

**AGENDA**  
**BOARD OF COMMISSIONERS AGENDA COMMITTEE MEETING**  
**TUESDAY, OCTOBER 8, 2013, 6:30 P.M.**  
**Room 430, Blount County Courthouse**

**A. ROLL CALL.**

**B. SETTING OF AGENDA.**

**C. PUBLIC INPUT ON ITEMS ON THE AGENDA.**

**D. APPROVAL OF AGENDA COMMITTEE MINUTES:**

1. September 10, 2013 meeting.

**E. ITEMS FOR CONSENT CALENDAR.**

1. Resolutions for special recognitions.
2. Appointments:
  - a. Health and Educational Facilities Board – Joe Dawson. (Jerome Moon)
  - b. Industrial Development Board of the Cities of Alcoa, Maryville, and Blount County, Tennessee – Joe Dawson. (Jerome Moon)
  - c. Smoky Mountain Tourism Development Authority – Bryan Cable and Jewell Overton. (Jerome Moon)
  - d. Blount County Planning Commission – Ed Stucky. (County Mayor)
  - e. Blount County Community Action Agency - 2 County Commission appointments. (Mike Lewis term 10/1/10 – 10/1/13 and Joan Van Sickle Sloan term 10/1/10 – 10/1/13) (Jerome Moon)
  - f. Public Building Authority- John M. Lambert, Jr. and Cheri Huffman Jones. (County Mayor)

**F. UNFINISHED BUSINESS.**

**G. NEW BUSINESS:**

1. Resolution to grant approval to the Blount County Veterans Affairs Committee to repair, restore, and update Blount County War Monuments. (Jerome Moon)
2. Budget transfers.
3. Budget increases.
4. Other budget/purchasing items:
5. A resolution declaring the attached list of personal property surplus and available for sale on internet auction. (Steve Samples)

**H. PUBLIC INPUT ON ITEMS NOT ON THE AGENDA.**

**I. ADJOURNMENT.**



**STATE OF TENNESSEE  
COUNTY OF BLOUNT**

**BE IT REMEMBERED** that a meeting of the Agenda Committee of the Blount County Board of Commissioners was held on Tuesday, September 10, 2013 at 6:30 pm at the courthouse in Maryville, Tennessee.

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

Tonya Burchfield - absent	Roy Gamble - present	Peggy Lambert - present
Tab Burkhalter - present	Tom Greene - present	Mike Lewis - present
Rick Carver - present	Brad Harrison - present	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 - present
Ron French - present	Holden Lail - present	Gordon Wright - present

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

**IN RE: ELECTION OF COMMITTEE CHAIRMAN.**

Commissioner Lewis nominated Tab Burkhalter as Chairman of the Agenda Committee. Commissioner Moon seconded the nomination. There were no other nominations.

A vote was taken on the nomination:

Burchfield - absent	French - yes	Kirby - yes	Murrell - yes
Burkhalter - abstain	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 19 voting yes, 0 voting no, 1 abstaining, and 1 absent. Chairman Burkhalter declared that Tab Burkhalter was elected as chairman.

**IN RE: ELECTION OF COMMITTEE VICE CHAIRMAN.**

Commissioner Farmer nominated Holden Lail as Vice Chairman of the Agenda Committee. Commissioner Lewis seconded the nomination. There were no other nominations.

A vote was taken on the nomination:

Burchfield - absent	French - yes	Kirby - yes	Murrell - yes
Burkhalter - yes	Gamble - yes	Lail - abstain	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 19 voting yes, 0 voting no, 1 abstaining, and 1 absent. Chairman Burkhalter declared Holden Lail to be elected as vice chairman.

**IN RE: MINUTES OF JULY 9, 2013 MEETING.**

Commissioner Lambert made a motion to approve the minutes. Commissioner Lewis seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 20 voting yes, 0 voting no, 0 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: SETTING OF AGENDA.**

Commissioner Farmer made a motion to add a resolution to establish an updated occupational safety and health program plan, devise rules and regulations, and to provide for a safety director and the implementation of such program plan to the agenda and set the agenda. Commissioner Moon seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 20 voting yes, 0 voting no, 0 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: APPOINTMENT TO BOARD OF ZONING APPEALS – STAN HEADRICK and  
 APPOINTMENT TO BOARD OF ZONING APPEALS ASSOCIATE MEMBER – JOE EVERETT  
 and  
 APPOINTMENT TO BOARD OF CONSTRUCTION APPEALS – DOUG MCCLANAHAN,  
 DONALD ADSIT and  
 APPOINTMENT TO BOARD OF HEALTH – ED MITCHELL, ROB BRITT, DR. HAROLD  
 NARAMORE, DR. ROBERT RAMSEY, STEVEN MYERS, SHARON BAILEY, MARK HALL,  
 MICKY ROBERTS, DR. TARA STURDIVANT and  
 APPOINTMENT TO BLOUNT CORRECTIONS PARTNERSHIP – JOHN ADAMS, DUE TO  
 RESIGNATION OF RON DUNN.**

Commissioner Farmer made a motion to send the appointments to the consent calendar of the September County Commission meeting. Commissioner Lail seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 20 voting yes, 0 voting no, 0 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: APPOINTMENT TO TUCKALEECHEE UTILITY DISTRICT BOARD – MICHAEL TALLEY.  
 (INFORMATION ONLY).**

Commissioner Farmer made a motion to send the appointment to the consent calendar of the September County Commission meeting as information only. Commissioner Lambert seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 20 voting yes, 0 voting no, 0 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: APPOINTMENT TO ALLOCATION OF SPACE COMMITTEE - TAB BURKHALTER, RICHARD  
 CARVER, MIKE CAYLOR, HOLDEN LAIL, AND KENNETH MELTON.**

Commissioner Moon made a motion to send the item to the consent calendar of the September County Commission meeting. Commissioner Lambert seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 20 voting yes, 0 voting no, 0 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: APPOINTMENT TO ANIMAL CENTER ADVISORY BOARD - RICK CARVER, ROY GAMBLE, PEGGY LAMBERT, KENNETH MELTON, STEVE SAMPLES, CHRIS PROTZMAN (SMACF), KANDI YEAGER (SMACF), RICHARD YEAGER, JR. (SMACF), KELLIE BACHMAN, MICHELLE HALSTEAD, AND CARL KOELLA, III (CITY OF ROCKFORD).**

Commissioner Samples made a motion to send the item to the consent calendar of the September County Commission meeting. Commissioner Farmer seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 20 voting yes, 0 voting no, 0 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: APPOINTMENT TO BEER BOARD - TONYA BURCHFIELD, TAB BURKHALTER, RICHARD CARVER, GARY FARMER, RON FRENCH, ROY GAMBLE, SCOTT HELTON, GERALD KIRBY, PEGGY LAMBERT, AND HOLDEN LAIL.**

Commissioner French made a motion to add Tab Burkhalter to the committee in place of Steve Samples and send the item to the consent calendar of the September County Commission meeting. Commissioner Moon seconded the motion.

A vote was taken on the motion:

Burchfield - absent	French - yes	Kirby - yes	Murrell - yes
Burkhalter - abstain	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 19 voting yes, 0 voting no, 1 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: APPOINTMENT TO EDUCATION COMMITTEE - JIM FOLTS, RON FRENCH, ROY GAMBLE, TONYA BURCHFIELD, AND BRAD HARRISON.**

Commissioner Moon made a motion to add Brad Harrison to the committee in place of Steve Samples. Commissioner Helton seconded the motion.

Commissioner Lail made a motion to send the item to the consent calendar of the September County Commission meeting. Commissioner Lewis seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 - abstain	Lewis - yes	
Farmer - yes	Hasty - yes	Melton - yes	
Folts - yes	Helton - yes	Moon - yes	

There were 19 voting yes, 0 voting no, 1 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: APPOINTMENT TO HUMAN RESOURCES/INSURANCE COMMITTEE - COUNTY MAYOR ED MITCHELL, JAMES BERRONG, BILL DUNLAP, TONYA BURCHFIELD, GARY FARMER, RON FRENCH, HOLDEN LAIL, MIKE LEWIS, DAVID MURRELL, AND PHYLLIS CRISP.**

Commissioner Farmer made a motion to send the item to the consent calendar of the September County Commission meeting. Commissioner Moon seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 19 voting yes, 1 voting no, 0 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: APPOINTMENT TO INFORMATION TECHNOLOGY COMMITTEE - COUNTY MAYOR ED MITCHELL, JOHN HERRON, RICHARD CARVER, MIKE LEWIS, STEVE SAMPLES, ROY CRAWFORD, JOHN DALTON, JEFF HATCHER, KEITH HACKNEY, AND SCOTT GRAVES.**

Commissioner Lail made a motion to add Mike Lewis in place of Scott Helton and send the item to the consent calendar of the September County Commission meeting. Commissioner Melton seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 - abstain	
Farmer - yes	Hasty - yes	Melton - yes	
Folts - yes	Helton - yes	Moon - yes	

There were 19 voting yes, 0 voting no, 1 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: PLACEMENT ON COMMISSION AGENDA OF THE ELECTION OF COMMISSION CHAIRMAN and PLACEMENT ON COMMISSION AGENDA OF THE ELECTION OF COMMISSION CHAIRMAN PRO TEMPORE and PLACEMENT ON COMMISSION AGENDA OF THE ELECTION OF COMMISSION PARLIAMENTARIAN.**

Commissioner Samples made a motion to send the items to the agenda of the September County Commission meeting. Commissioner French seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 20 voting yes, 0 voting no, 0 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: BUDGET TRANSFER – SCHOOLS and BUDGET TRANSFER – OTHER GENERAL ADMINISTRATION - \$5,400.00 and BUDGET TRANSFER – GENERAL COUNTY – SOIL CONSERVATION - \$750.00 and BUDGET TRANSFER - GENERAL COUNTY – ACCOUNTING - \$31,504.00 and BUDGET TRANSFER - GENERAL COUNTY – CLERK & MASTER - \$2,462.00 and BUDGET TRANSFER - GENERAL COUNTY – VICTIMS ASSISTANCE - \$41,835.00 and BUDGET TRANSFER - GENERAL COUNTY – JUDICIAL COMMISSIONERS - \$255,848.00 .**

