

COUNTY COMMISSION-REGULAR SESSION

JUNE 16, 2022

BE IT REMEMBERED THAT:

COUNTY COMMISSION MET PURSUANT TO ADJOURNMENT IN REGULAR SESSION OF THE SULLIVAN COUNTY BOARD OF COMMISSIONERS THIS THURSDAY EVENING, JUNE 16, 2022, 6:00 P.M. IN BLOUNTVILLE, TENNESSEE. PRESENT AND PRESIDING WAS HONORABLE RICHARD VENABLE, CHAIRMAN, COUNTY CHAIRMAN AND TERESA JACOBS, COUNTY CLERK OF SAID BOARD OF COMMISSIONERS,

TO WIT:

The Commission was called to order by County Chairman Richard Venable, Sheriff Jeff Cassidy opened the commission and Commissioner Larry Crawford gave the invocation. The pledge to the flag was led by Sheriff Jeff Cassidy.

COMMISSIONERS PRESENT AND ANSWERING ROLL WERE AS FOLLOWS:

DAVID AKARD	BARRY L. HOPPER
JUDY BLALOCK	SAMUEL "SAM" JONES
TODD BROUGHTON	DWIGHT KING
DARLENE CALTON	TONY LEONARD
MICHAEL COLE	MICHAEL HUNTER LOCKE
LARRY CRAWFORD	RANDY MORRELL
	ARCHIE PIERCE
JOYCE NEAL CROSSWHITE	ANGIE STANLEY
JOHN GARDNER	ALICIA D. STARNES
COLETTE GEORGE	GARY STIDHAM
HERSHEL GLOVER	MARK VANCE
TERRY HARKLEROAD	DOUG WOODS

23 PRESENT, 1 ABSENT  
(Absent at Roll Call CROSS)

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

Motion was made by Comm. Gardner and seconded by Comm. Crawford to approve the minutes of the Regular Session of the County Commission held on May 19, 2022. Said motion was approved unanimously. 23 Yes, 1 Absent

# Agenda subject voting report

447

Meeting name

Sullivan County Commission June 16, 2022

6/16/2022

2 Roll Call by Teresa Jacobs, County Clerk  
Roll Call

**Description** Roll Call  
**Chairman** Venable, Richard

**Total vote result**

**Voting start time** 6:04:27 PM  
**Voting stop time** 6:05:03 PM  
**Voting configuration** Vote  
**Voting mode** Open  
**Vote result**

Yes	23
Abstain	0
No	0
Total Present	23
Absent	1

**Group voting result**

Group	Yes	Absent
No group	23	0
<b>Total result</b>	<b>23</b>	<b>0</b>

**Individual voting result**

Name	Yes	Abstain	No	Absent
Akard, David ()	X			
Blalock, Judy ()	X			
Broughton, Todd ()	X			
Calton, Darlene ()	X			
Cole, Michael ()	X			
Crawford, Larry ()	X			
Cross, Andrew ()	X			
Crosswhite, Joyce ()	X			
Gardner, John ()	X			
George, Colette ()	X			
Glover, Hershel ()	X			
Harkleroad, Terry ()	X			
Hopper, Barry ()	X			
Jones, Sam ()	X			
King, Dwight ()	X			
Leonard, Tony ()	X			
Locke, Hunter ()	X			
Morrell, Randy ()	X			
Pierce, Archie ()	X			
Stanley, Angie ()	X			
Starnes, Alicia ()	X			
Stidham, Gary ()	X			
Vance, Mark ()	X			
Woods, Doug ()	X			

Sullivan County Board of Commissioners  
Certificate of Accomplishment

presented to  
Miller Perry Elementary  
4<sup>th</sup> Grade Team

Ellie Carpenter, Sophie Perry, Harper Skinner & Jonah Stiltner  
Coach/Teacher: Angie Jeffers & Principal Mike Wilson  
for outstanding performance and achievement as

Champions  
of the

2022 Eastern Region 4<sup>th</sup> Clover Bowl



COUNTY of SULLIVAN  
TENNESSEE

Presented this 16<sup>th</sup> day of June 2022.

