

COUNTY COMMISSION-REGULAR SESSION

FEBRUARY 18, 2014

BE IT REMEMBERED THAT:

COUNTY COMMISSION MET PURSUANT TO ADJOURNMENT IN REGULAR SESSION OF THE SULLIVAN COUNTY BOARD OF COMMISSIONERS THIS TUESDAY MORNING, FEBRUARY 18, 2014, 9:00 A.M. IN BLOUNTVILLE, TENNESSEE. PRESENT AND PRESIDING WAS HONORABLE STEVE GODSEY, COUNTY MAYOR, JEANIE GAMMON, COUNTY CLERK OF SAID BOARD OF COMMISSIONERS,

TO WIT:

The Commission was called to order by Mayor Steve Godsey. Chief Deputy Sheriff Lisa Christian opened the commission and Comm. Matthew Johnson gave the invocation. The pledge to the flag was led by Chief Deputy Sheriff Lisa Christian.

COMMISSIONERS PRESENT AND ANSWERING ROLL WERE AS FOLLOWS:

CATHY ARMSTRONG	TY BOOMERSHINE
MARK BOWERY	BRYAN K. BOYD
LINDA BRITTENHAM	MO BROTHERTON
DARLENE CALTON	JOHN CRAWFORD
	JOHN GARDNER
TERRY HARKLEROAD	BAXTER HOOD
DENNIS HOUSER	MATTHEW JOHNSON
BILL KILGORE	
ED MARSH	KIT MCGLOTHLIN
RANDY MORRELL	BOB NEAL
PATRICK W. SHULL	MIKE SURGENOR
R. BOB WHITE	EDDIE WILLIAMS

22 PRESENT 1 ABSENT (ABSENT-FERGUSON)  
(Comm. King resigned 1/22/14)

The following pages indicates the action taken by the Commission on re-zoning requests, approval of notary applications and personal surety bonds, motions, resolutions and other matters subject to the approval of the Board of Commissioners.

Motion was made by Comm. Morrell and seconded by Comm. Calton to approve the minutes of the January 21, 2014 Regular Session of County Commission. Said motion was approved by voice vote.

# SULLIVAN COUNTY, TENNESSEE



## To Honor And Recognize Shirlene Booker

Whereas, Shirlene Booker has lived in Sullivan County for most of her life and is the wife of H.E Booker, Jr; and

Whereas, Shirlene has been the County Director and Family and Consumer Science Extension Agent for the University of Tennessee Extension for Sullivan County since July 1, 2004; and

Whereas, Shirlene has more than 20 years' experience with the University prior to working in Sullivan County; and

Whereas, Shirlene has co-coordinated a nutrition program for five counties in Upper East Tennessee and worked as a Youth Extension Agent in Washington County, where she had several state and national winners; and

Whereas, Shirlene received her undergraduate and graduate degrees from the University of Tennessee in Knoxville; and

Whereas, Shirlene has received numerous awards and innovative grants with the University and has held various leadership positions in professional organizations; and

Whereas, the county wishes to recognize Shirlene who has continuously gone above and beyond the call of duty in her position to ensure that the citizens and employees of Sullivan County are learning about and living a healthy lifestyle,

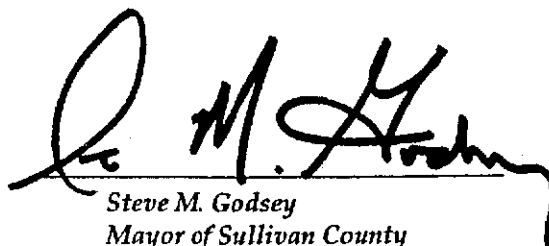
Now, therefore, I, Steve Godsey, Mayor of Sullivan County, and the Sullivan County Board of Commissioners, do hereby commend

**Shirlene Booker**

for her work in promoting health and wellness to the citizens and employees of Sullivan County; for her positive, professional attitude and skills in all she did.

IN WITNESS WHEREOF, I have hereunto set my hand and caused this seal of the County of Sullivan to be affixed this 18th day of February, 2014.



  
Steve M. Godsey  
Mayor of Sullivan County



January 22, 2014

Dear Mayor Godsey,

I am writing to inform you of my decision to resign my position as a Sullivan County Commissioner effective immediately.

My commitment to run for the office of the highway commissioner and seeking the appointment by the Commission for interim highway commissioner makes this decision necessary.

The last seven years while serving as a Commissioner has been a great experience for me. I have met many people, made good friends and have learned a lot about our counties government and life itself.

I hope the time and effort I have put forth while in office has made Sullivan County a better place for us to live.

Thanks,

A handwritten signature in cursive script, appearing to read "Dwight Long". The signature is written in black ink and is positioned to the right of the word "Thanks,".

# Sullivan County

3258 HWY. 126  
SUITE 101  
BLOUNTVILLE, TENNESSEE  
37617



BRANCH OFFICES  
Tennessee Courthouse — Bristol  
Bristol 989-4366  
City Hall — Kingsport  
Kingsport 224-1790

**Jeanie F. Gammon**

County Clerk  
Phone 323-6428

DATE: January 24, 2014  
TO: Sullivan County Commissioners  
RE: Appointment of County Commissioner

This is to notify you that there is a vacancy in District Five of Sullivan County, Tennessee due to the resignation of Dwight King.

This is to further notify you that in accordance with T.C.A. Section 5-1-104(b), the county legislative body shall fill the vacancy within one hundred twenty (120) days of receiving notice of the vacancy.

This notice is given in accordance with T.C.A. Section 5-5-111, which requires ten (10) days notice, prior to this date.

A handwritten signature in cursive script that reads 'Jeanie Gammon'.

Jeanie Gammon,  
County Clerk

cc: Mayor Steve Godsey  
County Attorney Dan Street

# *Sullivan County*

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*Office of the County Mayor*

February 7, 2014  
**Bristol Herald Courier**  
**ATTN: Damon A. Foster**  
[legals@bristolnews.com](mailto:legals@bristolnews.com)

Attn: Legal Ads  
(276) 645-2525 FAX: 276-645-2527

**PLEASE BILL TO: ACCT # 062545 (423) 323-6417**  
Sullivan County Mayor  
3411 Hwy 126, Ste 206  
Blountville, TN 37617

*Please send tear sheet when billing.*

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Please run the following ad beginning: **Sunday, February 9, 2014**  
(For 7 Days)

**Bristol Herald Courier Only**  
**STANDARD COLUMN AD – Legal Notices Section**

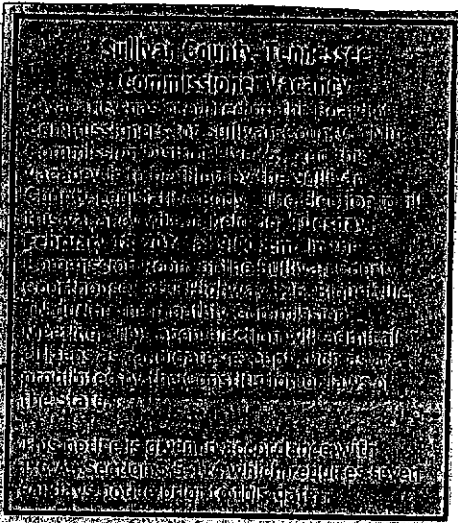
Please call Wanda @ 423-323-6417 if additional information is needed.

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## **Sullivan County, Tennessee Commissioner Vacancy**

A vacancy has occurred on the Board of Commissioners for Sullivan County, TN in Commission District Five (5), and this vacancy is to be filled by the Sullivan County Legislative Body. The election to fill this vacancy will be held on Tuesday, February 18, 2014 at 9:00 a.m. in the Commission Room of the Sullivan County Courthouse; 3411 Highway 126; Blountville, TN during the monthly Commission Meeting. This open election will admit all citizens as candidates except such as are prohibited by the Constitution or laws of the State.

This notice is given in accordance with T.C.A., Section 5-5-114 which requires seven (7) days notice prior to this date.



**SULLIVAN COUNTY BOARD OF COMMISSIONERS**  
**Confirmation of Appointment**

**In Compliance with Tennessee Law No. 5-5-109, The Sullivan County Commission  
Is Required to Appoint A New Commissioner To Fill Out An Unexpired Term in District Five (5)**

Candidates:

Roger Cox

Terry Jones


Now therefore, the Sullivan County Board of Commissioners hereby confirms the appointment as set below:

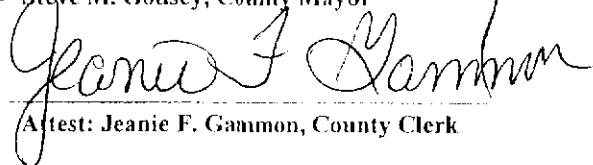
Sullivan County Commissioner District Five

Roger Cox

Term Ends with August 2014 Election

Approved and confirmed this 18th day of February 2014.

  
Steve M. Godsey, County Mayor

  
Attest: Jeanie F. Gammon, County Clerk

Commission Action:

- Approved by Roll Call Vote
- Approved by Voice Vote
- Rejected on Vote

AYE	NAY	PASS	ABSENT
19	3		1

**SULLIVAN COUNTY TENNESSEE**

**OATH OF OFFICE**

**COUNTY COMMISSIONER**

I, Rogea Cox DO SOLEMNLY SWEAR THAT I WILL  
PERFORM WITH FIDELITY THE DUTIES OF THE OFFICE TO WHICH I HAVE BEEN  
ELECTED AND WHICH I AM ABOUT TO ASSUME. I DO SOLEMNLY SWEAR TO  
SUPPORT THE CONSTITUTIONS OF TENNESSEE AND THE UNITED STATES AND TO  
FAITHFULLY PERFORM THE DUTIES OF THE OFFICE OF COUNTY COMMISSIONER.

Rogea Cox  
COUNTY COMMISSIONER

REPRESENTING THE 5<sup>th</sup> COUNTY COMMISSION DISTRICT  
OF SULLIVAN COUNTY.

SUBSCRIBED AND SWORN TO BEFORE ME THIS 18<sup>th</sup> DAY OF  
Feb. 2014.

[Signature]  
COUNTY MAYOR

[Signature]  
COUNTY CLERK



SULLIVAN COUNTY COMMISSION  
 Public Comment Session  
 Tuesday, February 18, 2014

PLEASE PRINT

	Name	Street Address	City & State	Please Check if Zoning Issue
1	David W. Tipton	366 Webb Rd.	Piney Flats, TN.	
2	Cathy ARMSTRONG	328 GALWAY RD	BRISTOL, TN	
3	<del>Fred W. Hays</del>	<del>136 Henderson Ave</del>	<del>Blountville TN</del>	
4	Jerry Jones	136 HENSEN Ave	Piney Flats TN	
5	JAMES ROCK	126 GUNNING AV.	Blountville TN	
6	<del>XXXXXXXXXXXX</del>	<del>XXXXXXXXXXXX</del>	<del>XXXXXXXXXXXX</del>	
7	Steve Godsey	417 Mt. View Ct	Blountville TN	
8	De Stroot	1051 Centerbrook Circle	Kipt TN	
9				
10				
11				
12				
13				
14				
15				

*[Handwritten Signature]*

SULLIVAN COUNTY CLERK  
JEANIE GAMMON COUNTY CLERK  
3258 HIGHWAY 126 SUITE 101  
BLOUNTVILLE TN 37617  
Telephone 423-323-6428  
Fax 423-279-2725

Notaries to be elected February 18, 2014

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BECKY G. ADAMS	TAMARA DEANN JOHNSON
REBECCA SUE APPEGATE	SANDRA L. JONES
MARIA DEL CARMEN ARAMBURU	C. K. KERRIGAN
DORIS ARNOLD	PAMELA S. KETRON
DANNY ALLEN BAINES	LISA KETRON
KATHY SUE BELL	BRENDA W. KISER
JENNIFER RIGSBY BOLEA	PAULA SUSAN MATZNER
TINA LOUISE BRUMETT	CHARLES GRANT MCCALL
NANCY BUREM	JENNIFER DAWN MCKITTRICK
AMY LENETTE COLLINS	LAURA E. MULLINS
KRISTY R CORMIER	JESSICA RUTH NEWHART
MYRON TIMOTHY DALE	JENNIFER D. PHILLIPS
MELANIE K. DAVIS	EDNA J. QUILLEN
ROBIN L. DICE	TAMMY LYNN RAY
PHYLLIS JEAN DOTSON	MARY ANN B. REED
APRIL LEEANN FROST	TERRY LYNN SCHRUEFER
MELINDA M FUGATE	JANE L. SHEFFEY
ERICA R. GRIFFITTS	DORMAN LAMARR STOUT SR.
PAM HARKLEROAD	WILLIAM STEPHENSON TODD JR.
CONNIE M. HIGGINS	PRISCILLA CAROL WARD
SHARON R. HITE	

PERSONAL SURETY  
10,000  
TRUST POINT INSURANCE

UPON MOTION MADE BY COMM. BRITTENHAM AND SECONDED BY COMM.  
HARKLEROAD TO APPROVE THE NOTARY APPLICATIONS HEREON, SAID MOTION  
WAS APPROVED BY ROLL CALL VOTE OF THE COMMISSION. 23 AYE, 1 ABSENT

STATE OF TENNESSEE  
COUNTY OF SULLIVAN

APPROVAL OF NOTARY  
SURETY BONDS

February 18, 2014

NAME OF NOTARY  
TEENA M. WRIGHT

PERSONAL SURETY  
KITTY CHAPPELL

PERSONAL SURETY  
DEBRA MCCLELLAN

UPON MOTION MADE BY COMM. BRITTENHAM AND SECONDED BY COMM. HARKLEROAD  
TO APPROVE THE NOTARY BONDS OF THE ABOVE NAMED INDIVIDUALS, SAID MOTION WAS  
APPROVED BY ROLL CALL VOTE OF THE COMMISSION. 23 AYE, 1 ABSENT.

