Voluntary Supplemental Health** plan offers additional coverage for everyday medical costs such as physician’s office visits and emergency room treatment. Humana’s Supplemental Health is designed to enhance existing medical coverage and members are able to use their benefits right away.

**Workplace Accident (Accident Plus)** plans are flexible plans offering four levels of coverage, and provides members with off the job or 24-hour coverage for accident-related expenses such as ambulance services, hospital confinement, and medical treatment. Members receive benefits regardless of other in-force coverage, including primary medical insurance. Coverage also is available to the members’ spouses and children. This plan protects the whole family and has no calendar year maximums.

**Customer Service**

Customer service is an integral part of Humana’s consumer engagement efforts. Humana recognizes that its members expect and deserve excellent service when it comes to their health benefits, including the prompt payment of their claims and guidance through the complex healthcare system. From Humana’s operational procedures to the recruitment and training of its Customer Care specialists, Humana is organized around a client-focused approach.

Key aspects of Humana’s comprehensive approach to quality for member services include:

- A focus on human capital that begins with selecting talent and preparing associates through extensive service orientation and practice. The training includes not only technical knowledge of systems and policies, but also soft skill training and the ability to provide a concierge level of service.
- Direct associate feedback on member experiences via outbound surveys done through an automated system.
- Call quality program to include the voice of the client.
- A commitment to developing a strong “outside in” perspective of every client interaction and the processes underlying those interactions.



**Summary**

Through innovative products and services, Humana guides members in taking control of their health. The result is a better experience and lower healthcare costs for both members and employers. We hope that our approach of bundling products and providing financial incentives meets all of the needs of Blount County. We look forward to discussing in detail the solution developed specifically for Blount County Government.

## Critical illness/cancer voluntary coverages pay benefits however you want



U.S. men have slightly less than a 1 in 2 risk of developing cancer; for women, the risk is a little more than 1 in 3.

- American Cancer Society

With our critical illness and cancer plans, you'll receive a benefit after a serious illness or a condition such as a heart attack, stroke, coronary artery disease, or cancer is diagnosed. During your recovery, you and your loved ones can rest a little easier knowing you won't have to deplete your bank accounts or take on additional debt to cover day-to-day living expenses.

### Why do I need critical illness and cancer coverages?

These plans can assist you with a variety of expenses so you can focus on getting better. You can spend the benefits however you want, on direct or indirect costs associated with the illness:

- › Make your mortgage payments
- › Hire extra help for around the house, such as in-home caregivers
- › Help cover medical bills as well as therapy and training
- › Pay for travel to treatment facilities away from home – and for family visits

In addition to the physical and emotional effects, people who are diagnosed with a serious condition may see a costly impact on their expenses. You may need additional help to absorb the expense of paying for drugs and other direct and indirect costs associated with these diseases.

### Here's how it works

All benefit payments are made directly to you in most cases, placing you in control at a time when you may feel that your options are limited. Some or all of the benefit is available to you after your initial diagnosis, so it's there when you need it most. You'll save on your premiums because coverage through your employer typically is less expensive than purchasing on your own. And you can pay premiums through automatic payroll deduction. You can continue the coverage even if you change employers.

### Act now

You've probably taken some steps to protect your assets and future financial stability with a health plan, life insurance, savings, etc. Take an additional step to round out your coverage and help you and your loved ones in the event of an unexpected critical illness or cancer.

## Tennessee

## Blount County Government

Consider coverage that helps protect you, your family, and your assets in the event of a critical illness. It offers specialized benefits to supplement other health insurance when you and your family may be most vulnerable: during the working years. Benefit payments can assist in covering a variety of expenses associated with a critical illness: out-of-pocket medical care costs, home healthcare, travel to and from treatment facilities, rehabilitation, and other expenses.

<b>Coverage type</b>	Voluntary Critical Illness insurance is a group policy form that includes coverage for heart/stroke, cancer, and other critical illnesses.
<b>Benefit amount</b>	Benefit amounts are available at various levels. You can choose: <input type="checkbox"/> \$5,000 to \$50,000 for employees  You can also add coverage for your dependents: <input type="checkbox"/> Spouse: \$2,500 to \$25,000. Spouse coverage benefit is equal to exactly half of the employee's coverage <input type="checkbox"/> Child: \$2,500 to \$5,000 for each eligible child
<b>Coverage for vascular conditions</b>	Percent of benefit amount paid at initial diagnosis: > Heart attack 100% > Transplant as a result of heart failure 100% > Stroke 100% > Coronary artery bypass surgery as a result of coronary artery disease 25%
<b>Coverage for cancer conditions</b>	Percent of benefit amount paid at initial diagnosis: > First diagnosis of internal cancer or malignant melanoma 100% > Carcinoma in situ 25%
<b>Coverage for other critical illnesses</b>	Percent of benefit amount paid at initial diagnosis: > Transplant, other than heart 100% > End-stage renal failure 100% > Loss of sight, speech, or hearing 100% > Coma 100% > Severe burns 100% > Permanent paralysis due to an accident 100% > Occupational HIV 100%
<b>Additional included benefits</b>	<p><b>Waiver of premium for disability:</b> This waives an employee's premium if he or she becomes totally disabled for at least 180 days after the effective date of coverage. For employees ages 18-55.</p> <p><b>Conversion:</b> The policy can be converted without evidence of insurability to an individual policy.</p> <p><b>Benefit recurrence:</b> This provides an additional benefit for the same condition if a covered participant is treatment-free for at least 12 months.</p> <p><input type="checkbox"/> <b>Health screening:</b> Benefit pays per calendar year for covered health screenings. There are 18 covered tests including mammograms, colonoscopies, and stress tests.  <input type="checkbox"/> \$50</p>

Benefits and rates apply to all working locations, unless otherwise noted.

Insured by Kanawha Insurance Company, a Humana company.

This is not a complete disclosure of plan qualifications and limitations. Please review this information before applying for coverage. The amount of benefits provided depends on the plan selected. Premiums will vary according to the selection made.

## Tennessee

## Blount County Government

Consider coverage that helps protect you, your family, and your assets in the event of a critical illness. It offers specialized benefits to supplement other health insurance when you and your family may be most vulnerable: during the working years. Benefit payments can assist in covering a variety of expenses associated with a critical illness: out-of-pocket medical care costs, home healthcare, travel to and from treatment facilities, rehabilitation, and other expenses.