*Richard S. Venable*  
Richard S. Venable  
Sullivan County Mayor

# Sullivan County Board of Commissioners Certificate of Accomplishment

presented to  
**Gracey Humigan**  
for outstanding performance and achievement in

**Sullivan County 4-H Beef Project**

**78<sup>th</sup> Annual Bristol Steer & Heifer Show**

May 14, 2022 at the Washington County Fairgrounds, Abingdon, VA

Champion Steer with weight of 1,225 pounds

Winner of Junior Division Beef Skill-a-thon

Novice Showmanship Champion

Exhibitor of Grand Champion Finished Steer



**COUNTY of SULLIVAN  
TENNESSEE**

Presented this 16<sup>th</sup> day of June 2022.

*Richard S. Venable*  
Richard S. Venable  
Sullivan County Mayor



# Sullivan County, Tennessee PROCLAMATION

## Recognizing Eliza Faith Sanders Miss Sullivan County

**Whereas**, Eliza Faith Sanders came to the United States after being adopted from China as a baby and she has lived in Sullivan County ever since; and,

**Whereas**, Eliza attended Sullivan County Schools and was a product of Miller Perry Elementary, Colonial Heights Middle and was a member of the last graduating class of Sullivan South; and,

**Whereas**, after being crowned Miss Sullivan County, she decided to defer her enrollment at Middle Tennessee State University in order to better serve the county. So, by attending Northeast State her freshman year, she completed her first year of college in Sullivan County; and,

**Whereas**, Eliza has had a very active year - visiting every school in our county system, serving at events from Kingsport to Blountville to Bristol and meeting hundreds of residents of Sullivan County; and

**Whereas**, Eliza will be representing Sullivan County at the Miss Tennessee Competition in Memphis later this year.

**Now Therefore**, I, Mayor Richard S. Venable, Mayor of Sullivan County, do hereby recognize Ms. Eliza Faith Sanders for her hard work, dedication, and achievement of the title of Miss Sullivan County.



County of Sullivan  
Tennessee

**In Witness Whereof**, I have hereunto set my hand and caused the official seal of Sullivan County to be affixed on this the 16<sup>th</sup> day of June 2022.

*Richard S. Venable*  
Richard S. Venable, Sullivan County Mayor

Agenda subject voting report

Meeting name

Sullivan County Commission June 16, 2022

6/16/2022

approval of min

Description

Chairman Venable, Richard

Total vote result

Voting start time 6:35:36 PM  
 Voting stop time 6:36:11 PM  
 Voting configuration Vote  
 Voting mode Open  
 Vote result

Yes	23
Abstain	0
No	0
Total Present	23
Absent	1

Group voting result

Group	Yes	Absent
No group	23	0
Total result		23

Individual voting result

Name	Yes	Abstain	No	Absent
Akard, David ()	X			
Blalock, Judy ()	X			
Broughton, Todd ()	X			
Calton, Darlene ()	X			
Cole, Michael ()	X			
Crawford, Larry ()	X			
Cross, Andrew ()	X			
Crosswhite, Joyce ()	X			
Gardner, John ()	X			
George, Colette ()	X			
Glover, Hershel ()	X			
Harkleroad, Terry ()	X			
Hopper, Barry ()	X			
Jones, Sam ()	X			
King, Dwight ()	X			
Leonard, Tony ()	X			
Locke, Hunter ()	X			
Morrell, Randy ()	X			
Pierce, Archie ()	X			
Stanley, Angie ()	* Voted. X			
Starnes, Alicia ()	X			
Stidham, Gary ()	X			
Vance, Mark ()	X			
Woods, Doug ()	X			

After Roll Call  
Vote announced.

