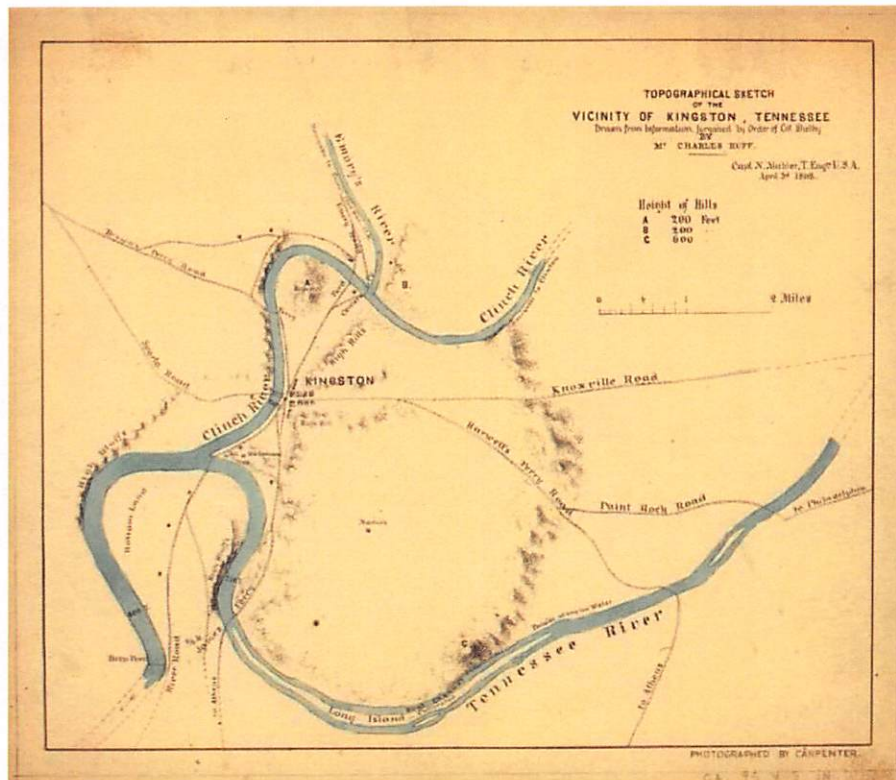




# City Manager Report

March 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



## **Table of Contents**

### **Management**

- City Manager

### **Finance**

- Finance/HR
- Human Resources
- City Clerk

### **Public Safety**

- Police
- Codes Enforcement
- Municipal Court
- Fire

### **Public Services**

- Public Works
- Parks & Recreation
- Building Permits

### **Water Department**

- Kingston Water Plant
- Kingston Wastewater Treatment Plant
- Kingston Water Distribution/Collection

### **Library**

- Director's Report/Minutes

### **Beautification Committee**

- November Meeting Minutes

### **Planning Commission**

- Meeting minutes

### **REU – Electric Power Board Meeting**

- Agenda and Minutes
- Report to TVA

### **E-911 Quarterly Report**

- Director's Report





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: March 2022**

### **Legislative Accomplishments**

- A. Approval of the first reading of Ordinance 22-03-08-01, an ordinance amending the annual budget for the City of Kingston, Tennessee for fiscal year 2021-2022
- B. Approval of the first reading of Ordinance 22-03-08-02, an ordinance establishing the meeting date and time for the Board of Zoning Appeals
- C. Approval to authorize the City Manager to solicit sealed bids for repairs to the Southwest Point walking track and the City Park tennis courts
- D. Approval to authorize the City Manager to solicit sealed bids for the replacement of the flooring at the Community Center
- E. Approval to authorize the disposal of surplus items
- F. Approval of the extension of sewer service on Orchard Road

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

- None
- **External Meetings**
  - Meeting with Fulghum Macindoe and Community Development Partners
  - RPO Meeting
  - Meeting with TDOT regarding the Ladd Blvd. STP project
  - Other miscellaneous meetings
- **Internal Meetings**
  - Department Head meetings
  - Other miscellaneous staff meetings





**City of Kingston**  
Project Status Update  
**March 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:	Submission of final application	

Notes:

1. Received approval to submit the final application.



## Traffic Light Control Improvements

Project Cost:	TBD	
Engineer/Architect/Consultant:	N/A	
Contractor:	TBD	
Status (Percent complete)	5%	
Estimated Completion Date	Spring 2022	
Notable outstanding issues:	Controls ordered	

**Notes:**

1. Controls have been ordered and are scheduled to ship in April.
2. Preliminary wiring has begun.

## Southwest Point Ballfield Lighting Improvements

Project Cost:	\$581,975	
Engineer/Architect/Consultant:	REU	
Contractor:	Progression Electric	
Status (Percent complete)	99%	
Estimated Completion Date	April 2022	
Notable outstanding issues:	Work underway	

**Notes:**

1. Awaiting the removal of the final three poles.

## Ladd Park Ramp Replacement

Project Cost:	\$65,000 (Estimate)	
Engineer/Architect/Consultant:	N/A	
Contractor:	TWRA	
Status (Percent complete)	80%	
Estimated Completion Date	Winter 2022	
Notable outstanding issues:	Installation underway	

**Notes:**

1. TWRA will have to come back in the winter when levels recede again to finish the end of the ramp.



## 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	\$571,284.00	\$73,231.00			
State Tax Revenues	\$106,445.63	\$84,739.00	\$79,683.00	\$76,465.33	\$98,962.11	\$74,921.41	\$93,267.15	\$94,369.04	\$89,156.70			
County Trustee	\$130,398.33	\$130,364.00	\$130,674.59	\$125,103.43	\$126,877.95	\$126,919.82	\$138,265.81	\$158,453.62	\$120,324.62			

<b>Utility Billing Detail Summary</b>												
Accounts Billed	3870	3906	3901	3909	3902	3895	3908	3886	3895			
Billing Total	\$395,889.45	\$416,896.37	\$414,470.82	\$377,888.69	\$394,767.90	\$405,704.58	\$356,839.33	\$368,383.06	\$333,268.15			
New Service	42	68	50	41	38	34	48	28	39			
Finalled Accounts	40	61	38	48	41	32	51	30	31			
Past Due Accounts	105	94	105	103	161	373	96	78	95			
ACH Bank Drafts	884	897	896	897	896	886	887	894	928			
E-bill Accounts	417	417	415	406	399	395	407	411	426			
Online Payments	848	927	885	920	920	1013	912	999	995			
Trash Pickup	2470	2498	2478	2484	2478	2473	2482	2465	2469			
Phone Tree Calls	203	162	261	182	213	220	138	238	249			
NHN per month	\$0.00	\$0.00	\$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	\$17,993.55	\$17,993.55			
NHN Disbursed	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			
Wtr/Swr Protection	2179	2211	2189	2199	2166	2186	2203	2108	2188			
Water Loss Protection	1198	1203	1223	1224	1220	1112	1224	1221	1226			
Water Line Protection	194	197	205	207	208	211	210	212	217			
Sewer Line Protection	55	57	65	65	66	68	69	72	73			
Commercial Single Protection	264	262	259	259	260	259	256	262	260			
Commercial Multi Protection	6	6	6	6	7	6	6	6	6			
Commercial Line Protection	2	2	2	2	2	2	2	2	2			
Master Meter Protection		53	53	6	53	53	53	53	53			
Combined Master Meter Multi		388	382	17	382	382	382	382	382			
Combined Water Sewer 4 inch		1	1	1	1	1	1	1	1			
Residential w/ Irrigation		42	42	42	42	42	42	42	43			
Residential Combined w/ Irrigation		2	2	2	2	2	2	2	2			

### Buisness License

Three Daughters Boutique 114 Ward Rd. Kingston, TN  
 ITM Companies LLC 129 Bradford Village Way, Kingston TN  
 Scott J. Ambler Construction 135 Sunset View Dr. Kingston, TN  
 Rawlins Renovations 1029 E. Race St. Kingston, TN



# CITY OF KINGSTON FUNDS

## FINANCIAL SUMMARY MARCH 2022

Cash in Bank	July	August	September	October	November	December	January	February	March	April	May	June
General Fund	\$223,063	\$2,197,918	\$1,947,879	\$2,019,983	\$4,231,797	\$4,794,464	\$5,281,593	\$5,429,752	\$5,352,822			
CAPITAL FUND LL	\$226,482	\$226,482	\$226,501	\$226,511	\$207,110	\$297,113	\$297,113	\$297,138	\$297,138			
CAPITAL RESERVE GF	\$70,595	\$70,595	\$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	\$1,694,822	\$1,812,758			
1999 Bond	\$133,173	\$163,926	\$194,701	\$225,406	\$240,434	\$240,444	\$272,444	\$304,465	\$0			
2004 Bond	\$123,334	\$128,502	\$133,704	\$138,841	\$131,618	\$131,624	\$137,624	\$143,635	\$0			
2021 Series Bond	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$483,101			
RDA Reserve Fund	\$516,507	\$516,507	\$516,550	\$516,572	\$516,593	\$516,615	\$516,615	\$516,657	\$516,658			
American Rescue Plan					\$889,277	\$889,277	\$889,277	\$889,333	\$889,357			
Drug Fund	\$7,374	\$6,754	\$7,255	\$6,765	\$6,827	\$6,852	\$6,888	\$6,906	\$7,074			
<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>\$6,476,211</b>	<b>\$8,991,045</b>	<b>\$9,130,940</b>	<b>\$9,353,303</b>	<b>\$9,429,503</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



# CITY OF KINGSTON – SAFETY NEWSLETTER

March 2022

## # SAFETY QUOTE

It's better to be safety  
conscious than unsafe and  
unconscious

- Unknown

## FIRE SAFETY

This newsletter is to inform you on information and safe practices dealing with fire safety.

## INFORMATION

Each year fires account for 3% of workplace injuries. They leave buildings and offices devastated and employees wondering what's next. Ensure that employees know proper fire procedures to help ensure the safety of those in the workplace.

## WHAT CAN WE DO?

- Have a fire escape plan
- Ensure fire extinguishers / fire alarms are present and working
- Ensure employees know how to use fire extinguishers
- Ensure buildings are in fire code compliance
- Do not use heaters near combustible materials
- Be fire safe and smart

The key to being fire safe is preventing the fire from occurring in the first place. Ensuring that employees are training on fire safe practices will help ensure success during times of emergencies. Keeping work areas free of hazards both fire and escape can make a huge difference during emergencies.

If you have any questions pertaining to being fire wise please contact the fire department and we will be more than glad to give you any information you request.



*Laura Mount*  
*Brian Wheel*

*Haley Brown*

*Masha Marshall*

*Emilee Gage*

*Michael Kelly*





## **HUMAN RESOURCES REPORT MARCH 2022**

- WORKED ON PERSONNEL POLICY.
- CONDUCTED TWO POLICE INTERVIEWS.
- CONDUCTED TWO FIRE FIGHTER INTERVIEWS.
- CONDUCTED NINE UTILITY CLERK INTERVIEWS.
- CONDUCTED ONE PUBLIC WORKS INTERVIEW.
- HIRE TWO FULL TIME POLICE OFFICERS.
- HIRED FULL TIME FIREMAN
- HIRED FULL TIME UTILITY CLERK
- HIRED FULL TIME PUBLIC WORKS LABORER
- CONDUCTED THREE MEETINGS ABOUT POSSIBLE INSURANCE CHANGES.
- ATTENDED CMFO CLASS AT MTAS.
- ATTENDED FMLA CLASS AT MTAS.

**TOTAL FULL TIME EMPLOYEES 67 TOTAL PART TIME EMPLOYEES:19 TOTAL SEASONAL EMPLOYEES:2**



		Year-To-Date			Monthly Comparative:		75.00%
110 General Fund					Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
<b>Revenues</b>							
31110	Property Taxes (Current)	2,010,000.00	(2,026,451.50)	100.82 %	167,500.00	(73,231.00)	43.72 %
31120	Public Utilities Property Tax (Current)	30,000.00	(31,885.00)	106.28 %	2,500.00	(26,457.00)	1,058.28 %
31211	Property Tax Delinquent - 1st Prior	65,000.00	(67,713.00)	104.17 %	5,416.67	(918.00)	16.95 %
31212	Property Tax Delinquent - 2nd Prior	25,000.00	(9,967.58)	39.87 %	2,083.33	0.00	0.00 %
31219	Property Tax Delinquent - Other Prior	15,000.00	(4,883.08)	32.55 %	1,250.00	0.00	0.00 %
31300	Interest And Court Cost On Prop Tax	25,000.00	(11,014.83)	44.06 %	2,083.33	(857.00)	41.14 %
31500	Payment in Lief of Property Tax Earl	0.00	(13,064.00)	0.00 %	0.00	0.00	0.00 %
31511	In Lieu Tax, Rockwood Electric Utility	76,500.00	(76,926.33)	100.56 %	6,375.00	0.00	0.00 %
31610	Local Sales Tax - Co. Trustee	1,365,000.00	(1,187,383.11)	86.99 %	113,750.00	(120,324.62)	105.78 %
31710	Wholesale Beer Tax	185,000.00	(152,121.37)	82.23 %	15,416.67	(15,012.88)	97.38 %
31720	Wholesale Liquor Tax	60,000.00	(47,067.78)	78.45 %	5,000.00	(3,856.81)	77.14 %
31800	Business Taxes	70,000.00	(13,847.47)	19.78 %	5,833.33	(2,641.73)	45.29 %
31912	Comcast Cable Tv Fees	75,000.00	(63,680.15)	84.91 %	6,250.00	0.00	0.00 %
31913	Bellsouth Cable Fees	8,800.00	(4,817.07)	54.74 %	733.33	0.00	0.00 %
31920	Hotel, Motel Tax	45,000.00	(40,335.91)	89.64 %	3,750.00	(1,442.54)	38.47 %
32210	Beer Permits	1,700.00	(1,200.00)	70.59 %	141.67	0.00	0.00 %
32220	Liquor Licenses	500.00	(600.00)	120.00 %	41.67	0.00	0.00 %
32600	Bza Hearing Fee	75.00	(350.00)	466.67 %	6.25	(50.00)	800.00 %
33420	Home Grant Thda	700,000.00	0.00	0.00 %	58,333.33	0.00	0.00 %
33430	Public Entity Partners Grant Proceeds	2,000.00	(4,600.00)	230.00 %	166.67	0.00	0.00 %
33479	State Grant	86,823.00	(86,823.81)	100.00 %	7,235.25	0.00	0.00 %
33500	Telecom Interstate Sales	5,000.00	(3,918.36)	78.37 %	416.67	(460.31)	110.47 %
33510	State Sales Tax	585,000.00	(501,918.41)	85.80 %	48,750.00	(48,920.17)	100.35 %



		Year-To-Date			Monthly Comparative:		
110 General Fund					75.00%		
					Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
33520	State Income Tax	0.00	(26,389.17)	0.00 %	0.00	0.00	0.00 %
33530	State Beer Tax	2,800.00	(1,444.50)	51.59 %	233.33	0.00	0.00 %
33540	State Liquor Tax	6,000.00	(7,835.16)	130.59 %	500.00	(842.99)	168.60 %
33551	State Gasoline Fuel Tax	212,000.00	(163,040.79)	76.91 %	17,666.67	(16,105.16)	91.16 %
33552	State-City Streets And Transportation	11,800.00	(8,401.84)	71.20 %	983.33	(909.44)	92.49 %
33555	State Street Contract Maintenance	45,000.00	(23,258.58)	51.69 %	3,750.00	(6,795.38)	181.21 %
33580	Sportsbettin Revenue	1,000.00	(3,919.78)	391.98 %	83.33	0.00	0.00 %
33590	Tva Solar Energy James Ferry	2,000.00	(4,692.46)	234.62 %	166.67	(574.32)	344.59 %
33591	Gross Receipts - Tva	75,000.00	(32,313.82)	43.09 %	6,250.00	0.00	0.00 %
33593	Corporate Excise Tax	20,000.00	(18,235.81)	91.18 %	1,666.67	(18,235.81)	1,094.15 %
33730	Tml Full Pkg Bonus	4,000.00	0.00	0.00 %	333.33	0.00	0.00 %
34100	General Government - Charges For	2,500.00	(2,392.35)	95.69 %	208.33	0.00	0.00 %
34210	Police Service Supplements	10,400.00	(8,800.00)	84.62 %	866.67	(8,800.00)	1,015.38 %
34220	Special Fire Protection Fees	11,600.00	0.00	0.00 %	966.67	0.00	0.00 %
34230	Sex Offender Registry	500.00	(300.00)	60.00 %	41.67	0.00	0.00 %
34290	Public Safety Donations	0.00	(700.00)	0.00 %	0.00	0.00	0.00 %
34420	Garbage Tip Fees	(350,000.00)	(255,961.27)	-73.13 %	(29,166.67)	(28,350.02)	-97.20 %
34720	Swimming Pool Charges	10,000.00	(4,309.25)	43.09 %	833.33	0.00	0.00 %
34730	Fort Charges & Donations	500.00	(550.00)	110.00 %	41.67	0.00	0.00 %
34740	Park & Recreation Charges	12,000.00	(18,400.00)	153.33 %	1,000.00	(3,275.00)	327.50 %
34741	Boat Slip Rental	25,000.00	(13,000.00)	52.00 %	2,083.33	(600.00)	28.80 %
34742	Fireworks Donations	45,000.00	(22,180.27)	49.29 %	3,750.00	(18,750.00)	500.00 %
34744	Park & Rec Donations Pav,Walk Trail	0.00	(50,828.90)	0.00 %	0.00	0.00	0.00 %
34745	Softball Program	4,500.00	(3,990.00)	88.67 %	375.00	(2,590.00)	690.67 %



		Year-To-Date			Monthly Comparative:		
110 General Fund					75.00%		
					Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
34746	Fire Dept Donations	7,500.00	(13,073.00)	174.31 %	625.00	(3,425.00)	548.00 %
34750	Police Dept Auction Sales	0.00	(2,027.00)	0.00 %	0.00	0.00	0.00 %
34751	Volleyball Program	4,500.00	(4,083.50)	90.74 %	375.00	(2,180.00)	581.33 %
34760	Library- Fines and Penalties	500.00	0.00	0.00 %	41.67	0.00	0.00 %
35110	City Court Fines	22,000.00	(21,111.47)	95.96 %	1,833.33	(3,621.01)	197.51 %
35140	Drug Related Fines	2,000.00	(467.76)	23.39 %	166.67	(168.62)	101.17 %
35150	Traffic School Charges	2,000.00	(1,575.00)	78.75 %	166.67	0.00	0.00 %
36100	Interest Earnings	5,000.00	(368.88)	7.38 %	416.67	0.00	0.00 %
36350	Insurance Recoveries	0.00	(8,374.73)	0.00 %	0.00	(134.58)	0.00 %
36430	Sale of Surplus P&R	0.00	(6,636.00)	0.00 %	0.00	(1,878.00)	0.00 %
36539	Sale Of Other Public Works Supps &	2,000.00	(26,399.73)	1,319.99 %	166.67	(2,967.33)	1,780.40 %
36544	KPD Sales of Military Equip	0.00	(14,175.00)	0.00 %	0.00	(14,175.00)	0.00 %
36900	Loan Proceeds-Cumberland Sec.	2,500,000.00	(2,508,500.93)	100.34 %	208,333.33	0.00	0.00 %
36961	Transfer in from Capital Fund	10,000.00	(10,000.00)	100.00 %	833.33	(10,000.00)	1,200.00 %
36967	Contract Natural Gas	21,500.00	(16,125.03)	75.00 %	1,791.67	(1,791.67)	100.00 %
36971	Contract Billing From Water Dept	485,168.00	(485,168.00)	100.00 %	40,430.67	0.00	0.00 %
<b>Total Revenues</b>		<b>8,650,166.00</b>	<b>(8,139,598.74)</b>	<b>94.10 %</b>	<b>720,847.17</b>	<b>(440,341.39)</b>	<b>61.09 %</b>
<b>Expenditures</b>							
41100	City Council	(77,335.00)	59,990.69	77.57 %	(6,444.58)	4,113.49	63.83 %
41210	City Court	(27,105.00)	17,292.93	63.80 %	(2,258.75)	1,799.34	79.66 %
41320	City Manager	(113,086.00)	84,867.18	75.05 %	(9,423.83)	9,305.57	98.75 %
41500	Financial Administration	(397,625.00)	248,879.54	62.59 %	(33,135.42)	23,875.26	72.05 %
41700	Planning And Zoning	(10,275.00)	10,175.00	99.03 %	(856.25)	0.00	0.00 %
41810	City Hall Buildings	(89,000.00)	63,917.20	71.82 %	(7,416.67)	9,614.61	129.64 %



		Year-To-Date			Monthly Comparative:		
					75.00%		
110 General Fund					Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
41990	General Government	(242,600.00)	202,616.68	83.52 %	(20,216.67)	7,476.55	36.98 %
42100	Police	(1,074,844.00)	823,097.66	76.58 %	(89,570.33)	92,160.41	102.89 %
42152	Automotive Services	(90,000.00)	78,517.28	87.24 %	(7,500.00)	2,219.54	29.59 %
42200	Fire Protection	(1,112,900.00)	741,476.39	66.63 %	(92,741.67)	74,144.68	79.95 %
43100	Public Works	(852,619.00)	534,223.62	62.66 %	(71,051.58)	71,225.06	100.24 %
43190	State Street Aid	(161,500.00)	125,156.12	77.50 %	(13,458.33)	13,374.26	99.38 %
43240	Waste Disposal	(350,000.00)	245,209.99	70.06 %	(29,166.67)	27,539.58	94.42 %
43750	Capital Improvements	(2,850,000.00)	1,778,511.82	62.40 %	(237,500.00)	119,412.77	50.28 %
44143	Animal Control/Codes Enforcement	(25,781.00)	16,776.68	65.07 %	(2,148.42)	2,438.54	113.50 %
44400	Parks & Recreation	(786,150.00)	611,174.54	77.74 %	(65,512.50)	108,337.25	165.37 %
44440	Swimming Pool	(40,450.00)	24,684.38	61.02 %	(3,370.83)	818.29	24.28 %
44800	Library	(208,294.00)	153,754.07	73.82 %	(17,357.83)	19,131.05	110.22 %
49000	Debt Service	(410,023.00)	82,076.00	20.02 %	(34,168.58)	0.00	0.00 %
51640	Operating Transfer To Capital Proj Fd	(80,579.00)	80,579.00	100.00 %	(6,714.92)	0.00	0.00 %
<b>Total Expenditures</b>		<b>(9,000,166.00)</b>	<b>5,982,976.77</b>	<b>66.48 %</b>	<b>(750,013.83)</b>	<b>586,986.25</b>	<b>78.26 %</b>
<b>Total 110</b>	<b>General Fund</b>	<b>(350,000.00)</b>	<b>(2,156,621.97)</b>	<b>-616.18 %</b>	<b>(29,166.67)</b>	<b>146,644.86</b>	<b>502.78 %</b>



		Year-To-Date			Monthly Comparative:		
					75.00%		
122 Drug Fund					Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
<b>Revenues</b>							
35140	Drug Fines	15,000.00	(467.85)	3.12 %	1,250.00	(168.63)	13.49 %
	<b>Total Revenues</b>	<b>15,000.00</b>	<b>(467.85)</b>	<b>3.12 %</b>	<b>1,250.00</b>	<b>(168.63)</b>	<b>13.49 %</b>
<b>Expenditures</b>							
42122	Drug Fund	(15,000.00)	649.00	4.33 %	(1,250.00)	0.00	0.00 %
	<b>Total Expenditures</b>	<b>(15,000.00)</b>	<b>649.00</b>	<b>4.33 %</b>	<b>(1,250.00)</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Total</b>	<b>122 Drug Fund</b>	<b>0.00</b>	<b>181.15</b>	<b>100.00 %</b>	<b>0.00</b>	<b>(168.63)</b>	<b>0.00 %</b>



		Year-To-Date			Monthly Comparative:		
					75.00%		
300 Capital Fund					Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
<b>Revenues</b>							
36100	Interest Earnings	0.00	(67.16)	0.00 %	0.00	0.00	0.00 %
36961	Transfer in from General Fund	80,579.00	(80,579.00)	100.00 %	6,714.92	0.00	0.00 %
	<b>Total Revenues</b>	<b>80,579.00</b>	<b>(80,646.16)</b>	<b>100.08 %</b>	<b>6,714.92</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Expenditures</b>							
43750	Capital Improvements	20,000.00	0.00	0.00 %	1,666.67	0.00	0.00 %
51610	Operating Transfers To General Fund	(20,000.00)	10,000.00	50.00 %	(1,666.67)	10,000.00	600.00 %
	<b>Total Expenditures</b>	<b>0.00</b>	<b>10,000.00</b>	<b>100.00 %</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.00 %</b>
<b>Total</b>	<b>300 Capital Fund</b>	<b>80,579.00</b>	<b>(70,646.16)</b>	<b>87.67 %</b>	<b>6,714.92</b>	<b>10,000.00</b>	<b>-148.92</b>



		Year-To-Date			Monthly Comparative:		75.00%
413 Water And Sewer					Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
<b>Revenues</b>							
33430	Public Entity Partners Grant Proceeds	0.00	(900.00)	0.00 %	0.00	0.00	0.00 %
36100	Interest Earnings	5,000.00	(134.04)	2.68 %	416.67	0.00	0.00 %
37110	Metered Water Sales	1,394,197.00	(1,100,341.67)	78.92 %	116,183.08	(106,284.23)	91.48 %
37114	Serveline Leak Protection	0.00	0.00	0.00 %	0.00	0.00	0.00 %
37117	Outside Water Sales	691,652.00	(470,849.48)	68.08 %	57,637.67	(44,967.83)	78.02 %
37119	Other Metered Water Sales	0.00	(123.41)	0.00 %	0.00	0.00	0.00 %
37191	Penalties	30,000.00	(25,678.28)	85.59 %	2,500.00	(2,975.36)	119.01 %
37194	Sales Of Materials	25,000.00	(41,621.00)	166.48 %	2,083.33	(8,620.00)	413.76 %
37195	Installation Charges	55,000.00	(65,304.37)	118.74 %	4,583.33	(7,353.00)	160.43 %
37196	Water User Fees	33,000.00	(52,594.00)	159.38 %	2,750.00	(10,494.00)	381.60 %
37199	Miscellaneous	5,000.00	(16,198.67)	323.97 %	416.67	0.00	0.00 %
37210	Sewer Service Charges	1,568,888.00	(1,199,482.51)	76.45 %	130,740.67	(118,275.54)	90.47 %
37296	Sewer User Fees	15,000.00	(66,748.00)	444.99 %	1,250.00	(12,015.00)	961.20 %
37299	Miscellaneous	1,000.00	(1,871.20)	187.12 %	83.33	(240.00)	288.00 %
	<b>Total Revenues</b>	<b>3,823,737.00</b>	<b>(3,041,846.63)</b>	<b>79.55 %</b>	<b>318,644.75</b>	<b>(311,224.96)</b>	<b>97.67 %</b>
<b>Expenditures</b>							
41500	Financial Administration	(485,168.00)	485,168.00	100.00 %	(40,430.67)	0.00	0.00 %
41990	General Government	(477,083.00)	337,653.83	70.77 %	(39,756.92)	25,403.57	63.90 %
49000	Debt Service	(800,000.00)	763,180.64	95.40 %	(66,666.67)	230,760.00	346.14 %
52113	Purification	(654,215.00)	500,158.72	76.45 %	(54,517.92)	47,567.99	87.25 %
52114	Transmission And Distribution	(1,073,801.00)	674,928.33	62.85 %	(89,483.42)	66,413.63	74.22 %
52117	Utility Director	(82,240.00)	56,117.20	68.24 %	(6,853.33)	5,817.38	84.88 %
52213	Sewer Treatment And Disposal	(511,732.00)	440,685.01	86.12 %	(42,644.33)	56,630.69	132.80 %



		Year-To-Date			Monthly Comparative:		
					75.00%		
					Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
413 Water And Sewer							
Total Expenditures		(4,084,239.00)	3,257,891.73	79.77 %	(340,353.25)	432,593.26	127.10 %
Total 413	Water And Sewer	(260,502.00)	216,045.10	82.93 %	(21,708.50)	121,368.30	559.08 %



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

Monies outstanding from August 7, 2007 – March 31, 2022     \$   70,949.13  
Monies collected from August 7, 2007 – March 31, 2022         \$ 529,014.10

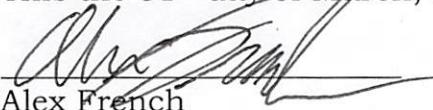
JUDGMENTS


COLLECTED

Total fines and costs billed in court	\$ 1,338.75
Collected in court on fines and costs	\$   913.75
Amount collected after March 2022 Court	\$   125.00
Total collected for citations on March 31, 2022 Court	\$ 1,038.75
Amount outstanding for March 31, 2022	\$ 300.00
<u>15</u> Cash bond forfeitures	\$ 1,706.25
Total amount collected for March 2022 Citations	\$ 2,745.00
Amount collected from previous months/FTA etc.	\$   277.50
Total collected in March 2022	<b>\$ 3,022.50</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 31<sup>st</sup> day of March, 2022.

  
Alex French  
Kingston City Court Clerk

  
BRENDA HALL MCDONALD  
Kingston City Judge





# 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 March the Kingston Police Department's had 2 different training classes, the first one was taught on March 17 and was 2 hours long. This class was the Boat Safety Class taught by TWRA and all KPD officers did attend this class.

Then on March 31 we had Public Assembly Interaction class, this class was taught by Investigator Bryan Walker of the Roane County Sheriff's Office. This class was to show officer's how to interact with a crowd of people large or small that are protesting. This class was 3 hours long.

All these classes are approved by the P.O.S.T. Commission and was held at the Kingston Police Department.

Captain Roy Montgomery GDI/TO  
March 31, 2022



# KINGSTON POLICE MONTHLY RESERVE REPORT

## TO CITY COUNCIL

		TRAINING		RIDE TIME		EVENT		TOTAL
JAN	Hours							
	Number of Officers							
	Notes:							
FEB	Hours							
	Number of Officers							
	Notes:							
MAR	Hours	5 hrs		52 hrs				57 hrs
	Number of Officers	20		5				25 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 _____								



# Activity Detail Summary (by Category)

Kingston Police Department

(03/01/2022 - 03/31/2022)

## Incident\Investigations

13A - Aggravated Assault	1
13B - Simple Assault	3
220 - Burglary/Breaking & Entering	1
23C - Shoplifting	1
23D - Theft From Building	3
23F - Theft From Motor Vehicle	1
240 - Motor Vehicle Theft	2
280 - Stolen Property Offenses	1
35A - Drug/Narcotic Violations	2
35B - Drug Equipment Violations	1
90C - Disorderly Conduct	1
90D - Driving Under the Influence	1
90E - Drunkenness	4
90J - Trespass of Real Property	1
90Z - All Other Offenses	22
Total Offenses	45
Total Incidents	39

## Arrests

13A - Aggravated Assault	2
13B - Simple Assault	2
23D - Theft From Building	1
35A - Drug/Narcotic Violations	2
35B - Drug Equipment Violations	1
90C - Disorderly Conduct	1
90D - Driving Under the Influence	1
90E - Drunkenness	4
90J - Trespass of Real Property	1
90Z - All Other Offenses	5
Total Charges	20



# Activity Detail Summary (by Category)

Kingston Police Department

(03/01/2022 - 03/31/2022)

---

## Arrests

Total Arrests	14
---------------	----

---

## Accidents

Total Accidents	9
-----------------	---

---

## Citations

Total Violations	98
------------------	----

Total Citations	81
-----------------	----

---

## Warning Tickets

Other	1
-------	---

Registration Law	1
------------------	---

Speeding	21
----------	----

Total Charges	23
---------------	----

Total Warning Tickets	23
-----------------------	----

---

## Ordinance Tickets

Animal Tags Required	1
----------------------	---

Animals running at large	1
--------------------------	---

Total Ordinance Tickets	2
-------------------------	---

---

## 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 3/1/2022 - 3/31/2022

KINGSTON POLICE DEPARTMENT	Count	Percent
911 HANG UP OR OPEN LINE	1	0.21%
ABANDONED VEHICLE	1	0.21%
ABDOMINAL PAIN	1	0.21%
ALARM	22	4.63%
ALARM - FIRE	2	0.42%
ALARM - MEDICAL	2	0.42%
ALLERGIC REACTION	1	0.21%
ANIMAL PROBLEM	7	1.47%
ASSAULT	4	0.84%
AUTO ACCIDENT NO INJURY	15	3.16%
AUTO ACCIDENT WITH INJURY	3	0.63%
AUTO VS ANIMAL	3	0.63%
B&E	2	0.42%
BOLO	7	1.47%
BREATHING PROBLEMS	3	0.63%
BUSY	3	0.63%
CALL THIS STATION	31	6.53%
CARDIAC ARREST	1	0.21%
CHECK REGISTRATION	1	0.21%
CHECK WANTED	3	0.63%
CHEST PAIN	2	0.42%
CHILD ABUSE\ NEGLECT	1	0.21%
DISORDERLY PERSON	3	0.63%
DISPUTE/NEIGHBOR/LAND	4	0.84%
DISTURBING THE PEACE	1	0.21%
DOMESTIC	5	1.05%
DRUNK DRIVER	2	0.42%
DRUNK PERSON	1	0.21%
ESCORT	7	1.47%
FALL	1	0.21%
FIRE	2	0.42%
FOLLOW UP	6	1.26%
GAS DRIVE OFF	1	0.21%
HARASSMENT/THREATS MADE	4	0.84%
HIT AND RUN	2	0.42%
INFORMATION	5	1.05%
JUVENILE PROBLEM	3	0.63%
LARCENY/THEFT	2	0.42%
MOTORIST ASSIST	8	1.68%
OVERDOSE	6	1.26%
POSSIBILITY OF DRUGS PRESENT	1	0.21%
PROPERTY/VEHICLE DAMAGE	4	0.84%



KINGSTON POLICE DEPARTMENT	Count	Percent
PSYCHIATRIC	1	0.21%
PUBLIC ASSISTANCE	10	2.11%
PURSUIT	1	0.21%
RECKLESS DRIVER OR 4 WHEELER CALL	12	2.53%
RECOVERY/VEH/LIC PLATE/ARTICLE	2	0.42%
ROAD/TRAFFIC HAZARD	5	1.05%
SEIZURES	1	0.21%
SHOPLIFTER	2	0.42%
SICK	3	0.63%
STOLEN VEHICLE	6	1.26%
STROKE	1	0.21%
SUSPICIOUS ACTIVITY	14	2.95%
SUSPICIOUS PERSON	20	4.21%
SUSPICIOUS VEHICLE	12	2.53%
THEFT OF PROPERTY	3	0.63%
THREATENING SUICIDE	3	0.63%
TRAFFIC STOP	135	28.42%
TREE HAZARD	7	1.47%
UNCONSCIOUS	3	0.63%
UNKNOWN MEDICAL	1	0.21%
UNWELCOME PERSON	9	1.89%
UTILITY PROBLEMS	5	1.05%
VANDELISM	2	0.42%
VEHICLE PROBLEMS	1	0.21%
WALK IN	2	0.42%
WATER ACCIDENT/RESCUE	1	0.21%
WELFARE CHECK	21	4.42%
X PATROL	8	1.68%
Total Records For KINGSTON POLICE DEPARTMENT	475	Dept Calls/Total Calls 100.00%
Total Records		475



## MARCH 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-Collecatation Pracatices 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



	Harris Marine	13-102 Smoke, soot, cinder etc 13-103 Stagnant water 13-104 Weeds 13-106 Health & sanitaiton nuisances 13-501 Declaration of nuisances 13-502 Duty of maintenance of private property 13-503 Notificaiton 13-504 Hearing 13-505 Corrective action 13-506 storage of personal property 13-507 Payment of cost 13-508 Judical review 13-509 Penalty for failure of owner to abate such nuisance		Possible action taken with Sandy McPherson
7/30/2021	126 S Kentucky Street	13-402 Dangerous Building	Letter Sent	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



1/18/2022	223 Farmington Trail	13-302 Wrecked, junked or abandoned vehicles prohibited 13-501 Declaration of Nuisance	Letter Sent	Pending

MARCH 2022 NEW CASES				
DATE	LOCATION	ISSUE	ACTION	STATUS
3/22/2022	1354 Byrd Circle	17-106 Trash Collection Practices	Door Hanger left at residence	
		Two Dogs Collected		



**Kingston Fire Department  
March 2022**

**Summary of Month's Activities**

**Fire Operations**

The Department responded to 95 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

	<b>This Month</b>	<b>YTD</b>
Fire Inspections	106	203

**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
- Reece Abbott completed FFI live burn at the fire academy

### **Implemented Performance Standards Plan**

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

### **Fleet Maintenance**

- E2 water pipe repair
- Brakes repaired on U4

### **Special Projects**

- Golf Tournament
- Fire Hydrant flow testing

### **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 needs constant repairs due to age
- Roof leaking on station 1

### **Cost Savings**

- Safety meeting

### **Safety**

- Ground Ladders



# Kingston Fire Department



Kingston, TN

This report was generated on 4/6/2022 8:12:15 AM

## Minor Incident Types by Month for Year

Year: 2022

INCIDENT TYPE	Jan	Feb	Mar	Apr	SUM
Combustible/flammable spills & leaks	1				1
Controlled burning	1				1
Cover assignment, standby at fire station, move-up	9	10	9		28
Dispatched and canceled en route	8	14	6	1	29
Electrical wiring/equipment problem			1		1
Emergency medical service (EMS) Incident	33	36	36	8	113
False alarm and false call, other	1	2	2		5
Flammable gas or liquid condition, other		1			1
Good intent call, other			1		1
Malicious, mischievous false alarm		1			1
Medical assist	15	23	17		55
Mobile property (vehicle) fire		1	1		2
Natural vegetation fire		1			1
Public service assistance	6	9	16	1	32
Rescue, emergency medical call (EMS), other			1		1
Smoke, odor problem		1			1
Special type of incident, other				1	1
Steam, other gas mistaken for smoke	1		2		3
Structure Fire		1	1		2
System or detector malfunction	4	1	1		6
Unauthorized burning		1			1
Unintentional system/detector operation (no fire)	2	3		1	6
Wrong location, no emergency found	2	2	1		5
<b>Total</b>	<b>83</b>	<b>107</b>	<b>95</b>	<b>12</b>	<b>297</b>

Only REVIEWED incidents included



emergencyreporting.com  
Doc Id: 294  
Page # 1 of 1



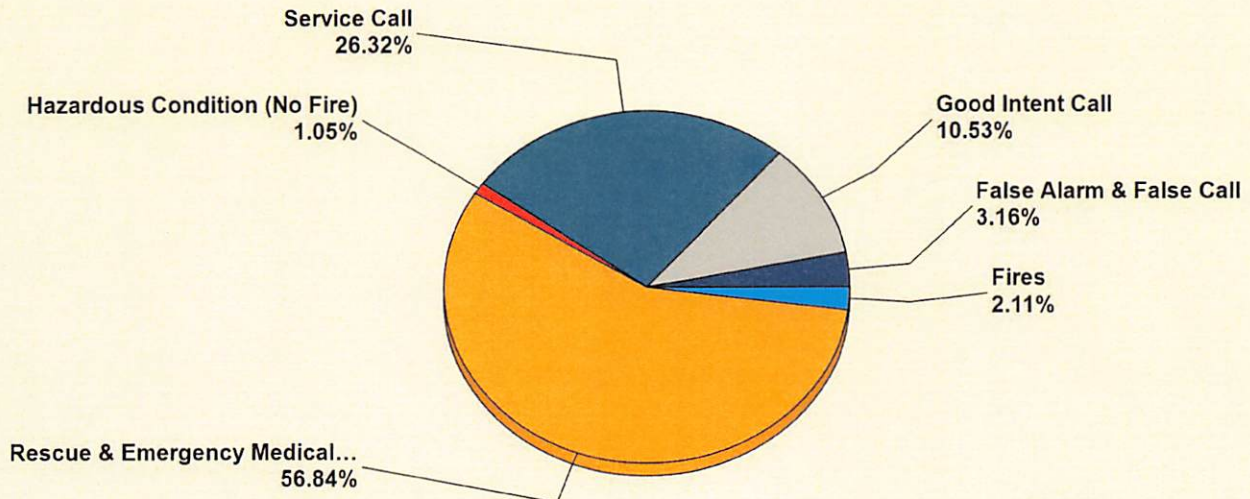
# Kingston Fire Department

Kingston, TN

This report was generated on 4/6/2022 8:12:53 AM

## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 03/01/2022 | End Date: 03/31/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	2	2.11%
Rescue & Emergency Medical Service	54	56.84%
Hazardous Condition (No Fire)	1	1.05%
Service Call	25	26.32%
Good Intent Call	10	10.53%
False Alarm & False Call	3	3.16%
<b>TOTAL</b>	<b>95</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.



emergencyreporting.com  
Doc Id: 553  
Page # 1 of 2



Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	1.05%
132 - Road freight or transport vehicle fire	1	1.05%
300 - Rescue, EMS incident, other	1	1.05%
311 - Medical assist, assist EMS crew	17	17.89%
321 - EMS call, excluding vehicle accident with injury	31	32.63%
322 - Motor vehicle accident with injuries	4	4.21%
324 - Motor vehicle accident with no injuries.	1	1.05%
444 - Power line down	1	1.05%
550 - Public service assistance, other	4	4.21%
553 - Public service	2	2.11%
554 - Assist invalid	10	10.53%
571 - Cover assignment, standby, moveup	9	9.47%
600 - Good intent call, other	1	1.05%
611 - Dispatched & cancelled en route	6	6.32%
622 - No incident found on arrival at dispatch address	1	1.05%
651 - Smoke scare, odor of smoke	2	2.11%
700 - False alarm or false call, other	2	2.11%
731 - Sprinkler activation due to malfunction	1	1.05%
<b>TOTAL INCIDENTS:</b>	<b>95</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

## Ground Ladders

**Date & Time** 03/01/2022 08:00 - 03/01/2022 12:00

**Location** Station 1

**Objective** This class covered the different parts of each ladder, proper techniques to carry and raise ladders.

**Instructors** Edmonds, Clint (Captain/ Training Officer)

## Sign-In Sheet

Name	Agency	ID	Signature
Adkins, Michael (Firefighter/AEMT)	Kingston Fire Department	1810	
Dergosits, Mathew S (Firefighter/EMR)	Kingston Fire Department	1809	
Edmonds, Clint (Captain/ Training Officer)	Kingston Fire Department	1802	
Gordon, Saul W (Chief)	Kingston Fire Department	1800	
Settles, Jay (Lieutenant/AEMT)	Kingston Fire Department	1805	





# Kingston Fire Department

## Ground Ladders

### Class Information

<b>Date/Time</b>	03/01/2022 08:00 - 03/01/2022 12:00		
<b>Class Length</b>	4:00	<b>Category</b>	Shift Training
<b>Station</b>	1 - Station 1	<b>Evaluation Method(s)</b>	None
<b>Location</b>	Station 1 Kingston Fire Dept. Station 1 125 W. Cumberland St. Kingston, TN 37763		
<b>Objective</b>	This class covered the different parts of each ladder, proper techniques to carry and raise ladders.		