RE THE COMMN.	No. Roll Call		No. Approve Notaries		No.		District No. 5 Comm. Dept.		No.		No.		No.		No.		
	Aye	Nay	Aye	Nay	Aye	Nay	Aye	Nay	Aye	Nay	Aye	Nay	Aye	Nay	Aye	Nay	
Armstrong	✓		✓				Cox										
Boomerahines	✓		✓				Cox										
Bowery	✓		✓				Teno										
Boyd	✓		✓				Cox										
Brittenham	✓		✓				Cox										
Brotherton	✓		✓				Cox										
Calton	✓		✓				Cox										
Grauford	✓		✓				Cox										
Ferguson	A		A				A										
Daidner	✓		✓				Cox										
Harlbroad	✓		✓				Cox										
Hood	✓		✓				Cox										
Houser	✓		✓				Teno										
Johnson	✓		✓				Cox										
Kilgore	✓		✓				Cox										
<del>Krug</del>	<del>Resigned</del>		<del>1/22/14</del>														
Marsh	✓		✓				Cox										
Mclothlin	✓		✓				Cox										
Monell	✓		✓				Cox										
Neal	✓		✓				Cox										
Shull	✓		✓				Cox										
Sugener	✓		✓				Teno										
White	✓		✓				Cox										
Williams	✓		✓				Cox										
Cox	✓		✓				17 Cox										
23 Present		23 Aye				3 Teno											
1 Absent		1 Abs.				1 Abs											

E THE COMMN.	Reasoning No. 1						Resolution No. 2						Section No. 3								
	Text		amend		matt		(a)		(b)		(c)		election		2		3		Temp		
MEMBERS	Aye	Nay	Aye	Nay	Aye	Nay	Aye	Nay	Aye	Nay	Aye	Nay	Aye	Nay	Aye	Nay	Aye	Nay	Aye	Nay	
Brittenham	✓		✓	✓	✓		✓		✓		✓		Williams	✓		Crawford					
Batherton	✓		✓	✓	✓		✓		✓		✓		William	✓		Crawford					
Calton	✓		✓	✓	✓		✓		✓		✓		Willi	✓		Crawford					
Crawford	✓		✓	✓	✓		✓		✓		✓		William	✓		P					
Ferguson	A		A		A		A		A		A		A		A		A		A		
Haldner	✓		✓	✓	✓		✓		✓		✓		P		✓	Crawford					
Hutteroad	✓		✓	✓	✓		✓		✓		✓		Willia	✓		Crawford					
Hood	✓		✓	✓	✓		✓		✓		✓		Marsh	P		Marsh					
Hauser	✓		✓	✓	✓		✓		✓		✓		Willia	✓		Crawford					
Johnson	✓		✓	✓	✓		✓		✓		✓		William	✓		Crawford					
Kilgore	✓		✓	✓	✓		✓		✓		✓		Williams	✓		Crawford					
<del>Krog</del>	Resigned						1/22/14														
Marsh	✓		✓	P	✓		✓		✓		✓		P		✓	P					
McClathlin	✓		✓	✓	✓		✓		✓		✓		William	✓		Crawford					
Marvell	✓		✓	✓	✓		✓		✓		✓		Williams	✓		Crawford					
Neal	✓		✓	✓	✓		✓		✓		✓		Williams	✓		Crawford					
Shull	✓		✓	✓	✓		✓		✓		✓		Marsh	✓		Marsh					
Sugener	✓		✓	✓	✓		✓		✓		✓		Marsh	✓		Crawford					
White	✓		✓	✓	✓		✓		✓		✓		Williams	✓		Crawford					
Williams	✓		✓	✓	✓		✓		✓		✓		P		✓	P					
Wmstrong	✓		✓	A	A		P		✓		✓		Williams	✓		Crawford					
Wemershine	✓		✓	✓	✓		✓		✓		✓		Williams	✓		Crawford					
Bowery	✓		✓	✓	✓		✓		✓		✓		Williams	✓		Crawford					
Boyd	✓		✓	✓	✓		✓		✓		✓		Williams	✓		Crawford					
Cox	✓		✓	✓	✓		✓		✓		✓		Williams	✓		Crawford					
	23 Aye		20 Nay	20 Aye	22 Aye		20 Aye		20 Aye		17 Aye		17 Aye		16 Aye		18 Crawford				
	1 ADS		3 Aye	1 Nay	2 ADS		1 Pass		3 Pass		6 Nay		1 ADS		3 Pass		2 Marsh				
			1 ADS	1 Pass			1 ADS		3 Pass		1 Pass		3 Pass		1 Pass		1 ADS				
				2 ADS					1 ADS		3 Pass		1 ADS				3- Pass				

THE COMMN.	No. 4		No. 5		No. 6		No. 7		No. 8		No. 9		Cedar Grove School No. 11		No. 11		No.	
	Aye	Nay	Aye	Nay	Aye	Nay	Aye	Nay	Aye	Nay	Aye	Nay	Aye	Nay	Aye	Nay	Aye	Nay
Brotherton			✓		✓		✓		✓					✓				
Calton			✓		✓		✓		✓					✓				
Crawford			✓		✓		✓		✓					✓				
Ferguson	A		A		A		A		A		A			A		A		A
Gardner			✓		✓		✓		✓					✓				
Vallierad			✓		✓		✓		✓					✓				
Hood			✓		✓		✓		✓					✓				
Houser			✓		✓		✓		✓					✓				
Johnson			✓		✓		✓		✓					✓				
Kilgore			✓		✓		✓		✓					✓				
<del>King</del>			Resigned		1/22/19													
Marsh			✓		✓		✓		✓					✓				
McLothlin			✓		✓		✓		✓					✓				
Marrell			✓		✓		✓		✓					✓				
Neal			✓		✓		✓		✓					✓				
Shull			✓		✓		✓		✓					✓				
Sugenor			✓		✓		✓		✓					✓				
White			✓		✓		✓		✓					✓				
Williams			✓		✓		✓		✓					✓				
Armstrong			✓		✓		✓		✓					✓				
Somershine			✓		✓		✓		✓					✓				
Bowery			✓		✓		✓		✓					✓				
Boyd			✓		✓		✓		✓					✓				
Brittonham			✓		✓		✓		✓					✓				
CoX			✓		✓		✓		✓					✓				
			23 Aye		23 Aye		23 Aye		23 Aye				19 Aye					
			1 Abs		1 Abs		1 Abs		1 Abs				3 Nay					
													1 Pass					
													1 Abs					



**AGENDA**  
**Sullivan County Board of County Commission**  
**February 18, 2014**

The Sullivan County Board of County Commissioners will hold a public hearing on Monday, February 18, 2014 at 9:00 A.M. in the Sullivan County Courthouse, Blountville, TN to consider the following requests:

- (1) File No 11/13/#1 Kevin & Michelle Dolan  
Reclassify 6.99 acres of property located in the 1000 block of Painter Creek Road from A-1 (General Agricultural/Estate Residential District) to AR (Agricultural/Rural Residential and Light Recreational District) for the purpose of allowing for a seasonal commercial campground. Property ID No Tax Map 024A, Group A, Parcel 04900 and being located in the 22 Civil District.  
**Sullivan County Planning**
  
- (2) Zoning Text Amendments  
Amendment to Add Article 12-106.7 – Denial of Rezoning Request  
Amendment to Add Article 9-109 – Electronic Message Board Freestanding Sign  
Amendment to Add Article 9-110 – Wall Sign Provisions  
Amendment to Add Article 9-111 – Exempt Signs



\* 11/13/12

3

PETITION TO SULLIVAN COUNTY FOR REZONING

A request for rezoning is made by the person named below; said request to go before the Sullivan Co. Regional Planning Commission for recommendation to the Sullivan County Board of Commissioners.

<p>Property Owner: <u>Kevin S &amp; Michelle D Dolan</u></p> <p>Address: <u>115 Roscommon Drive</u> <u>Bristol, TN 37620</u></p> <p>Phone <u>1-423-383-1762</u> Date of Request <u>12/12/2013</u></p> <p>Property Located in <u>22</u> Civil District</p> <p><u><i>Kevin S Dolan</i></u> Signature of Applicant</p>	<p><u>OFFICE USE ONLY</u></p> <p>Meeting Date <u>01/21/2014</u> Time <u>6:00PM</u></p> <p>Place <u>Sullivan County Historic Courthouse, Blountville, TN</u></p> <hr/> <p>Planning Commission Approved <u>✓</u> <u>01/21/14 - 6:00pm</u> Denied _____</p> <p>County Commission Approved <u>X</u> <u>02-18-14 - 9:00 AM</u> Denied _____</p> <p>OtherRoll Call Vote <u>23 Aye, 1 Absent</u></p> <p>Final Action Date <u>02-18-14</u></p>
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PROPERTY IDENTIFICATION

Tax Map No. 024A / Group A / Parcel 049.00

Zoning Map 11 Zoning District A-1 Proposed District AR

Property Location : Painter Creek Road

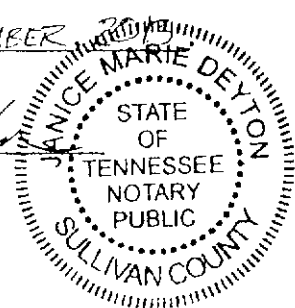
Purpose of Rezoning: Seasonal campground

The undersigned, being duly sworn, hereby acknowledges that the information provided in this petition to Sullivan County for Rezoning is true and correct to the best of my information, knowledge and belief.

*Matthew Montgomery* MATTHEW MONTGOMERY

SWORN TO AND SUBSCRIBED before me this 12 day of DECEMBER 2013

*Janice Marie Deaton*  
Notary Public



My Commission Expires: 8/22/17

SULLIVAN COUNTY  
REGIONAL PLANNING COMMISSION  
STAFF REPORT – NOVEMBER 19, 2013

**F. ZONING RESOLUTION TEXT AMENDMENTS**

**F1. AMENDMENT TO ARTICLE 12-106.7 – DENIAL OF REZONING REQUEST**

**Staff General Comments:**

- *Members of the Sullivan County Board of County Commissioners as well as Planning Commissioner and the public have requested that the Planning Commission consider reviewing and amending the time period for which an applicant must wait in order to reapply for a zoning change on the same parcel for the same request. Currently the time period is one year (see below).*
- *After considerable study on this issue, taking into consideration how other communities handle it and the stress on the effected property owners regarding a case, staff recommends refining the existing policy. See proposed changes below.*

**Current Zoning Code:**

**12-106.7 Effect of Denial of Application** - Whenever an application for an amendment to the text of this resolution or for a change in the zoning classification of any property is denied, the application for such amendment shall not be eligible for reconsideration for one (1) year following such denial, except in the following cases:

1. Upon initiation by the County Commission, or Planning Commission.
2. When the new application, although involving all or a portion of the same property, is for a different zoning district than that for which the original application was made.
3. When the previous application was denied for the reason that the proposed zoning would not conform to the general plan, and the general plan has subsequently been amended in a manner, which will allow the proposed zoning text or district change.