<b>Coverage type</b>	Voluntary Critical Illness insurance is a group policy form that includes coverage for heart/stroke, cancer, and other critical illnesses.
<b>Benefit amount</b>	<p>Benefit amounts are available at various levels. You can choose:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> \$5,000 to \$50,000 for employees</li> </ul> <p>You can also add coverage for your dependents:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Spouse: \$2,500 to \$25,000. Spouse coverage benefit is equal to exactly half of the employee's coverage</li> <li><input type="checkbox"/> Child: \$2,500 to \$5,000 for each eligible child</li> </ul>
<b>Coverage for vascular conditions</b>	<p>Percent of benefit amount paid at initial diagnosis:</p> <ul style="list-style-type: none"> <li>&gt; Heart attack 100%</li> <li>&gt; Transplant as a result of heart failure 100%</li> <li>&gt; Stroke 100%</li> <li>&gt; Coronary artery bypass surgery as a result of coronary artery disease 25%</li> </ul>
<b>Coverage for cancer conditions</b>	<p>Percent of benefit amount paid at initial diagnosis:</p> <ul style="list-style-type: none"> <li>&gt; First diagnosis of internal cancer or malignant melanoma 100%</li> <li>&gt; Carcinoma in situ 25%</li> </ul>
<b>Coverage for other critical illnesses</b>	<p>Percent of benefit amount paid at initial diagnosis:</p> <ul style="list-style-type: none"> <li>&gt; Transplant, other than heart 100%</li> <li>&gt; End-stage renal failure 100%</li> <li>&gt; Loss of sight, speech, or hearing 100%</li> <li>&gt; Coma 100%</li> <li>&gt; Severe burns 100%</li> <li>&gt; Permanent paralysis due to an accident 100%</li> <li>&gt; Occupational HIV 100%</li> </ul>
<b>Additional included benefits</b>	<p><b>Waiver of premium for disability:</b> This waives an employee's premium if he or she becomes totally disabled for at least 180 days after the effective date of coverage. For employees ages 18-55.</p> <p><b>Conversion:</b> The policy can be converted without evidence of insurability to an individual policy.</p> <p><b>Benefit recurrence:</b> This provides an additional benefit for the same condition if a covered participant is treatment-free for at least 12 months.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Health screening:</b> Benefit pays per calendar year for covered health screenings. There are 18 covered tests including mammograms, colonoscopies, and stress tests.             <ul style="list-style-type: none"> <li><input type="checkbox"/> \$150</li> </ul> </li> </ul>

Benefits and rates apply to all working locations, unless otherwise noted.

Insured by Kanawha Insurance Company, a Humana company.

This is not a complete disclosure of plan qualifications and limitations. Please review this information before applying for coverage. The amount of benefits provided depends on the plan selected. Premiums will vary according to the selection made.

Policy: 8011  
Underwritten by Kanawha Insurance Company

1-800-327-9728 • [HumanaVoluntaryBenefits.com](http://HumanaVoluntaryBenefits.com)

## Cash benefits help pay for hospital visits



Average length of a hospital stay: 4.8 days.

- Centers for Disease Control and Prevention

Humana Supplemental Health pays cash benefits when you're hospitalized.

You can use the benefits however you want – to help pay medical bills or everyday living expenses such as housing, car payments, utility bills, childcare, groceries, and credit card bills.

### Here are some more benefits to you

- > Receive a cash benefit regardless of any other insurance you have
- > Don't worry about a physical exam; it's not required
- > Pay your premiums through payroll deduction

### Here's how it works

You'll be reimbursed a specified amount for covered hospital confinement, physical exams, and doctor's office visits. Benefits are paid directly to you, and you can use the cash however you want. It's that simple.

If you want a little extra peace of mind and a cash benefit if you need it, Humana can help you.

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## Tennessee

## Blount County Government

Coverage provides payments, in addition to your medical plan, when you're hospitalized, have surgery, visit an emergency room, see your doctor for an office visit, and have certain X-rays/lab work, or health screenings. You'll immediately receive the payments – there's no coordination of benefits.

<b>Coverage type</b>	Group supplemental health product that provides indemnity benefits for hospitalization, emergency room, doctor visits, intensive care unit (ICU), surgery, lab/X-ray, and wellness.
<b>Benefit plan</b>	<p>Package Two</p> <p><b>Hospital indemnity:</b> If a covered person is confined as an inpatient in a hospital, pays \$200 per day for 15 days per confinement.</p> <p><b>Hospital first occurrence:</b> If a covered person is confined as an inpatient in a hospital for the first time during a calendar year, pays \$500 per day up to four days.</p>
<b>Additional included benefits</b>	<p><b>Takeover:</b> Waives the pre-existing condition limitation and coverage waiting periods for up to 12 months (subject to confirmation of prior coverage). To receive the Takeover benefit, groups must meet 50+ eligible lives, 50% employer contribution, and 50% participation.</p> <p><b>Waiver of premium:</b> 90-day qualification; maximum waiver of premium benefit is limited to a total of 12 consecutive months per disability, no lifetime maximum.</p> <p><input type="checkbox"/> <b>Emergency/urgent care treatment:</b> If a covered person receives emergency treatment, pays \$100 per day for emergency room; \$80 for urgent care; maximum of two per year for individual, four per family.</p> <p><input type="checkbox"/> <b>Health screening benefit:</b> \$50 per year. Limit one per insured per calendar year; three if more than two insured.*</p>

\* **Note:** Benefit cannot be collected under multiple provisions of the certificate. Specifically, if the wellness benefit is included, then the benefit will be paid under the most appropriate and remaining section of the certificate.

Benefits and rates apply to all working locations, unless otherwise noted.

Insured by Kanawha Insurance Company, a Humana company.

This is not a complete disclosure of plan qualifications and limitations. Please review this information before applying for coverage. The amount of benefits provided depends on the plan selected. Premiums will vary according to the selection made.