### Instructors

Name	Instructor Type	Notes
Edmonds, Clint (Captain/ Training Officer)	Lead Instructor	

### Resources

Name	Description
12 foot ground ladder	Single section ladder that is easy to deploy by 1 firefighter due to light weight.
24 foot extension ladder	A ladder having two sections joined by a sliding mechanism that allows the ladder to be extended to its total length.
35 foot extension ladder	A ladder having three sections joined by a sliding mechanism that allows the ladder to be extended to its total length.
Attic Ladder	A special type of single ladder that has hinged rungs. It can be folded into a compact assembly with one beam resting against the other. It is narrower when open than regular single ladders
roof ladder	Roof ladders are single ladders that have hooks attached to the tip end
Personal Protective Equipment	Bunker gear or turnout gear are terms used by many firefighters to refer to their Personal Protective Equipment or PPE. "Bunker gear" and "turnout gear" can refer, depending on the context, to just the trousers, boots and jacket, or to the entire combination of personal protective equipment and personal protective clothing.

### Narrative

No narrative has been recorded.
---------------------------------

### Training Codes

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

### People

Name
Adkins, Michael
Dergosits, Mathew S





**Kingston Fire Department**  
**Ground Ladders**

Edmonds, Clint
Gordon, Saul W
Settles, Jay





# Kingston Fire Department

## Ground Ladders

### Class Information

<b>Date/Time</b>	03/02/2022 08:00 - 03/02/2022 12:00		
<b>Class Length</b>	4:00	<b>Category</b>	Shift Training
<b>Station</b>	1 - Station 1	<b>Evaluation Method(s)</b>	None
<b>Location</b>	Station 1 Kingston Fire Dept. Station 1 125 W. Cumberland St. Kingston, TN 37763		
<b>Objective</b>	This class covered the different parts of each ladder, proper techniques to carry and raise ladders.		

### Instructors

Name	Instructor Type	Notes
Cloyd, Greg W (Captain/EMR)	Lead Instructor	

### Resources

Name	Description
12 foot ground ladder	Single section ladder that is easy to deploy by 1 firefighter due to light weight.
24 foot extension ladder	A ladder having two sections joined by a sliding mechanism that allows the ladder to be extended to its total length.
35 foot extension ladder	A ladder having three sections joined by a sliding mechanism that allows the ladder to be extended to its total length.
Attic Ladder	A special type of single ladder that has hinged rungs. It can be folded into a compact assembly with one beam resting against the other. It is narrower when open than regular single ladders
Personal Protective Equipment	Bunker gear or turnout gear are terms used by many firefighters to refer to their Personal Protective Equipment or PPE. "Bunker gear" and "turnout gear" can refer, depending on the context, to just the trousers, boots and jacket, or to the entire combination of personal protective equipment and personal protective clothing.
roof ladder	Roof ladders are single ladders that have hooks attached to the tip end

### Narrative

This class covered the different parts of each ladder, proper techniques to carry and raise ladders.
--

### Training Codes

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

### People

Name
Cloyd, Greg W
Lampkin, Chase





# Kingston Fire Department

## Ground Ladders

Logan, Jay

Simas , Edward T





# Kingston Fire Department

## Ground Ladders

### Class Information

<b>Date/Time</b>	03/03/2022 08:00 - 03/03/2022 12:00		
<b>Class Length</b>	4:00	<b>Category</b>	Shift Training
<b>Station</b>	1 - Station 1	<b>Evaluation Method(s)</b>	None
<b>Location</b>	Station 1 Kingston Fire Dept. Station 1 125 W. Cumberland St. Kingston, TN 37763		
<b>Objective</b>	This class covered the different parts of each ladder, proper techniques to carry and raise ladders.		

### Instructors

Name	Instructor Type	Notes
Woody, Josh D (Captain/EMR)	Lead Instructor	

### Resources

Name	Description
12 foot ground ladder	Single section ladder that is easy to deploy by 1 firefighter due to light weight.
24 foot extension ladder	A ladder having two sections joined by a sliding mechanism that allows the ladder to be extended to its total length.
35 foot extension ladder	A ladder having three sections joined by a sliding mechanism that allows the ladder to be extended to its total length.
Attic Ladder	A special type of single ladder that has hinged rungs. It can be folded into a compact assembly with one beam resting against the other. It is narrower when open than regular single ladders
Personal Protective Equipment	Bunker gear or turnout gear are terms used by many firefighters to refer to their Personal Protective Equipment or PPE. "Bunker gear" and "turnout gear" can refer, depending on the context, to just the trousers, boots and jacket, or to the entire combination of personal protective equipment and personal protective clothing.
roof ladder	Roof ladders are single ladders that have hooks attached to the tip end

### Narrative

No narrative has been recorded.

### Training Codes

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



# CITY OF KINGSTON – SAFETY NEWSLETTER

March 2022

## # SAFETY QUOTE

It's better to be safety  
conscious than unsafe and  
unconscious

- Unknown

## FIRE SAFETY

This newsletter is to inform you on information and safe practices dealing with fire safety.

---

---

## INFORMATION

Each year fires account for 3% of workplace injuries. They leave buildings and offices devastated and employees wondering what's next. Ensure that employees know proper fire procedures to help ensure the safety of those in the workplace.

## WHAT CAN WE DO?

- Have a fire escape plan
- Ensure fire extinguishers / fire alarms are present and working
- Ensure employees know how to use fire extinguishers
- Ensure buildings are in fire code compliance
- Do not use heaters near combustible materials
- Be fire safe and smart

The key to being fire safe is preventing the fire from occurring in the first place. Ensuring that employees are training on fire safe practices will help ensure success during times of emergencies. Keeping work areas free of hazards both fire and escape can make a huge difference during emergencies.

If you have any questions pertaining to being fire wise please contact the fire department and we will be more than glad to give you any information you request.







# City of Kingston Public Works

“But if ye forgive not men their trespasses,  
neither will your Father forgive your  
trespasses.”

(Matthew 6:15 KJV)

March 2022

Director Tim Clark

## Employees

Greg Leach

Randy Collins

Logan Bell

Kim Rue

David Harrison

Cody Brown

Robert Miller



# Street Maintenance/Drainage

- Installed 285 ft of Sidewalk
- 5 Signs Installed (3 Names, 2 Stop Signs)
- 8 Streets repaired
- 3 loads from Street Sweeper
- 1-811 locate
- 2-Traffic light repair
- 15 Loads of Brush
- 2 days of Bushhog work





# Vehicle Fleet / Equipment Maintenance

KPD-2012 Dodge 1500-oil change,  
tire rotation, exhaust hanger repair

KPD-2012 Ford Explorer-  
Front/Rear Brakes

KPR-Bobcat Hose  
Replacement/Service

KFD-2004 Chevy 3500-Rear  
Brakes



## Surplus Equipment Sales

- Ford F-250- \$3,400.00
- 1988 International Dump Truck- \$1,925.00



# Special Projects/ Miscellaneous

- Continued reinstalling Veteran Banners
- Continue sidewalk project on West Race Street
- Began advertising for upcoming Brush Collection in May
- Assisted Parks & Rec at Southwest Point

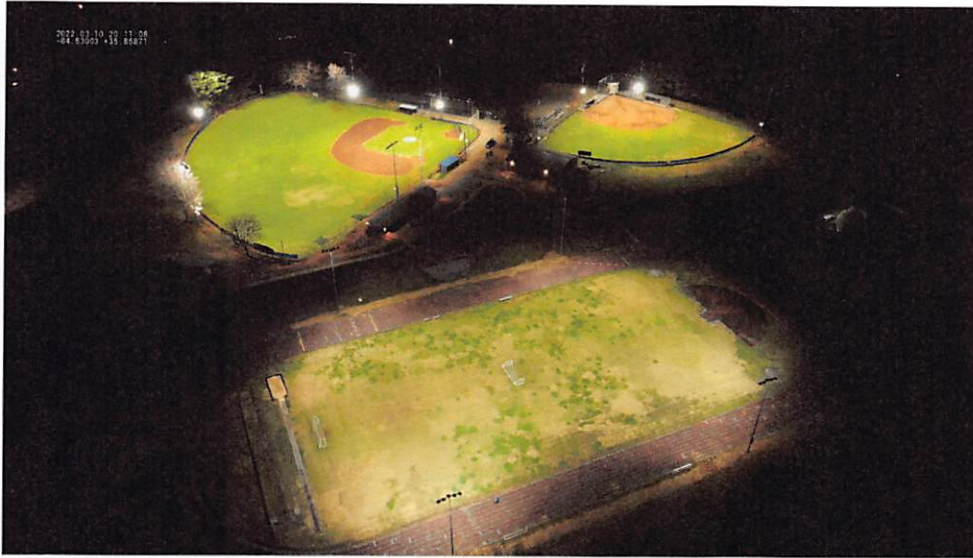




# Upcoming Projects

- Continue sidewalk project on West Race/South Kentucky
- Replace Drainage Tile on Spring Street @First Street.
- Continue to Surplus Items on Govdeals
- Correct drainage issue on East Cumberland St.
- Progression has the radar traffic controls ordered-estimated ship date is 4/21 on equipment.
- Schedule Spring Brush Collection (May 2-13<sup>th</sup>)





# KINGSTON PARKS & RECREATION

March 2022

March was an exciting month for Parks & Rec!! We have brand new Musco lights at SWP fields. TWRA returned to continue work at the Ladd Park boat ramp. They were able to get the ramps pushed into the water and are waiting on a concrete delivery. RCHS received donations to improve the dugouts at the SWP baseball field. City Softball League is underway. Planning is ongoing for Street Fest on April 23<sup>rd</sup>. Smokin' the Water fundraising campaign has started strong with \$ 18,650 donated by March 31st. We have new bleachers for SWP and Byrd Field. March 11<sup>th</sup>, we had all hands-on deck for a clean-up day at SWP in preparation for the season opener. Many thanks to Public Works, the City Manager and Councilman Tony Brown for their help! Distribution helped us replace the Backflow Preventer at the Soccer Field. We repainted the pool deck and installed a wind screen around the fence.



## Surplus Items Sold

2004 Ford Crown Vic-\$1878.00



## Rentals:

City Park-1  
Amphitheater-1

## Community Center:

Banquet Rm-45  
Room A-8  
Room C-20  
Room B-9  
Quilting Rm-8  
Card Rm-20

## Pool Events/Rentals:





**KINGSTON PARKS AND RECREATION  
BOARD MINUTES  
March 3, 2022**

**PRESENT:** Sue Collins, Eric Clark, Paul Rodgers, Ruth Thompson, Keenon Hethcoat,  
Jamey Davis, Michael Greenwell, Becky Humphries, JR Best, and Debbie Russell

**ABSENT:** Matt Melton

**GUESTS:** Sonny Hunter

The meeting was called to order by Paul Rodgers at 6:01 p.m.

A motion to approve previous month's minutes was made by Eric Clark

Michael Greenwell seconded and the motion passed.

**UNFINISHED/OLD BUSINESS:**

1. **By-laws/Codes:** The board wanted to take more time to go over the by-laws so a motion was made by Paul Rodgers and seconded by Keenon Hethcoat to table the voting until next month's meeting and the motion carried.  
**Location of Meeting and Cameras:** The board unanimously decided last meeting not to conduct meetings at Kingston City Hall. The board felt that the Kingston Community Center being where Parks & Recreation is located, and also located in the "heart" of the city is where the meetings should be held.
2. **July 4<sup>th</sup> Update:** JR informed the board that a deposit of \$17,500 has been paid to Pyroshows as half of the fee of \$35,000 for the fireworks, and in order to hold down the cost, five-inch shells would be used this year instead of six-inch; the crowd of spectators would not be able to tell the difference.  
It was mentioned that David Bolling is working out a deal with a sponsor that wants to bring in a "big" named band to the amphitheater for a concert on that July 4<sup>th</sup> weekend, probably Saturday, July 2<sup>nd</sup>.
3. **Bleacher Update:** JR stated that the bleachers for Southwest Point ball fields have been ordered, and we should receive them next week.
4. **Community Center Flooring Update:** JR informed the board that he received approval to get more bids on new flooring for the Center. The bids at present range in price from \$91,000 - \$119,000.
5. **Southwest Point Ball Field Lighting Update:** All but two poles are up and the wiring has been run. It is planned to test out the new lights next Thursday, March 10th.
6. **Ladd Landing Boat Ramp Update:** Work on the boat ramp has been at a temporary halt, and workers won't be back until next week, which has caused one small fishing tournament to be rescheduled. JR predicts the ramp probably won't be finished until May.





#### NEW BUSINESS:

1. **Spring Street Fest:** The fest has been rescheduled to April 23<sup>rd</sup> due to a date conflict with the Car Club that does the car show at the fest. Debbie has sent out applications to vendors and they are beginning sign up.
2. **Track/Tennis Court Resurfacing:** JR informed the board that the cost of resurfacing the running track at SWP will cost \$145,600. That figure includes a 3/8-inch rubber coating, with all cracks fixed, restriping and a one-year warranty. The cost to resurface the tennis court at City Park is \$21,400, and includes restriping. Becky Humphries commented that Tara Stockton suggested that Roane County be consulted to see if they might want to resurface the tennis courts they own across the street from the Community Center, that they are in great need of resurfacing also, and that maybe a better deal on the price could be worked out if both their courts and ours were done at the same time.
3. **Swimming Pool Maintenance/Repairs:** JR stated that the Community Center pool is in need of some major repairs, new pool liner, pool cover, new pool controller, things that have been ignored and/or put off by previous directors. With all the repairs needed and the cost of water and chlorine, the cost will be approximately \$93,000. JR also mentioned that there is a possibility that the pool may be sinking at the deep end.  
Becky read a letter from David Bolling to the board requesting their input on the pool, whether to keep the pool open or shut it down. The board decided that an engineering firm be hired to evaluate the structural integrity of the pool before any further decisions as to closing it or keeping it open should be made. Becky asked if anyone would like to volunteer to be on a committee to do a pool feasibility study and Keenon Hethcoat and Paul Rodgers volunteered to do so.
4. **Mobile Restrooms:** JR informed the board that a mobile restroom had been ordered to use at the Amphitheatre. This two toilets with sinks and they are handicap accessible on a trailer that can be moved to other locations making it also useful for special events. The cost is \$73,000 plus shipping. It had been determined that it was a cost savings going with the mobile restrooms as opposed to building a restroom which would have cost approximately \$100,000.
5. **Volleyball/Softball Sign Ups:** Seventy children have signed up for volleyball, and games start this Saturday, March 5<sup>th</sup> at Cherokee Middle School gym. Softball sign ups have been extended until March 11<sup>th</sup>.

Keenon made the motion the adjourn, Eric seconded. The meeting ended at 7:09.





**Dates to Remember:**

Saturday, March 19<sup>th</sup> Kayak fishing Tournament – 3-5 pm

Thursday, April 7<sup>th</sup> Parks & Rec Board Meeting

Saturday, April 23<sup>rd</sup> Spring Street Fest – 11am – 4pm

Monday, May 30<sup>th</sup> (Memorial Day) Southeast TN Bass Nation fishing tournament

**COMMUNITY CENTER MONTHLY REPORT**

**These are the regularly scheduled on-going meetings and events that were held at the Center during the month of February.**

Anybody Can Exercise (ABC)  
Strong/Zumba Mash Up Classes  
Bounce Fitness Aerobic Class  
Pound Fitness Class  
Strong Fitness  
Line Dancing  
Sweet Southern Dance & Tumbling  
Senior Quilting  
T.O.P.S.  
Adult Table Tennis  
Kingston Beautification Committee  
Outdoor Kingston  
FCE  
Pinochle

Submitted By: Debbie Russell





## **Parks and Recreation Board Agenda**

**March 3, 2022**

Call to Order

Welcome Members/Guests

Approval of Minutes (Feb.)

### **Unfinished/Old Business**

1. Vote on section of city codes (formally called by-laws)
2. Meeting location update – camera cost
3. July 4th
4. SWP & Byrd Field bleachers
5. Community Center remodeling projects
6. SWP Ballfield lights update
7. Ladd boat ramp update

### **New Business**

1. Spring Street Fest – Date changed to April 23<sup>rd</sup>, Volunteers Needed
2. Track and Tennis Court resurfacing
3. Discussion of Swimming Pool

### **Dates to Remember:**

Saturday, March 19<sup>th</sup> “Fishers of Men” fishing tournament – 6am – 3 pm ?

Saturday, March 19<sup>th</sup> Kayak fishing Tournament – 3-5 pm

Thursday, April 7<sup>th</sup> Parks & Rec Board Meeting

Saturday, April 23<sup>rd</sup> Spring Street Fest – 11am – 4pm

Monday, May 30<sup>th</sup> (Memorial Day) Southeast TN Bass Nation fishing tournament





## COMMUNITY CENTER MONTHLY REPORT

**These are the regularly scheduled on-going meetings and events that were held at the Center during the month of November**

Anybody Can Exercise (ABC)  
Zumba Classes  
Bounce Aerobic Class  
Pound Aerobic Class  
Sweet Southern Dance  
Senior Quilting Roane  
T.O.P.S.  
Adult Table Tennis  
Kingston Beautification Committee  
Outdoor Kingston  
FCE



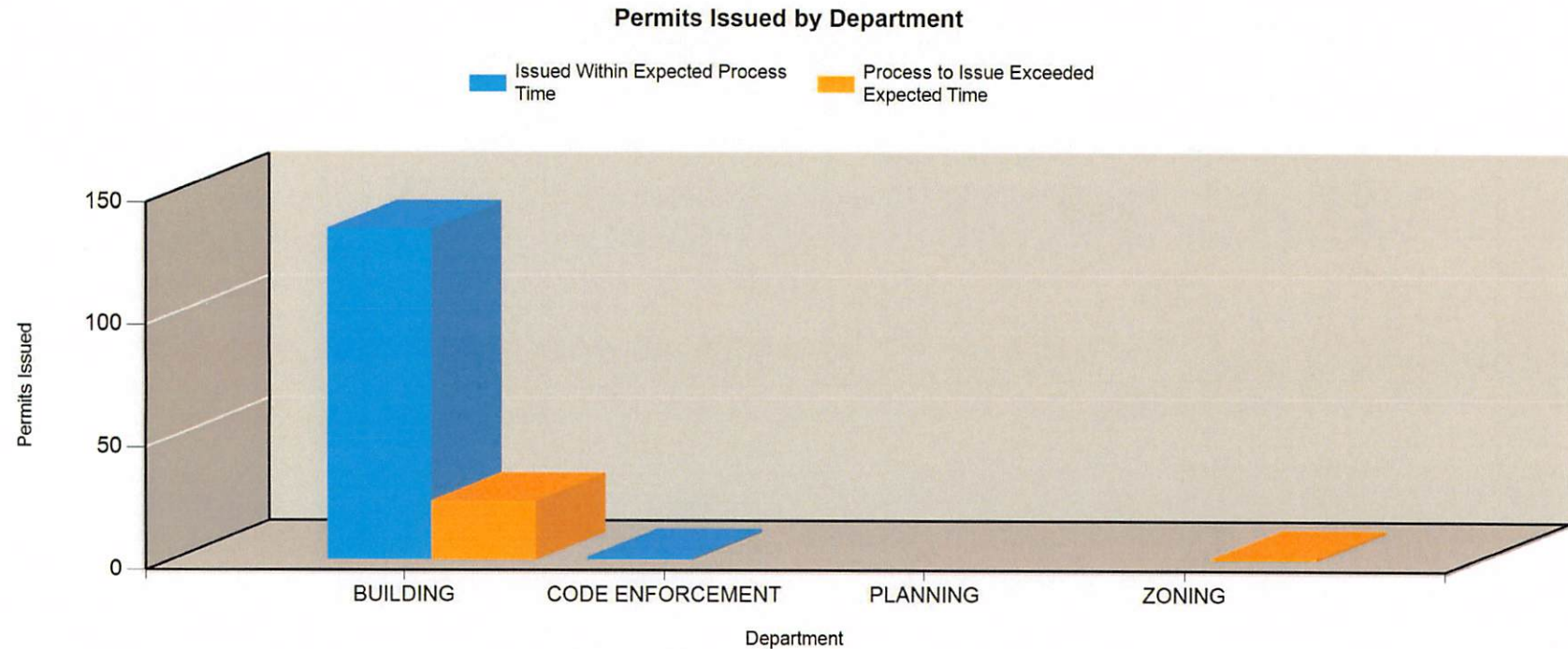


## Issued Permits By Department

Page 1 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM



### 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	131	119	4 Days	28.09 Days	1	97	22
	CM	Same Day	2	1	4 Days	0 Days	1	0	1
	PL	Same Day	21	21	Same Day	0 Days	1	21	0
	RM	Same Day	22	17	Same Day	0.97 Days	1	16	1





## Issued Permits By Department

Page 2 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	VN	Same Day	1	1	Same Day	0 Days	1	1	0
CODE ENFORCEMENT	BK	Same Day	5	0	Same Day	0 Days	1	0	0
	EV	Same Day	3	0	Same Day	0 Days	1	0	0
	JNK	Same Day	1	1	Same Day	0 Days	1	1	0
PLANNING	PLT	Same Day	14	0	Same Day	0 Days	1	0	0
ZONING	REZ	Same Day	2	0	Same Day	0 Days	1	0	0
	SUP	Same Day	0	1	370 Days	0 Days	1	0	1
	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	BP2021-371 Inground Pool 143 Rodgers Circle Rd, Rockwood, TN 37854	Submitted: 05/21/2021 Technically Complete: Approved: Ready to Issue: Issued: 03/17/2022	In Process: 300 Waiting: 0 Total Days: 300 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: 03/21/2022	In Process: 67 Waiting: 0 Total Days: 67 Total Cycles: 1
		BP2022-059 Armour- New Residential Home 101 Tanasi Trail, Kingston, TN37763	Submitted: 01/25/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/03/2022	In Process: 37 Waiting: 0 Total Days: 37 Total Cycles: 1
		BP2022-088 AT&T- Upgrade Existing Cell Tower 396 Ridgewood Dr., Harriman, TN 37748	Submitted: 02/07/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/01/2022	In Process: 22 Waiting: 0 Total Days: 22 Total Cycles: 1





## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	BP	BP2022-110 Lareau- Solar Panels 122 Allison Cove Dr., Harriman, TN 37748	Submitted: 02/17/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/01/2022	In Process: 12 Waiting: 0 Total Days: 12 Total Cycles: 1
		BP2022-141 York DW 601 Tate Coley Rd, Lenoir City, TN 37771	Submitted: 03/01/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/01/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-142 Stradley- New Residential Home 352 Peninsula Rd, Harriman, TN 37748	Submitted: 03/01/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/02/2022	In Process: 1 Waiting: 0 Total Days: 1 Total Cycles: 1
		BP2022-143 Hayes- Storage Bldg 304 DYLLIS Rd., 'HARRIMAN, TN 37748	Submitted: 03/01/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/10/2022	In Process: 9 Waiting: 0 Total Days: 9 Total Cycles: 1
		BP2022-144 Hodges- Storage Bldg. D 2728 Roane State Hwy, Harriman, TN 37748	Submitted: 03/01/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/01/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-145 Hodges- Storage Bldg. E 2728 Roane State Hwy, Harriman, TN 37748	Submitted: 03/01/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/01/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-146 Church Williams Chapel- Addition 405 Old Valley Rd., Harriman, TN 37748	Submitted: 03/01/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/01/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-147 Gatti- New Residential Home 172 Bluegreen Way, Rockwood, TN 37854	Submitted: 03/01/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/01/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1





## Issued Permits By Department

Page 4 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	BP	BP2022-148 Treadway - Inground pool 412 Patton Ferry Rd, Kingston, TN 37763	Submitted: 03/02/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/03/2022	In Process: 1 Waiting: 0 Total Days: 1 Total Cycles: 1
		BP2022-149 Price- Commercial Remodel 501 CARDIFF VALLEY Rd., Rockwood, TN 37854	Submitted: 03/02/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/02/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-150 Galyon - New Residential Home 526 Baumgartner Rd, Harriman, TN 37748	Submitted: 03/02/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/02/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-151 Young DW 531 Old Highway 70, Rockwood, TN 37854	Submitted: 03/02/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/02/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-152 Ferguson- SW 618 Old Hwy 70, Harriman, TN 37748	Submitted: 03/02/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/02/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-153 Arp- New Residential Home 326 Green Acres, Kingston, TN 37763	Submitted: 03/02/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/02/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-154 Oleynik- Remodel Living Space 425 Ashe Cabin Hollow Rd., Harriman, TN 37748	Submitted: 03/03/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/03/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-155 AT&T- Cell Tower Upgrade 200 Dug Ridge Rd., KINGSTON, TN 37763	Submitted: 03/03/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/22/2022	In Process: 19 Waiting: 0 Total Days: 19 Total Cycles: 1





## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	BP	BP2022-156 Newgent- Storage Bldg 525 Emory River Rd., Harriman, TN 37748	Submitted: 03/03/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/03/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-157 Tompkins- New Residential Home 1281 Swan Pond Cir., Harriman, TN 37748	Submitted: 03/04/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/04/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-158 Adkisson- Carport 404 Eblen Dr, Harriman, TN 37748	Submitted: 03/04/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/04/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-159 Adkisson- Above Ground Pool with Deck 134 Wright Ln, Harriman, TN 37748	Submitted: 03/04/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/04/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-160 Mitchell- Deck 812 Alma Ln., Kingston, TN 37763	Submitted: 03/04/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/04/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-161 Crouse- Pole Barn 201 Rose Rd., Kingston, TN 37763	Submitted: 03/04/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/04/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-162 Munsey- Closing in Porch 133 Bradford Village Way, Kingston, TN 37763	Submitted: 03/07/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/07/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-163 Munsey- Closing in Porch 133 Bradford Village Way, Kingston, TN 37763	Submitted: 03/07/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/07/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1





## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	BP	BP2022-164 Iekeler - Deck replacement 801 Clifty St, Harriman, TN 37748	Submitted: 03/07/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/07/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-165 Pattersons- Sign upgrade 1807 Roane State Hwy, Harriman, TN 37748	Submitted: 03/07/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/08/2022	In Process: 1 Waiting: 0 Total Days: 1 Total Cycles: 1
		BP2022-166 Risden - New Residential Home 406 Sunset Dr, Harriman, TN 37748	Submitted: 03/08/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/08/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-167 Risden - Detached Garage 406 Sunset Dr, Harriman, TN 37748	Submitted: 03/08/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/08/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-168 Crowe- Remodel Living Space	Submitted: 03/08/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/08/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-169 Crowe- Remodel Living Space 1103 Pineywood Road, Kingston, TN 37763	Submitted: 03/08/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/08/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-170 Johns- DW 1101 Winton Chapel Rd., Rockwood, TN 37854	Submitted: 03/08/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/14/2022	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1
		BP2022-171 Devaney- Commercial Remodel 535 Main St., Oliver Springs, TN 37840	Submitted: 03/09/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/09/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1





## Issued Permits By Department

Page 7 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	BP	BP2022-172 Willis - Metal Carport 529 Greenwood St., Kingston, TN 37763	Submitted: 03/09/2022 Technically Complete: Approved: Ready to Issue: Issued: 04/05/2022	In Process: 27 Waiting: 0 Total Days: 27 Total Cycles: 1
		BP2022-173 Barnes- Remodel Living Space 119 Howard Ave., Harriman, TN 37748	Submitted: 03/09/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/09/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-174 Cooper - Metal Carport 101 Forest Grove DR, Harriman, TN 37748	Submitted: 03/09/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/09/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-175 Nguyen- Deck 428 Queen Ave, Harriman, TN 37748	Submitted: 03/09/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/09/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-176 Dugger- New Residential Home 124 Hopewell Rd, Rockwood, TN 37854	Submitted: 03/09/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/09/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-177 Murphy- New Residential 102 Bending Bow, Ten Mile, TN37880	Submitted: 03/11/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/11/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-178 Wise- Metal Carport/ Storage Bldg. 143 Perry Rd., Kingston, TN 37763	Submitted: 03/11/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/11/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-179 Murroch- Remodel Living Space & Deck Repair 1515 Kingston Hwy., Kingston, TN 37763	Submitted: 03/11/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/11/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1





## Issued Permits By Department

Page 8 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	BP	BP2022-180 Murroch- Shed #1 1515 Kingston Hwy., Kingston, TN 37763	Submitted: 03/11/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/11/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-181 Murroch- Shed 1515 Kingston Hwy., Kingston, TN 37763	Submitted: 03/11/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/11/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-182 Chapman- Retaining Wall 1301 Dogwood Dr., Kingston, TN 37763	Submitted: 03/11/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/11/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-183 Tumminello- Window Replacement 319 Meadowview Dr., Harriman, TN 37748	Submitted: 03/11/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/11/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-184 Coley- DW 180 Perry Dr., Harriman, TN 37748	Submitted: 03/11/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/14/2022	In Process: 3 Waiting: 0 Total Days: 3 Total Cycles: 1
		BP2022-185 Dudley- New Residential Home 195 E Shore Dr, Rockwood, TN 37854	Submitted: 03/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/14/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-186 Dudley- Detached Garage 195 E Shore Dr, Rockwood, TN 37854	Submitted: 03/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/14/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-187 Horton- New Residential Home Lot 21 50 Village Way, Kingston, TN 37763	Submitted: 03/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/21/2022	In Process: 7 Waiting: 0 Total Days: 7 Total Cycles: 1





## Issued Permits By Department

Page 9 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	BP	BP2022-188 Horton- New Residential Home Lot 22 60 Village Way, Kingston, TN37763	Submitted: 03/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/21/2022	In Process: 7 Waiting: 0 Total Days: 7 Total Cycles: 1
		BP2022-189 Horton- New Residential Home Lot 23 70 Village Way, Kingston, TN37763	Submitted: 03/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/21/2022	In Process: 7 Waiting: 0 Total Days: 7 Total Cycles: 1
		BP2022-190 Scandlyn- Roof Repair 104 Martin St., Kingston, TN 37763	Submitted: 03/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/14/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-191 Horton- New Residential Home Lot 24 80 Village Way, Kingston, TN37763	Submitted: 03/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/21/2022	In Process: 7 Waiting: 0 Total Days: 7 Total Cycles: 1
		BP2022-192 Kollar- Dock 580 Grande Vista Drive, Rockwood, TN 37854	Submitted: 03/15/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/15/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-193 Sugarman- Remodel Living Space 264 Robinette Road, Oliver Springs, TN 37840	Submitted: 03/15/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/15/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-194 Henley - New Resedential Home 530 Sleepy Hollow Rd, Oliver Springs, TN 37840	Submitted: 03/15/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/15/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-195 McFarland- Remodel 100 East Race St., Kingston, TN 37763	Submitted: 03/15/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/15/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1





## Issued Permits By Department

Page 10 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	BP	BP2022-196 Bednarski - New Resedential Home 156 Cherokee Circle, Ten Mile, TN37880	Submitted: 03/15/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/15/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-197 Dlckson- Pole Barn 1492 Paint Rock Valley Road, Kingston, TN 37763	Submitted: 03/15/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/15/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-198 Ward- Retaining Wall 4534 HALL Rd., Lenoir City, TN 37771	Submitted: 03/16/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/16/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-199 Hernandez- Remodel 407 Emory Heights Rd., Harriman, TN 37748	Submitted: 03/16/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/16/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-200 Lavender- Remodel Living Space 702 Unaka St., Harriman, TN 37748	Submitted: 03/16/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/16/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-201 Tousignant - Garage 103 Mountain View Lane, Oliver Springs, TN 37840	Submitted: 03/16/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/16/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-202 Tousignant- Detached Garage 103 Mountain View Lane, Oliver Springs, TN 37840	Submitted: 03/16/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/16/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-203 Rucker - Storage Building 132 Rucker Rd, Rockwood, TN 37854	Submitted: 03/17/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/23/2022	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1





## Issued Permits By Department

Page 11 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	BP	BP2022-204	Submitted: 03/17/2022	In Process: 0
		The Grove - Commercial Addition	Technically Complete:	Waiting: 0
		2150 Kingston Hwy, Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 03/17/2022	
		BP2022-205	Submitted: 03/17/2022	In Process: 19
		Commercial Cell Tower Replacement	Technically Complete:	Waiting: 0
		1231 Gallaher Road, Kingston, Tn 37763	Approved:	Total Days: 19
			Ready to Issue:	Total Cycles: 1
			Issued:	
		BP2022-206	Submitted: 03/17/2022	In Process: 0
		Kilby - HC New Resedential Home	Technically Complete:	Waiting: 0
		149 McNew Dr, Harriman, TN 37748	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 03/17/2022	
		BP2022-207	Submitted: 03/17/2022	In Process: 0
		Roane Govt. - HC Commercial Remodel	Technically Complete:	Waiting: 0
		1007 Ruritan Rd, Harriman, TN 37748	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 03/17/2022	
		BP2022-208	Submitted: 03/17/2022	In Process: 19
		Griffis - Carport Repair	Technically Complete:	Waiting: 0
		524 Winchester St., Rockwood, TN 37854	Approved:	Total Days: 19
			Ready to Issue:	Total Cycles: 1
			Issued:	
		BP2022-209	Submitted: 03/17/2022	In Process: 0
		Adkins - DW	Technically Complete:	Waiting: 0
		126 Texas Ave, Kingston, TN37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 03/17/2022	
		BP2022-210	Submitted: 03/17/2022	In Process: 0
		Willis- DW	Technically Complete:	Waiting: 0
		594 Abels Valley Rd., Rockwood, TN37854	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 03/17/2022	
		BP2022-211	Submitted: 03/17/2022	In Process: 0
		Griffis- Remodel Living Space	Technically Complete:	Waiting: 0
		524 Winchester St., Rockwood, TN 37854	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued: 03/17/2022	





## Issued Permits By Department

Page 12 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	BP	BP2022-212 Craven - New Residential Home 1130 Indian Shadows Dr., Ten Mile, TN37880	Submitted: 03/17/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/17/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-213 Williams - Deck Replacement 1549 James Ferry Rd, Kingston, TN 37763	Submitted: 03/18/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/18/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-214 Harrison- Detached Garage 122 HARRISON Lane, TEN MILE, TN 37880	Submitted: 03/18/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/18/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-215 Hall - Dock 466 River Rd, Kingston, TN 37763	Submitted: 03/21/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/21/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-216 Seltz - New Resedential Home 1830 Paint Rock Valley Rd, Philadelphia, TN 37846	Submitted: 03/21/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/21/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-217 Lentz - DW 2550 River Rd, Kingston, TN 37763	Submitted: 03/21/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/25/2022	In Process: 4 Waiting: 0 Total Days: 4 Total Cycles: 1
		BP2022-218 McKee - Carport 213 Pattie Gap Rd, Philadelphia, TN 37846	Submitted: 03/21/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/21/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-219 Greeson- Dock 3458 RIVER Rd., Ten Mile, TN37880	Submitted: 03/21/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/21/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1