Commissioner Moon made a motion to send the items to the consent calendar of the September County Commission meeting. Commissioner Samples seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 20 voting yes, 0 voting no, 0 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: RESOLUTION TO AMEND GENERAL COUNTY FUND BUDGET – CIRCUIT COURT CLERK - \$28,925.00.**

Commissioner Moon made a motion to send the item to the agenda of the September County Commission meeting. Commissioner Lail seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 20 voting yes, 0 voting no, 0 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: RESOLUTION TO AMEND GENERAL COUNTY FUND BUDGET – CIVIL DEFENSE – (\$5,800.00).**

Commissioner Lewis made a motion to send the item to the agenda of the September County Commission meeting. Commissioner French seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 20 voting yes, 0 voting no, 0 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: RESOLUTION TO AMEND GENERAL COUNTY FUND BUDGET – SHERIFF - \$53,449.00.**

Commissioner Samples made a motion to send the item to the agenda of the September County Commission meeting. Commissioner Lewis seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 20 voting yes, 0 voting no, 0 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: RESOLUTION TO AMEND DRUG CONTROL FUND BUDGET - \$20,000.00.**

Commissioner Carver made a motion to send the item to the agenda of the September County Commission meeting. Commissioner Melton seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 20 voting yes, 0 voting no, 0 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: RESOLUTION TO AMEND DEBT SERVICE FUND BUDGET - \$179,691.13.**

Commissioner Lail made a motion to send the item to the agenda of the September County Commission meeting. Commissioner Carver seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 20 voting yes, 0 voting no, 0 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: SHERIFF'S DEPARTMENT 2013 JAG GRANT APPLICATION.**

Commissioner Greene made a motion to send the item to the consent calendar of the September County Commission meeting. Commissioner Carver seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 19 voting yes, 1 voting no, 0 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: RESOLUTION AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION REFUNDING BONDS, IN ONE OR MORE SERIES, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$170,925,000 OF BLOUNT COUNTY, TENNESSEE TO REFINANCE THE COUNTY'S OUTSTANDING SERIES E-1-A LOAN AGREEMENT AND SERIES E-5-A LOAN AGREEMENT; MAKING PROVISION FOR THE ISSUANCE, SALE AND PAYMENT OF SAID BONDS; ESTABLISHING THE TERMS THEREOF AND THE DISPOSITION OF PROCEEDS THEREFROM; PROVIDING FOR THE LEVY OF A TAX FOR PAYMENT OF THE BONDS; AND AUTHORIZING THE ASSUMPTION FROM THE PUBLIC BUILDING AUTHORITY OF BLOUNT COUNTY AND THE PUBLIC BUILDING AUTHORITY OF SEVIER COUNTY OF CERTAIN INTEREST RATE SWAP AGREEMENTS RELATING TO THE SERIES E-1-A LOAN AGREEMENT AND SERIES E-5-A LOAN AGREEMENT.**

Commissioner Moon made a motion to send the item to the agenda of the September County Commission meeting. Commissioner Lambert seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 20 voting yes, 0 voting no, 0 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: RESOLUTION ADOPTING POLICIES AND PROCEDURES FOR THE ADMINISTRATION OF FEDERALLY TAX-EXEMPT DEBT OBLIGATIONS.**

Commissioner Lewis made a motion to send the item to the agenda of the September County Commission meeting. Commissioner Carver seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 20 voting yes, 0 voting no, 0 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: RESOLUTION TO ABANDON A PORTION OF MONTVALE ROAD AS A PUBLIC COUNTY ROAD.**

Commissioner Hasty made a motion to send the item to the agenda of the September County Commission meeting. Commissioner Farmer seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 20 voting yes, 0 voting no, 0 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: REFERENDUM ON INCREASE IN LOCAL OPTION SALES TAX.**

Commissioner Farmer made a motion to forward to the agenda of the September County Commission meeting a call to participate in a special called election on December 10, 2013, for the one-half cent increase in sales tax. Commissioner Kirby seconded the motion.

Commissioner Farmer withdrew his motion and Commissioner Kirby withdrew his second.

**IN RE: POLICY ISSUE REGARDING MEDICAL/DENTAL INSURANCE PREMIUMS FOR MARRIED COUNTY EMPLOYEES WHERE BOTH SPOUSES ARE EMPLOYED BY THE COUNTY.**

Commissioner Farmer made a motion to send the item to the agenda of the September County Commission meeting. Commissioner Moon seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 20 voting yes, 0 voting no, 0 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: RESOLUTION TO ESTABLISH AN UPDATED OCCUPATIONAL SAFETY AND HEALTH PROGRAM PLAN, DEVISE RULES AND REGULATIONS, AND TO PROVIDE FOR A SAFETY DIRECTOR AND THE IMPLEMENTATION OF SUCH PROGRAM PLAN.**

Commissioner Farmer made a motion to send the item to the consent calendar of the September County Commission meeting. Commissioner Carver seconded the motion.

A vote was taken on the motion:

Burchfield - absent	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 20 voting yes, 0 voting no, 0 abstaining, and 1 absent. Chairman Burkhalter declared the motion to have passed.

**IN RE: ADJOURNMENT.**

Chairman Burkhalter declared the meeting to be adjourned.



# Blount Partnership

## MEMORANDUM

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**To:** Blount County Commission

**From:** Bryan Daniels, President & CEO

**Date:** September 24, 2013

**Re:** Board Member Appointments for the following Boards:

- Smoky Mountain Tourism Development Authority
- Industrial Development Board of Blount County and the Cities of Alcoa, Maryville, Tennessee
- Health & Educational Facilities Board of Blount County

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The Board of Directors of the noted organizations, submits for your approval the following individuals to be re-appointed to their respective Boards:

**Smoky Mountain Tourism Development Authority – Six-year Term**

- Bryan Cable, Hilton Knoxville Airport
- Jewell Overton, Country Inn & Suites

**Industrial Development Board of the Cities of Alcoa, Maryville, and Blount County Tennessee – Six-year Term**

- Joe Dawson, retired Administrator, Blount Memorial Hospital

**Health & Educational Facilities Board of Blount County – Six-year Term**

- Joe Dawson, retired Administrator, Blount Memorial Hospital

We have also attached biographical information on each of the individuals. Your consideration of this request at your next meeting is greatly appreciated.

## **Bryan Cable, General Manager Hilton Knoxville Airport**

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Bryan Cable is General Manager of the Hilton Knoxville Airport, a 240 room hotel connected to the Knoxville McGhee Tyson terminal by a covered walkway. Bryan has worked at the hotel since he graduated from the University of Tennessee in 1982, and has been General Manager since 1986.

Bryan has previously been involved in the Rotary Club, Blount County Education Foundation, Leadership Blount, Experience Your Smokies, and Dogwood Arts Festival. Bryan currently serves as the Chair of the Board of Directors of the Smoky Mountain Tourism Development Authority.

## **JEWELL OVERTON**

**651 Black Forest Drive  
Maryville, TN 37081**

[jewell.overton@gmail.com](mailto:jewell.overton@gmail.com)  
**(865) 368-0944**

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### **Summary of Qualifications:**

Seasoned Tourism Professional offering 17 years of experience in Hospitality Operations, Sales, and Meeting Planning. Highlights include four years of management experience with the nation's top-ranked luxury hotel, and nine years of hotel sales and marketing experience with Marriott, Best Western and Carlson Hotel Brands.

### **Education, Honors & Community Service:**

B.S. Hospitality Management, *Johnson and Wales University*, Charleston, SC

Certified Tourism Ambassador

Marriott Certified Wedding Planner

Board Member & Joint Operating Committee Member, Smoky Mountain Tourism Development Authority

Leadership Blount Class of 2010

Team Development Committee, Relay for Life

Children's Council Member, New Providence Presbyterian Church

### **Experience Overview:**

#### **Director of Sales and Marketing**

Oct 2011-Present

Country Inn & Suites Cedar Bluff

Knoxville, TN

- ▲ Manage all Hotel Sales & Marketing including Corporate Rate Negotiations, Group Proposals, Contracts, on-site Operations and Event follow up.
- ▲ Direct all Property Marketing to Include Advertising, Public Relations, Direct Mail & Social Media.

#### **Director of Sales and Catering**

July 2007-Oct 2011

Courtyard by Marriott Knoxville Airport

Alcoa, TN

- ▲ Manage all Group Sales including Proposals, Contracts, on-site Operations and Invoicing.
- ▲ Work as a liaison between Meeting Planners and Hotel Management Team Members

#### **Sales Manager**

October 2005-July 2007

Best Western Cedar Bluff

Knoxville, TN

- ▲ Managed all Hotel Sales to include Corporate, Leisure, Sports and Government Markets
- ▲ Consistently met and exceeded Budgeted Revenue and Performance Goals

#### **Front Office Manager**

January-October 2005

Dancing Bear Lodge

Townsend, TN

- ▲ Responsible for all Daily Operations to include Reservations, Hiring, Training, and Scheduling
- ▲ Guaranteed superior Guest Service by providing seamless arrival and departure Guest Experiences

#### **Assistant Manager**

2004-2005

Ruby Tuesday Lodge

Maryville, TN

- ▲ Supervised Dining Room, Front Office and Guest Service teams consisting of over 20 professionals
- ▲ Managed Dining Room, Weekly Scheduling, Inventory of Hardware, Foodstuffs and Alcohol

#### **Concierge/Front Desk Manager**

2001-2004

Blackberry Farm

Walland, TN

During my tenure, this resort was ranked as the "Nations #1 Hotel for Service" by the *Zagat Guide*

- ▲ Directed all Guest Services & Team Training to ensure Five Star Service at this Relais & Chateaux Hotel
- ▲ Completed a comprehensive Management Training Program and developed the Concierge

# JOSEPH M. DAWSON

---

I. **ADDRESS**            1945 Camden Drive  
Maryville, TN 37803  
Home Phone:            865-984-8543  
Office Phone:           865-977-5533  
Cell Phone:             865-385-4801  
E-Mail Address:        jdawson@bmnet.com