**Proposed Zoning Code:**

**12-106.7 Effect of Denial of Re-Zoning Application** - Whenever an application for a zoning map change in the zoning classification of any property is denied by County Commission, the parcel shall not be eligible for reconsideration for two (2) years following such denial by County Commission, except in the following cases:

1. When the previous application was denied and did not conform to the policies and proposed land use as published in the Sullivan County Regional Land Use & Transportation Plan at the time of the original application; however the plan has since been substantially amended or updated in a manner, which would specifically allow the proposed zoning district change; and
2. Other factors for which the original application for change have been resolved, which would result in support of the district change, such as but not limited to, installation of utilities, improvements to public road frontage and access, other changes in surrounding land uses that would make the re-application compatible with the surrounding community.

<b>Sullivan County Regional Planning Commission Action – Favorable Recommendation – 5 yes, 2 no and 1 absent</b>	
<b>Approval:</b> Motion by Webb, 2 <sup>nd</sup> by Baker	
<b>Denied:</b> Crawford, Denton	<b>Reason for Denial:</b>
<b>Deferred:</b>	<b>Reason for Deferral:</b>

**Text amendment shall be forwarded to Kingsport and Bristol Planning for consideration.**

COUNTY COMMISSION DENIED 02-18-14 ROLL CALL 3 Aye, 20 Nay, 1 Absent

16

SULLIVAN COUNTY  
REGIONAL PLANNING COMMISSION  
STAFF REPORT – DECEMBER 17, 2013

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**F. ZONING RESOLUTION TEXT AMENDMENTS:**

**F1. AMENDMENT TO ADD ARTICLE 9-109 – ELECTRONIC MESSAGE BOARD FREESTANDING SIGN;  
AMENDMENT TO ADD ARTICLE 9-110 – WALL SIGN PROVISIONS AND  
AMENDMENT TO ADD ARTICLE 9-111 – EXEMPT SIGNS**

**Staff General Comments:**

- *The current sign code is contained in Article 9 of the Zoning Resolution and does not specifically address electronic message board signs as that technology was not present when the code was written. The current code on signs that are not allowed read as follows:*
- *After studying the technology of Electronic Message Board Signs from the internet as well as studying what our surrounding communities have done to accommodate some of these signs, staff recommends that the Planning Commission consider adopting a limited application of EMB signs in commercial districts and for places of community assembly so long as certain limitations and applications are in place so as to not cause a nuisance among surrounding residences or create a traffic safety concern to drivers.*

**Proposed Article 9-109 – Electronic Message Board Signs on Freestanding Sign Structures:**

**Freestanding Signs with Electronic Message Board Sign Faces-** In any B-3, B-4, PBD or PBD-3 Zoning District with an operating business or on any parcel where a place of community assembly is operating such as a church, community center, fellowship hall or school may have one (1) freestanding electronic message board sign as part of the permitted freestanding sign but not in addition to the allowable freestanding sign per road with the following conditions:

- 9-109.1 Only one freestanding electronic message board sign shall be permitted per site, and limited to information by words, letters, or still pictures; and
- 9-109.2 Such sign shall be located on a lot that has at least 100 feet of publicly maintained road frontage along an arterial road as classified on the *Sullivan County Major Thoroughfare Plan*; and
- 9-109.2.1 The electronic message board must be a part of the primary freestanding sign with a maximum size of 50 square feet per side or in lieu of the freestanding sign, but not in addition to the maximum allowable signs per lot. The electronic message board portion of the freestanding sign must not exceed 50 percent of the total freestanding sign face as permitted; and
- 9-109.3 The maximum height of the sign is as permitted in the sign code by district regulations; and
- 9-109.4 Electronic message boards shall include an automatic dimmer. The maximum allowable brightness of an electronic message board shall not exceed 4,000 Nits during the hours between 7:00AM to 10:00PM and 1,000 Nits after 10:00PM to 7:00AM; and
- 9-109.5 Electronic message boards shall not interfere with traffic signal devices as determined by the Building Official; and
- 9-109.6 Electronic message boards shall not be used for off-premises advertising rather must be accessory to the principal use of the parcel on which it is located; and
- 9-109.7 Signage shall be limited to text, images and still pictures only with no video or animation of any type; and
- 9-109.8 As with all other signs, no scrolling or flashing text or images will be permitted; and

9-109.9 Any display of texts or images on an electronic message board sign shall be for a minimum of five (5) seconds in duration; any message change shall be completed within one (1) second rather than gradually fade in and out, shall be simultaneous and fixed in place for the minimum of five (5) seconds; and

9-109.10 No electronic message board sign shall be permitted within any historic district or conservation overlay zone (H-1, H-2 or CV1-6); and

9-109.11 The images and messages displayed must be complete in themselves, without continuation in content to the next image or message or to any other sign; and

9-109.12 The Changeable Message Sign shall not be configured to resemble a warning, danger signal, official signage used to control traffic or to cause a driver to mistake the digital sign for a warning or danger signal; and

9-109.13 All sign structures and sign faces shall be fixed with no moving or rotating parts.

APPROVED BY COMMISSION 02-18-14 20 AYE, 1 NAY, 1 PASS, 2 ABSENT

**Proposed Article 9-110 - Wall Signs**

9-110.1 Wall Sign may be mounted on any nonresidential building but shall be limited to one (1) square feet of wall sign area per horizontal linear foot of the exterior wall length for which the sign shall be located; and

9-110.2 Wall Signs may be internally illuminated on any non-residential building where permitted by zoning district, however shall not be internally illuminated within any historic zoning overlay district; and

9-110.3 Electronic Message Boards shall not be located on any façade, roof or other portion of any building.

APPROVED BY COMMISSION 02-18-14 22 AYE, 2 ABSENT

**Proposed Article 9-111 - Exempt Signs:** The following signs shall be allowed in any zoning district without a permit so long as they are located on private property and outside of any rights-of-way:

9-111.1 Directional Signs so long as they are off the rights-of-way and with a maximum sign face of four (4) square feet.

9-111.2 Flags of any nation, government, or non-commercial organization;

9-111.3 Government signs.

9-111.4 Real Estate Signs.

9-111.5 Memorial signs, cornerstones and similar signs containing the name of the building and date of erection, provided such signs are permanently installed on the building.

9-111.6 Interior window signs which consist entirely of letters, numerals, and symbols.

9-111.7 Political Sign.

9-111.8 Non-commercial seasonal displays customarily associated with a national, local, or religious holiday, provided such are not used to advertise the name of a product, service or business. Such displays shall be removed promptly after the holiday.

APPROVED BY COMMISSION 02-18-14 22 AYE, 1 PASS, 1 ABSENT

**Sullivan County Regional Planning Commission Action - Recommendation to County Commission**

Favorable Recommendation: Baker, Mumpower - passed unanimously (8 yes, 1 absent)	
Denied:	Reason for Denial:
Deferred:	Reason for Deferral:

COMMISSION ACTION: APPROVED 02-18-14 Roll Call Vote

**RESOLUTIONS ON DOCKET FOR FEBRUARY 18, 2014**

<b>RESOLUTIONS</b>	<b>ACTION</b>
#1 AMENDMENTS TO THE SULLIVAN COUNTY ZONING RESOLUTION	APPROVED 02-18-14
#2 AMEND THE 2013-2014 GENERAL PURPOSE SCHOOL BUDGET BY \$15,500.00 TO ALLOW A ONE-TIME PAYMENT TO FIRST CHRISTIAN CHURCH OF BLUFF CITY FOR THE USE OF FACILITIES	APPROVED 02-18-14
#3 AUTHORIZING ARCHIVES AND RECORDS MANAGEMENT FEE AS ESTABLISHED IN ACCORDANCE WITH TCA 10-7-408	DEFERRED 02-18-14
#4 REQUESTING THAT THE STATE OF TENNESSEE NAME THE NEW I-26 REST STOP IN SULLIVAN COUNTY IN MEMORY OF TENNESSEE HIGHWAY PATROL OFFICER BARRY R. MYERS	DEFERRED 02-18-14
#5 ACCEPT AND APPROPRIATE HAZARDOUS MATERIALS EXERCISE PROGRAM (HMEP) GRANT FUNDS FROM THE TENN EMERGENCY MANAGEMENT AGENCY (TEMA) FOR CONDUCTING A LOCAL EMERGENCY PLANNING COUNCIL (LEPC) CONFERENCE, HAZARDOUS MATERIALS TEAM TRAINING AND FULL SCALE EXERCISE	APPROVED 02-18-14
#6 AMEND THE 2013-2014 GENERAL PURPOSE SCHOOL FUND BUDGET FOR THE SAFE SCHOOLS GRANT AWARDED BY THE STATE OF TENNESSEE IN THE AMOUNT OF \$46,600.00	APPROVED 02-18-14
#7 AUTHORIZE APPROVAL OF STATUTORY BOND FOR THE INTERIM SUCCESSOR TO THE COMMISSIONER OF HIGHWAYS	APPROVED 02-18-14
#8 TO TRANSFER SULLIVAN COUNTY'S INTEREST IN CERTAIN REAL AND PERSONAL PROPERTY TO THE TRI-CITIES AIRPORT AUTHORITY ("TCAA")	APPROVED 02-18-14

Sullivan County, Tennessee  
Board of County Commissioners

Item 1  
No. 2014-02-00

To the Honorable Steve M. Godsey, Mayor of Sullivan County, and the Board of Sullivan County Commissioners meeting in Regular Session this 18th day of February 2014.

**RESOLUTION To Consider Amendment(s) To The SULLIVAN COUNTY ZONING PLAN:  
Zoning Map Or The Zoning Resolution**

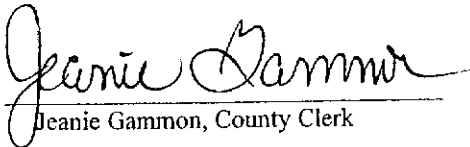
WHEREAS, the rezoning petition(s) have been duly initiated; have been before the appropriate Regional Planning Commission (recommendations enclosed); and shall receive a public hearing as required prior to final action from the County Commission; and

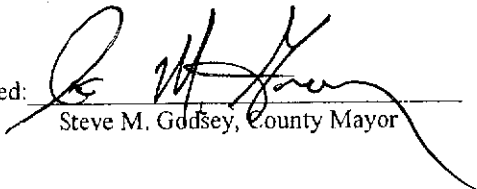
WHEREAS, such rezoning petition(s) and/or the proposed text amendment(s) will require an amendment to the SULLIVAN COUNTY ZONING PLAN – Zoning Map or Zoning Resolution.

**NOW THEREFORE BE IT RESOLVED that the Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session hereby consider rezoning petition(s) and/or the Zoning Resolution Text Amendment(s), conduct the appropriate public hearing as required by law, and vote upon the proposed amendment(s) individually, by roll call vote, and that the vote be valid and binding, and that any necessary amendments to the official zoning map or resolution code book be made by the Planning & Codes Department.**

All resolutions in conflict herewith be and the same rescinded insofar as such conflict exists.

Duly passed and approved this 18th day of February 2014.

Attested:   
Jeanie Gammon, County Clerk

Approved:   
Steve M. Godsey, County Mayor

Sponsor: John Crawford  
Prime Co-Sponsor(s): John Gardner

2014-02-00	County Commission
ACTION	Approved 02-18-14 Voice Vote

Notes:

Sullivan County, Tennessee  
Board of County Commissioners

Item 2  
Budget  
No. 2013-12-99  
Attachment

To the Honorable Steve M. Godsey, Mayor of Sullivan County, and the Board of Sullivan County Commissioners meeting in Regular Session this 16th day of December, 2013.