## Issued Permits By Department

Page 13 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	BP	BP2022-220 Butler - Detached Garage 376 Allison Dr, Harriman, TN 37748	Submitted: 03/21/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 15 Waiting: 0 Total Days: 15 Total Cycles: 1
		BP2022-221 Chivington - New Residential Home 248 Ellis Rd, Kingston, TN 37763	Submitted: 03/22/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/22/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-222 Commercial Building 1415 Loudon Highway, Philadelphia, TN 37846	Submitted: 03/22/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/31/2022	In Process: 9 Waiting: 0 Total Days: 9 Total Cycles: 1
		BP2022-223 Commercial Building 1705 Roane State Hwy, Harriman, TN 37748	Submitted: 03/22/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/31/2022	In Process: 9 Waiting: 0 Total Days: 9 Total Cycles: 1
		BP2022-224 Hamby - New Residential Home 151 Pinecrest Dr., Loudon, TN 37774	Submitted: 03/23/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/23/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-225 Parsons - Carport 126 Scenic Lake Dr, Harriman, TN 37748	Submitted: 03/23/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/23/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-226 Morgan - Deck and Above Ground Pool 849 Cave Creek Rd, Kingston, TN 37763	Submitted: 03/23/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/23/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-227 Parris -Porch Roof Only 9207 Old Kingston Road, Loudon, TN 37774	Submitted: 03/23/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/23/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1





## Issued Permits By Department

Page 14 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	BP	BP2022-228 Sidwell - New Residential Home 1039 Joiner Hollow Rd, Rockwood, TN 37854	Submitted: 03/23/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/24/2022	In Process: 1 Waiting: 0 Total Days: 1 Total Cycles: 1
		BP2022-229 Lobur - Barn 892 Clax Gap Rd, Harriman, TN 37748	Submitted: 03/24/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/24/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-230 Lobur - Retaining Wall 892 Clax Gap Rd, Harriman, TN 37748	Submitted: 03/24/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/24/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-231 Tumminello - Dock 642 Emory River Rd., Harriman, TN 37748	Submitted: 03/24/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/24/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-232 Sabou-Remodel 116 Love Dr, Harriman, TN 37748	Submitted: 03/24/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/31/2022	In Process: 7 Waiting: 0 Total Days: 7 Total Cycles: 1
		BP2022-233 Burnett- Deck 116 Fifth St, Kingston, TN 37763	Submitted: 03/24/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/24/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-234 Richard- Attached Carport 141 Michael Dr, Rockwood, Tn 37854	Submitted: 03/25/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/25/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-235 Griffis- Deck Repair 130 Annie Cox Ln., Harriman, TN 37748	Submitted: 03/25/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/25/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1





## Issued Permits By Department

Page 15 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	BP	BP2022-236 Umbehagen- Addition 318 Ray St, Kingston, TN 37763	Submitted: 03/25/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/25/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-237 3205 Harriman Hwy, HARRIMAN, TN 37748	Submitted: 03/25/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 11 Waiting: 0 Total Days: 11 Total Cycles: 1
		BP2022-238 Patton- New Residential Home 110 Hannah Rd., Harriman, TN 37748	Submitted: 03/25/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/25/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-239 Lively- Inground Pool with Shed 183 Chestnut Hill Rd., Harriman, TN 37748	Submitted: 03/28/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/28/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-240 Galyon- Barn 360 Bradshaw Hollow Rd., Rockwood, TN 37854	Submitted: 03/28/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/28/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-241 Rodgers- Detached Carport 101 Farris Rd, Kingston, TN 37763	Submitted: 03/28/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/28/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-242 Hamilton- Storage Building 106 Hamilton Road, Kingston, TN 37763	Submitted: 03/28/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/28/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-243 Bridges- DW 4460 Kingston Hwy., Loudon, TN 37774	Submitted: 03/28/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 8 Waiting: 0 Total Days: 8 Total Cycles: 1





## Issued Permits By Department

Page 16 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	BP	BP2022-244 Best- SW 242 Lawhon Farm Rd., Loudon, TN 37774	Submitted: 03/28/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/28/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-245 Dickson- New Residential Home- Lot 7 965 Paint Rock Valley Rd., Philadelphia, TN 37846	Submitted: 03/28/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 8 Waiting: 0 Total Days: 8 Total Cycles: 1
		BP2022-246 Woody- Porch 5080 Decatur Hwy., Ten Mile, TN37880	Submitted: 03/29/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/29/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-247 Carter- New Residential Home 194 Merriwater Way, Kingston, TN 37763	Submitted: 03/29/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/29/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-248 4600 Kingston Highway, Lenoir City, TN37771	Submitted: 03/29/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 7 Waiting: 0 Total Days: 7 Total Cycles: 1
		BP2022-249 Windrock - Deck for tent floors 555 Windrock Park Lane, Oliver Springs, TN 37840	Submitted: 03/30/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/30/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-250 Windrock - Deck for tent floors 555 Windrock Park Lane, Oliver Springs, TN 37840	Submitted: 03/30/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/30/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-251 Farm Bureau - Remodel 101 W. Spring St., Kingston, TN 37763	Submitted: 03/30/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/30/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1





## Issued Permits By Department

Page 17 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	BP	BP2022-252 Horton Homes Lot # 17 10 Village Way, Kingston, TN 37763	Submitted: 03/30/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1
		BP2022-253 SBA Network- Cell Tower Upgrade 3205 Harriman Hwy, HARRIMAN, TN 37748	Submitted: 03/30/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1
		BP2022-254 Collins - Porch 176 Wright Lane, Oliver Springs, TN 37840	Submitted: 03/30/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/30/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-255 Hoover - Dock 223 Ferguson Lane, Kingston, TN 37763	Submitted: 03/30/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/30/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-256 Horton Homes Lot # 18 20 Village Way, Kingston, TN 37763	Submitted: 03/30/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1
		BP2022-257 Lambert - Carport 237 Foxfire Ln, Kingston, TN 37763	Submitted: 03/30/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/30/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-258 Neklasen- Detached Garage 1135 Little Dogwood Rd., Kingston, TN 37763	Submitted: 03/30/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/30/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-259 Underwood - Barn 1060 River Rd, Kingston, TN 37763	Submitted: 03/30/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/30/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1





## Issued Permits By Department

Page 18 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	BP	BP2022-260 Horton Homes Lot # 19 30 Village Way, Kingston, TN 37763	Submitted: 03/30/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1
		BP2022-261 Shultz - Barndominium 234 Pattie Gap Rd, Philadelphia, TN 37846	Submitted: 03/30/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/30/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-262 Zirk - Remodel Living Space 503 Mill St., Kingston, TN 37763	Submitted: 03/30/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/30/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-263 Horton Homes Lot # 20 40 Village Way, Kingston, TN 37763	Submitted: 03/30/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 6 Waiting: 0 Total Days: 6 Total Cycles: 1
		BP2022-264 Malenovsky - Addition 214 Shady Dr, Harriman, TN 37748	Submitted: 03/31/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/31/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BP2022-265 Cell tower upgrade 370 Pine Ridge Road, Harriman, Tn 37748	Submitted: 03/31/2022 Technically Complete: Approved: Ready to Issue: Issued: 04/04/2022	In Process: 4 Waiting: 0 Total Days: 4 Total Cycles: 1
		BP2022-266 Cell Tower Upgrade 222 Phillips Hollow Rd, Harriman, TN 37748	Submitted: 03/31/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 5 Waiting: 0 Total Days: 5 Total Cycles: 1
		BP2022-267 Craft - Deck 105 Caldwell Circle, Oliver Springs, TN 37840	Submitted: 03/31/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/31/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1





## Issued Permits By Department

Page 19 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	BP	BP2022-268	Submitted: 03/31/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 5 Waiting: 0 Total Days: 5 Total Cycles: 1
		4460 Kingston Hwy., Loudon, TN 37774		
		BP2022-269	Submitted: 03/31/2022 Technically Complete: Approved: Ready to Issue: Issued: 04/01/2022	In Process: 1 Waiting: 0 Total Days: 1 Total Cycles: 1
		Pulver - DW		
		3446 Decatur Highway, Kingaton, TN 37763		
	CM	BP2022-270	Submitted: 03/31/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/31/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		Smith - DW		
		3204 Kingston Highway, Kingston, TN 37763		
		BP2022-271	Submitted: 03/31/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/31/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		Phillips - DW		
		608 Dickey Valley Rd, Harriman, TN 37748		
	PL	CM2022-005	Submitted: 03/07/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/11/2022	In Process: 4 Waiting: 0 Total Days: 4 Total Cycles: 1
		City of Harriman- CM for BP2021-637		
		408 N Roane St, Harriman, TN 37748		
	PL	CM2022-006	Submitted: 03/23/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 13 Waiting: 0 Total Days: 13 Total Cycles: 1
		Cedar Grove CM for BP2022-204		
		2150 Kingston Hwy, Kingston, TN 37763		
	PL	PL2022-031	Submitted: 03/04/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/04/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		Adkisson- PL		
		134 Wright Ln, Harriman, TN 37748		
	PL	PL2022-032	Submitted: 03/08/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/08/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		Powers - PL for BP2022-048		
	PL	1100 Ladd Landing Blvd., Kingston, TN 37763		





## Issued Permits By Department

Page 20 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	PL	PL2022-033 Davis- PL for BP2021-672 280 Cross Creek Lane, Kingston, TN 37763	Submitted: 03/08/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/08/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2022-034 Devaney- PL for 2020-208 387 Mays Valley Rd, Harriman, TN 3	Submitted: 03/11/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/11/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2022-035 Dudley- PL for BP2022-185 195 E Shore Dr, Rockwood, TN 37854	Submitted: 03/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/14/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2022-036 Ferguson- PL for BP2022-152 618 Old Hwy 70, Harriman, TN 37748	Submitted: 03/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/14/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2022-037 Knight- PL for BP2021-655 1648 Old Harriman Highway, Oliver Springs, TN 37840	Submitted: 03/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/14/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2022-038 Scandlyn- PL for BP2021-942 300 Chamberlain Cove Rd., Kingston, TN 37763	Submitted: 03/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/14/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2022-039 Scandlyn- PL for BP2021-941 300 Chamberlain Cove Rd., Kingston, TN 37763	Submitted: 03/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/14/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2022-040 Scandlyn- PL for BP2021-940 300 Chamberlain Cove Rd., Kingston, TN 37763	Submitted: 03/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/14/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1





## Issued Permits By Department

Page 21 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	PL	PL2022-041 Bonar- PL for BP2021-572 233 Arrowhead Trail, Kingston, TN 37763	Submitted: 03/14/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/14/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2022-042 Lavender- PL for BP2022-200 702 Unaka St., Harriman, TN 37748	Submitted: 03/16/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/16/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2022-043 Jenkins- PL 1110 Oakdale Hwy., Harriman, Tn 37748	Submitted: 03/17/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/17/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2022-044 Onufreychuck PL for BP2022-028 806 Paint Rock Valley Rd, Philadelphia, TN 37846	Submitted: 03/22/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/22/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2022-045 Gatti - PL for BP 2022-147 172 Bluegreen Way, Kingston, TN 37763	Submitted: 03/22/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/22/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2022-046 Commercial PL for BP2021-405 1071 E Tri County Blvd, Oliver Springs, TN 37840	Submitted: 03/22/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/22/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2022-047 Umbehagen- PL for BP2022-236 318 Ray St, Kingston, TN 37763	Submitted: 03/25/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/25/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2022-048 Morgan- PL for BP2021-438 162 Pin Oak Drive, Rockwood, TN 37854	Submitted: 03/25/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/25/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1





## Issued Permits By Department

Page 22 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	PL	PL2022-049 Sabou- PL for BP2022-232 116 Love Dr, Harriman, TN 37748	Submitted: 03/31/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/31/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2022-050 PL for BP2021-447 126 Deer Ridge Road, Kingston, TN 37763	Submitted: 03/31/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/31/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PL2022-051 PL for BP2022-261 234 Pattie Gap Rd, Philadelphia, TN 37846	Submitted: 03/31/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/31/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	RM	RM2022-037 Armstrong- RM for BP2020-445 123 Cunningham Blvd, Harriamn, TN 37748	Submitted: 03/01/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/01/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2022-038 Headrick- RM for BP2021-791 1019 NEW HOPE RD, Rockwood, TN 37854	Submitted: 03/03/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/03/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2022-039 Johnson- BP2021-400 426 Pointe Vista Dr, Rockwood, TN 37854	Submitted: 03/04/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/04/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2022-040 Altimier- RM for BP2021-518 304 W Shore Dr, Rockwood, TN 37854	Submitted: 03/04/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/04/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2022-041 Parker- RM for BP2021-583 107 Crane Pointe, Rockwood, TN 37854	Submitted: 03/04/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/04/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1





## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	RM	RM2022-042	Submitted: 03/07/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 29 Waiting: 0 Total Days: 29 Total Cycles: 1
		408 N Roane St, Harriman, TN 37748		
		RM2022-043	Submitted: 03/07/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		Fisher- RM		
		304 Indigo Bunting Dr, Harriman, TN 37748		
		RM2022-044	Submitted: 03/10/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 4 Waiting: 0 Total Days: 4 Total Cycles: 1
		McCullar- RM for BP2021-057		
		340 Marney Cove Road, Kingston, TN 37763		
		RM2022-045	Submitted: 03/11/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		Devaney- RM for BP2020-208		
		387 Mays Valley Rd, Harriman, TN 3		
		RM2022-046	Submitted: 03/14/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		Patton- Rm		
		199 Cunningham Blvd, Harriman, TN 37748		
		RM2022-047	Submitted: 03/14/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 22 Waiting: 0 Total Days: 22 Total Cycles: 1
		340 Marney Cove Road, Kingston, TN 37763		
		RM2022-048	Submitted: 03/15/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		Walker RM for BP2021-261		
		105 Kirkham Drive, Rockwood, TN 37854		
		RM2022-049	Submitted: 03/15/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		Meiss- RM for BP2021-621		
		702 Reuben Ridge, Rockwood, TN 37854		





## Issued Permits By Department

Page 24 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	RM	RM2022-050 Lathrop- RM for BP2021-534 107 Delaware Point, Ten Mile, TN37880	Submitted: 03/16/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/16/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2022-051 RM for BP 2021-788 197 Young Creek Way, Kingston, TN37763	Submitted: 03/18/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/18/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2022-052 2150 Kingston Hwy, Kingston, TN 37763	Submitted: 03/23/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 13 Waiting: 0 Total Days: 13 Total Cycles: 1
		RM2022-053 408 N Roane St, Harriman, TN 37748	Submitted: 03/25/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 11 Waiting: 0 Total Days: 11 Total Cycles: 1
		RM2022-054 2150 Kingston Hwy, Kingston, TN 37763	Submitted: 03/25/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 11 Waiting: 0 Total Days: 11 Total Cycles: 1
		RM2022-055 Rose- RM for BP2021-383 213 East Shore Dr, Rockwood, TN 37854	Submitted: 03/28/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/28/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2022-056 Oliwa- RM for BP2021-535 4600 Kingston Highway, Lenoir City, TN37771	Submitted: 03/29/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/29/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		RM2022-057 RM for BP2021-869 223 Ferguson Lane, Kingston, TN 37763	Submitted: 03/30/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/30/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1





## Issued Permits By Department

Page 25 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

BUILDING	RM	RM2022-058 RM for BP2021-875 2962 Buttermilk Rd, Lenoir City, TN 37771	Submitted: 03/31/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/31/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
	VN	VN2022-001 James- Firework Stand 175 Hilltop Loop Rd., Kingston, TN 37763	Submitted: 03/29/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/29/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
CODE ENFORCEMENT	BK	BK-22-0006 Code Card 308 N. 3rd St., Kingston, TN 37763	Submitted: 03/03/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 33 Waiting: 0 Total Days: 33 Total Cycles: 1
		BK-22-0007 Code Card 308 N. 3rd St., Kingston, TN 37763	Submitted: 03/07/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		BK-22-0008 Code Card 308 N. 3rd St., Kingston, TN 37763	Submitted: 03/16/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 20 Waiting: 0 Total Days: 20 Total Cycles: 1
		BK-22-0009 Code Book 308 N. 3rd St., Kingston, TN 37763	Submitted: 03/25/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 11 Waiting: 0 Total Days: 11 Total Cycles: 1
		BK-22-0010 code book 308 N. 3rd St., Kingston, TN 37763	Submitted: 03/25/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 11 Waiting: 0 Total Days: 11 Total Cycles: 1
		EV		
	EV	EV-22-0005 Electrical Variance 532 Edwards Ln, Rockwood, TN 37854	Submitted: 03/07/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 29 Waiting: 0 Total Days: 29 Total Cycles: 1





## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

CODE ENFORCEMENT	EV	EV-22-0006 Otto- Electrical Variance 187 Buckner Rd., Philadelphia, TN 37846	Submitted: 03/11/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 25 Waiting: 0 Total Days: 25 Total Cycles: 1
		EV-22-0007 Mise- Electrical Variance 360 Holder Hollow Rd, Kingston, TN 37763	Submitted: 03/29/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 7 Waiting: 0 Total Days: 7 Total Cycles: 1
	JNK	JNK2022-002 Junkyard/Joyner 2228 Decatur Hwy, Kingston, TN 37763	Submitted: 03/02/2022 Technically Complete: Approved: Ready to Issue: Issued: 03/02/2022	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
PLANNING	PLT	PLT2022-021 Plat Review/Narramore 3446 Decatur Highway, Kingaton, TN 37763	Submitted: 03/02/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 16 Waiting: 0 Total Days: 16 Total Cycles: 1
		PLT2022-022 Plat Review/5 Acres+ 201 Old Coalfield Highway, Harriman, TN 37748	Submitted: 03/03/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 15 Waiting: 0 Total Days: 15 Total Cycles: 1
		PLT2022-023 Plat Review/Long Eagle Point Drive, Rockwood, TN 37854	Submitted: 03/03/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 33 Waiting: 0 Total Days: 33 Total Cycles: 1
		PLT2022-024 Plat Review/Scerbo Eagle Point Drive, Rockwood, TN 37854	Submitted: 03/04/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 14 Waiting: 0 Total Days: 14 Total Cycles: 1
		PLT2022-025 Boundary Line/Harvey 110 Harbor Point Lane, Kingston, TN 37763	Submitted: 03/07/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 11 Waiting: 0 Total Days: 11 Total Cycles: 1





## Issued Permits By Department

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

PLANNING	PLT	PLT2022-026 Plat Review/2 Lots- 219 Charles Butler Road, Oliver Springs, TN 37840	Submitted: 03/09/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 27 Waiting: 0 Total Days: 27 Total Cycles: 1
		PLT2022-027 Seltz/Plat Review 1824 & 1828 Paint Rock Valley Road, Philadelphia, TN 37846	Submitted: 03/16/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 19 Waiting: 0 Total Days: 19 Total Cycles: 1
		PLT2022-028 Gallaher/Plat Review 120 George Jones Road, Oliver Springs, TN 37840	Submitted: 03/16/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 19 Waiting: 0 Total Days: 19 Total Cycles: 1
		PLT2022-029 Plat Review/Hill 144 Walker Way, Kingston, TN 37763	Submitted: 03/16/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 2 Waiting: 0 Total Days: 2 Total Cycles: 1
		PLT2022-030 Plat Review/Dickson Paint Rock Valley Road, Philadelphia, TN 37846	Submitted: 03/16/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 2 Waiting: 0 Total Days: 2 Total Cycles: 1
		PLT2022-031 Plat Review/Long Eagle Point Drive, Rockwood, TN 37854	Submitted: 03/17/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 0 Waiting: 0 Total Days: 0 Total Cycles: 1
		PLT2022-032 Richards/Plat Review 118 Brackett Hill Lane, Kingston, TN 37763	Submitted: 03/18/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 17 Waiting: 0 Total Days: 17 Total Cycles: 1
		PLT2022-033 Plat Review/Rogers 5153 Estes Road, Loudon, TN 37774	Submitted: 03/18/2022 Technically Complete: Approved: Ready to Issue: Issued:	In Process: 17 Waiting: 0 Total Days: 17 Total Cycles: 1





## Issued Permits By Department

Page 28 of 28

ALL DEPARTMENTS  
ALL PERMIT TYPES SUBMITTED OR ISSUED BETWEEN  
03/01/2022 AND 03/31/2022

Report run on: 04/05/2022 11:05 AM

PLANNING	PLT	PLT2022-034	Submitted: 03/29/2022	In Process: 0
		Peck/Plat Review	Technically Complete:	Waiting: 0
		Arnold Road, Kingston, TN 37763	Approved:	Total Days: 0
			Ready to Issue:	Total Cycles: 1
			Issued:	
ZONING	REZ	REZ-22-0004	Submitted: 03/24/2022	In Process: 12
		Rezone/Eddings	Technically Complete:	Waiting: 0
		368 Shady Road, Oliver Springs, TN 37840	Approved:	Total Days: 12
			Ready to Issue:	Total Cycles: 1
			Issued:	
	REZ	REZ-22-0005	Submitted: 03/25/2022	In Process: 11
		Rezone/Rogers Group	Technically Complete:	Waiting: 0
		Harriman Highway, Harriman, TN 37748	Approved:	Total Days: 11
			Ready to Issue:	Total Cycles: 1
			Issued:	
	SUP	SUP2021-001	Submitted: 02/24/2021	In Process: 370
		SUP	Technically Complete:	Waiting: 0
		3868 Decatur Hwy, Kingston, TN 37763	Approved:	Total Days: 370
			Ready to Issue:	Total Cycles: 1
			Issued: 03/01/2022	
VAR	VAR	VAR2022-007	Submitted: 03/11/2022	In Process: 25
		Setback Variance/Bires	Technically Complete:	Waiting: 0
		107 Chickasaw Point, Ten Mile, TN 37880	Approved:	Total Days: 25
	VAR	VAR2022-008	Submitted: 03/16/2022	In Process: 20
		Setback Variance/Scarfone	Technically Complete:	Waiting: 0
		302 Valley Drive, Loudon, TN 37774	Approved:	Total Days: 20
		VAR2022-009	Submitted: 03/25/2022	In Process: 11
		Setback Variance/Losher	Technically Complete:	Waiting: 0
		Lake Island Way, Rockwood, TN 37854	Approved:	Total Days: 11
			Ready to Issue:	Total Cycles: 1
			Issued:	



# KINGSTON WATER TREATMENT PLANT



## MARCH OPERATIONS REPORT

2022

Water Treatment Plant		Current Month	Previous Month	% Change	Avg Day	Max Day	Min Day
G A L L O N S	Influent (Raw)	19,550,000	21,468,000	-9.81%	698,000	970,000	494,000
	Effluent (Finish)	17,283,000	19,354,000	-11.98%	617,000	859,000	396,000
	Spring Supply	12,842,000	14,165,000	-10.30%	459,000	479,000	390,000
	Total Finish Prod.	30,125,000	33,159,000	-10.07%	Distribution & WTP Report: 2,275,000		
Plant Efficiency		99.47%	99.93%	-0.46%	gals. usage flushing and Tank refilling, etc.		
Distribution					Public Works: No Report		
G A L L O N S	Consumption	18,020,900	21,836,900	-21.18%	Fire Dept: No Report		
	Reported Usage	2,275,000	2,755,000	-21.10%	Park & Rec: No Report		
	Water Loss	9,829,100	8,927,100	9.18%	WWTP: No Report		
	%	32.63%	26.63%	6.00%			

Note: The Water Production, Consumption and Loss data is for the February 2022 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.
- \* Regular Chemical Feed Maintenance was performed.
- \* Facilities received daily and regular cleaning and disinfection.
- \* Doing rehab in Pipe Gallery, removing / stripping the paint from the piping and walls, etc.
- \* Several bad storms / weather events throughout the Month.
- \* Much higher than normal Raw Water Turbidity most of the Month due to weather events / runoff.
- \* Had to replace the #2 Raw Water Motor, issues in the Motor Windings.
- \* Had an issue with the filter Turbidimeters, had to replace the #1 bowl assembly.
- \* Chuck and John attended the TAUD Technology Conference receiving 12 CEU Credits.
- \* Gathering materials for Backwash Pump repair.
- \* The forklift is back from the repair shop, several mechanical and safety issues were repaired.



**Kingston Water Department**  
**Schedule of Unaccounted For Water**  
**March**

*(All amounts in gallons)*

<b>A Water Treated and Purchased</b>		
<b>B</b>	Water Pumped (potable)	30,125,000
<b>C</b>	Water Purchased	<u>0</u>
<b>D</b>	<b>Total Water Treated and Purchased</b>	<u>30,125,000</u>
	<b>(Sum Lines B and C)</b>	
<b>E Accounted for Water:</b>		
<b>F</b>	Water Sold	18,020,900
<b>G</b>	Metered for Consumption (in house usage)	<u>1,275,000</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>20,295,900</u>
	<b>(Sum Lines F thru M)</b>	
<b>O</b>	<b>Unaccounted for Water</b>	<u>9,829,100</u>
	<b>(Line D minus Line N)</b>	
<b>P</b>	<b>Percent Unaccounted for Water</b>	<u>32.628%</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.





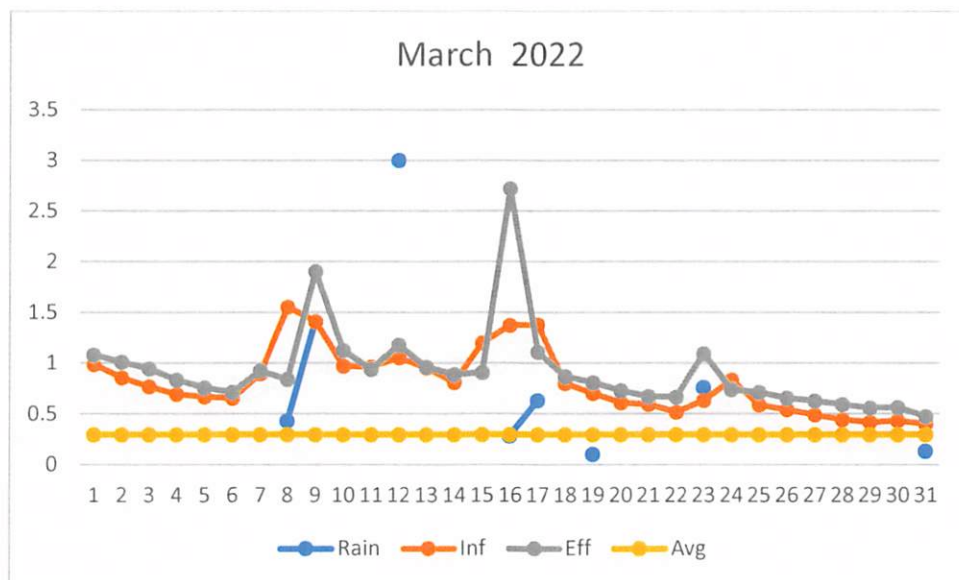
# KINGSTON WASTEWATER TREATMENT PLANT

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

---

MONTHLY FLOW	AVERAGE FLOW	MAXIMUM FLOW	MINIMUM FLOW	TOTAL
INFLUENT	.8102	1.5511	.3980	25,116,100
EFFLUENT	.9218	2.7167	.4743	28,575,500

2518 Sewer customers 9,075,500 gallons billed. Daily average .2928 mgd.



We had 6.74 inches of rain.

There were no reported overflows.

WASCON was finally able to receive the parts for the flow recorders and SCADA system. Also were able to replace a transducer that was bad.

Overhead Doors of Knoxville came out and serviced the roll up doors in the pump room.



The brushes for the headworks came in. The screen cage may need to be replaced. We are looking at finding a way to make repairs for less, if possible.

COVID monitoring shows there was no variants detected for the month of March. The last detection was the week of February 22, 2022, making it the longest stretch without Covid measurable results.

Still waiting for estimates on the WAS pumps.

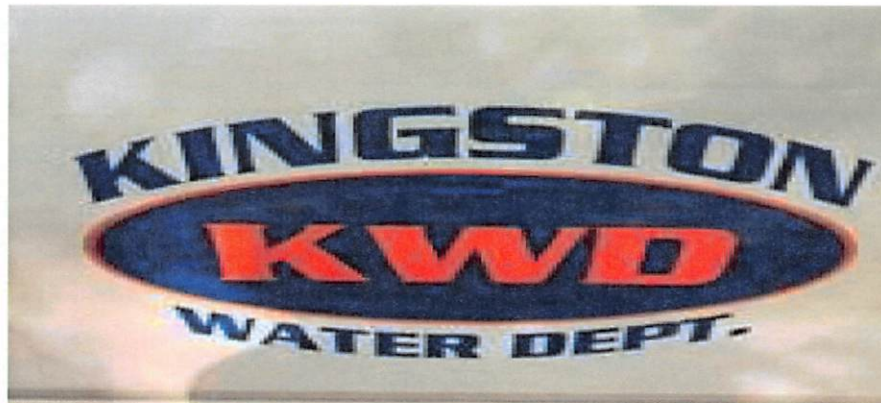
### **Safety Meetings:**

#### **March 3, 2022-**

#### **Infectious Disease Prevention- Avoiding Vector-Borne Diseases**

OSHA Training Toolbox Talk #132





# Water Distribution/Collection

## March 2022

Services	Total
After Hours-Sewer	1
After Hours-Water	0
Door Hanger	7
Profile	0
Road Cut	0
Service Line Leak/Line Break	0
Sewer-Miscellaneous	3
Disconnect for Non-Payment	51
Water/Sewer Service Estimate	12
Water-Check for Leak	28
Water-Miscellaneous	70
Water-Hydrant	0
Water-Re-Read/Manual Read	43
Yard Work	0
Connect Order	36
Disconnect Order	33
Water Tap-New Account Number	14
Meter Change Order	0
811 Locates	97



**Kingston Public Library (KPL)**

1004 Bradford Way  
Kingston Tennessee 37763  
865-376-9905

[WWW.kingstonpubliclibrarytn.org](http://WWW.kingstonpubliclibrarytn.org)  
[WWW.facebook.com/KingstonPublicLibrary](http://WWW.facebook.com/KingstonPublicLibrary)

1 April 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 March 2022

**Summary**

We have received the grant computers and the State techs will be installing them in 2 weeks.

We are now accepting donations that are clean and in good condition.

We had The Read across America program in March. We had 46 children participate.

I had the honor of being the guest speaker at Southwest Point for the D.A.R. to advocate the Library. Since that time we have had several members join our Library.

We are also collecting donations for the children of Ukraine and other third world impoverished countries. All donations can be dropped off at the Library. (See attached flyer)

April 4<sup>th</sup> –April 9<sup>th</sup> is National Library Week.

We will be hosting 8 Local Authors Friday April 8th at 4:00pm to 6:00pm.

Please show support for the authors and Library by stopping by that evening.



Here is a list of the authors that will be here.

1. Isaac Clark
2. Fred C. Mize III
3. Angie Eason
4. William Harvey
5. John Ford Clayton
6. Pam Perdue
7. Wayne Davidson
8. Mary Lou Wells

All of their books are available at the Library for check out.

I encourage you all to attend to support the authors and the Library.

I also contacted the community center and ask to have it put on the billboard. Please share the date with friends and family.

Board members and myself have been going over our budget and are asking council to consider an increase of \$5000.00 for next year. As you are all aware prices of everything has skyrocketed.

We have not had an increase in many years, and it is difficult to maintain the needs for all the Library services we try to give the community.

The summer program is all set for this summer's reading program.

The Library is still very busy issuing Library cards to new patrons moving to the area.

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

Respectfully submitted  
Barbara T.



Kingston Public Library

Meeting Minutes

March 10, 2022

Present: Barbara Thorbjornsen– Savannah Washam, Larry Ridinger, Trudy Wideman, Kerry Willett, Kelli Smith, and Jeff Griffis.

1) Larry called the meeting to order at 5:02 pm.

2) Kerri moved to have the minutes of the February 2022 meeting approved; Trudy seconded the motion and the minutes were approved.

3) Treasurer's Report- Larry presented the treasurers report. As of February 28, 2022, we currently have a balance of \$62,420.71 in the bank. Jeff moved to approve the treasurers report, Kelli seconded.

4) Public Comments – no one from the public was present.

5) Regional Library –

COVID-19 libguide page for helpful resources at

<https://tsla.libguides.com/TNCOVID-19/home>.

Our READS number for the month of February was 2,645.

The Trustee Certification is always open for training. Available through the Niche Academy platform.

Upcoming training opportunities:

March 29th- Regional In-Service: Burnout, Stress, and Anxiety: Pandemic Hangover at the Library.

April 12<sup>th</sup>- 14<sup>th</sup>: 2022 Annual TN Library Association Conference (TLA Conference) will be held in Knoxville at the Knoxville Convention Center.

April 26<sup>th</sup>- Regional In-Service: DiSC Assessment and Effective Library Leadership.

Core Competencies Training for Directors and Staff: The Core Competencies are the basis for a new online training program, available through the Niche Academy. This training is designed to ensure that every library staff member has the same baseline knowledge to keep the library running smoothly and efficiently.

6) Barbara presented the Director's Report:



Dr. Seuss night went very well. We had 46 kids total that attended. The story time children are picking back up and are receiving crafts to take home. The staff is still working on their state mandated training webinars that are required for the new year.

The library is very busy issuing Library Cards to new patrons moving to the area.

We may need to look into purchasing a new alarm system. Barbara has been to the library multiple times throughout the night due to alarms going off.

7) Old Business-

The board discussed the old business of having our meetings take place at city hall. The city council is still looking into this, and will make a decision in the upcoming meetings.

Lights- new LED lights were installed in the offices, kitchen, and bathroom areas to match the ones installed last year in the main area of the library. We hope to use the new budget in order to install new light in the remaining rooms.

8) New Business-

Local Author's Night- This is a program that will be held on April 8<sup>th</sup>, which is National Library Week. We will have a variety of local authors here to display their books. It will take place from 4:00-6:00. We highly encourage everyone to attend!

9) Recommendations for Improvement- Looking at possibly going to the annual directors' conference in April.

10) Chairman's comments-good meeting, lots of improvement!

11) Next meeting date is set for April 14, 2022 at 5 pm.

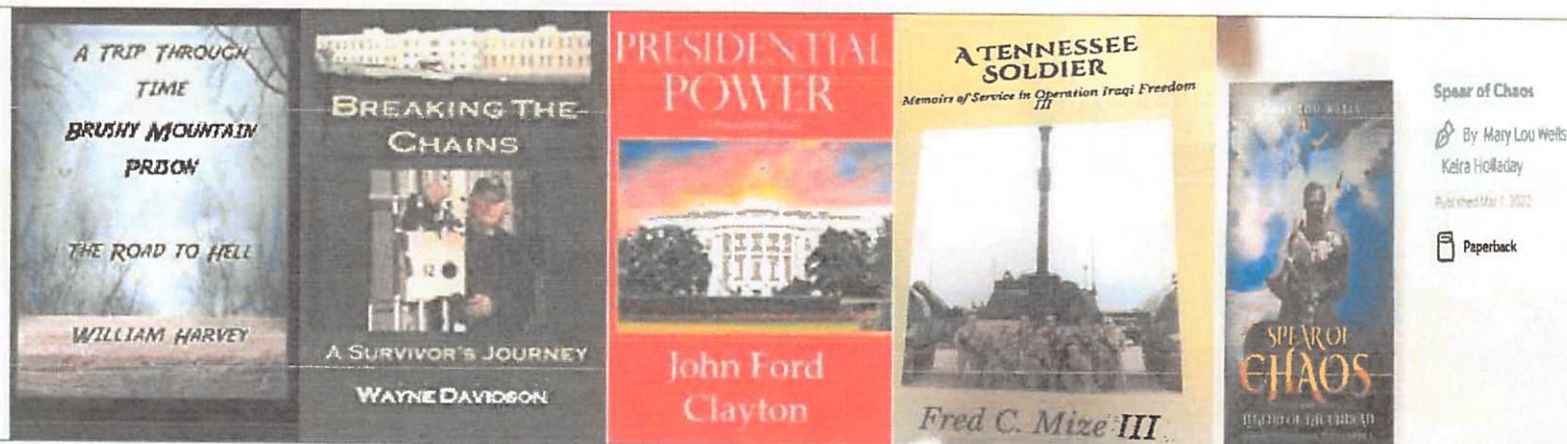
12) The meeting was adjourned at 5:42 pm by Larry. Kerri made the motion to adjourn, Savannah seconded.

Respectfully submitted,  
Savannah Washam, Secretary



# NATIONAL LIBRARY WEEK!

## Local Authors Book Fair



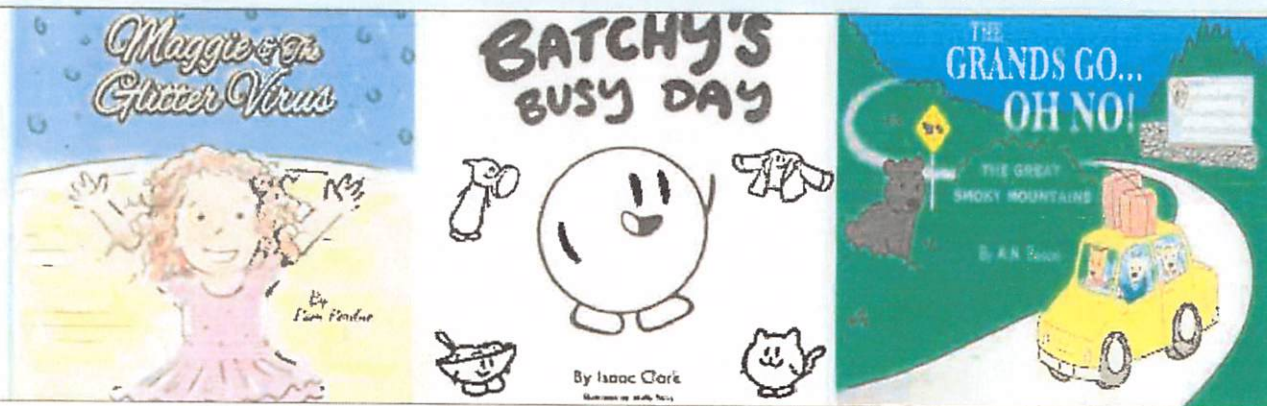
**Help support your local authors!**

**Children and adult copies of books will be available to be purchased and signed.**

**When: Friday, April 8<sup>th</sup>**

**Time: 4:00p.m.-6:00p.m.**

**Where: Kingston Public Library (1004 Bradford Way, Kingston)**



**For more information, please contact the Kingston Public Library at (865) 376-9905**

**Monday-Friday 9:00a.m.-5:00p.m. / Saturday 9:00a.m.-12:00p.m. / Sunday CLOSED**

**This is a free event and no registration is required.**



The Kingston Public Library is asking the community for donations to help the children of Ukraine and other third world impoverished countries.



We are needing small boxes of crayons, toothbrushes, coloring books, pencils, small children's picture books, decks of cards (Old Maid, Go Fish, Crazy 8's), and regular decks of cards, small stuffed animals, small toys, bars of soap, and bouncy balls.

**\*\*EVERYTHING MUST BE ABLE TO FIT  
INSIDE A SHOE BOX\*\***

Donations can be dropped off at the Kingston Public Library Monday-Friday 9:00a.m.-5:00p.m., Saturday 9:00a.m. - 12:00p.m. and Sunday CLOSED. For more information, call the Kingston Public Library at (865) 376-9905.



