

REGULAR MEETING OF
THE HARTSVILLE/TROUSDALE COUNTY COMMISSION

Lonnie Taylor
Chairman

T. Bubba Gregory
Pro Tempore

Jack McCall
Mayor

Beverly Atwood
Tommy Belcher
Shane Burton
Alan Carman
Grant Cothron

Brian Crook
Will Dennis
Jerry Ford
Chris Gregory
Jeff Gregory

Landon Gulley
Judy Kerr
David Nollner
Lesley Overman

Mark Presley
Amber Russell
David Thomas
Steve Whittaker

MONDAY, JANUARY 27, 2025 | 7:00 P.M. | TC COURTHOUSE

Work Session | Tuesday, January 21, 2025 | 7:00 PM | TC Courthouse

AGENDA

- 1. Open Court**
- 2. Invocation** – Alan Carman
- 3. Pledge to the American Flag** – Amber Russell
- 4. Roll Call** – Rita Crowder, *County Clerk*
- 5. Approval of Minutes**
Minutes of the November 25, 2024 Commission meeting have been distributed.
- 6. Announcements**
- 7. Set the Agenda**
- 8. Citizens' Response to Agenda Items**
*If you wish to speak to the Commission, please sign in at the podium.
You will be called to address the Commission at the proper time.*
- 9. County Mayor Report** – Jack McCall
- 10. Committee/Board Reports**
 - A. *Steering – Jan 7*
 - B. *Personnel – Dec 9, Jan 21*
 - C. *Codes & Zoning – Jan 9*
 - D. *Budget & Finance – Jan 21*
 - E. *Public Works – Jan 23*
 - F. *Parks & Recreation – Jan 23*
 - G. *First Responders – Jan 27*
 - H. *Other Reports*
- 11. Active Business**
 - A. **Accept Resignation of District 3 Commissioner**
 - B. **Confirmation of Building Official**
 - C. **Acknowledgement of Debt Management Policy**
 - D. **Appointments**
 - 1) Board of Agriculture
 - 2) Board of Zoning Appeals
 - 3) Beer Board
 - 4) Health Officer
 - 5) Highway Commission
 - 6) Planning Commission
 - 7) Water & Sewer Board

E. Resolutions

- 1) **Resolution 2025-01-819** ECD Road Name – Compound Lane

F. Ordinances

PUBLIC HEARING & SECOND READING

- 1) **Ordinance 313-2024-13** Rezone R2 to R3 (*River Valley*)

FIRST READING

- 1) **Ordinance 314-2025-01** Blasting Permit
- 2) **Ordinance 315-2025-02** Rezoning A1 to R1 (*Sleepy Hollow*)

G. Budget Amendments

FUND 101 – GENERAL SERVICES

101-10R	Opioid Abatement Contributions	\$	75,000
101-11G	TNRMT Safety Grant – Fire Dept		6,700
101-12	Insurance Recovery: Sheriff		3,665

FUND 141 – GENERAL PURPOSE SCHOOLS

141-06	TISA Bonuses	\$	158,480
141-07	Special Education Reimbursements		36,792
141-08	Education Incentives		48,538
141-09	uTrust Funding		5,500

H. Public Notary Applications Approval

12. Other Business

13. Public Comment

14. Adjourn

MINUTES

NOVEMBER 25, 2024 - BE IT REMEMBERED, /that the Hartsville/Trousdale County Commission met pursuant to adjournment with the Honorable Lonnie Taylor, Commission Chairman presiding and the following commissioners present to wit: Beverly Atwood, Tommy Belcher, Shane Burton, Alan Carman, Grant Cothron, Brian Crook, Will Dennis, Jerry Ford, Chris Gregory, Jeff Gregory, T. "Bubba" Gregory, Landon Gulley, Judy Kerr, David Nollner, Lesley Overman, Mark Presley, Amber Russell, David Thomas, and Steve Whittaker.

1. **Open Court** - Sheriff Ray Russell

2. **Invocation** - Will Dennis

3. **Pledge to the American Flag** - Lesley Overman

4. **Roll Call** - Rita Crowder, County Clerk - 16 Present, 4 Absent

5. **Approval of Minutes**

Motion this court approve these minutes as presented.

Motion by Chris Gregory, Second by Jerry Ford

VOICE VOTE

MOTION CARRIED

6. **Announcements** - The ARPA concern has been addressed and clarified by CTAS and the Comptroller.

7. **Set the Agenda**

Motion this court set the agenda.

Motion by Beverly Atwood, Second by Jerry Ford

VOICE VOTE

MOTION CARRIED

8. **Citizens' Response to Agenda Items** - None presented.

9. **County Mayor Report** - Jack McCall

- TDEC still hasn't signed the final contract for the Ward School Project. They has given permission to issue the RFQ for the engineer for this project.

- The Multi-modal Grant Project on Broadway has been made in to two phases because TDOT did not include enough money to finish the project.

- Christmas Lights - we have received lots of good feedback on those. Mr. Sallee and his employees have done a great job in getting them displayed.

- The Goose Gala brought in \$45,000.00 again this year. These funds will go in to the Downtown Revitalization Fund.

10. **Committee/Board Reports** - *SEE ATTACHED MINUTES*

A. **First Responders** - Nov 6

B. **Codes & Zoning** - Nov 7

C. **Audit** - Nov 12

D. **Public Works** - Nov 14

E. **Parks & Recreation** - Nov 14

F. **Budget & Finance** - Nov 18

G. **Other Reports** - The personnel committee will meet 12/9 @ 5:30 @ the Courthouse.

11. **Active Business**

A. **Install New Commissioner** - Jeff Gregory District 9

Newly elected Commissioner Gregory was assigned to the Codes & Zoning and the Public Works Committee.

Motion this court approve these assignments.

Motion by T. "Bubba" Gregory, Second by Shane Burton

VOICE VOTE

MOTION CARRIED

B. Resolutions

- 1) **Resolution 2024-19-816** - THDA HOME Policies & Procedures
 Motion this court approve this Resolution.
 Motion by Jerry Ford, Second by T. "Bubba" Gregory
ELECTRONIC VOTE - 16 YES, 0 NO, 4 ABSENT **MOTION CARRIED**

- 2) **Resolution 2024-20-817** - Surplus Vehicle Sheriff to DTF
 Motion this court approve this Resolution.
 Motion by Shane Burton, Second by Beverly Atwood
ELECTRONIC VOTE - 16 YES, 0 NO, 4 ABSENT **MOTION CARRIED**

- 3) **Resolution 2024-21-818** - Broadway Property to State
 Motion this court approve this Resolution.
 Motion by Chris Gregory, Second by Amber Russell
ELECTRONIC VOTE - 16 YES, 0 NO, 4 ABSENT **MOTION CARRIED**

C. Ordinances

PUBLIC HEARING

- 1) **Ordinance 312-2024-12** Rezoning R2 to R3 (Front)
 Motion this court close this Public Hearing.
 Motion by T. "Bubba" Gregory, Second by David Thomas
VOICE VOTE **MOTION CARRIED**

