



# City Manager Report

January 2022



## **Contents:**

Monthly reports of the City Manager and all departments as presented to the Kingston City Council and to the citizens of Kingston

## **Reporting Schedule:**

Published monthly on the City of Kingston website and distributed during the Kingston City Council meeting on the second Tuesday of each month

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To: Kingston City Council  
City Staff  
Residents of Kingston

This City Manager Monthly Report is to be distributed and published on the city website ([www.kingstontn.gov](http://www.kingstontn.gov)). We are producing this report in an effort to provide general and performance information to the Kingston City Council and the public regarding City services and programs and to enhance transparency in our local government. Information compiled by each department is analyzed and organized for presentation in this report.

Our goal is to become more transparent and more performance driven. The City staff and I will continue to make every effort to increase efficiencies in City services as we serve the citizens of Kingston.

It is our hope this report will help you become and stay informed regarding city issues and progress.

Please feel free to contact me with any questions, comments and/or suggestions regarding this report.

Sincerely,

David L. Bolling, City Manager  
City of Kingston

# **City Manager**

## **Management Report: January 2022**

### **Legislative Accomplishments**

- A. Public hearing and approval of the second reading of Ordinance 21-12-14-01, an ordinance amending the Zoning Ordinance of the City of Kingston, Tennessee by establishing regulations for campgrounds, travel trailers and recreational vehicles within Kingston, TN
- B. Approval of the purchase of a 2022 Altec Model AT37G bucket truck in the amount of \$132,857, based on Sourcewell contract pricing and upon availability
- C. Approval to authorize the City Manager to execute payment in the amount of \$375,000, based on HGAC contract pricing and upon availability, to Ferrara Fire Apparatus for a Freightliner Commercial Pumper
- D. Appointment of Rob Jago and Levi Lankford to fill two vacancies on the Board of Zoning Appeals
- E. Approval to formally accept the Annual Comprehensive Financial Report for the year ended June 30, 2021
- F. Approval to bypass formal bidding for the installation of a 6" backwash line at the Water Treatment Plant, in an amount not anticipated to exceed \$27,000

### **Other Items Considered by the Council**

- None
- **External Meetings**
  - Meeting with D.R. Horton to discuss complaints on the Center Farm construction project
  - TML briefing
  - Meeting with Community Development Partners regarding ARP funding
  - Other miscellaneous meetings
- **Internal Meetings**
  - Department Head evaluations
  - Other miscellaneous staff meetings



**City of Kingston**  
Project Status Update  
**January 2022**

**BUILD Grant – Bridge to Bridge Corridor Master Plan**

Project Cost:	\$220,000	
Engineer/Architect/Consultant:	Community Development Partners	
Contractor:	N/A	
Status (Percent complete)	0%	
Estimated Completion Date	TBD	
Notable outstanding issues:	Awaiting execution of contract	

Notes:

1. Awaiting final FHWA approval and the execution of the contract

**TDEC Infrastructure Planning Grant – Water Dept. Mapping**

Project Cost:	\$50,000	
Engineer/Architect/Consultant:	Community Development Partners	
Contractor:	East TN GIS	
Status (Percent complete)	0%	
Estimated Completion Date	TBD	
Notable outstanding issues:	Application pending	

Notes:

1. Application has been submitted

**ARC Grant – Ladd Park Improvements**

Project Cost:	TBD	
Engineer/Architect/Consultant:	Thompson Engineering / Community Development Partners	
Contractor:	N/A	
Status (Percent complete)	0%	
Estimated Completion Date	TBD	
Notable outstanding issues:	Pre-Application pending	

Notes:

1. Pre-application has been submitted

### Traffic Light Control Improvements

Project Cost:	TBD	
Engineer/Architect/Consultant:	N/A	
Contractor:	TBD	
Status (Percent complete)	0%	
Estimated Completion Date	Spring 2022	
Notable outstanding issues:	Controls ordered	

Notes:

1. Controls have been ordered and are scheduled to ship in April.

### Southwest Point Ballfield Lighting Improvements

Project Cost:	\$581,975	
Engineer/Architect/Consultant:	REU	
Contractor:	Progression Electric	
Status (Percent complete)	0%	
Estimated Completion Date	Spring 2022	
Notable outstanding issues:	Work underway	

Notes:

1. Progression is on site and work is underway.

### Ladd Park Ramp Replacement

Project Cost:	\$65,000 (Estimate)	
Engineer/Architect/Consultant:	N/A	
Contractor:	TWRA	
Status (Percent complete)	20%	
Estimated Completion Date	March / April 2022	
Notable outstanding issues:	Installation underway	

Notes:

1. TWRA has resumed work on the project.

# FINANCE AND ADMINISTRATION REPORT 2021- 2022

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
<b>Major City Revenue Streams</b>												
Property Taxes	\$0.00	\$0.00	\$2,575.00	\$245,819.50	\$203,521.00	\$765,124.00	\$170,903.64					
State Tax Revenues	\$106,445.63	\$84,739.00	\$79,683.00	\$76,465.33	\$98,962.11	\$74,921.41	\$93,267.15					
County Trustee	\$130,398.33	\$130,364.00	\$130,674.59	\$125,103.43	\$126,877.95	\$126,919.82	\$138,265.81					

## Utility Billing Detail Summary

Accounts Billed	3870	3906	3901	3909	3902	3895	3908					
Billing Total	\$395,889.45	\$416,896.37	\$414,470.82	\$377,888.69	\$394,767.90	\$405,704.58	\$356,839.33					
New Service	42	68	50	41	38	34	48					
Finalled Accounts	40	61	38	48	41	32	51					
Past Due Accounts	105	94	105	103	161	373	96					
ACH Bank Drafts	884	897	896	897	896	886	887					
E-bill Accounts	417	417	415	406	399	395	407					
Online Payments	848	927	885	920	920	1013	912					
Trash Pickup	2470	2498	2478	2484	2478	2473	2482					
Phone Tree Calls	203	162	261	182	213	220	138					
NHN per month	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
NHN Balance	\$17,993.55	\$17,993.55	\$17,993.55	\$17,993.55	\$17,993.55	\$17,993.55	\$17,993.55					
NHN Disbursed	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					
Wtr/Swr Protection	2179	2211	2189	2199	2166	2186	2203					
Water Loss Protection	1198	1203	1223	1224	1220	1112	1224					
Water Line Protection	194	197	205	207	208	211	210					
Sewer Line Protection	55	57	65	65	66	68	69					
Commercial Single Protection	264	262	259	259	260	259	256					
Commercial Multi Protection	6	6	6	6	7	6	6					
Commercial Line Protection	2	2	2	2	2	2	2					
Master Meter Protection												
Combined Master Meter Multi		53	53	6	53	53	53					
Combined Water Sewer 4 inch		388	382	17	382	382	382					
Residential w/ Irrigation	1	1	1	1	1	1	1					
Residential Combined w/ Irrigation	42	42	42	42	42	42	42					
	2	2	2	2	2	2	2					

## Business License

AB Griffith- 331 Bailey Rd. Kingston, TN 37763  
 Come with Open Arms- 208 Kelsay Drive, Kingston, TN 37763  
 Born to Build- 208 Kelsay Drive, Kingston, TN 37763  
 Nora Kate & Company- 121 Clinchcrest Drive, Kingston, TN 37763

# CITY OF KINGSTON FUNDS

## FINANCIAL SUMMARY JANUARY 2022

	July	August	September	October	November	December	January	February	MARCH	APRIL	MAY	JUNE
<b>Cash in Bank</b>												
General Fund	\$223,063	\$2,197,918	\$1,947,879	\$2,019,983	\$4,231,797	\$4,794,464	\$5,281,593					
CAPITAL RESERVE GF	\$226,482	\$226,482	\$226,501	\$226,511	\$307,100	\$307,113	\$307,113					
CAPITAL FUND LL	\$70,595	\$70,595	\$70,595	\$70,595	\$70,595	\$70,595	\$70,595					
Water/Sewer	\$1,592,466	\$1,669,898	\$1,779,844	\$1,827,143	\$181,959	\$2,044,060	\$1,658,790					
1999 Bond	\$133,173	\$163,926	\$194,701	\$225,406	\$240,434	\$240,444	\$272,444					
2004 Bond	\$123,334	\$128,502	\$133,704	\$138,841	\$131,618	\$131,624	\$137,624					
RDA Reserve Fund	\$516,507	\$516,507	\$516,550	\$516,572	\$516,593	\$516,615	\$516,615					
American Rescue Plan					\$889,277	\$889,277	\$889,277					
Drug Fund	\$7,374	\$6,754	\$7,255	\$6,765	\$6,827	\$6,852	\$6,888					
<b>Total BALANCES</b>	<b>\$2,892,994</b>	<b>\$4,980,582</b>	<b>\$4,877,029</b>	<b>\$5,031,817</b>	<b>\$6,576,201</b>	<b>\$9,001,045</b>	<b>\$9,140,940</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



## **HUMAN RESOURCES REPORT JANUARY 2022**

- HIRED FULL TIME FIRE FIGHTER
- ATTENDED CMFO CLASS
- COMPLETED W-2
- COMPLETED 1095-C

***TOTAL FULL TIME EMPLOYEES 65 TOTAL PART TIME EMPLOYEES:20 TOTAL SEASONAL EMPLOYEES:1***



21241	Due To State Retirement System	0.00	164,279.13	164,279.06	0.07
21242	Due To 401k-State Tn Retirement	0.00	33,707.70	31,955.38	1,752.32
21243	Due To 457 - State Tn Retirement	0.00	683.86	683.86	0.00
21260	Police Benevolence Fund	0.00	188.00	164.50	23.50
21270	Garnishment Payable	(399.23)	399.23	0.00	0.00
21299	Miscellaneous Payroll Deduction	0.00	825.38	825.38	0.00
21914	Sex Offender Registry Fund	0.00	1,020.83	1,020.83	0.00
22111	Restricted ARPA Funds	0.00	0.00	889,277.05	(889,277.05)
26225	Restricted Sex Offender Registry	(1,020.83)	1,020.83	0.00	0.00
27100	Fund Balance - Unappropriated	(2,572,133.66)	35,723.99	1,482.14	(2,537,891.81)
27600	Reserve For Encumbrances - Prior Year	0.00	458.71	0.00	458.71
27610	Ec Py Reserve	0.00	21,108.73	0.00	21,108.73
	<b>Total Liabilities</b>	<b>(5,239,960.88)</b>	<b>1,647,822.68</b>	<b>2,435,368.46</b>	<b>(6,027,506.66)</b>
	<b>Total Liabilities, Deferred Inflows of Resources,</b>	<b>(5,239,960.88)</b>	<b>1,647,822.68</b>	<b>2,435,368.46</b>	<b>(6,027,506.66)</b>
31110	Property Taxes (Current)	0.00	0.00	1,381,985.50	(1,381,985.50)
31120	Public Utilities Property Tax (Current)	0.00	0.00	27.00	(27.00)
31211	Property Tax Delinquent - 1st Prior Year	0.00	0.00	56,786.00	(56,786.00)
31212	Property Tax Delinquent - 2nd Prior Year	0.00	0.00	9,967.58	(9,967.58)
31219	Property Tax Delinquent - Other Prior Ye	0.00	0.00	4,883.08	(4,883.08)
31300	Interest And Court Cost On Prop Tax	0.00	0.00	8,356.83	(8,356.83)
31511	In Lieu Tax, Rockwood Electric Utility	0.00	0.00	76,926.33	(76,926.33)
31610	Local Sales Tax - Co. Trustee	0.00	0.00	908,604.87	(908,604.87)
31710	Wholesale Beer Tax	0.00	0.00	123,312.13	(123,312.13)
31720	Wholesale Liquor Tax	0.00	2,043.23	41,939.80	(39,896.57)
31800	Business Taxes	0.00	0.00	5,523.23	(5,523.23)
31912	Comcast Cable Tv Fees	0.00	42,401.66	106,081.81	(63,680.15)
31913	Bellsouth Cable Fees	0.00	0.00	4,817.07	(4,817.07)
31920	Hotel, Motel Tax	0.00	0.00	34,312.78	(34,312.78)
32210	Beer Permits	0.00	0.00	1,200.00	(1,200.00)
32220	Liquor Licenses	0.00	0.00	600.00	(600.00)
32600	Bza Hearing Fee	0.00	0.00	200.00	(200.00)
33430	Public Entity Partners Grant Proceeds	0.00	0.00	4,600.00	(4,600.00)
33479	State Grant	0.00	80,579.00	167,402.81	(86,823.81)

33500	Telecom Interstate Sales	0.00	0.00	2,962.17	(2,962.17)
33510	State Sales Tax	0.00	0.00	387,376.47	(387,376.47)
33520	State Income Tax	0.00	0.00	26,389.17	(26,389.17)
33530	State Beer Tax	0.00	0.00	1,444.50	(1,444.50)
33540	State Liquor Tax	0.00	0.00	6,029.93	(6,029.93)
33551	State Gasoline Fuel Tax	0.00	0.00	129,293.68	(129,293.68)
33552	State-City Streets And Transportation	0.00	0.00	6,582.96	(6,582.96)
33555	State Street Contract Maintenance	0.00	6,585.28	23,048.48	(16,463.20)
33580	Sportsbetin Revenue	0.00	0.00	2,283.34	(2,283.34)
33590	Tva Solar Energy James Ferry	0.00	18,878.58	20,976.30	(2,097.72)
33591	Gross Receipts - Tva	0.00	0.00	32,313.82	(32,313.82)
34100	General Government - Charges For Service	0.00	2.00	612.15	(610.15)
34230	Sex Offender Registry	0.00	0.00	300.00	(300.00)
34290	Public Safety Donations	0.00	0.00	700.00	(700.00)
34420	Garbage Tip Fees	0.00	0.00	199,327.23	(199,327.23)
34720	Swimming Pool Charges	0.00	0.00	4,309.25	(4,309.25)
34730	Fort Charges & Donations	0.00	0.00	550.00	(550.00)
34740	Park & Recreation Charges	0.00	2,350.00	16,477.50	(14,127.50)
34741	Boat Slip Rental	0.00	150.00	9,850.00	(9,700.00)
34742	Fireworks Donations	0.00	0.00	3,430.27	(3,430.27)
34744	Park & Rec Donations Pav,Walk Trail	0.00	0.00	50,828.90	(50,828.90)
34746	Fire Dept Donations	0.00	0.00	6,454.00	(6,454.00)
34750	Police Dept Auction Sales	0.00	0.00	2,027.00	(2,027.00)
34751	Volleyball Program	0.00	0.00	1,053.50	(1,053.50)
35110	City Court Fines	0.00	125.00	13,840.08	(13,715.08)
35140	Drug Related Fines	0.00	0.00	281.34	(281.34)
35150	Traffic School Charges	0.00	350.00	1,500.00	(1,150.00)
36100	Interest Earnings	0.00	753.85	730.03	23.82
36350	Insurance Recoveries	0.00	0.00	8,240.15	(8,240.15)
36539	Sale Of Other Public Works Supps & Mats	0.00	0.00	3,547.40	(3,547.40)
36900	Loan Proceeds-Cumberland Sec.	0.00	0.00	2,508,500.93	(2,508,500.93)
36967	Contract Natural Gas	0.00	0.00	12,541.69	(12,541.69)
36971	Contract Billing From Water Dept	0.00	0.00	485,168.00	(485,168.00)

	Total	Revenues				
	<b>Total</b>	<b>Revenues</b>		<b>0.00</b>	<b>154,218.60</b>	<b>6,906,497.06 (6,752,278.46)</b>
41100		Legislative	<b>0.00</b>	<b>154,218.60</b>	<b>6,906,497.06</b>	<b>(6,752,278.46)</b>
41210		City Court	0.00	50,991.43	2,658.72	48,332.71
41320		City Manager	0.00	13,965.98	0.00	13,965.98
41500		Financial Administration	0.00	67,255.51	158.02	67,097.49
41700		Planning And Zoning	0.00	193,828.76	1,817.48	192,011.28
41810		City Hall Buildings	0.00	10,175.00	0.00	10,175.00
41990		General Government	0.00	44,535.76	293.95	44,241.81
42100		Police	0.00	187,050.46	777.25	186,273.21
42152		Automotive Services	0.00	652,280.17	5,075.72	647,204.45
42200		Fire Protection	0.00	55,844.83	1,689.93	54,154.90
43100		Public Works	0.00	587,280.14	3,697.31	583,582.83
43190		State Street Aid	0.00	394,444.13	67.07	394,377.06
43240		Waste Disposal	0.00	97,325.46	0.00	97,325.46
43750		Capital Improvements	0.00	190,361.67	0.00	190,361.67
44143		Animal Control/Codes Enforcement	0.00	474,942.95	0.00	474,942.95
44400		Parks & Recreation	0.00	12,578.34	0.00	12,578.34
44440		Swimming Pool	0.00	414,468.09	3,985.52	410,482.57
44800		Library	0.00	21,682.74	0.00	21,682.74
49000		Debt Service	0.00	115,096.83	220.34	114,876.49
51640		Operating Transfer To Capital Proj Fd	0.00	82,076.00	0.00	82,076.00
	<b>Total</b>	<b>Expenditures</b>	<b>0.00</b>	<b>3,827,342.25</b>	<b>101,020.31</b>	<b>3,726,321.94</b>
	<b>Total</b>	<b>Expenditures</b>	<b>0.00</b>	<b>3,827,342.25</b>	<b>101,020.31</b>	<b>3,726,321.94</b>
<b>Fund Totals: 110</b>	<b>General Fund</b>		<b>33,963.00</b>	<b>16,641,913.76</b>	<b>16,641,913.76</b>	<b>33,963.00</b>

Fund: 122	Drug Fund	Account Number	Account Description	Beginning Balance	YTD Debits	YTD Credits	Ending Balance
11100			Cash On Hand	0.00	281.40	281.40	0.00
11242			Cash Account	3,046.90	281.40	649.00	2,679.30
11342			D.O.J. Drug Fund	4,208.51	0.00	0.00	4,208.51
		<b>Total</b>	<b>Assets</b>	<b>7,255.41</b>	<b>562.80</b>	<b>930.40</b>	<b>6,887.81</b>
		<b>Total</b>	<b>Assets and Deferred Outflows of Resource</b>	<b>7,255.41</b>	<b>562.80</b>	<b>930.40</b>	<b>6,887.81</b>
27100			Fund Balance - Unappropriated	(7,255.41)	1.67	1.67	(7,255.41)
		<b>Total</b>	<b>Liabilities</b>	<b>(7,255.41)</b>	<b>1.67</b>	<b>1.67</b>	<b>(7,255.41)</b>
		<b>Total</b>	<b>Liabilities, Deferred Inflows of Resources,</b>	<b>(7,255.41)</b>	<b>1.67</b>	<b>1.67</b>	<b>(7,255.41)</b>
35140			Drug Fines	0.00	0.00	281.40	(281.40)
		<b>Total</b>	<b>Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>281.40</b>	<b>(281.40)</b>
		<b>Total</b>	<b>Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>281.40</b>	<b>(281.40)</b>
42122			Drug Fund	0.00	649.00	0.00	649.00
		<b>Total</b>	<b>Expenditures</b>	<b>0.00</b>	<b>649.00</b>	<b>0.00</b>	<b>649.00</b>
		<b>Total</b>	<b>Expenditures</b>	<b>0.00</b>	<b>649.00</b>	<b>0.00</b>	<b>649.00</b>
<b>Fund Totals: 122</b>	<b>Drug Fund</b>			<b>0.00</b>	<b>1,213.47</b>	<b>1,213.47</b>	<b>0.00</b>





Template Name: LGC Trial Balance Summarized - City to  
Created by: EGC

City of Kingston  
Trial Balance Summarized - City to Functions  
January 2022

User: Michelle Kelley  
Date/Time: 2/2/2022 10:36 AM  
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21225	Due To Aflac	0.00	5,648.40	6,878.20	(1,229.80)
21228	Due To Superior Vision	0.00	1,718.58	1,494.45	224.13
21229	Due To Lincoln Life Ins	0.00	2,027.08	2,191.55	(164.47)
21234	Neighbors Helping Neighbors	(18,109.25)	0.00	0.00	(18,109.25)
21241	Due To State Retirement System	0.00	50,525.40	50,525.40	0.00
21242	Due To 401k-State Tn Retirement	0.00	11,289.47	11,487.81	(198.34)
21243	Due To 457 - State Tn Retirement	0.00	280.00	280.00	0.00
21299	Miscellaneous Payroll Deduction	0.00	3,139.92	3,139.92	0.00
21521	Due To State Dept Of Rev - Sales Taxes	0.00	103,918.91	102,976.31	942.60
21810	Accrued Interest Payable	(5,187.00)	0.00	0.00	(5,187.00)
21925	Due To Gen Fd Tip Fees	0.00	199,458.03	199,436.03	22.00
22200	Long Term Compensated Absences	(87,283.46)	0.00	17,651.09	(104,934.55)
23111	1999 Tmbf Loan Payable	(1,671,000.00)	1,303.81	1,303.81	(1,671,000.00)
23117	2004 Bonds Payable	(1,099,000.00)	0.00	0.00	(1,099,000.00)
23132	Rda Loan Galleria Road Payable	(1,105,741.85)	13,951.00	0.00	(1,091,790.85)
23134	Rda Loan Rockwood Payable	(709,519.54)	5,215.00	1,043.00	(705,347.54)
23135	Revenue Bonds Payable - No 5	(794,889.56)	9,163.00	0.00	(785,726.56)
23900	Other Long Term Liabilities	64,355.00	0.00	456,768.00	(392,413.00)
23910	Grants Payable	(64,355.00)	456,768.00	0.00	392,413.00
24000	Deferred inflows related to Pension	(83,097.68)	2,611.21	0.00	(80,486.47)
24600	OPEB Liability	(23,926.35)	0.00	6,692.41	(30,618.76)
24650	Deferred Inflows-OPEB	(24,920.41)	2,103.68	0.00	(22,816.73)
25211	Contributions From Customers - Water	(35,647.90)	0.00	0.00	(35,647.90)
25213	Contributions From Cust -Water And Sewer	(398,652.15)	0.00	0.00	(398,652.15)
25500	Contribution From Federal Government	(3,307,711.15)	0.00	0.00	(3,307,711.15)
27100	Fund Balance - Unappropriated	0.00	84,245.92	0.00	84,245.92
27600	Reserve For Encumbrances - Prior Year	0.00	2,331.78	760.06	1,571.72
27610	Ec Py Reserve	0.00	22,496.32	3,050.73	19,445.59
28100	Retained Earnings For Water System	(13,051,749.50)	1,358,366.62	1,520.52	(11,694,903.40)
	<b>Total Liabilities</b>	<b>(22,447,366.04)</b>	<b>2,641,942.01</b>	<b>1,198,475.99</b>	<b>(21,003,900.02)</b>
	<b>Total Liabilities, Deferred Inflows of Resources,</b>	<b>(22,447,366.04)</b>	<b>2,641,942.01</b>	<b>1,198,475.99</b>	<b>(21,003,900.02)</b>
33430	Public Entity Partners Grant Proceeds	0.00	0.00	900.00	(900.00)
36100	Interest Earnings	0.00	748.90	717.77	31.13

37110	Metered Water Sales	0.00	6,492.40	886,547.34	(880,054.94)
37114	Serveline Leak Protection	0.00	138,134.82	138,124.92	9.90
37117	Outside Water Sales	0.00	5,311.81	377,122.97	(371,811.16)
37191	Penalties	0.00	1,202.92	21,537.49	(20,334.57)
37194	Sales Of Materials	0.00	0.00	33,001.00	(33,001.00)
37195	Installation Charges	0.00	1,919.00	53,750.37	(51,831.37)
37196	Water User Fees	0.00	802.23	42,902.23	(42,100.00)
37199	Miscellaneous	0.00	50.00	11,116.67	(11,066.67)
37210	Sewer Service Charges	0.00	3,809.37	956,956.24	(953,146.87)
37296	Sewer User Fees	0.00	0.00	53,398.00	(53,398.00)
37299	Miscellaneous	0.00	300.00	1,635.65	(1,335.65)
	<b>Total Revenues</b>	<b>0.00</b>	<b>158,771.45</b>	<b>2,577,710.65</b>	<b>(2,418,939.20)</b>
	<b>Total Revenues</b>	<b>0.00</b>	<b>158,771.45</b>	<b>2,577,710.65</b>	<b>(2,418,939.20)</b>
41500	Financial Administration	0.00	485,168.00	0.00	485,168.00
41990	General Government	0.00	289,782.87	1,081.61	288,701.26
49000	Debt Service	0.00	475,657.53	2,340.00	473,317.53
52113	Purification	0.00	351,603.93	12,292.54	339,311.39
52114	Transmission And Distribution	0.00	481,620.20	10,524.32	471,095.88
52117	Utility Director	0.00	44,602.16	0.00	44,602.16
52213	Sewer Treatment And Disposal	0.00	294,659.44	2,051.46	292,607.98
	<b>Total Expenditures</b>	<b>0.00</b>	<b>2,423,094.13</b>	<b>28,289.93</b>	<b>2,394,804.20</b>
	<b>Total Expenditures</b>	<b>0.00</b>	<b>2,423,094.13</b>	<b>28,289.93</b>	<b>2,394,804.20</b>
<b>Fund Totals: 413</b>	<b>Water And Sewer</b>	<b>0.00</b>	<b>11,270,634.57</b>	<b>11,270,634.57</b>	<b>0.00</b>

Report for the citations issued, the disposition date for which was on  
January 2022

Monies outstanding from August 7, 2007 – January, 31 2022	\$ 70,059.13
Monies collected from August 7, 2007 – January, 31 2022	\$ 522,606.60

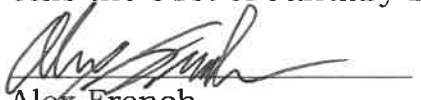
JUDGMENTS

COLLECTED

Total fines and costs billed in court	\$ 200.00
Collected in court on fines and costs	\$ 200.00
Amount collected after January 2022 Court	\$ 0.00
Total collected for citations on January 31, 2022 Court	\$ 200.00
Amount outstanding for January, 31 2022	\$ 0.00
<u>8</u> Cash bond forfeitures	\$ 910.00
Total amount collected for January 2022 Citations	\$ 1,110.00
Amount collected from previous months/FTA etc.	\$ 0.00
Total collected in January 2022	<b>\$ 1,110.00</b>

These amounts are based upon amounts collected by, and the records of, the clerk of the Municipal Court for the City of Kingston.