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

Notaries to be elected June 16,2022

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MARIA DEL CARMEN ARAMBURU	CAITLIN L LIGHT
AMY L BACHMAN	KRISTEN MARIE LUCAS
MARY P BARKLEY	PAIGE LUPU
ANGELA BARRETT	CONNIE S LYON
CATRINA BLEVINS	DEBRA JENE MANIS
ASHLEY E. BRITT	VICKIE J. MONROE
CHARLENE MECHELLE CARNES	DONNA T OSTERMEYER
SARAH ANN CHAPMAN-WILLIAMS	THOMAS CHARLES PLATTEN
MOLLIE JO CLARK	SABRINA M. POWERS
R TODD COAKE	CATHY LYNN SHORT
MICHELLE LYNN DAVIS	LORI A SIMPSON
MARCIA DEMPSEY	CATHERINE SMITH
MARY ECK	BENJAMIN TAYLOR
ANN MICHELE FERGUSON	MELISSA LYNN TOMLINSON
ASHLEY LEIGH GOBBLE	GENNY ROSE SUE VANDYKE
RHONDA D. HALL	MAUREEN YODER
WESLEY HARRIS	
GINGER KIRKPATRICK	

PERSONAL SURETY

### Agenda subject voting report

Meeting name

Sullivan County Commission June 16, 2022

6/16/2022

Approval of Notary Publics

**Description** Approval of Notary Publics  
**Chairman** Venable, Richard

**Total vote result**

**Voting start time** 6:38:40 PM  
**Voting stop time** 6:38:59 PM  
**Voting configuration** Vote  
**Voting mode** Open  
**Vote result**

Yes	24
Abstain	0
No	0
Total Present	24
Absent	0

**Group voting result**

Group	Yes	Absent
No group	24	0
<b>Total result</b>		<b>24 0</b>

**Individual voting result**

Name	Yes	Abstain	No	Absent
Akard, David ()	X			
Blalock, Judy ()	X			
Broughton, Todd ()	X			
Calton, Darlene ()	X			
Cole, Michael ()	X			
Crawford, Larry ()	X			
Cross, Andrew ()	X			
Crosswhite, Joyce ()	X			
Gardner, John ()	X			
George, Colette ()	X			
Glover, Hershel ()	X			
Harkleroad, Terry ()	X			
Hopper, Barry ()	X			
Jones, Sam ()	X			
King, Dwight ()	X			
Leonard, Tony ()	X			
Locke, Hunter ()	X			
Morrell, Randy ()	X			
Pierce, Archie ()	X			
Stanley, Angie ()	X			
Starnes, Alicia ()	X			
Stidham, Gary ()	X			
Vance, Mark ()	X			
Woods, Doug ()	X			

**SULLIVAN COUNTY BOARD OF COMMISSIONERS**  
**County Commission - Regular Session**  
**PUBLIC COMMENT**

June 16, 2022

Please check the box to the right of your name if your comments pertain to property being considered for REZONING.

**PLEASE PRINT INFORMATION**

	Name	Street Address	City	✓
✓ 1	JAY BAUDAGE	449 LAKE SHORE RD	BLUFF CITY	
2	CHARLES PUGHES	655 Bu Springs Rd	Bluff City	✓
3	Amber Simcox	403 Big Springs Rd	Bluff City	✓
4	Dorothy Perry	417 Big Springs Rd	Bluff City	✓
5	Walter Dean	2085 Bullock Hwy	Bristol	✓
6	COREY ROBERTS	1653 Bullock Hwy	BRISTOL	✓
✓ 7	Rozie Williams	314 Elm St B.c	Bluff City	
8	Phyllis Mullins	569 Big Springs Rd	Bluff City	✓
9	Carl Little	446 Sun Chase Ct	J.C	✓
✓ 10	Greg Latham	374 Elm Rd B.c	Bluff City	
✓ 11	Heather Imburgia	249 Grandview Court	Kingsport	
12				

*Sullivan County*  
*Board of County Commissioners*  
*242<sup>nd</sup> Annual Session*