**RESOLUTION To Amend The 2013 – 2014 General Purpose School Budget By \$15,500.00 To Allow A One-time Payment To First Christian Church Of Bluff City For The Use Of Facilities**

WHEREAS, the Sullivan County Department of Education Board operates Bluff City Middle School; and

WHEREAS, the available parking on the grounds of Bluff City Middle School is insufficient for staff and visitors of the school; and

WHEREAS, for a number of years, staff and visitors of the school have used parking facilities at First Christian Church of Bluff City ~~which is adjacent to the school~~; and

WHEREAS, the Church has determined the future use of the Church's parking facilities by the School will require a one-time payment of \$15,500.00; and

WHEREAS, this has created the need for a one-time appropriation that can be funded from the Basic Education Program Reserve Account in the General Purpose School Fund; and,

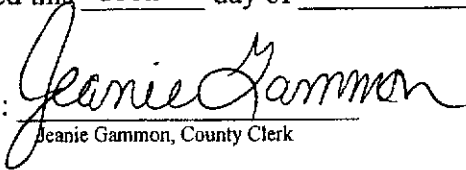
WHEREAS, the Sullivan County Department of Education Board has approve the use of these funds for this purpose.

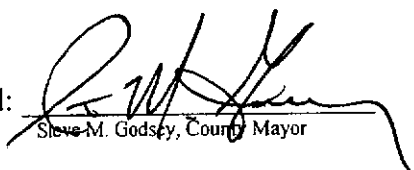
**NOW THEREFORE BE IT RESOLVED that the Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session, hereby authorizes amending the General Purpose School Budget as follows:**

Account Number	Account Description	Amount
Appropriation 72310.312	Contracts With Private Agencies	\$15,500
Source 34386.000	Reserve for the Basic Education Program	\$15,500

This resolution shall take effect from and after its passage. All resolutions in conflict herewith are and the same rescinded insofar as such conflict exists.

Approved this 18th day of February 2014.

Attested:   
Jeanie Gammon, County Clerk

Approved:   
Steve M. Godsey, County Mayor

Sponsored By: ~~Dwight King~~ Ty Boomershine  
Prime Co-Sponsor(s): ~~Ty Boomershine~~ Dennis Houser, Darlene Calton

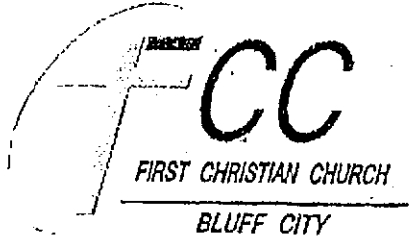
2013-12-99	Administrative	Budget	Executive	County Commission
<b>ACTION</b>	Approved 1-8-14 3 - 2	Approved 1-9-14 7 - 0	Approved 1-7-14; Failed 2-4-14	Approved 02-18-14 16 Aye, 6 Nay, 1 Pass.

1 Absent

Notes: 1st Reading 12-16-13; Deferred 01-21-14;



Items #4



PO Box 217  
325 Parks Worley St.  
Bluff City, TN 37618  
Phone: 423-538-7942  
E-mail: firstchristianbc@embarqmail.com

**AGREEMENT**

Ron Whitacre,  
Senior Minister  
  
Jordan Wolfe  
Youth Minister  
  
Diane Whitacre,  
Secretary

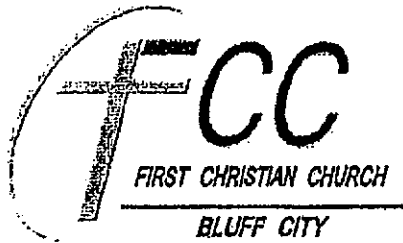
THIS AGREEMENT, is made and entered into on the \_\_\_\_\_ day of \_\_\_\_\_, 2013,  
by and between THE SULLIVAN COUNTY BOARD OF EDUCATION (the "Board") and  
FIRST CHRISTIAN CHURCH OF BLUFF CITY, TENNESSE (the "Church"), by its duly  
appointed Trustees.

**WITNESSETH:**

**SUNDAY:**  
Sunday School  
10:00 A.M.  
  
Morning Worship  
11:00 A.M.  
  
Evening Worship/  
Youth Groups  
6:00 P.M.  
  
Choir Practice  
Following PM  
service  
  
**WEDNESDAY:**  
Family Meal  
6:00 P.M.  
  
Bible Study/  
Youth Classes  
6:45 P.M.

WHEREAS, the Board operates Bluff City Middle School as part of the Sullivan  
County school system, and  
  
WHEREAS, the Bluff City Middle School is closely located to the Church's property  
in Bluff City, Tennessee, and  
  
WHEREAS, there is insufficient parking for staff and visitors at Bluff City Middle  
School; and  
  
WHEREAS, for a number of years, staff and visitors to the school property have used  
parking facilities at the Church; and  
  
WHEREAS, the use of the Church's parking facilities by persons employed by the  
Board or visiting Bluff City Middle School has contributed to the deterioration of the Church's  
parking facilities; and  
  
WHEREAS, the Board desires to continue to use the Church's parking facilities;  
  
NOW, THEREFORE, in consideration of the Board's use of the parking facility, and  
for other good and valuable consideration, the receipt and sufficiency of which are hereby

Board Packet acknowledged, the parties hereby agree as follows: 26 October 7, 2013



PO Box 217  
325 Parks Worley St.  
Bluff City, TN 37618  
Phone: 423-538-7942  
E-mail: firstchristianbc@embarqmail.com

Ron Whitacre,  
Senior Minister

Jordan Wolfe  
Youth Minister

Diane Whitacre,  
Secretary

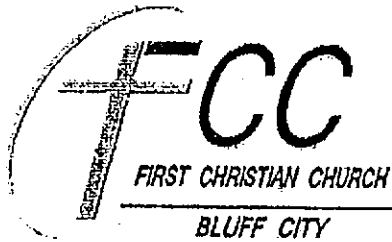
**SUNDAY:**

Sunday School  
10:00 A.M.  
Morning Worship  
11:00 A.M.  
Evening Worship/  
Youth Groups  
6:00 P.M.  
Choir Practice  
Following PM ser-  
vice

**WEDNESDAY:**

Family Meal  
6:00 P.M.  
Bible Study/  
Youth Classes  
6:45 P.M.

1. The Board agrees to pay the Church the sum of Fifteen Thousand Five Hundred Dollars (\$15,500.00), which sum is agreed to be in satisfaction of any and all rights or claims which the Church may have for the Board's use of the Church's parking facilities past or present.
2. The Church agrees that employees of the Board (including teachers and other employees), parents and visitors to the Bluff City Middle School may make reasonable use of the Church parking facility, in the same manner in which the parking facility has been used in the past.
3. The Board agrees that any future use of the Church's parking facility shall be reasonable and in the manner in which the parking facility has been used in the past.
4. The Church agrees that the payment of the sum stated in Section 1 above, shall be in full and final satisfaction of any rights or claims relating to the Board's use of the Church's parking facility.
5. This Agreement shall terminate if said school shall be permanently closed by the Board.
6. The parties agree that the Church shall have the right to add to, change or modify its existing structures, or parking lot as the Church deems necessary. Notwithstanding such additions, changes or modifications, the Board shall retain the right to use the Church's parking facilities.
7. The Board agrees that it will not interfere with the Church's use of the parking facilities for its regularly scheduled services and functions, or during non scheduled events such as funeral services.



PO Box 217  
325 Parks Worley St.  
Bluff City, TN 37618  
Phone: 423-538-7942  
E-mail: firstchristianbc@embarqmail.com

ations, oral agreements or representations are hereby merged into this agreement.

9. This Agreement may not be modified except by a written agreement signed by both parties.

10. This Agreement shall be construed in accordance with the laws of the State of Tennessee.

IN WITNESS WHEREOF, the parties to this Agreement have caused same to be executed upon the day and date indicated below.

Ron Whitacre,  
Senior Minister

Jordan Wolfe  
Youth Minister

Diane Whitacre,  
Secretary

**SUNDAY:**

Sunday School  
10:00 A.M.  
Morning Worship  
11:00 A.M.  
Evening Worship/  
Youth Groups  
6:00 P.M.  
Choir Practice  
Following PM service

**WEDNESDAY:**

Family Meal  
6:00 P.M.  
Bible Study/  
Youth Classes  
6:45 P.M.

SULLIVAN COUNTY BOARD OF EDUCATION

By \_\_\_\_\_

FIRST CHRISTIAN CHURCH OF BLUFF CITY

By \_\_\_\_\_

By \_\_\_\_\_

By \_\_\_\_\_

By \_\_\_\_\_

By \_\_\_\_\_

By \_\_\_\_\_

STATE OF TENNESSEE:

COUNTY OF SULLIVAN:

Before me, \_\_\_\_\_, of the State and County aforesaid, personally appeared \_\_\_\_\_, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged himself to be president (or other officer authorized to execute the instrument) of the SULLIVAN COUNTY BOARD OF EDUCATION, the within named bargainor, a corporation, and that he as such \_\_\_\_\_, executed the foregoing instrument for the purpose therein contained, by signing the name of the corporation by himself as \_\_\_\_\_.

WITNESS my hand and seal, at office, in Sullivan County, Tennessee, this \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Notary Public

My commission expires \_\_\_\_\_

STATE OF TENNESSEE:

COUNTY OF SULLIVAN:

Before me, \_\_\_\_\_, of the State and County aforesaid, personally appeared \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged themselves to be a Trustee of FIRST CHRISTIAN CHURCH OF BLUFF CITY, the within named bargainor, and that as such \_\_\_\_\_, they executed the foregoing instrument for the purpose therein contained, by signing the name of the Church by themselves as \_\_\_\_\_.

WITNESS my hand and seal, at office in Sullivan County, Tennessee, this \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
Notary Public

My commission expires \_\_\_\_\_

Sullivan County, Tennessee  
Board of County Commissioners

Item 3  
Budget/Executive  
No. 2014-01-02  
Attachment

To the Honorable Steve M. Godsey, Mayor of Sullivan County, and the Board of Sullivan County Commissioners meeting in Regular Session this 21st day of January, 2014

**RESOLUTION Authorizing Archives And Records Management Fee As Established In Accordance With Tennessee Code Annotated §10-7-408**

WHEREAS, Tennessee Code Annotated §10-7-408 permits counties to enact an archives and record management fee to fund county archives, and

WHEREAS, the Sullivan County Department of Archives and Tourism is in need of funding for records space, and personnel for managing, scanning, and accessing its archival records, and

WHEREAS, the Sullivan County Public Records Commission unanimously recommends the creation of an archives and record management fee for Sullivan County.

**NOW THEREFORE BE IT RESOLVED By The Board Of County Commissioners Of Sullivan, Tennessee That:**

SECTION 1. In accordance with Tennessee Code Annotated §10-7-408, which authorizes counties to establish an archives and record management fee, the county legislative hereby creates an archives and record management fee in accordance with the following schedule:

A) Courts of General Sessions, Circuit, Criminal, Probate, and Chancery:

A fee of \$5.00 for all public records filed with the clerks of court for the purpose of initiating a legal proceeding.

B) County Clerk:

A fee of \$5.00 for all marriage license applications

A fee of \$5.00 for all beer permit applications

A fee of \$5.00 for all notary public applications

A fee of \$5.00 for all vehicle titles, to include replacement titles

A fee of \$5.00 for all business license applications

C) Zoning Department:

A fee of \$5.00 for all building permit applications

A fee of \$5.00 for all rezoning requests

A fee of \$5.00 for all variance applications

A fee of \$5.00 for all stormwater permits

D) Highway Department:

A fee of \$5.00 for all driveway permits

A fee of \$5.00 for all road cut permits

SECTION 2. Funds collected through this fee are designated exclusively for duplicating, storing, and maintaining any records required by law to be kept.

SECTION 3. For purposes of collection, this Resolution shall take effect on the first day of May, 2014.

This resolution shall take effect from and after its passage. All resolutions in conflict herewith are and the same rescinded insofar as such conflict exists.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2014.

Attested: \_\_\_\_\_  
Jeanie Gammon, County Clerk

Approved: \_\_\_\_\_  
Steve M. Godsey, County Mayor

**Sponsored By: Bill Kilgore**  
**Prime Co-Sponsor(s): Dennis Houser, Mike Surgenor**

2014-01-02	Administrative	Budget	Executive	County Commission
<b>ACTION</b>	No Action 1-8-14; Approved 2-5-14 4-0	Deferred 1-9-14; Deferred 2-6-14	No Action 1-7-14; No Action 2-4-14	

Notes: 1st Reading 01-21-14; **Deferred 02-18-14;**

**2010 Tennessee Code**

**10-7-408. Appropriation of funds Filing fees.**

**(a)** The county legislative body of any county which creates a county records commission has the power to appropriate such funds as may be required for the carrying out of the purposes of this chapter including, but not limited to, the purchase or leasing of equipment, the equipping of an office and the payment of the expenses thereof, the furnishing of secretaries and clerical help and the employment of expert advice and assistance.

