

REGULAR MEETING OF  
**THE HARTSVILLE/TROUSDALE COUNTY COMMISSION**

*Dwight Jewell, Chair*  
*Bill Fergusson, Pro Temp*  
*Beverly Atwood*  
*Mary Ann Baker*  
*Ken Buckmaster*

*Shane Burton*  
*Gary Claridy*  
*Rick Davis*  
*Jerry Ford*  
*T. Bubba Gregory*

*Landon Gulley*  
*Richard Harsh*  
*Richard Johnson*  
*Rachel Jones*  
*David Nollner*

*Lesley Overman*  
*Amber Russell*  
*Lonnie Taylor*  
*Gary Walsh*  
*Steve Whittaker*

*Ethan Boles, TCHS*

MONDAY, MARCH 28, 2022 | 7:00 P.M. | TC COURTHOUSE

*Work Session Monday, March 21, 2022 | 7:00PM | TC Courthouse*

**AGENDA**

- 1. Open Court**
- 2. Invocation** – T Bubba Gregory
- 3. Pledge to the American Flag** – Richard Johnson
- 4. Roll Call** – Rita Crowder, County Clerk / Electronic Check in
- 5. Approval of Minutes**  
*The minutes of the February 28, 2022 Commission meeting have been distributed.*
- 6. Announcements**
- 7. Amendments to the Agenda / Approval of Agenda**
- 8. Citizens' Response to Agenda Items**  
*If you wish to speak to the Commission on a matter in this month's agenda, please sign in at this time.*
- 9. County Mayor Report** – Stephen Chambers
- 10. Committee Reports**
  - A. Steering Committee – March 10
  - B. Parks & Recreation – March 3
  - C. Veteran Services – March 15
  - D. Budget & Finance – March 17, March 21
  - E. Audit – March 28
  - F. Other Reports
- 11. Active Business**
  - A. Appointments**
    - 1) Board of Equalization
    - 2) Resale of Lane Committee
    - 3) Veterans Services Committee
    - 4) Board of Zoning Appeals
  - B. Resolutions**
    - 1) **Resolution 2022-06-750** 2022 CDBG Program
    - 2) **Resolution 2022-07-751** Personnel Policy Amendment – Retroactive Pay
    - 3) **Resolution 2022-08-752** PILOT Program
    - 4) **Resolution 2022-09-753** Accept donation of Little League Ballfield signage

C. **Ordinances**

FIRST READING

- 1) **Ordinance 236-2022-06** Rezoning A1 to R1 Templow

PUBLIC HEARING & SECOND READING

- 2) **Ordinance 235-2022-05** Rezoning R1 to R3 Main Street

D. **Budget Amendments**

**101 – COUNTY GENERAL**

2022-101-33	ARPA Bonus Appropriation	\$	240,526
2022-101-34	LGSF: Playground Equipment		36,611
2022-101-35FB	Sheriff Compensation Increase		49,571

**111 – URBAN SERVICES**

2022-111-04FB	Sheriff Compensation Increase	\$	6,898
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**118 – AMBULANCE SERVICES**

2022-118-02FB	EMS Pay Increase	\$	32,690
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**131 – HIGHWAY**

2022-131-01FB	ARPA Bonus Appropriation	\$	52,198
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**141 – GENERAL PURPOSE SCHOOLS**

2022-141-09 (38)	Strategic Compensation Bonuses	\$	138,207
2022-141-10 (39)	ARPA Bonus Appropriation		190,473
2022-141-11 (40)	ARPA Bonus TCRS coverage		9,316

E. **American Rescue Plan Funds Spending Approval**

ARPA 128-02	Ambulance Purchase	\$	360,000
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F. **Notaries**

- *County Clerk will present names at Commission meeting.  
Notary applications are due by noon on the 4<sup>th</sup> Monday of each month.*

**12. Other Business**

**13. Public Comment**

**14. Adjourn**

# MINUTES

## **FEBRUARY 28, 2022 - HARTSVILLE/TROUSDALE COUNTY COMMISSION MEETING**

**BE IT REMEMBERED**, That the Hartsville/Trousdale County Commission met pursuant to adjournment with the Honorable Dwight Jewell, Commission Chairman, presiding and the following commissioners present to wit: Beverly Atwood, Mary Ann Baker, Ken Buckmaster, Shane Burton, Gary Claridy, Rick Davis, Bill Fergusson, Jerry Ford, Bubba Gregory, Landon Gulley, Richard Harsh, Richard Johnson, Rachel Jones, David Nollner, Lesley Overman, Amber Russell, Gary Walsh, Steve Whittaker, and Ethan Boles.

1. **Open Court** -Sheriff Ray Russell
2. **Invocation** - Gary Walsh
3. **Pledge to the American Flag** - Rick Davis
4. **Roll Call** - Rita Crowder, County Clerk - 19 PRESENT, 1 ABSENT
5. **Approval of Minutes** -  
Motion this court approve the minutes as presented.  
Motion by Jerry Ford, Second by Mary Ann Baker **MOTION CARRIED**
6. **Announcements** - The court congratulated Beverly Atwood for her son, Rob Atwood's State Championship win in Wrestling for TCHS. Rob is a sophomore at TCHS. AOE Steven Paxton reminded everyone that planned to run in the upcoming election, the deadline for petitions is April 7th @ 12:00 noon. There are still several positions that have not had petitions pulled.
7. **Amendments to Agenda Items / Approval of Agenda** -  
Everyone has received the revised Agenda. Add a request for approval for an Immediate Increase of EMS Medical Personnel Compensation of \$1.04 per hr. as 11. Item 2.  
Motion this court approve this Agenda as Amended.  
Motion by Richard Harsh, Second by Gary Claridy **MOTION CARRIED**
8. **Citizens' Response to Agenda Items** - None presented.
9. **Director of Schools** - Dr. Clint Satterfield  
Dr. Satterfield reviewed the school's Financial Summary thru 12/21/2021. Compared to the same time as last year, all areas showed an increase in funds. He's concerned with the changes that the State is proposing regarding BEP funding.
10. **County Mayor Report** - Stephen Chambers
  - GNRC Meeting - This meeting is scheduled for March 9th @ 6:00 pm. Approx. 9 commissioners plan to attend.
  - City Park - A portion of the park has been closed resulting from a walk-thru safety assessment. The estimated total to repair the equipment is 36,610.93.
  - Public Hearing on Block Grant March 3rd @ 12:00 noon for a Housing Rehabilitation Project.
  - Congratulations to Rob Atwood for winning the Class A Wrestling Championship for his weight range.
  - Streetscape sidewalk expansions. Mayor Chambers was wanting input from the commission.
11. **Committee Reports**
  - A. **Steering Committee** - Feb 1 - Discussed the need to have this RFQ reviewed by Attorney Brandon Bellar and Bob Bass, which we now have. Announced a called Budget and Finance Meeting @ 6:00. Stop Light Grant will bid on March 25th. Discussed battery backups and signs that would be needed from TDOT. Construction will begin on the wall on Gravel Hill soon. The need for a caution or traffic light at the Hwy 25/231 intersection was discussed. TDOT will have to conduct a study on this. Downtown parking was also discussed.

- B. **Budget & Finance** - Feb 3 | Feb 22 - Discussed ARPA Funding and how it can be spent. Matt Batey has requested an increase in pay for his employees. Requested that the school get the number of non-certified employees by the 2/22 meeting. Feb 22 - Reviewed the Trustee's Report and Financial Summary. Reviewed the Budget Amendments to be placed on the agenda. Discussed bonuses for county employees and other proposed projects. Recommended for approval \$1.04 increase in pay across the board for the EMA service. Continued discussion on the wage study. Asked the Sheriff's Dept. to come up with an amount that it would take to retain his employees.
- C. **Veteran Services** - Feb 7 - Meeting was cancelled due to no quorum. Rescheduled for 3/16.
- D. **Parks and Recreations** - Meeting is scheduled for March 3 @ 7:00 pm.

12. **Active Business**

A. **Appointments**

1) **Agriculture Board**

- Dwight Jewell, Commissioner | 2 year term
- Van Thompson, Farm Man | 2 year term
- Katie Mae Harper, Farm Woman | 2 year term

Motion this court approve these appointments.

Motion by Richard Harsh, Second by Rachel Jones

**ELECTRONIC VOTE - 18 YES, 0 NO, 1 ABSTAINED, 1 ABSENT**

**MOTION CARRIED**

B. **Resolutions**

1) **Resolution 2022-03-747** Authorizing the Transfer of Equipment Between Depts.

Motion this court approve this Resolution.