Policy: 8015

Underwritten by Kanawha Insurance Company

1-800-327-9728 • [HumanaVoluntaryBenefits.com](http://HumanaVoluntaryBenefits.com)

## Tennessee

## Blount County Government

Coverage provides payments, in addition to your medical plan, when you're hospitalized, have surgery, visit an emergency room, see your doctor for an office visit, and have certain X-rays/lab work, or health screenings. You'll immediately receive the payments – there's no coordination of benefits.

<b>Coverage type</b>	Group supplemental health product that provides indemnity benefits for hospitalization, emergency room, doctor visits, intensive care unit (ICU), surgery, lab/X-ray, and wellness.
<b>Benefit plan</b>	<p>Package Two</p> <p><b>Hospital indemnity:</b> If a covered person is confined as an inpatient in a hospital, pays \$200 per day for 15 days per confinement.</p> <p><b>Hospital first occurrence:</b> If a covered person is confined as an inpatient in a hospital for the first time during a calendar year, pays \$500 per day up to four days.</p>
<b>Additional included benefits</b>	<p><b>Takeover:</b> Waives the pre-existing condition limitation and coverage waiting periods for up to 12 months (subject to confirmation of prior coverage). To receive the Takeover benefit, groups must meet 50+ eligible lives, 50% employer contribution, and 50% participation.</p> <p><b>Waiver of premium:</b> 90-day qualification; maximum waiver of premium benefit is limited to a total of 12 consecutive months per disability, no lifetime maximum.</p> <p><input type="checkbox"/> <b>Emergency/urgent care treatment:</b> If a covered person receives emergency treatment, pays \$100 per day for emergency room; \$80 for urgent care; maximum of two per year for individual, four per family.</p> <p><input type="checkbox"/> <b>Health screening benefit:</b> \$50 per year. Limit one per insured per calendar year; three if more than two insured.*</p> <p><input type="checkbox"/> <b>Intensive care unit (ICU)/cardiac care unit (CCU)/burn unit:</b> Pays \$200 per day when a covered person is confined to a intensive care unit, cardiac care unit, or burn unit; maximum of 30 days per year.</p>

\* **Note:** Benefit cannot be collected under multiple provisions of the certificate. Specifically, if the wellness benefit is included, then the benefit will be paid under the most appropriate and remaining section of the certificate.

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Policy: 8015

Underwritten by Kanawha Insurance Company

1-800-327-9728 • [HumanaVoluntaryBenefits.com](http://HumanaVoluntaryBenefits.com)

# Voluntary Benefits Implementation Calendar



## Blount County Government Effective Date - 1/1/2012

	Responsible Parties	Start	Finish
<b>Obtain Enroller Paperwork and Complete Appointments</b>			
Statements of Understanding (SOU) signed	Broker	8/22/11	8/31/11
Provide copies of applicable state licenses for each Enroller (for Individual Products, a License is required for each state that the client has employees in)	Broker	8/22/11	8/31/11
SOU countersigned	Humana	8/22/11	8/31/11
Agency Management loads SOUs & License copies for appointment	Humana	8/22/11	8/31/11
<b>Completed Requirements Received</b>			
Employer Master Agreement (1380 v. 11/08) signed	Broker/Group	8/29/11	9/1/11
Employer Agreement and Participation Request Form (8136) signed	Broker/Group	8/29/11	9/1/11
Letter of Intent (LOI) signed	Broker/Group	8/29/11	9/1/11
* IF QUOTED AS TAKEOVER - Provide Prior Carrier Bill and Certificate	Broker/Group	8/29/11	9/1/11
<b>Conduct Strategy Call</b>			
Confirm client contact information, OE Dates, Product Offering and Billing Strategy	All	9/9/11	9/9/11
<b>Marketing Materials Ordered</b>			
Electronic / Web Case Build	Humana	9/16/11	9/23/11
<b>Set-up and test Electronic and/or Web Build</b>			
	Humana	9/19/11	9/30/11
<b>Administrative Platform Group Set-Up</b>			
	Humana	9/12/11	9/19/11
<b>Enroller Training Conducted</b>			
	Humana	9/26/11	9/30/11
<b>Open Enrollment Period</b>			
	Broker	10/3/11	10/21/11
<b>Enrollment Processing</b>			
Applications received	Humana	10/21/11	10/25/11
Issue Report for Member Elections provided	Humana	11/11/11	11/11/11
Decline Letters sent to employees	Humana	11/14/11	11/22/11
Member certificates mailed	Humana	11/14/11	11/22/11
Payroll Deduction Change report provided <i>*If premiums adjusted</i>	Humana	11/11/11	11/11/11
<b>Wrap-Up Call</b>			
	All	1/2/12	1/2/12
<b>Bill Released and First Premium Due</b>			
<i>*Based on billing set-up identified on Strategy Call</i>			
<i>Based on the enrollment dates and effective date identified in this time-line, arrears billing would be the preferable option. This would put the initial bill release at 10/28 and allow the group time to initiate deductions.</i>			
	Humana	1/2/12	1/2/12
<b>For New Client Additions:</b>			
30-business day notice required for Electronic Case Web Set-up using <b>Benefit Your Business Enrollment Software</b>			



August 22, 2011

Dear Human Resources Staff and Committee:

4823 Old Kingston Pike  
Ste 205  
Knoxville, TN 37919  
865-531-9898  
865-531-2290 (fax)

This correspondence is in reference to the Presentation made at the HR Committee meeting regarding Proposals Trinity conducted for the County's voluntary and group life insurance products.

As discussed, Trinity submitted proposals to 9 different vendors. We received complete proposals from 5 vendors who met our criteria to offer complete product lines, administer the FSA (Flexible Spending Account) Administration and enrollment. Based on the overall analysis our recommendation is to partner with Humana based on the following:

Benefits to the County:

- o Savings to the County: The County provided life insurance cost will be 10-15% less
- o A \$1.00 per employee per month (PEPM) credit for the current Medical Administrative fee will be given, approximately \$24,000 savings per year
- o Humana will fully fund the FSA administration, as Usable does now, which is approximately \$30,000 per year
- o The County will be provided a local account representative to work with Human Resources
- o Humana will work with an enrollment firm to assist in educating and enrolling employees in the appropriate products
- o Humana currently handles the County's medical and stop loss insurance. By adding the Specialty Benefits to the platform this increases the County's leverage in regards to claims and/or service matter.