**(b)** In any county, if the county legislative body creates a county records commission, then the county legislative body is authorized to:

**(1)** Appropriate such funds as may be required for carrying out of the purposes of this chapter, including, but not limited to, the purchase or leasing of equipment, the equipping of an office and the payment of the expenses of the office, the furnishing of secretaries and clerical help, and the employment of expert advice and assistance; and

**(2)** Establish and collect, through all entities creating public records, as defined in § 10-7-403, an archives and record management fee not to exceed five dollars (\$5.00) per document filed. Funds collected through this fee must be designated exclusively for duplicating, storing, and maintaining any records required by law to be permanently kept.

Sullivan County, Tennessee  
Board of County Commissioners

Item 4  
Administrative/Budget/Executive  
No. 2014-01-04

To the Honorable Steve M. Godsey, Mayor of Sullivan County, and the Board of Sullivan County Commissioners meeting in Regular Session this 21st day of January, 2014

**RESOLUTION Requesting That The State Of Tennessee Name The New I-26 Rest Stop In Sullivan County In Memory Of Tennessee Highway Patrol Officer Barry R. Myers**

WHEREAS, the State of Tennessee lost one of its finest citizens and most dedicated law enforcement officers with the tragic passing of Master Trooper Barry R. Myers on June 26, 2012; and

WHEREAS, a graduate of Holston Valley High School; Bristol, Tennessee, Trooper Myers joined the Tennessee Highway Patrol (THP) in March 1974. He spent his first year patrolling Hamblen County and later transferred to Sullivan County, where he spent the rest of his career until his retirement in October 2009; and

WHEREAS, this dedicated law enforcement officer exhibited extraordinary devotion to duty, outstanding loyalty, fine leadership, and meticulous attention to detail in all his duties; and

WHEREAS, throughout his career with the THP, Trooper Myers always exhibited compassion, caring and concern for all those with whom he came in contact, often going that extra mile to personally help those who were less fortunate; and

WHEREAS, Trooper Myers was an avid University of Tennessee and NASCAR fan and was a community leader as a member of the Appalachian Express Barber Shop Chorus and the Jericho Shriners; and

WHEREAS, as a Shriner his time, skills and efforts were exhibited by his support of the children and youth helped and cared for by the Shriners Hospitals for Children; and

WHEREAS, Trooper Myers was a Sunday School Director and an active member of Virginia Avenue Baptist Church, Bristol, where he spent countless hours in many endeavors on behalf of the church and the community; and

WHEREAS, this dedicated law enforcement officer's life was cut short from injuries he received in a head-on collision on June 25, 2012 caused by an impaired driver; and

WHEREAS, Trooper Myers, a devoted family man, is survived by his wife of 26 years, Chestalene B. Myers, three children and four grandchildren; and

WHEREAS, Barry R. Myers has left behind an indelible legacy of integrity in public life, compassion and loyalty in private life, diligence and dedication in all his endeavors; and



**NOW THEREFORE BE IT RESOLVED** that a request be made to the State of Tennessee To Name The New I-26 Rest Stop In Sullivan County in Memory of Tennessee Highway Patrol Officer Barry Myers.

*Waiver of Rules Requested*

This resolution shall take effect from and after its passage. All resolutions in conflict herewith are and the same rescinded insofar as such conflict exists.

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2014.

Attested: \_\_\_\_\_  
Jeanie Gammon, County Clerk

Approved: \_\_\_\_\_  
Steve M. Godsey, County Mayor

**Sponsored By: Bob Neal**  
**Prime Co-Sponsor(s): Matthew Johnson**

2014-01-04	Administrative	Budget	Executive	County Commission
<b>ACTION</b>	Deferred 2-5-14 4-0	Deferred 2-6-14	No Action 2-4-14	

Notes: 1st Reading 01-21-14; **Deferred 02-18-14;**

Sullivan County, Tennessee  
Board of County Commissioners

Item 5  
Administrative/Budget  
No. 2014-02-05

To the Honorable Steve M. Godsey, Mayor of Sullivan County, and the Board of Sullivan County Commissioners meeting in Regular Session this 18th day of February, 2014

**RESOLUTION To Accept And Appropriate Hazardous Materials Exercise Program (HMEP) Grant Funds From The Tennessee Emergency Management Agency (TEMA) For Conducting A Local Emergency Planning Council (LEPC) Conference, Hazardous Materials Team Training And Full Scale Exercise.**

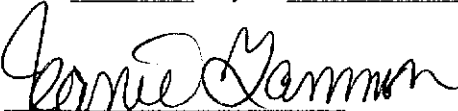
WHEREAS, the grant is funded with eighty percent (80%) or (\$9,600) being provided by TEMA and twenty percent (20%) or (\$2,400) being the local share which shall be funded through in-kind labor with no new money being requested; and

NOW THEREFORE BE IT RESOLVED that the Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session on the 18th day of February, 2014 hereby approve to accept and appropriate HMEP grant funds from TEMA to provide hazardous materials training and exercise as well as LEPC Conference training.

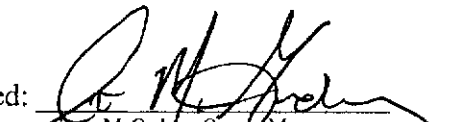
This resolution shall take effect from and after its passage. All resolutions in conflict herewith are and the same rescinded insofar as such conflict exists.

Approved this 18th day of February 2014.

Attested:

  
Jeanie Gammon, County Clerk

Approved:

  
Steve M. Godsey, County Mayor

Sponsored By: John Crawford

Prime Co-Sponsor(s): Matthew Johnson

2014-02-05	Administrative	Budget	Executive	County Commission
ACTION	Approved 2-5-14 4-0	Approved 2-6-14	Approved 2-4-14	Approved 02-18-14 23 Aye, 1 Absent

Notes: **Waiver of rules requested.**

Sullivan County, Tennessee  
Board of County Commissioners

Item 6  
Budget  
No. 2014-02-06

To the Honorable Steve M. Godsey, Mayor of Sullivan County, and the Board of Sullivan County Commissioners meeting in Regular Session this 21st day of January, 2014

**RESOLUTION To Amend The 2013 – 2014 General Purpose School Fund Budget For The Safe Schools Grant Awarded By The State Of Tennessee In The Amount Of \$46,600.00.**

WHEREAS, grant funds have been made available from the State of Tennessee for this program; and

WHEREAS, these monies will be used to install security cameras and emergency radios in Sullivan County Schools thereby improving security; and

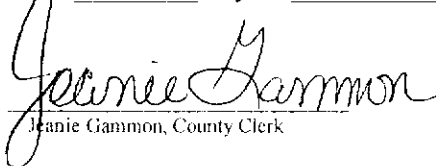
WHEREAS, the Sullivan County Department of Education Board approved this grant with no additional funding needed to satisfy the local match requirement.

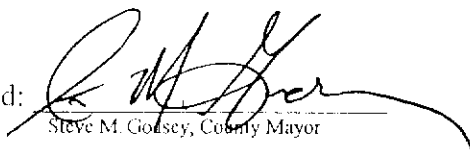
**NOW THEREFORE BE IT RESOLVED that the Board of County Commissioners of Sullivan County, Tennessee, assembled in regular session, hereby authorizes amending the General Purpose School Fund Budget as follows:**

Account Number	Account Description	Amount
46590.000.00.176.0000.000	Other State Education Funds	+46,600.00
72620.790.00.176.0000.000	Maintenance of Plant – Other Equipment	+46,600.00

This resolution shall take effect from and after its passage. All resolutions in conflict herewith are and the same rescinded insofar as such conflict exists.

Approved this 18th day of February 2014.

Attested:   
Jeanie Gammon, County Clerk

Approved:   
Steve M. Godsey, County Mayor

**Sponsored By: Eddie Williams**  
**Prime Co-Sponsor(s): Ty Boomershine**

2014-02-06	Administrative	Budget	Executive	County Commission
ACTION		Approved 2-6-14		Approved 02-18-14 23 Aye, 1 Absent

Notes:

**Waiver of rules requested.**

Sullivan County, Tennessee  
Board of County Commissioners

Item 7  
Budget/Executive  
No. 2014-02-07

To the Honorable Steve M. Godsey, Mayor of Sullivan County, and the Board of Sullivan County Commissioners meeting in Regular Session this 21st day of January, 2014

**RESOLUTION To Authorize Approval Of Statutory Bond For The Interim Successor To The Commissioner Of Highways**

WHEREAS, the previous Commissioner of Highways, Terry Shaffer, ~~resigned~~ <sup>retired</sup> prior to the end of his term and the election of a Successor to said position; and

WHEREAS, pursuant to Tennessee Code Annotated §54-7-107, the previous Commissioner of Highways, Terry Shaffer, named Bobby Manning as the Interim Successor; and

WHEREAS, in compliance with Tennessee Code Annotated §54-7-108 and 54-4-103(c) the Interim Successor is required to have a statutory bond and the County Commission must approve such bond; and

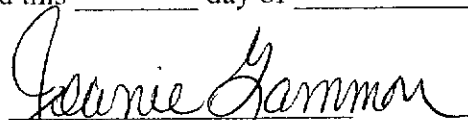
WHEREAS, the statutory bond for Bobby Manning as Interim Successor to the Commissioner of Highways is herewith submitted for approval;


**NOW THEREFORE BE IT RESOLVED that the Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session hereby approves the statutory bond for Bobby Manning as Interim Successor to the Commissioner of Highways.**

*Waiver Of Rules Requested*

This resolution shall take effect from and after its passage. All resolutions in conflict herewith are and the same rescinded insofar as such conflict exists.

Approved this 18th day of February 2014.

Attested:   
Jeanie Gammon, County Clerk

Approved:   
Steve M. Godsey, County Mayor

Sponsored By: Eddie Williams  
Prime Co-Sponsor(s): Randy Morrell

2014-02-07	Administrative	Budget	Executive	County Commission
ACTION				Approved 02-18-14 23 Aye, 1 Absent

Notes: Amended 02-18-14 by Sponsor as shown above in paragraph one.  
Waiver of rules requested.

RECEIVED & FILED

2-18-14



*Bobbie B. Manning*  
County Clerk

BK/PG: 3110/1946-1948

14002746

SURETY'S BOND NO. SUR20000052

STATE OF TENNESSEE  
COUNTY OF Sullivan  
OFFICIAL STATUTORY BOND  
FOR  
COUNTY PUBLIC OFFICIALS  
OFFICE OF Commissioner of Highways



JPGS:AL-BOND	
LORAIN BATCH: 59012	
02/18/2014 - 12:27:38 PM	
VALUE	0.00
MORTGAGE TAX	0.00
TRANSFER TAX	0.00
RECORDING FEE	15.00
DP FEE	2.00
REGISTER'S FEE	0.00
TOTAL AMOUNT	17.00

STATE OF TENNESSEE, SULLIVAN COUNTY  
**BART LONG**  
REGISTER OF DEEDS

KNOW ALL MEN BY THESE PRESENTS:

That Bobbie B. Manning, III of Blountville (City or Town),  
County of Sullivan Tennessee, as Principal, and Ironshore Indemnity Inc.  
as Surety, are held and firmly bound unto **THE STATE OF TENNESSEE** in the full amount of  
..... One Hundred Thousand and no/100 ..... Dollars (\$ 100,000.00 ) lawful money of the  
United States of America for the full and prompt payment whereof we bind ourselves, our representatives, successors and assigns,  
each jointly and severally, firmly and unequivocally by these presents.

WHEREAS, The said Principal was duly elected x appointed to the office of Commissioner of Highways of and  
for Sullivan County for the     year term beginning on the 21st day of January, 2 014 and ending on  
the 31st day of August, 2 014.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH:

- That if the said Bobbie B. Manning, III, Principal, shall:
1. Faithfully perform the duties of the office of Commissioner of Highways of Sullivan County during such person's term of office or his continuance therein; and,
  2. Pay over to the persons authorized by law to receive them, all moneys, properties, or things of value that may come into such Principal's hands during such Principal's term of office or continuance therein without fraud or delay, and shall faithfully and safely keep all records required in such Principal's official capacity, and at the expiration of the term, or in case of resignation or removal from office, shall turn over to the successor all records and property which have come into such Principal's hands, then this obligation shall be null and void; otherwise to remain in full force and effect.