II. **HOSPITAL EXPERIENCE**

- Administrator and Chief Executive Officer  
Blount Memorial Hospital  
Maryville, Tennessee  
January 1985 – June 2010
- Assistant Administrator  
Blount Memorial Hospital  
Maryville, Tennessee  
June 1977 - December 1984
- Assistant Executive Director  
St. Mary's Hospital  
Richmond, Virginia  
May 1974 to May 1977
- Administrative Resident  
Community Hospital of Roanoke Valley  
Roanoke, Virginia  
August 1973 to May 1974

III. **EDUCATION**

- Master of Hospital Administration, 1974  
Medical College of Virginia  
Virginia Commonwealth University  
Richmond, Virginia
- Bachelor of Science, 1969  
Maryville College  
Maryville, Tennessee

IV. **LICENSURE:**

Licensed Nursing Home Administrator, State of Tennessee, 1997 to Present

V. **AWARDS AND RECOGNITION**

Maryville City Schools Foundation Starlight Distinguished Alumni Award – 2009  
Health Care Heroes Award for Administrative Excellence, Knoxville Business Journal - 2009  
Leadership Blount Community Leadership Award – 2009  
The Daily Times Wall of Fame – 2007  
American Hospital Association Grassroots Champion Award - 2006  
President's Award, Tennessee Hospital Association - 2002  
Alumni Citation of Maryville College - 1999  
Executive of the Year, Volunteer Chapter of the Public Relations Society of America - 1995  
Distinguished Service Award, American College of Healthcare Executives - 1994  
Distinguished Service Award, Tennessee Hospital Association -1992  
Meritorious Service Award, Tennessee Hospital Association –1991

VI. **PROFESSIONAL ORGANIZATIONS**

American College of Healthcare Executives, Fellow  
American Hospital Association, Member  
Tennessee Hospital Association, Member

VII. **RELATED ACTIVITIES AND EXPERIENCE**

Board Member, Hospital Alliance of Tennessee - 1985 to 1990, 2000 to 2008, 2010 to Present  
Chair, Hospital Alliance of Tennessee – 2003  
Board Member, Tennessee Hospital Association (THA), 1986 to 1992, 1996 to 2006,  
2008 – Present  
Board Member, Maryville Surgical Center - 1999 to 2010  
Board Member, Tennessee Endoscopy Center – 2005 to 2010  
Tennessee State Advisory Committee on Open Government, 2008 to Present  
Board Member, MEDIC Regional Blood Center, 2009 to Present  
Chairman, TennCare Advisory Board, 2002 to 2003  
Delegate, American Hospital Association Regional Policy Board, 1997 to 2003  
Chair and Board Member, THA Solutions Group, 2000 to 2002  
Board Member, Tennessee Health Facilities Commission, 1991 to 1994; 2000 to 2002  
Preceptor, Health Services Administration Medical College of Virginia - 1986 to 1996  
Board Member, Diversified Services Incorporated of the THA - 1984 to 1992  
Chairman, Tennessee Hospital Association, 1990  
President, Knoxville Area Hospital Council - 1986 to 1988

VIII. **MILITARY SERVICE**

United States Army Medical Corps, 1970 to 1972

IX. **OTHER ACTIVITIES AND INTERESTS**

Board Member, First Tennessee Bank, Maryville - 1986 to Present

Leadership Blount Class of 1991

Board Member, MEDIC, 2009 to Present

Board Member, Maryville College, 1994 to 2006, 2009 to Present

Member, Blount County Industrial Development Board - 1998 to Present,

Vice Chair 2000 to 2001, Chairman 2002 - 2006

Member, City of Maryville Public Building Authority - 2002 to Present

Board Member, East Tennessee Economic Development Agency – 2005 to Present

Board Member, East Tennessee Foundation – 2007 to Present

Football Official, Southeastern Conference, 1990 to 2006, 2008 to Present

Board Member, Knoxville Airport Authority, 2011 to Present

Board Member, Blount County Chamber of Commerce, 1995 to 1999, 2002 to 2005

Board Member, United Way of Blount County - 1982 to 1985, 1996 to 2002

Member, Kiwanis Club of Maryville - 1985 to 1993

Board Member, Blount County Boys' Club - 1986 to 1990

Board Member, Blount County Chapter of the American Red Cross – 1980 to 1986

President, United Way of Blount County - 1985

Football Official, Southern Conference, 1990 to 1995



# BLOUNT COUNTY MAYOR

Ed Mitchell

341 Court Street, Maryville, TN 37804-5906

Phone: (865) 273-5700

Fax: (865) 273-5705

Email: emitchell@blounttn.org



## MEMO

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TO: Blount County Board of Commissioners

FROM: Ed Mitchell, County Mayor

RE: Recommendation for the Planning Commission

DATE: October 1, 2013

For the consideration of the full commission, I am submitting my recommendation of the following name for re-appointment on the Blount County Planning Commission:

Ed Stucky, term to expire 10/2017

Bio: Ed Stucky

Ed Stucky was appointed to the Blount County Planning Commission in October of 2001. He has served several years as Chairman and is presently Chairman of the Planning Commission.

### Career Background

Mr. Stucky spent thirty years in the computer industry working for several computer manufacturers and information systems companies. He left the industry as Senior Vice President of Software Development. While in the industry he worked on a number of local government related software application systems including: Law Enforcement Support Systems, Clerk of Court Scheduling, Property Appraisal systems and Property Tax Billing and Collection systems. The final years of his career were spent in designing and implementing financial systems for the banking industry.

Upon leaving the computer industry in 1995, Ed and his wife, Virginia, acquired a home and 21 acres of land just outside Townsend. Since moving to Townsend they have built a successful vacation cabin rental business (Top of Townsend) from the ground up.

Mr. Stucky was appointed to the Townsend Planning Commission in 1996. After serving under three mayors and completing his initial four-year term in 2000, he was re-appointed for a second four-year term. In 2001 he was elected Chairman of the Townsend Planning Commission. Mr. Stucky has also served on the board of the Blount Chamber Partnership as Vice Chair of Tourism and has served on a number of committees under the auspices of the Smoky Mountain Visitors Bureau.

On a personal note, Ed and his wife of 38 years, Virginia, have three children and five grandchildren.

# Blount County Community Action Agency



October 4, 2011

Blount County Board of Commissioners  
359 S. Court Street  
Maryville, TN 37804-5906

RE: Re-Appointment to Blount County Community Action Agency Board of Directors

Dear Blount County Commissioners:

As some of you may know, the purposes and functions of the Blount County Community Action Agency, Inc. Board of Directors are: To administer the anti-poverty and human development programs of federal and state governments and other appropriate agencies in Blount County; To work with the low-income, the public sector, and the private sector in order to seek out, identify, and eliminate the causes of poverty within this county; To encourage the entire community to be more responsive to the needs and interests of the low-income by mobilizing available resources and bringing about a greater institutional sensitivity; and To plan and develop a system of priorities among projects, activities, and areas as needed for the most effective and efficient use of resources.

There are 15 members on our Board of Directors and our Board is unique in its composition. The composition of Community Action Agency Boards is established by statute and states that the membership of the Board represents three groups: elected public officials or their representatives, private community organizations, and low-income individuals or their representatives. Our Board By-Laws explain the three sectors of our Board as follows:

**A. Public Sector** – At least 1/3 of the Board members shall be elected public officials, holding office on the date of selection, or their representatives, except that if the number of such elected officials reasonably available and willing to serve on the board is less than 1/3 of the membership on the board of appointive public officials or their representatives may be counted in the meeting such 1/3 requirement.

The Blount County Commission shall designate 3 members of the Commission, or their representatives, to serve on the board on their behalf. One official from the City of Maryville Commission and one official from the City of Alcoa Commission, or their representatives shall be appointed to the Board.

A public official who has been designated for Board membership may decide to appoint a permanent representative to serve on the Board in his behalf in which case he shall notify the Chairman of the Board in writing of the name of his representative.

**B. Representatives of the Low-Income** – At least 1/3 of the total Board membership must be democratically elected representatives of the low-income and reside in the neighborhood served.

Such representatives need not be low-income themselves, but must be chosen in a manner to insure that they truly represent the low-income.

**C. Representatives of Private Community Organizations** – The remainder of the Board will be comprised of representatives from private community groups and organizations.

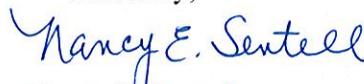
Private community groups are any private non-profit organization, whether incorporated or not, which is concerned with business, industrial, labor, religious, private, law enforcement, education, civic, professional, significant minority groups or other community interests. The Board will recruit private groups who are interested in alleviating poverty conditions. Significant minority group representation will be continually present on the Board, and such groups will not be rotated off the Board.

The term of office for our Board members is three years and members may serve two consecutive terms before a one year absence is required from the Board. These limited terms of office were approved by our Board in June 2010 whereas the terms were previously unlimited.

The Blount County Commission approved Dr. Bob Ramsey to our Board on 10/1/1998. Dr. Ramsey practices family dentistry in Maryville and is also a State Representative. His term is scheduled to expire 10/1/2011 and he has chosen to serve a final three year term (10/1/2011 – 10/1/2014) prior to having to rotate off for at least a year. The Blount County Commission approved Mike Lewis to our Board on 9/17/2009. Mr. Lewis is Senior Vice President at Green Bank and is a Blount County Commissioner. His first three year term is 10/1/10 – 10/1/13 and he will be eligible to be re-appointed for another three year term if he is so interested. The Blount County Commission approved Joan VanSickle Sloan to our Board on 9/17/09. Ms. Sloan is the Community Outreach Coordinator for Blount County Public Library. Her first three year term is 10/1/10 – 10/1/13 and she will be eligible to be re-appointed for another three year term if she is so interested.

My request of the Blount County Commission is to reappoint Dr. Bob Ramsey to represent the Blount County Commission as a member from the public sector for the term of 10/1/2011 – 10/1/2014. Your attention to this matter is greatly appreciated. If you have questions or concerns, feel free to contact me at 983-8411 ext. 22 or by email at [nsentell@blountcaa.org](mailto:nsentell@blountcaa.org).