Benefits to the Employees:

- o Premium savings: The premium for the voluntary products which include, short term disability, long term disability, supplemental life, etc... will be between 10-15% less
- o Product improvement: Other voluntary products including accident, cancer/critical illness will be enhanced and have favorable underwriting guidelines.
- o Education: The enrollment firm will coach and educate employees on the importance of participating in the FSA accounts. By increased participation this will save the County and employees money.

As you can see from the items above, financially it will be a positive move for Blount County and their employees/dependents. We also think strategically it is a good time to make the move. Usable has worked well with Blount County over the last several year, however at this point we think the County has "outgrown" them. It is important for the County to partner with a larger organization that can assist them in moving forward with their specialty and core benefits.

If you have specific questions or need more information please feel free to contact me directly at 531-9898 extension 234. Thanks in advance for your consideration of this recommendation.

Sincerely,

Drew Mann  
Principal

# Employer's Master Application For Group Voluntary Products

*Insurance products are underwritten by Kanawha Insurance Company*



**HUMANA**<sup>®</sup>  
*Specialty Benefits*

**A. Employer Information**

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

E-mail Address \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Nature of Business \_\_\_\_\_

Employer Identification Number (EIN) \_\_\_\_\_

Collectively Bargained Plan?  Yes  No Year Business Formed \_\_\_\_\_

**Name of Plan**

**Plan Number** \_\_\_\_\_ *(Assigned by Employer for use in filing IRS Form 5500)*

Is this group considered a government entity or a church?  Yes  No

**B. Billing Information (if different from above)**

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

E-mail Address \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

**C. Billing Details (Billing to other than Employer requires prior Home Office Approval)**

Billing Frequency:  Monthly  Other (specify day of month): \_\_\_\_\_

Payroll Frequency:  Monthly  Semi-Monthly  Bi-Weekly  Weekly  Other: \_\_\_\_\_

Preferred Billing Type:  Paper  E-mail  Tape

Payroll Cutoff Date(s) to Receive Changes (specify day of month) \_\_\_\_\_

Must Receive First Billing/Deductions by (specify day of month) \_\_\_\_\_

**D. Due Date**

Effective Date of Policy and Due Date of First Premium will be (month, day, year) \_\_\_\_\_

**E. Eligibility**

Eligible Employees:  Salary Exempt and Non-Exempt  
 Wage and Hour Non-Exempt  
 Other

An Eligible employee is one who is actively at work on a full-time basis working at least \_\_\_\_\_ hours per week.

Total Eligible Employees \_\_\_\_\_

Employer Contribution \_\_\_\_\_ Employee Contribution \_\_\_\_\_

New employees hired after Effective Date of Policy will be eligible for coverage after:  
 1st of month following employment  
 1st of month after 30 days of employment  
 Other

**F. Existing Coverage Available to Employees**

Disability Income Carrier  Individual  Group Coverage Termination Date \_\_\_\_\_

Dental Carrier  Individual  Group Coverage Termination Date \_\_\_\_\_

CI/Cancer Carrier  Individual  Group Coverage Termination Date \_\_\_\_\_

## G. Products

### Disability

#### Plan Design

- Benefits are provided in conjunction with an HSA Plan  
 Benefits will be offered in conjunction with an IRS qualified pre-tax plan

- Benefit Period  90 Days  6 Months  1 Year  2 Years  3 Years  
Elimination Period  0/7  7/7  0/14  14/14  30/30  60/60  
 90/90  180/180  365/365

#### Optional Benefits – Employer Selectable

- Sickness Elimination Period Waiver - Available only if 7 or 14 day Elimination Period is selected for Sickness.  
 Loss of Work  Mental, Nervous, Alcohol and Drug Abuse  
 24 hour  Takeover (Prior carrier's policy and bill are required.)  
 Portability

#### Optional Benefits – Employee Selectable

- COBRA Benefit  Physical Therapy Benefit  ICU/CCU Benefit

### Accident Insurance

- Base Plan  Level 1  Level 2  Level 3  Level 4

#### Optional Benefits

- Hospital Intensive Care Unit Benefit  \$150  \$300  \$450  \$600  
 Fracture and Dislocation Benefit  \$750  \$1,500  
 Accident Total Disability Benefit (Elimination Period)  1 Day  7 Days  14 Days  30 Days  
 On-the-Job Coverage Benefit

### Critical Illness

#### Plan Design

- Benefits are provided in conjunction with a HSA Plan  
 Benefits will be offered in conjunction with an IRS qualified pre-tax plan

- Coverage choices  Vascular  Cancer  Other Critical Illnesses:  50%  100% (select one)

#### Optional Benefits – Employer Selectable

- Benefit Recurrence  Loss of Work  
 Takeover Benefit

#### Optional Benefits – Employee Selectable

- Health Screening Benefit  \$50  \$100  \$150 (select one)  
 Automatic Benefit Increase

### Term Life

- Plan Design  10 Year  20 Year

#### Optional Benefits – Employer Selectable

- Waiver of Premium  Loss of Work  
 Accidental Death and Loss of Sight Dismemberment  
 Additional Benefit Increase  
 Accelerated Living Benefit - Critical illness  25%  50%  100% (select one)  
 Takeover Benefit

### Supplemental Health

#### Base Plan

- |                           | <input type="checkbox"/> Plan A | <input type="checkbox"/> Plan B | <input type="checkbox"/> Plan C               | <input type="checkbox"/> Plan D                 |
|---------------------------|---------------------------------|---------------------------------|---|---|
| Hospital Indemnity        | \$100/day                       | \$200/day                       | \$300/day                                     | \$500/day                                       |
| Hospital First Occurrence | \$250/day                       | \$500/day                       | \$500/day (days 1&2),<br>\$750/day (days 3&4) | \$500/day (days 1&2),<br>\$1,000/day (days 3&4) |