WITNESS our hands and seals this 10th day of February, 2 014.

WITNESS - ATTEST:

*[Signature]*

PRINCIPAL: Bobbie B. Manning, III

*[Signature]*

COUNTERSIGNED BY:

*[Signature]*  
Tennessee Resident Agent  
Tracy L. Carlile

SURETY: Ironshore Indemnity Inc.

by: *[Signature]*  
Tracy L. Carlile, Attorney In Fact

(Attach evidence of authority to execute bond)

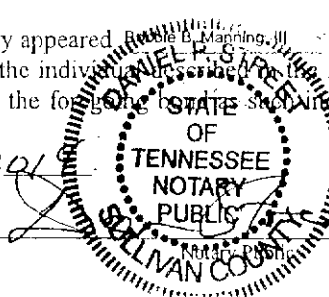
ACKNOWLEDGEMENT OF PRINCIPAL

STATE OF TENNESSEE  
COUNTY OF Sullivan

Before me, a Notary Public, of the State and County aforesaid, personally appeared Bobbie B. Manning, III  
to me known (or proved to me on the basis of satisfactory evidence) to be the individual named in the foregoing bond as  
Principal, and who, upon oath acknowledged that such individual executed the foregoing bond in his/her individual's free act  
and deed.

Witness my hand and seal this 17th day of January, 2014

My Commission Expires:  
May 19, 2015



(over)

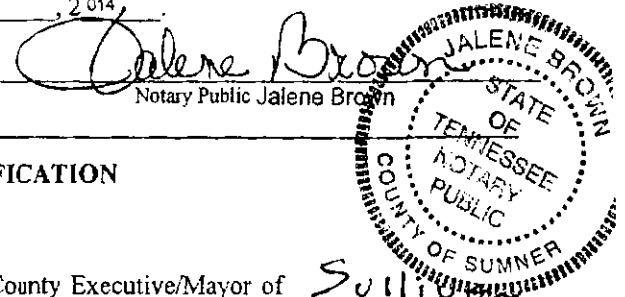
ACKNOWLEDGEMENT OF SURETY

STATE OF Tennessee  
COUNTY OF Wilson

Before me, a Notary Public, of the State and County aforesaid, personally appeared Tracy L. Carlie with whom I am personally acquainted and, who, upon oath, acknowledged himself/herself to be the individual who executed the foregoing bond on behalf of Ironshore Indemnity Inc., the within named Surety, a corporation duly licensed to do business in the State of Tennessee, and that he/she as such individual being authorized so to do, executed the foregoing bond on behalf of the Surety, by signing the name of the corporation by himself/herself as such individual.

Witness my hand and seal this 10th day of February, 2014.

My Commission Expires: May 25, 2014.



APPROVAL AND CERTIFICATION

SECTION I. (Applicable to all County Officials except Clerks of all Courts)

Bond and Sureties approved by Steve Godsey, County Executive/Mayor of Sullivan County, on this 11 day of Feb, 2014.

Signed: [Signature]  
County Executive/Mayor

CERTIFICATION:

I, Janie Hammon, County Clerk of Sullivan County, hereby certify that the foregoing bond was approved by the Legislative Body of said county, in open session on the 18 day of Feb, 2014, and entered upon the minutes thereof.

Signed: [Signature]  
County Clerk

SECTION II. (Applicable to all Clerks of all Courts)

CERTIFICATION:

This is to certify that I have examined the foregoing bond and found the same to be sufficient and in conformity to law, that the sureties on the same are good and worth the penalty thereof and that the same has been entered upon the minutes of said court.

Signed: \_\_\_\_\_  
Judge of the \_\_\_\_\_ Court of and for said County on this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

SECTION III. (Applicable to all County Officials' Bonds)

FOR USE BY REGISTER OF DEEDS

SECTION IV. (Applicable to all County Officials' Bonds)

ENDORSEMENT:

Filed with the Office of the County Clerk, County of \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

Signed: \_\_\_\_\_  
County Clerk

POWER OF ATTORNEY

III- 20000052

Ironshore Indemnity Inc.

KNOW ALL MEN BY THESE PRESENTS, that IRONSHORE INDEMNITY INC., a Minnesota Corporation, with its principal office in New York, NY does hereby constitute and appoint: Chris Dobbs, Jalene Brown, and Tracy L. Carlile its true and lawful Attorney(s)-In-Fact to make, execute, seal and deliver for, and on its behalf as surety, any and all bonds, undertakings or other writings obligatory in nature of a bond.

This authority is made under and by the authority of a resolution which was passed by the Board of Directors of IRONSHORE INDEMNITY INC. on the 22<sup>nd</sup> day of April, 2013 as follows:

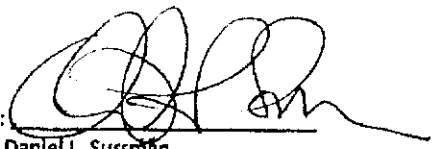
Resolved, that the Director of the Company is hereby authorized to appoint and empower any representative of the company or other person or persons as Attorney-In-Fact to execute on behalf of the Company any bonds, undertakings, policies, contracts of indemnity or other writings obligatory in nature of a bond not to exceed \$7,500,000 dollars, which the Company might execute through its duly elected officers, and affix the seal of the Company thereto. Any said execution of such documents by an Attorney-In-Fact shall be as binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company. Any Attorney-In-Fact, so appointed, may be removed for good cause and the authority so granted may be revoked as specified in the Power of Attorney.

Resolved, that the signature of the Director and the seal of the Company may be affixed by facsimile on any power of attorney granted, and the signature of the Secretary, and the seal of the Company may be affixed by facsimile to any certificate of any such power and any such power or certificate bearing such facsimile signature and seal shall be valid and binding on the Company. Any such power so executed and sealed and certificate so executed and sealed shall, with respect to any bond of undertaking to which it is attached, continue to be valid and binding on the Company.

IN WITNESS THEREOF, IRONSHORE INDEMNITY INC. has caused this instrument to be signed by its Director, and its Corporate Seal to be affixed this 7<sup>th</sup> day of August, 2013

IRONSHORE INDEMNITY INC.

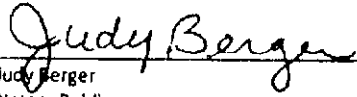


By:   
Daniel L. Sussman  
Director

ACKNOWLEDGEMENT

On this 7<sup>th</sup> Day of August, 2013, before me, personally came Daniel L. Sussman to me known, who being duly sworn, did depose and say that he is the Director of Ironshore Indemnity, Inc., the corporation described in and which executed the above instrument; that he executed said instrument on behalf of the corporation by authority of his office under the By-laws of said corporation.

**JUDY BERGER**  
NOTARY PUBLIC-STATE OF NEW YORK  
No. 018E6222764  
Qualified in New York County  
My Commission Expires June 01, 2014

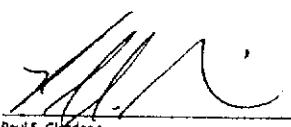
  
Judy Berger  
Notary Public

CERTIFICATE

I, the undersigned, Secretary of IRONSHORE INDEMNITY INC., a Minnesota Company, DO HEREBY CERTIFY that the original Power of Attorney of which the foregoing is a true and correct copy, is in full force and effect and has not been revoked and the resolutions as set forth are now in force.

Signed and Sealed at this 10<sup>th</sup> Day of February, 20 14



  
Paul S. Giordano  
Secretary

"WARNING: Any person who knowingly and with intent to defraud any insurance company or other person, files and application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties."

Sullivan County, Tennessee  
Board of County Commissioners

Item 8  
Executive  
No. 2014-02-08

To the Honorable Steve M. Godsey, Mayor of Sullivan County, and the Board of Sullivan County Commissioners meeting in Regular Session this 21st day of January, 2014

**Resolution To Transfer Sullivan County's Interest In Certain Real And Personal Property To The Tri-Cities Airport Authority ("TCAA")**

WHEREAS, the Tri-Cities Regional Airport, TN/VA has operated over the years as unincorporated joint venture between Sullivan County, Tennessee and other regional governmental entities ("Owners"); and

WHEREAS, real property and personal property has been acquired over the years by the Tri-Cities Regional Airport, TN/VA on behalf of the Owners; and

WHEREAS, pursuant to Resolution number 2011-10-89 passed on November 21, 2011, the Sullivan County Board of Commissioners approved the creation of Tri-Cities Airport Authority, a regional airport authority existing as an independent legal entity, separate and distinct from Sullivan County and Owners, to own and operate Tri-Cities Regional Airport, TN/VA; and

WHEREAS, on December 15, 2011, TCAC considered and approved the establishment of an Airport Authority for the ownership and future operation of Tri-Cities Regional Airport, TN/VA; and

WHEREAS, on September 25, 2012, the new independent airport authority known as the Tri-Cities Airport Authority was formed pursuant to corporate documents filed with the Secretary of State's Office for the State of Tennessee.

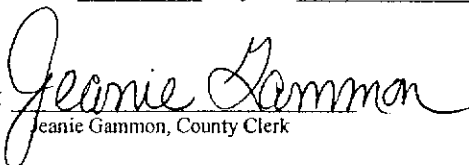
NOW, THEREFORE BE IT RESOLVED, that the Sullivan County Board of Commissioners hereby approves the transfer and conveyance to <sup>TCAA</sup>~~TCAC~~ and its successors any and all right, title and interest Sullivan County, Tennessee has or may have in and to the assets, both real and personal, identified in the attached Quit Claim Deed and Bill of Sale; and

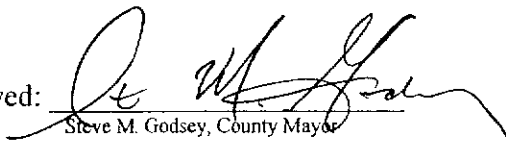
NOW, THEREFORE BE IT RESOLVED, that the Sullivan County Board of Commissioners hereby approves and authorizes the Mayor for Sullivan County to execute on behalf of Sullivan County any and all documents necessary to transfer and convey such real and personal assets to <sup>TCAA</sup>~~TCAC~~, including, but not limited to the attached Quit Claim Deed and Bill of Sale.



This resolution shall take effect from and after its passage. All resolutions in conflict herewith are and the same rescinded insofar as such conflict exists.

Approved this 18th day of February 2014.

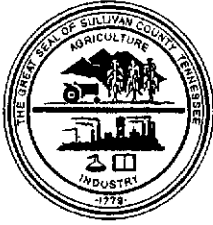
Attested:   
Jeanie Gammon, County Clerk

Approved:   
Steve M. Godsey, County Mayor

**Sponsored By: James "Moe" Brotherton**  
**Prime Co-Sponsor(s): Eddie Williams**

2014-02-08	Administrative	Budget	Executive	County Commission
ACTION				Approved 02-18-14 23 Aye, 1 Absent

Notes: **Waiver of rules requested.**  
**Amended 02-18-14 by Sponsor changing "TCAC" in the sixth and seventh paragraphs to "TCAA" and shown above**



# SULLIVAN COUNTY

## OFFICE OF ACCOUNTS & BUDGETS

3411 Highway 126, Suite 202 ▪ Blountville, Tennessee 37617  
E-Mail: [acctdir@sullivancountyttn.gov](mailto:acctdir@sullivancountyttn.gov)  
(423) 323-6409 ▪ Fax: (423) 279-2899

FINANCE  
BUDGETING  
ACCOUNTS  
PAYABLE

PERSONNEL  
PAYROLL  
EMPLOYEE  
BENEFITS

### MEMORANDUM

**TO:** Members of the Sullivan County Commission

**FROM:** William Anderson, Director of Accounts & Budgets

**SUBJECT:** Acknowledgement of Report on Debt Obligation – Computer Lease  
As approved on Resolution 2013-11-89

**DATE:** February 18, 2014

As required by the Office of State and Local Finance, a copy of the “Report on Debt Obligation” is attached. It is required that County Commissioners be made aware of this matter and that this matter be entered into the minutes of the monthly meeting on February 18, 2014.