SECOND READING

Ordinance 312-2024-12 Rezoning R2 to R3 (Front)
 Motion this court approve this Ordinance - 2nd Reading
 Motion by David Thomas, Second by Chris Gregory
ELECTRONIC VOTE - 14 YES, 1 NO, 1 Abstained, 4 ABSENT **MOTION CARRIED**

FIRST READING

- 1) **Ordinance 313-2024-13** Rezone R2 to R3 (River Valley)
 Motion this court approve this Ordinance - 1st Reading
 Motion by Jerry Ford, Second by T. "Bubba" Gregory
ELECTRONIC VOTE - 15 YES, 1 NO, 4 ABSENT **MOTION CARRIED**

D. Budget Amendments

FUND 101 - GENERAL SERVICES

101-07G	Grant Funds Carryover: 2022 CDBG & LPRG	\$ 104,520
101-08F	SRO Expenses	6,000
101-09	Insurance Recovery: Sheriff	4,315

FUND 111 - URBAN SERVICES

111-03R	Carryover items: Trash Truck, Traffic Lights	497,000
---------	--	---------

FUND 141 - SCHOOLS

141-04	Special Education Program	\$ 17,063
141-05	Child Care Improvement - Staff Retention Grant	28,000

Motion this court group and approve all budget amendments
 Motion by David Thomas, Second by Chris Gregory
ELECTRONIC VOTE - 16 YES, 0 NO, 4 ABSENT **MOTION CARRIED**

E. Public Notaries Application Approval

Lisa M. Angel - ST of TN Supreme Court Administrative Office of the Courts

Ryan Chasse - TN National Guard

Motion this court approve these Notary applicants

Motion by Lesley Overman, Second by Beverly Atwood

VOICE VOTE

MOTION CARRIED

12. Other Business

13. Public Comment

Commissioner Chris Gregory wished everyone a Merry Christmas and a Happy New Year.

14. Adjourn

Motion this court adjourn

Motion by Chris Gregory, Second by Lesley Overman

VOICE VOTE

MOTION CARRIED

COMMITTEE MINUTES

- A. First Responders - Nov 6
- B. Codes & Zoning - Nov 7
- C. Audit - Nov 12
- D. Public Works - Nov 14
- E. Parks & Recreation - Nov 14
- F. Budget & Finance - Nov 18

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT
FIRST RESPONDER SERVICES COMMITTEE
MINUTES

NOVEMBER 6, 2024 | 7:30pm | TC COURTHOUSE

Members Present:

Shane Burton David Nollner Amber Russell Chris Gregory Judy Kerr Brian Crook

Members Absent:

Steve Whittaker

1. Meeting called to order by Shane Burton to elect this year's officers.
2. Elect Officers
 - a. Floor opened for Chairman nominations.
 - Chris Gregory nominated Amber Russell
 - David Nollner nominated Judy Kerr
 - **By vote of 3/2, Amber Russell won Chairman**

Chairman Russell assumed Chair

- b. Chairman Russell opened floor to nominations for Vice Chairman
 - Chris Gregory nominated Judy Kerr
 - **No other members were nominated and Judy Kerr won position by acclamation**
 - c. Chairman Russell asked if there were nominations for Secretary
 - David Nollner nominated Chris Gregory
 - **No other members were nominated and Chris Gregory won position by acclamation**
3. Russell then addressed the committee concerning meeting dates being directly before Commission Meetings each month, starting at 6pm. All present were in agreement
4. Meeting adjourned

Minutes provided by
Amber Russell, chair

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT

CODES AND ZONING COMMITTEE

David Thomas, Chair

Lonnie Taylor, Vice Chair

Rosalie Myhan, Secretary (NVM)

Tommy Belcher

Alan Carman

Brian Crook

Judy Kerr

David Nollner

Rick Gregory, Consultant

MINUTES

NOVEMBER 7, 2024, | 6:00PM | MAYOR'S OFFICE

1. Call Meeting to Order – 6:00 PM

Members Present: David Thomas, Lonnie Taylor, Rosalie Myhan, Tommy Belcher, Alan Carman, Judy Kerr, Rick Gregory (consultant)

Members absent: Brian Crook

2. Review minutes from August 1: Sept meeting did not have a quorum.

Motion to accept the minutes: Lonnie Taylor, 2nd David Nollner PASSED

3. Elect Officers

Chairman: David Thomas- nominated by Alan Carman, 2nd Lonnie Taylor PASSED

Vice Chair: Alan Carman- nominated by Lonnie Taylor, 2nd David Nollner PASSED

Secretary: Rosalie Myhan- nominated by Lonnie Taylor, 2nd Judy Kerr PASSED

4. Discussion-

Reviewed the scope of the committee for new members, The focus has been to combine the City and the County Ordinances into one cohesive document.

Oversight of the Building, Codes, and Zoning office to ensure needs are met.

Ordinances and Resolutions are reviewed and presented to the Planning

Commission for input then brought to the County Commission for approval.

- A. Update from Rick Gregory-

Rick created a matrix for the different zones and upon the review of the parking requirements found several discrepancies that need to be updated. Footnotes were created to illustrate the differences. Discussion was had about the railroad spurs and easements that still exist on the TN Property Viewer. Rick still needs all the ordinances that were passed in the last year. The County Commission will be given the red-lined document to show the corrections. The plan is to have the County Commission given the combined documentation in the January work session.

- B. Blasting Permit Review-

Review of the Permit and the request to have a fee assigned. The question of enforcement responsibility would be given to the Sheriff department and citations would be issued. The need for the permit was reviewed with the main concern being the sharing of information to all impacted parties in the event of an emergency. Enbridge was mentioned and was in favor of the Blasting Permit as they have had other municipalities that have required

this and it was a benefit. The \$100 fee would cover the handling of the permit. The permit will be good for one year. Signage is governed by the State and would fulfill the notice requirement. Penalty would be double the permit fee and whatever the Court assigned. This will be taken to the Executive Committee.

Motion to accept the \$100 Blasting Permit fee, Sheriff Department citation enforcement, and State signage: Lonnie Taylor, 2nd Judy Kerr PASSED

C. Impact Fee-

Reviewed the compilation of surrounding and comparable counties of current impact fees. Impact fees go into the General Fund. Suggestions for future state were including Education and the needs of the Planning office, Fire Department, the new Jail. Discussion was held around the Water department and the need for the county to upgrade to 6 in lines for service and Fire protection. The Impact fee ordinance would be presented to the Finance Committee and then the County Commission for approval. The presentation of the Impact Fee Ordinance is very important. It was stated that the size of the house does not change the amount of impact on the county, you drive on the roads, send children to schools, have trash pickup the impact is still there. Discussion was made that if a \$5000 impact fee is going to stop you from building a house, then you should not be building a house. Rick Gregory was asked to give his input. He stated that as long as the impact fee increase is reasonable.

Residential- \$5,000 flat

Motion to set the Residential Impact fee to a flat \$5,000: Lonnie Taylor, 2nd Alan Carman PASSED

Commercial- \$5,000 base for 5,000 sq ft greater than base plus \$0.50 a sq ft over the base fee

Motion to the Commercial Impact fee to a base fee of \$5000 for the first 5,000 sq ft then \$0.50 for every sq ft over : Lonnie Taylor, 2nd David Nollner PASSED

Industrial- \$7,500 flat

Motion to set the Industrial Impact fee to a flat \$7,500: Alan Carman, 2nd Tommy Belcher PASSED

The ordinance will be cleaned up and brought back to the next meeting.