Motion by Shane Burton, Second by Landon Gulley

**ELECTRONIC VOTE - 19 YES, 0 NO, 1 ABSENT**

**MOTION CARRIED**

2) **Resolution 2022-04-748** Easement to DTC Communications, Cedar Bluff Road

Motion this court approve this Resolution.

Motion by Beverly Atwood, Second by Jerry Ford

**ELECTRONIC VOTE - 19 YES, 0 NO, 1 ABSENT**

**MOTION CARRIED**

3) **Resolution 2022-05-749** Acquire land for Water Dept.

Motion this court approve this Resolution.

Motion by David Nollner, Second by Shane Burton

**ELECTRONIC VOTE - 18 YES, 1 NO, 1 ABSENT (Chairman Jewell did not register a vote)**

**MOTION CARRIED**

C. **Ordinances**

**FIRST READING**

1) **Ordinance 235-2022-05** Rezoning R1 to R3 Main Street

Motion this court approve this Ord. - **1<sup>st</sup> Reading**

Motion by Mary Ann Baker, Second by Richard Harsh

**ELECTRONIC VOTE - 18 YES, 1 ABSENT, 1 ABSTAINED**

**MOTION CARRIED**

**PUBLIC HEARING & SECOND READING**

2) **Ordinance 231-2022-01** Rezoning A1 to R1 Scruggs Lane

Motion this court close this Public Hearing.

Motion by Bill Fergusson, Second by Shane Burton

**MOTION CARRIED**

Motion this court approve this Ordinance 231-2022-01 - **2<sup>nd</sup> Reading**

Motion by Bill Fergusson, Second by Shane Burton

**ELECTRONIC VOTE - 19 YES, 0 NO, 1 ABSENT**

**MOTION CARRIED**

- 3) **Ordinance 232-2022-02** Rezoning A1 to R1 Temprow Road  
 Motion this court close this Public Hearing.  
 Motion by Landon Gulley, Second by Bubba Gregory **MOTION CARRIED**
- Motion this court approve this Ordinance 231-2022-02 - **2<sup>nd</sup> Reading**  
 Motion by Richard Harsh, Second by Gary Claridy  
**ELECTRONIC VOTE - 19 YES, 0 NO, 1 ABSENT** **MOTION CARRIED**
- 4) **Ordinance 233-2022-03** Rezoning A1 to R1 Pike Lane  
 Motion this court close this Public Hearing.  
 Motion by Jerry Ford, Second by Beverly Atwood **MOTION CARRIED**
- Motion this court approve this Ordinance 231-2022-02 - **2<sup>nd</sup> Reading**  
 Motion by Gary Claridy, Second by Bubba Gregory  
**ELECTRONIC VOTE - 19 YES, 0 NO, 1 ABSENT** **MOTION CARRIED**
- 5) **Ordinance 234-2022-04** Rezoning Title 17 Trash Services  
 Motion this court close this Public Hearing.  
**Motion by Beverly Atwood, Second by Mary Ann Baker** **MOTION CARRIED**
- Motion this court approve this Ordinance 234-2022-04 - **2<sup>nd</sup> Reading**  
 Motion by Beverly Atwood, Second by Landon Gulley  
**ELECTRONIC VOTE - 18 YES, 1 NO, 1 ABSENT** **MOTION CARRIED**

**D. Budget Amendments**

**101 - County General**

**FUND BALANCE DRAWS**

- |  |                                      |    |         |
|--|--------------------------------------|----|---------|
| <b>2022-101-28FB</b>   | Beer Board funding                   | \$ | 1,518   |
| Motion this court approve this Budget Amendment.<br>Motion by Bubba Gregory, Second by Rachel Jones<br><b>ELECTRONIC VOTE - 18 YES, 1 NO, 0 ABSENT</b> <b>MOTION CARRIED</b> |                                      |    |         |
| <b>2022-101-32FB</b>   | Elections: Redistricting Costs       |    | 610     |
| Motion this court approve this Budget Amendment.<br>Motion by Landon Gulley, Second by Rachel Jones<br><b>ELECTRONIC VOTE - 19 YES, 0 NO, 1 ABSENT</b> <b>MOTION CARRIED</b> |                                      |    |         |
| <b>2022-101-29R</b>  | LGSF: Little League Lights and Poles |    | 116,287 |
| Motion this court approve this Budget Amendment.<br>Motion by Landon Gulley, Second by Shane Burton<br><b>ELECTRONIC VOTE - 18 YES, 1 NO, 1 ABSENT</b> <b>MOTION CARRIED</b> |                                      |    |         |
| <b>2022-101-30R</b>  | TNCAMS: Sheriff iSOMS Software       |    | 63,000  |
| Motion this court approve this Budget Amendment.<br>Motion by Beverly Atwood, Second by Rick Davis<br><b>ELECTRONIC VOTE - 19 YES, 0 NO, 1 ABSENT</b> <b>MOTION CARRIED</b>  |                                      |    |         |
| <b>2022-101-31</b>   | Rescue Squad - Other Equipment       |    | 15,480  |
| Motion this court approve this Budget Amendment.<br>Motion by Rachel Jones, Second by Amber Russell<br><b>ELECTRONIC VOTE - 19 YES, 0 NO, 1 ABSENT</b> <b>MOTION CARRIED</b> |                                      |    |         |

**111 - URBAN SERVICES**

**2022-111-03R** LGSF: Little League Lights and Poles \$ 232,645

Motion this court approve this Budget Amendment.

Motion by Shane Burton, Second by Gary Claridy

**ELECTRONIC VOTE - 18 YES, 1 NO, 1 ABSENT** **MOTION CARRIED**

**116 - SOLID WASTE**

**2022-116-01FB** Vehicle Purchase \$ 34,000

Motion this court approve this Budget Amendment.

Motion by Gary Claridy, Second by Steve Whittaker

**ELECTRONIC VOTE - 19 YES, 0 NO, 1 ABSENT** **MOTION CARRIED**

**141 - GENERAL PURPOSE SCHOOLS**

**2022-141-07** uTrust Donation \$ 11,800

**2022-141-08** Baseball/Softball Bleachers 111,405

Motion this court approve both Budget Amendments.

Motion by Beverly Atwood, Second by Jerry Ford

**ELECTRONIC VOTE - 18 YES, 1 NO, 1 ABSENT** **MOTION CARRIED**

**E. American Rescue Plan Funds Spending Approval**

**ARPA-127-02** COVID Bonus Pay \$ 534,000

Questions arose as to why the county should pay for bonuses to the school when they had already received funds but had not included bonuses for the non-certified employees. Dr. Satterfield stated that he could not tie those positions to education, so he could not approve bonuses for them from the ESSER funds. Comm. Baker stated that the cooks, bus drivers, and janitors should be tied to the COVID funds as they all play a very important part. Comm. Overman suggested that he use his Revenue surplus of \$167,000 to cover this if couldn't justify using the ESSER funds. Dr. Satterfield commented, if you don't want to pay them, then don't but stop trying find an alibi for not. Chairman Jewell spoke and said that the commission does provide funding where they are obligated, but that the county has employees they are responsible for and the school has employees that they are responsible for. He said he thought the majority felt that the school should take care their employees with the funding they received, and the county would use their funds to compensate ours. He also stated that once the funds are given to the school system, the Commission can't tell them how to spend it. Comm. Gulley clarified that the school board had agreed to use the funds for bonuses for the non-certified employees.

Dr. Satterfield had not gotten the figures together and sent to the Budget Director, so we did not have a firm total for the bonuses. Suggested amount is \$534,000 based on most recent data for County funds, Water, Highway, and Schools.

After the lengthy discussion, Mary Ann Baker made a motion to approve the bonuses for all employees, minus the non-certified school employees. Let the school board meet and if all the ESSER money had been spent, that they could come back and be added. If not, the school should use their funds to cover it. Motion failed due to the lack of a second.

Motion was made to approve the \$3,000 FT /\$1,500 PT bonuses for the non salaried employees that have been employed for the full 2 years since March 20, 2020 and pro-rate, based on their most recent hire date, this amount for the ones that haven't worked the full 2 years for county employees and non-certified school employees.

Employee must be employed on the March 9, 2022 Pay Period to be considered.