# **Kingston Beautification Committee**

## **Meeting Minutes**

**2/7/2022**

**5:00pm**

### **Call to order**

The meeting was called to order by Tara Stockton

### **Roll Call**

Tara Stockton, Chief Washam, Susan Whitlock, Sue Collins, Judy Yeager, Cole Silvers, Harriot Walker, Robert Sparkes, Glenda Johnson- Phone call and volunteer Karen Hotz-Wright

Absent- Teresa Kirkham and volunteer-Yvonne Yates

### **Approval of Minutes**

Review and Approval of minutes=All.

### **Ongoing (Unfinished) Business and Status Updates**

- Veteran's Mural- All block was donated by Old Castle Company \* TN Technology School Start date-March TBD after HFH house work completed
- Spring Projects- Dog Park (Talk to City Mgr./park Director on how to help) Help Day 3/19 with alternate date TBD and Phase 2 on Bethel Cemetery late April (Park bench installation, scan QR Code /Copy of updated DAR on names- locations, small section on chain needs added -painted, improvements to sign and keeping in same location with SWP chapter NSDAR Sponsorship plaque added)
- Planter boxes- Midway HS Greenhouse donation flowers (follow up 3/11 before Spring Break)
- Karen Hotz-Wright volunteered for spring fest and farmers market for Beautification Project awareness/signup
- Control-box wraps either late March or April sponsored wraps to be installed
- Discussed the meetings being moved to City Hall and recorded – All present opposed with reason of board members were not elected to make policy changes and didn't feel comfortable discussing city codes with specific addresses.

### **Updates from Codes Enforcement**

- Chief updated- moved to 1<sup>st</sup> on agenda because of another meeting in Harriman immediately after report.

### **Future Business**

- Spring/Early Summer projects alternate dates
- Community/School involvement (Credits)- for projects part of Flyers for advertising
- Next meeting March 7, 2022

### **Adjournment**

Motion by Teresa and seconded by Sparkes.



## **Kingston Beautification Committee Meeting Minutes-March 7,2022**

### **Call to order**

The meeting was called to order at 5:00pm by Tara Stockton

### **Roll call**

Tara Stockton, Sue Collins, Harriot Walker, Teresa Kirkham, Cole Silvers, Robert Sparkes, Judy Yeager, Susan Whitlock

### **Approval of Minutes**

Motion by Judy and seconded by Cole

### **Ongoing Business**

Help Day project at Dog park 3/19 – Plan to relocate holly bushes to corners, add geofabric with re-purposing the stone to help on park maintenance, Robert Sparkes- had large stones to make improvements around city park sign @ dog-park, Stain arbors, Touch-up black paint areas, replace faded flag, along with adding TN flag that was provided by Ken Yagers' Office.

Reminder of Veteran Banner order on 3/15/2022.

Discussion on fruit trees community project. More discussion with photos and drawing examples to present to city.

Gateway Signage update- engineer drawing plans for the 352 exit -Request submitted

### **New Business**

Repurpose decorative poles from Solar lights to be used for way finding signage.

Next Month Meeting – April 11th

### **Adjournment**

Motion Teresa and second by Robert.



ELECTRIC POWER BOARD OF ROCKWOOD  
MEETING AGENDA  
MARCH 17, 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 February 17, 2022	Approval
January 2022 Financial Statements	Approval
January 2022 Budget Report	Acceptance
March 2022 Accounts Payable	Acceptance
Manager's Report	Acceptance
Visitor Comments	

**Old:**

1. Retirement Plan Update (Finance Committee)	Information
2. Fiscal Year 2023 Cost of Living	Approval
3. Power Purchase Agreement Review	Approval

**New:**

1. New Purchases	Approval
2. New Projects	Approval
3. Bad Debts	Approval

Announcements

April 2022 Board Meeting

Adjourn



### UTILITY PLANT

Description	Item	January 2022	January 2021
Electric Plant	1	\$67,364,894.16	\$66,241,083.87
Less Depreciation	2	\$19,745,390.22	\$18,506,541.14
<b>TOTAL</b>	<b>3</b>	<b>\$47,619,503.94</b>	<b>\$47,734,542.73</b>
Unamortized Acquisition Adjustment	4	\$0.00	
Other Utility Plant - Net	5	\$0.00	
<b>TOTAL PLANT - NET</b>	<b>6</b>	<b>\$47,619,503.94</b>	<b>\$47,734,542.73</b>

### OTHER PROPERTY AND INVESTMENTS

Description	Item	January 2022	January 2021
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	January 2022	January 2021
General Cash and Temporary Cash Investments	14	\$8,014,349.46	\$5,334,762.40
Accounts Receivable	15	\$2,711,732.47	\$2,281,946.46
Materials and Supplies	16	\$473,640.87	\$421,504.13
Prepayments	17	\$278,995.83	\$230,796.28
Other Current Assets	18	\$983,897.99	\$1,148,656.61
<b>TOTAL</b>	<b>19</b>	<b>\$12,462,616.62</b>	<b>\$9,417,665.88</b>

### DEFERRED DEBITS

Description	Item	January 2022	January 2021
Debt Expense	20	\$0.00	
Preliminary Survey	21	\$0.00	
Clearing Accounts	22	\$0.00	(\$4,152.59)
Energy Service Loans Receivables	24	\$74,530.51	\$109,211.68
Deferred Costs on TVA Leases	25	\$0.00	
Other Deferred Debits	26	\$0.00	
<b>TOTAL</b>	<b>27</b>	<b>\$74,530.51</b>	<b>\$105,059.09</b>

### TOTAL ASSETS AND OTHER DEBITS

Description	Item	January 2022	January 2021
<b>TOTAL ASSETS AND OTHER DEBITS</b>	<b>28</b>	<b>\$66,296,380.24</b>	<b>\$61,140,853.99</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	\$716,558.40
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	January 2022	January 2021
Membership Certificates	30	\$0.00	

## EARNINGS REINVESTED IN SYSTEM ASSETS

Description	Item	January 2022	January 2021
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	\$1,688,865.44	\$1,507,068.30
<b>TOTAL</b>	<b>35</b>	<b>\$49,086,952.88</b>	<b>\$46,280,421.82</b>

## LONG-TERM DEBT

Description	Item	January 2022	January 2021
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	\$28,345.04	\$33,069.20
<b>TOTAL</b>	<b>41</b>	<b>\$3,028,345.04</b>	<b>\$3,533,069.20</b>

## OTHER NON-CURRENT LIABILITIES

Description	Item	January 2022	January 2021
Postretirement Benefits	39.2	\$6,604,945.59	\$4,428,202.79
Energy Service Loans - Advances	42	\$71,687.25	\$106,368.42
Energy Service Loans - Other	43	\$0.00	
<b>TOTAL</b>	<b>44</b>	<b>\$6,676,632.84</b>	<b>\$4,534,571.21</b>

## CURRENT AND ACCRUED LIABILITIES

Description	Item	January 2022	January 2021
TVA Notes Payable	45.1	\$0.00	
Other Notes Payable	45.2	\$0.00	
Accounts Payable	46	\$5,423,561.50	\$4,596,829.45
Customer Deposits	47	\$1,450,558.45	\$1,312,567.71
Taxes and Equivalents Accrued	48	\$1,336.24	\$695.49
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	\$625,965.14	\$900,056.41
<b>TOTAL</b>	<b>54</b>	<b>\$7,506,265.08</b>	<b>\$6,815,617.81</b>

## DEFERRED CREDITS

Description	Item	January 2022	January 2021
Advances for Construction - Refundable	55	\$0.00	
Other Deferred Credits	56	(\$1,815.60)	(\$22,826.05)
<b>TOTAL</b>	<b>57</b>	<b>(\$1,815.60)</b>	<b>(\$22,826.05)</b>

## TOTAL LIABILITIES AND OTHER CREDITS

Description	Item	January 2022	January 2021
<b>TOTAL LIABILITIES AND OTHER CREDITS</b>	<b>58</b>	<b>\$66,296,380.24</b>	<b>\$61,140,853.99</b>



### OPERATING REVENUE

Description	Item	January 2022	Year to Date
Electric Sales Revenue (Page 7, Item 332)	59	\$3,481,226.30	\$21,278,964.01
Revenue From Late Payments	60	\$13,851.91	\$100,373.11
Miscellaneous Service Revenue	61	\$2,555.00	\$19,805.00
Rent From Electric Property	62	\$54,531.86	\$383,720.14
Other Electric Revenue	63	\$5.00	\$35.00
<b>TOTAL OPERATING REVENUE</b>	<b>64</b>	<b>\$3,552,170.07</b>	<b>\$21,782,897.26</b>

### PURCHASED POWER

Description	Item	January 2022	Year to Date
<b>TOTAL POWER COST (PAGE 7, ITEM 342)</b>	<b>65</b>	<b>\$2,648,383.73</b>	<b>\$14,882,509.30</b>

### OPERATING EXPENSE

Description	Item	January 2022	Year to Date
Transmission Expense	66	\$0.00	
Distribution Expense	67	\$81,556.78	\$692,783.54
Customer Accounts Expense	68	\$53,778.03	\$394,799.54
Customer Service and Informational Expense	69	\$883.33	\$6,922.51
Sales Expense	70	\$0.00	\$10,917.06
Administrative and General Expense	71	\$226,949.75	\$1,534,401.05
<b>OPERATING EXPENSE</b>	<b>72</b>	<b>\$363,167.89</b>	<b>\$2,639,823.70</b>

### MAINTENANCE EXPENSE

Description	Item	January 2022	Year to Date
Transmission Expense	73	\$0.00	
Distribution Expense	74	\$97,841.74	\$732,317.36
Administrative and General Expense	75	\$2,226.00	\$9,257.41
<b>MAINTENANCE EXPENSE</b>	<b>76</b>	<b>\$100,067.74</b>	<b>\$741,574.77</b>

### OTHER OPERATING EXPENSE

Description	Item	January 2022	Year to Date
Depreciation Expense	77	\$137,913.10	\$962,270.59
Amortization of Acquisition Adjustment	78	\$0.00	
Taxes and Tax Equivalents	79	\$118,147.50	\$855,696.36
<b>OTHER OPERATING EXPENSE</b>	<b>80</b>	<b>\$256,060.60</b>	<b>\$1,817,966.95</b>

### TOTAL OPERATING EXPENSE AND PURCHASED POWER

Description	Item	January 2022	Year to Date
<b>TOTAL OPERATING EXPENSE AND PURCHASED POWER</b>	<b>81</b>	<b>\$3,367,679.96</b>	<b>\$20,081,874.72</b>

### INCOME

Description	Item	January 2022	Year to Date
<b>Operating Income (Item 64, Less Item 81)</b>	<b>82</b>	<b>\$184,490.11</b>	<b>\$1,701,022.54</b>
Other Income	83	\$0.00	\$26,121.15
<b>TOTAL INCOME</b>	<b>84</b>	<b>\$184,490.11</b>	<b>\$1,727,143.69</b>
Miscellaneous Income Deductions	85	\$1,628.79	\$7,127.76
<b>NET INCOME BEFORE DEBT EXPENSE</b>	<b>86</b>	<b>\$182,861.32</b>	<b>\$1,720,015.93</b>



**DEBT EXPENSE**

Description	Item	January 2022	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	\$33,906.25
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)	(\$2,755.76)
<b>TOTAL DEBT EXPENSE</b>	<b>95</b>	<b>\$4,450.07</b>	<b>\$31,150.49</b>

**NET INCOME**

Description	Item	January 2022	Year to Date
Net Income Before Extraordinary Items (Item 86, Less Item 95)	96	\$178,411.25	\$1,688,865.44
Extraordinary Items	97	\$0.00	
<b>NET INCOME</b>	<b>98</b>	<b>\$178,411.25</b>	<b>\$1,688,865.44</b>



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

Description	January 2022	January 2021
Net Income	\$1,688,865.44	\$1,507,068.30
<b>Adjustments to Reconcile Net Income to Net Cash:</b>		
Depreciation	\$962,270.59	\$948,710.31
<b>Amortization of:</b>		
Acquisition Adjustment		
Additions to TVA Leases		
Debt Premium or Discount	(\$2,755.76)	(\$2,755.76)
<b>Changes in Current and Deferred Items:</b>		
Accounts Receivable	(\$564,794.74)	\$166,358.09
Materials and Supplies	(\$17,739.20)	\$14,805.68
Prepayments and Other Current Assets	(\$140,151.17)	(\$394,471.24)
Deferred Debits		\$4,152.59
Accounts Payable	\$1,128,748.42	\$786,583.63
Customer Deposits	\$87,890.74	\$43,450.00
Taxes and Interest Accrued	\$6,179.99	\$6,164.24
Other Current Liabilities	(\$515,299.85)	(\$168,513.93)
Deferred Credits	\$1,455.97	(\$16,825.23)
Retained Earnings Adjustments		
<b>NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES</b>	<b>\$2,634,670.43</b>	<b>\$2,894,726.68</b>

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

Description	January 2022	January 2021
Change in Net Plant	(\$1,348,498.07)	(\$926,463.50)
Net Change in Other Property and Investment		
Energy Service Loans Receivable	\$18,827.27	\$53,645.63
<b>NET CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES</b>	<b>(\$1,329,670.80)</b>	<b>(\$872,817.87)</b>

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

Description	January 2022	January 2021
Change in Long-Term Debt	(\$506,693.34)	(\$357,638.70)
Notes Payable		
Memberships		
Energy Service Loans Advances	(\$18,827.27)	(\$41,714.34)
Post Retirement Benefit Adjustments	\$512,561.59	\$583,751.79
<b>NET CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES</b>	<b>(\$12,959.02)</b>	<b>\$184,398.75</b>

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

Description	January 2022	January 2021
<b>NET INCREASE (DECREASE) IN CASH AND TEMPORARY INVESTMENTS</b>	<b>\$1,292,040.61</b>	<b>\$2,206,307.56</b>
CASH AND TEMPORARY INVESTMENTS BEGINNING OF YEAR	\$6,722,308.85	\$3,128,454.84
CASH AND TEMPORARY INVESTMENTS END OF YEAR	\$8,014,349.46	\$5,334,762.40



### STATISTICAL DATA - REVENUE

Class of Service	Item	January 2022	Year to Date
Residential	100	\$2,167,306.37	\$12,575,293.97
Gen. Power - 50 kW & Under	101	\$456,840.55	\$2,865,457.58
Gen. Power - Over 50 kW	102	\$798,946.11	\$5,463,312.13
Street and Athletic - Codes 72, 73 & 74	103	\$22,359.05	\$128,514.89
Outdoor Lighting - Codes 75, 77 & 78	104	\$35,774.22	\$246,385.44
<b>SUBTOTAL</b>	<b>330</b>	<b>\$3,481,226.30</b>	<b>\$21,278,964.01</b>
Unbilled Revenue	331	\$0.00	
<b>TOTAL (PAGE 3, ITEM 59)</b>	<b>332</b>	<b>\$3,481,226.30</b>	<b>\$21,278,964.01</b>

### STATISTICAL DATA - KILOWATT-HOURS SOLD

Class of Service	Item	January 2022	Year to Date
Residential	107	17,780,588	103,020,418
Gen. Power - 50 kW & Under	108	3,057,866	19,361,500
Gen. Power - Over 50 kW	109	8,324,278	59,040,985
Street and Athletic - Codes 72, 73 & 74	110	181,689	877,908
Outdoor Lighting - Codes 75, 77 & 78	111	194,132	1,385,177
<b>TOTAL</b>	<b>335</b>	<b>29,538,553</b>	<b>183,685,988</b>
Kilowatt-hours for Own Use	113	50,097	265,893
<b>TOTAL KILOWATT-HOURS SOLD AND USED</b>	<b>114</b>	<b>29,588,650</b>	<b>183,951,881</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	\$303.08	
Gen Partners-GP < 50kW	801	\$343.52	
Gen Partners-GP > 50kW	802	\$717.26	
SMC/GMC	803	\$0.00	
EGC	804	\$0.00	
VCP	805	\$0.00	
VII/VIP (IC)	806	\$0.00	

### PURCHASED POWER - AMOUNT

Description	Item	January 2022	Year to Date
Purchased Power (TVA)	115	\$2,648,383.73	\$14,882,509.30
Facilities Rental (TVA)	116	\$0.00	
Other Charges/Credits (TVA)	117	\$0.00	
<b>TOTAL FROM TVA</b>	<b>118</b>	<b>\$2,648,383.73</b>	<b>\$14,882,509.30</b>
Other Purchased Power	218	\$0.00	
<b>SUBTOTAL</b>	<b>340</b>	<b>\$2,648,383.73</b>	<b>\$14,882,509.30</b>
Unbilled Purchases	341	\$0.00	
<b>TOTAL (PAGE 3, ITEM 65)</b>	<b>342</b>	<b>\$2,648,383.73</b>	<b>\$14,882,509.30</b>



**PURCHASED POWER - KILOWATT-HOURS PURCHASED**


Description	Item	January 2022	Year to Date
Purchased Power (TVA)	119	34,538,328	195,190,299
<b>TOTAL FROM TVA</b>	<b>122</b>	<b>34,538,328</b>	<b>195,190,299</b>
Other Purchased Power	222	0	
<b>TOTAL</b>	<b>345</b>	<b>34,538,328</b>	<b>195,190,299</b>
Less Kilowatt-hours Sold and Used (Item 114)	123	29,588,650	183,951,881
Line Losses and Kilowatt-hours Unaccounted for	124	4,949,678	11,238,418
Percent of Losses to Purchases (2 Decimal Places)	125	14.33%	5.76%
Cost per Kilowatt-hour Including Facilities Rental (cents)	127	7.67	7.62
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	January 2022	January 2021
Residential	675	11,800	11,729
Gen. Power - 50 kW & Under	680	2,901	2,820
Gen. Power - Over 50 kW	685	130	122
Street and Athletic - Codes 72, 73 & 74	690	41	39
Outdoor Lighting - Code 78	693	134	135
<b>TOTAL</b>	<b>694</b>	<b>15,006</b>	<b>14,845</b>
Special Outdoor Lighting - Code 75	696	0	
Outdoor Lighting - Code 77	697	2,154	2,149

 2/24/22  
Manager of Accounting



The regular meeting of the Rockwood Electric Utility Power Board was called to order at 4:30 p.m. on February 17, 2022. Following a prayer and the Pledge of Allegiance, Chairman Holloway called the meeting to order. Board members present were Childs, Davis, Layne, Holloway, and McCullough.

A motion was made by Childs, seconded by Davis to approve the minutes as recorded for the January 20, 2022 meeting. All voted yes.

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

A motion was made by McCullough, seconded by Davis to accept the December 2021 Budget Report. All voted yes.

A motion was made by Layne, seconded by Childs to accept the February 2022 Accounts Payable. All voted yes.

As part of the Manager's Report, Manager Bear gave an update to the Board on the following:

- Due to the rain and gusty wind conditions today, REU did have a few outages including a broke pole in the Eagle Furnace area.
- REU is no longer able to purchase drums of chemicals for treating vegetation in our substations and right-of-ways. REU will have to find alternative ways of purchasing, possibly in smaller quantities.
- Work on Southwest Point's new sports lighting system is progressing on schedule. Most of the poles have been set. All of the material has been received along with the final invoice from MUSCO and a partial invoice from Progression Electric. The City of Kingston has reimbursed the utility for the cost.

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

There were no Visitor Comments.

Under Old Business: Retirement Plan Update:

Mr. McCullough addressed the Board with his study of the impact on a potential revised retirement plan proposal. The proposal study was for an increase of 5% in contributions to the REU Employees' Pension Plan for those employees' only receiving 10% contributions. Out of 38 employees, 10 employees receive 15% contribution that were hired prior to July 1, 2001 and the other 28 employees hired after July 1, 2001 receive 10% contribution.

It was also stated that employees agreed, if given the chance, they would forgo a raise in 2022. According to the proposal, this would benefit both employees and the Utility long term, be fair and impartial to all full time employees, be appealing to new hires in the future, offset the 5.5% increase in healthcare and would be saving the Utility approximately \$70,000 annually in lieu of a 4% raise.



Mr. McCullough stated he has reviewed, studied and prayed over the proposal along with the current and future financial stability of the Utility. Based off his thirty-five (35) years of experience in examination of retirement plans and trust accounts, the REU's benefit package is complicated and comprehensive. He summarized his study as follows:

**Complicated** – This is not a simple matter. REU has two (2) retirement plans.

1. **REU Employees Pension Plan with Principal.** All employees are eligible after being employed for six (6) months. It is mandatory for all employees to contribute 5% of regular wages, forty (40) hours. Employees hired prior to July 1, 2001 will receive a contribution from REU of 15%. Employees hired after July 1, 2001 will receive a contribution from REU of 10%.
2. **National Electric Benefit Fund (NEBF).** This retirement plan is for Union employees only. Fully funded by REU, each union member receives 3% of gross wages contributed to the plan monthly.

Employees are receiving total contributions from REU of 18%, 15%, 13%, or 10% based on the two (2) retirement plans described above, with the Union employees making up the 18% and 13% groups with their NEBF contributions.

All plans will need to be submitted again for any changes to comply with ERISA and IRA regulations. This would be an added legal expense.

**Comprehensive** – For proper review of the Union's proposal, a review of the whole employee benefit package should be completed. It will be challenging now and for the future to maintain the whole benefit package for employees without a possible cost increase to employees or cut in other benefits to fund the increase in proposed retirement benefits for employees.

**Compounded** – The additional cost as proposed by the Union will increase and will compound in the future for REU. Studies both long term and short term will need to be completed prior to a board decision. This would be additional expense to REU.

**Conditions** – REU has increased utility rates twice over the last four (4) years. Maintaining REU's future financial condition with the Union proposal will likely result in future rate increases or cut in other benefits.

**Concerns** – REU financial concerns are the lack of revenue growth; escalation of material cost and reduction/elimination of the TVA Pandemic credit are negative aspects for REU future financial position.

Mr. McCullough's recommendation to the Board is to settle on a compensation increase while not increasing the benefit package at this time.



Chairman Holloway thanked him for doing the study and asked that the Finance Committee meet and go over his findings and to discuss compensation. There was no further discussion of the matter.

A motion was made by Davis, seconded by Childs to ratify the purchase of poles from Thomasson Lumber Co. in the amount of \$17,178.00. The purchase consisting of (24)-45 foot, (36)-40 foot, and (6)-35 foot poles. The other purchase is for 15kV URD primary cable. The cost per ft. is \$2.89 for approximately 2,500 ft. per reel. The cost is \$14,450.00. All voted yes.

A motion was made by McCullough, seconded by Layne to approve the new project on Dogwood Valley Road. The initial job step is to convert 13 spans of an existing single-phase line to a 3-phase to balance load and improve reliability of 81 customers. The estimated cost is \$7,000. REU crews will do the work and will be able to begin the project upon completion of the Old Rockwood Highway conversion. All voted yes.

A motion was made by McCullough, seconded by Childs to approve the "Aid- To- Construction Charges & Fees" for residential and installation of outdoor lights. . Manager Bear recommended a cost-plus method and use the estimation generated by our Work Management System, including labor, material, and inclusive of all applicable overhead, and charge the customer that amount. All voted yes.

A motion was made by McCullough, seconded by Davis to defer action on the Power Purchase Agreement for renewable generation until next month. All voted yes.

A motion was made by Layne, seconded by Childs to approve the write-off of uncollectible debts for the period of November 2021 in the amount of \$2,459.91 and noted that bad debts collected for January 2022 were \$1,671.57. All voted yes.

Chairman Holloway announced the next Board meeting will be March 17, 2022.

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

Chairman  
Harold Holloway

Secretary/Treasurer  
Wade McCullough

Recorded by M. O'Keefe



AGENDA  
RCECD 911QUARTERLY BOARD MEETING  
MARCH 24, 2022 1:00 PM

CALL TO ORDER

Approval of minutes of January 27, 2022  
Approval of minutes of Special Called meeting March 3, 2022  
Approval of January and February financial reports  
Third Quarter Budget Amendments

PUBLIC COMMENT

COMPTROLLER

February 2022 Fund Balances

PERSONNEL COMMITTEE

Committee minutes February 17, 2022  
Handbook recommendations

BUDGET AND FINANCE COMMITTEE

Committee minutes February 17 & March 3, 2022  
2022-2023 Budget recommendations

BUILDING/ EQUIPMENT COMMITTEE

Hasn't met

CHAIRMAN

General report

DIRECTOR'S REPORT

General report  
USDA update

OLD BUSINESS

NEW BUSINESS



**MINUTES OF JANUARY 27, 2022**  
**ROANE COUNTY E-911 BOARD MEETING**

The Roane County Emergency Communications District (E-911) Board met Thursday, January 27, 2022 at 1:00 pm. at the E-911 Center, 4390 Roane State Highway, Arvel McNelly Training Room for a regular quarterly meeting.

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

**MEMBERS ABSENT:** Jack Stockton, Randy Ellis(father passed away), Baron Tapp

**EMPLOYEES PRESENT:** Cody Anderson, Kim Tharp

**EMPLOYEES ABSENT:** Eric Franks

**OTHERS PRESENT** None

**CALL TO ORDER:**

Chairman Tim Suter called the meeting to order at 1:03 pm with a quorum of 5 declared. Three members in person and two on remote access. Keith Farmer joined the meeting remotely a few minutes later (1:07) making a total quorum of 6: Three in person and three by remote access.

**APPROVAL OF MINUTES:**

Mr. Crowe made a motion to approve the minutes of October 21, 2021 meeting, Mr. Jolly(Remote) second the motion. There was no discussion. All in person and on remote access voted Aye. Motion carried.

**FINANCIAL REPORTS:**

Mr. Crowe made a motion to accept the October, November, December 2021 financial reports. Ms. Calfee (Remote) second the motion. There were no questions. All present and remote access voted Aye. Motion carried. Second quarter of Fiscal year 2021-2022 amendments were presented for approval. Mr. Jolly(Remote) made a motion to approve the second quarter amendments to the budget, Ms. Calfee (Remote) second the motion. 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. Director requested a meeting be scheduled to cover some Employee Handbook Revisions. Meeting will be set for February 17, 2022 at 1:00 pm.

**BUDGET /FINANCE COMMITTEE:**

Hasn't met. Will be scheduling a meeting soon.

**BUILDING/EQUIPMENT COMMITTEE:**

Hasn't met. Will be meeting after the Personnel/ Training Committee meeting on February 17, 2022 @ 1:00 pm.

**DIRECTORS REPORT:**

Director Anderson has spoken with Mr. Kirk Morris with USDA regarding letters of communication between USDA, Upland Design Group and Attorney Mr. Greg Leffew and is awaiting a response regarding this.



It has been over a year since we signed substantial and our warranty has expired. We have gotten no response from Monolith regarding the open trench remaining to be filled, grass sown as per contract(Future Use Conduit). This hasn't had the final electrical inspection from the state inspector. Eric has been trying to find out what we can do since this could be a liability issue if someone trips and falls in that area and if we can arrange a final inspection or if it has to be done through the contractor. Mr. Brown recommended we send a letter to the Architect giving them a time frame to complete the work of which we have held back \$10,000 for them to complete and letting them know that it is a liability issue and needs to be addressed. Mr. Crowe asked Director Anderson to email the state inspector to ask him about this being a violation of safety standards per the contractor. Ms. Calfee(Remote) asked if this might be an OSHA violation on the part of the contractor. Mr. Jolly(Remote) said if the rough in has been inspected and completed we should be able to cover it up. As of 8/27/2021 the online state website shows it as being closed. Chairman Suter said he will reach out to Roane County Highway Dept. to come and look at it and see if it is something they can do. Any updates on this matter will be sent out by email from Director Anderson.

Inside electrical for the dispatch stations has not been completed by contractor. Eric and Director Anderson have done some of the small things to help expedite the connection but we haven't gotten any response from the contractor as to when the work will be completed- We are holding \$10,000 back for the completion of this also from the final payment. Director Anderson said that the TCAT Electrical Instructor and him have had conversation about having electrical students complete the work as a learning tool project being fully supervised by the instructor. Mr. Crowe made a motion to have TCAT do the work and proceed with a professional if they aren't able to. Mr. Farmer(Remote) second the motion. Mr. Brown recommended that we draft a letter to Contractor/Architect giving them 30 days and letting them know that we are planning to make arrangements to get it done. Mr. Crowe modified his motion to include notifying the Architect/Contractor of the aforementioned terms. Mr. Farmer(Remote) second the modification. Ms. Calfee(Remote) stated her displeasure with our contractor/Architect who haven't lived up to any of their commitments to get this project closed and completed. With no further discussion, all present and remote access voted Aye. Motion carried.

1:30 pm Director asked for a short recess, due to short staffing he needed to help a citizen with an address. Meeting resumed at 1:33 pm.

The remainder of the radio equipment has been ordered from the capital monies that had been allocated. Due to costs we had to pull the money from two separate allocations. From the \$139,229.64 capital money approved(3/25/21) the complete \$58,000 for 4 new positions Radio System will be used and from the \$350,000 Capital designation approved(5/28/2020) for Avtec Radio Console System \$8580.11 the remaining portion of the radio system totaling \$66,580.11. We have ordered the four adapters also and this will be out of the \$350,000 Capital approved(5/28/20). This should complete the radio console system for the additional 4 dispatch stations. The remaining unused portions of the capital monies set aside to be returned to the Revenue Fund will be \$66,092.52 less New Capital allocation request of \$25,000 for Dispatch chairs, furniture, any costs for the trench covering and electrical leaving a final total to revert back to undesignated funds of \$41,092.52. Ms. Calfee(Remote) made a motion to accept this proposal as presented by Director Anderson. Mr. Crowe second the motion. All present and remote voted Aye. Motion carried.

Two emails were presented showing down times of the recorder... one due to a malfunction (10/26/21 @ 3:50am - 11/1/21 @ 7:53 am) the second was for a software upgrade due to the malfunction (11/10/21 @ 11:55-11:59).

A letter was presented from Chambliss, Bahner & Stophel, P.C. which was the law firm for the AT&T phone carrier lawsuits stating that all of the lawsuits have been settled and are fully completed.

A second round of Cyber Security Assessments have been started and equipment was installed on 10/26/22. This is an assessment that is paid for by the state of Tennessee.

Director Anderson presented a policy on Dispatch Standards for board approval. Mr. Farmer(Remote) asked about Active 911 and why some information wasn't being transferred giving directional locations on I-40 accidents. After much discussion, Chairman Suter asked if it might be beneficial to set up some type of 911 Users group to meet and try to resolve some of these issues? Mr. Crowe suggested that when they meet to maybe go to other centers and



how they deal with these issues in their CAD/Active 911 systems. Chairman Suter said that he and Director Anderson will reach out to the departments and try to find some resolution. Mr. Farmer(Remote) made a motion to accept the policy on Dispatch Standards, Mr. Brown second the motion. All present and remote voted Aye. Motion Carried. Director Anderson withdrew a second policy he had prepared.

Director Anderson and his wife are expecting their first child in May and he presented to the board a list of who will fill in and for what they will be responsible for during his two month paternity leave of absence. The only discrepancy in the duties was that since he is the only Exempt employee, if there should be a need to hire/fire/suspend any employees that he would be contacted for that duty.

#### **CHAIRMAN REPORT**

Covered in conjunction with Directors report.

#### **OLD BUSINESS:**

The USDA Bond extension has been signed and approved by the Bond Counsel, Bass, Berry & Simms, PLC. The meeting for this was posted in the Roane County News and we received the Tear Sheet from them to verify publication.

#### **NEW BUSINESS:**

Two employees were recognized by the 911 center for their tenure. Will Kelly celebrated 5 years longevity and received a certificate and plaque(previously presented) and Annette Stubbs will celebrate 20 years longevity in February and will receive her certificate and plaque at that time. The board expressed their appreciation for their dedication.

Annual approval for OPEB for retirees was presented to the board. Mr. Brown made a motion to continue with this and Opt In to provide Bridge Gap Insurance according to our Policy. Ms. Calfee second the motion. All present and remote voted Aye. Motion Carried.

#### **ADJOURNMENT:**

With no other business to address, Mr. Crowe made a motion to adjourn, Mr. Brown second. Meeting adjourned at 2:07 pm. Next regular board meeting will be April 28, 2022.

Regular October 21, 2021 minutes were approved at the Board Meeting of Roane County Emergency Communications District Board of Directors. Date : January 27, 2022.

---

Tim Suter/Chairman

---

Tony Brown / Secretary-Treasurer



MINUTES OF MARCH 3, 2022  
ROANE COUNTY E-911 SPECIAL CALLED BOARD MEETING

The Roane County Emergency Communications District (E-911) Board met Thursday, March 3, 2022 at 8:30 a.m. at the E-911 Center administrative office for a Special called meeting regarding USDA Loan Closing Options.

**MEMBERS PRESENT:** Tony Brown, Randy Ellis, Keith Farmer, Marilyn Calfee (Remote), Cecil Crowe, Tim Suter

**MEMBERS ABSENT:** Baron Tapp, Jack Stockton, Jason Jolly

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

**OTHERS PRESENT:** Attorney Greg Leffew

**CALL TO ORDER:**

Chairman Suter called the meeting to order at 8:40 a.m. with a quorum of five in person and one remote. The meeting was turned over to Director Anderson for discussion on the options for closing our USDA building loan.

Director Anderson referenced an email received from Kirk Morris with USDA which offers two options for closing our loan. Director Anderson has spoken to Mr. Morris by phone and he said if the board has other alternatives in mind that USDA is open to them as well. On February 3, 2022 Mr. Leffew sent a letter to Upland Design regarding two unfinished projects giving them Thirty days which was received by them on February 8, 2022 bringing the date to March 10, 2022 to complete them. We have received a letter from Monolith dated February 17, 2022 stating that they were unaware that the Future Use Conduit project wasn't completed by the subcontractor and they would like to complete it. Director Anderson asked if the board would like to allow them the remaining time of the Thirty days to complete the work or how they would like to proceed. There was discussion on the amount of work and the money including liquidated damages still on hold(\$53,760.36) to complete the closing of the loan and contacting the bond company. Mr. Leffew stated we have to send Upland Design Group, Monolith Construction and their Bond company a letter stating our intent to terminate the contract and the reasons which gives them seven days to reply. Mr. Leffew, after reviewing the Performance Bond, said if we should declare a Notice of Default to the bond company they have five days to request a conference between the three entities (Monolith, bond company and RCECD) this is the first step prior to sending a letter with intent to terminate the contract which cannot be filed until after the 30 days we had given them to complete the two incomplete items. Mr. Ellis made a motion for Mr. Leffew to send a notice to the bond company and Monolith informing them that we are considering filing the Contract in Default and terminating the contract along with a complete list of each punch list item that hasn't been addressed. Choosing to go with Option 2 from the USDA email options. Mr. Crowe second the motion. All present and remote voted Aye. Motion carried.

Mr. Brown brought up where the \$10,000 that the Board pre-approved would be paid out of, whether USDA funds or our account should the work be completed. Mr. Leffew said we shouldn't pay anything before we have heard back from the bond company on their position.



Chairman Suter changed the April 28, 2022 meeting to March 24, 2022 at 1:00 p.m. to be back on our quarterly meeting schedule.

Director Anderson asked if Mr. Leffew would notify USDA by email giving them our preferred option 2 for closing. Mr. Leffew said he would take care of that and get with Director Anderson on Monday to get the punch list items together to send a letter of intent to the bond company next week.

**ADJOURNMENT:**

Mr. Ellis made a motion to dismiss, Mr. Crowe. All present and remote voted to dismiss at 9:15 a.m.