5. Adjourn

Motion to adjourn: Lonnie Taylor, 2nd Judy Kerr PASSED

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT

AUDIT COMMITTEE

NOVEMBER 12, 2024 | 5:00PM | MAYOR'S OFFICE

MINUTES

Members Present: 7/7

Beverly Atwood

Chris Gregory

Amy Thomas

Will Dennis

Judy Kerr

Jerry Ford

Lesley Overman

Madam Chairman Beverly Atwood called the meeting to order at 5pm. A quorum was determined to be present with all members in attendance.

Minutes from the June 6, 2024 meeting were reviewed.

Motion to accept as presented by C Gregory; second by Ford.

MINUTES APPROVED

Elect Officers

Chris Gregory motioned to keep officers in place; seconded by Kerr.

MOTION APPROVED

- Chair – Beverly Atwood
- Vice Chair – Will Dennis
- Secretary – Jerry Ford

General Discussion

Madam Chair reviewed the purpose of the committee which includes reviewing the annual audit, county policies, internal controls, departmental issues, complaints, and other items that warrant a policy to be considered.

Committee is required to meet at least one time a year to review the annual audit report.

Atwood stated she would like this committee to be the driving force on the Commissioner obtaining their annual continuing education credits. She referred to the list published by the Comptroller's office of commissioners who have not satisfied this requirement. Classes can be taken through the CTAS training portal, or you can submit an outside training to CTAS for approval/eligibility.

Adjourn

Motion to adjourn by Dennis, seconded by Gregory.

Meeting adjourned at 5:25pm.

Hartsville/Trousdale Public Works Committee Regular Meeting

Meeting Minutes

November 14, 2024 - 6:00 P.M. – Trousdale County Courthouse

Present: Beverly Atwood, Alan Carman, Mark Presley, David Thomas, Lonnie Taylor, Cliff Sallee

Absent: Tommy Belcher and Amber Russell

1. Meeting Called to order by Lonnie Taylor
2. Elect Officers

Chair: Atwood nominated **David Thomas**. No other nominations. Cease of nominations and elect by acclamation. All in favor.

Vice Chair: Taylor nominated **Alan Carman**. No other nominations. Cease of nominations and elect by acclamation. All in favor.

Secretary: Carman nominated **Beverly Atwood**. No other nominations. Cease of nominations and elect by acclamation. All in favor.

3. Discussion Items:

A. **Purpose of Committee:** Combining Solid Waste and Buildings. We know we have the Jail at hand and some improvements to the Administrative Building. Codes and Zoning Officer – Mayor should be getting close to put someone in that position. That office needs more space as well as some others in the building. Once the codes and zoning officer is in place; will be hiring an assistant.

B. **Administrative Building Generator:** Cliff stated he has two bids of which he didn't have in front of him. One from Bransford and one from CAT. Approximately \$30,000.00 difference in bids. Requesting diesel back up. Taylor stated that he would rather go with the national brand verses the third party for long term maintenance and parts. More discussion will be in next meeting.

C. **Trash services** – would like to discuss these services including business pick up in next meeting.

4. Public Comment None
5. Adjourn: Motion by Taylor and seconded by Presley. All in favor.

Minutes Submitted by Committee Secretary Beverly Atwood

PARKS & RECREATION COMMITTEE MINUTES

Meeting Date: November 14, 2024, 7 p.m., Trousdale County Courthouse

Present: Bubba Gregory, Chris Gregory, Landon Gulley, Lonnie Taylor, Alan Carman, Lesley Overman

Others Present: Public Works Director Cliff Sallee, Misty Lytle, Jerod Mitchell

Chairman Bubba Gregory called the meeting to order.

Minutes of the October 17, 2024 meeting of then-Public Works Committee were reviewed. Motion to approve by Taylor, second by Overman. Motion approved.

Election of officers was held. Motion by C.Gregory to keep current officers as is (**B.Gregory chairman, Taylor vice chair, C.Gregory secretary**), second by Carman. Motion approved.

Discussion held on playground. Sallee said things running well, waiting on paint for Trey Park sign, which will be reinstalled. All cameras are in place except 4-5, wants couple more for parking lot and main entrance. B.Gregory asked about names from old fenceposts. Sallee said Matt Dockery is working on diagram for A-frame climbing wall that would have names lit up. Not known when diagram will be ready for committee, Sallee said this is priority, noted 1,163 names on list and may have room to add new ones. Taylor suggested looking at multi-sensor cameras as they are priced lower and offer more vantage points while requiring fewer licenses. Sallee said quote being worked on for 360-degree camera.

C.Gregory asked if issue had been settled about public being aware of security employee at park, Sallee said it has.

Discussion turned to pool. B.Gregory said decision is needed soon about replacement or repair. Sallee said lots of repair work was done in 2024 on kiddie pool, but kiddie and regular pools are both leaking water, also hard to keep underwater pool lights working. Sallee noted pool was built in 2011 with expected 10-year life, county will push to make work as long as we have to. C.Gregory asked if staff has talked to Madison Pools about cost of replacing current pool, has not taken place yet. Guy has been supposed to come out to inspect but has not yet.

Motion by Taylor to authorize Public Works to get quote on replacing pool, second by C.Gregory. Motion approved.

Carman asked if new pool would fit on old site or would require upgrading site. Not known yet, Sallee said deck was not done last time but would have to be this time around. Hope to have more info in January.

Committee noted the new Christmas lights look good and are appreciated.

No date set for next meeting, likely in January.

Motion to adjourn by Gulley, second by Taylor. Motion approved.

Minutes presented by Chris Gregory.

HARTSVILLE/TROUSDALE COUNTY METROPOLITAN GOVERNMENT

BUDGET & FINANCE COMMITTEE

NOVEMBER 18, 2024 | 6:00 PM | TC COURTHOUSE

MINUTES

Members Present: 7/7

Landon Gulley, Chair

Bubba Gregory, Vice Chair

Beverly Atwood

Will Dennis

Chris Gregory

Jerry Ford

Lesley Overman

Amy Thomas (*nvm*)

The meeting was called to order at 6:00pm by Chairman Gulley with six members present; Beverly Atwood arrived later to make the attendance at seven members present.

Review Minutes from the October 21 meeting.

Ford made a motion to accept minutes as presented; seconded by C Gregory.

MINUTES ACCEPTED

Elect Officers

Gulley opened the floor for officer nominations.

Motion by Ford to retain current officers; second by Dennis

MOTION CARRIED

- Landon Gulley, Chair
- T Bubba Gregory, Vice Chair
- Amy Thomas, Secretary

Financial Statements

Committee reviewed the following:

- Trustee Cash Balance Statement – October 2024
- Financial Summaries – October 2024 *33.3% of budget*

No major concerns were addressed.

Motion by B Gregory to accept financial statements as presented; seconded by Overman.

STATEMENTS ACCEPTED

Budget Amendments

FUND 101 – GENERAL FUND

101-07G	Grant Funds Carryover: 2022 CDBG & LPRG	\$	104,520
---------	---	----	---------

2022 CDBG Grant remaining funds being added to FY25 Budget. The grant is \$525,000. HTC expensed \$402,725 in FY24 for a **remaining balance of \$122,275**. Originally budgeted \$55,345 for FY25; this amendment adds \$66,930 to FY25.