Sincerely,



Nancy E. Sentell  
Executive Director

**BOARD MEMBER TERMS OF APPOINTMENT**  
**Updated information effective 10/14/11 pending BCCAA Board approval**

<b>Board Member</b>	<b>Date of Appointment</b>	<b>Term</b>	<b>Sector</b>
Robert Ramsey	10/1/98	3 yr.- 10/1/11-10/1/14	Public
Ed Mitchell	4/19/01	3 yr.- 10/1/10-10/1/14	Public
Ralph Miller, Jr.	10/14/11	3 yr.- 10/1/11-10/1/14	Low-Income
Helen Abbott	10/14/11	3 yr.- 10/1/11-10/1/14	Low-Income
Melanie Davis	10/14/11	3 yr.- 10/1/11-10/1/14	Private
Stone Carr	8/14/06	2 yrs.-10/1/10-10/1/12	Low-Income
Terry Elmore	4/19/06	2 yrs.-10/1/10-10/1/12	Low-Income
Gary Heath	4/18/08	2 yrs.-10/1/10-10/1/12	Private
Clara Peals	9/16/76	2 yrs.-10/1/10-10/1/12	Private
Bill Lyons	4/18/01	2 yrs.-10/1/10-10/1/12	Private
Joan VanSickle Sloan	9/17/09	3 yrs.-10/1/10-10/1/13	Public
Mike Lewis	9/17/09	3 yrs.-10/1/10-10/1/13	Public
*Ken White	*8/20/10	3 yrs.- 9/1/10-8/31/13	Public
Gloria Bickers	6/25/10	3 yrs.-10/1/10-10/1/13	Low-Income
Jason Emert	10/15/10	3 yrs.-10/1/10-10/1/13	Private

*\*Ken White was designated by the Alcoa Commission at their 7/13/10 meeting and approved at the 8/20/10 BCCAA Board Meeting. The Attorney for the Alcoa Commission requested a term limit before the Governance Committee met; therefore, his term was designated as 9/1/10-8/31/13.*



# BLOUNT COUNTY MAYOR

Ed Mitchell

341 Court Street, Maryville, TN 37804-5906

Phone: (865) 273-5700

Fax: (865) 273-5705

Email: emitchell@blounttn.org



## MEMO

---

**TO:** The Blount County Commission

**FROM:** Ed Mitchell

**RE:** Appointments for the Blount County Public Building Authority

**DATE:** October 1, 2013

I hereby submit the following names as my recommendation for re-appointments to the Board of the Public Building Authority:

John M. Lambert, Jr.  
Cheri Huffman Jones

These terms would be for six (6) year terms and would expire on 7/31/2019.

Thank you for your consideration and approval.

**Cheri Huffman Jones**

- 1118 Oxford Hills Drive, Maryville, TN 37803
- Master of Accountancy and J.D. from the University of Tennessee
- Associate Professor of Accounting and Law with Tusculum College (since May 2001)

John M. Lambert, Jr.  
1320 Dunbarton Drive  
Maryville, Tennessee 37803  
(865) 977-4195

**Education**

Graduate of University of Tennessee, Accounting and Finance

**Experience**

Over 40 years experience in construction and materials

Past Director of American Crushed Stone Association

Past President of Alabama Crushed Stone Association

**Volunteer**

Volunteer for Boy Scouts – Adult leadership

President of Little League in Alabama

**RESOLUTION NO. 13-10-002**

Sponsored by: Commissioners Jerome Moon, Ron French, Gerald Kirby, Kenneth Melton, and Gordon Wright

**A RESOLUTION TO GRANT APPROVAL TO THE BLOUNT COUNTY VETERANS AFFAIRS COMMITTEE TO REPAIR, RESTORE AND UPDATE BLOUNT COUNTY WAR MONUMENTS.**

**WHEREAS**, on the grounds of the Blount County Court House, Blount County has monuments honoring those who have served in the defense of The United States of America; and

**WHEREAS**, over time these monuments have required maintenance as well as updating; and the Veterans organizations of Blount County have been generous, diligent and committed to maintaining and updating these monuments; and

**WHEREAS, THE VETERANS AFFAIRS COMMITTEE** is comprised of appointed members representing the Blount County Veterans organizations and serve at the pleasure of the Blount County Commission.

**NOW THEREFORE, BE IT RESOLVED BY THE** Board of Commissioners of Blount County, Tennessee assembled in regular session this 17th day of October, 2013 that:

1. The BLOUNT COUNTY VETERANS AFFAIRS COMMITTEE has the approval of THE BLOUNT COUNTY BOARD OF COMMISSIONERS to coordinate with United Veterans of Blount County, to plan, to undertake, to oversee and to execute projects to repair, restore and update the monuments.
2. The resources required for the repairs, restoration, updating will be by donation, and the BLOUNT COUNTY VETERANS AFFAIRS COMMITTEE will not bind Blount County by contract, agreement or action to pay for any expense or obligation arising from carrying out the projects or the repairs, restoration and updating of the monuments.

**Duly authorized and approved this 17<sup>th</sup> day of October, 2013.**

**CERTIFICATION OF ACTION**

**ATTEST**

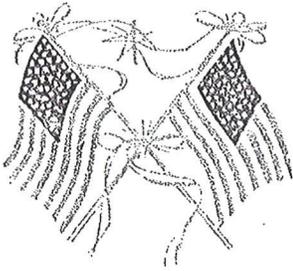
\_\_\_\_\_  
**Commission Chairman**

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

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

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

\_\_\_\_\_  
**Date**



SPONSORS:  
UNITED VETERANS OF BLOUNT COUNTY  
American Legion Post 13 and Auxiliary  
Disabled American Veterans  
Blount County Chapter 26 and  
Auxiliary  
Veterans of Foreign Wars  
Blount County Chapter 123  
5154 W. Alexander  
World War I Parade

The veterans organizations of Blount County, with the unanimous approval of the County Commissioners, are undertaking the project to repair the Blount County War Monument.

One item will be the addition of War Dead Names that may have been omitted originally. If anyone knows of a Blount County Veteran who was killed in a war, and whose name was omitted, then that complete name, along with proof, must be presented to the Blount County Veterans Office in the courthouse, by May 30, 1984.

Another item will be the correction of misspelled names in as much as possible. If anyone knows of a misspelled name, proof of correct spelling must be presented by the May 30, 1984 deadline.

# **BUDGET TRANSFERS**

## **(COMMISSION ACTION NEEDED)**

<b><u>FUND</u></b>	<b><u>AMOUNT</u></b>	<b><u>BUDGET COMMITTEE</u></b>	<b><u>VOTE</u></b>
101 – Gen. County Risk Mgt.	\$109,944.50	Recommended	4 – yes 1 - absent
101 – Gen. County Veterans	\$ 5,969.00	Recommended	4 – yes 1 - absent

Blount County Government  
Budget Amendment Request  
FY 13-14

Type of Amendment:

Transfer   
Increase/Decrease

DEPARTMENT: Risk Management  
ACCOUNT: Operating Transfers (Revenue)

	Account Number	Description	Amount
TO	101-0-489900-0	Other (Use of Fund Balance)	109,944.50
Used with transfers			
(or)			
APPROPRIATION			
Used with Inc/Dec			
Total			109,944.50

	Account Number	Description	Amount
FROM	101-0-498000-0	Operating Transfers	109,944.50
Used with transfers			
(or)			
EST REVENUE			
Used with Inc/Dec			
Total			109,944.50

Explanation: Due to insurance issues, this would "forgive" the related transfer to workers' comp for one year only.

 10-3-12

Signature of Department Head/Date

Signature of County Mayor/Date

\*All requests are due to Budget Manager's Office by noon on the Tuesday before the Budget Committee Meeting.

# Memo

**To:** Blount County Budget Committee

**From:** Randy Vineyard

**Date:** September 30, 2013

**Re:** Insurance Update

---

Find attached an analysis of the financial status of the County's insurance funds. In an effort to mitigate the insurance fund issues that arise from modifications in accounting for self-insured programs, I would like to propose the following recommendation which has been discussed with the auditors and our Risk Manager:

- a. Forgive the annual transfer from the Workers' Comp fund to General County for one-year only (FY13-14) to show an effort to correct the challenge before us (transfer attached)
- b. During the FY14-15 budget process, Risk Manager will suggest new rates for both Workers' Comp and General Liability funds that will correct the issues going forward and would be voted on during that budget process.

Thank you.

**Insurance Fund(s) Update**  
**Blount County, TN**

1. As of **June 30, 2012** the Comptroller's office required that we split the insurance accounts into separate funds. For the prior several years, these were accounted for as projects within one insurance fund.
2. At that time, the related net assets (ie, similar to fund balances, different title since these are internal service funds) were as follows (**agree to audited financials, June 30, 2012**):
  - a. Health \$5,610,932.46
  - b. Dental 0.00 (this was determined to be a fully insured product)
  - c. WC (368,295.29)
  - d. GL (138,008.82)Total \$5,104,628.35
3. Because WC and GL fund balances were negative, it was determined that during the FY12-13 budget season process, it would be requested that we raise the related rates to bring those funds back to a healthy bottom line, and for 1 year only to lower health rates.
  - a. This was NOT voted in.
4. *Unaudited* net assets at **June 30, 2013** are:
  - a. Health \$5,770,628.14
  - b. WC (213,853.84)
  - c. GL 314,467.58Total \$5,871,241.88
  - d. Because we still have a negative fund balance related to workers' comp, we may
  - e. have an audit issue.
5. Opinions from the auditors on what can be done, as discussed June, 2013:
  - a. Can we use health fund balance? What if we re-characterize health premiums and obtain approval from the County Commission to do so (ie, change the revenues from health to WC/GL and also change the expenditure classification in the various funds)?
    - i. As an overview, there are a lot of laws governing health funds so this is not a good option to begin with; beyond that...
    - ii. Once \$ has been set aside by the authority for schools for health insurance, you cannot change that in any way because they are a discretely presented component unit. So this is not an option for schools.
    - iii. For other funds...their stance has always been "all or nothing" and since schools cannot do this, they probably would not allow other funds to do so. There would have to be research done to see if it could even be done that way.
  - b. Would re-combining the funds gain us anything?
    - i. As far as presentation, it will still be presented on the government-wide statements in total, with footnotes similar to those attached.
    - ii. This is a management decision, but doing this would not guarantee "no finding" and my thought is that is there's no gain, it's better to have them separate as noted in last year's financials.