#### Optional Benefits – Employer Selectable

- |   |   |   |   |   |
|---|---|---|---|---|
| <input type="checkbox"/> Emergency Room                   | \$50/day (ER),<br>\$40/day (urgent care)                          | \$100/day (ER),<br>\$80/day (urgent care)                         | \$150/day (ER),<br>\$120/day (urgent care)                        | \$250/day (ER),<br>\$200/day (urgent care)                        |
| <input type="checkbox"/> ICU/CCU/Burn Unit Benefit        | \$100/day   | \$200/day   | \$600/day   | \$1,000/day   |
| <input type="checkbox"/> Surgical Schedule                | \$500   | \$1,000   | \$1,000   | \$1,000   |
| <input type="checkbox"/> Diagnostic, Laboratory and X-ray | \$25/test (hospital),<br>\$20/test (doctor's<br>office or clinic) | \$25/test (hospital),<br>\$20/test (doctor's<br>office or clinic) | \$50/test (hospital),<br>\$40/test (doctor's<br>office or clinic) | \$50/test (hospital),<br>\$60/test (doctor's<br>office or clinic) |
| <input type="checkbox"/> Outpatient Office Visit          | \$25/visit  | \$50/visit  | \$75/visit  | \$100/visit   |
| <input type="checkbox"/> Wellness                         | \$50/year   | \$50/year   | \$100/year  | \$150/year  |

If multiple plans are selected and plan availability is limited by class, please list what class of employees are eligible for each plan.

## H. State of Delivery

For the purpose of the Group Policy, the State of Situs will be

### Employer's Authorization/Agreement

Kanawha Insurance Company, a Humana Company, (hereafter referred to as Kanawha) is authorized to contact the employees of the Employer, named herein, concerning insurance to be provided by Kanawha.

Authorization is given to send billings to the location named herein. The responsibility of remitting premiums in a timely manner to Kanawha on behalf of their employees, whether collected via payroll deduction or employer-paid, is that of the Employer or Plan Sponsor.

Any employee may voluntarily stop his or her payroll deduction by notifying the Employer or Plan Sponsor. The Employer or Plan Sponsor will forward written notice of an employee's request to stop deductions to Kanawha's home office. It is also the Employer's or Plan Sponsor's responsibility to notify Kanawha of an employee's termination. The Employer or Plan Sponsor does not assume any responsibility of coverage after cancellation of the deductions or termination of employment of any employee.

**It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits.**

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

City

State

Signature of Officer or Person Approving Agreement

Signature of Licensed Insurance Producer

Title

Printed Name of Licensed Insurance Producer

Printed Name of Officer or Person Approving Agreement

License Identification Number of Insurance Producer

**GOVERNMENT ENTITIES AND CHURCHES ARE CONSIDERED NON-ERISA CASES. EMPLOYER GROUPS ELECTING OPTIONAL BENEFITS COVERAGE MAY BE SUBJECT TO THE TERMS AND CONDITIONS OF ERISA.**

**HUMANA**<sup>®</sup>  
*Specialty Benefits*

—Dental  
—Vision  
—Disability  
—Life  
—Workplace voluntary benefits

210 South White Street  
Post Office Box 7777  
Lancaster, South Carolina 29721-7777  
877-378-1505

*Kanawha Insurance Company is a Humana company.*

**RESOLUTION No. 11-09-006**

**Sponsored by Commissioners Kenneth Melton and Tab Burkhalter**

**RESOLUTION TO LEVY AN ADDITIONAL LITIGATION TAX  
IN BLOUNT COUNTY, TENNESSEE**

**WHEREAS**, Chapter 1187 of the Public Acts of 2008 amends T.C.A. 67-4-601(b), to authorize counties, by a two-thirds majority vote of the county legislative body, to levy a local privilege tax not in excess of fifty dollars (\$50) on litigation in all civil and criminal cases instituted in the county, other than those instituted in municipal courts, such tax to be in addition to all other privilege taxes on litigation authorized by law; and

**WHEREAS**, Chapter 1187 of the Public Acts of 2008 requires that the proceeds of this tax be used exclusively for purposes of jail or workhouse construction, re-construction or upgrading, or to retire debt, including principal and interest and related expenses, on such construction, re-construction or upgrading, or for courthouse renovation, except that up to twenty-five dollars (\$25) per case may be used for courthouse security; and

**WHEREAS**, the current litigation tax collected pursuant to T.C.A. 67-4-601(b) in Blount County is six dollars and twenty-five cents (\$6.25) in Circuit Court and Chancery Court and thirty-one dollars and twenty-five cents (\$31.25) in General Sessions Court; and

**WHEREAS**, the Board of County Commissioners of Blount County has determined that Blount County is in need of additional revenues for these authorized purposes and therefore desires to increase the litigation taxes authorized by T.C.A. 67-4-601(b) for all civil and criminal cases in Blount County.

**WHEREAS**, Resolution 11-08-003 should be rescinded.

**NOW, THEREFORE , BE IT RESOLVED** by the Board of County Commissioners of Blount County, Tennessee, meeting in regular session on this the 15<sup>th</sup> day of September, 2011, in Maryville, Tennessee, that:

Section 1. Effective on the first day of the month following the final passage of this resolution, the local litigation taxes on civil and criminal cases in Blount County authorized by T.C.A. 67-4-601(b) shall be increased from six dollars and twenty-five cents (\$6.25) to forty-four dollars and twenty-five cents (\$44.25) in Circuit Court and Chancery Court and from thirty-one dollars and twenty-five cents (\$31.25) to forty-three dollars and twenty-five cents (\$43.25) in General Sessions Court.

Section 2. The Clerks of Court of Blount County are instructed to collect this litigation tax on civil and criminal cases in the same manner as all other litigation taxes.

Section 3. Such revenues shall be used exclusively for the purpose of jail or workhouse construction, re-construction or upgrading, or to retire debt, including principal and interest and related expenses, on such construction, re-construction or upgrading or for courthouse renovation, except for ten dollars (\$10) per case, which will be used for courthouse security.

Section 4. The taxes imposed by this resolution shall take effect on the first day of the month following the effective date of this resolution, the public welfare requiring it, and shall remain in effect until amended or repealed, unless otherwise provided by T.C.A. 67-4-601.

Section 5. Resolution 11-08-003 is hereby rescinded.

Section 6. If any provision of this resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this resolution which can be given effect without the invalid provision or application and to that end the provisions of this resolution are declared to be severable.

Passed by a two-thirds majority vote of the Board of County Commissioners of Blount County, this 15<sup>th</sup> day of September, 2011.