2022 LPRF grant remaining funds being added to FY25 Budget. The grant project is \$1,200,000. HTC has expensed \$527,428 as of June 30 for a **remaining balance of \$672,572**. Originally budgeted \$634,982 in FY25; this amendment adds \$37,590 to FY25.

Motion by Ford to recommend BA 101-07G to the full commission; seconded by C Gregory.

MOTION CARRIED

101-08	SRO Expenses	\$	6,000
--------	--------------	----	-------

Amendment to appropriate funding for School Resource Officer (SRO) expenses. This is in addition to the SRO grant. C Gregory requested changing the funding source to the Sheriff’s line item for Law Enforcement Equipment (101-54110-431). Sheriff agreed that would be a good source.

Motion by C Gregory to recommend BA 101-08 with the funding source being 101-54110-431 to the full commission; seconded by Overman. **MOTION CARRIED**

101-09	Insurance Recovery	\$	4,315
--------	--------------------	----	-------

Insurance recovery for an incident that occurred on October 16: Patrol vehicle damaged during pursuit of another vehicle.

Motion by Ford to recommend to the full commission; seconded by C Gregory. **MOTION CARRIED**

FUND 111 – URBAN SERVICES

111-03R	Trash Turck & Traffic Light Equipment	\$	400,000
---------	---------------------------------------	----	---------

Trash Truck \$400,000 – Carryover from FY24. The funding was originally approved March 2024 by BA 2024-111-05F. Moving this expense to the current fiscal year.

Traffic Light Equipment \$97,000 – Carryover from FY23. The funding was originally approved March 2023 by BA 2023-111-01F. This covers expenses for a new light system installed at Andrews/McMurry and also covers expenses for backup equipment at the intersections of Broadway/McMurry and Andrews/McMurry.

Motion by C Gregory to recommend to the full commission; seconded by Atwood. **MOTION CARRIED**

FUND 141 – GENERAL PURPOSE SCHOOL

141-04	Preschool Grant	\$	17,063.50
--------	-----------------	----	-----------

Dr. Satterfield noted that this is revenue for State Special Education Preschool grant. Funds are to be used to pay educational assistant salary.

Motion by Ford to recommend to the full commission; seconded by Atwood. **MOTION CARRIED**

141-05	CCISR – LEAPS	\$	28,000
--------	---------------	----	--------

Dr. Satterfield noted that this is revenue for Child Care Improvement Staff Retention (CCISR). Funds will be used to give retention bonuses for teachers that return to work in the LEAPS Afterschool program in the 2024-25 school year.

Motion by Atwood to recommend to the full commission; seconded by B Gregory. **MOTION CARRIED**

Discussion

ARPA. Thomas opened discussion on the ARPA funding by stating that we were not the only County in this circumstance. ARPA funding must be obligated by December 31, 2024 or any unappropriated funds will need to be returned to the federal government. There has been confusion amongst several entities regarding what needs to be done for those that chose to claim their full amount as Revenue Loss. Thomas assured the committee that all expenses were accounted for and documented. The remaining balance is estimated at \$450,000 between the two ARPA funding sources. She is in contact with CTAS to assist in reporting. However, a called meeting of the Commission may need to happen in December to officially obligated the remainder of the funding.

Several options of appropriating the remaining funding were suggested: Sheriff patrol vehicles, new ambulance, jail project, pay off debt, and reimbursing for previous projects were among the ideas of the committee.

Commissioners will be informed of what the next steps will be.

Investment: C Gregory asked about the investment of Fund 171 and the ARPA funding. Gulley had not had a chance to meet with Trustee Cindy Gregory to discuss options. However, with the new information on ARPA, the amount of investment will change.

Public Comment

- *None presented*

Adjourn

Motion by Ford; second by B Gregory

Meeting adjourned at 6:49pm

ACKNOWLEDGEMENTS

HARTSVILLE/TROUSDALE COUNTY, TENNESSEE

DEBT MANAGEMENT POLICY



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

Objectives:

1. Enhance decision process transparency and identify all expenditures of principal, interest, and annual costs along with issue specific transaction costs
2. Address hiring outside professionals
3. Address any potential conflict of interest issues
4. Additional requirements for new debt

1. Enhance transparency of decisions by way of Annual Debt Report, Annual Budgets, and Specific New Issue Report

Responsibilities for analysis and reporting shall be with the County Mayor/Executive and the county's budget committee.

To ensure transparency of decisions, an annual debt payment reports and annual debt service budgets, as well as specific issuance debt reports (i.e. those required by state law) shall be prepared and available for public review and comment. County officials will comply with State of Tennessee Open Record laws and respond to record requests from any citizen of Tennessee promptly.

Annual Debt Report

An annual debt payment report shall be submitted to the county legislative body by June of each year, generally the report will be presented with the annual debt budget.

The annual report shall consist of but not be limited to:

- Budget summary and detailed budget as required by the Comptroller's office.
- Net Debt Calculation (Total Principal outstanding less most recent year respective debt fund balance).
- Calculation of Net Debt per capita from last official census (net debt/population).
- Documentation of the most recent debt rating.
- Reports will reflect estimated fund balance.

Annual Debt Budgets

Annual Debt Budgets shall be adopted by the county legislative body and comply with legal notice and filings requirements per the Trousdale County Charter and State Open Records Law.

Transparency:

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

Definition of Debt:

All obligations of the County to repay, with or without interest, in installments and/or at a later date, some amount of money utilized for the purchase, construction, or operation of County resources. This includes but is not limited to the following: capital outlay notes (CON), revenue bonds, bond anticipation notes, grant anticipation notes, tax anticipation notes, general obligation refunding bonds, revenue refunding bonds, inter-fund loans, capital leases, and loans of any type.

Role of Debt:

Long-term debt shall not be used to finance current operations. Long-term debt may be used for capital purchases or construction identified in the annual budget process. Short-term debt may be used for certain projects and equipment financing as well as for operational borrowing; however, the County will minimize the use of short-term cash flow borrowings by maintaining adequate working capital and close budget management.

Legal Requirements - Notices

The County shall comply with all legal requirements for notice and for public meetings related to debt issuance.

Costs

In the interest of transparency, all costs (including interest, issuance, continuing, and one-time) shall be disclosed to the citizens/members, governing body, and other stakeholders in a timely manner.

Types and Debt Limitation

The County's total outstanding debt obligation will be monitored and reported to the County Commission by the County Mayor/Executive. The County Mayor/Executive shall also monitor the maturities and terms and conditions of all obligations to ensure compliance and report to the County Commission any matter that adversely affects the credit or financial integrity of the County.

The County will seek to structure debt with level or declining debt service payments over the life of each individual bond issue or loan.

As a general rule, the County will not backload, use “wrap-around” techniques, balloon payments or other exotic formats to pursue the financing of projects. When refunding opportunities, natural disasters, other non-general fund revenues, or other external factors occur, the County may utilize non-level debt methods. However, the use of such methods must be thoroughly discussed in a public meeting and the mayor and governing body must determine such use is justified and in the best interest of the County.