This the 31st of January 2022.

  
Alex French  
Kingston City Court Clerk

  
BRENDA HALL MCDONALD  
Kingston City Judge

# Activity Detail Summary (by Category)

Kingston Police Department

(01/01/2022 - 01/31/2022)

---

## Incident/Investigations

13A - Aggravated Assault	1
13B - Simple Assault	1
250 - Counterfeiting/Forgery	1
35A - Drug/Narcotic Violations	5
35B - Drug Equipment Violations	5
520 - Weapon Law Violations	2
90D - Driving Under the Influence	1
90E - Drunkenness	1
90Z - All Other Offenses	23

Total Offenses 40

Total Incidents 28

---

## Arrests

13A - Aggravated Assault	1
23D - Theft From Building	1
35A - Drug/Narcotic Violations	7
35B - Drug Equipment Violations	4
520 - Weapon Law Violations	1
90E - Drunkenness	1
90Z - All Other Offenses	6

Total Charges 21

Total Arrests 13

---

## Accidents

Total Accidents 11

---

## Citations

Total Violations 28

Total Citations 20

# Activity Detail Summary (by Category)

Kingston Police Department

(01/01/2022 - 01/31/2022)

---

## Warning Tickets

Failure To Yield	1
Motor Vehicle Equipment	1
Registration Law	2
Speeding	5
Traffic Control Device	1
Use of hand-held mobile telephone or personal digital assistant prohibited while driving	1
Wrong Side of the Road	1

Total Charges 12

Total Warning Tickets 12

---

## Ordinance Tickets

Total Ordinance Tickets 0

---

## Criminal Papers

Total Criminal Papers Served 0

Total Criminal Papers 0

---

## Civil Papers

Total Civil Papers Served 0

Total Civil Papers 0

---

**ROANE COUNTY E 9-1-1**  
**4390 ROANE STATE HWY ROCKWOOD , TN 37854**

CFS By Department - Select Department By Date  
For KINGSTON POLICE DEPARTMENT 1/1/2022 - 1/31/2022

KINGSTON POLICE DEPARTMENT	Count	Percent
911 HANG UP OR OPEN LINE	4	1.23%
ALARM	11	3.38%
ALARM - FIRE	3	0.92%
ALARM - MEDICAL	1	0.31%
ANIMAL PROBLEM	10	3.08%
ARMED SUSPECT	1	0.31%
AUTO ACCIDENT NO INJURY	14	4.31%
AUTO ACCIDENT WITH INJURY	2	0.62%
AUTO VS ANIMAL	2	0.62%
B&E	2	0.62%
BLEEDING	1	0.31%
BOLO	2	0.62%
BREATHING PROBLEMS	4	1.23%
BUSY	11	3.38%
CALL THIS STATION	16	4.92%
CHECK WANTED	4	1.23%
CHEMICAL SPILL	1	0.31%
CHEST PAIN	1	0.31%
CHOKING	1	0.31%
DELIVER MESSAGE	2	0.62%
DISORDERLY PERSON	1	0.31%
DISPUTE/NEIGHBOR/LAND	1	0.31%
DISTURBING THE PEACE	3	0.92%
DOMESTIC	10	3.08%
DRUNK DRIVER	4	1.23%
DUPLICATE CALL	1	0.31%
ESCAPEE (BOLO)	1	0.31%
ESCORT	15	4.62%
FALL	1	0.31%
FIRE	1	0.31%
FOLLOW UP	3	0.92%
HARASSMENT/THREATS MADE	2	0.62%
HIT AND RUN	4	1.23%
IDENTITY THEFT	1	0.31%
INFORMATION	5	1.54%
JUVENILE PROBLEM	4	1.23%
MENTAL STATUS CHANGE	1	0.31%
MISSING PERSON	1	0.31%
MOTORIST ASSIST	12	3.69%
OVERDOSE	3	0.92%
POSSIBILITY OF DRUGS PRESENT	2	0.62%
PROPERTY/VEHICLE DAMAGE	4	1.23%

<b>KINGSTON POLICE DEPARTMENT</b>	<b>Count</b>	<b>Percent</b>
PROWLER	2	0.62%
PUBLIC ASSISTANCE	5	1.54%
RECKLESS DRIVER OR 4 WHEELER CALL	10	3.08%
REQUEST BACK UP	1	0.31%
ROAD/TRAFFIC HAZARD	2	0.62%
SCAMS	1	0.31%
SHOPLIFTER	2	0.62%
SHOTS HEARD	2	0.62%
SICK	4	1.23%
STOLEN VEHICLE	2	0.62%
SUSPICIOUS ACTIVITY	14	4.31%
SUSPICIOUS PERSON	4	1.23%
SUSPICIOUS VEHICLE	5	1.54%
TEST	1	0.31%
THREATENING SUICIDE	4	1.23%
TRAFFIC STOP	57	17.54%
UNCONSCIOUS	1	0.31%
UNKNOWN MEDICAL	2	0.62%
UNWELCOME PERSON	3	0.92%
UTILITY PROBLEMS	5	1.54%
VANDELISM	1	0.31%
VEHICLE PROBLEMS	4	1.23%
WALK IN	3	0.92%
WELFARE CHECK	15	4.62%
X PATROL	2	0.62%
Total Records For KINGSTON POLICE DEPARTMENT	325	Dept Calls/Total Calls 100.00%
<b>Total Records</b>		<b>325</b>

# KINGSTON POLICE MONTHLY RESERVE REPORT

## TO CITY COUNCIL

		TRAINING	RIDE TIME	EVENT	TOTAL
JAN	Hours	0	120	0	120 hours worked
	Number of Officers	0	10	0	10 officers worked
	Notes:				
FEB	Hours				
	Number of Officers				
	Notes:				
MAR	Hours				
	Number of Officers				
	Notes:				
APR	Hours				
	Number of Officers				
	Notes:				
MAY	Hours				
	Number of Officers				
	Notes:				
JUNE	Hours				
	Number of Officers				
	Notes:				
JULY	Hours				
	Number of Officers				
	Notes:				
AUG	Hours				
	Number of Officers				
	Notes:				
SEPT	Hours				
	Number of Officers				
	Notes:				
OCT	Hours				
	Number of Officers				
	Notes:				
NOV	Hours				
	Number of Officers				
	Notes:				
DEC	Hours				
	Number of Officers				
	Notes:				
APPROVED BY 					



# Kingston Police Department

*Jim Washam, Chief*  
*Proverbs 20:7*



**865/376-2081 Office**  
**865/354-8045 Dispatch**

**Fax: 865/376-8798**  
**E-Mail: [jim.washam@kingstontn.gov](mailto:jim.washam@kingstontn.gov)**

**To: Mayor, City Council, City Manager & Chief of Police**

The month of January the Kingston Police Department's did not do any training due to Covid-19 cases that was going on among city employees. This was decided to keep all our officers safe at this time. We are hoping to start back training in the month of February.

**Captain Roy Montgomery GDI/TO**  
**January 31, 2022**

A handwritten signature in blue ink, appearing to read "Capt R. Montgomery".

## JANUARY 2022 CASES PENDING

DATE	LOCATION	ISSUE	ACTION	STATUS
7/30/2021	1100, 1101, 1102, 1103, 1104, 1105 Pineywood	13-103 Stagnant water, 13-106 Health and Sanitation, 13-302 Junked vehicle, 13-402 Dangerous Building, 13-501 Declaratio of nuisances, 13-502 Duty of Maintenance of property, 17-109 Abatement of nuisances, 17-106 Pre-Collocation Pracactices Section 2 par 3		Possible action taken with Sandy McPherson
	308 W. Race St	13-502 Duty of Maintenance of private property		As of July 1, 2021 windows and doors on back order

		13-102 Smoke, soot, cinder etc 13-103 Stagnant water 13-104 Weeds 13-106 Health & sanitation nuisances 13-501 Declaration of nuisances 13-502 Duty of maintenance of private property 13-503 Notification 13-504 Hearing 13-505 Corrective action 13-506 storage of personal property 13-507 Payment of cost 13-508 Judicial review 13-509 Penalty for failure of owner to abate such nuisance			Possible action taken with Sandy McPherson
	Harris Marine				
7/30/2021	126 S Kentucky Street		13-402 Dangerous Building	Letter Sent	Pending
9/30/2021	817 W Ridgecrest Drive		13-501 Declaration of Nuisance 13-502 Duty of Maintenance of Private Property	Letter Sent	Citation Issued/Case still Pending

10/7/2021	1101 Pineywood Road	13-103 Stagnant Water 13-106 Health and Sanitation Nuisance 13-302 Wrecked, Junked or Abandoned Vehicles Prohibited 13-501 Declaration of Nuisance 13-502 Duty of Maintenance of Private Property 17-106 Pre-Collection Practices 10-202 Dogs and Cats Wear Tags 10-203 Running at Large Prohibited	Letter Sent	Glen Cofer Met with Homeowner in October
-----------	---------------------	--	-------------	--

JANUARY 2022 NEW CASES				
DATE	LOCATION	ISSUE	ACTION	STATUS
1/18/2022	223 Farmington Trail	13-302 Wrecked, junked or abandoned vehicles prohibited 13-501 Declaration of Nuisance	Letter Sent	
1/18/2022	229 Farmington Trail	13-302 Wrecked, junked or abandoned vehicles Prohibited 13-501 Declaration of Nuisance	Letter Sent	
1/18/2022	Property Attached to 817 W Ridgecrest Drive	Same as 817 W Ridgecrest Drive/Problems associated with 817 W Ridgecrest	Letter Sent	

		Two Dogs Collected			

**Kingston Fire Department  
January 2022**

**Summary of Month's Activities**

**Fire Operations**

The Department responded to 83 calls for service during the month.

**Fire Administration**

- Weekly Conference Call
- Fire Dept is not currently running priority 3 medical calls
- Greater emphasis on responder safety during the pandemic

The Training Room has been utilized this month for the following:

- Shift Training
- State Testing
- EMR Class

	<b>This Month</b>	<b>YTD</b>
Fire Inspections	49	49

**Public Fire Education**

	<b>This Month</b>	<b>YTD</b>
Participants	0	0
Education Hours	0	0
Number of Occurrences	0	0

### **Firefighter Training**

- KFD is continuing shift training
- Driver Training continuing
- Automatic Aid Training with Harriman Fire Department
- State Class Not your bread and butter incidents
- Inservice

### **Implemented Performance Standards Plan**

- Continuing education for all KFD personnel
- On shift training is required each shift
- Testing for state certifications offered

### **Fleet Maintenance**

- U3 Windshield wiper washer repaired
- 

### **Special Projects**

- 

### **Outstanding Issues**

- Aging Fire Apparatus
- U6 aging and continues to need continuous repair. Unit 6 now displays over 180,000 miles.
- Medical, gas powered, and firefighting equipment affected by weather from units sitting outside in the elements
- U4 battery continues to die batteries was replaced and alternator checked 2 months ago

### **Cost Savings**

- Safety meeting

### **Safety**

- Not your bread and butter incidents

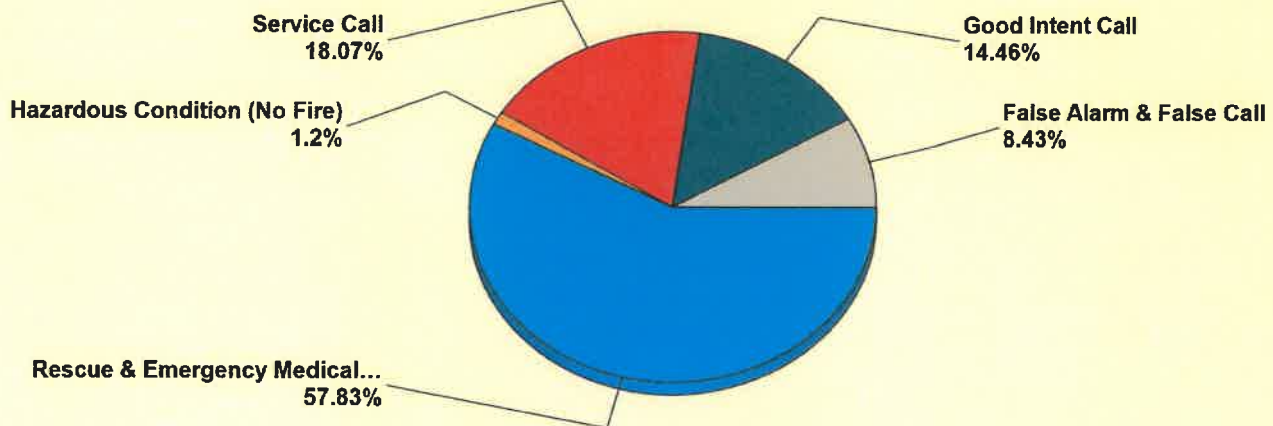
# Kingston Fire Department

Kingston, TN

This report was generated on 2/2/2022 8:34:25 PM

## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2022 | End Date: 01/31/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Rescue & Emergency Medical Service	48	57.83%
Hazardous Condition (No Fire)	1	1.2%
Service Call	15	18.07%
Good Intent Call	12	14.46%
False Alarm & False Call	7	8.43%
TOTAL	83	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



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Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
311 - Medical assist, assist EMS crew	15	18.07%
321 - EMS call, excluding vehicle accident with injury	29	34.94%
322 - Motor vehicle accident with injuries	3	3.61%
324 - Motor vehicle accident with no injuries.	1	1.2%
411 - Gasoline or other flammable liquid spill	1	1.2%
550 - Public service assistance, other	1	1.2%
554 - Assist invalid	5	6.02%
571 - Cover assignment, standby, moveup	9	10.84%
611 - Dispatched & cancelled en route	8	9.64%
622 - No incident found on arrival at dispatch address	2	2.41%
631 - Authorized controlled burning	1	1.2%
651 - Smoke scare, odor of smoke	1	1.2%
700 - False alarm or false call, other	1	1.2%
733 - Smoke detector activation due to malfunction	3	3.61%
735 - Alarm system sounded due to malfunction	1	1.2%
745 - Alarm system activation, no fire - unintentional	2	2.41%
<b>TOTAL INCIDENTS:</b>	<b>83</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

# Kingston Fire Department



Kingston, TN

This report was generated on 2/2/2022 8:35:23 PM

## Minor Incident Types by Month for Year

Year: 2022

INCIDENT TYPE	Jan	Feb	SUM
Combustible/flammable spills & leaks	1		1
Controlled burning	1		1
Cover assignment, standby at fire station, move-up	9		9
Dispatched and canceled en route	8		8
Emergency medical service (EMS) Incident	33	1	34
False alarm and false call, other	1		1
Medical assist	15	2	17
Public service assistance	6		6
Steam, other gas mistaken for smoke	1		1
System or detector malfunction	4		4
Unintentional system/detector operation (no fire)	2		2
Wrong location, no emergency found	2		2
<b>Total</b>	<b>83</b>	<b>3</b>	<b>86</b>

Only REVIEWED incidents included



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# Kingston Fire Department

Not your bread and butter incidents

## Class Information

<b>Date/Time</b>	01/25/2022 08:00 - 01/25/2022 12:00		
<b>Class Length</b>	4:00	<b>Category</b>	Shift Training
<b>Station</b>	1 - Station 1	<b>Evaluation Method(s)</b>	Written
<b>Location</b>	Station 1 Kingston Fire Dept. Station 1 125 W. Cumberland St. Kingston, TN 37763		
<b>Objective</b>	Student will be able to identify and describe the elements of the communication process between multiple agencies. Student will be able to demonstrate the ability to remain calm under pressure and make sound, educated decisions based on techniques taught. Student will be able to identify numerous safety concerns regarding topics such as aircraft down, solar issues and cable median barriers.		

## Instructors

Name	Instructor Type	Notes
Maxwell, William (TFACA)	Lead Instructor	

## Resources

Name	Description
Computer	An electronic device for storing and processing data, typically in binary form, according to instructions given to it in a variable program.
PowerPoint	Slideshow made for presenting Information to be used during training or meetings
Smart Board	an interactive whiteboard that uses touch detection for user input (for example scrolling and right mouse-click) in the same way as normal PC input devices.

## Narrative

This class consist of a powerpoint presentation presented by TFACA.

## Training Codes

Category	Code	Description	Type
ISO	ISO	ISO approved training	Agency
Shift Training	ST	daily shift training	Agency

## People

### Name

Abbott, Reece M  
Cloyd, Greg W  
Edmonds, Clint  
Gordon, Saul W  
Lampkin, Chase



## Kingston Fire Department

**Not your bread and butter incidents**

Logan, Jay
Milne, Ryan
Munguia, Michael
Settles, Jay
Simas , Edward T
Woody, Josh D



# Kingston Fire Department

## Not your bread and butter incidents

**Date & Time** 01/25/2022 08:00 - 01/25/2022 12:00

**Location** Station 1

**Objective** Student will be able to identify and describe the elements of the communication process between multiple agencies.  
Student will be able to demonstrate the ability to remain calm under pressure and make sound, educated decisions based on techniques taught.  
Student will be able to identify numerous safety concerns regarding topics such as aircraft down, solar issues and cable median barriers.

**Instructors** Maxwell, William (TFACA)

## Sign-In Sheet

Name	Agency	ID	Signature
Abbott, Reece M (Firefighter/EMR)	Kingston Fire Department	1811	
Cloyd, Greg W (Captain/EMR)	Kingston Fire Department	1804	
Edmonds, Clint (Captain/ Training Officer)	Kingston Fire Department	1802	
Gordon, Saul W (Chief)	Kingston Fire Department	1800	
Lampkin, Chase (Firefighter/EMT)	Kingston Fire Department	1812	
Logan, Jay (Lieutenant/AEMT)	Kingston Fire Department	1807	
Milne, Ryan (Firefighter/EMT)	Kingston Fire Department	1808	
Munguia, Michael (Lieutenant/EMR)	Kingston Fire Department	1806	
Settles, Jay (Lieutenant/AEMT)	Kingston Fire Department	1805	
Simas , Edward T (Firefighter)	Kingston Fire Department	1813	
Woody, Josh D (Captain/EMR)	Kingston Fire Department	1803	

# City of Kingston Public Works

"Heal me, O LORD, and I shall be healed; save  
me, and I shall be saved: for thou art my praise  
(Jeremiah 17:14 KJV)

January 2022  
Director Tim Clark

## Employees

Greg Leach	Randy Collins
Logan Bell	Kim Rue
David Harrison	Cody Brown
Robert Miller	

# Street Maintenance/Drainage

Crews completed the following in January with a limited staff due to COVID-19

- 2-811 Locates
- 1-Ditch cleaned
- 4-Catch Basins cleaned
- Conditioned (salt & brine) road during recent weather events
- 2-street light's rebuilt and replaced



# Vehicle Fleet / Equipment Maintenance



## Police Dept.

- 2020 Silverado (Washam)-oil change
- Unit 510-Oil change

## Public Works

- Unit 701-Oil change
- Bobcat T190-Hydraulic line repair
- John Deere Crawler- Hydraulic line replaced.
- 2002 F-350-Oil change, rear brakes
- Backhoe-rear end rebuild
- 2021 F-150 (CM)-oil change
- Tandem dump truck-windshield nozzles replaced
- Mini-Ex-Greased
- Trailer-Greased

## Water Distribution

- 2008 F-150 (Evans) Starter replaced

## Parks & Rec

- Replaced ATV tire
- 2003 Chevy 1500-battery replaced

## Fire

- 2014 F550 (Unit 4)-windshield nozzles replaced

# Surplus Equipment Sales

1996 Ford F800 (Small bucket truck) sold for \$ 5,500

1988 Ford F700 (Large bucket truck) sold for \$13,800

Miscellaneous Items sold as scrap totaling \$ 2,737.20

Century Welder sold for \$525.00



# Special Projects/ Miscellaneous

- **Removed Christmas Lights**
- **Began reinstalling Veteran Banners**
- **Began sidewalk project on West Race Street**



# Upcoming Projects

- Replace Drainage Tile on Spring Street @First Street.
- Surplus Items on Govdeals
- Correct drainage issue on East Cumberland St.
- Progression has the radar traffic controls ordered and will begin laying cables in preparation-estimated ship date is 4/21 on equipment.



# KINGSTON PARKS & RECREATION

January 2022

Kingston Parks & Recreation began the New Year by pressure washing the Community Center after the new roof project was completed. We removed the old bleachers from SWP baseball field and Byrd Field in preparation for new ones. We replaced the dugout fences at SWP baseball and softball fields. We removed the inside layer of fencing around the pool to make a family area and cleared the wooded lot next to the Community Center. Eddie Lentz and the inmate crew helped the Finance Dept. assemble and move donated furniture at City Hall and moved some to the Community Center. We are excited to see Musco deliver the lights to SWP for the lighting project. The TWRA ramp replacement at Ladd Park is still underway. We are currently cleaning the waterfront of brush.