---

Tony Brown / Secretary-Treasurer

---

Randy Ellis/Chairman



BUDGET F/Y 2021-2022 (4/22/21)	APPROVED BY BOARD					
Amended 9/23/2021						
Amended 1/27/2022	2021-2022	BUDGET	ACTUAL	OVER(UNDER)	ACTUAL	OVER(UNDER)
	BUDGET	MONTHLY	REC/PAY OUT	MONTH	YEAR	YEAR
<b>REVENUES</b>				February		
3010 TCA Section 7-86-303 Receipts	640,518	106,753.00	106,753.00	0.00	427,012.00	(213,506.00)
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	57,883.76	0.09	463,070.08	(231,533.92)
3070 Contracted Services	48,809	4,067.42	4,067.42	0.00	32,539.36	(16,269.64)
3080 Sales & Fees	250	20.83	0.00	(20.83)	253.03	3.03
5002 Interest Income	515	42.92	19.47	(23.45)	156.29	(358.71)
5006 TECB Subsidies	250,122	41,687.00	41,687.00	0.00	166,748.00	(83,374.00)
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>210,410.65</b>	<b>(9,109.60)</b>	<b>1,190,051.88</b>	<b>(518,551.12)</b>
=====						
<b>SALARIES AND WAGES</b>						
4001 Director	65,280	5,440.00	5,021.54	(418.46)	42,668.08	(22,611.92)
4002 Administrative Personnnel	125,521	10,460.08	9,655.46	(804.62)	82,042.26	(43,478.74)
4004 Telecommunicators	364,704	30,392.00	30,378.07	(13.93)	221,724.02	(142,979.98)
4005 Dispatch Supervisor Personnel	123,630	10,302.50	3,131.51	(7,170.99)	45,268.83	(78,361.17)
4006 Mapping/Addressing Personel	51,259	4,271.58	4,093.31	(178.27)	33,214.42	(18,044.58)
4007 Janitor	6,240	520.00	426.14	(93.86)	3,401.95	(2,838.05)
4012 I.T. Personel	51,000	4,250.00	3,923.08	(326.92)	33,335.52	(17,664.48)
4013 Compensated Absences	19,856	1,654.67	0.00	(1,654.67)	12,984.16	(6,871.84)
4099 Other Payroll Costs	2,100	175.00	0.00	(175.00)	1,836.00	(264.00)
4101 Social Security	50,443	4,203.58	3,498.21	(705.37)	29,479.42	(20,963.58)
4102 Medicare	11,797	983.08	818.15	(164.93)	6,894.38	(4,902.62)
4104 Medical Insurance	151,373	12,614.42	12,192.30	(422.12)	87,306.90	(64,066.10)
4106 Other Insurance	1,300	108.33	93.50	(14.83)	717.50	(582.50)
4107 Unemployment Compensation	1,596	133.00	0.00	(133.00)	142.67	(1,453.33)
4108 Pension Expense	44,770	3,730.83	3,002.62	(728.21)	24,802.41	(19,967.59)
4109 Other Postemployment Benefits	8,590	715.83	760.00	44.17	5,458.70	(3,131.30)
<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	350.00	22.00	2,590.00	(1,346.00)
4208 Contracts with Vendors	500	41.67	0.00	(41.67)	0.00	(500.00)
4217 Legal Services	6,973	581.08	73.37	(507.71)	92.36	(6,880.64)
4229 Lease/Rental-Admin. Equip/furn/fixt	2,500	208.33	220.00	11.67	1,680.00	(820.00)
4232 Advertising	600	50.00	0.00	(50.00)	0.00	(600.00)
4233 Awards to Employees and Others	1,500	125.00	0.00	(125.00)	195.00	(1,305.00)
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)	19.78	(2,480.22)
4240 Insurance - Liability	8,055	671.25	0.00	(671.25)	7,723.00	(332.00)
4241 Insurance - Worker's Compensation	2,600	216.67	0.00	(216.67)	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)	648.00	(452.00)
4246 Supplies & Materials - Admin.	3,290	274.17	160.57	(113.60)	1,570.73	(1,719.27)
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)	1,478.84	(5,021.16)
4250 Telephone Costs - Administrative	3,000	250.00	720.31	470.31	1,982.48	(1,017.52)
4251 Telecomm cell phones/pagers-Admin	660	55.00	37.62	(17.38)	302.41	(357.59)
4253 Vehicle Expenses - Administrative	3,000	250.00	54.00	(196.00)	1,412.35	(1,587.65)
4254 Vehicle Fuel - Administrative	2,500	208.33	151.60	(56.73)	948.41	(1,551.59)



[illegible]



BUDGET F/Y 2021-2022 (4/22/21)	APPROVED BY BOARD					
Amended 9/23/2021						
Amended 1/27/2022	2021-2022	BUDGET	ACTUAL	OVER(UNDER)	ACTUAL	OVER(UNDER)
	BUDGET	MONTHLY	REC/PAY OUT	MONTH	YEAR	YEAR
<b>REVENUES</b>				January		
3010 TCA Section 7-86-303 Receipts	640,518	106,753.00	0.00	(106,753.00)	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	57,883.76	0.09	405,186.32	(289,417.68)
3070 Contracted Services	48,809	4,067.42	4,067.42	0.00	28,471.94	(20,337.06)
3080 Sales & Fees	250	20.83	39.30	18.47	253.03	3.03
5002 Interest Income	515	42.92	20.93	(21.99)	136.82	(378.18)
5006 TECB Subsidies	250,122	41,687.00	0.00	(41,687.00)	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>	1,708,603	219,520.25	62,011.41	(157,508.84)	979,641.23	(728,961.77)
=====						
<b>SALARIES AND WAGES</b>						
4001 Director	65,280	5,440.00	5,021.54	(418.46)	37,646.54	(27,633.46)
4002 Administrative Personnel	125,521	10,460.08	9,655.46	(804.62)	72,386.80	(53,134.20)
4004 Telecommunicators	364,704	30,392.00	28,932.71	(1,459.29)	191,340.28	(173,363.72)
4005 Dispatch Supervisor Personnel	123,630	10,302.50	2,915.79	(7,386.71)	42,137.32	(81,492.68)
4006 Mapping/Addressing Personnel	51,259	4,271.58	3,549.03	(722.55)	29,121.11	(22,137.89)
4007 Janitor	6,240	520.00	369.98	(150.02)	2,975.81	(3,264.19)
4012 I.T. Personnel	51,000	4,250.00	3,923.08	(326.92)	29,412.44	(21,587.56)
4013 Compensated Absences	19,856	1,654.67	3,108.55	1,453.88	13,289.83	(6,566.17)
4099 Other Payroll Costs	2,100	175.00	0.00	(175.00)	1,836.00	(264.00)
4101 Social Security	50,443	4,203.58	3,550.76	(652.82)	25,981.21	(24,461.79)
4102 Medicare	11,797	983.08	830.40	(152.68)	6,076.23	(5,720.77)
4104 Medical Insurance	151,373	12,614.42	12,192.30	(422.12)	72,314.60	(79,058.40)
4106 Other Insurance	1,300	108.33	93.50	(14.83)	624.00	(676.00)
4107 Unemployment Compensation	1,596	133.00	55.71	(77.29)	142.67	(1,453.33)
4108 Pension Expense	44,770	3,730.83	3,005.60	(725.23)	21,799.79	(22,970.21)
4109 Other Postemployment Benefits	8,590	715.83	760.00	44.17	4,698.70	(3,891.30)
<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)	2,240.00	(1,696.00)
4208 Contracts with Vendors	500	41.67	0.00	(41.67)	0.00	(500.00)
4217 Legal Services	6,973	581.08	0.00	(581.08)	18.99	(6,954.01)
4229 Lease/Rental-Admin. Equip/furn/fixt	2,500	208.33	220.00	11.67	1,460.00	(1,040.00)
4232 Advertising	600	50.00	0.00	(50.00)	0.00	(600.00)
4233 Awards to Employees and Others	1,500	125.00	70.00	(55.00)	195.00	(1,305.00)
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)	19.78	(2,480.22)
4240 Insurance - Liability	8,055	671.25	0.00	(671.25)	7,723.00	(332.00)
4241 Insurance - Worker's Compensation	2,600	216.67	0.00	(216.67)	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	386.00	294.33	610.00	(490.00)
4246 Supplies & Materials - Admin.	3,290	274.17	141.59	(132.58)	1,410.16	(1,879.84)
4247 Training Costs - Administrative	1,200	100.00	0.00	(100.00)	500.00	(700.00)
4248 Travel - Administrative	6,500	541.67	466.96	(74.71)	1,478.84	(5,021.16)
4250 Telephone Costs - Administrative	3,000	250.00	180.31	(69.69)	1,262.17	(1,737.83)
4251 Telecomm cell phones/pagers-Admin	660	55.00	37.62	(17.38)	264.79	(395.21)
4253 Vehicle Expenses - Administrative	3,000	250.00	65.85	(184.15)	1,358.35	(1,641.65)
4254 Vehicle Fuel - Administrative	2,500	208.33	128.37	(79.96)	796.81	(1,703.19)



[illegible]



Approved E-911 Budget 2021-2022				
3% Revenue Increase				
	2021-2022	Amended	Quarter 3	
REVENUES	APPROVED			
3010 TCA Section 7-86-303 Receipts	640,518			
3020 TCA Section 7-86-130 Receipts	35,000	285,122	(250,122)	****
3060 Local Government Contracts	694,604			
3070 Contracted Services	48,809			
3080 Sales & Fees	250			
5002 Interest Income	515			
5006 TECB Subsidies	250,122	0	250,122	****
5099 Other Non-Operating Revenue	38,785			
<b>TOTAL ESTIMATED REVENUE</b>	1,708,603			
SALARIES AND WAGES	2% SALARY INCREASE + LONGEVITY			
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			
ADMINISTRATION				
4203 Audit Services	9,917			
4204 Accounting/Bookkeeping Services	3,936	4,236	(300)	*
4208 Contracts with Vendors	500			
4217 Legal Services	6,973			
4229 Lease/Rental-Admin Equip/furniture/fixt.	2,500			
4232 Advertising	600			
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	1,500	1,000	**
4240 Insurance - Liability	8,055			
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	5,700	1,300	**
4307 Utilities	27,980			
4333 Maint. and Repairs-Buildings and Facilities	5,900	8,200	(2,300)	**
4337 Building and Facilities Costs	500			
4338 Insurance - Buildings and Contents	20,554			
4339 Maintenance & Warranty Contracts	1,500			
4340 Supplies and Materials-Build. and Facilities	6,000			
4399 Misc. Building and Facilities Costs	750			
<b>COMMUNICATIONS - OPERATIONS</b>				
4406 Employee Testing and Exams - Operations	3,000	2,700	300	*
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	550			
4431 Maintenance & Warranty Contracts	26,700			
4432 Maintenance and Repairs - Communications	3,000			
4433 NCIC/TBI/TIES Expenses	6,352			
4435 Supplies, Materials, & Services - Comm.	2,000	1,800	200	***
4437 Telephone Costs (Call Center Lines)	13,000			
4438 Telecom. Cell Phones & Pagers- Comm/OPS	1,200	1,400	(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>	<b>1,667,474</b>			
ESTIMATED RECEIPTS	1,708,603			
ESTIMATED EXPENDITURE	1,667,474			
OVER (UNDER)	41,129			
* Cost increase by \$30 per month in January 2022				
**Mowing 2 facilities still				
***Fees on Dispatch Cell phones				
****Per ECB email subsidy money from 5006 should be entered into 3020 effective asap				



## **FUND BALANCES**

As of February 28, 2022 the following are the funds we have on hand

REVENUE FUND	\$	2,415,194.48
OPERATING ACCOUNT	\$	146,637.25
Building Project /USDA Loan Account	\$	1,086.72
<b>TOTAL CASH FUNDS</b>	<b>\$</b>	<b>2,562,918.45</b>

### **DESIGNATED FUNDS:**

New Capital (1/27/22)	\$	25,000.00
800 MHZ SYSTEM MAINTENANCE (IN/OUT MONEY)	\$	32,744.39
FOR USDA RESERVE LOAN ACCOUNT (Transfer to Bldg. Acct.)	\$	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>645,383.43</b>
<b>TOTAL UN-DESIGNATED FUNDS</b>	<b>\$</b>	<b>1,917,535.02</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



Proposed E-911 Budget 2022-2023		
	2% Revenue Increase	
	2021-2022	2022-2023
REVENUES	BUDGET	PROPOSED
3010 TCA Section 7-86-303 Receipts	640,518	640,518
3020 TCA Section 7-86-130 Receipts	285,122	295,122
3060 Local Government Contracts	694,604	708,496
3070 Contracted Services	48,809	49,785
3080 Sales & Fees	250	250
5002 Interest Income	515	240
5099 Other Non-Operating Revenue	38,785	42,566
<b><u>TOTAL ESTIMATED REVENUE</u></b>	<b>1,708,603</b>	<b>1,736,977</b>
SALARIES AND WAGES	2% SALARY INCREASE+Longevity+C.Bonus Increase+ 1 Disp.	
4001 Director	65,280	66,586
4002 Administrative Personnel (3)	125,521	128,438
4004 Telecommunicators (11)	364,704	448,949
4005 Dispatch Supervisor Personnel (2)	123,630	83,820
4006 Mapping/Addressing Personnel (1.5)	51,259	52,115
4007 Janitor	6,240	6,206
4012 IT Personnel	51,000	52,020
4013 Compensated Absences	19,856	21,673
4099 Other Payroll Costs	2,100	11,719
4101 Social Security	50,443	54,474
4102 Medicare	11,797	12,638
4104 Medical Insurance	151,373	155,500
4106 Other Insurance	1,300	1,368
4107 Unemployment Compensation	1,596	1,764
4108 Pension Expense	44,770	45,150
4109 Other Postemployment Benefits	8,590	6,000
ADMINISTRATION		
4203 Audit Services	9,917	10,441
4204 Accounting/Bookkeeping Services	3,936	4,326
4208 Contracts with Vendors	500	500
4217 Legal Services	6,973	9,400
4229 Lease/Rental-Admin Equip/furniture/fixt.	2,500	2,640
4232 Advertising	600	500
4233 Awards to Employees and Others	1,500	750
4237 Dues and Memberships - Administrative	5,150	5,392
4238 Employee Test/Exams - Administrative	500	300
4239 Equipment- General (non-capitalized)	2,500	1,500
4240 Insurance - Liability	8,055	8,495
4241 Insurance - Worker's Compensation	2,600	2,500
4242 Maintenance and Repairs - Administrative	500	500
4243 Prem. On Surety/Fidelity Bonds	369	387
4245 Software & Licensing - Administration	1,100	1,700
4246 Supplies & Materials-Administration	3,290	4,200
4247 Training Costs - Administrative	1,200	750
4248 Travel -Administrative	6,500	6,490
4249 Uniforms - Administrative	-	500
4250 Telephone Costs - Administrative	3,000	3,460
4251 Telecomm cell phones/pagers- Admin.	660	600



[illegible]



MINUTES OF FEBRUARY 17, 2022  
ROANE COUNTY E-911 BUDGET COMMITTEE MEETING

The Roane County Emergency Communications District (E-911) Budget Committee met Thursday, February 17, 2022 at 10:00 a.m. at 4390 Roane State Highway.

**COMMITTEE MEMBERS PRESENT:** Marilyn Calfee, Jason Jolly, Cecil Crowe, Keith Farmer

**COMMITTEE MEMBERS ABSENT:** Randy Ellis

**EMPLOYEES PRESENT:** Cody Anderson, Kim Tharp

**CALL TO ORDER:**

The meeting was called to order at 10:07 a.m. by committee chairman, Ms. Marilyn Calfee with 4 members in attendance and 1 absent. Ms. Calfee turned the meeting over to Director Anderson for his presentations prepared for this meeting.

Mr. Crowe asked if we have ever done a cost comparison for the services performed by our Accountants in the past? Director Anderson stated that there hasn't been to our knowledge. Mr. Jolly suggested possibly increasing the employees Christmas Bonus to \$500 for full time employees and \$250 for part time . Mr. Crowe suggested possibly increasing the pay rate percentage to stay competitive. The Budget presented was reviewed line by line and questions were answered. Mr. Crowe asked if we were able to dispose of surplus items to a non-profit instead of having to put them on Gov Deals. Director Anderson said he would check with the TN ECB Finance Director for guidance and direction on this. The committee mentioned that they would like to have some kind of program set up as an incentive to possibly increase employee's moral. The committee also suggested to check with Roane County Government for a copy of their preferred vendor list used for purchases and possible discounts. Mr. Jolly asked if we could have a sheet for them to use to showing what all is on the lines and what is actually spent. Director Anderson said we could have a current variance report for them at the next workshop. Director Anderson continued to address the concerns and questions on the line items. Director Anderson presented a power point with cost analysis slides showing future use needs. The committee asked us to figure a budget with a scenario of 3% pay increase for employees and one with a \$500 Christmas Bonus for full time employees /\$250 for part-time employees.

**ADJOURNMENT:**

With no further budget business for the committee to discuss, Mr. Crowe made a motion to dismiss at 12:25 p.m. The committee will meet again on Thursday, March 3, 2022 at 9:00 a.m.



**MINUTES OF MARCH 3, 2022**  
**ROANE COUNTY E-911 BUDGET COMMITTEE MEETING**

The Roane County Emergency Communications District (E-911) Budget Committee met Thursday, March 3, 2022 at 9:00 a.m. at 4390 Roane State Highway.

**COMMITTEE MEMBERS PRESENT:** Randy Ellis, Cecil Crowe, Keith Farmer, Marilyn Calfee(Remote)

**COMMITTEE MEMBERS ABSENT:** Jason Jolly

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

**CALL TO ORDER:**


The meeting was called to order at 9:25 a.m. by committee chairman, Ms. Marilyn Calfee (Remote) with 3 members in attendance, 1 member remote and 1 absent. Ms. Calfee(Remote) turned the meeting over to Director Anderson for his presentations prepared for this meeting and any committee questions and discussion.

Director Anderson reviewed the budget comparison charts and reference sheets sent to the committee members in preparation for the meeting. Mr. Ellis asked Director Anderson which of the four budget scenarios presented did he prefer. Director Anderson stated that he would like to add a dispatcher to relieve the workload of our current staff, therefore he preferred the budget reflecting a 3% revenue increase, adding 1 dispatcher, giving employees a 2% pay raise, increasing the employees Christmas Bonus and covering employee longevity(referred to as the "blue" labeled budget) Mr. Ellis made a motion to recommend this budget proposal to the full board for approval. Mr. Crowe second the motion. Discussion - Mr. Ellis stated that by adding the additional employee both the employees and the center benefit. Mr. Crowe stated that he would like to see the revenue increase reduced to 2%. There was more discussion on the options and questions answered about line items by the director. After all minds were clear of questions, Mr. Ellis amended his motion to adjust the revenue to 2% from the Director preferred budget which adds one dispatcher, gives the employees a 2% pay increase, a \$500 Christmas bonus to full time employees and \$250 Christmas Bonus to part time employees and covers employee longevity. Mr. Crowe second the amended motion. All members present and on remote access voted Aye. Motion carried. Discussion continued which line item to adjust to cover the reduced revenue income. It was decided that lines 4247 and 4248 lines would be adjusted reducing the employees planned to attend the TENA conference to two instead of three. This will be presented to the full board for approval consideration on March 24, 2022 at the regularly scheduled quarterly meeting.

**ADJOURNMENT:**

With no further budget business for the committee to discuss, Mr. Ellis made a motion to dismiss at 10:00 a.m. Mr. Crowe second.



	ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT	
	JOB DESCRIPTION: DISPATCH SUPERVISOR	02/12/2021   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:

**JOB TITLE:**

Dispatch Supervisor


**DEPARTMENT:** Operations

**REPORTS TO:** Operations Manager

**TYPICAL DUTIES:**

- Acts as first line supervisor for designated dispatch staff/shift, including directing and overseeing work, assessing employee compliance with policies, participating in disciplinary decisions and actions, and establishing and evaluating appropriate performance standards in accordance with RCECD policies and objectives.
- Monitors aspects of the dispatch center operations. Takes corrective actions as needed.
- Monitors applicable public safety equipment, ensuring equipment is properly maintained in order to ensure the effectiveness of operations. Takes corrective actions as needed.
- Perform evaluations on employees under direct supervision.
- Works proactively with staff to resolve performance or personnel issues at the lowest level.
- Coordinates major incidents regarding radio and other resource utilization.
- Assist in other processes or duties as assigned by management.
- Operates telephone workstation to receive emergency (911) and non-emergency requests for service.
- Determines location, type, and details of emergency.
- Accurately inputs/records information from callers and emergency services personnel into Computer Aided Dispatch (CAD) application or other designated documentation system in real time.
- Relays information to emergency services personnel and other individuals/agencies responsible for response to emergencies and other calls for service.
- Assists callers with pre-arrival instructions according to established protocols and guidelines.
- Reads maps (electronic or paper) and give basic directions to the location of an incident.
- Attends training sessions, meetings, or other events as required.
- Utilize phone and/or radio headset and sit and/or stand at workstation for extended periods of time.



	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	<b>JOB DESCRIPTION:</b> DISPATCH SUPERVISOR	02/12/2021   Revision: 1
		Generated by: Cody Anderson, Director  Approved by:


#### **RESPONSIBILITIES:**

- Maintain proficiency in all job duties and equipment.
- Complete any assigned or required continuing education.
- Demonstrate excellent customer service and interpersonal skills when interacting with citizens, coworkers, and emergency response personnel.
- Encourage and support the highest level of performance and workplace team interaction.
- Demonstrate comprehension and application of diversity awareness and an active commitment to ensure equality.
- Demonstrate an understanding of and comply with the district's mission, goals, and policies.
- Utilize chain of command.

#### **REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:**

- Ability to follow written and verbal instructions.
- Ability to fluently speak, read, and write in the English language.
- Working knowledge of the geography of the served area, including major roadways, businesses, borders, neighborhoods, etc.
- Ability to use judgment and decision-making skills to evaluate situations, establish priorities, and resolve matters.
- Ability to obtain, verify, and analyze incident information to include location, reporting party contact information, nature, and severity of the incident while applying effective communication skills to control the call.
- Make quick workplace decisions based on policy and accepted practice while managing stress, multitasking, problem solving, and utilizing critical thinking to allocate resources in emergent situations.
- Basic knowledge of computer use and typing, with ability to learn as needed to successfully operate various systems.
- Effectively communicate verbally and in writing, actively listen, use appropriate terminology, codes, signals, plain speech, and the phonetic alphabet.
- Ability to analyze information to identify potential safety concerns for public safety responders.
- Ability to use critical thinking skills to reach conclusions and approaches to problems.
- Working knowledge of public safety professional standards for application as needed.




	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	<b>JOB DESCRIPTION:</b> DISPATCH SUPERVISOR	02/12/2021   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:

**REQUIRED QUALIFICATIONS AND TRAINING:**

All Dispatch Supervisors must adhere to the same required qualifications and training as a Telecommunicator. In addition, dispatch supervisors must have been employed by the RCECD for a minimum of one (1) year. The minimum one (1) year employment with RCECD may be waived in the event of a Dispatch Supervisor position advertised to external applicants. In this case, applicants must have a minimum of three (3) years dispatching experience to be considered for the position.

DRAFT



	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	<b>JOB DESCRIPTION:</b> <b>OPERATIONS MANAGER</b>	02/12/2021   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:

**JOB TITLE:**

Operations Manager


**DEPARTMENT:** Operations

**REPORTS TO:** Executive Director

**TYPICAL DUTIES:**

- Manage a team of shift supervisors (who have first-line supervisory responsibility), including motivating, assigning, directing, assuring accountability/discipline, evaluation, and professional development.
- Set performance expectations for quality service delivery and customer satisfaction, and follow through with proactive performance management, team building, and application of available technology and industry best practices.
- Promote a diverse, culturally competent, and respectful workplace.
- Manage employee recognition program.
- Communicate changes in policy and procedure to line staff.
- Respond to concerns regarding service delivery from law enforcement, fire, or EMS officials or citizens.
- Allocate staffing resources to meet daily, weekly, and seasonal workload fluctuations.
- Assist in development and administration of policies and procedures.
- Work with upper management on strategic planning.
- Respond to the PSAP for major emergencies and be available after hours. Cover shift(s) in the emergency communications center as needed to ensure appropriate staffing.
- Reduce and manage conflicts between staff working on the dispatch floor.
- Monitor aspects of the emergency communications center operations. Takes corrective actions as needed.
- Monitor applicable public safety equipment, ensuring equipment is properly maintained in order to ensure the effectiveness of operations. Takes corrective actions as needed.
- Assist in other processes or duties as assigned by management.
- Develop, lead and oversee employee training program for new hires and existing employees.
- Process requests for department records.
- Perform quality assurance (QA) on dispatch and PSAP operations. Take corrective actions as needed.



	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	<b>JOB DESCRIPTION:</b> <b>OPERATIONS MANAGER</b>	02/12/2021   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:


**RESPONSIBILITIES:**

- Maintain proficiency in all job duties and equipment.
- Complete any assigned or required continuing education.
- Demonstrate excellent customer service and interpersonal skills when interacting with citizens, coworkers, and emergency response personnel.
- Encourage and support the highest level of performance and workplace team interaction.
- Demonstrate comprehension and application of diversity awareness and an active commitment to ensure equality.
- Demonstrate an understanding of and comply with the district's mission, goals, and policies.
- Utilize chain of command.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:**

- Ability to follow written and verbal instructions.
- Ability to fluently speak, read, and write in the English language.
- Working knowledge of the geography of the served area, including major roadways, businesses, borders, neighborhoods, etc.
- Ability to use judgment and decision-making skills to evaluate situations, establish priorities, and resolve matters.
- Ability to obtain, verify, and analyze incident information to include location, reporting party contact information, nature, and severity of the incident while applying effective communication skills to control the call.
- Make quick workplace decisions based on policy and accepted practice while managing stress, multitasking, problem solving, and utilizing critical thinking to allocate resources in emergent situations.
- Basic knowledge of computer use and typing, with ability to learn as needed to successfully operate various systems.
- Effectively communicate verbally and in writing, actively listen, use appropriate terminology, codes, signals, plain speech, and the phonetic alphabet.
- Ability to analyze information to identify potential safety concerns for public safety responders.
- Ability to use critical thinking skills to reach conclusions and approaches to problems.
- Working knowledge of public safety professional standards for application as needed.



	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	<b>JOB DESCRIPTION:</b> <b>OPERATIONS MANAGER</b>	02/12/2021   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:


**REQUIRED QUALIFICATIONS AND TRAINING:**

The operations manager must adhere to the same required qualifications and training as a Telecommunicator. In addition, the operations manager must have been employed by the RCECD for a minimum of five (5) years. The minimum five (5) year employment with RCECD may be waived in the event of the position advertised to external applicants. In this case, applicants must have a minimum of seven (7) years dispatching experience to be considered for the position.

The operations manager should strive to addend and obtain advanced training, including but not limited to:

- ICS 300
- ICS 400
- Communications Unit Leader (COM-L)
- Communications Unit Technician (COM-T)
- Instructor certification in telecommunicator training classes



	ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT	
	JOB DESCRIPTION: TECHNICAL & FACILITIES MANAGER	02/12/2021   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:

**JOB TITLE:**

Technical & Facilities Manager


**DEPARTMENT:** Technical & Facilities

**REPORTS TO:** Executive Director

**DUTIES:**

- Oversees all aspects of the technical operations, technology, and equipment of the RCECD.
- Ensures that 911 call taking, computer aided dispatch (CAD) system, mapping, and other essential systems to the operations of the emergency communications center are operational and ready for use.
- Ensures that all facility systems are maintained and operational.
- Ensures that all equipment and facilities are maintained in a clean, safe, and operational manner.
- Maintains accurate and complete list of equipment and other assets, as well as status and location of equipment and assets.
- Develops maintenance and replacement schedule for equipment to submit to Executive Director.
- Maintains accurate maintenance records on all equipment.
- Makes minor repairs to equipment and facilities within knowledge and skill level; coordinates with vendors for service and repairs as needed.
- Performs updates/upgrades to equipment as needed.
- Ensures backups of computers and other critical systems occur on an approved schedule.
- Ensures computers are protected and regularly monitored by antivirus software.
- Researches and reviews new products or technology and makes appropriate recommendations for new or upgraded equipment.
- Create, maintain, and follow a computer/network security policy based on best practices for cyber security and ensure that all equipment and personnel adhere to this policy.
- Assist in TBI/FBI audits.
- Assist with records requests.
- Other duties as assigned.



	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	<b>JOB DESCRIPTION:</b> <b>TECHNICAL &amp; FACILITIES MANAGER</b>	02/12/2021   Revision: 1
		Generated by: Cody Anderson, Director  Approved by:


**RESPONSIBILITIES:**

- Maintain proficiency in all job duties and equipment.
- Complete any required continuing education.
- Demonstrate excellent customer service and interpersonal skills when interacting with citizens, coworkers, and emergency response personnel.
- Encourage and support the highest level of performance and workplace team interaction.
- Demonstrate comprehension and application of diversity awareness and an active commitment to ensure equality.
- Demonstrate an understanding of and comply with the district's mission, goals, and policies.
- Utilize chain of command.

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:**

- Ability to follow written and verbal instructions.
- Ability to fluently speak, read, and write in the English language.
- Ability to use judgment and decision-making skills to evaluate situations, establish priorities, and resolve matters.
- Make quick workplace decisions based on policy and accepted practice while managing stress, multitasking, problem solving, and utilizing critical thinking to allocate resources in emergent situations.
- Basic knowledge of computer use and typing, with ability to learn as needed to successfully operate various systems.
- Ability to use critical thinking skills to reach conclusions and approaches to problems.
- Working knowledge of public safety professional standards for application as needed.
- Maintain CJIS certification.



	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	<b>JOB DESCRIPTION:</b> <b>TECHNICAL &amp; FACILITIES MANAGER</b>	02/12/2021   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:

#### **REQUIRED QUALIFICATIONS AND TRAINING:**

The Technical and Facilities Manager shall meet the following standards:


- Shall be at least eighteen (18) years of age
- Shall be a citizen of the United States
- Shall be a high school graduate or possess equivalency
- Shall not have been convicted or pleaded guilty to or entered a plea of nolo contendere to any felony charge or to any violation of federal or state laws or city ordinances relating to force, violence, theft, dishonesty, gambling, liquor, controlled substances or controlled substance analogues
- Shall not have been released or discharged under other than an honorable or medical discharge from any of the armed forces of the United States
- Shall have such person's fingerprints on file with the Tennessee bureau of investigation
- Shall have passed a physical examination by a licensed physician
- Shall have a good moral character as determined by a thorough investigation conducted by the employing agency

In addition, the Technical and Facilities Manager shall have a degree in a related field and/or demonstrable experience in prior work related to the duties of the position.

The Technical and Facilities Manager shall also strive to obtain additional education, such as:

- PSAP operations and dispatching (if pursued, shall be subject to all required qualifications and training)
- FEMA IS-100, IS-200, IS-700, IS-800, ICS-300, ICS-400
- Communications Unit Technician (COM-T)
- Communications Unit Leader (COM-L)



	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	<b>JOB DESCRIPTION:</b> TELECOMMUNICATOR	02/12/2021   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:

**JOB TITLE:**

Telecommunicator (may also be referred to as "Dispatcher")

**DEPARTMENT:** Operations

**REPORTS TO:** Dispatch Supervisor


**TYPICAL DUTIES:**

- Operates telephone workstation to receive emergency (911) and non-emergency requests for service.
- Determines location, type, and details of emergency.
- Accurately inputs/records information from callers and emergency services personnel into Computer Aided Dispatch (CAD) application or other designated documentation system in real time.
- Relays information to emergency services personnel and other individuals/agencies responsible for response to emergencies and other calls for service.
- Assists callers with pre-arrival instructions according to established protocols and guidelines.
- Reads maps (electronic or paper) and give basic directions to the location of an incident.
- Attends training sessions, meetings, or other events as required.
- Utilize phone and/or radio headset and sit and/or stand at workstation for extended periods of time.
- Additional duties as assigned.

**RESPONSIBILITIES:**

- Maintain proficiency in all job duties and equipment.
- Complete any assigned or required continuing education.
- Demonstrate excellent customer service and interpersonal skills when interacting with citizens, coworkers, and emergency response personnel.
- Encourage and support the highest level of performance and workplace team interaction.
- Demonstrate comprehension and application of diversity awareness and an active commitment to ensure equality.
- Demonstrate an understanding of and comply with the district's mission, goals, and policies.
- Utilize chain of command.




	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	<b>JOB DESCRIPTION:</b> <b>TELECOMMUNICATOR</b>	02/12/2021   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:

**REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:**

- Ability to follow written and verbal instructions.
- Ability to fluently speak, read, and write in the English language.
- Working knowledge of the geography of the served area, including major roadways, businesses, borders, neighborhoods, etc.
- Ability to use judgment and decision-making skills to evaluate situations, establish priorities, and resolve matters.
- Ability to obtain, verify, and analyze incident information to include location, reporting party contact information, nature, and severity of the incident while applying effective communication skills to control the call.
- Make quick workplace decisions based on policy and accepted practice while managing stress, multitasking, problem solving, and utilizing critical thinking to allocate resources in emergent situations.
- Basic knowledge of computer use and typing, with ability to learn as needed to successfully operate various systems.
- Effectively communicate verbally and in writing, actively listen, use appropriate terminology, codes, signals, plain speech, and the phonetic alphabet.
- Ability to analyze information to identify potential safety concerns for public safety responders.
- Ability to use critical thinking skills to reach conclusions and approaches to problems.
- Working knowledge of public safety professional standards for application as needed.



	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	JOB DESCRIPTION: TELECOMMUNICATOR	02/12/2021   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:

#### REQUIRED QUALIFICATIONS AND TRAINING:

Pursuant to Tennessee Code Annotated (TCA) § 7-86-205 and the Rules of the Tennessee Department of Commerce and Insurance Emergency Communications Board Chapter 0780-06-02, within six (6) months of employment, telecommunicators:

- Shall be subject to the training and course of study requirements established by the emergency communications board created pursuant to § 7-86-302.
- Shall be at least eighteen (18) years of age
- Shall be a citizen of the United States
- Shall be a high school graduate or possess equivalency
- Shall not have been convicted or pleaded guilty to or entered a plea of nolo contendere to any felony charge or to any violation of federal or state laws or city ordinances relating to force, violence, theft, dishonesty, gambling, liquor, controlled substances or controlled substance analogues
- Shall not have been released or discharged under other than an honorable or medical discharge from any of the armed forces of the United States
- Shall have such person's fingerprints on file with the Tennessee bureau of investigation
- Shall have passed a physical examination by a licensed physician
- Shall have a good moral character as determined by a thorough investigation conducted by the employing agency
- Shall have no less than forty (40) hours of supervised on-the-job training
- Shall have no less than forty five (45) hours of public safety communications coursework
- Shall have continuing education of no less than ten (10) additional hours of public safety communications coursework every two (2) years after completion of the initial training.

In addition to the requirements above, the Roane County Emergency Communications District also requires that telecommunicators complete the following:

- FEMA IS-100
- FEMA IS-200
- FEMA IS-700
- FEMA IS-800
- Cardiopulmonary Resuscitation (CPR)
- Telecommunicator CPR (T-CPR)
- Basic Telecommunicator Certification
- Emergency Medical Dispatcher (EMD) Certification
- NCIC Certification



MINUTES OF FEBRUARY 17, 2022  
ROANE COUNTY E-911 PERSONNEL COMMITTEE MEETING

The Roane County Emergency Communications District (E-911) Personnel Committee met Thursday, February 17, 2022 at 1:00 p.m. at 4390 Roane State Highway.

**COMMITTEE MEMBERS PRESENT:** Marilyn Calfee, Tony Brown, Baron Tapp

**COMMITTEE MEMBERS ABSENT:** Randy Ellis

**EMPLOYEES PRESENT:** Cody Anderson, Kim Tharp

**CALL TO ORDER:**

The meeting was called to order at 1 p.m. by Chairman Brown with 3 committee members present 1 absent. Chairman turned the meeting over to Director Anderson.

Director Anderson presented a PowerPoint covering the volume of calls/current dispatch workload and the dispatch coverage we have and the need for additional dispatchers. All members voiced that there is a need for more personnel based on this information, Mr. Tapp stated that he felt that we could use 4 more dispatchers based on this call volume and comparing it to the 911 centers in the surrounding counties.

Director Anderson presented the potential changes/updates he is requesting in the current employee handbook that hasn't been completely updated in several years.

- There was some discussion on the starting wages for dispatch new hires in comparison to other counties. Mr. Tapp made a motion to start newly hired dispatch/hourly employees at the rate of One Dollar less than the current fully trained and non-probationary pay rate. Ms. Calfee second the motion. All present voted Aye to recommend this item as part of the handbook to the full board for review/approval.
- In clarifying the "immediate family" as far as hiring vs. bereavement section, it was suggested to go with the list in the Bereavement section. Ms. Calfee made a motion to clarify immediate family as the employee's spouse, parent, child, brother, sister, mother-in-law, father-in-law, grandparent, grandchild, legal guardian or legal dependent. Mr. Tapp second the motion. All present voted Aye to recommend this item as part of the handbook update to the full board for review/approval.
- There was discussion on clarifying the grievance procedure and Director Anderson said he would work on this section of the handbook further.
- Ms. Calfee made a motion to include the Hierarchy chart in the Employee Handbook so there is clarity for every employee. Mr. Tapp second the motion. All present voted Aye to recommend this item as part of the handbook update to the full board for review/approval.

Director Anderson presented a question regarding our current gun carry on premises regulations and the sentiments of the board since he had been asked by a current employee about this. Mr. Tapp recommended that Cody get with Mr. Leffew for guidance on this matter and the regulations that go along with it.

Director Anderson presented four new job descriptions which lines up with the hierarchy chart that was presented in the handbook presentation clarifying the duties of each job title. Ms. Calfee made a motion to recommend these updates/changes to the full board for approval/ adoption. Mr. Tapp second the motion. All present voted Aye to recommend this item as part of the handbook update to the full board for review/approval.

Director Anderson presented the current EMD/911 flipcharts that are currently used and let the committee know that these will no longer be updated and are now obsolete. With some discussion on the new computerized training available which will cost \$100,000 up front and an annual maintenance cost of around \$20,000. Loudon County currently uses this program and the Director plans to go visit their center to see how it works. Ms. Calfee asked how the



purchase and use of this would be funded. Mr. Tapp suggested that the cost be split between the cities/county as a better safety coverage program benefit. There was no further discussion on this matter.

**ADJOURNMENT:**

With no further business for the committee Mr. Brown dismissed the meeting at 2:50 p.m.



**LEFFEY & LEFFEY**

**LAW OFFICE**

**109 NORTH FRONT AVENUE**

**P. O. BOX 63**

**ROCKWOOD, TENNESSEE 37854**

**PHONE NO. (865) 354-3241**

**FAX NO. (865) 354-2748**

**BILLY H. LEFFEY (1934-2016)**

**GREG LEFFEY**

**March 15, 2022**

**Monolith Construction, LLC  
4656 Fennel Road  
Knoxville, Tennessee 37912**

**Monolith Construction, LLC  
9080 Barbee Lane, Suite 101  
Knoxville, Tennessee 37923**

**Monolith Construction, LLC  
c/o Jimmie S. Doss, Sr., Registered Agent  
1201 Coile Lane  
Knoxville, Tennessee 37922**

**Westfield Insurance Company  
PO Box 5001  
Westfield Center, Ohio 44251-5001**

**Upland Design Group, Inc.  
PO Box 1026  
Crossville, Tennessee 38557  
Attention: Alan Hill**

**Re: Roane County E911/Emergency Communications  
Performance Bond No. 045444K  
Sept. 13, 2019 Construction Contract with Monolith Construction, LLC**



Page 2

Greetings:

Enclosed please find a Notice that the Board of Directors for the Roane County Emergency Communications District has instructed me to send. The purpose of this Notice is to inform all parties that the Board of Directors for the Roane County Emergency Communications District is considering declaring its September 3, 2019 Contract with Monolith Construction, LLC in default.

With kind regards,

A handwritten signature in black ink, appearing to be 'G. Leffew', written in a cursive style.

Greg Leffew



## NOTICE

TO: Monolith Construction, LLC  
4656 Fennel Road  
Knoxville, Tennessee 37912

Monolith Construction, LLC  
9080 Barbee Lane, Suite 101  
Knoxville, Tennessee 37923

Monolith Construction, LLC  
c/o Jimmie S. Doss, Sr., Registered Agent  
1201 Coile Lane  
Knoxville, Tennessee 37922

Westfield Insurance Company  
PO Box 5001  
Westfield Center, Ohio 44251-5001

Upland Design Group, Inc.  
PO Box 1026  
Crossville, Tennessee 38557  
Attention: Alan Hill

FROM: Roane County E911/Emergency Communications  
4390 Roane State Highway  
Rockwood, Tennessee 37854

RE: Performance Bond No. 045444K

DATE: March 11, 2022

In accordance with Section 3 of the aforesaid performance bond, Roane County E911/Emergency Communications hereby provides notice that it is considering declaring a contractor default regarding the September 13, 2019 construction contract between Roane County E911/Emergency Communications and Monolith Construction, LLC.

Roane County E911/Emergency Communications does not request a conference among the owner, contractor and surety to discuss the contractor's performance.