New Debt Issuance

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

2. Hiring of professionals for Debt Issuance

- From time to time the county may hire legal counsel, a financial advisor or underwriter to assist in issuance of debt.
- Financial Advisor: The County shall enter into a written agreement with each person or firm serving as financial advisor for debt management and transactions. Whether in a negotiated or competitive sale, the financial advisor shall **not** be permitted to bid on, privately place or underwrite an issue for which they are providing advisory services for the issuance. The county will utilize the most current definition of “financial advisor”, as determined by the U.S. Securities and Exchange Commission and the Municipal Securities Rulemaking Board, when determining what exactly defines a financial advisor.
- Underwriter: If there is an underwriter, the county shall require the underwriter to clearly identify itself in writing (e.g. in a response to a request for proposal or in promotional materials provided to the issuer) as an underwriter and not as a financial advisor from the earliest stages of its relationship with the county with respect to that issue. The underwriter must clarify its primary role as a purchaser of securities in an arm’s-length commercial transaction and that it has financial and other interests that differ from those of the county’s. The underwriter in a publically offered, negotiated sale shall be required to provide pricing information both as to interest rates and to takedown per maturity to the governing body in advance of the pricing of the debt.
- All professionals involved with the cost of issuance of debt shall disclose the estimated cost of their respective services including “soft” costs or compensations in lieu of direct payments to the county commission prior to the issuance of the debt.

3. Conflict of interest issues

- It is required that all professionals related to the debt issue will enter into a written engagement letter related to their proposed services, cost, and any potential conflict of interest. These letters will be signed by the county mayor/executive and are open records.
- Professionals involved in a debt transaction hired or compensated by the county shall be required to disclose to the county existing client and business relationships between and among the professionals to a transaction (including but not limited to financial advisor, swap advisor, bond counsel, swap counsel, trustee, paying agent, underwriter, counterparty, and remarketing agent), as well as conduit issuers, sponsoring organizations and program administrators. This disclosure shall include that information reasonably sufficient to allow the county to appreciate the significance of the relationships. No engagement letter is required for any lawyer who is an employee of the county or lawyer or law firm which is under a general appointment or contract to serve as counsel to the county. The county does not need an engagement letter with counsel not representing the county, such as underwriters' counsel.
- Professionals who become involved in the debt transaction as a result of a bid submitted in a widely and publicly advertised competitive sale conducted using an industry standard, electronic bidding platform are not subject to this disclosure. No disclosure is required that would violate any rule or regulation of professional conduct.

4. Additional Requirements for New Debt

- All leases will be reviewed by the county attorney prior to execution of the lease, in order to determine if the instrument is a capital or operating lease. No county official that is not authorized by State statute should execute a capital lease on behalf of the county. Since capital leases are typically the least used and most expensive means of financing, the county commission should fully understand the cost of the asset and borrow cost imputed, as well as, whether they intend to use the asset through the end of its useful life.
- In accordance with State statute, no repayment schedule of debt will extend past the useful life of the asset that the funds are being issued for. The most current, adopted county's capital asset policy will be referenced for asset useful lives.
- If borrowing using capital outlay notes, the county should solicit a minimum of three rate and issuance cost quotes and select the lowest and best offer. The county will contact the State loan pool to solicit a quote from the pool, as well as local banks.
- Repayment schedules should use the straight-line method of repayment (debt retirement similar to a conventional home loan). Any other repayment schedule must be approved by the comptroller's office in writing and fully disclose the additional interest cost compared to straight-line repayment.
- When considering bonded debt, the county will compare the proposed repayment schedule with the straight-line method noted and will determine whether the new debt has an advanced repayment schedule, straight-line or back loaded schedule.
- The county commission may utilize variable rate debt in the county's overall debt management plan. The county will maintain a reasonable fund balance in the general debt service fund to safeguard against interest rate and liquidity risks.
- In the case of refinancing, an analysis report shall be provided which fully explains the reasons for the refinancing and the net savings and costs of the refinancing which will including not only interest charges but also the fees associated with the transaction.
- State Form CT- 0253 will be prepared prior to a new issue reflecting a preliminary estimate of cost of issuance and this form will be reviewed by the county commission at the time of debt approval.

Amendment of Policy

The county commission will review the debt policy at a minimum on an annual basis to insure timely updates to the policy.

APPOINTMENTS

BOARD OF AGRICULTURE

- Alan Carman (County Commissioner)**, reappointment, 2-year term beginning February 1, 2025
- Landon Gulley (County Commissioner)**, reappointment, 2-year term beginning February 1, 2025
- Barbara Towns (Farm Rep – F)**, reappointment, 4-year term beginning February 1, 2025
- Jared Robertson (Farm Rep – M)**, reappointment, 4-year term beginning February 1, 2025

BOARD OF ZONING APPEALS

- Paul Knudsen**, reappointment, 4-year term beginning February 1, 2025
- Sicily Saputo**, reappointment, 4-year term beginning February 1, 2025
- Eric Langford**, new appointment, 4-year term beginning March 1, 2025
- Kendra Stafford**, new appointment, 4-year term beginning March 1, 2025

BEER BOARD

- Bobby Joe Lewis**, reappointment, 4-year term beginning February 1, 2025

HEALTH OFFICER

- Kathy Atwood**, reappointment, 4-year term beginning February 1, 2025

HIGHWAY COMMISSION

- Bobby Joe Lewis**, reappointment, 2-year term beginning February 1, 2025

PLANNING COMMISSION

- David Nollner**, reappointment, 4-year term beginning February 1, 2025

WATER & SEWER BOARD

- Ben Fiock**, appointment, 4-year term beginning February 1, 2025

Motion to approve appointments as presented:

Motion: _____

Second motion: _____

VOICE VOTE

Absent _____

APPROVED:

ATTEST:

Lonnie Taylor
Commission Chair

Rita Crowder
County Clerk

RESOLUTIONS

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

RESOLUTION #2025-01-819

A RESOLUTION TO ADD PRIVATE DRIVES TO THE OFFICIAL ROAD NAME LIST FOR EMERGENCY SERVICES IDENTIFICATION

WHEREAS, the Trousdale County Emergency Communications Board has the responsibility of assigning road names to county roads and private drives to better serve the public in emergency situations; and

WHEREAS, at its last quarterly meeting on January 14, 2025, the Board approved the naming or renaming of the below private drive.

NOW, THEREFORE, BE IT RESOLVED by the Hartsville/Trousdale County Commission meeting in regular session that the following private drive is named for the purpose of providing an accurate address location in the event of an emergency and in no way indicates that this is a county-maintained road:

COMPOUND LANE

– located west of Lebanon Pike, 0.855 north of the Wilson County line

BE IT FURTHER RESOLVED that approval of this resolution shall in no way affect the ownership, control, access, or maintenance of the private drives or mail delivery.