Replaced dugout fences at the SWP Baseball & Softball fields



**Removed the inside fence around the pool to make a family area.**

## Surplus Items Sold:

- Ford Ranger \$2224
- Ford Ranger \$2324
- Bay Lights \$10
- Battery Powered Cart \$200

## Rentals:

- City Park-
- Gravel Pit-
- Southwest Point Pavilion-
- Amphitheater-
- Fort SWP-
- Ladd Park-

## Community Center:

- Banquet Rm-25
- Room A-5
- Room C-10
- Room B-4

## Pool Events/Rentals:

- Private Parties-
- Swim Classes-



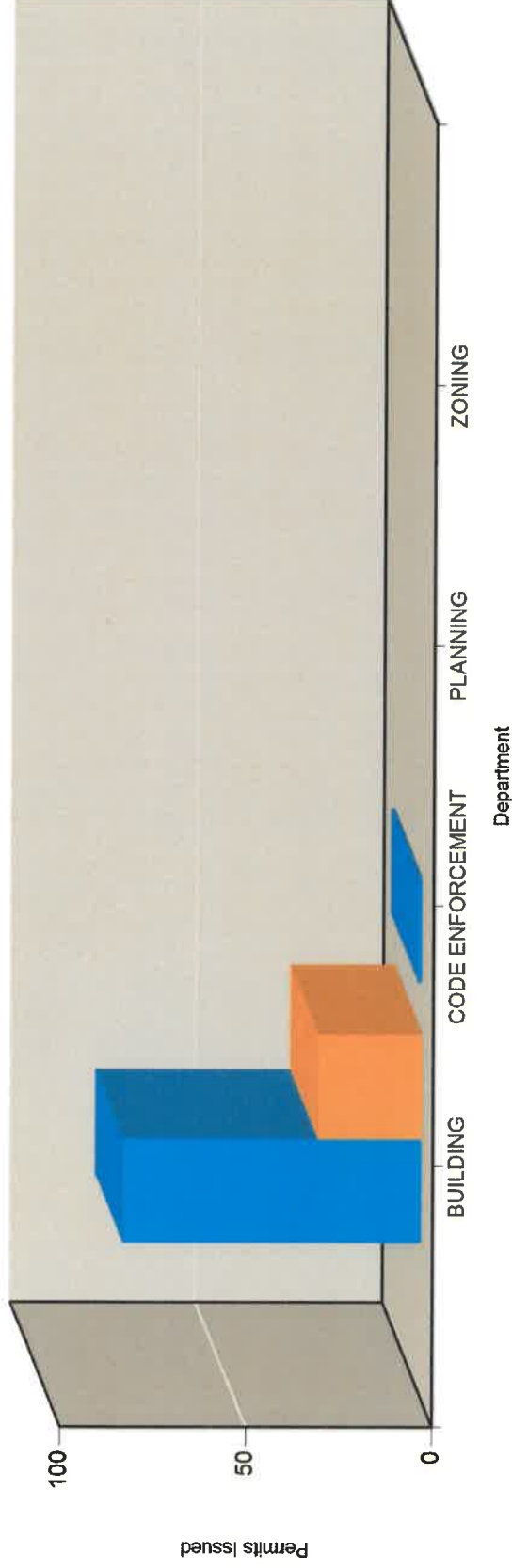
## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
01/01/2022 AND 01/31/2022

Report run on: 02/01/2022 09:01 AM

### Permits Issued by Department

Issued Within Expected Process Time  
Process to Issue Exceeded Expected Time



### Average Process Time

Department	Permit Type	Expected Process Time	Number Submitted	Number Issued	Mean Time to Issue	Standard Deviation	Average Cycles	Issued Within	Issued Over
BUILDING	BP	Same Day	74	78	3 Days	12.57 Days	1	55	23
	CM	Same Day	1	1	Same Day	0 Days	1	1	0
	PL	Same Day	22	19	Same Day	0 Days	1	19	0
	RM	Same Day	11	10	1 Day	1.78 Days	1	5	5



## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
01/01/2022 AND 01/31/2022

Report run on: 02/01/2022 09:01 AM

CODE ENFORCEMENT	BK	Same Day	2	0	Same Day	0 Days	1	0	0
	EV	Same Day	1	0	Same Day	0 Days	1	0	0
	JNK	Same Day	1	1	Same Day	0 Days	1	1	0
PLANNING	PLT	Same Day	9	0	Same Day	0 Days	1	0	0
ZONING	REZ	Same Day	1	0	Same Day	0 Days	1	0	0
	SUP	Same Day	1	0	Same Day	0 Days	1	0	0
	VAR	Same Day	3	0	Same Day	0 Days	1	0	0

### Issued Permit Details

Department	Permit Type	Permit Number (State) Project Name/Address	Dates	Number of Days
BUILDING	BP	BP2021-705 Garage	Submitted: 09/24/2021 Technically Complete: Approved: Ready to Issue: Issued: 01/10/2022	In Process: 108 Waiting: 0 Total Days: 108 Total Cycles: 1
		163 CHERRY POINT, Kingston, TN 37763		
		BP2021-929	Submitted: 12/21/2021 Technically Complete: Approved: Ready to Issue: Issued: 01/03/2022	In Process: 13 Waiting: 0 Total Days: 13 Total Cycles: 1
		Horton Homes Lot #41		
		108 Harbour View Way, Kingston, TN 37763		
		BP2021-930	Submitted: 12/21/2021 Technically Complete: Approved: Ready to Issue: Issued: 01/03/2022	In Process: 13 Waiting: 0 Total Days: 13 Total Cycles: 1
		Horton Homes Lot #42		
		110 Harbour View Way, Kingston, TN 37763		
		BP2021-932	Submitted: 12/21/2021 Technically Complete: Approved: Ready to Issue: Issued: 01/03/2022	In Process: 13 Waiting: 0 Total Days: 13 Total Cycles: 1
		Horton Homes Lot #43		
		112 Harbour View Way, Kingston, TN 37763		



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BUILDING	BP		Submitted: 12/21/2021 Technically Complete: Approved: Ready to Issue:	In Process: 13 Waiting: 0 Total Days: 13 Total Cycles: 1
	BP2021-933	Horton Homes Lot #44 116 Harbour View Way, Kingston, TN 37763	Submitted: 12/29/2021 Technically Complete: Approved: Ready to Issue:	In Process: 5 Waiting: 0 Total Days: 5 Total Cycles: 1
	BP2021-950	Quality International Group Inc.- Remodel 563 Poland Hollow Road, Harriman, TN 37748	Submitted: 12/29/2021 Technically Complete: Approved: Ready to Issue:	In Process: 5 Waiting: 0 Total Days: 5 Total Cycles: 1
	BP2021-952	Crown Castle Intl.- Cell Tower Upgrade 476 Ash Cabin Hollow Road, Harriman, TN 37748	Submitted: 12/29/2021 Technically Complete: Approved: Ready to Issue:	In Process: 5 Waiting: 0 Total Days: 5 Total Cycles: 1
	BP2021-953	James- Solar Panel 158 Allison Dr., Harriman, TN 37748	Submitted: 12/29/2021 Technically Complete: Approved: Ready to Issue:	In Process: 5 Waiting: 0 Total Days: 5 Total Cycles: 1
	BP2021-955	McLean- Adding Sun Room 510 Lakewood Rd., kingston, tn 37763	Submitted: 12/29/2021 Technically Complete: Approved: Ready to Issue:	In Process: 7 Waiting: 0 Total Days: 7 Total Cycles: 1
	BP2022-001	Cole- Carport 533 College Grove, Rockwood, TN 37854	Submitted: 01/03/2022 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2022-002	Mastec Network Solutions- Generator 1714 Loudon Hwy., Philadelphia, TN 37846	Submitted: 01/03/2022 Technically Complete: Approved: Ready to Issue:	In Process: 11 Waiting: 0 Total Days: 11 Total Cycles: 1
	BP2022-003	Casey's General Store- Commercial Sign 1452 LAWNVILLE Rd., KINGSTON, TN 37763	Submitted: 01/03/2022 Technically Complete: Approved: Ready to Issue:	In Process: 4 Waiting: 0 Total Days: 4 Total Cycles: 1



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BUILDING	BP		Submitted: 01/03/2022 Technically Complete: Approved: Ready to Issue:	In Process: 1 Waiting: 0 Total Days: 1 Total Cycles: 1
	BP2022-004	Breazeale- New Residential Home 524 Emory River Rd., Harriman, TN 37748	Submitted: 01/04/2022 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 0
	BP2022-005	OS Retaining Wall 619 Sleepy Hollow Rd, Oliver Springs, TN 37840	Submitted: 01/04/2022 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2022-006	Hamby- DW 133 First Street, Rockwood, TN 37854	Submitted: 01/05/2022 Technically Complete: Approved: Ready to Issue:	In Process: 5 Waiting: 0 Total Days: 5 Total Cycles: 1
	BP2022-007	Arnold- Metal Garage 757 Winton Chapel Road, Rockwood, TN 37854	Submitted: 01/05/2022 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2022-008	Weaver- Deck 318 Brown Ellis Dr., Harriman, TN 37748	Submitted: 01/05/2022 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2022-009	Gieser- New Residential Home 310 Sunrise Pt., Rockwood, TN 37854	Submitted: 01/05/2022 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2022-010	Brand- DW 253 Chamberlain Cove Road, Kingston, TN 37763	Submitted: 01/07/2022 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2022-011	Long- New Residential Home 600 Garden Ave., Oliver Springs, TN 37840	Submitted: 01/07/2022 Technically Complete: Approved: Ready to Issue:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



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BUILDING	BP		Submitted: 01/07/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: Waiting: Total Days: Total Cycles:
BP2022-012	Wallace- Pole Barn	328 FOOTHILLS Dr., ROCKWOOD, TN 37854	Submitted: 01/07/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2022-013	Langley- Pool	109 Maple Lane, Kingston, TN 37763	Submitted: 01/07/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 4 Waiting: 0 Total Days: 4 Total Cycles: 1
BP2022-014	Stinnett, Deck	637 Swan Pond Circle Road, Harriman, TN 37748	Submitted: 01/10/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 14 Waiting: 0 Total Days: 14 Total Cycles: 1
BP2022-015	KC -Commercial Condominiums	2400 Grand View Court, Kingston, TN 37763	Submitted: 01/10/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2022-016	Beers- Dock	109 Sparrow Hawk Lane, Rockwood, TN 37854	Submitted: 01/10/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2022-017	Walker- Dock	219 Ferguson Ln, Kingston, Tn 37763	Submitted: 01/10/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2022-018	Crabtree- Addition	302 Old Hood Landing, Kingston, TN 37763	Submitted: 01/11/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
BP2022-019	Crabtree- Garage	302 Old Hood Landing, Kingston, TN 37763	Submitted: 01/11/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



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BUILDING	BP	BP2022-020	Submitted: 01/11/2022	In Process: 0
		Dye- New Residential Home	Technically Complete:	Waiting: 0
		306 Blue Spring Circle, Ten Mile, TN 37880	Approved: Ready to Issue:	Total Days: 0
			Issued: 01/11/2022	Total Cycles: 1
		BP2022-021	Submitted: 01/11/2022	In Process: 3
		Briggs- Deck	Technically Complete:	Waiting: 0
		323 Brown Ellis Dr., Harriman, TN 37748	Approved: Ready to Issue:	Total Days: 3
			Issued: 01/14/2022	Total Cycles: 1
		BP2022-022	Submitted: 01/11/2022	In Process: 0
		Metal Garage	Technically Complete:	Waiting: 0
		241 Greenwood Dr, Harriman, TN 37748	Approved: Ready to Issue:	Total Days: 0
			Issued: 01/11/2022	Total Cycles: 1
		BP2022-023	Submitted: 01/12/2022	In Process: 0
		Henderson- Remodel Living Space	Technically Complete:	Waiting: 0
		216 1st. St., Rockwood, TN 37854	Approved: Ready to Issue:	Total Days: 0
			Issued: 01/12/2022	Total Cycles: 1
		BP2022-024	Submitted: 01/12/2022	In Process: 0
		Herrera- Remodel	Technically Complete:	Waiting: 0
		221 Elm Grove St, Loudon, TN 37774	Approved: Ready to Issue:	Total Days: 0
			Issued: 01/12/2022	Total Cycles: 1
		BP2022-025	Submitted: 01/12/2022	In Process: 0
		Thacker- Pole Barn	Technically Complete:	Waiting: 0
		3809 Harriman Highway, Harriman, TN 37748	Approved: Ready to Issue:	Total Days: 0
			Issued: 01/12/2022	Total Cycles: 1
		BP2022-026	Submitted: 01/13/2022	In Process: 0
		Long- Deck	Technically Complete:	Waiting: 0
		317 Ridgeview Drive, Oliver Springs, TN 37840	Approved: Ready to Issue:	Total Days: 0
			Issued: 01/13/2022	Total Cycles: 1
		BP2022-027	Submitted: 01/13/2022	In Process: 0
		Perkey- DW	Technically Complete:	Waiting: 0
		737 Little Dogwood, Kingston, TN 37763	Approved: Ready to Issue:	Total Days: 0
			Issued: 01/13/2022	Total Cycles: 1



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BUILDING	BP	BP2022-028	Onufreychuk, New Residential Home 806 Paint Rock Valley Rd, Philadelphia, TN 37846	Submitted: 01/13/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/13/2022	In Process: Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-029	Hart- Gable 105 Caldwell Circle, Oliver Springs, TN 37840	Submitted: 01/13/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/13/2022	In Process: Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-030	Vincent- Remodel 523 Second Norway St, Oliver Springs, TN 37840	Submitted: 01/13/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/13/2022	In Process: 19 Waiting: 0 Total Days: 19 Total Cycles: 1
		BP2022-031	Boyd- New Residential Home 3008 Meadowview Dr, Kingston, TN 37763	Submitted: 01/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/14/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-032	Austin- New Residential Home 122 Phillips Dr, Rockwood, TN 37854	Submitted: 01/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/14/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-033	Morales- Porch Roof Only 341 Howard Road, Loudon, TN 37774	Submitted: 01/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/14/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-034	Onufreychuk- New Residential Home 836 Paint Rock Valley RD, Philadelphia, TN 37846	Submitted: 01/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/14/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-035	Nadeau- New Residential Home 1476 Indian Shadows Dr., Ten Mile, TN37880	Submitted: 01/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/14/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



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BUILDING	BP		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	01/14/2022	In Process: Waiting: Total Days: Total Cycles:
		BP2022-036			
		Stafford- New Residential Home			
		1400 Bowman Bend Road, Harriman, TN 37748			
		BP2022-037			
		Josselyn- Attached Garage			
		272 West Rockwood Ferry Road, Ten Mile, TN 37880			
		BP2022-038			
		Beu- Privacy Fence			
		2641 Harriman Hwy., Harriman, TN 37748			
		BP2022-039			
		Barnard- New Residential Home			
		204 Omega St., Harriman, TN 37748			
		BP2022-040			
		Owen- Pole Barn			
		3391 Kingston Hwy, Kingston, TN 37763			
		BP2022-041			
		Sims- Deck			
		128 E. Foxwood Circle, Oliver Springs, TN 37840			
		BP2022-042			
		Jones- Residential Solar Panel			
		3687 Kingston Hwy, Kingston, TN 37763			
		BP2022-043			
		Sivik- DW			
		162 Century Dr., Kingston, TN 37763			



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BUILDING	BP	BP2022-044	BP2022-045	BP2022-046	BP2022-047	BP2022-048	BP2022-049	BP2022-050	BP2022-051
		Lloyd- Storage Building	Russell- DW	Wright- Garage	Jensen- Solar Panel	Power- Commercial Remodel	Compton- DW	Roberts- Dock Addition	Noe- Detached Garage
		728 Calvin St., Kingston, TN 37763	151 Wilson Lane, Oliver Springs, TN 37840	126 Winding Trail, Harriman, TN 37748	993 Salem Valley Rd., Ten Mile, TN37880	1100 Ladd Landing Blvd., Kingston, TN 37763	102 Morris st, Harriman, TN 37748	108 Lakeview Cove Dr., Loudon, TN 37774	5783 Harriman Hwy., Oliver Springs, TN 37840
		Submitted: 01/19/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/19/2022	Submitted: 01/20/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/20/2022	Submitted: 01/20/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/20/2022	Submitted: 01/21/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/24/2022	Submitted: 01/21/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/26/2022	Submitted: 01/24/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/25/2022	Submitted: 01/24/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/24/2022	Submitted: 01/24/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/24/2022
		In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	In Process: 3 Waiting: 0 Total Days: 3 Total Cycles: 1	In Process: 5 Waiting: 0 Total Days: 5 Total Cycles: 1	In Process: 1 Waiting: 0 Total Days: 1 Total Cycles: 1	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1



BUILDING	BP		Submitted: 01/24/2022	In Process: 0
BP2022-052	Noe- Pergola	5783 Harriman Hwy., Oliver Springs, TN 37840	Technically Complete: Approved: Ready to Issue: Issued: 01/24/2022	Waiting: 0 Total Days: 0 Total Cycles: 1
BP2022-053	Noe- Bathroom Addition	5783 Harriman Hwy., Oliver Springs, TN 37840	Submitted: 01/24/2022	In Process: 0
BP2022-054	Elkins- Metal Carport	PO Box 1553, Oliver Springs, TN 37840	Technically Complete: Approved: Ready to Issue: Issued: 01/24/2022	Waiting: 0 Total Days: 0 Total Cycles: 1
BP2022-055	Cathey- Metal Carport	2402 Buttermilk Road W., Lenoir City, TN 37771	Submitted: 01/24/2022	In Process: 8
BP2022-056	Newman- New Residential Home	545 Norwood Dr., Oliver Springs, TN 37840	Technically Complete: Approved: Ready to Issue: Issued: 01/24/2022	Waiting: 0 Total Days: 8 Total Cycles: 1
BP2022-057	Johnson- Pole Barn	145 Fiddlers Ln., Kingston, TN 37763	Submitted: 01/25/2022	In Process: 0
BP2022-058	Shope Garage	375 Farmer Rd., Kingston, TN 37763	Technically Complete: Approved: Ready to Issue: Issued: 01/25/2022	Waiting: 0 Total Days: 0 Total Cycles: 1
BP2022-059	Armour- New Residential Home	101 Tanasi Trail, Kingston, TN 37763	Submitted: 01/25/2022	In Process: 7
			Technically Complete: Approved: Ready to Issue: Issued:	Waiting: 0 Total Days: 7 Total Cycles: 1



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BUILDING	BP		Submitted: Technically Complete: Approved: Ready to Issue: Issued:	01/25/2022	In Process: Waiting: Total Days: Total Cycles:
BP2022-060	Boldt- New Residential Home	135 Hidden Oaks Rd., Rockwood, TN 37854			0 0 0 1
BP2022-061	Purcell- New Residential Home	704 Rueben Ridge, Rockwood, TN 37854			0 0 0 1
BP2022-062	Cazzell- New Residential Home	355 Eagle Ridge Drive, Rockwood, TN 37854			0 0 0 1
BP2022-063	Stinson- Solar Panel	542 Cave Creek Rd., Loudon, TN 37763			6 0 6 1
BP2022-064	Burnette- SW	421 Buckner Road, Philadelphia, TN 37846			0 0 0 1
BP2022-065	Geozos- New Residential Home	1271 Paint Rock Valley Rd., Philadelphia, TN 37846			1 0 1 1
BP2022-066	Unger- New Residential Home	147 Kingfisher RD., Rockwood, TN 37854			0 0 0 1
BP2022-067	Unger- Detached Garage	147 Kingfisher RD., Rockwood, TN 37854			0 0 0 1



BUILDING	BP		Submitted: 01/27/2022	In Process: 0
	BP2022-068	VanWhy- New Residential Home	Technically Complete: Approved: Ready to Issue: Issued: 01/27/2022	Waiting: 0 Total Days: 0 Total Cycles: 1
	213 Serenity Dr., Rockwood, TN 37854			
	BP2022-069	Kimberly- Deck with Roof	Submitted: 01/28/2022	In Process: 0
	140 Redwood Dr., Harriman, TN 37748		Technically Complete: Approved: Ready to Issue: Issued: 01/28/2022	Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2022-070	Boles- Detached Garage	Submitted: 01/31/2022	In Process: 1
	931 Winton Chapel Rd., Rockwood, TN 37854		Technically Complete: Approved: Ready to Issue: Issued:	Waiting: 0 Total Days: 1 Total Cycles: 1
	BP2022-071	Woods- Deck	Submitted: 01/31/2022	In Process: 0
	110 Windrock Road, Oliver Springs, TN 37840		Technically Complete: Approved: Ready to Issue: Issued: 01/31/2022	Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2022-072	Woods- Deck	Submitted: 01/31/2022	In Process: 0
	110 Windrock Road, Oliver Springs, TN 37840		Technically Complete: Approved: Ready to Issue: Issued: 01/31/2022	Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2022-073	Griffith- Close In Carport	Submitted: 01/31/2022	In Process: 0
	811 Old Harriman Highway, Oliver Springs, TN 37840		Technically Complete: Approved: Ready to Issue: Issued: 01/31/2022	Waiting: 0 Total Days: 0 Total Cycles: 1
	BP2022-074	Russell- Dock	Submitted: 01/31/2022	In Process: 0
	313 Brahman Rd, Kingston, TN 37763		Technically Complete: Approved: Ready to Issue: Issued: 01/31/2022	Waiting: 0 Total Days: 0 Total Cycles: 1
CM	CM2022-001	CM for BP2021-662	Submitted: 01/20/2022	In Process: 0
	4327 Roane State Hwy, Rockwood, TN 37854		Technically Complete: Approved: Ready to Issue: Issued: 01/20/2022	Waiting: 0 Total Days: 0 Total Cycles: 1



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BUILDING	PL	PL2022-001	Aruta- PL for BP2021-875 2962 Buttermilk Rd, Lenoir City, TN 37771	PL2022-002	Chivington- PL for BP2021-609 391 Ellis Rd, Kingston, TN 37763	PL2022-003	PL for BP 2021-538 180 Woods Lane, Kingston, TN 37763	PL2022-004	Arnold- PL for BP2022-007 757 Winton Chapel Road, Rockwood, TN 37854	PL2022-005	PL For Bp2021-827 512 Emory River Rd., Harriman, TN 37748	PL2022-006	Corn- PL for BP2021-814 266 Lake Ferry Rd., Loudon, TN 37774	PL2022-007	Henderson- PL for BP2022-023 216 1st. St., Rockwood, TN 37854	PL2022-008	Vincent- PL for BP2022-030 523 Second Norway St, Oliver Springs, TN 37840
			Submitted: 01/03/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/03/2022		Submitted: 01/04/2022 Technically Complete: Approved: Ready to Issue: Issued:		Submitted: 01/05/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/05/2022		Submitted: 01/05/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/05/2022		Submitted: 01/06/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/06/2022		Submitted: 01/10/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/10/2022		Submitted: 01/12/2022 Technically Complete: Approved: Ready to Issue: Issued: 01/12/2022		Submitted: 01/13/2022 Technically Complete: Approved: Ready to Issue: Issued:
			In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1		In Process: 28 Waiting: 0 Total Days: 28 Total Cycles: 1		In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1		In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1		In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1		In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1		In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1		In Process: 19 Waiting: 0 Total Days: 19 Total Cycles: 1



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BUILDING	PL	PL2022-009	Technically Complete: Ready to Issue: Issued:	Submitted: Approved: Ready to Issue: Issued:	01/14/2022	In Process: Waiting: Total Days: Total Cycles:
		Nadeau- PL for BP2022-035				0 0 0 1
		1476 Indian Shadows Dr., Ten Mile, TN37880			01/14/2022	
		PL2022-010				0 0 0 1
		Stafford- PL for BP2022-036				0 0 0 1
		1400 Bowman Bend Road, Harriman, TN 37748			01/14/2022	
		PL2022-011				0 0 0 1
		Box- PL for BP2021-771				0 0 0 1
		615 The Battery, Kingston, TN37763			01/20/2022	
		PL2022-012				0 0 0 1
		Lathrop- PL for BP2021-534				0 0 0 1
		107 Delaware Point, Ten Mile, TN 37880			01/21/2022	
		PL2022-013				11 0 11 1
		Horton- PL for BP2021-917				0 0 0 1
		100 Harbour Way, KINGSTON, TN37763			01/21/2022	
		PL2022-014				0 0 0 1
		Horton- PL for BP2021-918				0 0 0 1
		102 Harbour View Way, Kingston, TN37763			01/21/2022	
		PL2022-015				0 0 0 1
		Horton- PL for BP2021-919				0 0 0 1
		104 Harbour View Way, Kingston, TN37763			01/21/2022	
		PL2022-016				0 0 0 1
		Horton- PL for BP2021-920				0 0 0 1
		106 Harbour View, Kingston, TN 37763			01/21/2022	



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BUILDING	PL	PL2022-017	Technically Complete: Ready to Issue: Issued:	Submitted: Approved: Ready to Issue: Issued:	01/21/2022	In Process: Waiting: Total Days: Total Cycles:
		Horton- PL for BP2021-929				0 0 0 1
		108 Harbour View Way, Kingston, TN 37763			01/21/2022	
		PL2022-018				0 0 0 1
		Horton- PL for BP2021-930			01/21/2022	
		110 Harbour View Way, Kingston, TN 37763			01/21/2022	
		PL2022-019				0 0 0 1
		Horton- PL for BP2021-932			01/21/2022	
		112 Harbour View Way, Kingston, TN 37763			01/21/2022	
		PL2022-020				0 0 0 1
		Horton- PL for BP2021-933			01/21/2022	
		116 Harbour View Way, Kingston, TN 37763			01/21/2022	
		PL2022-021				0 0 0 1
		Gallaher- PL for BP2021-603			01/31/2022	
		175 Upper Gallaher Ln, Kingston, TN 37763			01/31/2022	
		PL2022-022				0 0 0 1
		Tuozzo- PL for BP2021-501			01/31/2022	
		121 Roaming Fawn, Rockwood, TN 37854			01/31/2022	
		RM2022-001				1 0 1 1
	RM	Chivington RM for BP2021-609			01/04/2022	
		391 Ellis Rd, Kingston, TN 37763			01/05/2022	
		RM2022-002				0 0 0 1
		Lorms Family Trust- RM for BP2021-246			01/05/2022	
		271 Serenity Dr, Harriman, TN 37748			01/05/2022	



## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
01/01/2022 AND 01/31/2022

Report run on: 02/01/2022 09:01 AM

BUILDING	RM	RM2022-003	Submitted: 01/05/2022	In Process: 0
		Greene- RM for BP2021-635	Technically Complete: 0	Waiting: 0
		171 Hamilton Road, Kingston, TN 37763	Approved: 0	Total Days: 0
			Ready to Issue: 0	Total Cycles: 1
		RM2022-004	Submitted: 01/07/2022	In Process: 3
		Roane County School Board- Generator	Technically Complete: 0	Waiting: 0
		105 Bluff Rd., Kingston, TN 37763	Approved: 3	Total Days: 3
			Ready to Issue: 1	Total Cycles: 1
		RM2022-005	Submitted: 01/07/2022	In Process: 0
		Goode- RM for BP2021-689	Technically Complete: 0	Waiting: 0
		193 Sam Rayburn Parkway, Lenoir City, TN 37771	Approved: 0	Total Days: 0
			Ready to Issue: 1	Total Cycles: 1
		RM2022-006	Submitted: 01/07/2022	In Process: 3
		Cravens- RM for BP2021-699	Technically Complete: 0	Waiting: 0
		575 Waterfront Ridge, Harriman, TN 37748	Approved: 3	Total Days: 3
			Ready to Issue: 1	Total Cycles: 1
		RM2022-007	Submitted: 01/10/2022	In Process: 0
		Browne- RM for BP2021-290	Technically Complete: 0	Waiting: 0
		503 Cave Creek Rd, Loudon, TN 37774	Approved: 0	Total Days: 0
			Ready to Issue: 1	Total Cycles: 1
		RM2022-008	Submitted: 01/14/2022	In Process: 4
		Horton- PL for BP2021-570	Technically Complete: 0	Waiting: 0
		2001 Franklin Village Trace, Kingston, TN 37763	Approved: 4	Total Days: 4
			Ready to Issue: 1	Total Cycles: 1
		RM2022-009	Submitted: 01/19/2022	In Process: 0
		Jones- RM for BP2017-270	Technically Complete: 0	Waiting: 0
		166 Bradford Village Way, Kingston, TN 37763	Approved: 0	Total Days: 0
			Ready to Issue: 1	Total Cycles: 1
		RM2022-010	Submitted: 01/24/2022	In Process: 4
		Taradachuk- RM for BP2021-694	Technically Complete: 0	Waiting: 0
		847 Paint Rock Valley Rd, Philadelphia, TN 37846	Approved: 4	Total Days: 4
			Ready to Issue: 1	Total Cycles: 1



## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
01/01/2022 AND 01/31/2022

Report run on: 02/01/2022 09:01 AM

BUILDING	RM	RM2022-011	Technically Complete: Submitted: 01/31/2022 Approved: Ready to Issue: Issued:	In Process: 1 Waiting: 0 Total Days: 1 Total Cycles: 1
		KF, LLC- RM 1827 Griffith Dr., Harriman, TN 37748		
	BK	BK-22-0001 Code Book	Technically Complete: Submitted: 01/14/2022 Approved: Ready to Issue: Issued:	In Process: 18 Waiting: 0 Total Days: 18 Total Cycles: 1
CODE ENFORCEMENT		BK-22-0002 Code Book	Technically Complete: Submitted: 01/24/2022 Approved: Ready to Issue: Issued:	In Process: 8 Waiting: 0 Total Days: 8 Total Cycles: 1
	EV	EV-22-0001 Buck- Electrical Variance 471 Gage Rd., Philadelphia, TN 37846	Technically Complete: Submitted: 01/13/2022 Approved: Ready to Issue: Issued:	In Process: 19 Waiting: 0 Total Days: 19 Total Cycles: 1
	JNK	JNK2022-001 Davis- Junk Yard 132 Heron Drive, Kingston, TN 37763	Technically Complete: Submitted: 01/12/2022 Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
PLANNING	PLT	PLT2022-001 Plat Review/Boundary Line 228 Westshore Drive, Harriman, TN 37748	Technically Complete: Submitted: 01/05/2022 Approved: Ready to Issue: Issued:	In Process: 27 Waiting: 0 Total Days: 27 Total Cycles: 1
		PLT2022-002 Plat Review/Boundary Line 226 & 228 Sportsman Club Road, Harriman, TN 37748	Technically Complete: Submitted: 01/05/2022 Approved: Ready to Issue: Issued:	In Process: 27 Waiting: 0 Total Days: 27 Total Cycles: 1
		PLT2022-003 Plat Review/2 Lots- 4283 Kingston Highway, Loudon, TN 37774	Technically Complete: Submitted: 01/11/2022 Approved: Ready to Issue: Issued:	In Process: 21 Waiting: 0 Total Days: 21 Total Cycles: 1



## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
01/01/2022 AND 01/31/2022

Report run on: 02/01/2022 09:01 AM

PLANNING	PLT	PLT2022-004	Plat Review/5 Acres+ 175 Abby Trail, Kingston, TN 37763	Submitted: 01/14/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 18 Waiting: 0 Total Days: 18 Total Cycles: 1
		PLT2022-005	Plat Review/Boundary Line 108 Norval Circle, Kingston, TN 37763	Submitted: 01/18/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 14 Waiting: 0 Total Days: 14 Total Cycles: 1
		PLT2022-006	Plat Review/Boundary Line 308 Dyllis Road, Harriman, TN 37748	Submitted: 01/19/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 13 Waiting: 0 Total Days: 13 Total Cycles: 1
		PLT2022-007	Plat Review/2 Lots- 108 Upper Jones Road, Lenoir City, TN 37771	Submitted: 01/20/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 12 Waiting: 0 Total Days: 12 Total Cycles: 1
		PLT2022-008	Plat Review/5 Acres+ Reserve Pointe, Kingston, TN 37763	Submitted: 01/20/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 12 Waiting: 0 Total Days: 12 Total Cycles: 1
		PLT2022-009	Plat Review/Boundary Line 114 Fred Davis Jr. Road, Harriman, TN 37748	Submitted: 01/21/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 11 Waiting: 0 Total Days: 11 Total Cycles: 1
	ZONING	REZ-22-0001	Rezone A2 to RB 1073 River Road, Kingston, TN 37763	Submitted: 01/28/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 4 Waiting: 0 Total Days: 4 Total Cycles: 1
		SUP2022-001	SUP/Gary Longmire 328 Paint Rock Valley Road, Philadelphia, TN 37846	Submitted: 01/24/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 8 Waiting: 0 Total Days: 8 Total Cycles: 1
	SUP				



## Issued Permits By Department

Page 19 of 19

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
01/01/2022 AND 01/31/2022

Report run on: 02/01/2022 09:01 AM

ZONING	VAR	VAR2022-001 Cooper- Setback Variance 101 Forest Grove DR, Harriman, TN 37748	Submitted: 01/18/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 14 Waiting: 0 Total Days: 14 Total Cycles: 1
		VAR2022-002 Trew, Electrical Variance 612 River Road, Rockwood, TN 37854	Submitted: 01/20/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 12 Waiting: 0 Total Days: 12 Total Cycles: 1
		VAR2022-003 McCloud- Electrical Variance 2780 River Rd., Ten Mile, TN 37880	Submitted: 01/25/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 7 Waiting: 0 Total Days: 7 Total Cycles: 1

# KINGSTON WATER TREATMENT PLANT



## JANUARY OPERATIONS REPORT

2022

<i>Water Treatment Plant</i>		Current Month	Previous Month	% Change	Avg Day	Max Day	Min Day
G A L L O N S	Influent (Raw)	14,977,000	13,978,000	6.67%	483,000	675,000	339,000
	Effluent (Finish)	13,676,000	13,144,000	3.89%	441,000	569,000	331,000
	Spring Supply	14,093,000	13,487,000	4.30%	455,000	481,000	406,000
	Total Finish Prod.	27,769,000	26,631,000	4.10%	<i>Distribution &amp; WTP Report:</i> 2,083,000		
Plant Efficiency		99.37%	99.36%	0.01%	gals. usage flushing and Tank refilling.		
<i>Distribution</i>					<i>Public Works:</i> No Report		
G A L L O N S	Consumption	20,335,500	21,768,400	-7.05%	<i>Fire Dept:</i> No Report		
	Reported Usage	2,083,000	1,205,000	42.15%	<i>Park &amp; Rec:</i> No Report		
	Water Loss	5,350,500	3,657,600	31.64%	<i>WWTP:</i> No Report		
	%	19.27%	13.73%	5.54%			

Note: The Water Production, Consumption and Loss data is for the December 2021 Meter Read Period.

- \* Multiple Agencies here throughout the Month collecting water samples.
- \* Drained and washed all Basins on two separate occasions.
- \* Completed (collected and analyzed) 2 rounds of Compliance Distribution Bacteriological Sampling.
- \* Performed regular maintenance at Plant and Spring Site.
- \* Performed (QA/QC) Quality Assurance and Quality Control Checks and In-House Laboratory Training.
- \* Completed all required regular monthly sampling.
- \* Final Mowing, trimming and spraying of grounds, Spring Pump House and Spring Site.
- \* Regular Chemical Feed Maintenance was performed.
- \* Had regular Plant Safety Training.
- \* Facilities received daily and regular cleaning and disinfection.
- \* Doing rehab in Pipe Gallery, removing / stripping the paint from the piping and walls, etc.
- \* Doing concrete repair and sealing in Pipe Gallery / Clearwell wall.
- \* Having Backwash Pump Issue, making preparations to take it down to find the problem and remain operational after clearwell disinfection and Bac-T performed should the problem require further parts or materials, etc.
- \* Still waiting on parts to complete the forklift repairs.
- \* Several bad storms / weather events throughout the Month.
- \* Higher than usual Raw Water Turbidity most of the Month due to weather events / Road brine runoff, etc.

Kingston Water Department  
Schedule of Unaccounted For Water  
January

*(All amounts in gallons)*

<b>A Water Treated and Purchased</b>		
<b>B</b>	Water Pumped (potable)	27,769,000
<b>C</b>	Water Purchased	<u>0</u>
<b>D</b>	<b>Total Water Treated and Purchased</b>	<u>27,769,000</u>
	<b>(Sum Lines B and C)</b>	
<b>E Accounted for Water:</b>		
<b>F</b>	Water Sold	20,335,500
<b>G</b>	Metered for Consumption (in house usage)	<u>1,083,000</u>
<b>H</b>	Fire Department(s) Usage	<u>0</u>
<b>I</b>	Flushing	<u>1,000,000</u>
<b>J</b>	Tank Cleaning/Filling	<u>0</u>
<b>K</b>	Street Cleaning	<u>0</u>
<b>L</b>	Bulk Sales	<u>0</u>
<b>M</b>	Water Bill Adjustments (+/-)	<u>0</u>
<b>N</b>	<b>Total Accounted for Water</b>	<u>22,418,500</u>
	<b>(Sum Lines F thru M)</b>	
<b>O</b>	<b>Unaccounted for Water</b>	<u>5,350,500</u>
	<b>(Line D minus Line N)</b>	
<b>P</b>	<b>Percent Unaccounted for Water</b>	<u>19.268%</u>
	<b>(Line O divided by Line D times 100)</b>	

**Q Other (explain)**

See Below

Explain Other:

All amounts included in this schedule are supported by documentation on file at the water system. If no support is on file for a line item or if line item is not applicable, a "0" is shown.



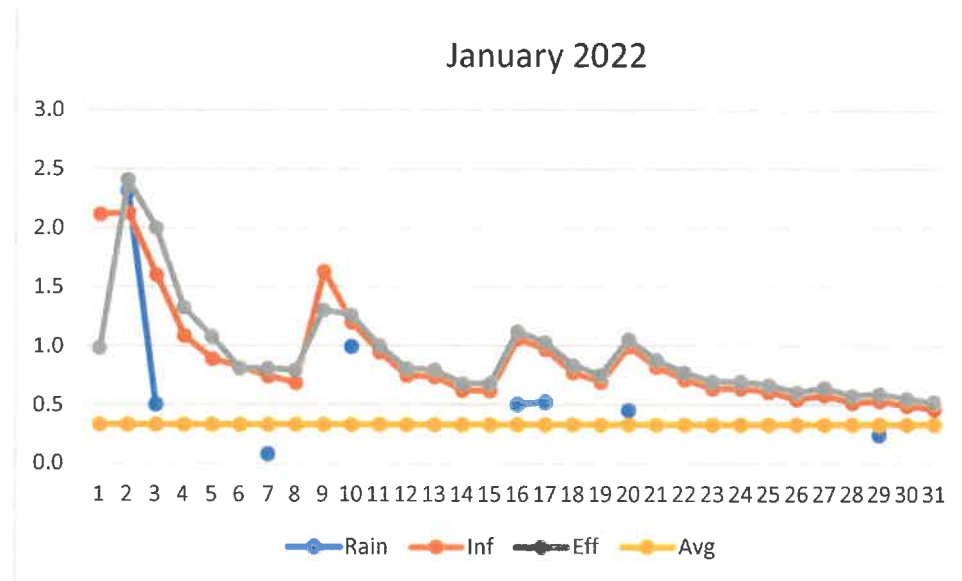
2/2/2022

# KINGSTON WASTEWATER TREATMENT PLANT

TO: David Bolling, City Manager  
FROM: Tony Workman, WWTP Plant Manager  
RE: January 2022 Monthly Report  
DATE: February 3, 2022

MONTHLY FLOW	AVERAGE FLOW	MAXIMUM FLOW	MINIMUM FLOW	TOTAL
INFLUENT	.8861	2.1254	.4575	27,468,400
EFFLUENT	.9256	2.4073	.5206	28,692,400

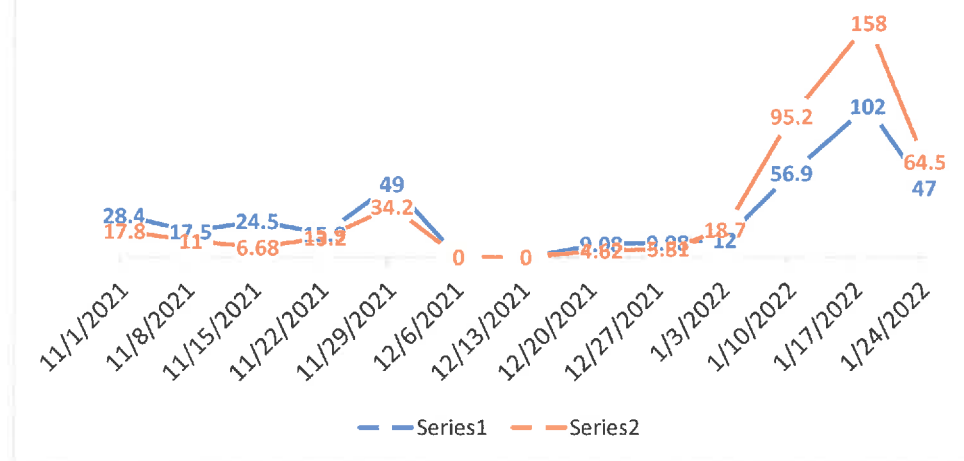
2534 Sewer customers 10,140,200 gallons billed. Daily average .3271 mgd.



Total gallons of chlorine used was 415.13 @ \$2.09 gallon = \$867.62.

We had 5.59 inches of rain. There were no reported overflows.

## COVID RESULTS AS OF 1-24-22



### Safety Meetings:

**January 27, 2022-**

### Infectious Disease Prevention- Basic Principles of Social Distancing

OSHA Training Toolbox Talk #131



# Water Distribution/Collection

## January 2022

Services	Total
After Hours-Sewer	0
After Hours-Water	1
Door Hanger	5
Profile	6
Road Cut	0
Service Line Leak/Line Break	6
Sewer-Miscellaneous	8
Disconnect for Non-Payment	25
Water/Sewer Service Estimate	3
Water-Check for Leak	17
Water-Miscellaneous	51
Water-Hydrant	0
Water-Re-Read/Manual Read	19
Yard Work	0
Connect Order	29
Disconnect Order	36
Water Tap-New Account Number	2
Meter Change Order	0
811 Locates	92

**Kingston Public Library (KPL)**

1004 Bradford Way

Kingston Tennessee 37763

865-376-9905

[WWW.kingstonpubliclibrarytn.org](http://WWW.kingstonpubliclibrarytn.org)

[WWW.facebook.com/KingstonPublicLibrary](https://WWW.facebook.com/KingstonPublicLibrary)

1 February 2022

**TO: Honorable Tim Neal**  
**Mayor, City of Kingston**  
**Mr. David Bolling**  
**Manager, City of Kingston**  
**Members of the City Council**  
**Library Board**

**FR: Barbara Thorbjornsen**  
**Library Director**

**RE: Monthly Director's Report**

The following sums up library activities for the month of January 2022

**Summary**

We are still waiting on the new computers that have been ordered for the Library. As everyone knows shipments are backed up. The grant amount was \$4940.00 the match was only \$548.00. I contacted the company and was told we may receive them by April. I order these computers in October.

We are now accepting donations that are clean and in good condition. I have hired 2 new part time employees who are still in training and the Library is open on Saturdays from 9:00am - 12:00.

The story time children are picking up books and receiving crafts to take home.

The states quarterly report is done and has been sent in.

We are still waiting on Comcast to bury the new line that was put in. I have been told 2 times they would be here and have not shown up yet. The line is still above ground luckily its not mowing season.

We will begin weeding out older books to make room for new titles.

The staff is still working on their state mandated training webinars for the new year as required. We are required to do so many hours per year.

The Library has been busy with new patrons coming in getting Library cards.

Any questions can be emailed to me at: [kpldirector@gmail.com](mailto:kpldirector@gmail.com)

Respectfully submitted

Barbara T.

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search:

Kingston Public Library  
Kingston, TN

**Address:** 1004 Bradford Way  
**Kingston, Tennessee**  
37763-3100  
United States

**County:** **Roane**

**Region:** **Oceania**

**Phone:** 865-376-9905

**Connect to:** [Library Web Site](#) ✓ [Online Catalog](#)

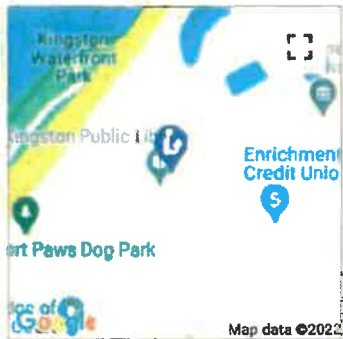
**Library details:** Kingston Public Library is a Public library.  
This library is affiliated with **Kingston TN Public Library (view map)** . The collection of the library contains **34,998** volumes. The library circulates **44,696** items per year. The library serves a population of **16,865** residents .

**Library Hours**

Day	Open	Close
Sunday	Closed	
Monday	9:00am	5:00pm
Tuesday	9:00am	5:00pm
Wednesday	9:00am	5:00pm
Thursday	9:00am	5:00pm
Friday	9:00am	5:00pm
Saturday	9:00am	noon



Kingston Public Library



map location✓

**Permalink:** <https://librarytechnology.org/library/6286>  
(Use this link to refer back to this listing.)

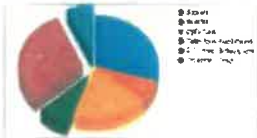
**Administration:** The director of the library is **Barbara Thorbjornsen**

**Organizational structure:** This is a publicly funded and managed library.

See also: [Directory of Public Libraries in the United States](#)

See also: [Directory of Public Libraries in Tennessee](#)

Statistics Public			
Service Population	16,865	Residents	
Collection size	34,998	volumes	
Annual Circulation	44,696	transactions	



View Detailed Statistics

Related Libraries

- Other members of **TSLA Consortium**
- Libraries located in **Kingston** (Tennessee)
- Libraries located in **Roane** county (Tennessee)
- [View map of libraries in Roane County](#)
- [all Public libs in Tennessee](#)
- [United States](#)
- [Automation systems in Tennessee](#)

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**libraries.org** is a free directory of libraries throughout the world.

This directory is a component of **Library Technology Guides**

**WiFi** **Wireless:** The library offers wireless access to the Internet.

## Technology Profile

	Product Name	Year Contracted
Current Automation System	VERSO	2016
Previous Automation System	Symphony	1999

The library participates in the shared automation system provided by the [TSLA Consortium](#) ([view map](#))

The library's automation system is hosted by the vendor through an **Software-as-a-Service (SaaS)** arrangement.

This entry is from the **Directory of Public Libraries in the United States**.

This entry is from the **Directory of Public Libraries in Tennessee**

Please **contact Marshall Breeding** to report corrections about information listed for this library.

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**Automation Survey:** We are conducting a study on the automation systems used in libraries. This survey should be completed by a person familiar with your libraries use of **VERSO**.

[Respond to the 2021 Library Automation Perceptions Survey](#)

**Technology Interoperability Survey:**

We are conducting a study on factors related to the selection and interoperability of technology systems in academic libraries.

[Complete Technology Interoperability Survey](#)

## Identifiers

libraries.org ID	6286
NCES FSCSKEY	TN0051
NCES LIBID	FL010

**Record History:** This listing was created on Oct 16, 2002 and was last modified on Jan 18, 2022.

**Updates:** Corrections or Updates? Registered members of Library Technology Guides can submit updates to library listings in libraries.org. **Registration** is free and easy. Already registered? **login**. Or, you can report corrections just by sending a message to **Marshall Breeding**

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ELECTRIC POWER BOARD OF ROCKWOOD  
MEETING AGENDA  
JANUARY 20, 2022  
ROCKWOOD ELECTRIC UTILITY – TRAINING ROOM  
4:30 PM – 5:30 PM

ROLL CALL — CHILDS, DAVIS, HOLLOWAY, LAYNE, McCULLOUGH

<b><u>ACTIVITY</u></b>	<b><u>ACTION</u></b>
Minutes from Board Meeting on December 16, 2021	Approval
November 2021 Financial Statements	Approval
November 2021 Budget Report	Acceptance
January 2022 Accounts Payable	Acceptance
4 <sup>th</sup> Qtr 2021 Overtime Report	Information
Manager's Report	Acceptance
Visitor Comments	

**Old:**

1. None

**New:**

- |                            |          |
|----------------------------|----------|
| 1. New Purchases           | Approval |
| 2. New Projects            | Approval |
| 3. Cost of Living Increase | Approval |
| 4. Bad Debts               | Approval |

Announcements

February 2022 Board Meeting

Adjourn

The regular meeting of the Rockwood Electric Utility Power Board was called to order at 4:30 p.m. on December 16, 2021. Following a prayer and the Pledge of Allegiance, Chairman Holloway called the meeting to order. Board members present were Childs, Davis, Holloway, Layne, and McCullough.

A motion was made by Davis, seconded by Layne to approve the minutes as recorded for the November 18, 2021 meeting. All voted yes.

A motion was made by Childs, seconded by Davis to approve October 2021 Financial Statements. All voted yes.

There were no questions from the Board on the October 2021 Budget Report.

A motion was made by Layne, seconded by Davis to accept the December 2021 Accounts Payable. All voted yes.

As part of the Manager's Report, Manager Bear summarized the report from Chris Mitchell on the Utility's financial position and a review of the long-term financial analysis.

- 1) The FY-To-Date average for energy is the lowest in the past 11 years.
- 2) Partnership and pandemic relief/recovery credits remain a tremendous benefit to the utility in reducing our power costs.
- 3) Net income is on track with last year through the current reporting month.
- 4) O&M expenses are on track with last fiscal year but it is too early to make any predictions on how we will end the fiscal year. We need to check this in a couple of months.
- 5) Residential average energy usage is declining; so is GSA1 (i.e., small commercial)
- 6) Customers will see increases in their bills for energy used in December and January due to an increase in TVA's fuel cost adjustment, which is a pass-through to the customer.
- 7) Inflation is affecting price, availability, and delivery of supplies and material. Transformers are being impacted significantly. We are now seeing the effect on other material and equipment. Inflation is affecting other expenses as well (e.g., insurance). Compounding inflation will have an impact on the utility.
- 8) Growth in customer base and energy sales is not adequate to "feed" our O&M expense increases; cost increases are not being funded by growth. We are spending more per customer year-to-year.
- 9) The good news is that no changes are being recommended at this time in our long-term financial analysis as long as we keep our expenses and capital expenditures within the base case amounts; we do not anticipate any rate action for 2022/2023.
- 10) The next meeting with Chris is on March 2, 2022 at 1:30 pm via webinar.

Manager Bear also informed the Board of several new projects which are in the early stages of development, including but not limited to, a new customer in the Industrial Park on Cardiff Valley Road; underground primary and services for a project at 1500 Pumphouse Road; and estimates to upgrade existing service for a customer at 3796 Airport Road. Service to a new building at the baseball field at Roane State Community College is on track to be completed.

Right-of-way clearing has been completed in preparation of a line upgrade on Old Rockwood Highway. This is still part of Rockwood Primary #244 which is Highway 70 East in Rockwood, Bowman Bend Road, Highland Way, and a large part of Bluff Road (including Westshore Estates) this is a very long circuit with a lot of trees. Much work remains on this circuit.

On Saturday morning, December 11, 2021, rain and heavy/strong gusts of winds entered and exited REU's service area. Only two (2) of our nineteen (19) three-phase lines were without power. Crews were able to respond to these locations and power was restored to our bulk distribution system pretty quickly. Everything else was single phase taps, broken poles, and damaged transforms. The power was restored to everyone in less than 24 hours except a couple of outages that we had to wait until daylight. Service Electric and Kendall Vegetation also helped in the restoration of power.

TVPPA Board has announced they will increase dues, (the first since 2009) to mitigate the loss of revenue. The approved adjustment is 17.3% over 4 years and will beginning with the 2023 fiscal year so we'll have time to reflect in our next budget.

Updates from the Southeast District Power Distributors Association meeting on December 15, 2021 included, remarks on the potential impact of charging stations for electric vehicles may come faster than we think. Also, the Power Play Scholarships have been mailed out to distributors. This is an opportunity for graduating seniors to receive scholarship money for college. The application will be given to employees that have a child graduating from high school in 2022.

Manager Bear congratulated Randy Childs, Don Layne, and Wade McCullough who completed the TMEPA Board Training on December 8, 2021.

McCullough asked about the warehouse inventory, pricing, and delivery. Manager Bear stated this month inventory was doing fine and would keep the Board informed next month.

Childs stated that six (6) metal poles for Southwest Ball Field have been delivered.

Holloway thanked the crews and employees for working the storm on December 11, 2021 efficiently and safely.