The reasons Roane County E911/Emergency Communications is considering declaring a contractor default are as follows:

1. Failure to complete and install the future use conduit.



2. Failure to complete electrical wiring from floor boxes to dispatch consoles.
3. Failure to complete paving work.
4. Failure to comply with owner's request for a warranty site visit prior to the one-year date from substantial completion as required by Section 01 70 00 of the project closeout documents.
5. Failure to address the following warranty repairs requested by owner on November 9, 2021:
  - a. Space 103 - screw head visible on HVAC chase
  - b. Space 101 - sheetrock cracking on the south wall in southeast corner
  - c. Space 101 - sheetrock cracking above door
  - d. Space 128 - cracking sheetrock in southeast corner in handicap stall
  - e. Space 108 - sheetrock cracking on south wall under east window
  - f. Space 108 - sheetrock cracking on south wall under west window
  - g. Space 108 - sheetrock cracking on west wall above south window
  - h. Space 108 - sheetrock cracking on west wall below north window
  - i. Space 108 - multiple cracks in sheetrock on west wall below center window
  - j. Space 108 - sheetrock cracking on west wall above north window
  - k. Space 108 - sheetrock cracking on west wall above center window
  - l. Space 108 - sheetrock cracking on west wall below TV
  - m. Space 108 - sheetrock cracking on the east wall above file room door
  - n. Space 108 - screw head visible on the north wall above bulletin board
  - o. Space 119 - sheetrock cracking above door to hallway
  - p. Space 125 - screw head visible on north wall
  - q. Space 125 - screw head visible on south wall in southeast corner
  - r. Space 131 - screw head visible above women's restroom door
  - s. Space 134 - sheetrock cracking on west wall by rear exit doorway
  - t. Space 134 - cracking sheetrock outside northeast training room door
  - u. Space 114 - sheetrock bubbling in the hallway outside of dispatch under east window
  - v. Space 114 - sheetrock cracking in hallway outside of dispatch near west window
  - w. Space 104 - sheetrock cracking above dispatch door
  - x. Space 104 - sheetrock cracking under center dispatch window
  - y. Space 104 - multiple cracks in sheetrock under north dispatch window
  - z. Space 103 - sheetrock cracking at right corner of door
  - aa. Space 105 - sheetrock cracking top right corner of window
  - bb. Space 104 - sheetrock cracking between offices 105 and 106
  - cc. Space 104 - sheetrock cracking between offices 102 and 103
  - dd. Space 123 - water pipe support loose, hanging
  - ee. Space 123 - block wall cracking
  - ff. Space 121 - sheetrock cracking around corner from northeast training room door



- gg. Space 123 - possible crack on north wall
- hh. Space 136 - possible cracking sheetrock on ceiling coming from water pipe support
- ii. Space 139 - south garage door wood blocking appears to be pulling away from block wall, daylight visible
- jj. Space 139 - ceiling appears to be cracking near garage door openers
- kk. Space 139 - floor cracking
- ll. Space 133 - sheetrock cracking left of lockers
- mm. All soap dispensers appear to be corroding
- nn. Space 133 - motion activated lights turning off after very short duration
- oo. Space 128 - lighting motion sensor appears to be falling from ceiling tile
- pp. Space 131 - sheetrock cracking on beam, runs up above the drop ceiling
- qq. Space 129 - multiple sheetrock cracks
- rr. Space 128 - sheetrock cracking above sinks
- ss. Space 128 - sink faucet loose
- tt. Space 127 - sheetrock crack bottom right corner of left window
- uu. Space 127 - sheetrock crack top left corner of door
- vv. Space 126 - sheetrock crack top right corner of door
- ww. Space 126 - prior repair work visible, does not blend, from warranty item number 17
- xx. Space 114 - sheetrock crack left of lobby
- yy. Space 113 - caulk peeling from baluster window
- zz. Space 114 - sheetrock crack between offices 109 and conference room 101
- aaa. Space 109 - sheetrock crack between door and fire strobe
- bbb. Space 109 - sheetrock crack between bathroom door and exterior wall
- ccc. Space 109 - sheetrock crack under left window
- ddd. Space 109 - sheetrock crack top left corner of door
- eee. Conduit becoming uncovered at gate motor
- fff. Space 101 - sheetrock crack outside door between door and fire strobe
- ggg. Space 101 - sheetrock crack bottom left corner of window on west wall
- hhh. Space 114 - water pipe support above drop ceiling not connected near air register
- iii. Corner of hallways 114 and 104 large crack in ceiling, above drop ceiling
- jjj. Space 117 - cracking sheetrock top left corner of door
- kkk. Space 125 - sheetrock crack top right corner of southeast door
- lll. Space 125 - cracking sheetrock near thermostat
- mmm. Space 121 - cracking sheetrock top left corner of breakroom door
- nnn. Space 121 - screw head visible across from radio room

6. Failure to relocate owner's existing consoles from the existing facility to the new facility, and failure to repair and modify said consoles as required to make operational, as required by Section 12 35 01 of the project manual.

7. Failure to repair Freon leak in radio room per June 21, 2021 warranty request, requiring owner to incur charges of \$324.00 to complete the repair.



8. Although Section 33 81 16 Part 2.1 of the project manual requires a five year warranty on the antenna tower, the warranty provided by the contractor's subcontractor, Allstate Tower, is for only one year.

9. Although Section 28 31 11 Part 1.10 of the project manual requires contractor to provide software support for the fire alarm system for two years from the date of substantial completion, contractor has refused to do so and in lieu thereof submitted to owner a bill for such services for \$2,995.00 from Building Systems Technology, Inc.

10. Although Section 26 24 16 Part 1.8 of the project manual requires a five year surge protection device warranty on panel boards, and Section 26 43 13, Part 1.6 requires a ten year warranty for surge protection devices for low voltage electrical power circuits, contractor has provided only a one year warranty from ShoffnerKalthoff, MES, Inc.

11. Although Section 23 75 13 Part 2.1 of the project manual requires a four year warranty on split system heat pumps, Section 23 05 00 Part 3.8 requires a four year extended warranty on HVAC compressors, and Section 23 81 50 Part 1.4 requires a five year warranty on refrigeration compressors for ductless split system heat pumps, contractor has provided an extended warranty for only four of the project's eight units.

12. Although Section 23 05 00 Part 2.3 of the project manual requires the contractor to provide an independent service and maintenance contractor to perform all the required servicing and maintenance of the HVAC system for one year after the date of substantial completion, and although the contractor provided documentation that said maintenance would be performed by High Velocity Heating and Air on or about April 1, 2021, August 1, 2021, and December 1, 2021, the only maintenance performed was on April 28, 2021.

13. The as built drawings provided by contractor are incorrect. For example, the plumbing on the portion of the drawing on page 649 of the closeout documents does not depict plumbing in the same location that the plumbing was actually installed in the building.

14. Section 12 32 00, Part 1.8 of the project manual requires a three year warranty on manufactured wood casework, but the contractor has provided only a one year warranty from Courtlind Woodworks, Inc.

15. Although Section 08 41 13, Part 1.8 requires a two year workmanship warranty on aluminum framed entrances and storefronts, contractor has provided only a one year workmanship warranty from Action USA LLC.

16. The metal roof warranty contractor provided from PAC-CLAD, incorrectly states the owners address.



Page 5


17. The Form G706A, Contractor's Affidavit of Release of Liens, makes the release conditional upon final payment, and does not contain separate releases or waivers of liens from subcontractors and suppliers

18. The contractor has refused to sign Form G704, Certificate of Substantial Completion.

Roane County E911/Emergency Communications

By: Tim Suter  
Tim Suter, Chairman of the Board of Directors  
Roane County Emergency Communications District




	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	RECORDS REQUESTS	02/16/2022   Revision: 3
		Generated by: Cody Anderson, Director
		Approved by:

**POLICY:**

1. Requests for viewing or copies of public records shall be accepted during normal administrative business hours.
2. Requests may be made in person, by telephone, fax, mail, or email.
3. At no time shall members of the public or non-employees of the Roane County Emergency Communications District (RCECD) be allowed direct access to computers, servers, or other electronic devices.
4. At no time shall flash drives, portable hard drives, or other similar devices be connected to any computer, server, or electronic device owned or operated by the RCECD.
5. A records request form will be completed for computer aided dispatch (CAD) reports and audio recordings of phone and or radio systems. A records request form will also be completed for any requested copies of other records.
6. All requests must be sufficiently detailed to enable identification of the specific record(s).
7. Records requests may require up to seven (7) business days.
8. In the event that records cannot be made available promptly, within seven (7) business days, the RCECD will:
  - a. Make the requested records available, or
  - b. Deny the request in writing using a records request response form developed by the office of open records counsel. The response shall include the basis for denial, or
  - c. Furnish the requestor a completed records request response form developed by the office of open records counsel stating the time reasonably necessary to produce the requested records.
9. The requestor shall be provided with an estimate of reasonable costs to provide copies of the requested records.
  - a. Estimations for costs shall be based on:
    - i. Printed records – number of pages to be printed
    - ii. Phone recordings – duration of call for service record in hours multiplied by the hourly pay rate of the employee completing the request.
    - iii. Radio recordings – duration of call for service record in hours multiplied by the number of radio channels used during the call for service (as determined by units assigned to the call for service) multiplied by the hourly pay rate of the employee completing the request.
  - b. If RCECD is assessed a charge to retrieve requested records from archives, RCECD shall recover from the requestor the costs assessed for retrieval.
10. Any member of the administrative staff who has been instructed in records policies may complete requests for CAD reports. ~~Requests for audio recordings will be completed by the~~



	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	RECORDS REQUESTS	02/16/2022   Revision: 3
		Generated by: Cody Anderson, Director
		Approved by:

~~executive or technical director.~~ Requests for audio recordings and other records will be completed by the executive director or appropriate designee.

#### RETENTION OF RECORDS:

1. RCECD will keep records for a period of three (3) years, unless a longer period of time is required by other policy or law.
2. Surveillance video will be kept as long as storage of the video recorder allows. Upon storage being exhausted, the oldest video will be overwritten with new video.

#### REDACTION OF MEDICAL INFORMATION:

1. Prior to any CAD report or audio recordings being released, the following information will be redacted from the record:
  - a. Patient name(s), geographic identifiers smaller than state (with exception of the address of the incident), any dates related to the individual other than year, phone numbers, fax numbers, email addresses, social security numbers, medical record numbers, health insurance beneficiary numbers, account numbers, certificate/license numbers, vehicle identifiers (including serial numbers and license plate numbers), device identifiers and serial numbers, web uniform resource locators (URLs), internet protocol (IP) address numbers, biometric identifiers (including finger, retinal, and voice prints), full face photographic images and any comparable images, any other unique identifying number, characteristic, or code.
2. These redactions shall not be applied to any records requests where it can be verified by state issued identification that the requestor is the patient contained in the record.


#### REDACTION OF OTHER INFORMATION:

1. Redactions shall be made as required by rule or law.

#### FEES:

1. 8 ½" x 11" or 8 ½" x 14" black and white copies - \$0.15 / page
2. 8 ½" x 11" or 8 ½" x 14" color copies - \$0.50 / page
3. Duplex (front and back) copies shall be assessed the fees for two separate pages.
4. Compact discs (CD) - \$1.00 / disc
5. The actual cost of labor, after the first hour of the highest paid employee working on the request, may be billed at the employee(s) hourly rate of pay for time spent locating, retrieving, reviewing, redacting, and reproducing records.



	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	RECORDS REQUESTS	02/16/2022   Revision: 3
		Generated by: Cody Anderson, Director
		Approved by:

6. Fees may be waived at the discretion of the administrative staff for requests where fees to be collected are less than \$5.00, and requiring 15 minutes or less to locate and copy records.

**References:**

TCA 10-7-503

Schedule of Reasonable Charges – Comptroller of the Treasury Office of Open Records Counsel

<https://comptroller.tn.gov/content/dam/cot/orc/documents/oorc/policies-and-guidelines/ScheduleofReasonableCharges.pdf>

**Additional Resources:**

<https://treasury.tn.gov/Portals/0/Documents/Disclaimers/20170307RecordsResponseForm.pdf>



**Subject:** Roane County E911 Trench

**From:** "Rouse, David" <drouse@skmes.com>

**Date:** 3/16/2022, 7:31 AM

**To:** Jake Pinkston <JakeP@mcon.us>

**CC:** "Campbell, Bill" <bcampbell@skmes.com>, Cody Anderson <canderson@roanecounty911.com>, Tim Snow <tims@mcon.us>

Update;

Yesterday SKMES returned to the site, along with the help of Monolith Construction, we did completely backfill the trench along with finishing up with seeding & straw. I have attached a picture of the finished trench.

I want to apologize for the work not being performed sooner. I was under the impression my electrician who installed the trench and conduit to the gate, had backfilled the trench originally. However, we learned yesterday, there was only a small part of the trench that had been fully backfilled.

Thank you Cody for allowing us to get in there and beat the Rain we are experiencing today.

Thank you

**Respectfully,  
David Rouse  
Project Manager/ Estimator**



3600 Papermill Drive  
Knoxville TN 37909  
Main Tel# 865-523-1129  
Direct# 865-549-5831  
Fax# 865-215-9962  
Cell# 865-755-1977  
email: [drouse@skmes.com](mailto:drouse@skmes.com)  
[subscribe to our newsletter](#)



---

— Attachments: —

IMG\_0077.HEIC

4.1 MB



RCECD Equipment List

Equip Type	Manufacturer	Model #	Serial #	In Serv Date	In Use	Location	Notes
RADIO	MOTOROLA	XTL5000	276CKX6428		003/7B5	STORAGE SHED	FROM OLD DISPATCH CONSOLE
RADIO	MOTOROLA	XTL5000	276CKX6421		003/7B5	STORAGE SHED	FROM OLD DISPATCH CONSOLE
RADIO	MOTOROLA	XTL5000	276CKX6422		003/7B5	STORAGE SHED	FROM OLD DISPATCH CONSOLE
RADIO	MOTOROLA	XTL5000	276CKX6423		003/7B5	STORAGE SHED	FROM OLD DISPATCH CONSOLE
RADIO	MOTOROLA	XTL5000	276CKX6424		003/7B5	STORAGE SHED	FROM OLD DISPATCH CONSOLE
RADIO	MOTOROLA	XTL5000	276CLH0661		003/7B5	STORAGE SHED	FROM OLD DISPATCH CONSOLE
RADIO	MOTOROLA	XTL5000	276CLH0662		003/7B5	STORAGE SHED	FROM OLD DISPATCH CONSOLE
RADIO	MOTOROLA	XTL5000	276CLH0663		003/7B5	STORAGE SHED	FROM OLD DISPATCH CONSOLE
NETWORK EQUIP	CISCO	ASA5510	3MX1310L0HJ		003/7B5	STORAGE ROOM	OLD FIREWALL
COMPUTER ACC	APC	AP5717	4A1231A50207		003/7B5	STORAGE ROOM	IVM
COMPUTER	DELL	PP65XA	53FLB1		003/7B5	STORAGE ROOM	LAPTOP NOTE SAYS BAD SCREEN
COMPUTER	DELL	LATITUDE E5540	4K4D12		003/7B5	STORAGE ROOM	OLD DIRECTOR LAPTOP
REPEATER	KENWOOD	TKR-720	"98560092"		003/7B5	MT. ROOSEVELT	OLD FIRE SOUTH
CAMERA EQUIP.	EVERFOCUS	ECOR64-16X1	13H022120319		003/7B5	MT. ROOSEVELT	VIDEO RECORDER
CAMERA EQUIP.	EVERFOCUS	EK6500	15P222100092		003/7B5	MT. ROOSEVELT	RECORDER KEYBOARD CONTROLLER
COMPUTER ACC	ONIEAC	ON1000XAU	1122-0824		003/7B5	MT. ROOSEVELT	UPS FOR REPEATER AND EQUIPMENT
MONITOR	DELL	1905FP	CN-075116-71618-55A-441P	05/10/05	003/7B5	STORAGE ROOM	A CAPACITOR WAS REPLACED MARCH 2018
COMPUTER	DELL	LATITUDE D520	720Y501		003/7B5	STORAGE ROOM	LAPTOP WINDOWS XP
RADIO EQUIP.	OSG	PC1616	"76008622"		003/7B5	STORAGE SHED	ALARM PANEL/SYSTEM KEYPAD MOUNTED BRASS/1547000381 HAVE C ONLY HAS WIRING AND PAN INSIDE
MONITOR	MOTOROLA	E198FP	C06CN078728728551241	05/01/08	003/7B5	STORAGE ROOM	AAH25BD9AAS4N
RADIO	MOTOROLA	H11250	749TD8295		003/7B5	STORAGE SHED	AAH25BD9AAS4N
COMPUTER ACC	SOLID-TECH	ACK-540U	"1302002653"		003/7B5	STORAGE SHED	KEYBOARD TRACKPAD
COMPUTER ACC	DELL	A425	CN-0608037-71623-51G-1694		003/7B5	STORAGE SHED	SPEAKERS
REPEATER	MIDLAND	74-200	"30344246"		003/7B5	STORAGE SHED	WEATHER RADIO
COMPUTER ACC	DELL	A425	CN-0608037-71623-51G-1696		003/7B5	STORAGE SHED	SPEAKERS
REPEATER	KENWOOD	TKR-820	"985600910"		003/7B5	STORAGE SHED	REPEATER
NETWORK EQUIP.	CISCO	ASA5505	3MX1224402P		003/7B5	STORAGE SHED	FIREWALL
NETWORK EQUIP.	TP-LINK	TL-WR700N	"212604001412"		003/7B5	STORAGE SHED	WIRELESS ROUTER
RADIO	MOTOROLA	EK6500	15P18A14019		003/7B5	STORAGE SHED	M35GMC9C72A (RADIO BODY NO CONTROL HEAD)
CAMERA EQUIP.	EVERFOCUS	E16W	(01) 07859489508847		003/7B5	STORAGE SHED	PAN TILT ZOOM CONTROLLER FOR OLD CAMERAS
NETWORK EQUIP.	DELL	67571	0013161458		003/7B5	STORAGE SHED	SWITCH
PHONE	AASTRA	67571	0013113848		003/7B5	STORAGE SHED	OLD PHONE SYSTEM BACK UP PHONES
NETWORK EQUIP.	ALLIED TELESTY	AT-F5216L	A02265L0603002XG B		003/7B5	STORAGE SHED	SWITCH
NETWORK EQUIP.	SONICWALL	72205	0013161433		003/7B5	STORAGE SHED	EMERITCOH FIREWALL
PHONE	AASTRA	67571	CN-08126K-48220-35G-008Z	05/01/13	003/7B5	STORAGE SHED	OLD PHONE SYSTEM BACK UP PHONES
COMPUTER ACC	DELL	AX210	0013151428		003/7B5	STORAGE SHED	SPEAKERS
PHONE	AASTRA	67571	"10900790"		003/7B5	STORAGE SHED	OLD PHONE SYSTEM BACK UP PHONES
RADIO	KENWOOD	TK-3606	"10900790"		003/7B5	STORAGE SHED	OLD PHONE SYSTEM BACK UP PHONES
RADIO	KENWOOD	TK-3606	"10900352"		003/7B5	STORAGE SHED	OLD PHONE SYSTEM BACK UP PHONES
RADIO	KENWOOD	TK-3606	"10900807"		003/7B5	STORAGE SHED	OLD PHONE SYSTEM BACK UP PHONES
RADIO	KENWOOD	TK-3606	"10900808"		003/7B5	STORAGE SHED	OLD PHONE SYSTEM BACK UP PHONES
RADIO	KENWOOD	TK-3606	"20000351"		003/7B5	STORAGE SHED	OLD PHONE SYSTEM BACK UP PHONES
RADIO	MOTOROLA	H11250	749H065714		003/7B5	STORAGE SHED	AAH25BD9AAS4N (BAD DISPLAY)
RADIO	MOTOROLA	H11250	749TC68762		003/7B5	STORAGE SHED	AAH25BD9AAS4N
RADIO	MOTOROLA	H11250	749TC68764		003/7B5	STORAGE SHED	AAH25BD9AAS4N
RADIO	MOTOROLA	H11250	749HF10252		003/7B5	STORAGE SHED	AAH25BD9AAS4N
RADIO	MOTOROLA	H11250	749THA1843		003/7B5	STORAGE SHED	AAH25BD9AAS4N
RADIO	MOTOROLA	H11250	749HFA0586		003/7B5	STORAGE SHED	AAH25BD9AAS4N
RADIO	MOTOROLA	H11250	749THL175		003/7B5	STORAGE SHED	AAH25BD9AAS4N
RADIO	MOTOROLA	H11250	749HF10251		003/7B5	STORAGE SHED	AAH25BD9AAS4N
RADIO EQUIP.	GATRINICS	ICP9000	61CC60339		003/7B5	STORAGE SHED	CONSOLE
RADIO EQUIP.	MOTOROLA	GH100	61CC60339		003/7B5	STORAGE SHED	CONTROL HEADS ONLY
RADIO	MOTOROLA	GH100			003/7B5	STORAGE SHED	CONTROL HEADS ONLY
RADIO	MOTOROLA	GH100			003/7B5	STORAGE SHED	CONTROL HEADS ONLY
RADIO	MOTOROLA	GH100			003/7B5	STORAGE SHED	REPEATER VOICER
RADIO EQUIP.	DHE	ASR-2400	740000C1		003/7B5	STORAGE SHED	



RCED Equipment List


Equip Type	Manufacturer	Model #	Serial #	In Serv Date	In Use	Location	Notes
RADIO EQUIP.	MOTOROLA	L1680A	746CV3553		005/TBS	STORAGE SHED	CONSOLE
MONITOR	CISCO	2501	"25622875"		005/TBS	STORAGE SHED	
NETWORK EQUIP.	DELL	E188FPV	CN-8CM884-74361-85R-931US	05/01/08	005/TBS	STORAGE SHED	REPAIRED 10/13 AND 2/18
NETWORK EQUIP.	VERILINK	ELLINK-316	"3750348102538"	03/01/05	005/TBS	STORAGE SHED	DSL MODEM
NETWORK EQUIP.	CISCO		1720 JMK0708E019	02/01/03	005/TBS	STORAGE SHED	TI MODEM
NETWORK EQUIP.	CISCO		1720 JMK05107033	07/01/01	005/TBS	STORAGE SHED	TI MODEM
COMPUTER	COMOS		1720 JMK0626315V	06/01/02	005/TBS	STORAGE SHED	TI MODEM
COMPUTER ACC	BLACK AND DECKER	SPACE MAKER			005/TBS	STORAGE SHED	HARD DRIVE REMOVED
COMPUTER ACC	HP	OFFICE JET PRO K850	TU7R4386P	01/01/07	005/TBS	STORAGE SHED	COFFEE MAKER FROM TRUCK
PHONE	APC	BACKUP PRO 650	NB000452652		005/TBS	STORAGE SHED	PRINTER
PHONE	VODAVI	STARPLUS STS	5FA424260		005/TBS	STORAGE SHED	BATTERY BACKUP
PHONE	VODAVI	STARPLUS STS	SF3534815		005/TBS	STORAGE SHED	
PHONE	VODAVI	STARPLUS STS	SFA318612		005/TBS	STORAGE SHED	
PHONE	VODAVI	STARPLUS STS	SFL414686		005/TBS	STORAGE SHED	
PHONE	VODAVI	STARPLUS STS	SF1420235		005/TBS	STORAGE SHED	
NETWORK EQUIP.	NETGEAR	894-755025-15	13AK01016395	01/01/13	005/TBS	STORAGE SHED	DSL MODEM
NETWORK EQUIP.	NETOPIA	3347N6	"20949232"		005/TBS	STORAGE SHED	DSL MODEM
NETWORK EQUIP.	NETOPIA	3347N6	"136440262880"		005/TBS	STORAGE SHED	DSL MODEM
NETWORK EQUIP.	CISCO	A645505	JMK1742039	6/01/2013	005/TBS	STORAGE SHED	FIREWALL
NETWORK EQUIP.	CISCO	AS45505	JMK37454040	07/01/13	005/TBS	STORAGE SHED	FIREWALL
NETWORK EQUIP.	CISCO	P1X 501	"88802114582"		005/TBS	STORAGE SHED	FIREWALL
CAMERA EQUIP.	POLYCOM	C-4000-200M	"237555590"		005/TBS	STORAGE SHED	DIGITAL CAMERA
PHONE	OLYMPUS	SOUNDSTATION 2	H8082824290	05/01/08	005/TBS	STORAGE SHED	OLD CONFERENCE PHONE
CAMERA EQUIP.	EVERFOCUS	EN220	"138266180053"	03/01/16	005/TBS	STORAGE SHED	CAMERA MONITOR
MONITOR	DELL	1905FP	MX-0M6690-48323-56F-0NIRA	06/01/05	005/TBS	STORAGE SHED	NOTE - "GOOD HAS BURNED IN IMAGE"
MONITOR	DELL	1905FP	CN-8T6116-71618-4BK-BEC2		005/TBS	STORAGE SHED	WARRANTY EXPIRED 10/01/13
PRINTER	GENIOM	GE7000A	AE74956448F0		005/TBS	STORAGE SHED	IN PELCO MOUNT
CAMERA EQUIP.	SONY	SPT-H124	"196316"		005/TBS	STORAGE SHED	
CAMERA EQUIP.	SONY	SPT-H124	"193434"		005/TBS	STORAGE SHED	
CAMERA EQUIP.	SONY	SPT-H124	"193440"		005/TBS	STORAGE SHED	
CAMERA EQUIP.	EVERFOCUS	E27008	R4114744		005/TBS	STORAGE SHED	
CAMERA EQUIP.	EVERFOCUS	E25081	17526110081		005/TBS	STORAGE SHED	
RADIO	MOTOROLA	A1425	780T00506		005/TBS	STORAGE SHED	
COMPUTER ACC	US ROBOTICS	3453B	368RY212418	10/29/13	005/TBS	STORAGE SHED	
COMPUTER ACC	ICOMM	IC6911	"741309718"	01/20/16	005/TBS	STORAGE SHED	
COMPUTER ACC	ICOMM	IC6911	"7816001296"	02/04/14	005/TBS	STORAGE SHED	
COMPUTER ACC	ICOMM	IC6911	"741312492"		005/TBS	STORAGE SHED	
COMPUTER ACC	STAR TECH	CS12	W03-130216		005/TBS	STORAGE SHED	
NETWORK EQUIP.	CISCO	"1941"	FTX184680K5	11/10/14	005/TBS	STORAGE SHED	
NETWORK EQUIP.	CISCO	"1921"	FTX161285E3		005/TBS	STORAGE SHED	
NETWORK EQUIP.	CISCO	CATALYST 2960-S	FOC1722X370	05/31/13	005/TBS	STORAGE SHED	
NETWORK EQUIP.	CISCO	CATALYST 2960-S	FOC1722X36Q	05/31/13	005/TBS	STORAGE SHED	
NETWORK EQUIP.	CISCO	CATALYST 2960-S	FOC1722X36V	05/31/13	005/TBS	STORAGE SHED	
NETWORK EQUIP.	CISCO	MEDANT-1000	DT1859087	03/01/13	005/TBS	STORAGE SHED	NETWORK ORANGE
NETWORK EQUIP.	CISCO	MEDANT-1000	DT1859208	05/01/13	005/TBS	STORAGE SHED	NETWORK ORANGE
NETWORK EQUIP.	CISCO	MEDANT-1000	DT1884877	05/01/13	005/TBS	STORAGE SHED	NETWORK ORANGE
NETWORK EQUIP.	CISCO	MEDANT-1000	DT1859064	03/01/13	005/TBS	STORAGE SHED	NETWORK ORANGE
NETWORK EQUIP.	CISCO	MEDANT-1000	DT1859215	05/01/13	005/TBS	STORAGE SHED	NETWORK ORANGE
PRINTER	DELL	LASER 1700	CN-0M4387-48730-566-9V0C		005/TBS	STORAGE SHED	
NETWORK EQUIP.	DELL	POWERCONNECT 2616	CN-0F3842-28298-4BN-0095		005/TBS	STORAGE SHED	NOTED TO HAVE BAD POWER SUPPLY
NETWORK EQUIP.	DELL	POWERCONNECT 2724	M-2282		005/TBS	STORAGE SHED	OLD TRUCK AUDIO RECORDER
COMPUTER	AUDIOLOG	PRECISION 220	J6TK108		005/TBS	STORAGE SHED	OLD AUDIO RECORDER
COMPUTER	TEAC	CR-500			005/TBS	STORAGE SHED	OLD AUDIO RECORDER
MONITOR	ACER	V176L	MUL2FA002327017C28500	07/01/13	005/TBS	STORAGE SHED	NETWORK ORANGE
MONITOR	ADC SYSTEMS	D-4603-20	"13349"	02/04/04	005/TBS	STORAGE SHED	48V POWER SUPPLY
MONITOR	ZETRON	3200 CABD SHELF	SN019838		005/TBS	STORAGE SHED	
MONITOR	ZETRON	53200	SN019839		005/TBS	STORAGE SHED	
MONITOR	ZETRON	53200	SN019840		005/TBS	STORAGE SHED	
SERVER	MANTA PROBE		E162622201000003		005/TBS	STORAGE SHED	NETWORK ORANGE



RCECD Equipment List

Equip Type	Manufacture	Model #	Serial #	In Serv Date	In Use	Location	Notes
	RAN SYSTEMS	LMT-4911	00-596		OOS/TBS	STORAGE SHED	
COMPUTER ACC	DELL	AX510	CN-0C730C-71623-364-1372		OOS/TBS	STORAGE SHED	
COMPUTER ACC	DELL	AX510	CN-0C730C-71623-364-1368		OOS/TBS	STORAGE SHED	
SERVER	DELL	6M401	DVCF391		OOS/TBS	STORAGE SHED	OLD CAD SERVER
SERVER	DELL		SERVICE TAG: 76ZPG11		OOS/TBS	STORAGE SHED	
	GE	MASTR II	"7200779"		OOS/TBS	STORAGE SHED	OLD REPEATER W/ DUPLEXERS AND POWER SUPPLY
	CIRCA	2612QC/QC	"694182"		OOS/TBS	STORAGE SHED	
	CIRCA	2612QC/QC	"710390"		OOS/TBS	STORAGE SHED	
	CIRCA	2612QC/QC	"710365"	05/15/14	OOS/TBS	STORAGE SHED	
PRINTER	BROTHER	MFC-8460N	U61508L62299414	11/01/06	OOS/TBS	STORAGE SHED	
PRINTER	BROTHER	MFC-8460N	U61508L8282858	11/01/08	OOS/TBS	STORAGE SHED	
PRINTER	BROTHER	MFC-8460N	U61508D82664442	02/01/08	OOS/TBS	STORAGE SHED	
PRINTER	FARGO ELECTRONICS	C25 ID PRINTER	A3060089		OOS/TBS	STORAGE SHED	BADGE PRINTER
CAMERA EQUIP.	EVERFOCUS	EPARA16D3	1H2039370087		OOS/TBS	STORAGE SHED	NOTE "SOME BAD VIDEO INPUTS"
	APC	BES00U	BB0404025904		OOS/TBS	STORAGE SHED	BROKEN CASE
	GE		PL19D430272GL		OOS/TBS	STORAGE SHED	MASTR II POWER SUPPLY
	GE				OOS/TBS	STORAGE SHED	MASTR II POWER SUPPLY
	GE	MASTR II			OOS/TBS	STORAGE SHED	
	GE	MASTR II			OOS/TBS	STORAGE SHED	IN GE EQUIPMENT RACK WITH UHF DUPLEXERS
	ZOOM	2949L	1492-Z2949-00-00L-0301		OOS/TBS	STORAGE SHED	56K MODEM
	CASIO	FR-2650	"1243742"		OOS/TBS	STORAGE SHED	
HEADSETS					OOS/TBS	STORAGE SHED	13 OLD AND BROKEN HEADSETS
COMPUTER ACC		5187-1941	CH0167012060		OOS/TBS	STORAGE SHED	CD DRIVER FOR COMPUTER
COMPUTER ACC		5187-1949	UB0256009531		OOS/TBS	STORAGE SHED	CD DRIVER FOR COMPUTER
NETWORK EQUIP.	US ROBOTICS	USR5633	5MBDX9060975		OOS/TBS	STORAGE SHED	56K MODEM
NETWORK EQUIP.	DYNEX	DX-M300	64328612	10/01/06	OOS/TBS	STORAGE SHED	56K MODEM
PHONE	VERTICAL	4801	AA0309007239		OOS/TBS	STORAGE SHED	PHONE
COMPUTER ACC	DESKPOWER	"570257-000"	404A41R0574		OOS/TBS	STORAGE SHED	UPS
	ONE AC	F511015A	0503-4098		OOS/TBS	STORAGE SHED	AC LINE FILTER
NETWORK EQUIP.	US ROBOTICS	USR5633	4MBEX1D60906		OOS/TBS	STORAGE SHED	56K MODEM
COMPUTER ACC	DELL	5TT2401A	HP0A4W7		OOS/TBS	STORAGE SHED	TAPE DRIVER
RADIO CONSOLE	MOTOROLA	B1913A	443ILU1052		OOS/TBS	STORAGE SHED	JACK BOX
RADIO CONSOLE	MOTOROLA	B1913A	443IVU1521		OOS/TBS	STORAGE SHED	JACK BOX
RADIO CONSOLE	MOTOROLA	B1913A	443IPQ0902		OOS/TBS	STORAGE SHED	JACK BOX
RADIO CONSOLE	MOTOROLA	B1913A	443IPQ0892		OOS/TBS	STORAGE SHED	JACK BOX
RADIO CONSOLE	MOTOROLA	B1913A	443IPQ0903		OOS/TBS	STORAGE SHED	JACK BOX
RADIO CONSOLE	MOTOROLA	B1914A	443YFP0198		OOS/TBS	STORAGE SHED	DESK MIC
RADIO CONSOLE	MOTOROLA	B1914A	443YFP0193		OOS/TBS	STORAGE SHED	DESK MIC
RADIO CONSOLE	MOTOROLA	B1914A	443YFP0210		OOS/TBS	STORAGE SHED	DESK MIC
RADIO CONSOLE	MOTOROLA	B1914A	443YFP0240		OOS/TBS	STORAGE SHED	DESK MIC
RADIO CONSOLE	MOTOROLA	B1912A	443YFP0399		OOS/TBS	STORAGE SHED	SPEAKER
RADIO CONSOLE	MOTOROLA	B1912A	443YFP0346		OOS/TBS	STORAGE SHED	SPEAKER
RADIO CONSOLE	MOTOROLA	B1912A	443YFP0439		OOS/TBS	STORAGE SHED	SPEAKER
RADIO CONSOLE	MOTOROLA	B1912A	443YFP0357		OOS/TBS	STORAGE SHED	SPEAKER
RADIO CONSOLE	MOTOROLA	B1912A	443YFP00413		OOS/TBS	STORAGE SHED	SPEAKER
RADIO CONSOLE	MOTOROLA	B1912A	443YFP0418		OOS/TBS	STORAGE SHED	SPEAKER
RADIO CONSOLE	MOTOROLA	B1912A	443IPW0845		OOS/TBS	STORAGE SHED	SPEAKER
RADIO CONSOLE	MOTOROLA	B1912A	443YFP0407		OOS/TBS	STORAGE SHED	SPEAKER
RADIO CONSOLE	MOTOROLA	L3468A	322CFP0365	07/01/05	OOS/TBS	STORAGE SHED	IO CONTROLLER
RADIO CONSOLE	MOTOROLA	L3359A	322CFP0362	07/01/05	OOS/TBS	STORAGE SHED	AUDIO BOX
RADIO CONSOLE	MOTOROLA	L3359A	322CFP0363	07/01/05	OOS/TBS	STORAGE SHED	AUDIO BOX
RADIO CONSOLE	MOTOROLA	L3359A	322CFP0364	07/01/05	OOS/TBS	STORAGE SHED	AUDIO BOX
RADIO CONSOLE	MOTOROLA	L3359A	322CFP0361	07/01/05	OOS/TBS	STORAGE SHED	AUDIO BOX
RADIO CONSOLE	MOTOROLA	B1913A	443INQ0731		OOS/TBS	STORAGE SHED	JACK BOX
RADIO CONSOLE	MOTOROLA	L3358A	322CFP0357	07/01/05	OOS/TBS	STORAGE SHED	
RADIO CONSOLE	MOTOROLA	L3358A	322CFP0358	07/01/05	OOS/TBS	STORAGE SHED	
RADIO CONSOLE	MOTOROLA	L3358A	322CFP0360	07/01/05	OOS/TBS	STORAGE SHED	
RADIO CONSOLE	MOTOROLA	L3358A	322CKK0003	05/01/09	OOS/TBS	STORAGE SHED	
RADIO CONSOLE	MOTOROLA	L3358A	322CKK0002	05/01/09	OOS/TBS	STORAGE SHED	



	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	TEXT-TO-911	10/07/2021   Revision: 1
		Generated by: Cody Anderson, Director Approved by:

**PURPOSE:**

This procedure establishes guidelines for telecommunicators to receive and process Text-to-911.


**BACKGROUND:**

Text-to-911 provides equal access to emergency services for the deaf and hard of hearing community, as well as an alternate method of reporting emergencies when traditional avenues are unavailable. Text messaging provides support for wireless subscribers to send 911 Short Message Service (SMS) messages to Public Safety Answering Points (PSAPs) by using a single code, 911, as the destination address of the SMS message.

**PROCESSING SMS MESSAGES:**

1. SMS messages shall be answered with the same priority as 911 voice calls.
2. Call takers should process no more than one text-to-911 conversations at once.
3. Call takers should use the list of frequently asked questions that are designed as pre-set (canned) messages when possible; this expedites the call-taking process and provides consistency between text-to-911 sessions.
4. Call takers will not use abbreviations or shorthand. It is appropriate and acceptable to ask the texter to stop using abbreviations or shorthand if they are doing so. However, the texter is not required to oblige. In the event it becomes difficult to understand a texter's need due to the use of these abbreviations or shorthand, the telecommunicator will ask if texter if they can call 911 by voice.
5. Call takers shall use the following pre-set greeting script, "Roane County 911 - what is the location of your emergency?" Obtaining the texter's location should be a priority.
6. Telecommunicators may need to be flexible in the order of information gathered, depending on the flow of conversation with the texter. However, the telecommunicator is expected to gather:
  - a. the location of the emergency,
  - b. type of emergency,
  - c. texter's name, and
  - d. other pertinent details of the incident
7. Asking multiple questions in a single message or without allowing the texter to respond should be avoided. Questions will be asked one at a time to avoid any misunderstanding with a texter.
8. A call for service shall be generated in the Computer Aided Dispatch (CAD) system and appropriate units should be dispatched following other established procedures.
  - a. Dispatching should occur as soon as location and nature of the emergency is known and should not be delayed while obtaining additional information.



	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	TEXT-TO-911	10/07/2021   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:

- b. All calls for service received via Text-to-911 shall be documented as "Text-to-911" in the "How Received?" field in the CAD record.
9. Based on the type of emergency, if the texter does not seem to be in immediate danger or need of staying silent (such as burglary in progress, kidnapping, etc.) and if appropriate, the telecommunicator should ask the texter "Can you safely accept a voice call from 911?"
  - a. If the texter is deaf, speech impaired, or otherwise unable to receive a voice call, the text-to-911 session should be continued and handled as any other 911 call. A note that the texter cannot safely accept a voice call shall be noted in the CAD record.
  - b. If the texter is able to safely receive a phone call from the PSAP, and the telecommunicator needs to gather additional information, a voice call may be placed by the telecommunicator. The text-to-911 session should not be terminated until voice contact is established.
10. While voice calls are preferred, telecommunicators may elect to continue any text-to-911 session if they chose and there are no communications difficulties. Once all necessary information has been obtained, the telecommunicator may terminate the text-to-911 session based on the type of call and normal call taking procedures.
11. The telecommunicator should reassure the texter that help is on the way and, if appropriate, end the text-to-911 session when complete.
  - a. Once a text-to-911 session is released, an automated message is sent to the texter informing them that the session has been ended by 911. At this time, a text-to-911 session cannot be restored/initiated unless the texter messages 911 again.


#### **TEXT-TO-911 IN LANGUAGES OTHER THAN ENGLISH:**

1. If a Text-to-911 message is received in a language other than English, the call taker will direct the caller to make a voice call to 911, at which time the Language Line services will be used for interpretation.