- c. So what can we do? Regardless of what decisions are made, they cannot guarantee a “no finding” at this point. That will be up to Nashville, but since it’s the first year of the funds being re-split, we may have a little flexibility *for this year only*. Here are ideas to help:
- i. Have the Commission allow the General Fund to forgive the approx. \$200,000 transfer that covers the insurance salaries/accounts for this year only. This will probably not correct the entire problem but would possibly help (this would then be lost revenue in 101).
  - ii. Have Don estimate the June 30 IBNR to see if by any chance we have possibility of it looking better this year, thus gaining in that regard; (in fact, general liability DOES look better, the current issue lies with worker’s comp)
  - iii. **Most importantly, show in the FY13-14 budget that we are increasing the premiums so that it is known that this is a one-year only issue. This would need to be complete by the time the FY12-13 financials go to print.**
6. Follow up conversations were held with B. Burklin and the Risk Manger about proposed solutions. It is likely that the financial presentation of these funds will be on a combined basis. There will be a footnote disclosure on the individual fund analysis and therefore a need to put each fund on sound financial footing.
7. Best solution:
- i. Forgive the FY 13-14 Workers Comp transfer from Fund 266 (Wkr. Comp) to Fund 101 (Gen. County) approx. \$110K
  - ii. Establish new premiums for the FY 14/15 budget to eliminate any remaining deficit in either of the insurance funds

Blount County Government  
Budget Amendment Request  
FY 13-14

**Type of Amendment:**

Transfer   
Increase/Decrease

DEPARTMENT: Veterans Services

ACCOUNT: 101-058300

	Account Number	Description	Amount
TO	101-058300-500105	Supervisor	5,000.00
Used with transfers	101-058300-500201	Social Security	310.00
	101-058300-500204	State Retirement	567.00
(or)	101-058300-500206	Life Insurance	13
	101-058300-500212	Medicare	72.00
APPROPRIATION	101-058300-500513	Workers Comp	7.00
Used with inc/dec			
Total			5,969.00

	Account Number	Description	Amount
FROM	101-051310-500105	Supervisor	5,969.00
Used with transfers			
(or)			
EST REVENUE			
Used with inc/dec			
Total			5,969.00

Explanation: Increase salary & benefits for Veterans Services supervisor

  
Signature of Department Head/Date

Signature of County Mayor/Date

\*All requests are due to Budget Manager's Office by noon on the Tuesday before the Budget Committee Meeting.

# **BUDGET INCREASES/DECREASES**

## **(COMMISSION ACTION NEEDED)**

<b><u>FUND</u></b>	<b><u>AMOUNT</u></b>	<b><u>BUDGET COMMITTEE</u></b>	<b><u>VOTE</u></b>
101 - Gen. County County Clerk	\$ 5,000.00	Recommended	4 - yes 1 - absent
101 - Gen. County Elections	\$ 1,539.61	Recommended	4 - yes 1 - absent
101 - Gen. County Probation	\$240,070.00	Recommended	4 - yes 1 - absent
101 - Gen. County Gen. Administration	\$ 94,580.00	Recommended	4 - yes 1 - absent
115 - Public Library Libraries	\$ 5,606.00	Recommended	4 - yes 1 - absent
189 - Other Capital Projects Hwy/Covered Bridge	\$ 12,661.00	Recommended	4 - yes 1 - absent

**RESOLUTION NO. 13-10-004**

**Sponsored by: Commissioners Steve Samples and Mike Lewis**

**A RESOLUTION TO AMEND GENERAL COUNTY FUND BUDGET.**

**WHEREAS**, Blount County would like to amend the General County Fund Budget to appropriate funds for the purchase of equipment needed to finish the vehicle registration system.

**WHEREAS**, it is deemed to be in the best interest of Blount County to amend the General County Fund Budget as requested.

**NOW THEREFORE, BE IT RESOLVED** BY THE Board of Commissioners of Blount County, Tennessee assembled in regular session this 17<sup>th</sup> day of October, 2013 that the General County Fund Budget shall be amended as follows:

**Estimated Revenue:**

101-0-489900                      Other .....\$5,000.00

**Appropriation:**

101-052500-500709-0      Data Processing Equipment .....\$5,000.00

**Duly authorized and approved this 17<sup>th</sup> day of October, 2013.**

**CERTIFICATION OF ACTION**

**ATTEST**

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

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

Approved: \_\_\_\_

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

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

\_\_\_\_\_  
**Date**

**Blount County Government  
Budget Amendment Request  
FY 13-14**

**Type of Amendment:**

Transfer   
 Increase/Decrease

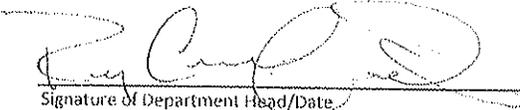
DEPARTMENT: County Clerk

ACCOUNT: 101-052500

	Account Number	Description	Amount
TO	101-052500-500709-0	Data Processing Equipment	5,000.00
Used with transfers			
(or)			
APPROPRIATION			
Used with inc/dec			
Total			5,000.00

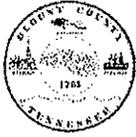
	Account Number	Description	Amount
FROM	101-0-489900	Other	5,000.00
Used with transfers			
(or)			
EST REVENUE			
Used with inc/dec			
Total			5,000.00

Explanation: Increase for the purchase of equipment needed to finish the vehicle registration system.

  
 Signature of Department Head/Date

Signature of County Mayor/Date

\*All requests are due to Budget Manager's Office by noon on the Tuesday before the Budget Committee Meeting.



**BLOUNT COUNTY**

**Office of the County Clerk**

345 COURT STREET, MARYVILLE, TENNESSEE 37804-5906

Roy Crawford, Jr.  
County Clerk

Telephone (865) 273-5800  
Fax (865) 273-5815

**MEMORANDUM**

To: Randy Vineyard  
Ashley Spangler  
From: Roy Crawford, Jr.  
Date: September 24, 2013  
Re: Use of computer fund

In May 2013, the County Clerk's Office purchased 12 scanners and 12 signature pads for use in the vehicle registration system. Due to a significant increase in workload from rental car companies, there is a need for three additional scanners and signature pads. The additional scanning equipment will allow for faster processing of title work, thus saving labor expense.

The cost breakdown for the equipment is as follows:

- 3 Fujitsu F16130X desktop scanners @917.00 ea, \$2,751 total
- 3 Topaz T-L-460-HSB-R Signature Pads @229.00 ea, \$687 total
- 3 PIX Trans license for scanner @100.00 ea, \$300 total
- 3 Software installation and configuration for scanner @250.00 ea, \$750 total
- 3 Configuration and installation of signature pad @100.00 ea, \$300 total

Grand Total - \$4,788

The above costs are from bid #B2012228. Valerie Cunningham from the Purchasing Department has verified with the vendors that the prices from the bid are still valid and she has also verified that the contract can legally be extended.

I request that account 101-052500-500709-0 be increased by \$5,000 for the purchase of the equipment and that the revenue be taken from the County Clerk computer fund (433961). Please advise me of any additional steps I need to take.

Thank you for your assistance.

**RESOLUTION NO. 13-10-005**

**Sponsored by: Commissioners Steve Samples and Jerome Moon**

**A RESOLUTION TO AMEND GENERAL COUNTY FUND BUDGET.**

**WHEREAS**, Blount County would like to amend the General County Fund Budget to appropriate funds to increase revenues and appropriations for State computer grant for Elections Office.

**WHEREAS**, it is deemed to be in the best interest of Blount County to amend the General County Fund Budget as requested.

**NOW THEREFORE, BE IT RESOLVED** BY THE Board of Commissioners of Blount County, Tennessee assembled in regular session this 17<sup>th</sup> day of October, 2013 that the General County Fund Budget shall be amended as follows:

**Estimated Revenue:**

101-0-469800	Other State Grants.....	\$ 76.98
101-0-475900	Other Federal Through State.....	<u>\$1,462.63</u>
	TOTAL .....	\$1,539.61

**Appropriation:**

101-051500-500709-0	Data Processing Equipment .....	\$1,539.61
---------------------	---------------------------------	------------

**Duly authorized and approved this 17<sup>th</sup> day of October, 2013.**

**CERTIFICATION OF ACTION**

**ATTEST**

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

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

Approved: \_\_\_\_

Vetoed: \_\_\_\_

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

\_\_\_\_\_  
Date

**Blount County Government  
Budget Amendment Request  
FY 13-14**

Type of Amendment:

Transfer   
 Increase/Decrease

DEPARTMENT: Elections

ACCOUNT: 101-051500

	Account Number	Description	Amount
TO	101-051500-500709-0	Data Processing Equipment	1,539.61
Used with transfers			
(or)			
APPROPRIATION			
Used with inc/dec			
Total			1,539.61

	Account Number	Description	Amount
FROM	101-0-469800	Other State Grants	76.98
Used with transfers	101-0-475900	Other Federal Through State	1,462.63
(or)			
EST REVENUE			
Used with inc/dec			
Total			1,539.61

Explanation: Increase revenues & appropriations for state computer grant.

  
 Signature of Department Head/Date

Signature of County Mayor/Date

\*All requests are due to Budget Manager's Office by noon on the Tuesday before the Budget Committee Meeting.

**RESOLUTION NO. 13-10-006**

**Sponsored by: Commissioners Mike Lewis and Steve Samples**

**A RESOLUTION TO AMEND GENERAL COUNTY FUND BUDGET.**

**WHEREAS**, Blount County would like to amend the General County Fund Budget to appropriate funds for new probation officers, supplies and equipment needed for an electronic monitoring system.

**WHEREAS**, it is deemed to be in the best interest of Blount County to amend the General County Fund Budget as requested.