A motion was made by Layne, seconded by Davis to accept the Manager's Report. All voted yes.

There were no Visitor's Comments.

There was no Old Business.

There were no new purchases. Manager Bear informed the Board he may have to poll them if we get quotes and delivery dates on single-phase pad mount transformers so we can execute a purchase order without further delays.

There were no new projects.

A motion was made by McCullough second by Davis to approve the Property & Casualty Insurance Renewals with Distributors Insurance Company. All voted yes.

A motion was made by McCullough, seconded by Childs to approve the renewal rates and service agreement with Service Electric. The increase for 2022 is approximately 3%. There was no increase in equipment rates. All voted yes.

A motion was made by Layne, seconded by Childs to approve the write-off of uncollectible debts for the period of September 2021 in the amount of \$2,253.49 and noted that bad debts collected for November 2021 were \$1,909.57. All voted yes.

Manager Bear reminded everyone that the Christmas Dinner will be Friday, December 17, 2021 at the Rockwood Event Center. MeMe's restaurant is catering and dinner will start around 6:30 p.m. The Christmas lunch will be Tuesday, December 21, 2021 at Socket's Grill at 11:30 a.m.

Chairman Holloway announced the next Board meeting will be January 20, 2022. On behalf of the Board, he wished all employees a Merry Christmas and Happy New Year.

A motion was made by Layne, seconded by McCullough to adjourn. All voted yes.

Chairman  
Harold Holloway

Secretary/Treasurer  
Wade McCullough

Recorded by M. O'Keefe

### UTILITY PLANT

Description	Item	November 2021	November 2020
Electric Plant	1	\$66,813,343.27	\$66,041,318.43
Less Depreciation	2	\$19,571,171.79	\$18,304,184.34
<b>TOTAL</b>	<b>3</b>	<b>\$47,242,171.48</b>	<b>\$47,737,134.09</b>
Unamortized Acquisition Adjustment	4	\$0.00	
Other Utility Plant - Net	5	\$0.00	
<b>TOTAL PLANT - NET</b>	<b>6</b>	<b>\$47,242,171.48</b>	<b>\$47,737,134.09</b>

### OTHER PROPERTY AND INVESTMENTS

Description	Item	November 2021	November 2020
Non-Utility Property - Net	7	\$0.00	
Other Investments	8	\$47,345.17	\$39,135.29
Sinking Funds	9	\$0.00	
Depreciation Funds	10	\$0.00	
Other Special Funds	12	\$6,092,384.00	\$3,844,451.00
<b>TOTAL</b>	<b>13</b>	<b>\$6,139,729.17</b>	<b>\$3,883,586.29</b>

### CURRENT AND ACCRUED ASSETS

Description	Item	November 2021	November 2020
General Cash and Temporary Cash Investments	14	\$7,688,846.53	\$4,510,884.42
Accounts Receivable	15	\$1,914,011.34	\$1,695,273.00
Materials and Supplies	16	\$476,005.87	\$431,455.48
Prepayments	17	\$20,981.48	\$32,059.10
Other Current Assets	18	\$1,241,638.67	\$1,060,771.25
<b>TOTAL</b>	<b>19</b>	<b>\$11,341,483.89</b>	<b>\$7,730,443.25</b>

### DEFERRED DEBITS

Description	Item	November 2021	November 2020
Debt Expense	20	\$0.00	
Preliminary Survey	21	\$0.00	
Clearing Accounts	22	\$0.00	(\$4,152.59)
Energy Service Loans Receivables	24	\$78,666.82	\$116,605.56
Deferred Costs on TVA Leases	25	\$0.00	
Other Deferred Debits	26	\$0.00	
<b>TOTAL</b>	<b>27</b>	<b>\$78,666.82</b>	<b>\$112,452.97</b>

### TOTAL ASSETS AND OTHER DEBITS

Description	Item	November 2021	November 2020
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>28</b>	<b>\$64,802,051.36</b>	<b>\$59,463,616.60</b>

### ADDITIONAL INFORMATION

Description	Amount
CFC or CoBank Investments Included in Item No. 8	\$47,345.17
Construction Work In-Progress Included in Item No. 1	\$223,210.70
Construction Fund Included in Item No. 12	\$0.00
Total Miles of Distribution Lines	0.00
Total Miles of Transmission Lines	0.00

### CAPITAL

Description	Item	November 2021	November 2020
Membership Certificates	30	\$0.00	

### EARNINGS REINVESTED IN SYSTEM ASSETS

Description	Item	November 2021	November 2020
End of Previous Year	--	\$47,398,087.44	\$44,773,353.52
Retained Earnings Adjustment	--		
Beginning of Year	33	\$47,398,087.44	\$44,773,353.52
Current Year	34	\$1,325,057.19	\$1,022,119.45
<b>TOTAL</b>	<b>35</b>	<b>\$48,723,144.63</b>	<b>\$45,795,472.97</b>

### LONG-TERM DEBT

Description	Item	November 2021	November 2020
RUS	36	\$0.00	
CFC	37	\$0.00	
CoBank	38	\$0.00	
Bonds and Other Long-Term Debt	39.1	\$3,000,000.00	\$3,500,000.00
TVA	39.3	\$0.00	
Debt Premium and Discount	40	\$29,132.40	\$33,856.56
<b>TOTAL</b>	<b>41</b>	<b>\$3,029,132.40</b>	<b>\$3,533,856.56</b>

### OTHER NON-CURRENT LIABILITIES

Description	Item	November 2021	November 2020
Postretirement Benefits	39.2	\$6,603,268.97	\$4,439,026.17
Energy Service Loans - Advances	42	\$75,823.56	\$114,113.14
Energy Service Loans - Other	43	\$0.00	
<b>TOTAL</b>	<b>44</b>	<b>\$6,679,092.53</b>	<b>\$4,553,139.31</b>

### CURRENT AND ACCRUED LIABILITIES

Description	Item	November 2021	November 2020
TVA Notes Payable	45.1	\$0.00	
Other Notes Payable	45.2	\$0.00	
Accounts Payable	46	\$4,081,530.14	\$3,261,844.41
Customer Deposits	47	\$1,421,458.45	\$1,308,167.71
Taxes and Equivalents Accrued	48	\$37,743.37	\$36,631.06
Interest Accrued - RUS	49	\$0.00	(\$5,468.75)
Interest Accrued - CFC	50	\$0.00	
Interest Accrued - CoBank	51	\$0.00	
Interest Accrued - TVA	52.1	\$0.00	
Interest Accrued - Other	52.2	(\$4,843.75)	
Other Current Liabilities	53	\$843,912.16	\$1,006,535.25
<b>TOTAL</b>	<b>54</b>	<b>\$6,379,800.37</b>	<b>\$5,607,709.68</b>

### DEFERRED CREDITS

Description	Item	November 2021	November 2020
Advances for Construction - Refundable	55	\$0.00	
Other Deferred Credits	56	(\$9,118.57)	(\$26,561.92)
<b>TOTAL</b>	<b>57</b>	<b>(\$9,118.57)</b>	<b>(\$26,561.92)</b>

### TOTAL LIABILITIES AND OTHER CREDITS

Description	Item	November 2021	November 2020
<b>TOTAL LIABILITIES AND OTHER CREDITS</b>	<b>58</b>	<b>\$64,802,051.36</b>	<b>\$59,463,616.60</b>

### OPERATING REVENUE

Description	Item	November 2021	Year to Date
Electric Sales Revenue (Page 7, Item 332)	59	\$2,647,627.75	\$14,796,401.01
Revenue From Late Payments	60	\$7,970.72	\$70,014.37
Miscellaneous Service Revenue	61	\$2,825.00	\$14,895.00
Rent From Electric Property	62	\$54,531.86	\$274,656.42
Other Electric Revenue	63	\$5.00	\$25.00
<b>TOTAL OPERATING REVENUE</b>	<b>64</b>	<b>\$2,712,960.33</b>	<b>\$15,155,991.80</b>

### PURCHASED POWER

Description	Item	November 2021	Year to Date
<b>TOTAL POWER COST (PAGE 7, ITEM 342)</b>	<b>65</b>	<b>\$1,989,194.84</b>	<b>\$10,213,786.41</b>

### OPERATING EXPENSE

Description	Item	November 2021	Year to Date
Transmission Expense	66	\$0.00	
Distribution Expense	67	\$86,549.34	\$454,509.22
Customer Accounts Expense	68	\$49,042.66	\$259,948.34
Customer Service and Informational Expense	69	\$883.33	\$4,416.65
Sales Expense	70	\$0.00	\$10,917.06
Administrative and General Expense	71	\$228,876.73	\$1,063,622.62
<b>OPERATING EXPENSE</b>	<b>72</b>	<b>\$365,352.06</b>	<b>\$1,793,413.89</b>

### MAINTENANCE EXPENSE

Description	Item	November 2021	Year to Date
Transmission Expense	73	\$0.00	
Distribution Expense	74	\$104,054.80	\$500,713.79
Administrative and General Expense	75	\$0.00	\$7,031.41
<b>MAINTENANCE EXPENSE</b>	<b>76</b>	<b>\$104,054.80</b>	<b>\$507,745.20</b>

### OTHER OPERATING EXPENSE

Description	Item	November 2021	Year to Date
Depreciation Expense	77	\$137,597.91	\$686,549.37
Amortization of Acquisition Adjustment	78	\$0.00	
Taxes and Tax Equivalents	79	\$118,650.76	\$606,563.01
<b>OTHER OPERATING EXPENSE</b>	<b>80</b>	<b>\$256,248.67</b>	<b>\$1,293,112.38</b>

### TOTAL OPERATING EXPENSE AND PURCHASED POWER

Description	Item	November 2021	Year to Date
<b>TOTAL OPERATING EXPENSE AND PURCHASED POWER</b>	<b>81</b>	<b>\$2,714,850.37</b>	<b>\$13,808,057.88</b>

### INCOME

Description	Item	November 2021	Year to Date
<b>Operating Income (Item 64, Less Item 81)</b>	<b>82</b>	<b>(\$1,890.04)</b>	<b>\$1,347,933.92</b>
Other Income	83	\$0.00	
<b>TOTAL INCOME</b>	<b>84</b>	<b>(\$1,890.04)</b>	<b>\$1,347,933.92</b>
Miscellaneous Income Deductions	85	\$422.42	\$626.38
<b>NET INCOME BEFORE DEBT EXPENSE</b>	<b>86</b>	<b>(\$2,312.46)</b>	<b>\$1,347,307.54</b>

**DEBT EXPENSE**

Description	Item	November 2021	Year to Date
Interest on Long-Term Debt - RUS	87	\$0.00	
Interest on Long-Term Debt - CFC	88	\$0.00	
Interest on Long-Term Debt - CoBank	89	\$0.00	
Interest on Long-Term Debt - Other	90.1	\$4,843.75	\$24,218.75
Interest - TVA	90.2	\$0.00	
Other Interest Expense	92	\$0.00	
Amortization of Debt Discount and Expense	93	\$0.00	
Amortization of Premium on Debt - Credit	94	(\$393.68)	(\$1,968.40)
<b>TOTAL DEBT EXPENSE</b>	<b>95</b>	<b>\$4,450.07</b>	<b>\$22,250.35</b>

**NET INCOME**

Description	Item	November 2021	Year to Date
Net Income Before Extraordinary Items (Item 86, Less Item 95)	96	(\$6,762.53)	\$1,325,057.19
Extraordinary Items	97	\$0.00	
<b>NET INCOME</b>	<b>98</b>	<b>(\$6,762.53)</b>	<b>\$1,325,057.19</b>

**CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES**

Description	November 2021	November 2020
Net Income	\$1,325,057.19	\$1,022,119.45
<b>Adjustments to Reconcile Net Income to Net Cash:</b>		
Depreciation	\$686,549.37	\$676,069.73
<b>Amortization of:</b>		
Acquisition Adjustment		
Additions to TVA Leases		
Debt Premium or Discount	(\$1,968.40)	(\$1,968.40)
<b>Changes in Current and Deferred Items:</b>		
Accounts Receivable	\$232,926.39	\$753,031.55
Materials and Supplies	(\$20,104.20)	\$4,854.33
Prepayments and Other Current Assets	(\$139,877.50)	(\$107,848.70)
Deferred Debits		\$4,152.59
Accounts Payable	(\$213,282.94)	(\$548,401.41)
Customer Deposits	\$58,790.74	\$39,050.00
Taxes and Interest Accrued	\$32,899.62	\$31,162.31
Other Current Liabilities	(\$297,352.83)	(\$62,035.09)
Deferred Credits	(\$5,847.00)	(\$20,561.10)
Retained Earnings Adjustments		
<b>NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES</b>	<b>\$1,657,790.44</b>	<b>\$1,789,625.26</b>

**CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES**

Description	November 2021	November 2020
Change in Net Plant	(\$695,444.39)	(\$656,414.28)
Net Change in Other Property and Investment		
Energy Service Loans Receivable	\$14,690.96	\$46,251.75
<b>NET CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES</b>	<b>(\$680,753.43)</b>	<b>(\$610,162.53)</b>

**CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES**

Description	November 2021	November 2020
Change in Long-Term Debt	(\$506,693.34)	(\$357,638.70)
Notes Payable		
Memberships		
Energy Service Loans Advances	(\$14,690.96)	(\$33,969.62)
Post Retirement Benefit Adjustments	\$510,884.97	\$594,575.17
<b>NET CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES</b>	<b>(\$10,499.33)</b>	<b>\$202,966.85</b>

**NET INCREASE (DECREASE) IN CASH AND TEMPORARY INVESTMENTS**

Description	November 2021	November 2020
<b>NET INCREASE (DECREASE) IN CASH AND TEMPORARY INVESTMENTS</b>	<b>\$966,537.68</b>	<b>\$1,382,429.58</b>
CASH AND TEMPORARY INVESTMENTS BEGINNING OF YEAR	\$6,722,308.85	\$3,128,454.84
CASH AND TEMPORARY INVESTMENTS END OF YEAR	\$7,688,846.53	\$4,510,884.42

**STATISTICAL DATA - REVENUE**

Class of Service	Item	November 2021	Year to Date
Residential	100	\$1,537,067.24	\$8,575,028.18
Gen. Power - 50 kW & Under	101	\$354,745.84	\$2,008,785.39
Gen. Power - Over 50 kW	102	\$703,661.07	\$3,949,102.58
Street and Athletic - Codes 72, 73 & 74	103	\$17,294.87	\$88,476.29
Outdoor Lighting - Codes 75, 77 & 78	104	\$34,858.73	\$175,008.57
<b>SUBTOTAL</b>	<b>330</b>	<b>\$2,647,627.75</b>	<b>\$14,796,401.01</b>
Unbilled Revenue	331	\$0.00	
<b>TOTAL (PAGE 3, ITEM 59)</b>	<b>332</b>	<b>\$2,647,627.75</b>	<b>\$14,796,401.01</b>

**STATISTICAL DATA - KILOWATT-HOURS SOLD**

Class of Service	Item	November 2021	Year to Date
Residential	107	12,452,576	70,420,899
Gen. Power - 50 kW & Under	108	2,342,486	13,668,928
Gen. Power - Over 50 kW	109	7,524,378	43,410,594
Street and Athletic - Codes 72, 73 & 74	110	120,308	577,124
Outdoor Lighting - Codes 75, 77 & 78	111	197,272	994,798
<b>TOTAL</b>	<b>335</b>	<b>22,637,020</b>	<b>129,072,343</b>
Kilowatt-hours for Own Use	113	33,348	178,842
<b>TOTAL KILOWATT-HOURS SOLD AND USED</b>	<b>114</b>	<b>22,670,368</b>	<b>129,251,185</b>
Kilowatt-hours in Unbilled Revenue (Items 331) Above	336	0	

**STATE & LOCAL SALES TAX ON ABOVE REVENUE (OPTIONAL)**

	State	Sales Tax
<b>Total</b>		

**AMOUNTS EXCLUDED FROM RATE SCHEDULE REVENUE**

Description	Item	Credits	Green Power Revenue
Green Power-Res	807		\$0.00
Green Power-GP < 50kW	808		\$0.00
Green Power-GP > 50kW	809		\$0.00
Gen Partners-Res	800	\$460.73	
Gen Partners-GP < 50kW	801	\$515.13	
Gen Partners-GP > 50kW	802	\$925.06	
SMC/GMC	803	\$0.00	
EGC	804	\$0.00	
VCP	805	\$0.00	
VII/VIP (IC)	806	\$0.00	

**PURCHASED POWER - AMOUNT**

Description	Item	November 2021	Year to Date
Purchased Power (TVA)	115	\$1,989,194.84	\$10,213,786.41
Facilities Rental (TVA)	116	\$0.00	
Other Charges/Credits (TVA)	117	\$0.00	
<b>TOTAL FROM TVA</b>	<b>118</b>	<b>\$1,989,194.84</b>	<b>\$10,213,786.41</b>
Other Purchased Power	218	\$0.00	
<b>SUBTOTAL</b>	<b>340</b>	<b>\$1,989,194.84</b>	<b>\$10,213,786.41</b>
Unbilled Purchases	341	\$0.00	
<b>TOTAL (PAGE 3, ITEM 65)</b>	<b>342</b>	<b>\$1,989,194.84</b>	<b>\$10,213,786.41</b>

**PURCHASED POWER - KILOWATT-HOURS PURCHASED**

Description	Item	November 2021	Year to Date
Purchased Power (TVA)	119	26,022,911	135,037,197
<b>TOTAL FROM TVA</b>	<b>122</b>	<b>26,022,911</b>	<b>135,037,197</b>
Other Purchased Power	222	0	
<b>TOTAL</b>	<b>345</b>	<b>26,022,911</b>	<b>135,037,197</b>
Less Kilowatt-hours Sold and Used (Item 114)	123	22,670,368	129,251,185
Line Losses and Kilowatt-hours Unaccounted for	124	3,352,543	5,786,012
Percent of Losses to Purchases (2 Decimal Places)	125	12.88%	4.28%
Cost per Kilowatt-hour Including Facilities Rental (cents)	127	7.64	7.56
Kilowatt-hours in Unbilled Purchases (Item 341) Above	346	0	

**OTHER PURCHASED POWER**

Purchased Power From	Contract No.	Dates

**NUMBER OF CUSTOMERS**

Class of Service	Item	November 2021	November 2020
Residential	675	11,811	11,751
Gen. Power - 50 kW & Under	680	2,878	2,804
Gen. Power - Over 50 kW	685	127	120
Street and Athletic - Codes 72, 73 & 74	690	39	39
Outdoor Lighting - Code 78	693	134	137
<b>TOTAL</b>	<b>694</b>	<b>14,989</b>	<b>14,851</b>
Special Outdoor Lighting - Code 75	696	0	
Outdoor Lighting - Code 77	697	2,169	2,150

 12/27/21  
Manager of Accounting

**ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT  
4390 ROANE STATE HIGHWAY  
ROCKWOOD, TENNESSEE 37854  
865-354-0704 FAX 865-354-8481**

January 20, 2022

The regular quarterly E-911 Board meeting will be Thursday, January 27, 2022 at 1:00 P.M., at 4390 Roane State Highway.

Attached please find:

Agenda for the Board meeting  
October 21, 2021 Board Minutes  
October, November, December 2021 financial reports  
Second Quarter Amendments  
Fund Balances as of December 31, 2021  
Chairman's email to USDA  
Recorder down time emails (2)  
Capital money balances (3)  
New Capital Allocation Request  
Responsibility designees while Director Out(Paternity leave)  
Chambliss, Bahner & Stophel Letter (AT&T lawyers)  
Upland Letter  
Dispatch Standards Policy  
USDA Bond Extension signed copy/ RCN Posting sheet  
OPEB Opt In/Out Retirement Insurance

**"REMOTE ACCESS INFORMATION"**

**TO CALL IN TO CONFERENCE BRIDGE - PHONE #865-245-1033 PIN # 0911**

AGENDA  
RCECD 911 MONTHLY BOARD MEETING  
JANUARY 27, 2022 1:00 PM

CALL TO ORDER

Approval of minutes of October 21, 2021  
Approval of October, November, December 2021 financial reports  
Second Quarter Budget Amendments

PUBLIC COMMENT

COMPTROLLER

December 2021 Fund Balances

PERSONNEL COMMITTEE

Hasn't met. Schedule a meeting for Employee Handbook Revisions

BUDGET AND FINANCE COMMITTEE

Hasn't met. Schedule first meeting for 2022/2023 budget

BUILDING/ EQUIPMENT COMMITTEE

Hasn't met

DIRECTOR'S REPORT

General report

CHAIRMAN

General report

OLD BUSINESS

USDA (Bond extension signed & sent to Bond Counsel)

NEW BUSINESS

OPEB Retiree Insurance  
Recognize Employees 5 & 20 Years

MINUTES OF OCTOBER 21, 2021  
ROANE COUNTY E-911 BOARD MEETING

The Roane County Emergency Communications District (E-911) Board met Thursday, October 21, 2021 at 1:00 pm. at the E-911 Center, 4390 Roane State Highway, Arvel McNelly Training Room. Special Meeting and Re-Scheduled Regular Meeting.

**MEMBERS PRESENT:** Tim Suter, Jason Jolly-Remote, Tony Brown, Marilyn Calfee-Remote, Baron Tapp, Cecil Crowe

**MEMBERS ABSENT:** Jack Stockton, Keith Farmer, Randy Ellis

**EMPLOYEES PRESENT:** Eric Franks, Kim Tharp

**EMPLOYEES ABSENT:** Cody Anderson

**OTHERS PRESENT:** Dudley Evans-BBB12 News, HPD Capt. Overby, Kirk Morris with USDA - Remote, Alex Samber with Bass, Berry, and Sims, PLC - Remote

**CALL TO ORDER:**

Chairman Tim Suter called the meeting to order at 1:02 pm with a quorum of 6 declared. Four members in person and two on remote access. The date of this meeting was changed due to the expiration date of our Revenue Bond Resolution being October 25, 2021.

**APPROVAL OF MINUTES:**

Ms. Calfee (remote) made a motion to accept the minutes of September 23, 2021 Mr. Jolly (remote) second the motion. There was no discussion. All in person and on remote access voted Aye. Motion carried.

**FINANCIAL STATEMENT:**

Mr. Crowe made a motion to accept the September 2021 financial report. Mr. Tapp second the motion. There were no questions. All present and remote access voted Aye. Motion carried.

**PUBLIC COMMENT:** None

**FUND BALANCE:**

Report given. No questions.

**COMMITTEE REPORTS:**

**PERSONNEL/TRAINING COMMITTEE:**

Hasn't met.

**BUDGET /FINANCE COMMITTEE:**

Hasn't met.

**BUILDING/EQUIPMENT COMMITTEE:**

Hasn't met.

**DIRECTORS REPORT:**

Chairman Suter asked if we could move the item in old business to this time, no objections were noted. Mr. Franks attempted to contact Mr. Kirk Morris USDA by remote access but couldn't reach him.

Mr. Franks, IT Director, reported for Director Anderson that Mr. Leffew had sent the requested certified letter to Upland Design Group regarding the status of our building project. As of October 20, 2021, Mr. Leffew had not received any response from Upland Design Group. Director Anderson received an email from Monolith requesting payment for the work done on the future use conduit, this was forwarded on to Mr. Leffew with the status of this work

and pictures documenting the status of it, which is incomplete. Mr. Jolly (remote) recommended that we talk to a building inspector to advise what would be required to pass the inspection. Mr. Brown stated that Monolith hasn't followed the specs that were outlined in the agreement offered and signed off on by Upland Design Group for the \$10,000 payment. Mr. Brown also noted that our One year warranty on certain items will be expiring in November 2021. Mr. Franks called Mr. Kirk Morris again (1:20 pm) and was able to make a connection. Mr. Suter addressed the signing of the Resolution for Extension of \$2,703,500 Revenue Bond Anticipation Note. By signing this Resolution we will extend the bond for 1 year. Mr. Morris said we couldn't close the Bond until the Architect has signed off on Substantial Completion. He said if we would send him an email requesting that we close the loan without final completion he would check with his supervisors to see if it would be possible. With no other questions/discussion the call ended at 1:33 pm. The board requested Mr. Franks call Alex Samber with our Bond company Bass, Berry & Sims, PLC for more information. She stated that the project needs to be 80% complete to close the loan. After we have signed the Resolution for Extension of Revenue Bond we can still call them at any time and close the loan. She will contact Mr. Morris and work to get the project signed off on so we can close the loan in possibly a couple weeks. With no other questions/discussion the call ended at 1:50 pm.

#### **CHAIRMAN REPORT**

Chairman Suter stated that the Special Called meeting for the signing of the Resolution for Extension of \$2,703,500 Revenue Bond Anticipation requires a vote. Mr. Crowe made a motion to approve signing the extension of the revenue bond, Ms. Calfee(remote) second the motion. There was no other discussion. Roll call vote was taken, all remote and in person voted Aye. Motion Carried. There will be a Special Called meeting when we are able to close the loan and it will be scheduled with remote access available when we have received the required information from USDA and Bass, Berry & Sims.