#### **OTHER GUIDELINES:**

1. A texter should not be called back in cases where their safety, of the safety of another, may be placed in jeopardy due to receiving a phone call from the PSAP. However, if a responder requests that a callback be made on a request for service that was initially received via text-to-911, the telecommunicator will inform the responder of such. If the responder still requests a callback, the request will be honored and the request shall be documented in the CAD record.
2. For emergencies which require the use of pre-arrival instructions, the telecommunicator should attempt to make voice contact with the texter, if they can safely receive a phone call, to provide the pre-arrival instructions.



	<b>ROANE COUNTY EMERGENCY COMMUNICATIONS DISTRICT</b>	
	TEXT-TO-911	10/07/2021   Revision: 1
		Generated by: Cody Anderson, Director
		Approved by:

3. In the event a text-to-911 session is received, and after sending the initial response from the telecommunicator, the texter does not respond; a second response should be sent and the text-to-911 session left open for a period of time to allow for response.
4. In the event a texter stops responding during a text-to-911 session, the telecommunicator should leave the text-to-911 session open for a period of time to see if the texter continues to respond.
5. In regards to #3 and #4 above, the period of time shall be at the discretion of the telecommunicator based on the text messages received and known information.
  - a. In either case, if the telecommunicator has enough information to create a CAD record and dispatch responders, it shall be done and appropriate responders sent.
  - b. If there is not a complete conversation relaying the location and nature of the emergency, a CAD record with the nature code "Incomplete Text-to-911" shall be created with all known facts. If location is available, law enforcement should be dispatched for a welfare check.
6. Suspected prank text messages shall be treated as a real emergency until proved otherwise.

**TRANSFERRING SMS MESSAGES TO OTHER AGENCIES:**

1. All transfers require the telecommunicator remain in the Text-to-911 session until it is confirmed that the receiving PSAP and texter are in communication.
2. For text-to-911 sessions to PSAPs which do not support text-to-911, if the texter is not able to place a voice call to 911, the telecommunicator shall process the text-to-911 session, then relay the information for the destination PSAP by voice.



# ROANE COUNTY E-911

## March 2022 Statistics

	Mar. 2022	2022 YTD	2021
Calls for service entered into CAD system	4,990	13,152	52,292
Average call for service duration (minutes)	60.4	61.7	64.9
<b>TELEPHONE</b>			
911 calls received	2,322	6,229	28,145
Administrative calls inbound	4,888	13,258	56,137
Administrative calls outgoing	2,920	8,062	33,759
<b>TOTAL:</b>	<b>10,130</b>	<b>27,549</b>	<b>118,041</b>
Total phone duration (minutes)	16,050	43,944	190,926
<b>RADIO AIRTIME (MINUTES)</b>			
MAIN D	6,466	17,337	71,770
HR DSP	2,534	6,695	26,062
FD DSP	1,250	3,261	12,127
EMS	1,315	3,969	14,738
HWY OP	611	1,486	3,872
Ro NET	4	8	20
PSAP NET 2	8	30	241
<b>TOTAL:</b>	<b>12,188</b>	<b>32,786</b>	<b>128,794</b>



**MINUTES  
KINGSTON PLANNING COMMISSION  
MARCH 15, 2022**

The regular meeting of the Kingston Planning Commission was held at 6:00 p.m. on March 15, 2022 at the Kingston city hall.

**Members Present**

Stephanie Wright, Chair  
Wade Lovin, V. Chmn.  
Bo Pickel, Sec.  
Gary Botkin  
Kris Clifton  
Jim Owens  
Mike Farmer

**Members Absent**

Tim Neal, Mayor  
Sammy Frogg  
Jody Tipton

**Others Present**

Kelly Jackson  
Matt Caldwell

Staff Representative: David K. Williams

**CALL TO ORDER/MINUTES**

The meeting was called to order at 6:00 p.m. by Chairwoman Wright. On a motion by Mr. Owens and a second by Vice Chairman Lovin, the minutes of the December 21, 2021 and January and February meetings were unanimously approved on a roll call vote.

**REPORTS AND PUBLIC COMMENTS**

Chairwoman Wright announced that Mr. Mike Farmer has replaced Mr. Lou Qualls on the planning commission. Staff then introduced himself to Mr. Farmer.

**REZONING REQUEST – R-1 TO R-2 BY MATT CALDWELL – PROPERTIES ALONG LAWNVILLE ROAD (MAP 058E, GROUP A, PARCEL 003.00 AND MAP 058, PARCEL 105.00)**

Mr. Matt Caldwell addressed the planning commission about his desire to have two properties along Lawnville Road rezoned from R-1 to R-2. He was requesting that they be rezoned from R-1 to R-2 so he could have smaller lots than what is allowed in the R-1 district. He explained that development costs have increased which is making it more expensive to develop property. The smaller lots would help offset the development costs for streets and utilities. Staff stated that if the property is rezoned to R-2, any use allowed in the R-2 district could locate on the property provided it met the requirements of the zoning ordinance. Therefore, if the property is rezoned, it should not be based on Mr. Caldwell's proposal for a smaller lot subdivision but the uses potentially allowed in that district.

**Action Taken**

On a motion by Mr. Owens and a second by Mr. Botkin, the commission unanimously voted to recommend that the properties be rezoned to R-2 on a roll call vote.

**DISCUSSION OF NEED TO REVIEW THE SUBDIVISION REGULATIONS**

Chairwoman Wright stated that the planning commission needs to begin a review of the zoning ordinance starting with the April meeting. The planning commission informally agreed with this proposal.

**ADJOURNMENT**

The meeting adjourned at 6:20 p.m.





**KINGSTON BOARD OF ZONING APPEALS  
CALLED MEETING  
Thursday, March 10, 2022**

**MINUTES**

The City of Kingston Board of Zoning Appeals met in a Special Called Meeting on Thursday, March 10, 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 (arrived at 5:03), Member Tori May and Mayor Tim Neal. Staff present: City Clerk Kelly Jackson and Building Official Glen Cofer.

**A. New Business**

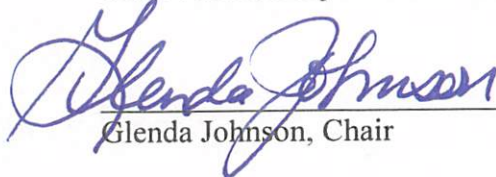
1. Request permission to add a residence to the property located at 652 Gallaher Rd. which is currently zoned C-2. Requestor: Denise Sterling

Motion made by Mayor Tim Neal, Second by Member Jago to grant a special use exemption for dual use (commercial and residential) of the existing structure at 652 Gallaher Road. This exemption is valid for the duration of the ownership of the current owners Michael and Denise Sterling

The motion passed with a unanimous roll call vote. 5 Ayes

- B. Mayor Neal discussed the Ordinance to set a regular date for BZA meetings which is being considered by City Council. Will advise further at a future date.

Mayor Neal made a motion to adjourn, Second by Member May.  
Chair Johnson adjourned the meeting at 5:16 PM.

  
Glenda Johnson, Chair

  
Kelly Jackson, City Clerk





**KINGSTON BOARD OF ZONING APPEALS  
CALLED MEETING  
Tuesday, March 22, 2022**

**MINUTES**

The City of Kingston Board of Zoning Appeals met in a Special Called Meeting on Tuesday, March 22 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, Member Tori May (arrived at 5:01) and Mayor Tim Neal. Staff present: City Clerk Kelly Jackson and Building Official Glen Cofer.

**A. New Business**

1. **Request for Variance: Front set back of 20, side set back of 10 and rear set back of 10 Owner: Howard Horne, Property Location: 103 Elm Street.**

Motion made by Member Jago, Second by Member May to grant a Variance Request permitting a front set back of 20, side set back of 10 and rear set back of 10 at the address of 103 Elm Street

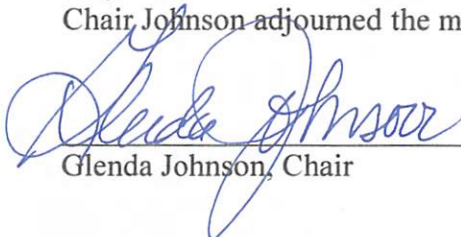
The motion passed with a unanimous roll call vote. 5 Ayes

2. **Request to add square footage by building a deck at the property. Owner: Tim Burnett, Property Location: 116 Fifth Street.**

Motion made by Member Lankford, Second by Member May to grant permission to allow owner to build a deck on the existing residence.

The motion passed with a unanimous roll call vote. 5 Ayes

Mayor Neal made a motion to adjourn, Second by Member Lankford.  
Chair Johnson adjourned the meeting at 5:08 PM.

  
Glenda Johnson, Chair

  
Kelly Jackson, City Clerk



---

## **Roane County Department of Solid Waste**

---

**Solid Waste Advisory Board Meeting  
Thursday, April 22, 2021 @ 11:00 AM  
Location: Roane County Recycling Center**

### **AGENDA**

- **Call to Order**
- **Election of Chairperson**
- **Review and approval of March 17, 2020 SWAB Meeting Minutes**
- **Review of 2020 Annual Progress Report**
- **Approval or rejection of 2020 Annual Progress Report**
- **Invitation to annual Household Hazardous Waste Event**
- **Dismissal**



## **Roane County Department of Solid Waste**

---

**Solid Waste Advisory Board Meeting  
Wednesday, April 22, 2021 – 11:00 A.M.  
Location: Roane County Recycling Center**

---

### **MINUTES**

**Member Present:** Tony Brown, Mary Anne Koltowich, Darrell Langley, Becky Ruppe, Dan Hyder

**Members Absent:** David Brashears, Darryl Mayton

**Others Present:** Solid Waste Director Ralph Stewart, Melinda Ferrell, Tony Brashears

**Agenda:** See attached

**Call to Order:** Chairman Tony Brown at 11:30 A.M.

**Election of Chairperson:**

**Motion** to nominate Becky Ruppe by Tony Brown

**Second:** Dan Hyder

Motion passed upon unanimous voice vote by all present members

**Approval of April 22, 2021 Solid Waste Advisory Board Meeting Minutes:**

**Motion:** Dan Hyder

**Second:** Darrell Langley

Motion passed upon unanimous voice vote by all present members

**Review, discuss, and vote on approval or rejection of the 2020 Annual Progress Report** (with amendments to add “all in favor” for voting, and a change on Ms. Koltowich’s email address

**Motion to Approve:** Mary Anne Koltowich



**Second: Darrell Langley**

**Motion passed upon unanimous voice vote and signature page by all present members.**

**Invitation to Household Hazardous Waste Event at the Recycling Center on Saturday, October 30, 2021 from 9:00 A.M until 1:00 P.M.**

**Adjournment:**

**Motion: Darrell Langley**

**Second: Mary Anne Koltowich**

**Time: 11:51**

**Minutes submitted by: Melinda Ferrell**



**Second: Darrell Langley**

**Motion passed upon unanimous voice vote and signature page by all present members.**

**Invitation to Household Hazardous Waste Event at the Recycling Center on Saturday, October 30, 2021 from 9:00 A.M until 1:00 P.M.**

**Adjournment:**

**Motion: Darrell Langley**

**Second: Mary Anne Koltowich**

**Time: 11:51**

**Minutes submitted by: Melinda Ferrell**



Recycling Trends (Tons)

Member

Response Status

Roane APR

All Statuses

Residential - (Public  
government collected),  
Commercial - (Retail, and  
office), Industrial -  
(Manufacturing sectors),  
Institutional - (Universities,  
hospitals, correctional  
facilities, non-local  
government),  
Commercial/Industrial,  
Commercial/Institutional,

Sectors

Materials	2019	2020	2021
Metal	37864.47	7510.43	301756.23
Paper	3302.49	3542.4	2624.29
Plastic	170.63	132.27	155.76
Glass		0.91	1.93
Other Recyclables	9836.63	20127.76	84.18
Batteries	210.38	105.5	284.98
Automotive Fluid	151.15	422.06	136.29
Scrap Tires	425.05	1109.74	491.09
<b>Total</b>	<b>51960.81</b>	<b>32951.07</b>	<b>305534.76</b>
<b>Per Capita (lbs/person/year)</b>	<b>1946.75</b>	<b>0</b>	<b>0</b>



**TOTALS HAULED FROM RECYCLE CENTER**

<b>CY</b>	<b>ANNUAL TONNAGE</b>	<b>ANNUAL COST</b>	<b># OF TRIPS</b>
2014	4120.49	\$90,899.22	642
2015	4253.86	\$90,621.96	605
2016	4072.91	\$92,973.09	542
2017	44676.6	\$112,239.53	605
2018	4181.69	\$100,361.57	546
2019	4080.41	\$97,368.69	577
2020	4877.61	\$121,508.87	642
2021	4721.87	\$118,739.95	590





Roane County Department of Solid Waste and Recycling  
215 White Pine Road  
Harriman, TN 37748  
865-590-7779

**Thursday, April 22, 2021**

**Re: Amendments made to the 2020 Roane County Solid Waste Annual Progress Report**

I have made the following amendments to the 2020 Annual Report as per discussion in the 4-22-2021 Solid Waste Advisory Board meeting:

Added "Motion passed upon unanimous voice vote and signature page by all present members." to the 2019 Annual Progress Report Meeting Minutes from the 3-17-2020 meeting.

Page 3 of Administrative Contact Information (printed version)

- Correction of member Koltowich's email address from [kolsmith@gmail.com](mailto:kolsmith@gmail.com) to [kolsmithma@gmail.com](mailto:kolsmithma@gmail.com)

Amendments completed by Melinda Ferrell



**Vote to accept or reject the 2020 Annual Progress Report prepared by Roane County  
Department of Solid Waste for the Roane County Solid Waste Advisory Board.**

NAME	YES	NO
Brashears, David		
Brown, Tony	<i>Tony Brown</i>	
Hyder, Dan	<i>Dan P. Hyder</i>	
Koltowich, Mary Anne	<i>Mary Anne Koltowich</i>	
Langley, Darrel/	<i>Darrell Langley</i>	
Mayton, Darryl		
Ruppe, Becky	<i>Becky Ruppe</i>	



# RESIDENTIAL RECYCLING, DIVERSION AND DISPOSAL REPORT

Annual | 2021

Roane

Date Entered: \*

01/25/2022

A separate recycling, diversion and disposal report will be completed for each jurisdiction within the County who provide recycling services either through contract or residential program. Please complete this survey once for each jurisdiction.

[Click here to view previous year's recycling metrics for reference.](#)

Contact Name: \*

Tony Brashears

Jurisdiction: \*

Roane County Recycling Center

Address: \*

215 White Pine Road

City: \*

Harriman

State: \*

Tennessee

Zip Code: \*

37854

Phone: \*

865-590-7779

(###)###-#### ext. ###

Email: \*

tony.brashears@roanecountyttn.gov

Comments:

Reporting for all materials processed in the Roane County Solid Waste and Recycling bay. We collect cardboard from Roane Medical Center, 11 schools, and multiple industries and small businesses. We also process cardboard, paper, aluminum cans, and #1 and #2 plastic bottles from our four cities recycling trailers.

## Recycling Survey:

**Recycling:** Means the process by which recovered materials are transformed into new products, including the collection, separation, processing, and reuse of recovered materials either directly or as raw materials for the manufacture of new products.

**Recyclable materials:** Means those materials which have been diverted or removed from the solid waste stream for sale, use, reuse or recycling, whether or not requiring subsequent separation processing. Such recovered materials are not solid waste.



## Metal

COMMODITY	UNITS - CURBSIDE	AMOUNT - CURBSIDE	CONVERTED TO TONS - CURBSIDE	UNITS - DROP- OFF	AMOUNT - DROP-OFF	CONVERTED TO TONS - DROP- OFF	TOTAL TONS
Steel	Tons			Tons	724.14	724.14	724.14
Tin	Tons			Tons			
Iron	Tons			Tons			
Copper	Tons			Tons	0.38	0.38	0.38
Aluminum Beverage Containers	Tons			Tons	9.77	9.77	9.77
Other Aluminum	Tons			Tons	2.06	2.06	2.06
Bronze & Brass	Tons			Tons	0.02	0.02	0.02
Mixed Metal	Tons			Tons			
Auto Body Scrap	Tons			Tons			
Oil Filters	Tons			Tons			
Total Metal						736	736.37

## Fiber

COMMODITY	UNITS - CURBSIDE	AMOUNT - CURBSIDE	CONVERTED TO TONS - CURBSIDE	UNITS - DROP- OFF	AMOUNT - DROP-OFF	CONVERTED TO TONS - DROP- OFF	TOTAL TONS
Sorted Office Paper	Tons			Tons			
Mixed Office Paper	Tons			Tons			
Old Newsprint Paper	Tons			Tons	134.19	134.19	134.19
Old Corrugated Cardboard	Tons			Tons	1,173.20	1,173.20	1,173.20
Mixed Paper	Tons			Tons	3.30	3.30	3.30



All other grades	Tons			Tons	16.60	16.60	16.60
Total Fiber						1,327.29	1,327.29

## Plastics

COMMODITY	UNITS - CURBSIDE	AMOUNT - CURBSIDE	CONVERTED TO TONS - CURBSIDE	UNITS - DROP-OFF	AMOUNT - DROP-OFF	CONVERTED TO TONS - DROP-OFF	TOTAL TONS
PET #1	Tons			Tons	39.67	39.67	39.67
HDPE #2	Tons			Tons	20.71	20.71	20.71
PVC #3	Tons			Tons			
LDPE #4	Tons			Tons			
PP #5	Tons			Tons			
PS #6	Tons			Tons			
Other #7	Tons			Tons			
ABS	Tons			Tons			
Mixed 1&2	Tons			Tons	34.27	34.27	34.27
Mixed 3-7	Tons			Tons			
Mixed All Plastic	Tons			Tons			
Total Plastics						94.65	94.65

Total tons reported on page: 2,158.31

## Recycling Survey (Continued)

[Click here to view previous year's recycling metrics for reference.](#)

## Glass



COMMODITY	UNITS - CURBSIDE	AMOUNT - CURBSIDE	CONVERTED TO TONS - CURBSIDE	UNITS - DROP- OFF	AMOUNT - DROP-OFF	CONVERTED TO TONS - DROP- OFF	TOTAL TONS
Clear (Flint)	Tons			Tons			
Green	Tons			Tons			
Amber	Tons			Tons			
Blue	Tons			Tons			
Non-ABC	Tons			Tons			
Mixed Glass	Tons			Tons			
Total Glass							

## Batteries

COMMODITY	UNITS - CURBSIDE	AMOUNT - CURBSIDE	CONVERTED TO TONS - CURBSIDE	UNITS - DROP- OFF	AMOUNT - DROP-OFF	CONVERTED TO TONS - DROP- OFF	TOTAL TONS
Lead-Acid	Tons			Tons	3.60	3.60	3.60
Dry Cell	Tons			Tons			
Total Batteries						3.60	3.60

## Automotive Fluid

COMMODITY	UNITS - CURBSIDE	AMOUNT - CURBSIDE	CONVERTED TO TONS - CURBSIDE	UNITS - DROP- OFF	AMOUNT - DROP-OFF	CONVERTED TO TONS - DROP- OFF	TOTAL TONS
Used Oil	Tons			Gallons	8,294.00	30.69	30.69
Antifreeze	Tons			Gallons	322.00	1.19	1.19
Transmission Fluid	Tons			Tons			
Other	Tons			Tons			
Total Automotive Fluid						31.88	31.88



## Single Stream

COMMODITY	UNITS - CURBSIDE	AMOUNT - CURBSIDE	UNITS - DROP-OFF	AMOUNT - DROP-OFF	TOTAL TONS
Single Stream Recycling	Tons		Tons		
Total Single Stream					

## Other Recyclables

COMMODITY	UNITS - CURBSIDE	AMOUNT - CURBSIDE	CONVERTED TO TONS - CURBSIDE	UNITS - DROP-OFF	AMOUNT - DROP-OFF	CONVERTED TO TONS - DROP-OFF	TOTAL TONS
Latex Paint	Tons			Tons			
White Goods/Appliances	Tons			Tons			
Textiles	Tons			Tons			
Pallets	Tons			Tons	16.30	16.30	16.30
Electronics	Tons			Tons			
Mattresses	Tons			Tons			
Cooking Oil/Grease	Tons			Tons			
Carpet and Padding	Tons			Tons			
Recycled C & D (not III/IV landfilled)	Tons			Tons			
Total Other Recyclables						16.30	16.30

Total tons reported on page:

51.78

## Diversion Survey:

**Diversion:** Items Diverted away from Class I or III/IV landfills but do not fit the definition of recycling in the previous section. State credit will still be given to this material.



[Click here to view previous year's diversion metrics for reference.](#)

## Organics

COMMODITY	UNITS - CURBSIDE	AMOUNT - CURBSIDE	CONVERTED TO TONS - CURBSIDE	UNITS - DROP- OFF	AMOUNT - DROP-OFF	CONVERTED TO TONS - DROP- OFF	TOTAL TONS
Food Waste (composted)	Tons			Tons			
Food Waste (donated)	Tons			Tons			
Yard Trimmmings (composted)	Tons			Tons			
Yard Trimmmings (mulched)	Tons			Cubic Yards	1,580.00	468.84	468.84
Total Organics						468.84	468.84

## Bio-Solids

COMMODITY	UNITS - CURBSIDE	AMOUNT - CURBSIDE	CONVERTED TO TONS - CURBSIDE	UNITS - DROP- OFF	AMOUNT - DROP-OFF	CONVERTED TO TONS - DROP- OFF	TOTAL TONS
Bio-Solids (land applied)	Tons			Tons			
Bio-Solids (composted)	Tons			Tons			
Total Bio-Solids							

## Alternative Daily Cover

COMMODITY	UNITS - CURBSIDE	AMOUNT - CURBSIDE	CONVERTED TO TONS - CURBSIDE	UNITS - DROP- OFF	AMOUNT - DROP-OFF	CONVERTED TO TONS - DROP- OFF	TOTAL TONS
Alternate Daily Cover	Tons			Tons			
Total Alternative Daily Cover							



## HHW Material

COMMODITY	UNITS - CURBSIDE	AMOUNT - CURBSIDE	CONVERTED TO TONS - CURBSIDE	UNITS - DROP- OFF	AMOUNT - DROP-OFF	CONVERTED TO TONS - DROP- OFF	TOTAL TONS
Permanent HHW Facilities	Tons			Tons			
Temporary HHW Collection Sites	Tons			Tons			
HHW Collection Events/Milkru ns	Tons			Tons			
Total HHW Material							

## Construction and Demolition Debris

COMMODITY	UNITS - CURBSIDE	AMOUNT - CURBSIDE	CONVERTED TO TONS - CURBSIDE	UNITS - DROP- OFF	AMOUNT - DROP-OFF	CONVERTED TO TONS - DROP- OFF	TOTAL TONS
C & D (not landfilled, not recycled)	Tons			Tons			
Crushed Glass for civil engineering projects (not landfilled, not recycled)	Tons			Tons			
Total Construction and Demolition Debris							

Total tons reported on page:

468.84

## Disposal Survey:

**Landfill:** Means a facility where solid wastes are disposed of by burial in excavated pits or trenches or by placement on land and covering with soil or other approved material.

**Class I Disposal Facility:** Refers to a sanitary landfill which serves a municipal institutional, and/or rural population and is used or to be used for disposal of domestic wastes, commercial wastes, institutional wastes, municipal solid wastes, bulky wastes, landscaping and land clearing wastes, industrial wastes, construction/demolition wastes, farming wastes, shredded automotive tires, dead animals, and



special wastes.

**Class III Disposal Facility:** refers to a landfill which is used or to be used for the disposal of farming wastes, landscaping and land clearing wastes, demolition/construction waste, shredded automotive tires, and/or certain wastes having similar characteristics and approved in writing by the Department.

**Class IV Disposal Facility:** refers to a landfill which is used or to be used for the disposal of demolition/construction wastes, shredded automotive tires, and certain wastes having similar characteristics and approved in writing by the Department.

**TDEC will enter total solid waste disposal tonnages in the “All Municipal Solid Waste Disposal Generated within the Region Survey”. These tonnages will be used towards the Region’s 25% Waste Reduction and Diversion Goal.**

[Click here to view current year's disposal metrics for reference.](#)

If applicable, the report author may comment on the landfills tonnages reported by TDEC in the “All Municipal Solid Waste Disposal Generated within the Region Survey”.

The tonnages reported are hauled from the 12 rural convenience centers and the main convenience center located at the Recycling Center. The four cities trailers are also brought into the recycling facility.

**The report author should enter calendar year data for the current jurisdiction that generates waste from publicly operated or contracted services. If the jurisdiction did not provide these services or relies on the county to provide such services, then disregard this section and report those tonnages under the county recycling, diversion and disposal – residential report.**

Do you utilize in-state disposal? \*

Yes

No

Do you utilize out-of-state disposal? \*

Yes

No

Comments:

Total tons reported on page:

Total tons reported on ALL pages: 2,678.93

Response created on: Jan 25, 2022 at 09:36 AM CST by melinda.ferrell@roanecountyttn.org







# ADMINISTRATIVE CONTACT INFORMATION

Annual | 2021

Roane

## Regional Planning Contacts

### Planning Region Report Author

Report Author: \*

Tony Brashears

Author Title:

Solid Waste Director

Organization: \*

Roane County Government - Solid Waste

Address: \*

215 White Pine Road

City:

Harriman

Zip: \*

37748

Phone: \*

8655907779

(###)###-#### ext. ####

Mobile:

(###)###-#### ext. ####

Email: \*

tony.brashears@roanecountytn.org

### Solid Waste Regional Planning Board or Part 9 Authority

Chair: \*

Becky Ruppe

Address: \*

110 North Chamberlain Ave

City:

Rockwood

Zip: \*

37854

Phone: \*

865-206-2494

(###)###-#### ext. ####



Mobile:

(###)###-#### ext. ####

Email: \*

becky.ruppe@cityofrockwood.com

Term Expires:

03/31/2026

## 1 . Planning Board

Solid Waste Regional Planning Board Member or Part 9 Board Member \*

Becky Ruppe

Jurisdiction \*

Rockwood

Term Expires

03/31/2026

Contact Method:

☐ Phone ☒ Email ☐ Address

Email:

becky.ruppe@cityofrockwood.com

## 2 . Planning Board

Solid Waste Regional Planning Board Member or Part 9 Board Member \*

Tony Brown

Jurisdiction \*

Kingston

Term Expires

03/31/2022

Contact Method:

☐ Phone ☒ Email ☐ Address

Email:

tony.brown@roanecountytn.gov



### 3 . Planning Board

Solid Waste Regional Planning Board Member or Part 9 Board Member \*

Darryl Mayton

Jurisdiction \*

Rockwood

Term Expires

03/31/2026

Contact Method:

☒ Phone ☐ Email ☐ Address

Phone #:

865-809-8640

### 4 . Planning Board

Solid Waste Regional Planning Board Member or Part 9 Board Member \*

Mary Anne Koltowich

Jurisdiction \*

Kingston

Term Expires

03/31/2026

Contact Method:

☐ Phone ☒ Email ☐ Address

Email:

kolsmithma@gmail.com

### 5 . Planning Board

Solid Waste Regional Planning Board Member or Part 9 Board Member \*

Dan Hyder

Jurisdiction \*

Harriman

Term Expires



03/31/2026

Contact Method:

☒ Phone ☐ Email ☐ Address

Phone #:

865-354-3000

## 6 . Planning Board

Solid Waste Regional Planning Board Member or Part 9 Board Member \*

Darrell Langley

Jurisdiction \*

Harriman

Term Expires

03/31/2024

Contact Method:

☒ Phone ☐ Email ☐ Address

Phone #:

865-882-6770

## 7 . Planning Board

Solid Waste Regional Planning Board Member or Part 9 Board Member \*

David Brashears

Jurisdiction \*

Kingston

Term Expires

03/31/2022

Contact Method:

☐ Phone ☒ Email ☐ Address

Email:

davidconfused01@gmail.com



## Local Government Contacts

Local Government Mayor or Executive: \*

Ronald Woody

Title:

Address: \*

200 East Race Street

City:

Kingston

Zip: \*

37763

Phone: \*

865-376-5578

(###)###-#### ext. ####

Mobile:

(###)###-#### ext. ####

Email: \*

ron.woody@roanecountytn.org

Solid Waste Director:

Tony Brashears

Title:

Solid Waste Director

Organization:

Roane County Government - Solid Waste

Address:

215 White Pine Road

City:

Harriman

Zip:

37748

Phone:

865-590-7779

(###)###-#### ext. ####

Mobile:

865-456-1942

(###)###-#### ext. ####

Email:

tony.brashears@roanecountytn.org



Recycling Coordinator:

Tony Brashears

Title:

Solid Waste Director

Organization:

Roane County Government - Solid Waste

Address:

215 White Pine Road

City:

Harriman

Zip:

37748

Phone:

865-590-7779

(###)###-#### ext. ###

Mobile:

865-456-1942

(###)###-#### ext. ###

Email:

tony.brashears@roanecountyttn.org

## 1 . Other Key Contacts

Name:

Tony Brown

Title:

Organization:

Roane County Government - Highway Department

Address:

3070 Roane State Hwy

Address 2:

City:

HArriman

State:

Tennessee

Zip:

37748



**Email:**

tony.brown@roanecountytn.gov

**Work Phone:**

**Cell Phone:**

**Area of Responsibility (Check all that apply):**

☐ Recycling

☐ Solid Waste

☐ Education and Outreach

☐ Tires

☐ HHW

☐ Elected Official

**Response created on:** Jan 12, 2022 at 08:32 AM CST by tony.brashears@roanecountytn.org

**Response last updated on:** Mar 17, 2022 at 10:53 AM CDT by melinda.ferrell@roanecountytn.org



# ALL MUNICIPAL SOLID WASTE DISPOSAL GENERATED WITHIN THE REGION (COMPLETED BY TDEC)

Annual | 2021

Roane

Date Entered: \* 02/16/2022

## Disposal Survey:

**Landfill:** Means a facility where solid wastes are disposed of by burial in excavated pits or trenches or by placement on land and covering with soil or other approved material.

**Class I Disposal Facility:** Refers to a sanitary landfill which serves a municipal institutional, and/or rural population and is used or to be used for disposal of domestic wastes, commercial wastes, institutional wastes, municipal solid wastes, bulky wastes, landscaping and land clearing wastes, industrial wastes, construction/demolition wastes, farming wastes, shredded automotive tires, dead animals, and special wastes.

**Class III Disposal Facility:** refers to a landfill which is used or to be used for the disposal of farming wastes, landscaping and land clearing wastes, demolition/construction waste, shredded automotive tires, and/or certain wastes having similar characteristics and approved in writing by the Department.

**Class IV Disposal Facility:** refers to a landfill which is used or to be used for the disposal of demolition/construction wastes, shredded automotive tires, and certain wastes having similar characteristics and approved in writing by the Department.

**Calendar Year Data TDEC receives from Class I and Class III/IV Facilities will be entered by TDEC staff. These facilities and associated tonnages will be used towards calculating the Solid Waste Region's 25% Waste Reduction and Diversion Goal.**

## In State (Class I)

LANDFILL CLASS:	LANDFILL NAME:	TONS
Class I	BFI Carter Valley Landfill - SNL370000185	1,306.06
Class I	Chestnut Ridge Landfill And Recycling Center - SNL010000160	476.26
Class I	Loudon County Landfill - SNL530000203	11,237.01
Class I	Meadow Branch Landfill Inc - SNL540000174	9,971.56
Class I	Rhea County Class I Landfill - SNL720000269	7,601.84

## In State (Class III/IV)

LANDFILL CLASS:	LANDFILL NAME:	TONS
-----------------	----------------	------



Class III/IV	Doe Y-12 Construction Demolitionland fill Vii - DML010000045	5,437.00
--------------	---	----------

### Out of State (Class I)

LANDFILL CLASS:	LANDFILL STATE:	TONS
Class I	- Select -	

### Out of State State (Class III/IV)

LANDFILL CLASS:	LANDFILL STATE:	TONS
Class III/IV	- Select -	

Total In State Tons: 36,029.73

Total Out of State Tons:

Total Class I Tons: 30,592.73

Total Class III/IV Tons: 5,437.00

Total Tons: 36,029.73

Comments:

Response created on: Feb 16, 2022 at 11:53 AM CST by David.L.Sutton@tn.gov

Response last updated on: Feb 22, 2022 at 08:52 AM CST by David.L.Sutton@tn.gov



# TDEC SURVEY QUESTIONS

Annual | 2021

Roane

**1. Are there any policies, statutes, rules, protocols or ordinances that inhibit the county and municipalities from having effective programs? Reference specific statutes, rules, policies or documents when answering the question.**

County or Municipality Name: \*

Roane County

Describe inhibitors: \*

We could say funding and lack of space would be the main inhibitors.

**2. Are there any parts or utility of the 10 Year Solid Waste and Materials Management Statewide Plan, Plan Update or Annual Progress Report the county and municipalities do not understand?**

County or Municipality Name: \*

Roane County

Please describe: \*

No

**3. What role can Materials Management play to be the biggest resource to the county and its municipalities?**

County or Municipality Name: \*

Roane County

Please explain: \*

Materials Management has been a great help to Roane County by providing services such as milk-runs for paint and fluorescent bulb pick up and sponsoring the annual household hazardous waste event. The grants received, such as purchasing with the sorting line and baler, have drastically increased production levels. We also received grant funding for new truck scales and a leachate holding tank on the closed landfill. TDEC also sends oil spill kits for each Roane County convenience center. The funding has been, and continues to be, definitely helpful to Roane County's needs. Any addition assistance from the Materials Management program would be greatly appreciated for purchases such as open top and divided containers for recycling.



**4. What is needed in the county and municipalities to further waste reduction, recycling, diversion or end markets in Tennessee?**

County or Municipality Name: \* Roane

**Describe needs: \***

We believe all companies who recycle commodities in TN should be required to submit their recycling surveys directly to TDEC. This would help each county or region's diversion rates.

**5. §68-211-871(b) requires an annual progress report on the implementation of the regional comprehensive integrated municipal solid waste management plan. What steps are the county and municipalities taking locally to contribute to regional plan implementation?**

County or Municipality Name: \* Roane

**Describe steps the county and municipalities are taking: \***

Roane County is implementing the regional plan by attending meetings and utilizing any advice given.

**6. What areas would you like to see the Division of Solid Waste Management focus on in coming years to help the county and municipalities be successful implementing the Region's plan and programs?**

County or Municipality Name: \* Roane

**Describe areas: \***

We believe all companies who recycle commodities in TN should be required to submit their recycling surveys directly to TDEC. This would help each county or regions diversion rates. Roane County would also like access to Recycling Equipment Grants and educational efforts.

Response created on: Feb 17, 2022 at 08:59 AM CST by melinda.ferrell@roanecountytn.org

Response last updated on: Mar 17, 2022 at 10:42 AM CDT by melinda.ferrell@roanecountytn.org



# 10 YEAR PLAN UPDATE

Annual | 2021

## Roane

Each Region submitted an original 10 Year Plan detailing the roles and responsibilities of those who provide solid waste and materials management services. Tennessee Code Annotated §68-211-814(a)(3) and Rule 0400-11-01-.09(3)(j) require each Region to submit an annual progress report covering the next ten (10) years that serves as routine update to the Region's original 10 Year Plan. Similarly, Rule 0400-11-01-.09(3)(d) requires each county to develop a comprehensive integrative municipal solid waste management plan consistent with the 2015 – 2025 Solid Waste and Materials Management State Plan. Each county comprehensive integrative municipal solid waste management plan then modifies, updates and contributes to each Regions' Plan, Rules 0400-11-01-.09(3)(e). Information provided in the following fields will serve as the county's comprehensive integrative municipal solid waste management plan which informs updates to each Region's annual progress report.

The Department understands that not all elements of the Plan change year to year. We encourage the Region to review all of the sections below and think about its plans for the next 10 Years, and the updates needed to amend its original plan.

In the past reporting year, have there been any changes or update to the region's Plan? If so, enter the updates/changes/amendments in the appropriate section.

Thinking over the next 10 years, will any of the contents of the current Regional Plan need to be updated? The contents of the Municipal Solid Waste Region Plans, described in §68-211-815(b), are listed below. By checking the box for that section, there will be an opportunity to review and amend the section. Tennessee Code Annotated requires Region plan amendments shall be consistent with the state solid waste plan.

Select each section(s) the Region would like to amend:

- ☐ Demographics
- ☐ Current System Analysis
- ☐ Adoption of the uniform financial accounting system required by §68-211-874
- ☐ Anticipated growth trends for the next ten-year period
- ☐ Anticipated waste capacity needs
- ☐ Planned capacity assurance, including descriptions of planned or needed facilities
- ☐ A recycling plan, including a description of current public and private recycling efforts and planned efforts to enhance recycling within the county or region
- ☒ A plan for the disposal of household hazardous wastes
- ☐ A description of waste reduction and recycling activities designed to attain the goal required by §68-211-861
- ☒ A description of education initiatives aimed at businesses, industries, schools, citizens and others; which addresses recycling, waste reduction, collection and other goals
- ☐ An evaluation of multi-county solid waste disposal region options with an explanation of the reasons for adopting or failing to adopt a multi-county regional approach
- ☐ A timetable for implementation of the plan
- ☐ A description of the responsibilities of the various participating jurisdictions
- ☐ A plan for managing solid waste generated as a result of disasters or emergencies, based upon the FEMA 325 Public Assistance Program



## A Plan for the Disposal of Household Hazardous Wastes

Previous Year's HHW Event Pounds: \*

22,310

Previous Year's Participation: \*

61

Are there any new collection sites added for Batteries, Oil, Paint, Antifreeze and Electronics? For temporary HHW infrastructure collection sites, please provide the number of households that utilized the service. \*

No new facilities.

Additional Information:

Entered By RMW 3/3/22

## A Description of Education Initiatives Aimed at Businesses, Industries, Schools, Citizens and Others; which Addresses Recycling, Waste Reduction, Collection and Other Goals

Describe specific actions the county and municipalities will take to promote sustainable materials management to the businesses, industries, schools, citizens and others. \*

With the cost of waste disposal increasing and landfill space getting scarce, we are hoping the cities will be working with us on moving forward with a curbside recycling program. The county provides recycle boxes to most Roane County Schools, several industries, and institutional entities at no cost to them.

Additional Information:

Roane County is making an effort to expand its recycling services within the community and at the convenience centers. Roane County has put a request in on our 20 year capital plan request for a second recycling facility to help with the influx of materials and lack of space at the current location.

## Complaints

Is a method provided to receive complaints from the public related to solid waste issues? \*

☒ Yes

☐ No

Provide the total number of reported solid waste complaints: \*

1



Provide the number of solid waste complaints resolved: \*

1

Describe the nature of the complaints. What education and outreach initiatives is the Region taking to reduce the number of complaints for the related issues? \*

Due to capacity issues at the centers, the Roane County Commission passed a 10-12 bag policy per household. Residents make minor complaints about this policy, but must be enforced to allow all residents disposal usage.

## Roadside Dumps

List the locations of the largest five roadside dumps and the materials that make up these dumps.