**CERTIFICATION OF ACTION**

**ATTEST**

\_\_\_\_\_  
Commission Chairman

\_\_\_\_\_  
County Clerk

Approved: \_\_\_\_\_

Vetoed: \_\_\_\_\_

\_\_\_\_\_  
County Mayor

\_\_\_\_\_  
Date

**IN RE: RESOLUTION TO LEVY AN ADDITIONAL LITIGATION TAX FOR BLOUNT COUNTY,  
TENNESSEE.**

Commissioner Lail made a motion to approve the resolution. Commissioner Lewis seconded the motion.

A vote was taken on the motion:

Burchfield – yes	French – yes	Kirby – yes	Murrell – yes
Burkhalter - yes	Gamble – yes	Lail – yes	Samples – yes
Carver – yes	Greene – yes	Lambert – yes	Wright – yes
Caylor – yes	Harrison – yes	Lewis – yes	
Farmer – yes	Hasty – absent	Melton – yes	
Folts – yes	Helton – yes	Moon – yes	

There were 20 voting yes, and 1 absent. Chairman Melton declared the motion to have passed.

**RESOLUTION NO. 11-08-003**

**SPONSORED BY COMMISSIONERS KENNETH MELTON AND MIKE LEWIS**

**RESOLUTION TO LEVY AN ADDITIONAL  
LITIGATION TAX FOR BLOUNT COUNTY, TENNESSEE**

WHEREAS, the county litigation tax levied in Blount County is \$6.25 in Circuit Court, \$6.25 in Chancery Court and \$31.25 in General Sessions Court; and

WHEREAS, the aforementioned amounts are significantly below the county litigation tax rates in other East Tennessee counties; and

WHEREAS, the county litigation tax is a privilege tax paid by persons actually using the judicial system of Blount County and is usually taxed to unsuccessful litigants; and

WHEREAS, Blount County is in need of additional revenue;

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Blount County, Tennessee, meeting in regular session on this 18th day of August, 2011, in Maryville, Tennessee, that:

Section 1. The county litigation tax levied in Blount County shall be increased to \$44.25 in Circuit Court and in Chancery Court and increased to \$43.25 in General Sessions Court.

Section 2. The additional county litigation taxes imposed by this resolution shall take effect on the first day of September, 2011, the public welfare requiring it.

BE IT FURTHER RESOLVED, that the additional county litigation taxes collected pursuant to this Resolution shall be paid over to the County Trustee monthly and deposited in the general fund of Blount County.

**CERTIFICATION OF ACTION**

**ATTEST**

\_\_\_\_\_  
Commission Chairman

\_\_\_\_\_  
County Clerk

Approved: \_\_\_\_\_

Vetoed: \_\_\_\_\_

\_\_\_\_\_  
County Mayor

\_\_\_\_\_  
Date



STEPHEN S. OGLE

BLOUNT COUNTY CLERK & MASTER

MEMORANDUM

To: Budget Committee Members  
From: Stephen S. Ogle, Clerk and Master *SSO*  
Date: August 3, 2011  
Re: County Litigation Tax

The Budget Committee of the Blount County Commission has asked our office for information to assist the Commission in consideration of increasing the county litigation tax in the Courts that are served by the office of the Clerk and Master. Attached to this memorandum as Exhibit A is a table showing a comparison of the amount of litigation tax imposed in Blount County and eleven other East Tennessee counties. As you can see, litigation tax in Circuit Court, Equity Division, and Chancery Court is currently set at \$6.25, which is far below the amount of litigation tax imposed in the other counties. Litigation tax in General Sessions Court is currently set at \$31.25, which is still below the average of the other counties we surveyed. Exhibit B shows the averages in these other counties.

In addition to the county litigation tax, at the initiation of litigation plaintiffs must also pay state litigation tax in Circuit Court, Equity Division, and in Chancery Court in the amount of \$23.75, and in General Sessions Court in the amount of \$24.75. In divorce cases, an additional clerk's fee in the amount of \$200.00 for cases involving children and \$155.00 for cases not involving children is collected at the time a case is filed.

Increasing the county litigation tax to \$44.25 in Circuit Court, Equity Division, and in Chancery Court, and to \$43.25 in General Sessions Court would generate additional revenue in the approximate amount of \$35,786.00 based upon collection of county litigation tax in the 2009-2010 fiscal year. The one dollar difference in the increase is to keep filing fees in all three courts uniform despite the one dollar difference in state litigation tax. This would put litigation tax in Blount County slightly above the average for the counties surveyed, as shown in Exhibit B.

We estimate that we will collect approximately \$13,000.00 less additional revenue with order of protection proceedings transferred to the office of the Circuit Court Clerk; however, that office will collect this revenue instead.

# Exhibit A

## COUNTY LITIGATION TAXES BY COUNTY - AS OF 4/26/11

County	Circuit	Chancery	General Sessions
Blount	6.25	6.25	31.25
Jefferson	34.50	23.75	28.50
Sevier	23.75	23.75	40.50
Cocke	22.75 + 50.00 CLBJF*	13.75	28.50
Grainger	33.75	23.75	32.25
Knox	81.50	83.75	42.50
Loudon	12.75	23.75	23.75
Anderson	82.50	20.75	25.25
Hamblen	43.75	57.50	50.75
Monroe	86.00	86.00	117.00
Greene	23.75	23.75	17.75
Roane	23.75	73.75	23.75

\*County Legislative Body Jail Fund - \$50.00 per case

# Exhibit B

## COUNTY LITIGATION TAXES BY COUNTY - AS OF 4/26/11

County	Circuit	Chancery	General Sessions
Jefferson	34.50	23.75	28.50
Sevier	23.75	23.75	40.50
Cocke	22.75 + 50.00 CLBIF*	13.75	28.50
Grainger	33.75	23.75	32.25
Knox	81.50	83.75	42.50
Loudon	12.75	23.75	23.75
Anderson	82.50	20.75	25.25
Hamblen	43.75	57.50	50.75
Monroe	86.00	86.00	117.00
Greene	23.75	23.75	17.75
Roane	23.75	73.75	23.75