Motion by Ken Buckmaster, Second by Gary Walsh

**ROLL CALL, BOOK 3, PAGE 204 - 13 YES, 1 NO, 1 ABSENT, 5 ABSTAINED w/cause (self or family)**

**MOTION CARRIED**



# APPOINTMENTS

MARCH 2022

## BOARD OF EQUALIZATION

- David Baldwin** *filling Tony L Butt's term end 10/31/2022*

## RESALE OF LAND COMMITTEE

- Gary Claridy**

## VETERAN SERVICES COMMITTEE

### Appoint

- Jeff Baxley**
- Dan Belcher**
- Tom Shea**

### Remove

- Bill Painter*
- David Chambers*
- Dave Traini*

## BOARD OF ZONING APPEALS

- Karen Linville**, *filling Mark Harper's term end 1/31/2025*

*Motion to approve appointments as presented.*

*Motion to approve:* \_\_\_\_\_

*ELECTRONIC VOTING*

*Second motion:* \_\_\_\_\_

*Yes* \_\_\_\_\_ *No* \_\_\_\_\_ *Absent* \_\_\_\_\_

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# **RESOLUTIONS**

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

**RESOLUTION #2022-06-750**

**A RESOLUTION TO AUTHORIZE APPLICATION TO AND EXECUTION OF FUNDING FROM  
THE STATE OF TENNESSEE**

**DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT OFFICE  
FOR THE 2022 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

**WHEREAS**, the Tennessee Community Development Block Grant (CDBG) Program has been established to assist local governments in meeting community development and housing needs consistent with the objectives as set forth in Title 1 of the Housing and Community Development Act of 1974, as amended; and

**WHEREAS**, the Hartsville/Trousdale County Metropolitan Government acting by and through its Mayor and County Commission proposes to apply for Community Development Block Grant (CDBG) funds for the purpose of performing eligible community development activities that will benefit residents in Hartsville/Trousdale County; and

**WHEREAS**, there exist areas within Hartsville/Trousdale County comprised of primarily low to moderate income individuals in need of improvements to the housing stock; and

**WHEREAS**, the Hartsville/Trousdale County Metropolitan Government desires to pursue CDBG funds to address the needs of the low-income home owners residing within the designated areas.

**NOW THEREFORE BE IT RESOLVED** by the Hartsville/Trousdale County Commission as follows:

1. The Mayor be authorized and directed to execute and submit an application with appropriate assurances to the State of Tennessee, Department of Economic and Community Development, Office of Community and Rural Development, requesting Fiscal Year 2022 Community Development Block Grant funds in an amount not to exceed \$525,000, plus any eligible Three-Star bonus allowance, for the above mentioned project; and to enter into all necessary agreements to receive and administer such grant funds.
2. Matching funds are not applicable to CDBG Housing Rehabilitation projects.

Motion to approve: \_\_\_\_\_

**Electronic Voting**

Second motion: \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_ ABSENT \_\_\_\_\_

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
**Dwight Jewell**  
Commission Chair

\_\_\_\_\_  
**Rita Crowder**  
County Clerk

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT

**RESOLUTION # 2022-07-751**

**RESOLUTION AMENDING THE HARTSVILLE/TROUSDALE COUNTY GOVERNMENT  
PERSONNEL POLICY TO ADDRESS RETROACTIVE PAY**

**WHEREAS**, the Hartsville/Trousdale County Metropolitan Government is required to develop its own personnel and office policies; and

**WHEREAS**, it is the desire of the County Commission to present an updated version of Personnel Policies for all employees of Hartsville/Trousdale County Government excluding those employees working in the School System which has their own personnel policies; and

**WHEREAS**, in accordance with the Hartsville/Trousdale County Charter Section 4.02, the Mayor wishes to cease the activity of retroactive payroll submissions unless required by the Fair Labor Standards Act, and/or other personnel and office policy approved by the County Commission.

**NOW, THEREFORE, BE IT RESOLVED** by the Hartsville/Trousdale County Commission meeting in regular session, that the Retroactive Pay be added to the Personnel Policy under Section VI Item H to be stated as:

**SECTION IV - COMPENSATION**

**H. Retroactive Pay**

It is the Elected Official/Department Head’s responsibility to submit the paperwork to the Human Resource office in a timely manner. Any and all changes in employee rates of pay made during the fiscal year will be effective at the beginning of the pay period, or the beginning of the next pay period if the notice is provided during the pay period, and after receipt of the Employee Change Form by the Human Resources Director, not the change date on the Employee Change Form. An increase in the rate of pay WILL NOT be made retroactive.

Motion to approve: \_\_\_\_\_

**Electronic Voting**

Second motion: \_\_\_\_\_

YES \_\_\_\_\_ NO \_\_\_\_\_ ABSENT \_\_\_\_\_

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
**Dwight Jewell**  
Commission Chair

\_\_\_\_\_  
**Rita Crowder**  
County Clerk

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT  
**RESOLUTION #2022-08-752**

**RESOLUTION APPROVING PAYMENT IN LIEU OF TAX POLICIES AND PROCEDURES,  
FINDING THAT SUCH PURPOSES BE IN FURTHERANCE OF THE PUBLIC PURPOSES OF THE  
HARTSVILLE/TROUSDALE COUNTY INDUSTRIAL DEVELOPMENT BOARD  
AS DEFINED IN TCA §7-53-305**

**WHEREAS**, The Hartsville/Trousdale County Industrial Development Board (the "Board") is a corporation duly formed under Tenn. Code Ann. § 7-53-101 et seq., and created by the Hartsville/Trousdale County Commission (the "County Commission"), with its Amended Certificate of Incorporation filed with Tennessee's Secretary of State May 10, 2004, and that Articles of Amendment to the Charter of a Nonprofit Corporation filed with Tennessee's Secretary of State February 28, 2001; and

**WHEREAS**, the public purpose of the Board is to promote economic development in Trousdale County, Tennessee; and

**WHEREAS**, local officials, the Board, and Tennessee Central Economic Authority work to recruit industry and development to Trousdale County, Tennessee, some of which request incentives to locate here; and

**WHEREAS**, Pursuant to Tenn. Code Ann. § 7-53-302(a)(5) the Board is empowered to enter into lease agreements for the lease of real and personal property it owns; and

**WHEREAS**, upon being granted such authorization from County Commission, the Board is authorized pursuant to Tenn. Code Ann. § 7-53-101(b) to negotiate and enter into payments in lieu of tax agreements the Board's lessees; and

**WHEREAS**, to foster economic growth and development in Trousdale County, Tennessee, by offering incentives to locate here, the County Commission wishes to delegate to the Board the authority to negotiate and enter into payment in lieu of tax agreements with lessees of the Board, pursuant to the Hartsville/Trousdale County Pilot Program Policies and Procedures attached hereto as Exhibit "A" (the "PILOT Procedures").

**NOW THEREFORE BE IT RESOLVED** by the Hartsville/Trousdale County Commission meeting in regular session that

1. The County Commission hereby approves and adopts the PILOT Procedures.
2. Pursuant to Tenn. Code Ann. § 7-53-101(b) and in accordance with the PILOT Procedures, the County Commission hereby delegates to the Board the authority to negotiate, accept from any of the Board's lessees payment in lieu of taxes, and the authority to negotiate and accept any agreement to effect the same, and any such action by the Board is hereby deemed to be in furtherance of the Board's public purpose.
3. All other resolutions or actions of the County Commission in conflict with the provisions of this resolution are, to the extent of such conflict, hereby repealed and this resolution shall be in immediate effect from and after its adoption.

Motion to approve: \_\_\_\_\_

**Electronic Voting**

Second motion: \_\_\_\_\_ YES \_\_\_\_\_ NO \_\_\_\_\_ ABSENT \_\_\_\_\_

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
**Dwight Jewell**  
Commission Chair

\_\_\_\_\_  
**Rita Crowder**  
County Clerk

Hartsville/Trousdale County

Industrial Development Board

Minutes

January 25, 2022

7:00 p.m.

The meeting of the Hartsville/Trousdale County Industrial Development Board was called to order by Chairman Bryan King at the Hartsville/Trousdale County Courthouse in the upper courtroom. A quorum was confirmed and the Pledge of Allegiance was recited. Members present either live or virtually were: Bryan King, Scott Graves, Craig Moreland, Leah Petty, Heather Bay, Robert Thurman and Seth Thurman. Also in attendance were Mayor Stephen Chambers and County Commission Chairman Dwight Jewell.

The minutes were submitted by Petty. Graves made the motion to approve the minutes and seconded by Seth Thurman. The motion passed with none opposed.

The treasurer's report was submitted by Thurman. With there having been no activity, Moreland made the motion to approve the treasurer's report with Graves seconding. The motion passed with none opposed.