	LOCATIONS *	MATERIALS *	DUMP TONS *
1	Old Elverton Road	Furniture, mattresses, tires, appliances	2.0
2	Airport Road	Furniture, mattresses, tires	1.1
3	Dogtown Rd	cans, tires	0.3
4	Webster Road	Furniture, mattresses, tires, appliances, cans, misc. trash	2.0
5	Eagle Furnace	Fast food wrappers, tires, cans, cigarette packs	0.1

What education and outreach initiatives is the Region taking to reduce the number of roadside dumps? \*

Information provided from Terri Broyles at the Roane County Highway Department.

By checking this box and entering my name, I certify that all of the plan updates are current and correct. \*



Name: \*

Melinda Ferrell

Response created on: Jan 12, 2022 at 08:56 AM CST by tony.brashears@roanecountytn.org

Response last updated on: Mar 17, 2022 at 10:04 AM CDT by melinda.ferrell@roanecountytn.org



# ANNUAL PROGRESS REPORT

Annual | 2021

Roane

## Page 1

- Convenience Centers

## Page 2

- Public Collection with Green Box

## Page 3

- Publicly operated municipal solid waste curbside programs

## Page 4

- Publicly operated curbside recycling programs

## Page 5

- Publicly operated recycling drop-off locations
- Recovery Businesses
- Restrictions or Bans

## Page 6

- Obstacles that apply to expanding recycling
- Management of Organics
- Assistance for Backyard Composting
- Disaster Debris or Storm Event

## Page 7

- Recycling Services for Other Entities Beside Residents
- Collect, transport and dispose of municipal solid waste
- Collect, transport and process or recycling of commodities

## Page 8

- Education Efforts
- Program Funding
- Program Costs

## Page 9

- Contracting Out of Services
- Solid Waste and Recycling Services
- Additional Reports or Documents

## 1. Convenience Centers

Are there permitted convenience centers in the county or its municipalities? \*

☒ Yes ☐ No

### 1 . Convenience Center

Permitted Convenience Center Name: \*

Blue Springs Convenience Center

Name not listed on the permit (Common Name):

Blue Springs Convenience Center

Address: \*

3910 River Road

City: \*

Kingston

Zip: \*

37763

Permit: \*

CCC731030218

CCCxxxxxxxxx

Phone Number: \*

865-590-7779

(xxx) xxx-xxxx

Select days of operation: \*



- ☐ Sunday
- ☒ Monday
- ☒ Tuesday
- ☐ Wednesday
- ☒ Thursday
- ☒ Friday
- ☒ Saturday

Enter hours of operation, and include if there are split times and/or mid-day closures: \*

7:30 AM TO 5:30 PM.

Does this site collect materials beside household garbage? \*

- ☒ Yes
- ☐ No

What materials are collected? \*

- |  |  |                                  |                                    |
|--|--|----------------------------------|------------------------------------|
| <input checked="" type="checkbox"/> Metals   | <input checked="" type="checkbox"/> Paper      | <input type="checkbox"/> Glass   | <input type="checkbox"/> Batteries |
| <input checked="" type="checkbox"/> Plastic  | <input type="checkbox"/> Textiles              | <input type="checkbox"/> Pallets | <input type="checkbox"/> Tires     |
| <input checked="" type="checkbox"/> Used Oil | <input checked="" type="checkbox"/> Antifreeze | <input type="checkbox"/> E-Scrap | <input type="checkbox"/> Paint     |
| <input type="checkbox"/> Other               |  |                                  |                                    |

If material is collected as 'single stream', please describe the specific materials that are included:

Number of residents that used the convenience center in 2021:

## 2 . Convenience Center

Permitted Convenience Center Name: \*

Bradbury Convenience Center

Name not listed on the permit (Common Name):

Bradbury Convenience Center



Address: \*

3345 Buttermilk Road

City: \*

Kingston

Zip: \*

37763

Permit: \*

CCC730000220

CCCxxxxxxxxxx

Phone Number: \*

865-590-7779

(xxx) xxx-xxxx

Select days of operation: \*

☐ Sunday

☒ Monday

☒ Tuesday

☐ Wednesday

☒ Thursday

☒ Friday

☒ Saturday

Enter hours of operation, and include if there are split times and/or mid-day closures: \*

7:30 AM TO 5:30 PM

Does this site collect materials beside household garbage? \*

☒ Yes

☐ No

What materials are collected? \*

☒ Metals

☒ Paper

☐ Glass

☐ Batteries

☒ Plastic

☐ Textiles

☐ Pallets

☐ Tires

☒ Used Oil

☒ Antifreeze

☐ E-Scrap

☐ Paint

☐ Other

If material is collected as 'single stream', please describe the specific materials that are included:



Number of residents that used the convenience center in 2021:

### 3 . Convenience Center

Permitted Convenience Center Name: \*

Cave Creek Convenience Center

Name not listed on the permit (Common Name):

Cave Creek Convenience Center

Address: \*

329 Cave Creek Road

City: \*

Loudon

Zip: \*

37774

Permit: \*

CCC730000221

CCCxxxxxxxxxx

Phone Number: \*

865-590-7779

(xxx) xxx-xxxx

Select days of operation: \*

☐ Sunday

☒ Monday

☒ Tuesday

☐ Wednesday

☒ Thursday

☒ Friday

☒ Saturday

Enter hours of operation, and include if there are split times and/or mid-day closures: \*

7:30 AM TO 5:30 PM

Does this site collect materials beside household garbage? \*

☒ Yes

☐ No



What materials are collected? \*

- |  |  |                                  |                                    |
|--|--|----------------------------------|------------------------------------|
| <input checked="" type="checkbox"/> Metals   | <input checked="" type="checkbox"/> Paper      | <input type="checkbox"/> Glass   | <input type="checkbox"/> Batteries |
| <input checked="" type="checkbox"/> Plastic  | <input type="checkbox"/> Textiles              | <input type="checkbox"/> Pallets | <input type="checkbox"/> Tires     |
| <input checked="" type="checkbox"/> Used Oil | <input checked="" type="checkbox"/> Antifreeze | <input type="checkbox"/> E-Scrap | <input type="checkbox"/> Paint     |
| <input type="checkbox"/> Other               |  |                                  |                                    |

If material is collected as 'single stream', please describe the specific materials that are included:

Number of residents that used the convenience center in 2021:

#### 4 . Convenience Center

Permitted Convenience Center Name: \*

Glen Alice Convenience Center

Name not listed on the permit (Common Name):

Glen Alice Convenience Center

Address: \*

1913 Spring City Highway

City: \*

Rockwood

Zip: \*

37854

Permit: \*

730000224

CCCxxxxxxxx

Phone Number: \*

865-590-7779

(xxx) xxx-xxxx

Select days of operation: \*

- ☐ Sunday
- ☒ Monday
- ☒ Tuesday
- ☐ Wednesday
- ☒ Thursday
- ☒ Friday



☒ Saturday

Enter hours of operation, and include if there are split times and/or mid-day closures: \*

7:30 AM TO 5:30 PM

Does this site collect materials beside household garbage? \*

☒ Yes

☐ No

What materials are collected? \*

☒ Metals

☒ Paper

☐ Glass

☐ Batteries

☒ Plastic

☐ Textiles

☐ Pallets

☐ Tires

☒ Used Oil

☒ Antifreeze

☐ E-Scrap

☐ Paint

☐ Other

If material is collected as 'single stream', please describe the specific materials that are included:

Number of residents that used the convenience center in 2021:

## 5 . Convenience Center

Permitted Convenience Center Name: \*

Gallaher Road Convenience Center

Name not listed on the permit (Common Name):

Gallaher Convenience Center

Address: \*

1470 Gallaher Road

City: \*

Kingston

Zip: \*

37763

Permit: \*

CCC730000223

CCCxxxxxxxxxx



Phone Number: \*

865-590-7779

(xxx) xxx-xxxx

Select days of operation: \*

- ☐ Sunday
- ☒ Monday
- ☒ Tuesday
- ☐ Wednesday
- ☒ Thursday
- ☒ Friday
- ☒ Saturday

Enter hours of operation, and include if there are split times and/or mid-day closures: \*

7:30 AM TO 5:30 PM

Does this site collect materials beside household garbage? \*

- ☒ Yes
- ☐ No

What materials are collected? \*

- |  |  |                                  |                                    |
|--|--|----------------------------------|------------------------------------|
| <input checked="" type="checkbox"/> Metals   | <input checked="" type="checkbox"/> Paper      | <input type="checkbox"/> Glass   | <input type="checkbox"/> Batteries |
| <input checked="" type="checkbox"/> Plastic  | <input type="checkbox"/> Textiles              | <input type="checkbox"/> Pallets | <input type="checkbox"/> Tires     |
| <input checked="" type="checkbox"/> Used Oil | <input checked="" type="checkbox"/> Antifreeze | <input type="checkbox"/> E-Scrap | <input type="checkbox"/> Paint     |
| <input type="checkbox"/> Other               |  |                                  |                                    |

If material is collected as 'single stream', please describe the specific materials that are included:

Number of residents that used the convenience center in 2021:

## 6 . Convenience Center



Permitted Convenience Center Name: \*

Orchard View Convenience Center

Name not listed on the permit (Common Name):

Orchard View Convenience Center

Address: \*

123 Orchard View Road

City: \*

Oliver Springs

Zip: \*

37840

Permit: \*

CCC730000226

CCCxxxxxxxxxx

Phone Number: \*

865-590-7779

(xxx) xxx-xxxx

Select days of operation: \*

☐ Sunday

☒ Monday

☒ Tuesday

☐ Wednesday

☒ Thursday

☒ Friday

☒ Saturday

Enter hours of operation, and include if there are split times and/or mid-day closures: \*

7:30 AM to 5:30 PM

Does this site collect materials beside household garbage? \*

☒ Yes

☐ No

What materials are collected? \*

☒ Metals

☒ Paper

☐ Glass

☐ Batteries

☒ Plastic

☐ Textiles

☐ Pallets

☐ Tires

☒ Used Oil

☒ Antifreeze

☐ E-Scrap

☐ Paint

☐ Other



If material is collected as 'single stream', please describe the specific materials that are included:

Number of residents that used the convenience center in 2021:

## 7 . Convenience Center

Permitted Convenience Center Name: \*

Paint Rock Convenience Center

Name not listed on the permit (Common Name):

Paint Rock Convenience Center

Address: \*

125 Paint Rock Road

City: \*

Kingston

Zip: \*

37763

Permit: \*

CCC730000227

CCCxxxxxxxxxx

Phone Number: \*

865-590-7779

(xxx) xxx-xxxx

Select days of operation: \*

- ☐ Sunday
- ☒ Monday
- ☒ Tuesday
- ☐ Wednesday
- ☒ Thursday
- ☒ Friday
- ☒ Saturday

Enter hours of operation, and include if there are split times and/or mid-day closures: \*

7:30 AM to 5:30 PM

Does this site collect materials beside household garbage? \*



☒ Yes

☐ No

What materials are collected? \*

☒ Metals

☒ Paper

☐ Glass

☐ Batteries

☒ Plastic

☐ Textiles

☐ Pallets

☐ Tires

☒ Used Oil

☒ Antifreeze

☐ E-Scrap

☐ Paint

☐ Other

If material is collected as 'single stream', please describe the specific materials that are included:

Number of residents that used the convenience center in 2021:

## 8 . Convenience Center

Permitted Convenience Center Name: \*

Post Oak Convenience Center

Name not listed on the permit (Common Name):

Post Oak Convenience Center

Address: \*

123 Post Oak Valley Road

City: \*

Rockwood

Zip: \*

37854

Permit: \*

CCC730000228

CCCxxxxxxxx

Phone Number: \*

865-590-7779

(xxx) xxx-xxxx

Select days of operation: \*

☐ Sunday

☒ Monday

☒ Tuesday

☐ Wednesday



☒ Thursday

☒ Friday

☒ Saturday

Enter hours of operation, and include if there are split times and/or mid-day closures: \*

7:30 AM TO 5:30 PM Paint is collected from residents from 7:30 AM until 5:00 PM

Does this site collect materials beside household garbage? \*

☒ Yes

☐ No

What materials are collected? \*

☒ Metals

☒ Paper

☐ Glass

☐ Batteries

☒ Plastic

☐ Textiles

☐ Pallets

☐ Tires

☒ Used Oil

☒ Antifreeze

☐ E-Scrap

☒ Paint

☐ Other

If material is collected as 'single stream', please describe the specific materials that are included:

Number of residents that used the convenience center in 2021:

## 9 . Convenience Center

Permitted Convenience Center Name: \*

Pumphouse Road Convenience Center

Name not listed on the permit (Common Name):

Pumphouse Convenience Center

Address: \*

1239 Pumphouse Road

City: \*

Rockwood

Zip: \*

37854



Permit: \*

CCC730000229

CCCxxxxxxxxxx

Phone Number: \*

865-590-7779

(xxx) xxx-xxxx

Select days of operation: \*

☐ Sunday

☒ Monday

☒ Tuesday

☐ Wednesday

☒ Thursday

☒ Friday

☒ Saturday

Enter hours of operation, and include if there are split times and/or mid-day closures: \*

7:30 AM TO 5:30 PM

Does this site collect materials beside household garbage? \*

☒ Yes

☐ No

What materials are collected? \*

☒ Metals

☒ Paper

☐ Glass

☐ Batteries

☒ Plastic

☐ Textiles

☐ Pallets

☐ Tires

☒ Used Oil

☒ Antifreeze

☐ E-Scrap

☐ Paint

☐ Other

If material is collected as 'single stream', please describe the specific materials that are included:

Number of residents that used the convenience center in 2021:



## 10 . Convenience Center

Permitted Convenience Center Name: \*

South Highway 58 Convenience Center

Name not listed on the permit (Common Name):

South 58

Address: \*

107 Walnut Grove Road

City: \*

Kingston

Zip: \*

37763

Permit: \*

CCC730000230

CCCxxxxxxxxxx

Phone Number: \*

865-590-7779

(xxx) xxx-xxxx

Select days of operation: \*

☐ Sunday

☒ Monday

☒ Tuesday

☐ Wednesday

☒ Thursday

☒ Friday

☒ Saturday

Enter hours of operation, and include if there are split times and/or mid-day closures: \*

7:30 AM TO 5:30 PM

Does this site collect materials beside household garbage? \*

☒ Yes

☐ No

What materials are collected? \*

☒ Metals

☒ Paper

☐ Glass

☐ Batteries

☒ Plastic

☐ Textiles

☐ Pallets

☐ Tires



☒ Used Oil

☒ Antifreeze

☐ E-Scrap

☐ Paint

☐ Other

If material is collected as 'single stream', please describe the specific materials that are included:

Number of residents that used the convenience center in 2021:

## 11 . Convenience Center

Permitted Convenience Center Name: \*

Swan Pond Convenience Center

Name not listed on the permit (Common Name):

Swan Pond Convenience Center

Address: \*

1040 Swan Pond Road

City: \*

Harriman

Zip: \*

37748

Permit: \*

CCC730000231

CCCxxxxxxxxxx

Phone Number: \*

865-590-7779

(xxx) xxx-xxxx

Select days of operation: \*

☐ Sunday

☒ Monday

☒ Tuesday

☐ Wednesday

☒ Thursday

☒ Friday

☒ Saturday

Enter hours of operation, and include if there are split times and/or mid-day closures: \*

7:30 AM TO 5:30 PM



Does this site collect materials beside household garbage? \*

☒ Yes

☐ No

What materials are collected? \*

☒ Metals

☒ Paper

☐ Glass

☐ Batteries

☒ Plastic

☐ Textiles

☐ Pallets

☐ Tires

☒ Used Oil

☒ Antifreeze

☐ E-Scrap

☐ Paint

☐ Other

If material is collected as 'single stream', please describe the specific materials that are included:

Number of residents that used the convenience center in 2021:

## 12 . Convenience Center

Permitted Convenience Center Name: \*

Roane County Landfill Convenience Center

Name not listed on the permit (Common Name):

Roane County Landfill Convenience Center

Address: \*

215 White Pine Road

City: \*

Harriman

Zip: \*

37748

Permit: \*

CCC730000288

CCCxxxxxxxxxx

Phone Number: \*

865-590-7779

(xxx) xxx-xxxx

Select days of operation: \*

☐ Sunday



- ☒ Monday
- ☒ Tuesday
- ☒ Wednesday
- ☒ Thursday
- ☒ Friday
- ☒ Saturday

Enter hours of operation, and include if there are split times and/or mid-day closures: \*

9:00 AM TO 5:00 PM. The scale house closes at 4:30 PM for any paying loads, but residents may still use trash compactors for regular household garbage disposal until 5:00 PM. This location also accepts fluorescent bulbs and batteries from residents for recycling.

Does this site collect materials beside household garbage? \*

- ☒ Yes
- ☐ No

What materials are collected? \*

- |  |  |   |   |
|--|--|---|---|
| <input checked="" type="checkbox"/> Metals   | <input checked="" type="checkbox"/> Paper      | <input type="checkbox"/> Glass              | <input checked="" type="checkbox"/> Batteries |
| <input checked="" type="checkbox"/> Plastic  | <input type="checkbox"/> Textiles              | <input checked="" type="checkbox"/> Pallets | <input checked="" type="checkbox"/> Tires     |
| <input checked="" type="checkbox"/> Used Oil | <input checked="" type="checkbox"/> Antifreeze | <input checked="" type="checkbox"/> E-Scrap | <input type="checkbox"/> Paint                |
| <input type="checkbox"/> Other               |  |   |   |

If material is collected as 'single stream', please describe the specific materials that are included:

Number of residents that used the convenience center in 2021:

### 13 . Convenience Center

Permitted Convenience Center Name: \*

Clax Gap Convenience Center

Name not listed on the permit (Common Name):

Clax Gap Convenience Center

Address: \*

624 Clax Gap Road



City: \*

Harriman

Zip: \*

37748

Permit: \*

CCC730000222

CCCxxxxxxxxxx

Phone Number: \*

8655907779

(xxx) xxx-xxxx

Select days of operation: \*

☐ Sunday

☒ Monday

☒ Tuesday

☐ Wednesday

☒ Thursday

☒ Friday

☒ Saturday

Enter hours of operation, and include if there are split times and/or mid-day closures: \*

7:30 AM - 5:30 PM

Does this site collect materials beside household garbage? \*

☒ Yes

☐ No

What materials are collected? \*

☒ Metals

☒ Paper

☐ Glass

☐ Batteries

☒ Plastic

☐ Textiles

☐ Pallets

☐ Tires

☒ Used Oil

☒ Antifreeze

☐ E-Scrap

☐ Paint

☐ Other

If material is collected as 'single stream', please describe the specific materials that are included:



Number of residents that used the convenience center in 2021:

## 2. Public Collection with Green Box (Rule 0400-11-01-.10(5)(a))

Does the county or its municipalities operate and use unmanned county collection containers or green boxes for municipal solid waste collection? \*

☐ Yes ☒ No

## 3. List publicly operated curbside municipal solid waste programs

Do residents in the county or each municipality have access to municipal solid waste curbside service(s)? \*

☒ Yes ☐ No

	COUNTY/MUNICIPALITY *	HOW IS COLLECTION MANAGED? *	FREQUENCY COLLECTED *	COLLECTION METHOD *	ASIDE FROM HOUSEHOLD GARBAGE ARE RESIDENTS ABLE TO DISPOSE OF THE FOLLOWING AT THE CURB? *	HOUSEHOLDS SERVED
1	City of Rockwood	<input type="checkbox"/> Publicly <input type="checkbox"/> Open Market <input type="checkbox"/> Nonexclusive Franchise <input checked="" type="checkbox"/> Contract <input type="checkbox"/> Managed Competition	<input type="radio"/> Twice a week <input checked="" type="radio"/> Once a week <input type="radio"/> Every other week	<input type="checkbox"/> Fully Automated <input type="checkbox"/> Semi-automated <input checked="" type="checkbox"/> Manual	<input type="checkbox"/> E-Scrap <input checked="" type="checkbox"/> Bulky Waste <input type="checkbox"/> White Goods <input checked="" type="checkbox"/> Brush <input type="checkbox"/> Tires <input type="checkbox"/> No	<input type="text"/>



2	City of Kingston	<input type="checkbox"/> Publicly <input type="checkbox"/> Open Market <input type="checkbox"/> Nonexclusive Franchise <input checked="" type="checkbox"/> Contract <input type="checkbox"/> Managed Competition	<input type="radio"/> Twice a week <input checked="" type="radio"/> Once a week <input type="radio"/> Every other week	<input type="checkbox"/> Fully Automated <input type="checkbox"/> Semi-automated <input checked="" type="checkbox"/> Manual	<input type="checkbox"/> E-Scrap <input checked="" type="checkbox"/> Bulky Waste <input type="checkbox"/> White Goods <input checked="" type="checkbox"/> Brush <input type="checkbox"/> Tires <input type="checkbox"/> No	
3	Town of Oliver Springs	<input type="checkbox"/> Publicly <input type="checkbox"/> Open Market <input type="checkbox"/> Nonexclusive Franchise <input checked="" type="checkbox"/> Contract <input type="checkbox"/> Managed Competition	<input type="radio"/> Twice a week <input checked="" type="radio"/> Once a week <input type="radio"/> Every other week	<input type="checkbox"/> Fully Automated <input type="checkbox"/> Semi-automated <input checked="" type="checkbox"/> Manual	<input type="checkbox"/> E-Scrap <input checked="" type="checkbox"/> Bulky Waste <input type="checkbox"/> White Goods <input type="checkbox"/> Brush <input type="checkbox"/> Tires <input type="checkbox"/> No	
4	City of Harriman	<input type="checkbox"/> Publicly <input type="checkbox"/> Open Market <input type="checkbox"/> Nonexclusive Franchise <input checked="" type="checkbox"/> Contract <input type="checkbox"/> Managed Competition	<input type="radio"/> Twice a week <input checked="" type="radio"/> Once a week <input type="radio"/> Every other week	<input type="checkbox"/> Fully Automated <input type="checkbox"/> Semi-automated <input checked="" type="checkbox"/> Manual	<input type="checkbox"/> E-Scrap <input checked="" type="checkbox"/> Bulky Waste <input type="checkbox"/> White Goods <input checked="" type="checkbox"/> Brush <input type="checkbox"/> Tires <input type="checkbox"/> No	

Provide additional explanation, if necessary:

Each city has their own contract for residential garbage disposal services.



#### 4. List publicly operated curbside recycling programs

Do residents in the county or each municipality have access to curbside recycling service(s)? \*

☐ Yes ☒ No

#### 5. List publicly operated recycling drop-off locations

Are there publicly operated recycling drop-off locations in the county or its municipalities not associated with convenience centers? \*

Yes

	SITE NAME *	ADDRESS AND CITY *	LATITUDE *	LONGITUDE *	MATERIALS COLLECTED *	RESTRICTED ACCESS *	MANNED LOCATION *
1	Town of Oliver Springs	Oliver Springs	36.0446	84.3444	<input checked="" type="checkbox"/> Paper <input type="checkbox"/> Glass <input checked="" type="checkbox"/> Plastic <input checked="" type="checkbox"/> Metals	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No
2	City of Harriman	Harriman, TN 37748	35.9365	84.5491	<input checked="" type="checkbox"/> Paper <input type="checkbox"/> Glass <input checked="" type="checkbox"/> Plastic <input checked="" type="checkbox"/> Metals	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No



3	City of Rockwood	Rockwood, TN 37854	35.8656	84.6849	<input checked="" type="checkbox"/> Paper <input type="checkbox"/> Glass <input checked="" type="checkbox"/> Plastic <input checked="" type="checkbox"/> Metals	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No
4	City of Kingston	Kingston, TN 37763	35.8778	84.5246	<input checked="" type="checkbox"/> Paper <input type="checkbox"/> Glass <input checked="" type="checkbox"/> Plastic <input checked="" type="checkbox"/> Metals	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No

Provide additional explanation, if necessary:

These drop off locations recycling trailers (owned by the cities) with dividers for cardboard, papers, aluminum cans, and plastic bottles. The cities bring the trailers to Roane County Recycling Center for processing.

## 6. List any recovery businesses that accept, buy, or process recyclable materials for the county or its municipalities.

Does the county or municipalities have recovery businesses that accept, buy, or process recyclable materials for the county or its municipalities? \*

Yes

FACILITY NAME *	ADDRESS AND CITY *	ZIP CODE *	WHAT RECYCLABLE MATERIALS ARE ACCEPTED, BOUGHT, OR PROCESSED? *	HOW ARE RECYCLABLE MATERIALS SORTED BEFORE BEING SENT TO SPECIFIC RECOVERY BUSINESS? *	HOW ARE RECYCLABLE MATERIALS PRICED? *



1	West Rock	1323 Proctor St NW, Knoxville, TN	37921	<input checked="" type="checkbox"/> Paper <input checked="" type="checkbox"/> Plastic <input checked="" type="checkbox"/> Metals <input type="checkbox"/> Glass <input type="checkbox"/> Other	In-house manual	Via broker
2	Roane Metals Group	284 Cardiff Valley Rd, Rockwood, TN	37854	<input type="checkbox"/> Paper <input type="checkbox"/> Plastic <input checked="" type="checkbox"/> Metals <input type="checkbox"/> Glass <input type="checkbox"/> Other	In-house manual	Via spot pricing
3	Southeast Recycling Technologies	108 Kwickway Lane, Johnson City, TN	37615	<input type="checkbox"/> Paper <input type="checkbox"/> Plastic <input type="checkbox"/> Metals <input type="checkbox"/> Glass <input checked="" type="checkbox"/> Other PLEASE SPECIFY: <input type="text" value="Bulbs"/>	In-house manual	Via spot pricing



4	Noble Oil Services	5617 Clyde Rhyne Dr, Sanford, NC	27330	<input type="checkbox"/> Paper <input type="checkbox"/> Plastic <input type="checkbox"/> Metals <input type="checkbox"/> Glass <input checked="" type="checkbox"/> Other PLEASE SPECIFY: <input type="text" value="Batteries"/>	In-house manual	Via spot pricing
5	Plastic Kept Simple	9632 Brunswick Dr, Brentwood, TN	37027	<input type="checkbox"/> Paper <input checked="" type="checkbox"/> Plastic <input type="checkbox"/> Metals <input type="checkbox"/> Glass <input type="checkbox"/> Other	In-house manual	Via spot pricing

Provide additional explanation, if necessary:

There is no money exchanged for Bulbs picked up by Southeast Recycling Technologies or Clean Harbor as TDEC scheduled and pay for this expense. Not paid for oil when price is down.

## 7. List any restrictions or bans placed on wastes collected in the county or each municipality

Does the county or municipalities have any restrictions or bans placed on wastes collected? \*

No



## 8. Check all obstacles that apply to expanding recycling in the county or its municipalities.

### 1 . Obstacle

County or Municipality: \*

Roane

Select obstacles: \*

☒ Funding

☒ Citizen apathy

☐ Lack of support

☒ Education

☒ Markets

☒ Staff

☐ Other

Provide additional explanation, if necessary:

Lack of funding is the largest obstacle for Roane County.

## 9. Management of Organics

Does the county or its municipalities manage organics? \*

☐ Yes

☒ No

## 10. Assistance for Backyard Composting

Does the county or its municipalities offer assistance for backyard composting? \*

☐ Yes

☒ No

## 11. Disaster Debris or Storm Event

In the last year, did a disaster debris or storm event increase the tonnage of organics diversion or disposal for the county or its municipalities? \*

☐ Yes

☒ No

Does your local government have a disaster debris plan? \*

☒ Yes

☐ No



## 1 . Disaster Debris Plan

County/Municipality: \* 

Roane

Has the County submitted a draft to TEMA to file? \*

☒ Yes ☐ No

Has the County submitted a draft to FEMA to file? \*

☒ Yes ☐ No

Provide additional information, if necessary:

## 12. Recycling Services for Other Entities Beside Residents

Does the county or its municipalities offer recycling services to other entities besides residents? \*

☒ Yes ☐ No

	COUNTY OR MUNICIPALITY *	SERVICE(S) PROVIDED (CHECK ALL THAT APPLY) *	MATERIAL(S) COLLECTED (CHECK ALL THAT APPLY) *	NUMBER OF COMMERCIAL ENTITIES SERVED *	NUMBER OF INDUSTRIAL ENTITIES SERVED *	NUMBER OF INSTITUTIONAL ENTITIES SERVED *	NUMBER OF SPECIAL EVENTS SERVED *
1	Roane	<input type="checkbox"/> Curbside <input checked="" type="checkbox"/> Containers <input type="checkbox"/> Drop-off Locations	<input checked="" type="checkbox"/> Paper <input checked="" type="checkbox"/> Plastic <input checked="" type="checkbox"/> Metals <input type="checkbox"/> Glass <input type="checkbox"/> Other	3	4	18	5

Provide additional information, if necessary:



13. What methods do the county and each municipality use to collect, transport and dispose of their municipal solid waste?

1 . County/Municipality

County/Municipality: \*

Roane

Who is the primary collector: (Check all that apply) \*

- ☒ Publicly
- ☐ Open Market
- ☐ Nonexclusive Franchise
- ☒ Contract
- ☐ Managed Competition

Collection-Transportation Equipment: (Check all that apply) \*

- ☐ Side Load Refuse Trucks
- ☐ Front Load Trucks
- ☐ Rear Load Trucks
- ☒ Roll-off Trucks

Please specify the # of Roll-off Trucks: \*

1

Hauling and Transportation Destination: (Check all that apply) \*

- ☐ Materials sent to Transfer Station
- ☒ Direct haul to landfill (No Transfer Station)
- ☐ Materials sent to Solid Waste Processor
- ☐ Materials sent to Mixed Waste Processor
- ☐ Materials sent to Waste-to-Energy
- ☐ Materials sent to Incineration

2 . County/Municipality

County/Municipality: \*

Roane



Who is the primary collector: (Check all that apply) \*

- ☐ Publicly
- ☐ Open Market
- ☐ Nonexclusive Franchise
- ☒ Contract
- ☐ Managed Competition

Collection-Transportation Equipment: (Check all that apply) \*

- ☐ Side Load Refuse Trucks
- ☐ Front Load Trucks
- ☐ Rear Load Trucks
- ☒ Roll-off Trucks

Please specify the # of Roll-off Trucks: \*

2

Hauling and Transportation Destination: (Check all that apply) \*

- ☐ Materials sent to Transfer Station
- ☒ Direct haul to landfill (No Transfer Station)
- ☐ Materials sent to Solid Waste Processor
- ☐ Materials sent to Mixed Waste Processor
- ☐ Materials sent to Waste-to-Energy
- ☐ Materials sent to Incineration

Provide additional explanation, if necessary:

The first entry is for the Roane County Solid Waste driver hauling solid waste from the Landfill Convenience center and Glen Alice Convenience Center to the Rhea County Landfill. The second entry is through a contract with Republic Services for the remaining eleven convenience centers to the Loudon County Landfill.

#### 14. What methods do the county and each municipality use to collect, transport, process or recycle their commodities?

##### 1 . County/Municipality

County/Municipality: \*

Roane



Who is the primary collector: (Check all that apply) \*

- ☒ Publicly
- ☐ Open Market
- ☐ Nonexclusive Franchise
- ☐ Contract
- ☐ Managed Competition

Collection-Transportation Equipment: (Check all that apply) \*

- ☐ Side Load Recycling Trucks
- ☐ Front Load Trucks
- ☐ Rear Load Trucks
- ☒ Roll-off Trucks

Please specify the # of Roll-off Trucks: \*

1

Hauling and Transportation Destination: (Check all that apply) \*

- ☐ Materials sent to Transfer Station
- ☐ Direct haul to private processing facility (No Transfer Station)
- ☒ Materials sent to public processing facility
- ☐ Materials sent directly to end user as feedstock (minimal processing)

Provide additional explanation, if necessary:

Recycle boxes are brought into the Roane County Recycling Center by our drivers.

## 15. Education Efforts

### 1 . Program

Program Name: \*

Household Hazardous Waste Event

Program Sponsor: \*

TDEC



Program Objective: \*

Persuade and Inform

Number Served: \*

County-Wide

Program Type: \*

Signage	Brochures	Classroom	Community Outreach
Mailings	Newspaper	Public Access TV	Radio
Special Events	Social Media	Website	Workshops
Other			

Focus Area: \*

Solid Waste	Recycling	Diversion
Source Reduction	Organics	Operational Functions (use of CCC, HHW Events, etc.)

Program Target Audience: \*

Adult/General Public	Business/Industry	Government/Institutional
Children/Educators	Media	Civic/Environment

## 2 . Program

Program Name: \*

Keep Roane Litter Free

Program Sponsor: \*

TDOT

Program Objective: \*

Persuade and Inform

Number Served: \*

County-Wide

Program Type: \*

Signage	Brochures	Classroom	Community Outreach
Mailings	Newspaper	Public Access TV	Radio
Special Events	Social Media	Website	Workshops
Other			

Focus Area: \*



- ☒ Solid Waste
 ☒ Recycling
 ☒ Diversion
- ☒ Source Reduction
 ☐ Organics
 ☐ Operational Functions  
(use of CCC, HHW Events, etc.)

Program Target Audience: \*

- ☒ Adult/General Public
 ☒ Business/Industry
 ☒ Government/Institutional
- ☒ Children/Educators
 ☒ Media
 ☒ Civic/Environment

Provide additional information, if necessary:

**16. Check all that apply and complete funding options that the county and its municipalities use to fund their programs.**

### 1 . County/Municipality

County/Municipality: \*

Roane

How is the program funded? (Check all that apply) \*

- ☐ Tipping Fees (\$68-211-835)
 ☐ Surcharge (\$68-211-835)
 ☐ Disposal Fee (\$68-211-835)
 ☐ Property Taxes/General Fund
- ☐ Per Household Charges
 ☐ Pay-As-You-Throw
 ☐ Sale of Recyclables
 ☒ Grants
- ☐ Other Taxes

Specify 3 Year Average Grants amount: \*

58,000.00

\$

Provide additional information, if necessary:



## 17. Contracting Out of Services

Does the county or its municipalities contract out its services? \*

☒ Yes ☐ No

Please complete the following table for the county or each municipality:

	COUNTY/MUNICIPALITY *	CONTRACTOR *	BUDGETED CONTRACT AMOUNT *	CONTRACT START (MM/YYYY)	CONTRACT END (MM/YYYY)	TYPE OF CONTRACT *	SERVICES PROVIDED *
1	Roane	Republic / Capital Services	565,000.00	07/2016	06/2022	<input type="checkbox"/> Nonexclusive <input type="checkbox"/> Exclusive Franchise <input checked="" type="checkbox"/> Contract <input type="checkbox"/> Managed Competition	<input checked="" type="checkbox"/> Disposal <input type="checkbox"/> Recycling <input type="checkbox"/> Organics Collection <input checked="" type="checkbox"/> Convenience Center Operations <input type="checkbox"/> Transfer Station Operations <input type="checkbox"/> Refuse Collection <input type="checkbox"/> Bulky Item Collection



2	Roane	Michael Dunn	55,000.00	01/1999	12/2022	Nonexclusive Exclusive Franchise  Contract Managed Competition	Disposal
							Recycling Organics Collection  Convenience Center Operations  Transfer Station Operations  Refuse Collection  Bulky Item Collection
3	Roane	Liberty Tire Recycling	50,000.00	07/2017	06/2022	Nonexclusive Exclusive Franchise  Contract Managed Competition	Disposal
							Recycling Organics Collection  Convenience Center Operations  Transfer Station Operations  Refuse Collection  Bulky Item Collection

Are any of the above contracts considered an exclusive franchise? \*



☐ Yes

☒ No

Provide additional information, if necessary:

Republic and Capital Waste accepts garbage from the Recycling Center and Convenience Centers. Michael Dunn is contracted for work programs. Liberty Tire Recycling is contracted for the recycling of tires.

**18. Complete the following section for the county and its municipalities that provide solid waste and/or recycling services.**

**1 . County/Municipality**

County/Municipality: \*

Roane

**Municipal Solid Waste Services:**

How many part-time? \*

26

How many Full Time Equivalents (FTE)? \*

4

Total Staff

30

**Recycling Services:**

How many part-time? \*

1

How many Full Time Equivalents (FTE)? \*

8

Total Staff

9

Provide a brief explanation of employee roles noted above, if necessary:

26 part time center operators. 4 call-in as needed center operators. 1 part time sorting line worker. 2 truck drivers. 2 bay operators. 2 scale house operators. 1 maintenance man. 1 foreman. 1 administrative assistant. 1 director.

**19. Budget and other optional uploads (Must save to see file attachments option)**

Please upload a copy of last Fiscal Year's Solid Waste and Sanitation Fund expenses, revenues, assets and liabilities for the county below by clicking on "Upload File" under A. Solid Waste and Sanitation Fund. Please use options B-J to upload the Solid Waste and Sanitation Fund expenses, revenues, assets and liabilities of the



**municipalities within the county. There are also upload options for any other additional reports, documents, and files deemed relevant to this Annual Progress Report.**

**Provide additional information, if necessary:**

Additional financing information available on request.

**Response created on:** Jan 25, 2022 at 08:03 AM CST by melinda.ferrell@roanecountytn.org

**Response last updated on:** Mar 17, 2022 at 09:36 AM CDT by melinda.ferrell@roanecountytn.org





## ROANE COUNTY HOUSEHOLD HAZARDOUS WASTE DAY

**WHERE:** Recycling Center 215 White Pine Road, Harriman 37748

**WHEN:** Saturday, March 26, 2022 from 9:00 A.M. until 1:00 P.M.

This one-day event is a **FREE** and **SAFE** way to rid your home of household hazardous materials.

### HOUSEHOLD HAZARDOUS WASTE INCLUDES

Degreaser	Antifreeze	Art/ Craft supplies	Fertilizer
Paint thinner	Gasoline	Moth balls	No – pest strips
Stain remover	Brake Fluid	Floor cleaners	Rodent Killer
Fluorescent bulbs	Engine degreaser	Rechargeable batteries	Herbicides
Sealant	Carburetor cleaner	Drain cleaners	Pool chemicals
Wood Stripper	Kerosene	Photo chemicals	Muriatic acids
Solvent		Chemistry sets	Pesticides
Rust/Wood preservative		Metal/ Furniture polish	Insect spray

Help keep Roane County clean and safe by properly disposing of your household hazardous waste. You are probably thinking you don't have any hazardous materials in your house. Surprisingly, many household items are flammable, corrosive, reactive, or toxic and should not be thrown into the garbage. This is a great opportunity for you to make a difference by safely disposing of these materials. You are protecting the environment and others from being harmed.

### Only households are able to participate.

Very Small Generators (i.e., wastes from non – household sources such as businesses, schools, farms, churches, etc.) is acceptable by appointment only. Call 615-643-3170 to request a price quote and schedule an appointment.

Please do not bring any medical/ infectious waste except needles and sharps in puncture- proof containers, explosives, radioactive materials (including smoke detectors), or any empty containers.

\*Alkaline batteries no longer contain mercury and therefore can be thrown away in the trash.

PAINT IS ACCEPTED ON TUESDAYS AT THE POST OAK CONVENIENCE CENTER LOCATED AT: 123 POST OAK VALLEY ROAD IN ROCKWOOD.

Please call the Roane County Recycling Center at 865-590-7779 for more information.

**Sponsored by Tennessee Department of Environment and Conservation**