Thank you.

RECEIVED

JAN 31 2014

REPORT ON DEBT OBLIGATION  
(Pursuant to Tennessee Code Annotated Section 9-21-151)

STATE AND LOCAL FINANCE

**1. Public Entity:**  
 Name Sullivan County  
 Address 3411 Highway 126, Suite 202  
Blountville, TN 37617

**2. Debt Obligation:**

<input type="checkbox"/>	a. Bond
<input type="checkbox"/>	b. CON
<input type="checkbox"/>	c. BAN
<input type="checkbox"/>	d. GAN
<input type="checkbox"/>	e. TRAN
<input type="checkbox"/>	f. CRAN
<input checked="" type="checkbox"/>	g. Capital Lease
<input type="checkbox"/>	h. Loan Agreement

Note: Enclose a copy of the executed NOTE FORM if applicable

**5. Face Amount of Debt Obligation:** \$22,120.48  
**Premium/Discount:** \_\_\_\_\_

**6. Type of Sale:**

<input type="checkbox"/>	a. Competitive Public Sale
<input checked="" type="checkbox"/>	b. Informal Bid
<input type="checkbox"/>	c. Negotiated Sale
<input type="checkbox"/>	d. Loan Program

**3. Security For Debt Obligation:**

<input type="checkbox"/>	a. General Obligation
<input type="checkbox"/>	b. General Obligation+Revenue+Tax <input checked="" type="checkbox"/>
<input type="checkbox"/>	c. Revenue
<input type="checkbox"/>	d. TIF
<input checked="" type="checkbox"/>	e. Annual Appropriations

**7. Tax Status:**

<input checked="" type="checkbox"/>	a. Tax Exempt
<input type="checkbox"/>	b. Tax Exempt - Bank Qualified
<input type="checkbox"/>	c. Taxable

**8. Dated Date:** 01/14/2014

**4. Purpose of Issue:**

<input checked="" type="checkbox"/>	a. General Government	<u>100.00</u> %
<input type="checkbox"/>	b. Education	_____ %
<input type="checkbox"/>	c. Highways and Streets	_____ %
<input type="checkbox"/>	d. Public Safety	_____ %
<input type="checkbox"/>	e. Solid Waste Disposal	_____ %
<input type="checkbox"/>	f. Industrial Park	_____ %
<input type="checkbox"/>	g. Manufacturing Facilities	_____ %
<input type="checkbox"/>	h. Health Facilities	_____ %
<input type="checkbox"/>	i. Airports	_____ %
<input type="checkbox"/>	j. Utilities	_____ %
<input type="checkbox"/>	i. Water	_____ %
<input type="checkbox"/>	ii. Sewer	_____ %
<input type="checkbox"/>	iii. Electric	_____ %
<input type="checkbox"/>	iv. Gas	_____ %
<input type="checkbox"/>	k. Refunding or Renewal	_____ %
<input type="checkbox"/>	l. Other _____	_____ %

specify

**9. Issue Date (Closing Date):** 01/14/2014

**10. Ratings:**

a. Moody's	<u>Aa3</u>
b. Standard & Poor's	_____
c. Fitch	_____
d. Unrated	_____

**11. Interest Cost:**  
0.000000 %  a. TIC  
 b. NIC  
 c. Variable Index \_\_\_\_\_ plus \_\_\_\_\_ bps  
 d. Other \_\_\_\_\_

**12. Recurring Costs:**

a. Remarketing Agent (bps)	<u>n/a</u>
b. Liquidity (bps)	<u>n/a</u>
c. Credit Enhancements (bps)	<u>n/a</u>

**13. Maturity Dates, Amounts and Interest Rates**

Year	Amount	Interest Rate	Year	Amount	Interest Rate
2013	\$2,404	6.00 %			%
2014	\$5,771	6.00 %			%
2015	\$5,771	6.00 %			%
2016	\$5,771	6.00 %			%
2017	\$2,404	6.00 %			%
		%			%
		%			%
		%			%
		%			%
		%			%
		%			%

If additional space is needed, attach additional sheet.

**14. Repayment Schedule**

This Issue			Total Debt Outstanding		
Year	Cum. Principal Redeemed	% Total	Year	Cum. Principal Redeemed	% Total
1	\$2,404	11.00	1	\$19,716	89.00
5			5		
10			10		
15			15		
20			20		
25			25		
30			30		

**15. Itemized Description of the Cost of Issuance**

(Round to Nearest Dollar)

		Name of Firm
a. Financial Advisor Fees*		
b. Legal Fees:		
i. Bond Counsel		
ii. Issuer's Counsel		
iii. Trustee's Counsel		
c. Paying Agent Fees and Registration Fees		
d. Trustee Fees		
e. Remarketing Agent Fees		
f. Liquidity Fees		
g. Rating Agency Fees		
h. Credit Enhancement Fees		
i. Underwriter's Discount _____%		
i. Take Down		
ii. Management Fee		
iii. Risk Premium		
iv. Underwriter's Counsel		
v. Other Expenses		
j. Printing and Advertising Fees		
k. Issuer Fees		
l. Real Estate Fees		
m. Bank Closing Costs		
n. Other Costs	\$154.24	Pearson Leasing / set up
<b>Total Costs</b>	<b>\$154.24</b>	

\*If other costs are included, please itemize

Note: Enclose a copy of the DISCLOSURE DOCUMENT/ OFFICIAL STATEMENT if applicable.

**16. Description of Continuing Disclosure Obligations**

(Use additional pages if necessary)

Individual Responsible for Completion: \_\_\_\_\_

William J. Anderson

Date Annual Disclosure is due: \_\_\_\_\_

Current debt issue is a capital lease and is to be retired by November 2017 and doesn't require continuing disclosure.

**17. Description of Compliance with Written Debt Management Policy:**

(Use additional pages if necessary)

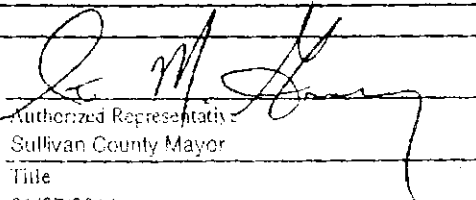
The purpose of capital lease was for the replacement of the computer in the Chancery Court's offices. The legal requirements of the issuance have been met and the annual debt reports have been presented to the County Commission through an appropriating resolution. This issue did not require the professional services of counsel or a financial advisor. Those involved in the decision making process for the issue adhered to the county ethics policy and did not violate any rule or regulation of professional conduct. The issue was awarded as sole source due to the computer software and maintenance being under contract with Saratoga (a.k.a Bridge Computer Systems) and Pearson Leasing being the only provider that Bridge utilizes. The repayment will be made from the general fund following the straight-line method of repayment and being retired by November 2017. Thus, those requirements pertaining to the Debt Service Fund and its balances and payments do not pertain to this issue.

**18. (If any) Description of Derivative and Compliance with Written Derivative Management Policy:**

(Use additional pages if necessary)

At the present time, Sullivan County does not participate in derivative transactions.

19.

  
Authorized Representative  
Sullivan County Mayor  
Title  
01/27/2014  
Date  
steve.godsey@sullivancountytn.gov  
Email

William J. Anderson  
Preparer  
Director, Sullivan Co. Accounting  
Title  
Sullivan County  
Firm  
01/27/2014  
Date  
william.anderson@sullivancountytn.g  
Email

20.

Submitted to Governing Body on 02/18/2014 and presented at its public meeting held on 02/18/2014

COPY TO: Director - Office of State and Local Finance, 505 Deaderick Street, Suite 1600,  
James K. Polk State Office Building, Nashville TN 37243-1402

# **SULLIVAN COUNTY TENNESSEE**

## **Debt Management Policy**

**Goal/Mission:** To provide management with appropriate guidelines and direction to assist in making sound debt management decisions. To further demonstrate strong financial management practices for our county citizens, outside investors, and credit agencies.

**Objectives:** To enhance the decision process by identifying the methodology of decision making and outline the criteria on which the principles utilized are based.

### **A. ENHANCE TRANSPARENCY OF DECISIONS BY WAY OF ANNUAL DEBT REPORT, ANNUAL BUDGETS, AND SPECIFIC NEW ISSUE REPORT**

a. Annual debt reports shall be submitted to the county legislative body by June 30<sup>th</sup> of each year either with the annual budget document or separate. In addition to the outstanding debt and requirements, it should also include:

- i. Calculations of percentage of total debt to assessed value
- ii. Calculation of debt to per capita income
- iii. Sullivan County shall prepare a multi-year debt budget for at least 5 years

b. Sullivan County shall comply with legal requirements for notice and for public meetings related to debt issuance. In the interest of transparency, all costs (including interest, issuance, continuing, and one-time) shall be disclosed to the citizens/members, governing body, and other stakeholders in a timely manner.

c. Debt issuance shall comply with the State Form CT-0253, as well as, any other state required forms that detail all associated cost for the issuance of the proposed debt. These records shall be available for public and county commission inspection prior to the commission approval of the debt issuance.

### **B. ACQUIRING OF PROFESSIONAL SERVICES FOR THE ISSUANCE OF DEBT**

a. Sullivan County shall require all professionals engaged in the process of issuing debt to clearly disclose all compensation and consideration received related to services provided in the debt issuance process by both Sullivan County and the lender or conduit issuer, if any. This includes "soft" costs or compensations in lieu of direct payments.

- b. **Counsel:** Sullivan County shall enter into an engagement letter agreement with each lawyer or law firm representing Sullivan County in a debt transaction. (No engagement letters required for any lawyer who is an employee of Sullivan County or lawyer or law firm which is under general appointment or contract to serve as counsel to the County. The County does not need an engagement letter with counsel not representing the County, such as underwriters' counsel.)
- c. **Financial Advisor:** If Sullivan County chooses to hire financial advisors, Sullivan County shall enter into a written agreement with each person or firm serving as financial advisor for debt management and transactions.
- d. Whether in a competitive or negotiated sale, the financial advisor shall not be permitted to bid on, privately place or underwrite an issue for which they are or have been providing advisory services.
- e. **Underwriter:** If there is an underwriter, Sullivan County shall require the underwriter to clearly identify itself in writing as an underwriter and not as a financial advisor from the earliest states of its relationship with Sullivan County with respect to that issue. The underwriter must clarify its primary role as a purchaser of securities in an arm's-length commercial transaction and that it has financial and other interests that differ from those of Sullivan County. The underwriter in a publicly offered, negotiated sale shall be required to provide pricing information both as to interest rates and to takedown per maturity to the governing body or it's designated representative in advance of the pricing of the debt.

**C. ESTABLISHING STANDARDS TO ASSURE AGAINST CONFLICTS OF INTEREST FOR BOTH INTERNAL AND EXTERNAL PROFESSIONALS**

- a. Professionals involved in a debt transaction hired or compensated by Sullivan County shall be required to disclose to Sullivan County existing client and business relationships between and among the professionals to a transaction (including but not limited to financial advisor, swap advisor, bond counsel, swap counsel, trustee, paying agent, underwriter, counterparty, and remarketing agent), as well as conduit issuers, sponsoring organizations sufficient to allow Sullivan County to appreciate the significance of the relationships.
- b. Professionals who become involved in the debt transaction as a result of a bid submitted in a widely and publicly advertised competitive sale conducted using an industry standard electronic bidding platform are not subject to this disclosure. No disclosure is required that would violate any rule or regulation of professional conduct.



- c. Review the representatives of the County Staff and the other representatives of the County involved in the decision making process and their adherence to knowledge of the County Ethics Policy.

#### **D. OTHER REQUIREMENTS FOR MANAGING AND ISSUING DEBT**

- a. The Debt Service Fund(s) shall maintain minimum balances equal or greater than the requirements for the first half of the fiscal year less any designated recurring revenues for the respective debt.
- b. Sullivan County shall service all debt principal and interest payments through the debt service fund with the exception of leases for less than \$100,000 principal.
- c. Sullivan County shall not utilize variable rate debt for any debt beyond 3 years without a special advertised public hearing before the issuance.
- d. All debt repayment schedules shall use the straight-line method of repayment. Other repayment schedules must be approved by the comptroller's office in writing and fully disclose the additional interest cost compared to straight-line repayment method.
- e. Borrowing using capital outlay notes, the county shall solicit a minimum of three rates and issuance cost quotes and select the lowest and best offer. The county may use the State loan pool as one of the three quotes.
- f. All leases of amounts of \$100,000 exceeding 1 year shall be compared to a quote for a capital outlay note for similar principal and duration to be reported to the County Commission before issuance.
- g. In the case of refinancing, an analysis report shall be provided which fully explains the reasons for the refinancing and the net savings and cost of the refinancing which will include not only interest charges but also the fees associated with the transactions for the issuance.
- h. Sullivan County shall not issue debt that exceeds the life of the capital asset funded by the debt.
- i. All Elected and appointed officials, as well as, department heads should be knowledgeable that the Sullivan County Purchasing Laws govern the approval and signing of all contractual commitments including lease agreements.