#### **OLD BUSINESS:**

This was moved to the Directors report section.

#### **NEW BUSINESS:**

none

#### **ADJOURNMENT:**

With no other business to address, Mr. Crowe made a motion to adjourn, Mr. Tapp second. All present and remote voted Aye. Meeting adjourned at 2:00 pm. Next regular board meeting will be January 27, 2021.

Regular September 23, 2021 minutes were approved at the Board Meeting of Roane County Emergency Communications District Board of Directors. Date : October 21, 2021.

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Tim Suter/Chairman

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Tony Brown / Secretary-Treasurer

BUDGET F/Y 2021-2022 (4/22/21)	APPROVED BY BOARD		9/23/2021	Amended		
	2021-2022	BUDGET	ACTUAL	OVER(UNDER)	ACTUAL	OVER(UNDER)
	BUDGET	MONTHLY	REC/PAY OUT	MONTH	YEAR	YEAR
<b>REVENUES</b>				October		
3010 TCA Section 7-86-303 Receipts	640,518	106,753.00	106,753.00	0.00	213,506.00	(427,012.00)
3020 TCA Section 7-86-130 Receipts	35,000	5,833.33	0.00	(5,833.33)	0.00	(35,000.00)
3060 Local Government Contracts	694,604	57,883.67	57,883.76	0.09	231,535.04	(463,068.96)
3070 Contracted Services	48,809	4,067.42	4,067.42	0.00	16,269.68	(32,539.32)
3080 Sales & Fees	250	20.83	0.00	(20.83)	124.58	(125.42)
5002 Interest Income	515	42.92	18.35	(24.57)	74.50	(440.50)
5006 TECB Subsidies	250,122	41,687.00	41,687.00	0.00	83,374.00	(166,748.00)
5099 Other Non-Operating Revenue	38,785	3,232.08	664.30	(2,567.78)	43,095.80	4,310.80
<b>TOTAL ESTIMATED REVENUE</b>	<b>1,708,603</b>	<b>219,520.25</b>	<b>211,073.83</b>	<b>(8,446.42)</b>	<b>587,979.60</b>	<b>(1,120,623.40)</b>
=====						
<b>SALARIES AND WAGES</b>						
4001 Director	65,280	5,440.00	7,532.31	2,092.31	22,581.92	(42,698.08)
4002 Administrative Personnel	125,521	10,460.08	14,483.19	4,023.11	43,420.42	(82,100.58)
4004 Telecommunicators	364,704	30,392.00	37,491.19	7,099.19	107,673.66	(257,030.34)
4005 Dispatch Supervisor Personnel	123,630	10,302.50	9,561.33	(741.17)	29,166.42	(94,463.58)
4006 Mapping/Addressing Personnel	51,259	4,271.58	5,677.47	1,405.89	17,585.27	(33,673.73)
4007 Janitor	6,240	520.00	637.91	117.91	1,968.57	(4,271.43)
4012 I.T. Personnel	51,000	4,250.00	5,884.62	1,634.62	17,643.20	(33,356.80)
4013 Compensated Absences	19,856	1,654.67	0.00	(1,654.67)	2,649.04	(17,206.96)
4099 Other Payroll Costs	2,100	175.00	0.00	(175.00)	0.00	(2,100.00)
4101 Social Security	50,443	4,203.58	5,025.85	822.27	14,995.57	(35,447.43)
4102 Medicare	11,797	983.08	1,175.37	192.29	3,507.03	(8,289.97)
4104 Medical Insurance	151,373	12,614.42	10,116.55	(2,497.87)	41,207.20	(110,165.80)
4106 Other Insurance	1,300	108.33	93.50	(14.83)	357.50	(942.50)
4107 Unemployment Compensation	1,596	133.00	35.44	(97.56)	86.96	(1,509.04)
4108 Pension Expense	44,770	3,730.83	4,224.29	493.46	12,798.24	(31,971.76)
4109 Other Postemployment Benefits	8,590	715.83	731.00	15.17	2,704.70	(5,885.30)
<b>ADMINISTRATION</b>						
4203 Audit Services	9,917	826.42	0.00	(826.42)	0.00	(9,917.00)
4204 Accounting/Bookkeeping Services	3,936	328.00	320.00	(8.00)	1,280.00	(2,656.00)
4208 Contracts with Vendors	500	41.67	0.00	(41.67)	0.00	(500.00)
4217 Legal Services	9,400	783.33	18.99	(764.34)	18.99	(9,381.01)
4229 Lease/Rental-Admin. Equip/furn/fixt	2,500	208.33	200.00	(8.33)	800.00	(1,700.00)
4232 Advertising	1,000	83.33	0.00	(83.33)	0.00	(1,000.00)
4233 Awards to Employees and Others	1,500	125.00	0.00	(125.00)	70.00	(1,430.00)
4237 Dues and Memberships - Admin.	5,150	429.17	0.00	(429.17)	5,135.00	(15.00)
4238 Employee Test/Exams - Admin	500	41.67	0.00	(41.67)	0.00	(500.00)
4239 Equipment - General (non-capitalized)	2,500	208.33	0.00	(208.33)	0.00	(2,500.00)
4240 Insurance - Liability	10,555	879.58	7,723.00	6,843.42	7,723.00	(2,832.00)
4241 Insurance - Worker's Compensation	2,600	216.67	0.00	(216.67)	0.00	(2,600.00)
4242 Maintenance and Repairs - Admin.	500	41.67	10.86	(30.81)	10.86	(489.14)
4243 Prem. On Surety/Fidelity Bonds	369	30.75	351.00	320.25	351.00	(18.00)
4245 Software & Licensing - Admin.	1,100	91.67	36.00	(55.67)	148.00	(952.00)
4246 Supplies & Materials - Admin.	3,290	274.17	237.22	(36.95)	714.88	(2,575.12)
4247 Training Costs - Administrative	1,200	100.00	0.00	(100.00)	500.00	(700.00)
4248 Travel - Administrative	6,500	541.67	15.04	(526.63)	993.08	(5,506.92)
4250 Telephone Costs - Administrative	3,000	250.00	180.31	(69.69)	721.24	(2,278.76)
4251 Telecomm cell phones/pagers-Admin	660	55.00	37.77	(17.23)	151.63	(508.37)
4253 Vehicle Expenses - Administrative	3,000	250.00	1,268.50	1,018.50	1,280.50	(1,719.50)
4254 Vehicle Fuel - Administrative	2,500	208.33	139.08	(69.25)	493.36	(2,006.64)



BUDGET F/Y 2021-2022 (4/22/21)	APPROVED BY BOARD		9/23/2021	Amended		
	2021-2022 BUDGET	BUDGET MONTHLY	ACTUAL REC/PAY OUT	OVER(UNDER) MONTH	ACTUAL YEAR	OVER(UNDER) YEAR
<b>REVENUES</b>				November		
3010 TCA Section 7-86-303 Receipts	640,518	106,753.00	0.00	(106,753.00)	213,506.00	(427,012.00)
3020 TCA Section 7-86-130 Receipts	35,000	5,833.33	57,041.00	51,207.67	57,041.00	22,041.00
3060 Local Government Contracts	694,604	57,883.67	50,372.59	(7,511.08)	281,907.63	(412,696.37)
3070 Contracted Services	48,809	4,067.42	4,067.42	0.00	20,337.10	(28,471.90)
3080 Sales & Fees	250	20.83	39.40	18.57	163.98	(86.02)
5002 Interest Income	515	42.92	20.68	(22.24)	95.18	(419.82)
5006 TECB Subsidies	250,122	41,687.00	0.00	(41,687.00)	83,374.00	(166,748.00)
5099 Other Non-Operating Revenue	38,785	3,232.08	136.32	(3,095.76)	43,232.12	4,447.12
<b>TOTAL ESTIMATED REVENUE</b>	<b>1,708,603</b>	<b>219,520.25</b>	<b>111,677.41</b>	<b>(107,842.84)</b>	<b>699,657.01</b>	<b>(1,008,945.99)</b>
=====						
<b>SALARIES AND WAGES</b>						
4001 Director	65,280	5,440.00	5,021.54	(418.46)	27,603.46	(37,676.54)
4002 Administrative Personnnel	125,521	10,460.08	9,655.46	(804.62)	53,075.88	(72,445.12)
4004 Telecommunicators	364,704	30,392.00	26,991.64	(3,400.36)	134,665.30	(230,038.70)
4005 Dispatch Supervisor Personnel	123,630	10,302.50	6,954.44	(3,348.06)	36,120.86	(87,509.14)
4006 Mapping/Addressing Personel	51,259	4,271.58	3,912.63	(358.95)	21,497.90	(29,761.10)
4007 Janitor	6,240	520.00	320.58	(199.42)	2,289.15	(3,950.85)
4012 I.T. Personel	51,000	4,250.00	3,923.08	(326.92)	21,566.28	(29,433.72)
4013 Compensated Absences	19,856	1,654.67	4,245.68	2,591.01	7,194.72	(12,661.28)
4099 Other Payroll Costs	2,100	175.00	0.00	(175.00)	0.00	(2,100.00)
4101 Social Security	50,443	4,203.58	3,770.80	(432.78)	18,766.37	(31,676.63)
4102 Medicare	11,797	983.08	881.87	(101.21)	4,388.90	(7,408.10)
4104 Medical Insurance	151,373	12,614.42	10,857.55	(1,756.87)	49,264.75	(102,108.25)
4106 Other Insurance	1,300	108.33	93.50	(14.83)	451.00	(849.00)
4107 Unemployment Compensation	1,596	133.00	0.00	(133.00)	86.96	(1,509.04)
4108 Pension Expense	44,770	3,730.83	3,006.31	(724.52)	15,804.55	(28,965.45)
4109 Other Postemployment Benefits	8,590	715.83	731.00	15.17	3,435.70	(5,154.30)
<b>ADMINISTRATION</b>						
4203 Audit Services	9,917	826.42	0.00	(826.42)	0.00	(9,917.00)
4204 Accounting/Bookkeeping Services	3,936	328.00	320.00	(8.00)	1,600.00	(2,336.00)
4208 Contracts with Vendors	500	41.67	0.00	(41.67)	0.00	(500.00)
4217 Legal Services	9,400	783.33	0.00	(783.33)	18.99	(9,381.01)
4229 Lease/Rental-Admin. Equip/furn/fixt	2,500	208.33	220.00	11.67	1,020.00	(1,480.00)
4232 Advertising	1,000	83.33	0.00	(83.33)	0.00	(1,000.00)
4233 Awards to Employees and Others	1,500	125.00	55.00	(70.00)	125.00	(1,375.00)
4237 Dues and Memberships - Admin.	5,150	429.17	0.00	(429.17)	5,135.00	(15.00)
4238 Employee Test/Exams - Admin	500	41.67	0.00	(41.67)	0.00	(500.00)
4239 Equipment - General (non-capitalized)	2,500	208.33	0.00	(208.33)	0.00	(2,500.00)
4240 Insurance - Liability	10,555	879.58	0.00	(879.58)	7,723.00	(2,832.00)
4241 Insurance - Worker's Compensation	2,600	216.67	0.00	(216.67)	0.00	(2,600.00)
4242 Maintenance and Repairs - Admin.	500	41.67	0.00	(41.67)	10.86	(489.14)
4243 Prem. On Surety/Fidelity Bonds	369	30.75	0.00	(30.75)	351.00	(18.00)
4245 Software & Licensing - Admin.	1,100	91.67	38.00	(53.67)	186.00	(914.00)
4246 Supplies & Materials - Admin.	3,290	274.17	228.35	(45.82)	943.23	(2,346.77)
4247 Training Costs - Administrative	1,200	100.00	0.00	(100.00)	500.00	(700.00)
4248 Travel - Administrative	6,500	541.67	0.00	(541.67)	993.08	(5,506.92)
4250 Telephone Costs - Administrative	3,000	250.00	180.31	(69.69)	901.55	(2,098.45)
4251 Telecomm cell phones/pagers-Admin	660	55.00	37.77	(17.23)	189.40	(470.60)
4253 Vehicle Expenses - Administrative	3,000	250.00	12.00	(238.00)	1,292.50	(1,707.50)
4254 Vehicle Fuel - Administrative	2,500	208.33	56.87	(151.46)	550.23	(1,949.77)

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BUDGET F/Y 2021-2022 (4/22/21)	APPROVED BY BOARD					
Amended 9/23/2021						
	2021-2022	BUDGET	ACTUAL	OVER(UNDER)	ACTUAL	OVER(UNDER)
	BUDGET	MONTHLY	REC/PAY OUT	MONTH	YEAR	YEAR
<b>REVENUES</b>				December		
3010 TCA Section 7-86-303 Receipts	640,518	106,753.00	106,753.00	0.00	320,259.00	(320,259.00)
3020 TCA Section 7-86-130 Receipts	35,000	5,833.33	0.00	(5,833.33)	57,041.00	22,041.00
3060 Local Government Contracts	694,604	57,883.67	65,394.93	7,511.26	347,302.56	(347,301.44)
3070 Contracted Services	48,809	4,067.42	4,067.42	0.00	24,404.52	(24,404.48)
3080 Sales & Fees	250	20.83	49.75	28.92	213.73	(36.27)
5002 Interest Income	515	42.92	20.71	(22.21)	115.89	(399.11)
5006 TECB Subsidies	250,122	41,687.00	41,687.00	0.00	125,061.00	(125,061.00)
5099 Other Non-Operating Revenue	38,785	3,232.08	0.00	(3,232.08)	43,232.12	4,447.12
<b>TOTAL ESTIMATED REVENUE</b>	<b>1,708,603</b>	<b>219,520.25</b>	<b>217,972.81</b>	<b>(1,547.44)</b>	<b>917,629.82</b>	<b>(790,973.18)</b>
=====						
<b>SALARIES AND WAGES</b>						
4001 Director	65,280	5,440.00	5,021.54	(418.46)	32,625.00	(32,655.00)
4002 Administrative Personnel	125,521	10,460.08	9,655.46	(804.62)	62,731.34	(62,789.66)
4004 Telecommunicators	364,704	30,392.00	27,742.27	(2,649.73)	162,407.57	(202,296.43)
4005 Dispatch Supervisor Personnel	123,630	10,302.50	3,100.67	(7,201.83)	39,221.53	(84,408.47)
4006 Mapping/Addressing Personnel	51,259	4,271.58	4,074.18	(197.40)	25,572.08	(25,686.92)
4007 Janitor	6,240	520.00	316.68	(203.32)	2,605.83	(3,634.17)
4012 I.T. Personnel	51,000	4,250.00	3,923.08	(326.92)	25,489.36	(25,510.64)
4013 Compensated Absences	19,856	1,654.67	2,986.56	1,331.89	10,181.28	(9,674.72)
4099 Other Payroll Costs	2,100	175.00	1,836.00	1,661.00	1,836.00	(264.00)
4101 Social Security	50,443	4,203.58	3,664.08	(539.50)	22,430.45	(28,012.55)
4102 Medicare	11,797	983.08	856.93	(126.15)	5,245.83	(6,551.17)
4104 Medical Insurance	151,373	12,614.42	10,857.55	(1,756.87)	60,122.30	(91,250.70)
4106 Other Insurance	1,300	108.33	79.50	(28.83)	530.50	(769.50)
4107 Unemployment Compensation	1,596	133.00	0.00	(133.00)	86.96	(1,509.04)
4108 Pension Expense	44,770	3,730.83	2,989.64	(741.19)	18,794.19	(25,975.81)
4109 Other Postemployment Benefits	8,590	715.83	731.00	15.17	4,166.70	(4,423.30)
<b>ADMINISTRATION</b>						
4203 Audit Services	9,917	826.42	0.00	(826.42)	0.00	(9,917.00)
4204 Accounting/Bookkeeping Services	3,936	328.00	320.00	(8.00)	1,920.00	(2,016.00)
4208 Contracts with Vendors	500	41.67	0.00	(41.67)	0.00	(500.00)
4217 Legal Services	9,400	783.33	0.00	(783.33)	18.99	(9,381.01)
4229 Lease/Rental-Admin. Equip/furn/fixt	2,500	208.33	220.00	11.67	1,240.00	(1,260.00)
4232 Advertising	1,000	83.33	0.00	(83.33)	0.00	(1,000.00)
4233 Awards to Employees and Others	1,500	125.00	0.00	(125.00)	125.00	(1,375.00)
4237 Dues and Memberships - Admin.	5,150	429.17	0.00	(429.17)	5,135.00	(15.00)
4238 Employee Test/Exams - Admin	500	41.67	0.00	(41.67)	0.00	(500.00)
4239 Equipment - General (non-capitalized)	2,500	208.33	19.78	(188.55)	19.78	(2,480.22)
4240 Insurance - Liability	10,555	879.58	0.00	(879.58)	7,723.00	(2,832.00)
4241 Insurance - Worker's Compensation	2,600	216.67	946.00	729.33	946.00	(1,654.00)
4242 Maintenance and Repairs - Admin.	500	41.67	0.00	(41.67)	10.86	(489.14)
4243 Prem. On Surety/Fidelity Bonds	369	30.75	0.00	(30.75)	351.00	(18.00)
4245 Software & Licensing - Admin.	1,100	91.67	38.00	(53.67)	224.00	(876.00)
4246 Supplies & Materials - Admin.	3,290	274.17	325.34	51.17	1,268.57	(2,021.43)
4247 Training Costs - Administrative	1,200	100.00	0.00	(100.00)	500.00	(700.00)
4248 Travel - Administrative	6,500	541.67	18.80	(522.87)	1,011.88	(5,488.12)
4250 Telephone Costs - Administrative	3,000	250.00	180.31	(69.69)	1,081.86	(1,918.14)
4251 Telecomm cell phones/pagers-Admin	660	55.00	37.77	(17.23)	227.17	(432.83)
4253 Vehicle Expenses - Administrative	3,000	250.00	0.00	(250.00)	1,292.50	(1,707.50)
4254 Vehicle Fuel - Administrative	2,500	208.33	118.21	(90.12)	668.44	(1,831.56)

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Approved E-911 Budget 2021-2022				
3% Revenue Increase				
	2021-2022	Amended	Quarter 2	
<b>REVENUES</b>	<b>APPROVED</b>			
3010 TCA Section 7-86-303 Receipts	640,518			
3020 TCA Section 7-86-130 Receipts	35,000			
3060 Local Government Contracts	694,604			
3070 Contracted Services	48,809			
3080 Sales & Fees	250			
5002 Interest Income	515			
5006 TECB Subsidies	250,122			
5099 Other Non-Operating Revenue	38,785			
<b><u>TOTAL ESTIMATED REVENUE</u></b>	<b>1,708,603</b>			
<b>SALARIES AND WAGES</b>	<b>2% SALARY INCREASE + LONGEVITY</b>			
4001 Director	65,280			
4002 Administrative Personnel (3)	125,521			
4004 Telecommunicators (9+OT)	364,704			
4005 Dispatch Supervisor Personnel (3+OT)	123,630			
4006 Mapping/Addressing Personnel (1.5)	51,259			
4007 Janitor	6,240			
4012 IT Personnel	51,000			
4013 Compensated Absences	19,856			
4099 Other Payroll Costs	2,100			
4101 Social Security	50,443			
4102 Medicare	11,797			
4104 Medical Insurance	151,373			
4106 Other Insurance	1,300			
4107 Unemployment Compensation	1,596			
4108 Pension Expense	44,770			
4109 Other Postemployment Benefits	8,590			
<b>ADMINISTRATION</b>				
4203 Audit Services	9,917			
4204 Accounting/Bookkeeping Services	3,936			
4208 Contracts with Vendors	500			
4217 Legal Services	9,400	6,973	2,427	**
4229 Lease/Rental-Admin Equip/furniture/fixt.	2,500			
4232 Advertising	1,000	600	400	*
4233 Awards to Employees and Others	1,500			
4237 Dues and Memberships - Administrative	5,150			
4238 Employee Test/Exams - Administrative	500			
4239 Equipment- General (non-capitalized)	2,500			
4240 Insurance - Liability	10,555	8055	2,500	**
4241 Insurance - Worker's Compensation	2,600			
4242 Maintenance and Repairs - Administrative	500			
4243 Prem. On Surety/Fidelity Bonds	369			
4245 Software & Licensing - Administration	1,100			
4246 Supplies & Materials-Administration	3,290			

4247 Training Costs - Administrative	1,200			
4248 Travel -Administrative	6,500			
4250 Telephone Costs - Administrative	3,000			
4251 Telecomm cell phones/pagers- Admin.	660			
4253 Vehicle Expenses - Administrative	3,000			
4254 Vehicle Fuel - Administrative	2,500			
4299 Misc. Admin Services and Expenses	750			
<b>BUILDING AND FACILITIES</b>				
4305 Equipment -Facilities (non capitalized)	7,000			
4307 Utilities	27,980			
4333 Maint. and Repairs-Buildings and Facilities	5,900			
4337 Building and Facilities Costs	500			
4338 Insurance - Buildings and Contents	13,627	20,554	(6,927)	**
4339 Maintenance & Warranty Contracts	1,500			
4340 Supplies and Materials-Build. and Facilities	7,000	6000	1,000	**
4399 Misc. Building and Facilities Costs	750			
<b>COMMUNICATIONS - OPERATIONS</b>				
4406 Employee Testing and Exams - Operations	3,000			
4410 Insurance - Equipment (non-administrative)	334			
4413 Communications License and Fees	45,000			
4418 Training Expenses - Communicat. Operat.	1,500			
4419 Travel Expenses - Communicat. Operat.	2,100			
4423 Addressing/mapping/database supplies	800			
4424 Cable/Internet Charges - Communications	25,000			
4427 Equipment - Communications (not capital)	6,500			
4430 Language Interpreting	150	550	(400)	*
4431 Maintenance & Warranty Contracts	26,700			
4432 Maintenance and Repairs - Communications	4,000	3000	1,000	**
4433 NCIC/TBI/TIES Expenses	6,352			
4435 Supplies, Materials, & Services - Comm.	2,000			
4437 Telephone Costs (Call Center Lines)	13,000			
4438 Telecom. Cell Phones & Pagers- Comm/OPS	1,200			
4439 Vehicle Expenses - Operations	4,000			
4440 Vehicle Fuel - Operations	1,000			
<b>NONOPERATING EXPENSE</b>				
5010 Interest Expense	104,500			
DEPRECIATION	174,195			
Building Payment Principal	29,500			
<b><u>TOTAL ESTIMATED EXPENSE</u></b>	1,667,474		-	
ESTIMATED RECEIPTS	1,708,603			
ESTIMATED EXPENDITURE	1,667,474			
OVER (UNDER)	41,129			
* More frequent usage of language interpreting				
** Cost adjustment on Insurance				

## FUND BALANCES

As of December 31, 2021 the following are the funds we have on hand

REVENUE FUND	\$	2,353,595.11
OPERATING ACCOUNT	\$	120,129.02
Building Project /USDA Loan Account	\$	1,086.70
<b>TOTAL CASH FUNDS</b>	<b>\$</b>	<b>2,474,810.83</b>

### DESIGNATED FUNDS:

CAPITAL EQUIPMENT (350,000 SET ASIDE 5/28/2020)	\$	37,349.30
CAPITAL ADD 4 DISPATCH POSITIONS (SET ASIDE 3/25/21)	\$	12,818.80
CAPITAL NEW CENTER ITEMS (SET ASIDE 3/25/21)	\$	5,127.95
800 MHZ SYSTEM MAINTENANCE (IN/OUT MONEY)	\$	43,356.26
METRO COMMUNICATIONS RADIO EQUIPMENT (3/8/19)	\$	10,796.47
SET ASIDE FOR USDA RESERVE LOAN ACCOUNT	\$	173,771.56
Certificate of Deposit (To be applied to loan)	\$	63,867.48
ESTIMATED 3 MONTHS RESERVE	\$	350,000.00
<b>TOTAL DESIGNATED FUNDS</b>	<b>\$</b>	<b>697,087.82</b>
<b>TOTAL UN-DESIGNATED FUNDS</b>	<b>\$</b>	<b>1,777,723.01</b>

We are receiving ECB payments of \$106,753 every two months

We are receiving ECB subsidy of \$41,687 every two months

ECB Statute 130 Funds Distribution is once a year

Approved 3/25/21			
139,229.64			
ITEM	TOTAL DESIGNATED	SPENT	BALANCE
8 COMPUTERS NEW POSITIONS	12,412.24	12,412.24	-
24 - 24" COMPUTER MONITORS NEW POSITIONS	3,167.76	3,167.76	-
24 - 27" COMPUTER MONITORS NEW POSITIONS	3,866.64	3,866.64	-
MISCELLANEOUS(CABLES, KEYBOARDS, CHAIRS, ETC.)	20,000.00	7,179.20	12,820.80
NCIC ACCESS (ONE TIME SET UP FEE 3 POSITIONS)	1,800.00	1,800.00	-
CAD SOFTWARE (4 NEW POSITIONS)	32,000.00	35,982.00	(3,982.00)
MAPPING SOFTWARE (4 NEW POSITIONS)	7,980.00	4,000.00	3,980.00
RADIO SYSTEM (4 NEW POSTITIONS)	58,000.00	58,000.00	-
TOTAL	139,226.64	126,407.84	12,818.80
			12/29/2021