Motion _____

Motion made by: _____

Electronic Voting

Second motion: _____ YES _____ NO _____ ABSTAIN _____ ABSENT _____

APPROVED:

ATTEST:

Lonnie Taylor
Commission Chair

Rita Crowder
County Clerk

COMPOUND LANE

– located west of Lebanon Pike, 0.855 north of the Wilson County line



ORDINANCES

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT
ORDINANCE #313-2024-13

**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 027G GROUP B PARCELS 028.00
 FROM R2 TO R3**

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 a parcel totaling 1.23 acres from R-2 Residential (Medium Density) to R-3 Residential (High Density) identified as follows:

Trousdale County Tax Map 027G Group B Parcel 028.00;

This rezoning being a total of 1.23 acres located at 850 River Valley, Hartsville, TN; and

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

*This Rezoning request has a **favorable** recommendation by Planning Commission November 12, 2024 Public Hearing to be held on January 27, 2024 if passed at 1st reading*

Motion: **Approve Ordinance 313-2024-13 Rezoning R2 to R3 River Valley**

	1M <u>Jerry Ford</u>		Electronic Vote		
First Reading	<u>November 25, 2024</u>	2m <u>T. Bubba Gregory</u>	Yes <u>15</u>	No <u>1</u>	Abstain <u>0</u>
				Absent <u>4</u>	<u>PASSED</u>
			<i>No vote – D Nollner</i>		

Motion: _____

	1M _____		Electronic Vote		
Second Reading	_____	2m _____	Yes _____	No _____	Abstain _____
				Absent _____	_____

Approved:

Attest:

 Commission Chairman

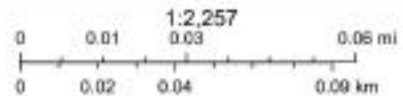
 County Clerk

Trousdale County - Parcel: 027G B 028.00



Date: November 5, 2024

County: Trousdale
Owner: ARMISTEAD KELLY ANN
Address: RIVER VALLEY CT
Parcel Number: 027G B 028.00
Deeded Acreage: 0
Calculated Acreage: 0
Date of TDOT Imagery: 2021
Date of Vexcel Imagery: 2023



Esri Community Maps Contributors, Tennessee STS (GIS), © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METU, NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS, State of Tennessee, Controller of the Treasury, Division of Property Assessments (DPA)

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.



Rezoning Permit Application

Date: 10/23/2024 24225

Applicant / Owner

Applicant Type: Property Owner
Applicant Name: Justin Trent Maasen
Address: 850 River Valley RD
City, State, Zip: Hartsville TN 37074
Phone: [REDACTED]
Email: [REDACTED]

Owner Name: Kelly Ann Armistead/Crystal Garner
Owner Phone: [REDACTED]
Owner Email: [REDACTED]

Property

Site Address: 850 River Valley Dr
City, State, Zip: Hartsville TN 37074
Current Zoning: R2
Requested Zoning: R3
Lot Size: 1.23 acres
Road Frontage: 150 ft
Easements: none
Tax Map #: 027G

Group: B
Parcel: 028.00
Record/Deed Book: 39/337
Subdivision Name:
Phase:
Lot #:
Water Source: Hartsville / Trousdale Water Dept.
Sewer/Septic: Sewer

Reason: Future townhome development

I do hereby certify that the information contained herein is true and correct.

Justin Trent Maasen

10/23/2024

Date



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

JOHN KERR, CHAIRMAN

Heather Bay	Mitch Gregory	Cal Welch	Katie Dillon
Amanda Carman	Arthur Harper	David Nollner	David Thomas

STATEMENT OF RECOMMENDATION

At its regular monthly meeting held on November 12, 2024, the Planning Commission of Hartsville/Trousdale County reviewed the following Zoning Change Application.

PARCEL INFORMATION

Current Zoning R2 Requested Zoning R3
 Tax Map Number 027G Group B Parcel 28.00
 Reason Future Development
 Property Owner Kelly Ann Armistead/Crystal Garner
 Property Address 850 River Valley 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:

The property is located next to an R3 zoned parcel. The surrounding properties are R2 and the property across River St is zoned R3 as well. The Planning Commission felt this was in line with our Ordinances and Zoning plan and gave it a favorable recommendation.

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

John Kerr
Chairman

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT
ORDINANCE #314-2025-01

AN ORDINANCE TO SET A FEE FOR BLASTING EVENTS

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, as referenced in the Hartsville Zoning Ordinance Article VII.D Fee, "The Hartsville/Trousdale County Commission shall establish a schedule of fees and collection procedure...The schedule of fees shall be posted in the Office of the Building Official / Codes & Planning Office. Only the Commission may alter or amend the fee schedule"; and

WHEREAS, the Hartsville/Trousdale County Regional Planning Commission has duly reviewed and recommended this request to the County Commission at their February 12, 2024 regular meeting; 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 a fee of \$100 (One Hundred Dollars) is set for blasting activity in the County and should abide by the permitting policies of the Codes & Planning Office.

BE IT ENACTED that this ordinance shall be adopted and effective on March 1, 2025 the public welfare requiring it.

*As recommended by Planning Commission February 12, 2024
As recommended by the Codes & Zoning Committee January 5, 2024
Public Hearing to be held on February 24, 2025 if passed at 1st reading*

Motion: _____

		1M _____			Electronic Vote					
First Reading	January 27, 2025	2m _____	Yes	___	No	___	Abstain	___	Absent	___

Motion: _____

		1M _____			Electronic Vote					
Second Reading	February 24, 2025	2m _____	Yes	___	No	___	Abstain	___	Absent	___

Approved:

Attest:

Commission Chairman

County Clerk



Blasting Permit Fee \$ _____
--

BLASTING PERMIT

While the State of Tennessee regulates all construction blasting, Hartsville/Trousdale County Planning Department also requires a permit which serves to notify of blasting taking place within the County.

If you have questions about construction blasting, please contact the State Fire Marshall's office at (615) 741-2241.

Application Date _____ Check one: **New work** **Renewal**
 Expiration Date _____ *(Renewal required after 1 year)*

Project Name _____

Project Location _____

Anticipated Start Date _____ *Minimum 5 days after notification date*

Anticipated Completion Date _____

Actual Completion Date _____ *County to be notified when blasting operations cease*

Reason for Blasting _____

Will explosives be stored on site? YES * NO

If the answer is YES, you must notify the Trousdale County Fire Department.

Contact Chief Mark Beeler at firedept@trousdalecountyttn.gov

Name of Blasting Contractor _____

Address _____

24-hour Contact and Phone _____

Email Address _____

Checklist (Attach Copies)

- Blaster's Certificate of Insurance
- Federal License of Purchase
- TN Explosive Users Registration Certification
- Handler's Card

The undersigned applicant hereby agrees to comply with all applicable requirements as prescribed by TCA, the Standard Fire Prevention Code, and the National Fire Code as adopted by the State of Tennessee and Hartsville/Trousdale County. In the event of handler changes, the undersigned is to notify the HTC Planning office within 48 hours of the change. This document in no way releases the holder from any liability nor authorizes any practices that are unsafe, malicious, or that violate any law or ordinance, either federal, state, or local. A copy of this document must be kept on the job site during blasting and/or related operations. Hartsville/Trousdale County reserves the right to stop blasting operations on this project if the safety of the general public and/or city facilities are endangered until the situation is mutually resolved.