Approved by County Commission 12/19/2011

**POPULATION**

	<u>County</u>	<u>Tennessee</u>
1980 U. S. Census	143,968	4,591,023
1990 U. S. Census	143,596	4,877,203
1999 U.S. Census Estimate	150,231	5,483,535
2000 U.S. Census	153,048	5,689,283
2010 U.S. Census	156,823	6,346,105
2011 U.S. Census Estimate	157,032	6,399,787
2012 U.S. Census Estimate	156,786	6,456,243

Source: U.S. Bureau of Census

**PER CAPITA DEBT RATIOS**

Outstanding Debt	\$317.18
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**DEBT RATIOS**

	<u>Assessed Value</u>	<u>Estimated Actual Value</u>
Total Current Outstanding Debt to	1.38%	0.40%

**SULLIVAN COUNTY GENERAL DEBT SERVICE REQUIREMENTS**

(as of June 30, 2013)

Year No.	Year Ended June 30	Principal Requirements					Percent Principal Retired	Interest Requirements					Total Debt Service
		Outstanding Bond Principal	Outstanding Loan Principal	Outstanding Note Principal	Outstanding Capital Lease Principal	Outstanding Total Principal		Outstanding Bond Interest	Outstanding Loan Interest	Outstanding Note Interest	Outstanding Capital Lease Interest	Outstanding Total Interest	
1	2014	\$1,585,000	\$1,484,129	\$250,000	\$196,785	\$3,515,914		\$1,303,100	\$518,641	\$55,025	\$21,931	\$1,898,697	\$5,414,611
2	2015	1,690,000	1,688,063	275,000	125,133	3,778,196		1,231,025	535,004	42,650	11,009	1,819,688	5,597,884
3	2016	1,360,000	1,691,111	275,000	37,886	3,363,997		1,161,775	531,955	28,900	4,167	1,726,797	5,090,794
4	2017	1,445,000	1,694,195	300,000	33,971	3,473,166		1,097,400	528,872	15,150	1,243	1,642,665	5,115,831
5	2018	2,030,000	1,697,291			3,727,291	35.91%	1,029,063	525,775			1,554,838	5,282,129
6	2019	2,150,000	1,700,411			3,850,411		932,687	522,656			1,455,343	5,305,754
7	2020	2,290,000	1,703,555			3,993,555		830,213	519,511			1,349,724	5,343,279
8	2021	2,455,000	1,706,723			4,161,723		719,887	516,344			1,236,231	5,397,954
9	2022	2,655,000	1,709,915			4,364,915		597,738	513,151			1,110,889	5,475,804
10	2023	2,825,000	1,713,131			4,538,131	77.96%	465,137	509,936			975,073	5,513,204
11	2024	3,025,000	1,716,371			4,741,371		323,987	506,695			830,682	5,572,053
12	2025	1,115,000	1,383,762			2,498,762		172,303	500,798			673,101	3,171,863
13	2026	600,000	1,377,559			1,977,559		115,313	499,999			615,312	2,592,871
14	2027	625,000	438,768			1,063,768		78,412	273,411			351,823	1,415,591
15	2028	650,000	29,841			679,841	100.00%	39,975	25,235			65,210	745,051
		<u>\$26,500,000</u>	<u>\$21,734,825</u>	<u>\$1,100,000</u>	<u>\$393,775</u>	<u>\$49,728,600</u>		<u>\$10,098,015</u>	<u>\$7,027,983</u>	<u>\$141,725</u>	<u>\$38,350</u>	<u>\$17,306,073</u>	<u># \$67,034,673</u>

Source: Annual Financial Report as prepared by the Comptroller of the Treasury, Division of County Audit for the year ending June 30, 2013 and County Officials.

**TRI-CITIES REGIONAL AIRPORT DEBT SERVICE REQUIREMENTS**

(as of June 30, 2013)<sup>(1)</sup>

Year No.	Year Ended June 30	Principal Requirements				Percent Principal Retired	Interest Requirements				Total Debt Service
		Outstanding Principal	Refunded Taxable Series 2003 Principal	Refunding Taxable Series 2014 Principal	Total Principal		Outstanding Interest	Refunded Taxable Series 2003 Interest	Refunding Taxable Series 2014 Interest	Total Interest	
1	2014	\$820,000			\$820,000					\$228,815	\$1,048,815
2	2015	845,000	(\$260,000)	\$290,000	875,000		191,778	(\$166,330)	\$86,041	\$111,489	986,489
3	2016	275,000	(275,000)	310,000	310,000		152,290	(152,290)	66,068	\$66,068	376,068
4	2017	285,000	(285,000)	310,000	310,000		137,440	(137,440)	59,868	\$59,868	369,868
5	2018	300,000	(300,000)	320,000	320,000	60.16%	122,050	(122,050)	53,668	\$53,668	373,668
6	2019	320,000	(320,000)	330,000	330,000		105,850	(105,850)	47,268	\$47,268	377,268
7	2020	340,000	(340,000)	335,000	335,000		87,290	(87,290)	40,668	\$40,668	375,668
8	2021	365,000	(365,000)	350,000	350,000		67,570	(67,570)	32,460	\$32,460	382,460
9	2022	390,000	(390,000)	360,000	360,000		46,400	(46,400)	23,010	\$23,010	383,010
10	2023	410,000	(410,000)	370,000	370,000	100.00%	23,780	(23,780)	12,210	\$12,210	382,210
		<u>\$4,350,000</u>	<u>(\$2,945,000)</u>	<u>\$2,975,000</u>	<u>\$4,380,000</u>		<u>\$1,163,263</u>	<u>(\$909,000)</u>	<u>\$421,259</u>	<u>\$675,521</u>	<u>\$5,055,521</u>

<sup>(1)</sup> As of June 30, 2013 adjusted for Series 2014 Refunding.

Source: Tri-Cities Airport Annual Financial Report as prepared by Blackburn, Childers & Steagall, PLC for the year ending June 30, 2013 and County Officials.

**Cash Forecast**  
**For the Fiscal Year Ending June 30, 2014**

Fund	Beginning Cash Balances 7/1/2013	Budgeted Revenue and Other Sources	Budgeted Appropriated Expenditures	Forecasted Ending Cash Balances 6/30/2014
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**BUDGETARY CONTROL FUNDS**

General (101)	\$ 5,357,849	\$ 46,399,714	\$ 47,603,538	\$ 4,154,025
Solid Waste (116)	1,283,314	1,401,359	1,491,000	1,193,673
Ambulance Service (118)	274,187	5,598,975	5,446,824	426,338
Drug Control (122)	85,023	85,100	85,100	85,023
Observation Knob Park (123)	149,986	304,681	304,681	149,986
Highway (131)	1,766,050	10,316,280	10,316,280	1,766,050
General Purpose School (141)	6,183,334	85,512,381	87,345,947	4,349,768
Innovation Academy (145)	136,703	1,017,659	1,017,659	136,703
General Debt Service (151)	1,809,555	5,456,466	6,264,823	1,001,198
Rural Debt Service (152)	75,305	2,077,100	2,077,100	75,305
School Capital -Renov (177)	86,116	1,502,000	1,502,000	86,116
Self Insurance (263)	24,870	1,116,743.00	1,196,682.00	(55,069)
Employee Benefit (Gen) (264)	7,228	562,629	672,856	(102,999)

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\\sullivan-ex1\data\$\Anderson\WJ\My Documents\Sullivan Excel\Budgets\2013-2014 Budgets\SSK\Finals\2013 - 14 Budget Tables - ssk 9-26-13 Changed at 2-4-14.xls  
 2013 - 14 Budget Tables - ssk 9-26-13 Changed at 2-4-14.xls Summary Statement -

(Letterhead of the County)

**Fiscal Strength and Efficient Government  
ThreeStar Program requirements**

This document confirms that \_\_\_\_\_ County has taken the following actions in accordance with the requirements of the ThreeStar Program:

- The county mayor has reviewed with the county commission at an official meeting the county's debt management policy that is currently on file with the Comptroller of the Treasury Office. The purpose of this requirement is to ensure that local elected officials are aware and knowledgeable of the county's debt management policy.
- The county mayor and county commission acknowledge that an annual cash flow forecast must be prepared and submitted to the Comptroller prior to issuance of debt. The purpose of this requirement is to ensure elected officials are aware that prior to the issuance of debt the county must go through the process of assessing the county's cash flow. This is done to evaluate the county's finances and confirm that sufficient revenues are available to cover additional debt service associated with the proposed issuance of debt.

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**Debt Management Policy**

This is an acknowledgement that the Debt Management Policy of \_\_\_\_\_ County is on file with the Office of the Comptroller of the Treasury and was reviewed with the members of the \_\_\_\_\_ County Commission present at the meeting held on the \_\_\_ day of \_\_\_\_\_.

Minutes of this meeting have been included as documentation of this agenda item.

**Annual Cash Flow Forecast**

This is an acknowledgement that the requirement that an annual cash flow forecast be prepared for the appropriate fund and submitted to the Comptroller's office was reviewed with the members of the \_\_\_\_\_ County Commission present at the meeting held on the \_\_\_ day of \_\_\_\_\_.

Minutes of this meeting have been included as documentation of this agenda item.

Acknowledged this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
County Mayor/Executive Name

\_\_\_\_\_  
Signature

MOTION ON FLOOR

MOTION AS FOLLOWS:

MOTION TO APPROVE THE SALE OF CEDAR GROVE SCHOOL PROPERTY  
FOR \$69,700.00

MOTION MADE BY: WILLIAMS  
SECONDED BY:

ACTION: APPROVED 02-18-14  
ROLL CALL VOTE 19AYE, 3 NAY, 1 PASS, 1 ABSENT

ELECTION OF CHAIRMAN  
OF  
COUNTY COMMISSION

COMM. WHITE NOMINATED COMM. WILLIAMS TO SERVE AS CHAIRMAN OF THE COMMISSION. THE NOMINATION WAS SECONDED BY COMM. ARMSTRONG. COMM. SHULL NOMINATED COMM. MARSH. MOTION MADE BY COMM. NEAL TO CEASE NOMINATIONS.

COMM. WILLIAMS WAS ELECTED TO SERVE AS CHAIRMAN OF THE COMMISSION BY ROLL CALL VOTE THIS 18TH DAY OF FEBRUARY, 2014.

ELECTION OF  
CHAIRMAN PRO-TEMPORE

COMM. WHITE NOMINATED COMM. CRAWFORD TO SERVE AS CHAIRMAN PRO-TEMPORE. COMM. SHULL NOMINATED COMM. MARSH TO SERVE AS CHAIRMAN PRO-TEMPORE. COMM. SURGENOR NOMINATED COMM. KILGORE TO SERVE AS CHAIRMAN PRO-TEMPORE-NOMINATION DECLINED. COMM. HOOD NOMINATED COMM. BOYD TO SERVE AS CHAIRMAN PRO-TEMPORE-NOMINATION DECLINED. MOTION TO CEASE NOMINATIONS MADE BY COMM. WHITE.

COMM. CRAWFORD WAS ELECTED TO SERVE AS CHAIRMAN PRO-TEMPORE BY ROLL CALL VOTE OF THE COMMISSION THIS 18TH DAY OF FEBRUARY, 2014.



**AND THEREUPON COUNTY COMMISSION ADJOURNED UPON  
MOTION MADE BY COMM. WHITE TO MEET AGAIN IN REGULAR  
SESSION MARCH 17, 2014.**



A handwritten signature in black ink, appearing to read "Steve Godsey", is written over a horizontal line. The signature is fluid and cursive.

**STEVE GODSEY**  
**COMMISSION CHAIRMAN**