Items 6- PILOT Policies and Procedures Document- Chairman King invited the board to comment and ask questions regarding the document. The board was presented the PILOT Policies and Procedures document, a resolution titled- Resolution of the Hartsville/Trousdale County Industrial Development Board Adopting and Approving Payment in Lieu of Taxes Policies and Procedures and Authorizing the Submission of the same to the Trousdale County Commission for Consideration and Implementation. They were also presented with a Hartsville/Trousdale County Metropolitan Government Resolution to be presented to the full County Commission for approval. Such resolution is defined in Tennessee Code Annotated 7-53-305.

Chairman King informed the Board of the process for approval. The document will first be presented to the Steering Committee, then to Budget and Finance before presentation to the full Hartsville/Trousdale County Commission.

The eligibility matrix will be used as a guide for potential industry in the community and will be scored by Younger and Associates with the board only acting as a steward of the project. Property will be transferred to the Industrial Development Board for the period of time the entity is entitled to PILOT and when complete that real property is transferred back to the property owner.

Seth Thurman made the motion to approve the document and supporting resolutions with Graves seconding the motion. The motion carried with none opposed.

Item 7- Other Business- Mayor Chambers gave an update on recent retail and industrial activity in the community.

Item 8- Public Comment- Commission Chairman Jewell gave his support for the PILOT document(s) and told the Board he would work to help those on the County Commission that have questions or concerns with the PILOT program to find answers.

Item 9- Adjournment- Graves makes the motion to adjourn.

Respectfully submitted by:  
Leah Petty  
Secretary

**HARTSVILLE/TROUSDALE COUNTY  
PILOT PROGRAM POLICIES AND  
PROCEDURES**

**SECTION I**  
**GENERAL PURPOSES AND OBJECTIVES<sup>1</sup>**

Hartsville/Trousdale County (“Trousdale County”) is committed to improving its local business environment and economy. In furtherance of this objective, the City of Hartsville/Trousdale County Consolidated Government (“Consolidated Government”) has, in cooperation with the Hartsville/Trousdale Industrial Development Board, a program to provide economic incentives to qualifying entities based on payments in lieu of taxes (“PILOT”). This program is intended to attract and retain, on a basis competitive with other local governments, businesses that provide the types of employment, capital investment, community involvement, and financial impact sought by Trousdale County for its citizens.

Trousdale County established the Property Tax Incentive Program, and these Policies and Procedures, to consider and evaluate on a case-by-case basis certain economic and business development opportunities. It is under no obligation to grant a property tax incentive to any Applicant. Granting these incentives is solely within the discretion of Trousdale County. In order, however, to inform potential Applicants of specific criteria for these incentives, Trousdale County and the Hartsville/Trousdale Industrial Development Board have established basic criteria and guidelines for Applicants, including a grading matrix based upon factors that the County considers essential for any property tax incentive.

The Board administers the PILOT for the Consolidated Government. The Board is a public nonprofit corporation that was established pursuant to the Tennessee Industrial Development Corporation Act (“Act”), Tenn. Code Ann. §§7-53-101 et seq. The Board’s statutory purposes include financing, owning and leasing certain real and personal properties, which will have the effect of maintaining and increasing employment and otherwise promoting new industry, commerce and trade in Tennessee and in particular, the Consolidated Government. The Board will conduct its activities consistent with the provisions of the Act and the intent of the Consolidated Government as set forth in these Policies and Procedures.

These Policies and Procedures are intended to apply to Projects that are wholly or partially within Trousdale County. These Policies and Procedures will be applied by the Hartsville/Trousdale Industrial Development Board. Trousdale County reserves the right to modify these Policies and Procedures.

In evaluating Applications to participate in the Consolidated Government’s PILOT program, the Board will apply the following general guidelines:

1. Public Interest/Increase Employment: In accordance with the objectives of the Act, the Board must find that each proposed Project will be in the public interest and will increase employment within the Trousdale County area. The Board will give special consideration to the magnitude and type of jobs, wages, and positions offered or to be offered by the Applicant. Projects that result in a “net” increase in the number of jobs within the

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<sup>1</sup> Capitalized terms used in these Policies and Procedures that are not otherwise defined shall have the meanings given to such terms in Section II.

- Trousdale County area (or a “net” savings of jobs which might otherwise be lost) will be eligible for consideration.
2. Eligible Projects: The Board has identified the following types of Projects for property tax incentives, so long as the proposal meets the Board’s other criteria:
    - (a) Industrial projects constructed to manufacture, assemble, process, fabricate, and distribute agricultural, mining, or manufactured products.
    - (b) Distribution Facilities constructed to receive and forward final goods to various locations, and service facilities including any accompanying office space and any single tenant service industry.
  3. Guidelines: Provided a Project satisfies the first two guidelines stipulated above, the Board shall determine the term, if any, of the PILOT incentive based on the Evaluation Matrix. The implementation of the Evaluation Matrix is described in further detail in **Section III**.

## **SECTION II**

### **DEFINITIONS**

For purposes of these Policies and Procedures, the following terms shall have the following meanings:

"Applicant" means the Person applying to the Board to enter into a Lease Agreement that would include a PILOT incentive with respect to a Project.

"Application" means the application submitted to the Board by an Applicant to receive a PILOT incentive.

The “Board” means the Hartsville/Trousdale Industrial Development Board

"Expansion" means the addition of buildings, structures, machinery, and/or equipment for the purpose of expanding a Project.

“Lease Agreement” means the formal contract between the Lessee and the Hartsville/Trousdale Industrial Development Board containing the terms and conditions of the Agreement and property tax incentives.

“Lease Term” means the period of time, in years, during which the property tax incentive is in effect, from commencement of the Lease Agreement.

"Payment-in-Lieu-of Taxes" or "PILOT" means payments established by a Board to be made in lieu of ad valorem (land, building or equipment) taxes with respect to a Project.

“Person” means any individual, sole proprietorship, corporation, limited liability company, association, partnership (general, limited, or limited liability partnership), organization, business, trust, and governmental authority.

"Project" means the acquisition, construction and/or improvement of land, buildings, structures, machinery, equipment and related improvements as described in an application. A Project may include any expansion of an existing building or structure or additional machinery, equipment and related improvements. Any Expansion undertaken after such date will require a new Application to be filed with the Board with respect to the Expansion

"Total Project Investment" means the total value of all capital expenditures on real and personal property planned for the Project as proposed by the Applicant and approved by the Board

### **SECTION III PILOT AMOUNT AND APPLICATION OF EVALUATION MATRIX**

#### **PILOT Amount**

If an Applicant is approved for a PILOT incentive at the discretion of the Board, the amount of tax abatement for the Applicant the PILOT Term shall be equal to taxes imposed by all local taxing authorities on the Total Project Investment.

An applicant shall be obligated to make a PILOT payment to the Consolidated Government's Trustee annually for the taxes that would have been imposed on any real and personal property above the Total Project Investment.

#### **Application of Evaluation Matrix**

The Evaluation Matrix is intended to provide objective criteria for the Board to assist in determining the length of the PILOT Term, if any, with respect to a Project. The Board may consider other special circumstances as it deems relevant in determining a PILOT Term with respect to a particular Project.

#### *PILOT Eligibility Matrix*

The PILOT Eligibility Matrix is intended to provide objective criteria for the Board to assist in determining the amount and length of the PILOT Term, if any, specific to each Project. All approved incentives are based on the PILOT Eligibility Matrix. The Board only authorizes incentives within the parameters of the Matrix with the maximum PILOT Term being 7 years. The Board may elect to recommend to the County Commission for consideration incentives outside the parameters of the Matrix. The Matrix is attached hereto as Exhibit A.

The PILOT Eligibility Matrix contains three criteria to be considered by a Board in establishing a PILOT Term. The following is a brief discussion of each criterion, which discussion is intended to provide guidance as to how each criterion will be evaluated:

1. New Jobs - The number of new jobs will be based upon estimates to be provided by the Applicant; the Board may obtain other information as required. The estimate of new jobs will be based upon the number of new jobs that are anticipated to exist at the Project site three years after completion of the Project.
2. Better Jobs - The average annualized wage that is to be paid by an Applicant, as compared to the existing wages in Hartsville/Trousdale.

3. Capital Investment - The Board will consider any capital expenditure made by the Applicant in a Project, including land, building, and equipment.

#### **SECTION IV POST-CLOSING MONITORING**

Through the implementation of the PILOT program, the Board intends to produce substantial and measurable changes and improvements to and for the economic environment of the Consolidated Government. Accordingly, each Lease Agreement with an Applicant will contain, in the manner determined by the Board, certain commitments relating to job creation, wage levels, and capital expenditures. The Board may from time to time evaluate each Project receiving a PILOT incentive to ensure compliance with the PILOT Agreement and Lease Agreement applicable to the Project.