Approved 3/25/21			
51,363.00			
ITEM	TOTAL DESIGNATED	SPENT	BALANCE
ADDRESSING COMPUTER	2,173.00	2,172.65	0.35
3-PROJECTORS (TRAINING AND CONFERENCE ROOMS)	3,000.00	1,797.96	1,202.04
2- HANDHELD RADIOS	16,000.00	15,866.64	133.36
NEW OFFICE/TRAINING ROOM CHAIRS	4,250.00	3,546.44	703.56
3 ADDITIONAL TVS FOR DISPATCH	2,100.00	1,223.00	877.00
ADDITIONAL FURNITURE FOR NEW CENTER	5,000.00	4,199.50	800.50
NETWORK SWITCHES	2,500.00	2,353.98	146.02
POINT-TO-POINT WIRELESS LINK 911>ROOSEVELT	340.00	309.99	30.01
ADDITIONAL CAMERAS FOR CENTER, ROOSEVELT, FIRE EAS	16,000.00	14,764.89	1,235.11
TOTAL	51,363.00	46,235.05	5,127.95
			9/30/2021

Approved 5/28/2020				
350,000.00				
ITEM	TOTAL DESIGNATED	SPENT	BALANCE	
Johnston Technologies (UPS Backup System)	31,350.00	31,350.00	-	
Johnston Technologies (Freight UPS Backup System)	959.45	680.53	278.92	
Metro/Motorola Communications (Radios for New Center)	31,555.46	31,555.46	-	
Metro/Motorola(Avtec Radio Console System)	180,371.55	152,764.16	27,607.39	
Metro (Wireless headset Adapters)	2,700.92	2,700.92	-	
Taylor Telecom(Network wiring)	44,374.00	44,374.00	-	
Taylor Telecom(Security Cameras/front gate cameras)	9,618.74	9,618.74	-	
Taylor Telecom (Access Control System, Gate wiring)	12,600.00	12,135.00	465.00	
Replay Systems (Audio Recorder)	26,945.89	26,945.89	-	
Misc. Wiring, accessories, etc.	9,523.99	526.00	8,997.99	
TOTAL	350,000.00	312,650.70	37,349.30	12/29/2021

**RETURN TO UNDESIGNATED FUNDS****Amount**

Metro Service Quote 03/18/2019	\$	10,796.47
From \$350,000 allocated 05/28/2020	\$	37,349.30
From \$51,363.00 allocated 03/25/2021	\$	5,127.95
From \$139,229.64 allocated 03/25/2021	\$	12,818.80
<b>TOTAL:</b>	<b>\$</b>	<b>66,092.52</b>

**NEW ALLOCATION**

Dispatch chairs and furniture	\$	10,000.00
Misc Install Costs (Incl. Electric and Trench)	\$	15,000.00
<b>TOTAL:</b>	<b>\$</b>	<b>25,000.00</b>

<b>TOTAL BACK INTO UNDESIGNATED</b>	<b>\$</b>	<b>41,092.52</b>
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**Subject:** Fwd: Roane County E-911 Board Request  
**From:** Cody Anderson <canderson@roanecounty911.com>  
**Date:** 10/25/2021, 12:13 PM  
**To:** Kim Tharp <ktharp@roanecounty911.com>

----- Forwarded Message -----

**Subject:** Roane County E-911 Board Request  
**Date:** Thu, 21 Oct 2021 16:00:11 -0400  
**From:** Tim Suter <[tim.suter@roanecountytn.org](mailto:tim.suter@roanecountytn.org)>  
**To:** [Kirk.morris@tn.usda.gov](mailto:Kirk.morris@tn.usda.gov)  
**CC:** Cody Anderson <[canderson@roanecounty911.com](mailto:canderson@roanecounty911.com)>

Mr. Morris

On behalf of the Roane County Emergency Communication, we feel we have completed more than 80% of our project and would like to begin the process of closing the loan. Please advise what we need to do to proceed.

Respectfully,

**Tim Suter**  
**911 Board of Directors, Chairman**  
Emergency Services, Director  
865-805-5418 (cell)  
220 North Third St e  
Kingston, TN 37763



Virus-free. [www.avg.com](http://www.avg.com)

**Subject:** Fwd: Recorder stop  
**From:** Cody Anderson <canderson@roanecounty911.com>  
**Date:** 11/1/2021, 10:42 AM  
**To:** Kim Tharp <ktharp@roanecounty911.com>

For the next board packet to go into the minutes.

**Cody Anderson**  
Executive Director  
Roane County Emergency Communications District (E-911)  
4390 Roane State Hwy. Rockwood, TN 37854  
865-354-0704  
[canderson@roanecounty911.com](mailto:canderson@roanecounty911.com)

----- Forwarded Message -----

**Subject:** Recorder stop  
**Date:** Mon, 1 Nov 2021 13:58:16 +0000  
**From:** Nolan Hicks <nolan.hicks@replaysystems.com>  
**To:** Cody Anderson <canderson@roanecounty911.com>  
**CC:** Keith Davis <keith.davis@replaysystems.com>

Hello,

The recorder for 911 position recording stopped on 10/26/2021 at 3:50 am.

It was restarted and began recording at 7:53 am this morning, 11/1/2021.

This did not affect radio or TAC phone recording.

I have a ticket open with HigherGround to determine the root cause.

Regards,

**Nolan Hicks**  
Replay Systems, Inc.  
4800 N. Federal Hwy  
Suite 104B  
Boca Raton, FL 33431  
T 954.267.9199 | TF 800.722.3472  
F 954.337-2751



[website](#) | [map](#) | [email](#)

**Subject:** Fwd: Recorder down time  
**From:** Cody Anderson <canderson@roanecounty911.com>  
**Date:** 11/10/2021, 12:20 PM  
**To:** ktharp@roanecounty911.com

software upgrade after downtime

**Cody Anderson**  
Executive Director  
Roane County Emergency Communications District (E-911)  
4390 Roane State Hwy. Rockwood, TN 37854  
865-354-0704  
[canderson@roanecounty911.com](mailto:canderson@roanecounty911.com)

----- Forwarded Message -----

**Subject:** Recorder down time  
**Date:** Wed, 10 Nov 2021 17:10:33 +0000  
**From:** Nolan Hicks <nolan.hicks@replaysystems.com>  
**To:** Cody Anderson <canderson@roanecounty911.com>

Recorder was off line from 11:55 am to 11:59 am.

Thanks,

**Nolan Hicks**  
Replay Systems, Inc.  
4800 N. Federal Hwy  
Suite 104B  
Boca Raton, FL 33431  
T 954.267.9199 | TF 800.722.3472  
F 954.337-2751



[website](#) | [map](#) | [email](#)



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**Subject:** Fwd: Recorder down time  
**From:** Cody Anderson <canderson@roanecounty911.com>  
**Date:** 11/10/2021, 12:20 PM  
**To:** ktharp@roanecounty911.com

software upgrade after downtime

**Cody Anderson**  
Executive Director  
Roane County Emergency Communications District (E-911)  
4390 Roane State Hwy. Rockwood, TN 37854  
865-354-0704  
[canderson@roanecounty911.com](mailto:canderson@roanecounty911.com)

----- Forwarded Message -----

**Subject:** Recorder down time  
**Date:** Wed, 10 Nov 2021 17:10:33 +0000  
**From:** Nolan Hicks <nolan.hicks@replaysystems.com>  
**To:** Cody Anderson <canderson@roanecounty911.com>

Recorder was off line from 11:55 am to 11:59 am.

Thanks,

**Nolan Hicks**  
Replay Systems, Inc.  
4800 N. Federal Hwy  
Suite 104B  
Boca Raton, FL 33431  
T 954.267.9199 | TF 800.722.3472  
F 954.337-2751



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This email has been checked for viruses by AVG antivirus software.  
[www.avg.com](http://www.avg.com)

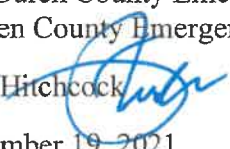
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## MEMORANDUM

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### PRIVILEGED AND CONFIDENTIAL

**To:** Bedford County Emergency Communications District  
Blount County Emergency Communications District  
Bradley County Emergency Communications District  
Cheatham County Emergency Communications District  
Coffee County Emergency Communications District  
Cumberland County Emergency Communications District  
Franklin County Emergency Communications District  
Giles County Emergency Communications District  
Hamilton County Emergency Communications District  
Knox County Emergency Communications District  
Meigs County Emergency Communications District  
Rhea County Emergency Communications District  
Roane County Emergency Communications District  
Van Buren County Emergency Communications District  
Warren County Emergency Communications District

**From:** Rick Hitchcock 

**Date:** November 19, 2021

**Re:** Final Status Update

On September 30, 2021, Judge Collier denied the motion filed by Level 3's attorneys, which sought attorneys' fees and expenses based upon the absurd assertions that the Districts' claims against Level 3 were frivolous and brought for improper purposes. Level 3 did not appeal Judge Collier's denial of the motion, and the matter now has been completely resolved in the Districts' favor.

Over the course of more than 10 years, we have had the privilege to work with you to investigate and pursue claims against telecommunications providers that have abused their obligations and failed to remit 911 fees. We settled claims against two companies without suit, filed suit against 19 other companies, and settled 18 of those suits for nearly \$16 million dollars. We lost one case, which has now been fully concluded with Judge Collier's latest ruling.

We have appreciated the opportunity to work with you on efforts to recover funding essential to the provision of the critical 911 services that you provide for all of our benefit.

Best wishes for Thanksgiving and the upcoming Holiday Season.

cc: Mr. Mike Mahn  
Mr. Don Howell



P.O. Box 1006  
Crossville, TN 38557  
Ph: 615 484-7541

October 21, 2021

Roane County 911  
c/o  
Mr. Greg Leffew  
Leffew & Leffew  
109 North Front Avenue, PO Box 63  
Rockwood, TN 37854

Re: Contractor Communication

Mr. Leffew

In response to your letter dated September 30, 2021:

**#1 - Front Drive / Paving**

We are not aware of any communication between UDG and Monolith Construction subsequent to the May 25<sup>th</sup> email you refer to, other than the letter from Monolith to Roane 911 dated August 18<sup>th</sup> regarding scheduling of the asphalt work.

**#2 - Future Use Conduit**

We are not aware of any communication between UDG and Monolith Construction since August 20<sup>th</sup> regarding the future use conduit installation.

**#3 - Dispatch Console Installation**


We are not aware of any communication between UDG and Monolith Construction since August 4<sup>th</sup>, other than the letter from Monolith to Roane 911 dated August 18<sup>th</sup> regarding the dispatch console installation.

We will be glad to set up a conference call or meeting with Monolith and Roane 911, if desired. Please let us know if you would like for us to do so.

Sincerely,


A handwritten signature in dark ink, appearing to read 'B. Allen Hill', is written over a faint, larger signature.

B. Allen Hill, Principal Architect, AIA, RRC, NCARB, CDI

	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	DISPATCH STANDARDS	01/10/2022   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:

**GENERAL DISPATCH GUIDELINES:**

1. Dispatching shall be accurate based on known facts and done as quickly as possible as to not delay response. The call taker or dispatcher should not make any assumptions regarding the call and dispatch only known facts.
2. Dispatching shall be done in a calm, clear, and concise manner.
3. RCECD shall dispatch the appropriate department(s) and/or unit(s) on a 24 hour per day, 7 day per week basis.
  - a. Should it be the policy of a department to not respond to a certain type of call or at a certain time, the department/unit may notify dispatch of such after the dispatch. The dispatcher shall note this response in the CFS record.
4. Dispatch should not hold a call for service without first notifying a unit or supervisor of the department with jurisdiction of the pending call for service (CFS).
5. It shall be the responsibility of each department to determine the number of personnel to respond and the priority of response, including if personnel will have an emergent or non-emergent response.
6. It shall be the responsibility of each unit to advise the dispatcher of their status (such as, but not limited to, "en route," "on scene," "in service") to ensure an accurate log is created.
7. The dispatcher will dispatch any additional agencies/personnel not specifically identified in this policy at the request of a responding unit.
8. The dispatcher shall keep an accurate and complete record of incident details and unit actions in the CFS record. The dispatcher may make small notes as requested by units.
9. For incidents which do not clearly fit within the outline of this policy or for unusual incidents, the dispatcher shall dispatch any and all resources the dispatcher reasonably believes to be necessary to facilitate an adequate response.

	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	DISPATCH STANDARDS	01/10/2022   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:


#### **METHODS OF DISPATCH:**

The primary method of dispatching emergency services personnel shall be via two-way radio. Dispatching shall occur on channel(s) as determined appropriate for each department/public safety discipline by RCECD. Incidents may be assigned to a temporary alternative channel as determined appropriate by the on-duty dispatch supervisor (or senior telecommunicator in the absence of a supervisor). It is the responsibility of each department to furnish, program, install, and maintain any equipment necessary to utilize the two-way radio system by the department.

Call for service information may be relayed to a unit via phone call when information may be considered confidential (such as phone numbers, private medical information, codes to gates/lock boxes/doors) or when a large amount of information needs to be given to a unit to prevent extended use of radio system.

The Roane County Emergency Communications District may agree to support additional methods of dispatch; however these methods shall be considered supplementary and shall not be solely relied upon by emergency services personnel. Any additional methods of dispatch shall not be guaranteed by the RCECD in any way. Call for service information given through additional methods of dispatch may be restricted or unavailable.

When a temporary alternative channel has been assigned to an incident, the dispatcher shall notify the incident commander (IC) or person in charge of the incident if dispatch will or will not be able to monitor the assigned channel. Dispatch workload, other incidents, and/or equipment limitations may limit the ability of the dispatch center to monitor incident channels. The IC shall maintain contact with dispatch in a professional manner with brief, pertinent messages as needed utilizing the primary or alternative channel as advised by the dispatcher. All units responding to the incident shall utilize their primary dispatch channel unless deviation is approved by the on-duty dispatch supervisor. All on scene units assigned to the incident shall utilize the assigned channel(s).

	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	DISPATCH STANDARDS	01/10/2022   Revision: 1
		Generated by: Cody Anderson, Director
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#### **LAW ENFORCEMENT:**


1. Calls for service requiring law enforcement response will be given to the department having primary jurisdiction.
2. If the department having jurisdictions assigns officers to work specific geographical areas and/or assignments, and that information is relayed to dispatch, the appropriate officer should be dispatched.
  - a. In the event the appropriate officer is unavailable, the on duty department supervisor shall be notified of the call for service.
3. Law enforcement officers shall be responsible for providing the dispatcher with accurate information, including location, regarding any officer initiated activity. The dispatcher shall create a CAD record for such activity.
4. OCA numbers will be assigned by the dispatcher only at the request of an officer.
5. Law enforcement detectives, administrative level supervisors, or other non-patrol personnel may only be dispatched at the request of an officer of the same department. Any requests received from fire departments, EMS units, or others must first be relayed to an on-duty officer of the department.
6. Wrecker rotations of each department may only be utilized by members of the department. If a request is received from someone else, an on-duty officer of the department must be notified and authorize the use of the wrecker rotation.

#### **JUVENILE OFFICERS:**

- Juvenile officers may be dispatched at the request of a Roane County law enforcement officer. Requests from others, including law enforcement agencies from outside of Roane County, should be directed to an on-duty Roane County Sheriff's Office deputy first.

#### **MEDICAL EXAMINER:**

- The medical examiner or a representative of the medical examiner's office may be dispatched at the request of emergency services personnel.

	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	DISPATCH STANDARDS	01/10/2022   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:

#### **FIRE DEPARTMENTS:**

All CFS which involve a need for fire department response shall be dispatched to the fire department having jurisdiction, as well as any other departments where an applicable mutual aid agreement exists and has been provided to RCECD.


In accordance with national standards, it shall be the goal of RCECD for ninety (90%) percent of dispatches to occur within sixty (60) seconds. The dispatcher shall page the appropriate department(s), announcing the department name(s), the address including city twice, and the nature of the CFS. Upon the first unit responding, the dispatcher shall advise all known facts.

If acknowledgement of a dispatched CFS is not received by the communication center within sixty (60) seconds, the dispatcher shall transmit a repeat page to the department(s). In the event a volunteer department does not acknowledge a second page (for all incident types excluding first responder or public/list assistance calls), the dispatcher shall transmit a county-wide volunteer fire department page requesting response.

Once a dispatched CFS is acknowledged by a department, no further pages shall occur unless requested by a responding unit.

Fire department(s) shall be dispatched to the following:

- Actual, suspected, or possible fire (structure, vehicle, vegetation, etc.)
- Fire alarm system activations
- Motor vehicle collisions with any of the following: known or possible injury; entrapment; full or partial ejection of an occupant; rollover of a vehicle; hazards such as leaking fuel/fluids; vehicles carrying hazardous cargo
- Potential or known hazardous materials incidents
- Search and rescue incidents where a person is known or believed to be in distress or at the request of law enforcement for missing individuals
- Situations where a person is entrapped (for example: industrial accident, trench collapse, structure collapse) or requires specialized skills (for example: high-angle rescue, swift water rescue, grain/silo rescue)
- Industrial accidents
- Medical incidents requiring first responder response for departments which provide first responder services (see EMS section of this policy)
- Public assistance/lift assistance requests

	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	DISPATCH STANDARDS	01/10/2022   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:

- Mass casualty incidents
- Aircraft or watercraft accidents
- Other incidents as requested by responding units
- Medical aircraft landing zone stand-by


#### **RESCUE SQUAD:**

The Roane County Rescue Squad performs emergency response services primarily for areas within Roane County located outside of city limits and shall be dispatched to the following calls for service:

- Motor vehicle collisions with any of the following: known or possible injury; entrapment; full or partial ejection of an occupant; rollover of a vehicle
- Situations where a person is entrapped (for example: industrial accident, trench collapse, structure collapse) or requires specialized skills (for example: high-angle rescue, swift water rescue, grain/silo rescue)
- Mass casualty incidents
- Structure fires at request of fire department
- Search and rescue incidents where a person is known or believed to be in distress or at the request of law enforcement for missing individuals
- Medical incidents requiring first responder response within Midtown VFD jurisdiction (see EMS section of this policy)
- Aircraft or watercraft accidents
- Forensic transportation requests by the Medical Examiner or law enforcement officer

Public assistance/lift assistance requests may be dispatched to the rescue squad after two (2) pages to the jurisdictional fire department without response.

The Rescue Squad may be dispatched to any type of call for service at the request of another agency, including city fire departments and law enforcement agencies.

	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	DISPATCH STANDARDS	01/10/2022   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:

#### **OFFICE OF EMERGENCY SERVICES (OES):**

The Roane County Office of Emergency Services (formerly known as “EMA”) shall be dispatched to the following incidents, when occurring outside of city limits:


- Actual, suspected, or possible fire (structure, vehicle, vegetation, etc.)
- Fire alarm system activations
- Motor vehicle collisions with any of the following: known or possible injury; entrapment; full or partial ejection of an occupant; rollover of a vehicle; hazards such as leaking fuel/fluids; vehicles carrying hazardous cargo
- Potential or known hazardous materials incidents.
- Search and rescue incidents where a person is known or believed to be in distress or at the request of law enforcement for missing individuals
- Situations where a person is entrapped (for example: industrial accident, trench collapse, structure collapse) or requires specialized skills (for example: high-angle rescue, swift water rescue, grain/silo rescue)
- Industrial accidents
- Mass casualty incidents
- Aircraft accidents
- Other incidents as requested by responding units

Public assistance/lift assistance requests may be dispatched to OES after two (2) pages to the jurisdictional fire department without response.

#### ***Monday through Friday, 7:30am – 4:00pm***


- OES shall be dispatched to all CPR in progress calls occurring outside of city limits. OES may be dispatched to CPR in progress calls inside city limits if requested.
- OES shall be dispatched to all medical calls (occurring outside of city limits, unless requested) if Roane County EMS does not have an available ambulance to immediately respond.

The OES may be dispatched to any other incident, including those inside city limits, at the request of responding department(s)/unit(s).

	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	DISPATCH STANDARDS	01/10/2022   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:

#### **EMERGENCY MEDICAL SERVICES (EMS):**

1. All CFS which require response by EMS (either by the nature of the CFS or by request of a responding unit) shall have an EMS unit dispatched.
2. It shall be the goal of RCECD for ninety (90%) percent of dispatches to occur within ninety (90) seconds.
3. Calls for service will be dispatched to the closest EMS unit. Roane County EMS shall be responsible for providing to RCECD a listing of which EMS station is closest to each geographic area of Roane County. Roane County EMS may provide the emergency communications center with a rotation order of EMS units to be used for dispatching out of county transfers and/or responses.
4. All calls for service in a location where the jurisdictional fire department or rescue squad provide first responder services shall also have that department dispatched along with the EMS unit.
5. If an EMS unit is not immediately available to respond, the on-duty EMS supervisor shall be promptly notified of the pending CFS and need for an EMS unit. The dispatcher will contact surrounding EMS agencies requesting a mutual aid response. The dispatcher will log into the CFS record which agency was contacted and their response to the request. In the event that no surrounding agencies are able to respond as mutual aid, the on-duty EMS supervisor shall again be notified.
  - a. The on-duty EMS supervisor may authorize the dispatcher to deviate from attempting to locate a mutual aid response and hold the CFS for a Roane County EMS unit. The supervisor's name and request shall be documented in the CFS record.
  - b. *See OES medical response protocol in OES section of this policy.*
6. First responder services provided by fire departments or the rescue squad shall not be dispatched without an EMS response. However, if an EMS unit is not immediately available to respond, first responders shall be dispatched within ninety (90) seconds while attempting to locate an EMS unit to respond.
7. EMS shall be dispatched to provide stand-by services to all structure fires, hazardous materials incidents, potential mass casualty incidents, any situations where a person is entrapped (for example: in a motor vehicle collision, industrial accident, trench collapse, etc.) or at the request of another agency.

	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	DISPATCH STANDARDS	01/10/2022   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:

#### **ROANE COUNTY HIGHWAY DEPARTMENT:**

The Roane County Highway Department shall be notified of any situations which affect a county roadway such as trees fallen into roadway, sinkholes, missing/damaged street signs, debris in roadway, or roadway damage.

For issues arising outside of normal working hours which may not require an immediate response (such as missing/damaged road signs), the call shall first be dispatched to a law enforcement officer who may advise to hold the call for normal working hours of the highway department or immediate dispatch.

#### **TENNESSEE DEPARTMENT OF TRANSPORTATION (TDOT):**

TDOT shall be notified of any situations which affect a state roadway (any roadway which has a US or State highway number regardless of local roadway naming (example: River Road is TN-304) such as trees fallen into roadway, sinkholes, missing/damaged street signs, debris in roadway, or roadway damage.

For issues arising outside of normal working hours which may not require an immediate response (such as missing/damaged road signs), the call shall first be dispatched to a law enforcement officer who may advise to hold the call for normal working hours of the TDOT staff or immediate dispatch.

#### **CITY PUBLIC WORKS (STREET DEPT., ELECTRIC UTILITIES, WATER DEPTS, ETC.):**

City public works departments may be dispatched at the request of law enforcement or a fire department.

#### **ANIMAL CONTROL:**


Animal control may be dispatched at the request of emergency services personnel during normal working hours. After hours requests shall be dispatched to the jurisdictional law enforcement agency who may request after hours dispatch.

#### **OTHER STATE AGENCIES:**

Other state agencies may include (but not limited to):

- Tennessee Highway Patrol (THP)
- Tennessee Wildlife Resources Agency (TWRA)
- Tennessee Forestry
- Tennessee Department of Children's Services (DCS)

Other state agencies may be dispatched to or notified of calls for service at the request of emergency services personnel.

	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	DISPATCH STANDARDS	01/10/2022   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:

#### **TEST PAGES:**

Test pages shall be conducted for municipal fire departments and EMS units each morning at 8:00am. Test pages may be delayed as reasonably necessary due to dispatch call volume. Any department or unit who does not respond to a test page shall be contacted via phone to ensure functionality of the paging system. The dispatcher shall make record of the test page in the CAD system.

Test pages shall be conducted for volunteer fire departments, Roane County OES/HAZMAT, and the Roane County Rescue Squad weekly on Saturdays at noon. Test pages may be delayed as reasonably necessary due to dispatch call volume. Each department shall be paged individually and a response shall be requested. A response or lack of response shall be logged in the CAD system. After each department has been paged individually, a group page shall be conducted. No response from each department shall be required for the group page.


#### **SPECIAL NOTIFICATIONS:**

1. In the event of a roadway closure expected to last more than thirty (30) minutes, all departments having primary jurisdiction over the area shall be notified. This notification may be sent to fire departments, OES, EMS, and the rescue squad as an information message through a secondary dispatch method, if available.