**NOW THEREFORE, BE IT RESOLVED** BY THE Board of Commissioners of Blount County, Tennessee assembled in regular session this 17<sup>th</sup> day of October, 2013 that the General County Fund Budget shall be amended as follows:

**Estimated Revenue:**

101-0-433930	Probation Fees.....	\$154,280.00
101-0-389900	Other .....	<u>\$ 85,790.00</u>
	TOTAL .....	<u>\$240,070.00</u>

**Appropriation:**

101-051500-500709-0	101-053910-500111 .....	\$ 70,000.00
101-053910-500201	Social Security .....	\$ 4,340.00
101-053910-500204	State Retirement.....	\$ 7,945.00
101-053910-500205	Dependent Coverage.....	\$ 13,200.00
101-053910-500206	Life Insurance .....	\$ 185.00
101-053910-500208	Health Insurance .....	\$ 10,200.00
101-053910-500208	Dental Insurance .....	\$ 920.00
101-053910-500210	Unemployment.....	\$ 180.00
101-053910-500212	Medicare .....	\$ 1,015.00
101-053910-500513	Workers Comp.....	\$ 105.00
101-053910-500711	Furniture & Fixtures .....	\$ 8,000.00
101-053910-500435	Office Supplies.....	\$ 1,000.00
101-053910-500399	Other Contracted Services .....	\$103,480.00
101-053910-500708	Communication Equipment .....	\$ 8,000.00
101-053910-500356	Tuition.....	\$ 1,500.00
101-091190-500707	Building Improvements .....	<u>\$ 10,000.00</u>
	TOTAL .....	<u>\$240,070.00</u>

Duly authorized and approved this 17<sup>th</sup> day of October, 2013.

**CERTIFICATION OF ACTION**

**ATTEST**

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

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

Approved: \_\_\_\_

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

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

\_\_\_\_\_  
Date

Blount County Government  
Budget Amendment Request  
FY 13-14

Type of Amendment:

Transfer   
Increase/Decrease

DEPARTMENT: Probation (Page 1)

ACCOUNT: 101-053910

	Account Number	Description	Amount
TO	101-053910-500111	Probation Officer	70,000.00
Used with transfers	101-053910-500201	Social Security	4,340.00
	101-053910-500204	State Retirement	7,945.00
(or)	101-053910-500205	Dependent Coverage	132.00
	101-053910-500206	Life Insurance	185.00
APPROPRIATION	101-053910-500207	Health Insurance	10,200.00
Used with inc/dec	101-053910-500208	Dental Insurance	920.00
Total			106,790.00

	Account Number	Description	Amount
FROM	101-0-433930	Probation Fees	154,280.00
Used with transfers	101-0-489900	Other	85,790.00
(or)			
EST REVENUE			
Used with inc/dec			
Total			240,070.00

Explanation: Probation increase for new probation officers, supplies, and equipment needed for the new electronic monitoring system. (Page 1)

 10/31/13  
Signature of Department Head/Date

Signature of County Mayor/Date

\*All requests are due to Budget Manager's Office by noon on the Tuesday before the Budget Committee Meeting.

Blount County Government  
Budget Amendment Request  
FY 13-14

Type of Amendment:

Transfer   
Increase/Decrease

DEPARTMENT: Probation (Page 2)

ACCOUNT: 101-053910

	Account Number	Description	Amount
TO	101-053910-500210	Unemployment	180.00
Used with transfers	101-053910-500212	Medicare	1,015.00
	101-053910-500513	Workers Comp	105.00
(or)	101-053910-500711	Furniture & Fixtures	8,000
	101-053910-500435	Office Supplies	1,000.00
APPROPRIATION	101-053910-500399	Other Contracted Services	103,480.00
Used with inc/dec	101-053910-500708	Communication Equipment	8,000.00
Total			121,780.00

	Account Number	Description	Amount
FROM			
Used with transfers			
(or)			
EST REVENUE			
Used with inc/dec			
Total			0.00

Explanation: Probation increase for new probation officers, supplies, and equipment needed for the new electronic monitoring system. (Page 2)

 10/31/13  
Signature of Department Head/Date

Signature of County Mayor/Date

\*All requests are due to Budget Manager's Office by noon on the Tuesday before the Budget Committee Meeting.

Blount County Government  
Budget Amendment Request  
FY 13-14

Type of Amendment:

Transfer

Increase/Decrease

DEPARTMENT: Probation (Page 3)

ACCOUNT: 101-053910

	Account Number	Description	Amount
TO	101-053910-500356	Tuition	1,500.00
Used with transfers	101-091190-500707	Building Improvements	10,000.00
(or)			
APPROPRIATION			
Used with inc/dec			
Total			11,500.00

	Account Number	Description	Amount
FROM			
Used with transfers			
(or)			
EST REVENUE			
Used with inc/dec			
Total			0.00

Explanation: Probation increase for new probation officers, supplies, and equipment needed for the new electronic monitoring system. (Page 3)

 10/3/13  
Signature of Department Head/Date

Signature of County Mayor/Date

\*All requests are due to Budget Manager's Office by noon on the Tuesday before the Budget Committee Meeting.

**BCP Budget Proposal October 2013**

2 New Probation Officers	The new Probation officers could handle no more than 20 Offenders each on Electronic Monitoring Devices.	\$108,090.00 (Approximate salary + Benefits)
Office Remodel	A hallway would need to be created to back offices in order to close off classrooms. Also, a wall would need to be torn out in order to enlarge classroom space.	\$10,000.00
Furniture/Office Supplies	I would need to purchase Office Furniture for new Staff members along with phones, computers, printers, etc.	\$8,000.00
General Office Supplies	I would need additional funds for paper, ink, and other products.	\$1,000.00
PTS	I would need to pay our Probation Tracking System an extra \$40.00 per month for the new staff members.	\$480.00
Employee Phones and I-Pads	I would need to purchase I-phones for the Probation Officers and the monthly data plans in order to track offenders after hours.	\$8,000.00 (approximate)
Tuition/Training/Travel	I would need additional money for training for new Officers to become Driving School Instructors or BIP Instructors.	\$1,500.00
Driving School Manuals	I would need additional funds to buy Driving School Manuals to accommodate an additional 720 students (*Revenue would be \$54,000.00)	\$3,000.00
		\$140,070.00 (Approximate)

<p>I would need to increase the Operating Budget and add a Cost Center to cover the amount needed to pay the Monthly Invoices for the Electronic Monitoring Device fees. The Program would be Offender Funded. The Offender would be charged a daily fee and an Installation fee. BCP would collect the fees and would receive an Invoice from the Electronic Monitoring Company. The Offender Fees would be deposited into the Blount County General Fund. The Monthly Invoice would be paid from the BCP Budget.</p>	
	\$100,000.00

\*\*At this time, I would need my Total Budget to be increased by \$240,070.00\*

\*\*Please See attached page for Cost Analysis and savings to Blount County\*

## Electronic Monitoring Estimated Cost Analysis

This example is based on 40 Offenders from the Blount County Jail being placed on an Electronic Monitoring Device.

If 40 Blount County Jail Inmates were placed on Electronic Monitoring Devices, Blount County could avoid paying housing costs on 40 inmates. An average "healthy" inmate costs approximately \$40.00 per day that they are incarcerated.

Below, you will see the analysis for Blount County:

	<b>Approximate Cost</b> per year to house a Blount County Inmate	<b>Approximate Revenue</b> if 40 Inmates were placed on Electronic Monitoring
40 Blount County Inmates	\$584,000.00	\$99,280.00

\*\*\* The Offender would be charged \$10.00 per day. Blount County would receive **\$6.80** of the \$10.00 as **Revenue** and the remaining \$3.20 would go to the Electronic Monitoring Company for their Services. The Approximate Revenue that would be generated if 40 Offenders were placed on an Electronic Monitoring Device for a period of 1 year would be approximately **\$99,280.00**.

\*\*\* **Additional Profit- \$25.00 Installation Fee to Offender x 40= \$1,000.00**

\*\*\* **Office Remodel of approximately \$10,000.00 could potentially increase Revenue by approximately \$54,000.00 for Driving School per year and \$11,250.00 for DUI School per year.**

\*\*\* The request for a Remodel would be to accommodate an extra 20 **Driving School Students** per Class x 3 Classes per Month. 60 additional students per month x \$75.00 = \$4,500.00. \$4,500.00 x 12= **\$54,000.00**

\*\*\* The request for Remodel would also allow an additional 20 **DUI School Students** per class x 6 classes per year = **\$9,000.00**.

**RESOLUTION NO. 13-10-007**

**Sponsored by: Commissioners Jerome Moon and Steve Samples**

**A RESOLUTION TO AMEND GENERAL COUNTY FUND BUDGET.**

**WHEREAS**, Blount County would like to amend the General County Fund Budget to appropriate funds to increase expenditures for the jail overcrowding needs assessment provided by the Institute for Law & Policy Planning.

**WHEREAS**, it is deemed to be in the best interest of Blount County to amend the General County Fund Budget as requested.

**NOW THEREFORE, BE IT RESOLVED** BY THE Board of Commissioners of Blount County, Tennessee assembled in regular session this 17<sup>th</sup> day of October, 2013 that the General County Fund Budget shall be amended as follows:

**Estimated Revenue:**

101-0-489900 Other .....\$94,580.00

**Appropriation:**

101-051900-500399 Other Contracted Services .....\$94,580.00

**Duly authorized and approved this 17<sup>th</sup> day of October, 2013.**

**CERTIFICATION OF ACTION**

**ATTEST**

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

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

Approved: \_\_\_\_

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

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

\_\_\_\_\_  
**Date**

**Blount County Government  
Budget Amendment Request  
FY 13-14**

**Type of Amendment:**

Transfer   
 Increase/Decrease

DEPARTMENT: General Administration

ACCOUNT: 101-051900

	Account Number	Description	Amount
TO	101-051900-500399	Other Contracted Services	94,580.00
Used with transfers			
(or)			
APPROPRIATION			
Used with inc/dec			
Total			94,580.00

	Account Number	Description	Amount
FROM	101-0-489900	Other	94,580.00
Used with transfers			
(or)			
EST REVENUE			
Used with inc/dec			
Total			94,580.00

Explanation: Increase expenditures for the jail overcrowding needs assessment provided by the Institute for Law & Policy Planning

  
 Signature of Department Head/Date 10/1/13

Signature of County Mayor/Date

\*All requests are due to Budget Manager's Office by noon on the Tuesday before the Budget Committee Meeting.