Upon the request of the Board, an Applicant shall furnish information the Board deems necessary for it to evaluate a proposal.

#### **SECTION V FEES**

##### **1. Board Premium**

A closing fee computed as described in this paragraph will be paid by the PILOT applicant to the Industrial Development Board prior to or at the execution of the Lease Agreement. Closing fees for PILOT incentives are based on the Total Project Investment. The closing fee for a PILOT incentive transaction with the Board will be Five Hundred Dollars plus 0.0005% of the Total Project Investment as authorized by the Board, to be paid at closing. The Applicant receiving the PILOT incentive will also be responsible for paying expenses of the Board relating to the transaction, including its Issuer's Counsel Fees as regulated by the Board.

#### **SECTION VI MISCELLANEOUS**

These Policies and Procedures shall not be construed to create any type of contract or agreement between the Board or the Consolidated Government and any third party, including any Applicant. Notwithstanding any provision of these Policies and Procedures to the contrary, the Board retains the right, in its sole discretion, not to enter into any Lease Agreement with any Applicant and not to approve any Application for a PILOT incentive.

## PROCEDURES FOR PILOT AGREEMENT

1. An applicant, or applicant's counsel, should reach out to one of the below listed representatives of the Industrial Development Board (the "Board") to begin discussions about a proposed project and incentive program. The following representatives can be contacted:
  - A. Project Manager or President, Tennessee Central Economic Authority
  - B. Board Chairman
  - C. Mayor of Hartsville/Trousdale County
  
2. The applicant should be prepared at the appropriate time to furnish the following information:
  - (a) Project Description
  - (b) Project Cost Estimate
  - (c) Employment - Current and Projected
  - (d) Financial Statements - preferably audited statements, at least statements reviewed by a CPA
  - (e) Phase I Environmental Report
  - (f) Parcel Information and Legal Description and a copy of the Applicant's title insurance policy, commitment, or title report with respect to the real property
  - (g) Contact information for applicant's counsel
  
3. Steps for a PILOT consideration and approval.
  - (a) The Preliminary Approval Committee. The Mayor, Chairman of Industrial Development Board and an appointed private citizen<sup>2</sup>, will review the applicant's proposed investment plan and make recommendations stipulating the proposed terms of the property tax incentive.
  - (b) Budget Committee Approval. Upon receiving approval of the Preliminary Approval Committee, the Board's designated representative shall then present the applicant's proposed investment and the proposed incentive plan for consideration at the next regularly scheduled, or if necessary, at a special called meeting, of the County Commission's Budget Committee. The Budget Committee shall consider the fiscal impact during any PILOT Term on the County's recurring obligations to the County's Schools including its annual maintenance of effort obligation.
  - (c) Board Approval. Upon receiving approval from the Budget Committee, the applicant's counsel will prepare the form of Lease Agreement, and any other applicable documents listed in Section 4 below, subject to the consultation and approval of the Board's Issuer's Counsel. The final PILOT Agreement and Lease Agreement shall then be submitted to the Board for its consideration.

---

<sup>2</sup> Such private citizen shall be chosen by the Chairman of the Trousdale County Commission and approved by a simple majority vote of the entire County Commission, to serve a two-year term beginning July 1 of the evenly numbered years. No person currently holding public office shall be eligible for appointment.

4. Upon obtaining Board's approval of the final Lease Agreement, the closing can be scheduled immediately. Applicant shall furnish the Board's Issuer's Counsel prior to closing:
  - (a) Project specific PILOT Agreement
  - (b) Lease Agreement
  - (c) Special Warranty Deed (if real property is involved)
  - (d) List of Encumbrances on the Property
  - (e) Bill of Sale (if personal property is involved and has been acquired)
  - (f) The Board's Premium, the Board's Issuer's Counsel Fees, and any other applicable fee.
  - (g) Such others as may be referred to in the Lease Agreement
  
5. Upon closing, appropriate documentation will be filed with the County Register's Office. Originals of all documents will be held by the Board's Issuer's Counsel. The applicant will file a copy of the Lease Agreement with the appropriate local government and with the State Comptroller's office at the following address:

The Office of the Comptroller  
Division of Property Assessment  
501 Deadrick Street  
Suite 1400 (EDA Compliance)  
Nashville, TN 37243-0277

A copy of the transmittal letter must be sent to the Board for inclusion in the Project file.

6. Tenn. Code Ann. §7-53-305 requires the lessee under each Lease Agreement to file with the State Board of Equalization before October 1st of each year an annual report containing a list of all the real and tangible personal property owned by the Board subject to the Lease Agreement; the value of each listed property as estimated by the lessee of property; the date and term of the lease for each listed property; the amount of payments made in lieu of property taxes for each listed property; the date each listed property is scheduled to return to the regular tax rolls; and a calculation of the taxes, which would have been due for each listed property if the properties were privately owned or otherwise subject to taxation. Each Applicant will be responsible for the timely completion and filing of such reports with respect to its Project, and failure to timely complete and file the report may subject such Applicant to the penalties set forth in the "Act". The Applicant is required to submit a copy of each such report to the Board for inclusion in the Project file. The copy should be sent to:

Issuer's Counsel:

**Rochelle, McCulloch & Aulds, PLLC**  
Attn: Elliott Benson  
109 North Castle Heights Avenue  
Lebanon, Tennessee 37087

**Exhibit A**

[ON NEXT PAGE]

## PILOT ELIGIBILITY MATRIX GUIDELINES

New Jobs		Better Jobs		Capital Investment			
		Firms are encouraged to pay wages that raise the Per Capita Income of the County as defined by the TN Department of Employment Security		Capital Expenditures to be made by Applicant at Project Site			
Criteria		Criteria		Criteria			
Number of New Jobs	Points	Wages	Points	Amount		Points	
1	20	2	120%	12	\$1,000,000	\$3,000,000	6
21	40	10	130%	18	\$3,000,001	\$6,000,000	10
41	60	15	140%	24	\$6,000,001	\$10,000,000	20
61	80	22	150%	30	\$10,000,001	\$15,000,000	26
81	100	30	160%	34	\$15,000,001	\$20,000,000	34
			170%+	40	\$20,000,001	\$25,000,000	40
					\$25,000,001	\$30,000,000	50
					\$30,000,001	\$35,000,000	60
Projects with 100+ jobs may be given special consideration		Wages at 200%+ may be given special consideration		Amounts above \$35,000,000.00 may receive special consideration			

Abatement		
Total Score Range		Years
21	35	2
36	50	3
51	65	4
66	80	5
81	95	6
100+		7

DISCLAIMER: this chart is not binding but is to be used as a guide for recommendations by the Preliminary Approvals Committee and Board to the Budget Committee of the County Commission, such recommendations may consider other factors pertinent at such time. In no event shall any recommendation be for an abatement period greater than 7 years.

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

**RESOLUTION #2022-09-753**

**RESOLUTION AUTHORIZING PUBLIC WORKS DEPARTMENT TO ACCEPT THE DONATION OF SIGNAGE AT THE LITTLE LEAGUE FIELDS IN THE COUNTY PARK COMPLEX**

**WHEREAS**, Wilson Bank and Trust has offered to donate a scoreboard system with signage to the local Little League program of Trousdale County; and

**WHEREAS**, the Little League fields are the property of the Hartsville/Trousdale County and maintained by the HTC Public Works Department; and

**WHEREAS**, the Hartsville/Trousdale County Commission must approve the acceptance of the donation.

**NOW THEREFORE BE IT RESOLVED** by the Hartsville/Trousdale County Commission meeting in regular session, that the Public Works Department is authorized to accept the scoreboard system with signage to be placed in the Little League ballfields.

Motion to approve: \_\_\_\_\_

**Electronic Voting**

Second motion: \_\_\_\_\_

YES \_\_\_\_\_ NO \_\_\_\_\_ ABSENT \_\_\_\_\_

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
**Dwight Jewell**  
Commission Chair

\_\_\_\_\_  
**Rita Crowder**  
County Clerk

# **ORDINANCES**

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT  
**ORDINANCE #236-2022-06**

**AN ORDINANCE TO AMEND ARTICLE V, SECTION 5.020 OF THE  
ZONING RESOLUTION OF HARTSVILLE, TENNESSEE AND THE  
ZONING ORDINANCE OF TROUSDALE COUNTY, TENNESSEE,  
BY REZONING TAX MAP 016 PARCEL 018.00  
FROM A1 TO R1**

**WHEREAS**, the land use controls of Hartsville/Trousdale County, Tennessee have been adopted for the purpose of promoting the public health, safety, morals, convenience, order, prosperity, and general welfare of the community; and

**WHEREAS**, the location and boundaries of the zoning districts established by this resolution and ordinance, are bounded, and defined as shown on the official zoning map, entitled Zoning Map of Trousdale County, Tennessee, and any amendment thereto; and

**WHEREAS**, the Hartsville/Trousdale County Regional Planning Commission has duly reviewed and recommended these requests to the County Commission; and

**WHEREAS**, the County Commission has reviewed such recommendation and has conducted a public hearing prior to the second reading.