#### **CANCELLATION OF A CALL FOR SERVICE:**

Once a call for service has been dispatched by RCECD, it may be cancelled based on the following guidelines:

1. Citizen's request – a responding unit will be notified of the request to cancel the CFS and the responding unit will make a determination if cancellation is appropriate.
2. Emergency services personnel on scene – an on scene unit may request to cancel other responding units. The dispatcher shall advise responding units of the request to cancel response and the unit authorizing cancellation.
3. According to the *Automated Alarm System Activation* policy.

	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	DISPATCH STANDARDS	01/10/2022   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:

**DEFINITIONS:**


- *Mass Casualty Incident (MCI)* – an incident where the number of patients exceeds the amount of healthcare resources available

**REFERENCES:**

Mass Casualty Incident (MCI) Response, US Department of Health and Human Services

<https://files.asprtracie.hhs.gov/documents/epimn-module-1-triage-during-a-mass-casualty-incident.pdf>

NFPA 1225 – Standards of Emergency Services Communications, 2022 Edition

	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	METHODS OF DISPATCH	12/22/2021   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:

#### **METHODS OF DISPATCH:**

The primary method of dispatching emergency services personnel shall be via two-way radio. Dispatching shall occur on channel(s) as determined appropriate for each department/public safety discipline by RCECD. Incidents may be assigned to a temporary alternative channel as determined appropriate by the on-duty dispatch supervisor (or senior telecommunicator in the absence of a supervisor). It is the responsibility of each department to furnish, program, install, and maintain any equipment necessary to utilize the two-way radio system by the department.

Call for service information may be relayed to a unit via phone call when information may be considered confidential (such as phone numbers, private medical information, codes to gates/lock boxes/doors) or when a large amount of information needs to be given to a unit to prevent extended use of radio system.

The Roane County Emergency Communications District may agree to support additional methods of dispatch; however these methods shall be considered supplementary and shall not be solely relied upon by emergency services personnel. Any additional methods of dispatch shall not be guaranteed by the RCECD in any way. Call for service information given through additional methods of dispatch may be restricted or unavailable.

When a temporary alternative channel has been assigned to an incident, the dispatcher shall notify the incident commander (IC) or person in charge of the incident if dispatch will or will not be able to monitor the assigned channel. Dispatch workload, other incidents, and/or equipment limitations may limit the ability of the dispatch center to monitor incident channels. The IC shall maintain contact with dispatch in a professional manner with brief, pertinent messages as needed utilizing the primary or alternative channel as advised by the dispatcher. All units responding to the incident shall utilize their primary dispatch channel unless deviation is approved by the on-duty dispatch supervisor. All on scene units assigned to the incident shall utilize the assigned channel(s).

RESPONSIBILITY	RESPONSIBLE PERSON	NOTES
SIGN BILLS	ERIC	DO NOT SIGN ANY REIMBURSEMENTS (IF ANY) FOR SELF – CHECK SIGNER WILL APPROVE/SIGN THESE
SIGN TIME CARDS	ANNETTE	
PERSONNEL ISSUES	ANNETTE	<ul style="list-style-type: none"> <li>• VERBAL/WITTEN WARNING -- HANDLE</li> <li>• SUSPENSION/HIRE/FIRE – CONSULT WITH PERSONNEL COMMITTEE CHAIRMAN</li> </ul>
DISPATCH SCHEDULE	ANNETTE	ASSISTANCE FROM SHIFT SUPERVISOR(S) AS NEEDED PER NORMAL OPERATIONS
VACATION/SICK/COMP REQUESTS	ANNETTE	
FACILITIES/VEHICLES	ERIC	NORMAL USE, FUELING, SCHEDULED MAINTENANCE
BANK DEPOSITS	ERIC	USE CENTER VEHICLE

Any non-standard/non-recurring expense above \$250 needs consultation and approval from Budget Committee Chairman.

Emergency expenses are allowable with communication with Budget Committee Chairman as soon as possible afterwards.

# REPORT ON DEBT OBLIGATION

(Pursuant to Tennessee Code Annotated Section 9-21-151)

<b>1. Public Entity:</b>			
Name:	Roane County Emergency Communications District		
Address	4390 Roane State Highway Rockwood, TN 37854		
Debt Issue Name:	Emergency Comm District Revenue Bond Anticipation Note-Interim Certificate		
If disclosing initially for a program, attach the form specified for updates, indicating the frequency required.			
<b>2. Face Amount:</b> \$ 2,703,500.00			
Premium/Discount:	\$ 0.00		
<b>3. Interest Cost:</b> 3.0000 %			
<input type="checkbox"/> Tax-exempt <input checked="" type="checkbox"/> Taxable			
<input checked="" type="checkbox"/> TIC <input type="checkbox"/> NIC			
<input type="checkbox"/> Variable: Index _____ plus _____ basis points; or			
<input type="checkbox"/> Variable: Remarketing Agent _____			
<input type="checkbox"/> Other: _____			
<b>4. Debt Obligation:</b>			
<input type="checkbox"/> TRAN <input type="checkbox"/> RAN <input type="checkbox"/> CON <input checked="" type="checkbox"/> BAN <input type="checkbox"/> CRAN <input type="checkbox"/> GAN <input type="checkbox"/> Bond <input type="checkbox"/> Loan Agreement <input type="checkbox"/> Capital Lease			
If any of the notes listed above are issued pursuant to Title 9, Chapter 21, enclose a copy of the executed note with the filing with the Division of Local Government Finance ("LGF").			
<b>5. Ratings:</b>			
<input checked="" type="checkbox"/> Unrated Moody's _____ Standard & Poor's _____ Fitch _____			
<b>6. Purpose:</b>			
<input type="checkbox"/> General Government _____ % <input type="checkbox"/> Education _____ % <input type="checkbox"/> Utilities _____ % <input type="checkbox"/> Other _____ % <input checked="" type="checkbox"/> Refunding/Renewal 100.00 %	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #333; color: white;">BRIEF DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td>Extension of USDA Note</td> </tr> </tbody> </table>	BRIEF DESCRIPTION	Extension of USDA Note
BRIEF DESCRIPTION			
Extension of USDA Note			
<b>7. Security:</b>			
<input type="checkbox"/> General Obligation <input type="checkbox"/> General Obligation + Revenue/Tax <input checked="" type="checkbox"/> Revenue <input type="checkbox"/> Tax Increment Financing (TIF) <input type="checkbox"/> Annual Appropriation (Capital Lease Only) <input type="checkbox"/> Other (Describe): _____			
<b>8. Type of Sale:</b>			
<input type="checkbox"/> Competitive Public Sale <input type="checkbox"/> Interfund Loan <input type="checkbox"/> Negotiated Sale <input checked="" type="checkbox"/> Loan Program <u>USDA Rural Development</u> <input type="checkbox"/> Informal Bid			
<b>9. Date:</b>			
Dated Date: 10/25/2021	Issue/Closing Date: 10/25/2021		

### REPORT ON DEBT OBLIGATION

(Pursuant to Tennessee Code Annotated Section 9-21-151)

#### 10. Maturity Dates, Amounts and Interest Rates \*:

Year	Amount	Interest Rate	Year	Amount	Interest Rate
2022	\$ 2,703,500.00	3.0000 %		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%
	\$	%		\$	%

If more space is needed, attach an additional sheet.

If (1) the debt has a final maturity of 31 or more years from the date of issuance, (2) principal repayment is delayed for two or more years, or (3) debt service payments are not level throughout the retirement period, then a cumulative repayment schedule (grouped in 5 year increments out to 30 years) including this and all other entity debt secured by the same source **MUST BE PREPARED AND ATTACHED**. For purposes of this form, debt secured by an ad valorem tax pledge and debt secured by a dual ad valorem tax and revenue pledge are secured by the same source. Also, debt secured by the same revenue stream, no matter what lien level, is considered secured by the same source.

\* This section is not applicable to the Initial Report for a Borrowing Program

#### 11. Cost of Issuance and Professionals:

☒ No costs or professionals

	AMOUNT (Round to nearest \$)	FIRM NAME
Financial Advisor Fees	\$ 0	
Legal Fees	\$ 0	
Bond Counsel	\$ 0	
Issuer's Counsel	\$ 0	
Trustee's Counsel	\$ 0	
Bank Counsel	\$ 0	
Disclosure Counsel	\$ 0	
Paying Agent Fees	\$ 0	
Registrar Fees	\$ 0	
Trustee Fees	\$ 0	
Remarketing Agent Fees	\$ 0	
Liquidity Fees	\$ 0	
Rating Agency Fees	\$ 0	
Credit Enhancement Fees	\$ 0	
Bank Closing Costs	\$ 0	
Underwriter's Discount _____ %		
Take Down	\$ 0	
Management Fee	\$ 0	
Risk Premium	\$ 0	
Underwriter's Counsel	\$ 0	
Other expenses	\$ 0	
Printing and Advertising Fees	\$ 0	
Issuer/Administrator Program Fees	\$ 0	
Real Estate Fees	\$ 0	
Sponsorship/Referral Fee	\$ 0	
Other Costs	\$ 0	
<b>TOTAL COSTS</b>	<b>\$ 0</b>	

### REPORT ON DEBT OBLIGATION

(Pursuant to Tennessee Code Annotated Section 9-21-151)

**12. Recurring Costs:**☒ No Recurring Costs

	AMOUNT (Basis points/\$)	FIRM NAME (if different from #11)
Remarketing Agent		
Paying Agent / Registrar		
Trustee		
Liquidity / Credit Enhancement		
Escrow Agent		
Sponsorship / Program / Admin		
Other		

**13. Disclosure Document / Official Statement:**☒ None Prepared☐ EMMA link☐ Copy attached

or

**14. Continuing Disclosure Obligations:**

Is there an existing continuing disclosure obligation related to the security for this debt?

☐ Yes☒ No

Is there a continuing disclosure obligation agreement related to this debt?

☐ Yes☒ No

If yes to either question, date that disclosure is due

Name and title of person responsible for compliance

**15. Written Debt Management Policy:**

Governing Body's approval date of the current version of the written debt management policy

12/15/2011

Is the debt obligation in compliance with and clearly authorized under the policy?

☒ Yes☐ No**16. Written Derivative Management Policy:**☒ No derivative

Governing Body's approval date of the current version of the written derivative management policy

Date of Letter of Compliance for derivative

Is the derivative in compliance with and clearly authorized under the policy?

☐ Yes☐ No**17. Submission of Report:**

To the Governing Body:

on 11/18/2021

and presented at public meeting held on

11/18/2021

Copy to Director, Division of Local Govt Finance:

on 10/25/2021

either by:

☐ Mail to:Cordell Hull Building  
425 Fifth Avenue North, 4th Floor  
Nashville, TN 37243-3400

OR

☒ Email to:

LGF@cot.tn.gov

**18. Signatures:**

AUTHORIZED REPRESENTATIVE

PREPARER

Name	Tim Suter	Lillian M. Blackshear
Title	Chairman	Member
Firm		Bass, Berry & Sims, PLC
Email	canderson@roanecounty911.com	lblackshear@bassberry.com
Date	10/25/2021	10/25/2021

# ROANE NEWSPAPERS

Roane County News, Morgan County News, Lafollette Press, P.O. Box 610, Kingston, TN 37763. Phone 865-376-3481, Fax 865-376-1945

TO: Roane County Emergency Community  
P.O. Box 236  
Rockwood, TN 37854

**ADVERTISING:** Sunshine Notice of 911 Regular Board Meeting/ Oct. 21, 2021

I, Greg Wilkerson, make oath that the attached advertisement or notice was published in:

X The Roane County News, a bi-weekly newspaper published at Kingston, TN, Roane County, also online at www.roanecounty.com

       The Morgan County News, a weekly newspaper published at Wartburg, TN, Morgan County, also online at www.morgancountynews.net

       The Lafollette Press, a weekly newspaper published at Lafollette, TN, Campbell County, also online at www.lafollettepress.com

This Notice also appeared on the State of Tennessee website at www.tnpublicnotice.com for all runs required by Tenn. Code Ann. 1-3-120(2013) There will only be one tear sheet attached to cover all runs.

**Notice** was published in said newspaper on the following date(s): RCN 10/13/2021

and that the statement of account herewith is correct to the best of my knowledge and belief.

Signed [Signature]

**Subscribed and sworn to before me this 13<sup>th</sup> day of OCTOBER, 2021.**

[Signature]  
Notary Public

My Commission Expires February 18, 2024



**Notice of Special  
Meeting of the Board of  
Directors of the Roane  
County Emergency  
Communications  
District of Roane County,  
Tennessee**

**PUBLIC NOTICE IS HEREBY**  
GIVEN that the Board of Directors of the Roane County Emergency Communications District of Roane County, Tennessee will meet in open and public session at the 911 Center Administrative Office (4390 Roane State Highway, Rockwood, TN) at 1:00 p.m., on Thursday, October 21, 2021, for the purpose of considering all matters as may be properly presented to it, including the consideration of a resolution authorizing the extension of its \$2,703,500 Emergency Communications District Revenue Bond Anticipation Note (Interim Certificates of Indebtedness) (Taxable), the proceeds of which will be used to finance capital improvements to the emergency communication system.

This notice is given pursuant to the provisions of Sections 8-44-101 to 8-44-106, inclusive, Tennessee Code Annotated.

**PUBLIC NOTICE**

There will be a 911 Regular Monthly Board meeting October 21, 2021, 4390 Roane State Highway, Rockwood at 1:00 p.m.  
Media and public are always welcome.



STATE OF TENNESSEE  
DEPARTMENT OF FINANCE AND ADMINISTRATION  
BENEFITS ADMINISTRATION  
312 Rosa L. Parks Avenue  
Suite 1900 William R. Snodgrass Tennessee Tower  
Nashville, Tennessee 37243-1102  
Phone (615) 741-3590 or (800) 253-9981  
FAX (615) 253-8556

January 19, 2022

MEMO TO: Local Government Plan Agency Directors and Fiscal Officers  
FROM: Melissa Wiseman, Director of Operations  
RE: OPEB: **Local Government Agency--Retiree Coverage**

Rules adopted by the Governmental Accounting Standards Board (GASB – and similarly FASB) require public agencies to *report certain Other Postemployment Benefits (OPEB) liabilities on their balance sheets if they have retirees in the State Insurance Plan and/or if active employees are eligible to continue coverage as retirees.*

Many local government agencies participating in the State Group Insurance Plan indicated that they do not want to incur this OPEB liability, as they do not have retirees on the Plan and do not want to make retiree coverage available to their members in the future. On the other hand, many agencies want to offer the retiree health option in order to recruit and retain employees. At its January 17, 2019 meeting, the Local Government Insurance Committee approved final Plan Document language to permit current and new agencies to either opt in or opt out of the Plan's pre-65 retiree health insurance coverage for their eligible members as outlined below.

1. opt in to retiree coverage, or
2. opt out of retiree coverage, or
3. opt out relative to active employees only, while continuing to offer retiree coverage to those retirees on the Plan as of the effective date of the opt out.

**Your agency chose option 1, to opt in to retiree coverage.** You either chose option 1, or you were defaulted to option 1 because you failed to return an Election Form.

**If your agency wishes to change your retiree coverage option, you must inform Benefits Administration of your decision as outlined in the attached Local Government Agency Retiree Coverage Election Form no later than March 31, 2022.**

- If you are continuing to opt in now, your agency can opt out later by timely submitting an Election Form in a subsequent plan year.

- Once opted out, however, your agency cannot opt back in for retiree health insurance later.

**If your agency does not notify Benefits Administration of your decision on the attached Election Form by March 31, 2022, your eligible employees can continue to enroll in the State's pre-65 retiree health insurance program until the selection time next year.** Please note that if your agency selects option 1 (or does not notify Benefits Administration of a change to your selection), your agency will have an OPEB liability associated with your existing retirees in the Plan and for your active employees eligible for future retiree coverage. If your agency selects option 3, your agency will have an OPEB obligation associated with those existing retirees who continue in the Plan.

**Please carefully review the attached information and the key points below:**

- **An agency that has not submitted the Election Form by March 31, 2022, will be treated as continuing to select option one (1), whether you previously chose option one (1) or are currently defaulted to that option because you failed to return your Election Form. Option one (1) is the election to "opt in" to continue to offer retiree health insurance to all eligible active employees and current retirees.**

**If your agency chooses to change to retiree coverage option two (2) or option three (3):**

- Your agency is responsible for securing any necessary board, commission, governing body or other authorization, if needed, prior to submitting the Election Form. Your agency is also responsible for communicating all decisions regarding retiree coverage to your employees and retirees.
- The Election Form must identify the local government agency, be signed by the local government agency head and fiscal officer and clearly designate an election of one of the three available options.
- An opt-in election will be effective for the OPEB liability determination for the entire upcoming state fiscal year ending June 30, 2023 and an agency will not be permitted to change its retiree coverage status until the selection time for the next fiscal year.
- The completed and signed form should be returned by email to [Benefits.Administration@tn.gov](mailto:Benefits.Administration@tn.gov) by March 31, 2022 if you are choosing to change your option 1 election.

If you have questions, please contact us at [Benefits.Administration@tn.gov](mailto:Benefits.Administration@tn.gov).

Thank you.

CC: Agency Director, Fiscal Officer, Agency Benefits Coordinator

Attachment: **LGA OPEB--Retiree Coverage Election Form**

**Division of Benefits Administration**  
**Local Government Agency--Retiree Coverage Election Form**

On January 17, 2019, the Local Government Insurance Committee adopted final amendments to the Plan Document that allow each local government agency to decide whether to offer the State Insurance Plan's pre-65 retiree health coverage to its members. Each agency had the choice to either (1) "opt in" and continue to offer retiree coverage to its active employees and retirees; (2) "opt out" and no longer offer retiree coverage to its active employees or its current retirees; or (3) "opt out" on a limited basis and no longer offer retiree coverage to its active employees, but continue to offer retiree coverage to retirees having health insurance coverage on the Plan beginning on or before June 1, 2019.

Your agency chose either Option (1) or Option (3). The 2019 form specifically provided that an agency that did not reply would be deemed to have chosen Option (1). The information that follows explains how your agency can change an election.

- If a new election change form is not submitted by the specified deadline, an agency's last election form on file with Benefits Administration will continue to be effective until such election is changed in writing through timely submission of a new election form in a subsequent plan year.
- If there is no election form on file, you have a new opportunity to make an election by the specified deadline this year. If you fail to do so, you will continue to default to Option (1).

**Terms and Conditions**

1. **The Election Form must be returned to the Division of Benefits Administration on or before March 31 if you want to change your current election.** The form must identify the local government agency, be signed by the local government agency head and fiscal officer, and clearly designate an election of one of the available options.
2. An opt-in election will be effective June 30 of the year in which the election form is signed. Such election is binding for the Other Post-employment Benefits (OPEB) liability determination for the entire upcoming state fiscal year ending June 30 and will continue to be effective until such election is changed in writing at the time designated for submitting such notice. The agency will not be permitted to change its retiree coverage status until the selection period for the following fiscal year.
3. An agency which has elected either option number two (2) or three (3) above will not be permitted to offer retiree health coverage (or retiree vision coverage) after June 30 of the year in which the agency signs the Election Form, except to retirees having insurance coverage on the retiree plan effective on or before June 1 of that year if option three (3) is selected.
4. Neither the Local Government Insurance Committee nor the Division of Benefits Administration is responsible for the determination of an agency's total OPEB liability as prescribed by the statements of the Government Accounting Standards Board (GASB) or Financial Accounting Standards Board (FASB). Benefits Administration valuations of OPEB liability are limited to plans administered by Benefits Administration. Agencies are responsible for the valuation of OPEB benefits not offered by Benefits Administration. Each agency's management is strongly urged to consult with its independent auditors to ensure the proper and complete reporting of its OPEB liability.
5. Individual agencies may have a binding legal obligation, through local ordinance, resolution, contract or other arrangement, to offer retiree health insurance coverage to some or all of its retirees. Each agency must determine whether such obligation exists and neither the Insurance Committee nor Benefits Administration will provide advice regarding whether such obligation exists. This is a legal issue and each agency is strongly urged to consult with its legal counsel. If an agency elects option three (3), it will bear all risks of a legal challenge to this decision, including any damages that may be awarded. An agency that opts out will not be allowed to return to retiree health or vision coverage under the Local Government Plan even if it is determined that it has a legal obligation to continue to offer retiree coverage.

## Local Government Agency--Retiree Coverage Election Form

Local Government Agency \_\_\_\_\_ hereby makes the following election change concerning health insurance coverage for retirees under the Local Government Insurance Plan:

☐ **OPT IN** (1) This agency elects to continue to offer pre-65 retiree health insurance coverage under the Local Government Insurance Plan to all eligible active employees and retirees. We understand that this decision is effective as of June 30 of the year in which this election form is signed, that it is binding for the OPEB liability determination for the upcoming fiscal year ending June 30, and that we will be given another opportunity to choose whether or not to continue to offer retiree coverage for the following fiscal year. We understand that our election to opt in will continue to be effective until such election is changed in writing at the time designated for submitting such notice. We further understand that the agency is responsible for communicating all decisions regarding retiree coverage to its employees and retirees.

THIS OPTION SHOULD ONLY BE SELECTED BY AN AGENCY WHOSE **LAST ELECTION** WAS AN OPT IN (NUMBER ONE) ELECTION BY DEFAULT DUE TO FAILING TO RETURN AN ELECTION FORM. IF YOU PREVIOUSLY RETURNED AN ELECTION FORM CHOOSING OPTION (1) AND YOU DON'T WANT TO MAKE A CHANGE, YOU DON'T NEED TO COMPLETE AND RETURN A NEW FORM.

☐ **OPT OUT** (2) This agency elects to no longer offer pre-65 retiree health insurance coverage and retiree vision insurance (if applicable) under the Local Government Insurance Plan to our active employees or to our retirees. We understand that this means that no current employees or retirees will be eligible for retiree health or vision coverage as of June 30 of the year in which this election form is signed. We understand and acknowledge that we have been advised to consult legal counsel concerning this decision. **We acknowledge that this election to opt out is permanent, and that this agency is not permitted to offer retiree health or vision coverage under the state insurance plan after June 30 of the year of the agency's election to opt out.** We further understand that the agency is responsible for communicating all decisions regarding retiree coverage to its employees and retirees.

☐ **LIMITED OPT OUT WITH CONTINUED COVERAGE FOR CURRENT RETIREES** (3) This agency elects to opt out of offering pre-65 retiree health insurance coverage and retiree vision insurance (if applicable) under the Local Government Insurance Plan to our active employees, but to continue to offer retiree health coverage and retiree vision coverage (if applicable) to all current retirees. We understand that this means that no active employees will be eligible for retiree health or vision coverage (if applicable) as of June 30 of the year in which this election form is signed, but that all retirees having insurance coverage on the retiree plan effective on or before June 1 of that year will remain eligible to continue retiree coverage subject to Plan rules. We understand that coverage starts on the first day of the month and that June 1 of the year in which this election form is signed is the last effective date which will qualify a retiree as a current retiree eligible to continue coverage prior to the June 30 opt out date.

- We understand and acknowledge that we have been advised to consult legal counsel concerning this decision. We acknowledge that this agency is not permitted to offer retiree health or vision coverage under the State Insurance Plan to active employees after June 30 of the year of the agency's election to opt out. However, an agency may elect to opt out of continuing coverage for current retirees by timely submitting an election for option two (2) in a subsequent plan year. We further understand that the agency is responsible for communicating all decisions regarding retiree coverage to its employees and retirees.

\_\_\_\_\_  
Name of Local Government Agency

\_\_\_\_\_  
Head of Agency (printed name/signature) **REQUIRED**

\_\_\_\_\_  
DATE

\_\_\_\_\_  
Fiscal Officer (printed name/signature) **REQUIRED**

\_\_\_\_\_  
DATE

**If you are choosing to change a current election, check one option box, sign the form, and return by email to [Benefits.Administration@tn.gov](mailto:Benefits.Administration@tn.gov) by March 31<sup>st</sup>.**



**KINGSTON BOARD OF ZONING APPEALS  
CALLED MEETING  
Thursday, January 20, 2022**

**MINUTES**

The City of Kingston Board of Zoning Appeals met in a Special Called Meeting on Thursday, January 20, 2022 at 5:00 p.m. Chair Glenda Johnson called the meeting to order. Upon roll call the following members were present: Member Rob Jago, Chair Glenda Johnson, Member Levi Lankford and Mayor Tim Neal. Staff present: City Clerk Kelly Jackson and Building Official Glen Cofer. Member Tori May was absent.

**A. New Business**

1. Request for Variance: Section 11-407 of the Kingston City Zoning Ordinance. Owner requests to continue the non-conforming use of a single-family residence. Owner: Gerald Smith. Property Location: 621 North Third Street.

Motion made by Mayor Tim Neal, Second by Member Jago to grant a Variance Request permitting applicant to continue the non-conforming use of a single-family residence at 621 North Third Street.

The motion passed with a unanimous roll call vote. 4 Ayes

Mayor Neal made a motion to adjourn, Second by Member Lankford.  
Chair Johnson adjourned the meeting at 5:03 PM.

  
Glenda Johnson, Chair

  
Kelly Jackson, City Clerk