\*County Legislative Body Jail Fund - \$50.00 per case

**AVERAGE:**

**47.16**

**41.30**

**39.14**

## John Herron

---

**Subject:** FW: Litigation Tax increase  
**Attachments:** Heather LitigationTax Smmary 2010 # 2.xls; Litigation Tax Breakdown 2010.xls

---

From: Stephen Jennings [<mailto:sjennings@blounttn.org>]  
Sent: Tuesday, August 09, 2011 1:47 PM  
To: 'Ed Mitchell'; [rcrawford@blounttn.org](mailto:rcrawford@blounttn.org); [bbrewer@blounttn.org](mailto:bbrewer@blounttn.org); [sogle@blounttn.org](mailto:sogle@blounttn.org); [thatcher@blounttn.org](mailto:thatcher@blounttn.org); [rheadrick@blounttn.org](mailto:rheadrick@blounttn.org); [rpitts@blounttn.org](mailto:rpitts@blounttn.org)  
Subject: FW: Litigation Tax increase

All, here is the CTAS response to the question from last night's Budget Committee

Steve Jennings  
Blount County Finance Director  
865-273-5719

---

From: Hayes, Gary [<mailto:gary.hayes@tennessee.edu>]  
Sent: Tuesday, August 09, 2011 1:25 PM  
To: Stephen Jennings  
Subject: RE: Litigation Tax increase

Steve,

The county can increase it's litigation taxes by private act or by resolution of the CLB. I'm attaching two spreadsheets that I did for Coffee County when they increased their litigation taxes. The spreadsheets say Circuit/General Sessions, but they both apply to the C&M.

---

From: Stephen Jennings [[sjennings@blounttn.org](mailto:sjennings@blounttn.org)]  
Sent: Tuesday, August 09, 2011 9:26 AM  
To: Hayes, Gary  
Cc: 'Ed Mitchell'; 'Susan Gennoe'  
Subject: Litigation Tax increase

Gary,

After a survey of surrounding counties, the Clerk and Master recommended an increase to the Blount County Litigation Tax to the Budget Committee last night. The Budget Committee approved this by motion and unanimous vote, but we really do not know what is required for full approval. Can the County Legislative Body do this?...Does the State have to approve?...do we have to hold public hearings?

Can you please advise....We have a Commission work session tonight. I told the Budget Committee that I would attempt to get an answer from CTAS today.

Steve Jennings  
Blount County Finance Director  
865-273-5719

Coffee County, Tennessee  
 County Litigation Tax Summary  
 General Sessions Civil & Criminal

Court	Litigation Tax	Administrative Director of Courts	Motor Vehicle Violations	Fingerprint	General Sessions Judge Litigation Tax	Total Litigation Tax	Increase in GSJ (\$10)
<b>Maximum Litigation Tax Rates</b>							
Civil	\$ 16.75	\$ 1.00	\$ -	\$ -	\$ 6.00	\$ 23.75	\$ 33.75
Criminal	\$ 28.50	\$ -	\$ 1.00	\$ 1.00	\$ 6.00	\$ 36.50	\$ 46.50
<b>Current Litigation Tax Rates</b>							
Civil	\$ 16.75	\$ 1.00	\$ -	\$ -	\$ 6.00	\$ 23.75	\$ 33.75
Criminal	\$ 28.50	\$ -	\$ 1.00	\$ 1.00	\$ 6.00	\$ 36.50	\$ 46.50
<b>Difference</b>							
Civil	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10.00
Criminal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10.00

TCA Code Authorization

§ 67-4-602

§ 16-15-5007  
 GSJ Retirement

Title 55, Chapter 8  
 This revenue is collected by the Clerk and remitted to the State General Fund  
 The county can match the \$1.00 by resolution

§ 67-4-406  
 This revenue is collected by the Clerk and remitted to the State General Fund  
 The county can match the \$1.00 by resolution

§ 16-15-5006

**Coffee County, Tennessee**  
**Summary of Litigation & Workhouse Taxes**  
**General Sessions - Civil & Criminal**  
**Circuit - Civil & Criminal**

<u>Account Code</u>	<u>Fund</u>	<u>General Fund Chart of Accounts</u>	<u>Current Amount</u>
<b><i>General Sessions - Civil</i></b>			
General Litigation Tax	101	40250	\$ 17.75
Special Purpose (GSJ)	101	40260	6.00
<b>Total</b>			<b>\$ 23.75</b>
Jail, Workhouse (1)	151	40266	10.00
Courtroom Security (2)	101	40268	-
<b>Total</b>			<b>\$ 33.75</b>
<b><i>General Sessions - Criminal</i></b>			
General Litigation Tax	101	40250	\$ 30.50
Special Purpose (GSJ)	101	40260	6.00
<b>Total</b>			<b>\$ 36.50</b>
Jail, Workhouse (1)	151	40266	10.00
Courtroom Security (2)	101	40268	-
<b>Total</b>			<b>\$ 46.50</b>
<b><i>Circuit - Civil</i></b>			
General Litigation Tax	101	40250	\$ 23.75
Jail, Workhouse (1)	151	40266	10.00
Courtroom Security (2)	101	40268	-
<b>Total</b>			<b>\$ 33.75</b>
<b><i>Circuit - Criminal</i></b>			
General Litigation Tax	101	40250	\$ 29.50
Jail, Workhouse (1)	151	40266	10.00
Courtroom Security (2)	101	40268	-
<b>Total</b>			<b>\$ 39.50</b>

**Coffee County, Tennessee**  
**Summary of Litigation & Workhouse Taxes**  
***Clerk & Master***

General Litigation Tax	101	40250	\$	23.75	\$	23.75	\$	-
Jail, Workhouse (1)	151	40266		10.00		<b>40.00</b>		<b>30.00</b>
Courtroom Security (2)	101	40268		-		<b>10.00</b>		<b>10.00</b>
<b>Total</b>			<b>\$</b>	<b>33.75</b>	<b>\$</b>	<b>73.75</b>	<b>\$</b>	<b>40.00</b>

**Notes:**

**(1)TCA § 67-4-601**

**(2) Public Chapter 1187 of the Public Acts 2008**

**RESOLUTION No. 11-09-007**

**Sponsored by Commissioners Ron French and Gordon Wright**

**A RESOLUTION DELEGATING TO THE BLOUNT COUNTY MAYOR THE COUNTY COMMISSION'S AUTHORITY TO ALLOCATE SPACE WITHIN BLOUNT COUNTY BUILDINGS, FOR A TERM TO BE RECONSIDERED ANNUALLY EACH SEPTEMBER.**