**NOW, THEREFORE, BE IT ORDAINED BY THE HARTSVILLE/TROUSDALE COUNTY COMMISSION:**

That the Zoning Map of Hartsville/Trousdale County, Tennessee be amended by the rezoning of a parcel from A-1 Agricultural to R-1 Residential at the property identified as follows:

Trousdale County Tax Map 016 Parcel 018.00;  
This being 57 acres located on Templow Road, Hartsville, TN.

**BE IT ENACTED** that this ordinance shall take effect from and after its adoption, the public welfare requiring it.

*This Rezoning request is recommended by Planning Commission March 14, 2022  
Public Hearing to be held on April 25, 2022 if approved on 1<sup>st</sup> Reading*

First Reading: March 28, 2022 1M \_\_\_\_\_ 2m \_\_\_\_\_ **Electronic Voting**  
Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_

Second Reading: April 25, 2022 1M \_\_\_\_\_ 2m \_\_\_\_\_ **Electronic Voting**  
Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_

---

**Approved:**

**Attest:**

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*Dwight Jewell, Commission Chairman*

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*Rita Crowder, County Clerk*

# Trousdale County - Parcel: 016 018.00



Date: March 9, 2022  
County: Trousdale  
Owner: TAYLOR ZACH  
Address: TEMPLOW RD  
Parcel Number: 016 018.00  
Deeded Acreage: 57  
Calculated Acreage: 0  
Date of Imagery: 2017

Esri, HERE, Garmin, (c) OpenStreetMap contributors  
State of Tennessee, Comptroller of the Treasury, Department of Property  
Assessment (DPA) – Geographic Services  
TDOT

The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property ownership in any court of law.

HARTSVILLE/TROUSDALE COUNTY  
Sam Edwards | Zoning & Building Inspector  
328 Broadway, Room 1 | Hartsville, TN 37074  
office (615) 374-1125 | fax (615) 374-0558

**ZONING CHANGE**

**PARCEL INFORMATION**

Current Zoning A-1 Requested Zoning R-1 Reason to create residential homesites  
Property Owner Zach Taylor Phone \_\_\_\_\_  
Property Address Templow Rd., Hartsville, TN 37074  
Lot Size 57 Road Frontage 2184.9 ft. Easements \_\_\_\_\_ ft  
Tax Map Number 016 Group \_\_\_\_\_ Parcel 018 Record/Deed Book 96/467  
Subdivision Name \_\_\_\_\_ Phase \_\_\_\_\_ Lot # \_\_\_\_\_  
Water Source \_\_\_\_\_ Sewer or Septic \_\_\_\_\_

**APPLICANT INFORMATION**

Applicant Name Fleming Homes - Jordan Fleming Phone \_\_\_\_\_  
Mailing / \_\_\_\_\_ TN 37121  
Email: \_\_\_\_\_

**IMPACT INFORMATION**

Zoning of Surrounding Properties \_\_\_\_\_  
Names of Surrounding Property Owners \_\_\_\_\_  
Affected Roads \_\_\_\_\_  
Schools Affected \_\_\_\_\_  
Public Utilities \_\_\_\_\_

**ACTION TAKEN**

Reviewed by Planning Commission \_\_\_\_\_ Action \_\_\_\_\_  
Reviewed by BZA \_\_\_\_\_ Action \_\_\_\_\_  
Zoning Ordinance at County Commission  
1<sup>st</sup> Reading \_\_\_\_\_ Action \_\_\_\_\_  
Public Hearing \_\_\_\_\_ Action \_\_\_\_\_  
2<sup>nd</sup> Reading \_\_\_\_\_ Action \_\_\_\_\_  
Passed \_\_\_\_\_ Failed, state reason \_\_\_\_\_

Applicant Signature

Date Submitted

**\$100 Application fee**



HARTSVILLE/TROUSDALE COUNTY  
**PLANNING COMMISSION**  
328 BROADWAY, RM 1 | HARTSVILLE, TN 37074

✓ JOHN KERR, CHAIRMAN

✓ Mary Ann Baker

✓ Sara Murray

Carol Pruitt

Mark Swaffer

✓ Rhonda Keisling

✓ David Nollner

✓ David Thomas

✓ Thomas Harper

**STATEMENT OF RECOMMENDATION**

At its regular monthly meeting held on March 14, 2022, the Planning Commission of Hartsville/Trousdale County reviewed the following Zoning Change Application.

**PARCEL INFORMATION**

Current Zoning A-1 Requested Zoning R-1  
Tax Map Number 016 Group \_\_\_\_\_ Parcel 018  
Reason Create residential homesites  
Property Owner Zach Taylor  
Property Address Templov Road

After reviewing the required information and consulting the Hartsville/Trousdale County Zoning Resolution and Ordinances, the Planning Commission states the following the Zoning Application:

The HTC Planning Commission has voted to  RECOMMENDED  NOT RECOMMENDED based on the following information:

Owner has contract to sell to Jordan Fleming of Fleming Homes who would like to build residential homes.

*This statement is to be submitted to the Hartsville/Trousdale County Commission before the First Reading of the requested Zoning Ordinance.*

*Mary Ann Baker*

Chairman or Secretary



# Trousdale County - Parcel: 027D A 003.00 00.400 005.00



Date: February 3, 2022  
County: Trousdale  
Owner: POWERS ROBERT E  
Address: E MAIN ST 617  
Parcel Number: 027D A 003.00  
Deeded Acreage: 0  
Calculated Acreage: 0  
Date of Imagery: 2017

HARTSVILLE/TROUSDALE COUNTY  
Sam Edwards | Zoning & Building Inspector  
328 Broadway, Room 1 | Hartsville, TN 37074  
office (615) 374-1125 | fax (615) 374-0558

1/26/22  
WR# 1942

**ZONING CHANGE**

**PARCEL INFORMATION**

Current Zoning R-1 Requested Zoning R-3 Reason combine lots and build apts  
Property Owner Robert Powers Phone \_\_\_\_\_  
Property Address 613, 615, 617 East Main St Hartsville TN 37074  
Lot Size 1.93 acres Road Frontage \_\_\_\_\_ ft. Easements \_\_\_\_\_ ft  
Tax Map Number 027D Group A Parcel 5.00, 4.00, 3.00 Record/Deed Book \_\_\_\_\_  
Subdivision Name \_\_\_\_\_ Phase \_\_\_\_\_ Lot # \_\_\_\_\_  
Water Source city Sewer or Septic sewer

**APPLICANT INFORMATION**

Applicant Name Robert Powers Phone \_\_\_\_\_  
Mail \_\_\_\_\_, Hartsville TN 37074  
Email \_\_\_\_\_

**IMPACT INFORMATION**

Zoning of Surrounding Properties R-1, C-2, R-3  
Names of Surrounding Property Owners Dwight Jewell, Robert Lee, Beach One Properties,  
Jeff Gregory, George Gregory, Amber Branscum, Monica Wilderson, Veronica Miller, Phillip Harris  
Affected Roads East Main St  
Schools Affected \_\_\_\_\_  
Public Utilities HTC Water, Tri County Electric

**ACTION TAKEN**

Reviewed by Planning Commission \_\_\_\_\_ Action \_\_\_\_\_  
Reviewed by BZA \_\_\_\_\_ Action \_\_\_\_\_  
Zoning Ordinance at County Commission  
1<sup>st</sup> Reading \_\_\_\_\_ Action \_\_\_\_\_  
Public Hearing \_\_\_\_\_ Action \_\_\_\_\_  
2<sup>nd</sup> Reading \_\_\_\_\_ Action \_\_\_\_\_  
Passed \_\_\_\_\_ Failed, state reason \_\_\_\_\_

  
Applicant Signature

1-26-22  
Date Submitted

\$100 Application fee



**HARTSVILLE/TROUSDALE COUNTY  
PLANNING COMMISSION**  
328 BROADWAY, RM 1 | HARTSVILLE, TN 37074

✓ JOHN KERR, CHAIRMAN

✓ Mary Ann Baker

✓ Sara Murray

✓ Carol Pruitt

Mark Swaffer

✓ Rhonda Keisling

✓ David Nollner

David Thomas

✓ Thomas Harper

**STATEMENT OF RECOMMENDATION**

At its regular monthly meeting held on February 14, 2022, the Planning Commission of Hartsville/Trousdale County reviewed the following Zoning Change Application.