Initial the following statements after reading:

_____ **I UNDERSTAND THAT NO BLASTING IS ALLOWED WITHIN 50 FEET OF STREAMS OR WETLANDS.**
 _____ **I UNDERSTAND THAT NO BLASTING IS ALLOWED WITHIN 50 FEET OF POLYETHLENE NATURAL GAS LINES.**
 _____ **I UNDERSTAND THAT NO BLASTING IS ALLOWED WITHIN 100 FEET OF STEEL NATURAL GAS LINES.**

 Signature of Responsible Party (Contractor/Blaster)

 Print Name & Title

For office use only

Authorized by: _____

Copies to: Gas Dept. Police Dept. Fire Dept. Water and Sewer Dept. EMS Project File

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT
ORDINANCE #315-2025-02

**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 019, PARCEL 019.01
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 a parcel totaling 1.91 acres from A-1 Agricultural to R-1 Residential (Low Density) identified as follows:

Trousdale County Tax Map 019, Parcel 019.01;

This rezoning being a total of 1.91 acres located on Sleepy Hollow Road, Hartsville, TN; and

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

*This Rezoning request has a **favorable** recommendation by Planning Commission January 13, 2025
Public Hearing to be held on February 24, 2025 if passed at 1st reading*

Motion: _____

First Reading January 27, 2025 1M _____ 2m _____ **Electronic Vote**
Yes ___ No ___ Abstain ___ Absent ___

Motion: _____

Second Reading February 24, 2025 1M _____ 2m _____ **Electronic Vote**
Yes ___ No ___ Abstain ___ Absent ___

Approved:

Attest:

Commission Chairman

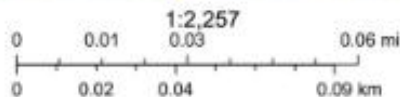
County Clerk

Trousdale County - Parcel: 019 019.01



Date: January 12, 2025

County: TROUSDALE
Owner: ADAMS WILBER AND JOANN ADAMS
Address: SLEEPY HOLLOW LN
Parcel ID: 019 019.01
Deeded Acreage: 1.9
Calculated Acreage: 0
Aerial Imagery Date: 2023



State of Tennessee, Comptroller of the Treasury, Division of Property Assessments (DPA), Esri Community Maps Contributors, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI, NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS

The parcel lines are compiled from information maintained by your local government. These lines are not conclusive evidence of property.



Rezoning Permit Application

Date: 01/07/2025

Applicant / Owner

Applicant Type:
Applicant Name: Matthew Carman
Address:
City, State, Zip:
Phone:
Email: carmana@realtracs.com

Owner Name: Joann Adams
Owner Phone:
Owner Email:

Property

Site Address:	Sleepy Hollow Rd	Group:	0
City, State, Zip:	Hartsville, TN, 37074	Parcel:	19.01
Current Zoning:	A1	Record/Deed Book:	41/234
Requested Zoning:	R-1	Subdivision Name:	Unknown
Lot Size:	1.91 Acres	Phase:	
Road Frontage:	Approx. 294'	Lot #:	4
Easements:	None	Water Source:	Hartsville / Trousdale Water Dept.
Tax Map #:	Map 19	Sewer/Septic:	Septic

Reason: To make sure that the parcel meets current zoning codes to qualify as a residential building tract

I do hereby certify that the information contained herein is true and correct.

Matthew Carman

Date



HARTSVILLE/TROUSDALE COUNTY
PLANNING COMMISSION

328 BROADWAY, RM 1 | HARTSVILLE, TN 37074

JOHN KERR, CHAIRMAN

Heather Bay	Mitch Gregory	Rhonda Keisling	Carol Pruitt
Amanda Carman	Thomas Harper	David Nollner	David Thomas

STATEMENT OF RECOMMENDATION

At its regular monthly meeting held on January 13, 2025, 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 019 Group _____ Parcel 19.01

Reason Make a nonconforming lot a buildable lot

Property Owner Joann Adams

Property Address Sleepy Hollow LN 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:

The lot is 1.91 acres in an A-1 zone and borders an R-3 lot and surrounding A-1 properties. The lot does have city water and will need a septic system.

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

John Kerr
Chairman

BUDGET AMENDMENTS

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

101-10R Opioid Contributions

**| BUDGET AMENDMENT
2025-101-10R**

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

		<u>DEBIT:</u>	<u>CREDIT:</u>
101-34690	Committed for Other: Opioid Settlement	\$ 75,000	
101-55170-316	Alcohol and Drug Programs: Contributions		\$ 75,000

Purpose: *Opioid Abatement funds received in February 2022 to be distributed by February 2024. Proposed to contribute \$50,000 to Hartsville Hope and Healing Alliance to support their efforts of educating and prevention of substance abuse in the community and \$25,000 to Haven House Rehabilitation Center to support the treatment and recovery of addicts in the community.*

Budget Amendment Total	\$ 75,000	\$ 75,000
-------------------------------	------------------	------------------

As recommended by the Budget & Finance Committee _____

Motion to approve: _____

Electronic Vote

Second: _____ Yes _____ No _____ Absent _____

Budget Amendment 2025-101-10R approved by Commission on _____

APPROVED:

ATTEST:

LONNIE TAYLOR
COMMISSION CHAIRMAN

RITA CROWDER
COUNTY CLERK

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

101-11G TNRMT Safety Grant-Fire

**| BUDGET AMENDMENT
2025-101-11G**

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

		<u>DEBIT:</u>	<u>CREDIT:</u>
101-48990-FIRE	Other Revenues - Fire	\$ 6,700	
101-54310-790	Fire Dept: Other Equipment		\$ 6,700

Purpose: *The Fire Department has received the TNRMT Safety Grant to purchase 2 sets of turnout gear.*

Budget Amendment Total	\$ 6,700	\$ 6,700
-------------------------------	-----------------	-----------------

As recommended by the Budget & Finance Committee _____

Motion to approve: _____

Electronic Vote

Second: _____ Yes _____ No _____ Absent _____

Budget Amendment 2025-101-11G *approved by Commission on* _____

APPROVED:

ATTEST:

LONNIE TAYLOR
COMMISSION CHAIRMAN

RITA CROWDER
COUNTY CLERK

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

101-12 Insurance Recovery

**| BUDGET AMENDMENT
2025-101-12**

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

		<u>DEBIT:</u>	<u>CREDIT:</u>
101-49700	Insurance Recovery	\$ 3,665	
101-54110-338	Sheriff: Vehicle Repairs & Maintenance		\$ 3,665

Purpose: Incident occurred 11/7/2024. VA110818: Sheriff patrol vehicle vs deer.

Budget Amendment Total	\$ 3,665	\$ 3,665
	<u> </u>	<u> </u>

As recommended by the Budget & Finance Committee _____

Motion to approve: _____

Electronic Vote

Second: _____ Yes _____ No _____ Absent _____

Budget Amendment 2025-101-12 **approved by Commission on** _____

APPROVED:

ATTEST:

LONNIE TAYLOR
COMMISSION CHAIRMAN

RITA CROWDER
COUNTY CLERK

141-06 TISA Bonuses

| BUDGET AMENDMENT

25

2025-141-06

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

DEBIT REVENUE	46510 TN Investment in Student Achievement (TISA	158,480.00
DEBIT TOTALS		\$158,480.00
CREDIT EXPENDITURES	71100 Regular Instruction Program	
	185 Education Incentive	158,480.00
CREDIT TOTALS		\$158,480.00

Purpose: 141-71100 Regular Instruction Program - revenue in the amount of \$158,480.00 from TN Investment in Student Achievement (TISA) for student outcomes bonuses to be used for strategic compensation payments.