# TIMELINE

Proposed Schedule for New Jail Feasibility Study for Blount County Board of Commissioners																	
Task Description	Week																
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
<b>Orientation Meeting and Preliminary Work</b>																	
<b>Identification of Major Factors Driving Crime and Inmate Population</b>																	
Case Processing Efficiency and Savings																	
Inmate Tracking Analysis																	
Tracking Special Populations																	
<b>Assessment of Inmate Population</b>																	
Inmate Profile																	
Identify subpopulations appropriate for alternatives																	
Generate design specifications for population																	
<b>Evaluation of Medical and Mental Health Services</b>																	
Evaluate medical and mental health delivery																	
Study integration with community, medical, and social services																	
Recommend optimal design, staffing, and adjacencies																	
Identify potentials for increased effectiveness and cost savings																	
<b>Booking Environment Analysis</b>																	
Evaluate current booking practices																	
Recommend optimal design, staffing, and adjacencies																	
<b>System-Wide Assessment and Evaluation</b>																	
Assess Criminal Justice Agency Roles																	
Role of Alternatives to Incarceration																	
Facility Design Recommendations																	
<b>Forecast Capacity and Space Requirements</b>																	
Jail Population Forecast																	
Forecast of Space Requirements																	
<b>Space Use Evaluation for Correctional Center</b>																	
Correctional Center Facility Inventory																	
Current Space Use Evaluation/Future Space Demand																	
<b>Estimation of Facility Construction Costs</b>																	
Market Survey/Forecast																	
Preliminary and Comparative Cost Analysis																	
Schedule/Phasing Review																	
<b>Submission of Draft Report for Comments</b>																	
<b>Presentation of Final Report</b>																	

# WORK PLAN

Proposed Budget for New Jail Feasibility Study for Blount County Board of Commissioners								
Task Description	Hourly rate (including overhead)							Cost
	Allen Kalmanoff	David Voorhis	Tam Esberly	Brian Teagler	Michael McNameara	Alice Lin	Support Staff	
	115	80	80	80	80	35	25	
	Hours							Cost
<b>Orientation and Meeting</b>	10	10	7	7	6	6	6	\$ 3,430
<b>Subtotal</b>								\$ 3,430
<b>Identification of Major Factors Driving Crime and Inmate Population</b>								
Case Processing Efficiency and Savings	24	13	14	10				\$ 5,720
Inmate Tracking Analysis	12	5	7	6				\$ 2,820
Tracking Special Populations	10	5	6					\$ 2,030
<b>Subtotal</b>								\$ 10,570
<b>Assessment of Inmate Population</b>								
Inmate Profile	10	10	14	7		7		\$ 3,875
Identify subpopulations appropriate for alternatives	12	10	10			7	6	\$ 3,375
Generate design specifications for population	12	7	5		7	10	6	\$ 3,400
<b>Subtotal</b>								\$ 10,650
<b>Evaluation of Medical and Mental Health Services</b>								
Evaluate medical and mental health delivery	8					8	12	\$ 1,500
Study integration with community medical and social services	22	6				9	9	\$ 3,550
Recommend optimal design, staffing, and adjacencies	12	6			22	9	9	\$ 4,160
Identify potentials for increased effectiveness and cost savings	12	6				12		\$ 6,000
<b>Subtotal</b>								\$ 15,210
<b>Booking Environment Analysis</b>								
Evaluate current booking practices	10	8	6	6		7	6	\$ 3,145
Recommend optimal design, staffing, and adjacencies	7	14	7		10		7	\$ 3,460
<b>Subtotal</b>								\$ 6,605
<b>System-Wide Assessment and Evaluation</b>								
Assess Criminal Justice Agency Roles	22	10	10	10		12	12	\$ 5,650
Role of Alternatives to Incarceration	17	16	14			6	7	\$ 4,740
Facility Design Recommendations	13	16			18	5	7	\$ 5,845
<b>Subtotal</b>								\$ 16,235
<b>Forecast Capacity and Space Requirements</b>								
Jail Population Forecast	14	6	14			7	10	\$ 3,705
Forecast of Space Requirements	18	18	10		14	10	14	\$ 6,130
<b>Subtotal</b>								\$ 9,835
<b>Space Use Evaluation for Correctional Center</b>								
Correctional Center Facility Inventory	14	18	14		20	9	18	\$ 6,535
Current Space Use Evaluation/ Future Space Demand	14	18	10			9	14	\$ 4,515
<b>Subtotal</b>								\$ 11,050
<b>Estimation of Facility Construction Costs</b>								
Market Survey/Forecast	10				14	21	10	\$ 3,255
Preliminary and Comparative Cost Analysis	10					18		\$ 1,780
Schedule/Phasing Review						16		\$ 560
<b>Subtotal</b>								\$ 5,595
<b>Deliverables</b>								
Draft Report <i>Blount</i>	17	17	11	8	14	22	21	\$ 7,250
Final Report: Blount County Board of Commissioners New Jail Feasibility Study	14	14	9	9	14	20	22	\$ 6,540
Final Report: Summary Presentation	14							\$ 1,610
<b>Expenses (Travel, Production and Project Costs. Not to exceed amount)</b>								\$ 4,000
<b>Total Hours</b>	<b>338</b>	<b>233</b>	<b>168</b>	<b>63</b>	<b>139</b>	<b>230</b>	<b>196</b>	
<b>Total Cost (Not to exceed) *</b>								<b>\$ 94,580</b>

Note: Deliverables are not chargeable. Fees include all out of pocket expenses, as required.

\*This cost estimate is negotiable upwards or downwards based on negotiations of additions, subtractions, changes, and refinements in the scope of work.

**RESOLUTION NO. 13-10-008**

**Sponsored by: Commissioners Steve Samples and Jerome Moon**

**A RESOLUTION TO AMEND PUBLIC LIBRARY FUND BUDGET.**

**WHEREAS**, Blount County would like to amend the Public Library Fund Budget to appropriate funds for a grant awarded from the Tennessee State Library and Archives to be matched by a donation from the Blount County Friends of the Library.

**WHEREAS**, it is deemed to be in the best interest of Blount County to amend the Public Library Fund Budget as requested.

**NOW THEREFORE, BE IT RESOLVED** BY THE Board of Commissioners of Blount County, Tennessee assembled in regular session this 17<sup>th</sup> day of October, 2013 that the Public Library Fund Budget shall be amended as follows:

**Estimated Revenue:**

115-0-461900	TSLA Tech Grant .....	\$2,803.00
115-0-461900	Match from Friends of Library .....	<u>\$2,803.00</u>
	TOTAL .....	\$5,606.00

**Appropriation:**

115-056500-500709	Data Processing Equipment .....	\$5,606.00
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**Duly authorized and approved this 17<sup>th</sup> day of October, 2013.**

**CERTIFICATION OF ACTION**

**ATTEST**

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

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

Approved: \_\_\_\_

Vetoed: \_\_\_\_

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

\_\_\_\_\_  
Date

**Blount County Government  
Budget Amendment Request  
FY 13-14**

**Type of Amendment:**

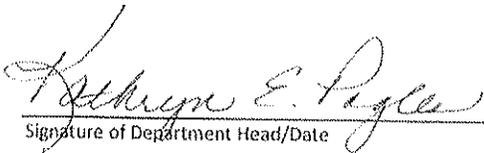
Transfer   
 Increase/Decrease

DEPARTMENT: Blount County Public Library  
 ACCOUNT: 115 -56500

	Account Number	Description	Amount
TO			
Used with transfers			
(or)			
APPROPRIATION	115-56500-709	Data Processing Equipment	5,606.00
Used with inc/dec			
Total			5,606.00

	Account Number	Description	Amount
FROM			
Used with transfers			
(or)			
EST REVENUE	115-0-461900	TSLA Tech Grant	2,803.00
Used with inc/dec	115-0-461900	Match from Friends	2,803.00
Total			5,606.00

Explanation: The above grant award from the Tennessee State Library and Archives will be matched by a donation from the Blount County Friends of the Library.

  
 Signature of Department Head/Date

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

\*All requests are due to Budget Manager's Office by noon on the Tuesday before the Budget Committee Meeting.

Blount County, Tennessee  
Grant (Contract) Worksheet

(adopted February 21, 2013)

Please provide the information below for any Grant being applied for or recently awarded.

Once completed, return the worksheet via e-mail to the Grant Accountant at [accounting@blounttn.org](mailto:accounting@blounttn.org).

Requesting Department: Blount County Public Library  
Contact Person's Name, email, phone # (person applying for grant): Kathryn Pagles, [kpagles@blounttn.org](mailto:kpagles@blounttn.org), 273-1406  
Financial Reporting Person's information (if different than contact): Same  
Project/Program Director's Name, email, phone #: Kathryn Pagles, [kpagles@blounttn.org](mailto:kpagles@blounttn.org), 273-1406  
Name of Granting Agency: Tennessee State Library and Archives  
Grant Name: Library Services and Technology Act  
Is a grant application required? YES  NO   
Is this a one-time grant? YES  NO  If no, is the grant recurring? Yes  
Application is made annually.  
Grant Funds Requested:  
Are County Funds Required (Match)? If so when approved, a budget amendment for match will need to be included with this form Matching funds will be requested from Friends group.  
Total Amount of Grant: \$11,200 (\$5600 from State, \$5600 match from Friends group)  
Brief Description for Use of Grant Funds: (Equipment, Gear, Personnel, etc.)  

<u>Replacement desk top computers w/camera based scanner <del>or</del> bridges to connect scanner</u>
---

  
If the grant is in the application processes, what is the submission deadline? July 31, 2013  
Worksheet reviewed by - \_\_\_\_\_  
Grant Accountant and/or Finance Director: \_\_\_\_\_  
Date of Commission approval: \_\_\_\_\_

Please provide the remaining information once the Grant is approved.

Grant CFDA# (Catalog of Federal Domestic Assistance): 45.310  
Date of Grant Award: October 1, 2013  
Grant Period: (such as: Oct 1 - Sept 30) October 1, 2013 - April 30, 2014  
Expiration Date of Grant, as established by the Granting Agency: April 30, 2014  
Anticipated Closing Date of Grant Project: Dec. 31, 2013  
How will we receive the Grant Funds? (direct deposit, check, other) Reimbursement thru direct deposit  
How often will the Grant Funds be sent? (monthly, quarterly, one payment, other) As invoice(s) are submitted.