**BE IT RESOLVED**, by the Board of Commissioners of Blount County, Tennessee, in session assembled this 15th day of September, 2011:

**WHEREAS**, the County Attorney has opined that the county legislative body has the authority to allocate space within county buildings for use by the elected officials and departments of the county; and

**WHEREAS**, the County Attorney has opined that all county-owned buildings are under the jurisdiction of the county legislative body except those county-owned buildings which are by law under the control of other public bodies, e.g., Blount County Board of Education, Trustees of Blount County Public Library; and

**WHEREAS**, the Board of County Commissioners of Blount County, Tennessee deems it in the best interest of the county to delegate the jurisdiction to the County Mayor.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF BLOUNT COUNTY, TENNESSEE** that the Board hereby delegates the authority to allocate space within county-owned buildings, except those county-owned buildings which are by law under the control of other public bodies, to the County Mayor; and

**BE IT FURTHER RESOLVED** that the delegation will be effective until September 2012 and subject to annual renewal each September; and

**BE IT FURTHER RESOLVED THAT THIS RESOLUTION TAKE EFFECT FROM AND AFTER PASSAGE, THE PUBLIC WELFARE REQUIRING IT.**

**CERTIFICATION OF ACTION**

**ATTEST**

\_\_\_\_\_  
Commission Chairman

\_\_\_\_\_  
County Clerk

Approved: \_\_\_\_

Vetoed: \_\_\_\_\_  
County Mayor

\_\_\_\_\_  
Date

# Think Quality - Think Future

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## Blount County Planning Department

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e-mail - [planning@blounttn.org](mailto:planning@blounttn.org)  
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**TO:** Blount County Commission

**FROM:** John Lamb

**DATE:** September 1, 2011

**SUBJECT:** Proposed amendment to the Zoning Resolution concerning lot size on sewer in the R-1-Rural District 1 - recommended by the Planning Commission – for setting of public hearing.

The following proposed amendment to the Zoning Resolution comes as recommendation of the Planning Commission at their August 25 regular meeting. This item will need setting of public hearing with at least 15 days notice in the newspaper before adoption.

That Section 9.2.F for the R-1-Rural District 1 zone be amended to read as follows:

**F. Minimum Lot Size and Density:**

1. If on individual septic system, unless otherwise explicitly required in subsections above, the minimum lot size per unit for development shall be *30,000 square feet*. For other than one unit per lot, or for planned unit development, the density shall be no greater than *1.2 residential units per gross acre*.
2. *If on public utility sewer, unless otherwise explicitly required in subsections above, the minimum lot size per unit for development shall be 23,000 square feet. For more than one unit per lot, or for planned unit development, the density shall be no greater than 1.5 residential units per gross acre.*

The following is staff analysis from the August 25 regular meeting for reference.

This item comes as an alternative analysis and proposal to address development on public sewer in the R-1 zone after rejection of a proposal to amend the 1101 Growth Plan to address the same issue.

At the time of discussions and approval for the 1101 Growth Plan mandated by the State, around 1998 to 2001, the minimum lot size specified in the Subdivision Regulations was 23,000 square feet, which translated to a gross density of 1.5 single family units per acre. The County also developed and adopted zoning during that time period (2000), consistent with the 1101 Growth Plan proposal of the county, and consistent with the Blount County Conceptual Land Use Plan. The following was wording of the zoning regulations in 2000 for the R-1-Rural District 1 zone Section 9.2.F consistent with 1101 Growth Plan and Conceptual Land Use Plan:

F. Minimum Lot Size and Density: unless otherwise explicitly required in subsections above, the minimum lot size per unit for development shall be 23,000 square feet. For other than one unit per lot, or for planned unit development, the density shall be no greater than 1.5 residential units per gross acre.

This was the base density and associated minimum lot size for the R-1 zone generally covering the county outside the Urban Growth Boundary of Maryville and Alcoa and outside the more mountainous and steeply sloping land that was placed in the R-2 zone.

Over time, the Planning Commission considered problems with failing septic systems and chose to address the issue in part by increase in minimum lot size to 30,000 square feet if on septic systems. Both the Subdivision Regulations and the Zoning Regulations were amended to show this new minimum lot size, associated also with change to maximum density of 1.2 units per acre in the R-1 zone. Present wording of R-1-Rural District 1 Section 9.2.F on lot size and density:

F. Minimum Lot Size and Density: unless otherwise explicitly required in subsections above, the minimum lot size per unit for development shall be *30,000 square feet*. For other than one unit per lot, or for planned unit development, the density shall be no greater than *1.2 residential units per gross acre*.

In the meantime, utility sewer became available in some areas of the R-1 zone, both city utility sewer and private utility sewer. With access to utility sewer, the concerns of failing septic systems are no longer in play, and a change to previous lot size and density standards can be considered, still consistent with previously approved 1101 Growth Plan and Conceptual Land Use Plan.

The following proposes amendment to address lots on public sewer in the R-1 zone, consistent with the 1101 Growth Plan and with the Conceptual Land Use Plan, while retaining present regulations addressing lots served by individual septic.

That Section 9.2.F for the R-1-Rural District 1 zone be amended to read as follows:

F. Minimum Lot Size and Density:

1. If on individual septic system, unless otherwise explicitly required in subsections above, the minimum lot size per unit for development shall be *30,000 square feet*. For other than one unit per lot, or for planned unit development, the density shall be no greater than *1.2 residential units per gross acre*.

2. *If on public utility sewer, unless otherwise explicitly required in subsections above, the minimum lot size per unit for development shall be 23,000 square feet. For more than one unit per lot, or for planned unit development, the density shall be no greater than 1.5 residential units per gross acre.*

The proposed amendment would give a boost of about one extra unit for every four units presently allowed in the R-1 zone if on sewer. The present Subdivision Regulations would not need to be amended since there already exists a reference to required compatibility with the Zoning Regulations.

The redistricting proposed plans can be found at the following link

<http://www.blounttn.org/comm/rd110829.pdf>