Budget Amendment Total

\$ 158,480.00

As recommended by the Board of Education December 19, 2024

As recommended by the Budget & Finance Committee _____

Motion to approve: _____

Electronic Vote

Second: _____ Yes _____ No _____ Absent _____

Budget Amendment 2025-141-06 **approved by Commission on** _____

APPROVED:

ATTEST:

LONNIE TAYLOR
COMMISSION CHAIRMAN

RITA CROWDER
COUNTY CLERK

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

141-07 Spec Edu Reimb

| BUDGET AMENDMENT

26

2025-141-07

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

DEBIT REVENUE	47143	Special Education Grants to States	36,729.02
----------------------	-------	------------------------------------	-----------

DEBIT TOTALS	\$36,729.02
---------------------	--------------------

CREDIT EXPENDITURES	71200	Special Education Program	
	116	Teachers	6,000.00
	201	Social Security	375.00
	204	State Retirement	500.00
	212	Employee Medicare	100.00
	312	Contracts with Private Agencies	27,289.02

	72710	Transportation	
	189	Other Salaries and Wages	2,160.00
	201	Social Security	135.00
	204	State Retirement	135.00
	212	Employer Medicare	35.00

CREDIT TOTALS	\$36,729.02
----------------------	--------------------

Purpose: 141-71200 Special Education Program - revenue in the amount of \$36,792.02 for special education high cost reimbursement.

Budget Amendment Total	\$ 36,729.02
-------------------------------	---------------------

As recommended by the Board of Education	<u>December 19, 2024</u>
As recommended by the Budget & Finance Committee	_____

Motion to approve: _____

Electronic Vote

Second: _____ Yes _____ No _____ Absent _____

Budget Amendment 2025-141-07 **approved by Commission on** _____

APPROVED:

ATTEST:

LONNIE TAYLOR
COMMISSION CHAIRMAN

RITA CROWDER
COUNTY CLERK

141-08 Edu Incentive

BUDGET AMENDMENT

28 2025-141-08

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

DEBIT EQUITY	34655-EIF	Committed for Education Incentive Fund	16,646.00
DEBIT EXPENDITURES	71100	Regular Instruction Program	
	185	Educational Incentive - Other County	27,576.00
	201	Social Security	1,710.00
	204	State Retirement	2,206.00
	212	Employer Medicare	400.00
<hr/>			
DEBIT TOTALS			\$48,538.00
<hr/>			
CREDIT EXPENDITURES	71150	Alternative Instructional Program	
	185	Education Incentive	1,750.00
	201	Social Security	109.00
	204	State Retirement	158.00
	212	Employer Medicare	26.00
	71200	Special Education Program	
	185	Education Incentive	2,006.00
	201	Social Security	125.00
	204	State Retirement	160.00
	212	Employer Medicare	29.00
	71300	Vocational Education Program	
	185	Education Incentive	5,295.00
	201	Social Security	329.00
	204	State Retirement	547.00
	212	Employer Medicare	77.00
	72130	Other Student Support	
	185	Education Incentive	2,333.00
	201	Social Security	145.00
	204	State Retirement	149.00
	212	Employer Medicare	34.00
	72210	Regular Instructional Support	
	185	Education Incentive	24,097.00
	201	Social Security	980.00
	204	State Retirement	1,051.00
	212	Employer Medicare	350.00
	72220	Special Education Support	
	185	Education Incentive	6,172.00
	201	Social Security	383.00
	204	State Retirement	393.00
	212	Employer Medicare	90.00
	72320	Director of Schools	
	140	Salary Supplements	1,172.00
	201	Social Security	73.00
	204	State Retirement	75.00
	212	Employer Medicare	17.00
	72410	Office of the Principal	
	185	Education Incentive	356.00
	201	Social Security	22.00
	204	State Retirement	29.00
	212	Employer Medicare	6.00
<hr/>			
CREDIT TOTALS			\$48,538.00

Purpose: 141-71100 Regular Instruction Program - (2) budget transfers: 1) debit of \$16,646.00 from Education Incentive fund, and 2) transfer of \$31,892 from 71100 to multiple teacher categories (71150, 71200, 71300, 72130, 72210, 72220, 72320, and 72410)

Budget Amendment Total \$ 48,538.00

As recommended by the Board of Education December 19, 2024
 As recommended by the Budget & Finance Committee _____

Motion to approve: _____

Electronic Vote

Second: _____ Yes _____ No _____ Absent _____

Budget Amendment 2025-141-08 approved by Commission on _____

APPROVED:

ATTEST:

 LONNIE TAYLOR
 COMMISSION CHAIRMAN

 RITA CROWDER
 COUNTY CLERK

HARTSVILLE/TROUSDALE COUNTY GOVERNMENT

141-09 uTrust Funding

| BUDGET AMENDMENT

29

2025-141-09

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

DEBIT REVENUE	44570-UTRUS Contributions and Gifts	5,500.00
DEBIT TOTALS		\$5,500.00
CREDIT EXPENDITURES	71100 Regular Instruction Program	
	429-UTRUS Instructional Supplies & Materials	700.00
	72410 Office of the Principal	
	499-UTRUS Other Supplies & Materials	4,800.00
CREDIT TOTALS		\$5,500.00

Purpose: 141-71100 Regular Instruction Program - revenue in the amount of \$5,500 from uTrust for employee appreciation program and summer learning camp incentives.

Budget Amendment Total

\$ 5,500.00

As recommended by the Board of Education December 19, 2024

As recommended by the Budget & Finance Committee _____

Motion to approve: _____

Electronic Vote

Second: _____ Yes _____ No _____ Absent _____

Budget Amendment 2025-141-09 **approved by Commission on** _____

APPROVED:

ATTEST:

LONNIE TAYLOR
COMMISSION CHAIRMAN

RITA CROWDER
COUNTY CLERK

**Hartsville/Trousdale County Commission
Committee Attendance Record**

Month of: DEC 2024 / JAN 2025

Committee Name			Initials
Personnel	12/9/2024	53	
Steering	1/7/2025	53	
Codes & Zoning	1/9/2025	53	
Personnel	1/21/2025	53	
Budget & Finance	1/21/2025	53	
Public Works	1/23/2025	53	
Parks & Recreation	1/23/2025	53	
First Responders	1/27/2025	53	
<i>All other Advisory boards, committees, and commissions (Planning, BZA, Beer Board, etc) are <u>separate</u> from this listing.</i>			
Work Session	1/21/2025	95	
Commission	1/27/2025	125	

Amount Due \$

Direct Deposit estimated on **2/7/2025**

Commissioner Signature

Date

Print your Name

**Commissioners are paid only for the attendance of committees of which they are appointed. You may attend other committee meetings at your leisure. Sheets will be checked with the minutes.*

Email: amy.thomas@trousdalecountyttn.gov

Fax: 615-374-3948 | Mail: 328 Broadway, Rm 6 | Hartsville, TN