**PARCEL INFORMATION**

Current Zoning R-1 Requested Zoning R-3  
 Tax Map Number 027D Group A Parcel 5.00, 4.00, 3.00  
 Reason Combine lots and build apartments  
 Property Owner Robert Powers  
 Property Address 613, 615 & 617 East Main Street : Hartsville, TN. 37074

After reviewing the required information and consulting the Hartsville/Trousdale County Zoning Resolution and Ordinances, the Planning Commission states the following the Zoning Application:

The HTC Planning Commission has voted to  **RECOMMENDED**  NOT RECOMMENDED based on the following information:

Property Owner would like to combine 3 lots and build apartments (5 Buildings with 4 Apartments in each for a total of 20)

Passed - 6/1

*This statement is to be submitted to the Hartsville/Trousdale County Commission before the First Reading of the requested Zoning Ordinance.*

*Mary Ann Baker*

Chairman or Secretary



# **BUDGET AMENDMENTS**

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

**BA 101-33FB ARPA Bonuses**

**| BUDGET AMENDMENT**

**2022-101-33**

Request is hereby made to amend **Fund 101 County General** budget as follows:

		<u>DEBIT:</u>	<u>CREDIT:</u>
101-48130-ARPA	Contributions - American Rescue Plan	\$ 233,197	
101-40110	Property Tax	7,329	
101-58831-188	ARPA: Bonus		\$ 216,625
101-58831-201	ARPA: Social Security		13,431
101-58831-212	ARPA: Medicare		3,141
101-51300-204	Mayor: State Retirement		450
101-51720-204	Planning: State Retirement		256
101-51800-204	Buildings: State Retirement		450
101-52300-204	Property Assessor: State Retirement		150
101-52400-204	Trustee: State Retirement		150
101-52500-204	County Clerk: State Retirement		150
101-53100-204	Circuit Court Clerk: State Retirement		300
101-53400-204	Cleark & Master: State Retirement		38
101-53920-204	Courtroom Sec: State Retirement		150
101-54110-204	Sheriff: State Retirement		2,507
101-54150-204	Drug Enforcement: State Retirement		150
101-54210-204	Jail: State Retirement		1,628
101-54220-204	Workhouse: State Retirement		300
101-54240-204	Juvenile Services: State Retirement		150
101-55120-204	Animal Shelter: State Retirement		25
101-56500-204	Library: State Retirement		325
101-56700-204	Parks: State Retirement		150
<b>TOTAL</b>		<b>\$ 240,526</b>	<b>\$ 240,526</b>

**Purpose:** *Appropriating funding from the American Recovery Plan Act (ARPA) for the approved COVID bonuses qualifying employees. ARPA funding does not cover the pension amount, therefore this is being funded by the Property Tax surplus received.*

**Budget Amendment Total** **\$ 240,526** **\$ 240,526**

As recommended by the Budget & Finance Committee \_\_\_\_\_

Motion to approve: \_\_\_\_\_

**Electronic Voting**

Second: \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_

**Budget Amendment** 2022-101-33 **approved by Commission on** \_\_\_\_\_

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
DWIGHT JEWELL  
COMMISSION CHAIRMAN

\_\_\_\_\_  
RITA CROWDER  
COUNTY CLERK

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

**BA 101-34 LGSF Playground Equipment**

**| BUDGET AMENDMENT  
2022-101-34**

Request is hereby made to amend **Fund 101 County General** budget as follows:

		<u>DEBIT:</u>	<u>CREDIT:</u>
101-46980-LGSF	Local Government Support Funding FY22	\$ 36,611	
101-56700-790	Parks: Other Equipment		\$ 36,611
<b>TOTAL</b>		<b>\$ 36,611</b>	<b>\$ 36,611</b>

**Purpose:** Based on quote from Miracle of KY and TN, to repair playground equipment for Trey Park Playground

<b>Budget Amendment Total</b>	<b>\$ 36,611</b>	<b>\$ 36,611</b>
-------------------------------	------------------	------------------

*s recommended by the Parks & Recreation Committee* March 3, 2022

*As recommended by the Budget & Finance Committee* \_\_\_\_\_

Motion to approve: \_\_\_\_\_

Second: \_\_\_\_\_

**Electronic Voting**

Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_

**Budget Amendment** 2022-101-34 **approved by Commission on** \_\_\_\_\_

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
DWIGHT JEWELL  
COMMISSION CHAIRMAN

\_\_\_\_\_  
RITA CROWDER  
COUNTY CLERK

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

**BA 101-35FB Sheriff Increase**

**| BUDGET AMENDMENT  
2022-101-35FB**

Request is hereby made to amend **Fund 101 County General** budget as follows:

		<u>DEBIT:</u>	<u>CREDIT:</u>
101-39000	Fund Balance	\$ 49,571	
101-53920-106	Courtroom Security: Deputies		\$ 2,472
101-53920-201	Courtroom Security: Social Security		154
101-53920-204	Courtroom Security: State Retirement		124
101-53920-212	Courtroom Security: Medicare		36
101-54110-106	Sheriff: Deputies		12,384
101-54110-148	Sheriff: Dispatchers		3,840
101-54110-162	Sheriff: Records Clerk		960
101-54110-170	Sheriff: School Resource Officer		3,096
101-54110-201	Sheriff: Social Security		1,255
101-54110-204	Sheriff: State Retirement		1,014
101-54110-212	Sheriff: Medicare		294
101-54150-106	Drug Enforcement: Deputies		1,032
101-54150-201	Drug Enforcement: Social Security		64
101-54150-204	Drug Enforcement: State Retirement		52
101-54150-212	Drug Enforcement: Medicare		15
101-54210-160	Jail: Guards		16,512
101-54210-165	Jail: Cafeteria Personnel		2,064
101-54210-201	Jail: Social Security		1,152
101-54210-204	Jail: State Retirement		929
101-54210-212	Jail: Medicare		270
101-54220-170	Workhouse: Guards		1,644
101-54220-201	Workhouse: Social Security		102
101-54220-204	Workhouse: State Retirement		82
101-54220-212	Workhouse: Medicare		24
	<b>TOTAL</b>	<b>\$ 49,571</b>	<b>\$ 49,571</b>

**Purpose:** Sheriff Department Increase per Committee meeting on March 17, 2022  
Request is for \$2/hr for each position within the department.

**Budget Amendment Total** **\$ 49,571** **\$ 49,571**

As recommended by the Budget & Finance Committee \_\_\_\_\_

Motion to approve: \_\_\_\_\_

**Electronic Voting**

Second: \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_

**Budget Amendment 2022-101-35 approved by Commission on** \_\_\_\_\_

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
DWIGHT JEWELL  
COMMISSION CHAIRMAN

\_\_\_\_\_  
RITA CROWDER  
COUNTY CLERK

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

**BA 111-04FB Sheriff Increase**

**| BUDGET AMENDMENT  
2022-111-04FB**

Request is hereby made to amend **Fund 111 Urban Services** budget as follows:

		<u>DEBIT:</u>	<u>CREDIT:</u>
111-39000	Fund Balance	\$ 6,898	
111-54110-106	Sheriff: Deputies		4,128
111-54110-148	Sheriff: Dispatchers		1,920
111-54110-201	Sheriff: Social Security		375
111-54110-204	Sheriff: State Retirement		88
111-54110-212	Sheriff: Medicare		387
<b>TOTAL</b>		<b>\$ 6,898</b>	<b>\$ 6,898</b>

**Purpose:** Sheriff Department Increase per Committee meeting on March 17, 2022  
Request is for \$2/hr for each position within the department.