\*\*\*\* Attach Budget Amendment(s) to this form when grant approved \*\*\*\*

Tre Hargett, Secretary of State  
**State of Tennessee**



Tennessee State Library and Archives  
403 7th Avenue North  
Nashville, TN 37243-1409

Charles Sherrill  
State Librarian and Archivist

615-741-7996  
Chuck.Sherrill@tn.gov

September 3, 2013

Kathryn Pagles, Director  
Blount County Public Library  
508 North Cusick Street  
Maryville, TN 37804

Good morning,

Due to the amount of funds requested by all applicants for the 2014 Tech Grant cycle, we are unable to fulfill your full request. Your grant request and award are below:

Amount Requested    \$5600.00  
Amount Awarded       \$2803.00

Do you intend to continue with the grant, considering the amount to be possibly awarded? If so, we will continue with our approval and contract process for your grant.

If so, and if there are any changes you need to make to your application page, please send that information in either via e-mail or fax. We do not require that you change your application page if you do not see a need to do so.

We will be mailing out contracts shortly for signature and return. Once we have received your signed contract back and have it signed on our end, we will send a fully executed copy back to you for your files.

Thank you for your attention to this matter.

Sincerely,

Jennifer Cowan-Henderson  
Bibliographic Services Coordinator

**RESOLUTION NO. 13-10-009**

**Sponsored by: Commissioners Jerome Moon and Mike Lewis**

**A RESOLUTION TO AMEND OTHER CAPITAL PROJECTS FUND BUDGET.**

**WHEREAS**, Blount County would like to amend the Other Capital Projects Fund Budget to appropriate funds to cover County's increased costs to match State grant for the Kinzel Springs covered bridge project. Donations have been pledged by businesses in Blount County to meet this obligation.

**WHEREAS**, it is deemed to be in the best interest of Blount County to amend the Other Capital Projects Fund Budget as requested.

**NOW THEREFORE, BE IT RESOLVED BY THE** Board of Commissioners of Blount County, Tennessee assembled in regular session this 17<sup>th</sup> day of October, 2013 that the Other Capital Projects Fund Budget shall be amended as follows:

**Estimated Revenue:**

189-0-445700-03049 Contributions and Gifts.....\$12,661.00

**Appropriation:**

189-091200-500707-03049 Building Improvements .....\$12,661.00

**Duly authorized and approved this 17<sup>th</sup> day of October, 2013.**

**CERTIFICATION OF ACTION**

**ATTEST**

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

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

Approved: \_\_\_\_

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

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

\_\_\_\_\_  
**Date**

**Blount County Government  
Budget Amendment Request  
FY 13-14**

**Type of Amendment:**

Transfer   
 Increase/Decrease

DEPARTMENT: Highway and Street Capital Projects

ACCOUNT: 091200

	Account Number	Description	Amount
TO			
Used with transfers			
(or)			
APPROPRIATION	189-091200-500707-03049	Building Improvements	12,661.00
Used with inc/dec			
Total			12,661.00

	Account Number	Description	Amount
FROM			
Used with transfers			
(or)			
EST REVENUE	189-0-445700-03049	Contributions and Gifts	12,661.00
Used with inc/dec			
Total			12,661.00

Explanation: Donations have been pledged by businesses in Blount County. This should cover the counties increased costs to match the state grant.

  
 10/7/13

Signature of Department Head/Date

Signature of County Mayor/Date

\*All requests are due to Budget Manager's Office by noon on the Tuesday before the Budget Committee Meeting.

# **OTHER BUDGET/PURCHASING ITEMS**

## **(COMMISSION ACTION NEEDED)**

<b><u>ITEM</u></b>	<b><u>COMMITTEE</u></b>	<b><u>VOTE</u></b>
Records Management, applying for Sustaining Cultural Heritage Grant – \$99,990	Recommended	4 – yes 1 – absent
Resolution to commit funds to Blount County Animal Shelter	Recommended	4 – yes 1 - absent

**Blount County, Tennessee  
Grant (Contract) Worksheet**

(adopted February 21, 2013)

**Please provide the information below for any Grant being applied for or recently awarded.**

Once completed, return the worksheet via e-mail to the Grant Accountant at [accounting@blounttn.org](mailto:accounting@blounttn.org).

Requesting Department: Blount County Records Management & Archives Dept.

Contact Person's Name, email, phone # (person applying for grant): Jackie Glenn, [jglenn@blounttn.org](mailto:jglenn@blounttn.org), 865-380-4295

Financial Reporting Person's information (if different than contact): \_\_\_\_\_

Project/Program Director's Name, email, phone # Jackie Glenn, [jglenn@blounttn.org](mailto:jglenn@blounttn.org), 865-380-4295

Name of Granting Agency: National Endowment for the Humanities

Grant Name: Sustaining Cultural Heritage Collections

Is a grant application required? YES  NO  If no, is the grant recurring? \_\_\_\_\_

Is this a one-time grant? YES  NO  If no, is the grant recurring? \_\_\_\_\_

**Grant Funds Requested:** \$ 99,990.00

**Are County Funds Required (Match)?** If so when approved, a budget amendment for match will need to be included with this form \$38,765.00 In kind match, no additional budget required

**Total Amount of Grant:** \$ 99,990

Brief Description for Use of Grant Funds:  
(Equipment, Gear, Personnel, etc.)

Renovations to the new location of Records Dept. at Operations Center, includes HVAC & lighting

If the grant is in the application processes, what is the submission deadline? 3-Dec-13

Worksheet reviewed by -

Grant Accountant and/or Finance Director: \_\_\_\_\_

Date of Commission approval: \_\_\_\_\_

**Please provide the remaining information once the Grant is approved.**

Grant CFDA# (Catalog of Federal Domestic Assistance): CFDA#45.149

Date of Grant Award: \_\_\_\_\_

Grant Period: (such as: Oct 1 - Sept 30) \_\_\_\_\_

Expiration Date of Grant, as established by the Granting Agency: \_\_\_\_\_

Anticipated Closing Date of Grant Project: \_\_\_\_\_

How will we receive the Grant Funds? (direct deposit, check, other) \_\_\_\_\_

How often will the Grant Funds be sent? (monthly, quarterly, one payment, other) \_\_\_\_\_

**\*\*\* Attach Budget Amendment(s) to this form when grant approved \*\*\***

RESOLUTION NO. 13-10-010

Sponsored by: Commissioners Jerome Moon and Steve Samples

**RESOLUTION TO COMMIT FUNDS FOR USE BY THE BLOUNT COUNTY ANIMAL SHELTER**

**WHEREAS**, the Governmental Accounting Standards Board (the GASB) has provided authoritative guidance for generally accepted accounting procedures for State and Local Governments;

**WHEREAS**, the Comptroller of the State of Tennessee has deemed that all county governments in Tennessee will comply with GASB accounting statements to ensure that there is a uniform and transparent accounting standard for reporting of public funds; and

**WHEREAS**, GASB Statement 54, paragraph 10 authorizes the county legislative body to commit certain funds for specific uses through formal resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Blount County Legislative Body meeting in regular session at Maryville, Tennessee, on this 17<sup>th</sup> day of Oct, 2013, that:

**SECTION 1.** All animal shelter donations be deposited in the county general fund and are formally committed to be spent only for the maintenance and repair, including equipment, land, and building, of the Blount County Animal Shelter, in order to provide this service to the citizens of Blount County.

**SECTION 2.** That any unexpended portion of the donations that are realized by the Blount County Animal Shelter be committed in the Blount County General Fund (Fund Balance) to fund expenditures specifically for the Blount County Animal Shelter.

This resolution shall take effect upon passage, the public welfare requiring it.

ADOPTED this 17<sup>th</sup> day of Oct, 2013.

APPROVED:

ATTEST:

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

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

RESOLUTION No. 13-10-003

Sponsored By: Commissioners Steve Samples and Mike Lewis

A RESOLUTION DECLARING THE ATTACHED LIST OF PERSONAL PROPERTY SURPLUS AND AVAILABLE FOR SALE ON INTERNET AUCTION.

WHEREAS, Tennessee Code Annotated 5-14-108 (o) (1) states "All sales of county-owned property, real or personal in nature, that has become surplus, obsolete or unusable shall be made by public auction or by sealed bid under this section, in the discretion of the purchasing agent or responsible official. "Public auction" includes sale by Internet auction."; and

WHEREAS, the responsible official has declared the property surplus; and

WHEREAS, the Purchasing Agent has suspended internet auction sales pending approval by the Blount County Commission of updated Blount County property management policies and procedures; and

NOW, THEREFORE BE IT RESOLVED by the Board of County Commissioners of Blount County, Tennessee, meeting in session assembled this 17<sup>th</sup> day of October, 2013, that the attached list of personal property is hereby declared surplus and sale of the items by public auction 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

<b>Department</b>	<b>Items</b>	<b>Reason to Surplus</b>	<b>Contact</b>
Library	Microfilm Reader, 4-monitors, 1-printer, 5-towers	no longer in working condition	Deb Barnett
Library	Plastic DVD cases	unusable/no security locks	Deb Barnett
Property Assessor	3-cameras	unusable/not digital	Gaye Hasty
Highway	1995 Chevy Pick-up Truck	age and mileage	Bill Dunlap
Highway	1962 Caterpillar Dozer	repair parts not avail/no longer in use	Bill Dunlap
Highway	1999 Chevy Cheyenne	age and mileage	Bill Dunlap
Sheriff	134-Motorola Radios	no longer in working condition	Denny Garner
Sheriff	misc signal and strobe lights	no longer in working condition	Denny Garner
Surplus/Purchasing	116-Shouptronic voting machines	No longer compatable w/Elections	Susan Bullen
Highway	1993 Chevy Pick-up Truck	age and mileage	Bill Dunlap
Highway	1993 Chevy Pick-up Truck	age and mileage	Bill Dunlap
Sheriff	3-pieces of work-out equipment	repair cost more than to replace	Jeff French