**Budget Amendment Total** **\$ 6,898** **\$ 6,898**

As recommended by the Budget & Finance Committee \_\_\_\_\_

Motion to approve: \_\_\_\_\_

Second: \_\_\_\_\_

**Electronic Voting**

Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_

**Budget Amendment** 2022-111-04FB **approved by Commission on** \_\_\_\_\_

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
DWIGHT JEWELL  
COMMISSION CHAIRMAN

\_\_\_\_\_  
RITA CROWDER  
COUNTY CLERK

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

**BA 118-02FB EMS Pay Increase**

**| BUDGET AMENDMENT  
2022-118-02FB**

Request is hereby made to amend **Fund 118 Ambulance Service** budget as follows:

		<u>DEBIT:</u>	<u>CREDIT:</u>
118-39000	Fund Balance	\$ 32,690	
118-55130-131	Medical Personnel		\$ 11,672
118-55130-187	Overtime		17,347
118-55130-202	Social Security		1,799
118-55130-204	State Retirement		1,451
118-55130-212	Medicare		421
<b>TOTAL</b>		<b>\$ 32,690</b>	<b>\$ 32,690</b>

**Purpose:** Fund Balance Draw: Per Commission approval of a \$1.04/hr increase for the EMS Medical Personnel.

<b>Budget Amendment Total</b>	<b>\$ 32,690</b>	<b>\$ 32,690</b>
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As recommended by the Budget & Finance Committee \_\_\_\_\_

Motion to approve: \_\_\_\_\_

Second: \_\_\_\_\_

**Electronic Voting**

Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_

**Budget Amendment** 2022-118-02 **approved by Commission on** \_\_\_\_\_

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
DWIGHT JEWELL  
COMMISSION CHAIRMAN

\_\_\_\_\_  
RITA CROWDER  
COUNTY CLERK

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

**BA 131-01FB ARPA Bonuses**

**| BUDGET AMENDMENT  
2022-131-01FB**

Request is hereby made to amend **Fund 131 Highway** budget as follows:

		<u>DEBIT:</u>	<u>CREDIT:</u>
131-48130	Contributions (ARPA Funding)	\$ 50,057.25	
131-39000	Fund Balance	2,140.63	
131-58831-188	American Rescue Plan Act: Bonus		\$ 46,500.00
131-58831-201	American Rescue Plan Act: Social Security		2,883.00
131-58831-212	American Rescue Plan Act: Medicare		674.25
131-61000-204	Administration: State Retirement		200.00
131-62000-204	Hwy & Bridge Maintenance: State Retirement		1,790.63
131-63100-204	Operation & Maintenance of Equip: State Retirement		150.00
<b>TOTAL</b>		<b>\$ 52,197.88</b>	<b>\$ 52,197.88</b>

**Purpose:** *Appropriating funding from the American Recovery Plan Act (ARPA) for the approved COVID bonuses qualifying employees. ARPA funding does not cover the pension amount, therefore this is being funded by Fund Balance.*

***Budget Amendment Total*** **\$ 52,197.88**    **\$ 52,197.88**

As recommended by the Budget & Finance Committee \_\_\_\_\_

Motion to approve: \_\_\_\_\_

***Electronic Voting***

Second: \_\_\_\_\_      Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_

***Budget Amendment 2022-131-01FB*** approved by Commission on \_\_\_\_\_

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
DWIGHT JEWELL  
COMMISSION CHAIRMAN

\_\_\_\_\_  
RITA CROWDER  
COUNTY CLERK

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

**BA 141-09 Incentives**

**| BUDGET AMENDMENT**

#38 **2022-141-09**

Request is hereby made to amend **Fund 141 General Purpose Schools** budget as follows:

		<u>DEBIT:</u>	<u>CREDIT:</u>
71100	Regular Instruction Program		
185	Educational Incentive - other county	117,473.20	
201	Social Security	7,283.34	
204	State Retirement	11,747.32	
212	Employer Medicare	1,703.37	
71150	Alternative Instruction Program		
185	Educational Incentive - other county		1,038.50
201	Social Security		64.39
204	State Retirement		103.85
212	Employer Medicare		15.06
71200	Special Education Program		
185	Educational Incentive - other county		58,495.70
201	Social Security		3,626.73
204	State Retirement		5,849.57
212	Employer Medicare		848.19
71300	Vocational Education Program		
185	Educational Incentive - other county		6,500.00
201	Social Security		403.00
204	State Retirement		650.00
212	Employer Medicare		94.25
72130	Other Student Support		
185	Educational Incentive - other county		1,500.00
201	Social Security		93.00
204	State Retirement		150.00
212	Employer Medicare		21.75
72210	Regular Instruction Program		
185	Educational Incentive - other county		12,400.00
201	Social Security		768.80
204	State Retirement		1,240.00
212	Employer Medicare		179.80
72410	Office of the Principal		
185	Educational Incentive - other county		37,539.00
201	Social Security		2,327.42
204	State Retirement		3,753.90
212	Employer Medicare		544.32
<b>TOTAL</b>		<b>\$ 138,207</b>	<b>\$ 138,207</b>

**Purpose:** *BoE 38: Budget amendment necessary to accurately distribute annual 2020-21 strategic compensation bonuses into proper expenditure categories.*

**Budget Amendment Total** \$ 138,207 \$ 138,207

As recommended by the Board of Education February 17, 2022  
 As recommended by the Budget & Finance Committee \_\_\_\_\_

Motion to approve: \_\_\_\_\_

**Electronic Voting**

Second: \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_

**Budget Amendment** 2022-141-09 **approved by Commission on** \_\_\_\_\_

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
 DWIGHT JEWELL  
 COMMISSION CHAIRMAN

\_\_\_\_\_  
 RITA CROWDER  
 COUNTY CLERK

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

**BA 141-10 ARPA Bonuses**

**| BUDGET AMENDMENT**

#39

**2022-141-10**

Request is hereby made to amend **Fund 141 General Purpose Schools** budget as follows:

		<u>DEBIT:</u>	<u>CREDIT:</u>
141-48130	Contributions	\$ 190,473.22	
141-58831	American Rescue Plan Act		
188	Bonus Payments		\$ 176,937.50
201	Social Security		10,970.13
212	Employer Medicare		2,565.59
<b>TOTAL</b>		<b>\$ 190,473.22</b>	<b>\$ 190,473.22</b>

**Purpose:** BoE #39: Appropriating funding from the American Recovery Plan Act (ARPA) for the approved COVID bonuses qualifying employees.

**Budget Amendment Total**

**\$ 190,473.22**

**\$ 190,473.22**

As recommended by the Board of Education March 17, 2022

As recommended by the Budget & Finance Committee \_\_\_\_\_

Motion to approve: \_\_\_\_\_

**Electronic Voting**

Second: \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_

**Budget Amendment** 2022-141-10

**approved by Commission on** \_\_\_\_\_

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
DWIGHT JEWELL  
COMMISSION CHAIRMAN

\_\_\_\_\_  
RITA CROWDER  
COUNTY CLERK

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

**BA 141-11FB ARPA TCRS**

**| BUDGET AMENDMENT**

**#40 2022-141-11FB**

Request is hereby made to amend **Fund 141 General Purpose Schools** budget as follows:

		<u>DEBIT:</u>	<u>CREDIT:</u>
141-39000	Unassigned Fund Balance	\$ 9,316.00	
141-58831	American Rescue Plan Act		
204	State Retirement		\$ 9,316.00
<b>TOTAL</b>		<b>\$ 9,316.00</b>	<b>\$ 9,316.00</b>

**Purpose:** *BoE #40: ARPA funding does not cover the pension amount, therefore this is being funded by unassigned fund balance*

**Budget Amendment Total**

**\$ 9,316.00    \$ 9,316.00**

*As recommended by the Board of Education*    March 17, 2022

*As recommended by the Budget & Finance Committee*    \_\_\_\_\_

Motion to approve: \_\_\_\_\_

Second: \_\_\_\_\_

**Electronic Voting**

Yes \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_

**Budget Amendment** 2022-141-11FB **approved by Commission on** \_\_\_\_\_

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
DWIGHT JEWELL  
COMMISSION CHAIRMAN

\_\_\_\_\_  
RITA CROWDER  
COUNTY CLERK

**ARPA-128-02 Ambulance**

**ARPA Approval**

Request is hereby made to spend from the American Rescue Plan - Fund 128

**ARPA Beginning Balance \$ 3,333,115**

**Request:** Purchase of third Ambulance with air filtration and equipment.

**ARPA Expense Category** 1.8 Public Health Expenses

**Vendor:** Various

<b>Amount:</b>	<b>\$ 360,000</b>
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**ARPA Ending Balance \$ 2,973,115**

**Approved by Commission**

Voting Record  
Yes \_\_\_\_\_  
No/Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

\_\_\_\_\_  
Commission Chair

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Budget Director



- Commission Minutes Attached
- Voting Record Attached
- Quote Attached

PO No. \_\_\_\_\_

**Notes**

*Quotes from Emergency Equipment Professions, Stryker, and Zoll add up to \$341,349.  
An extra funding amount of \$18,651 is added to cover any unexpected costs in production.*