*Consent Agenda*  
**June 16, 2022**

Item 3            Resolution No. 2022-06-45

Sponsors: Vance/ Locke

RESOLUTION TO RESCIND RESOLUTION NO. 2022-05-37 AND AUTHORIZE  
SULLIVAN COUNTY TO SUBMIT AND APPLY FOR FY 2022 CHILDCARE CV  
COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

Item 6            Resolution No. 2022-06-48

Sponsors: Morrell/ Cross

*Waiver of the Rules Requested*

RESOLUTION to Amend the 2021-2022 General Purpose School Budget For Various  
Account Series



## Agenda subject voting report

Meeting name

Sullivan County Commission June 16, 2022

6/16/2022

25 Consent Agenda  
Vote

456

**Description**

Item 3

Resolution No. 2022-06-45

Item 6

Resolution No. 2022-06-48

**Chairman**

Venable, Richard

**Total vote result**

**Voting start time** 8:38:50 PM  
**Voting stop time** 8:39:10 PM  
**Voting configuration** Vote  
**Voting mode** Open  
**Vote result**

Yes	23
Abstain	0
No	0
Total Present	23
Absent	1

**Group voting result**

Group	Yes	Absent
No group	23	0
<b>Total result</b>	<b>23</b>	<b>0</b>

**Individual voting result**

Name	Yes	Abstain	No	Absent
Akard, David ()	X			
Blalock, Judy ()	X			
Broughton, Todd ()	X			
Calton, Darlene ()	X			
Cole, Michael ()	X			
Crawford, Larry ()	X			
Cross, Andrew ()				X
Crosswhite, Joyce ()	X			
Gardner, John ()	X			
George, Colette ()	X			
Glover, Hershel ()	X			
Harkleroad, Terry ()	X			
Hopper, Barry ()	X			
Jones, Sam ()	X			
King, Dwight ()	X			
Leonard, Tony ()	X			
Locke, Hunter ()	X			
Morrell, Randy ()	X			
Pierce, Archie ()	X			
Stanley, Angie ()	X			

# Agenda subject voting report

457

Meeting name

Sullivan County Commission June 16, 2022

6/16/2022

Name	Yes	Abstain	No	Absent
Starnes, Alicia ()	X			
Stidham, Gary ()	X			
Vance, Mark ()	X			
Woods, Doug ()	X			



***Sullivan County***  
***Board of County Commissioners***  
***242<sup>nd</sup> Annual Session***

**RESOLUTIONS**

**June 16, 2022**

Item 1      Resolution No. 2022-06-01

Sponsors: Calton/ Gardner

**RESOLUTION TO CONSIDER AMENDMENT(S) TO THE SULLIVAN COUNTY ZONING PLAN: ZONING MAP OR THE ZONING RESOLUTION**

Applicant # 1 – Gouge Little & Associates

Applicant # 2 – Larry J. Roberts, Trustee

**OLD BUSINESS**

Item 2      Resolution No. 2022-04-35

Sponsors: Glover/ King

**RESOLUTION TO REQUEST OFFICIALS OF THE SULLIVAN COUNTY JUDICIAL SYSTEM REPRESENTING SULLIVAN COUNTY COURTS TO REVIEW PROVISIONS OF A SULLIVAN COUNTY PAY-TO-STAY PROGRAM AND DISCUSS IDEAS DESIGNED TO REQUIRE AN INMATE TO REPAY A PER DIEM COST OF \$35 AND / OR OTHER COSTS FOR THEIR STAY WHEN COMMITTED TO THE SULLIVAN COUNTY JAIL FOR ANY LENGTH OF TIME OF TWENTY-FOUR (24) HOURS OR MORE**

**NEW BUSINESS**

Item 3      Resolution No. 2022-06-45

Sponsors: Vance/ Locke

**RESOLUTION TO RESCIND RESOLUTION NO. 2022-05-37 AND AUTHORIZE SULLIVAN COUNTY TO SUBMIT AND APPLY FOR FY 2022 CHILDCARE CV COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS**

Item 4      Resolution No. 2022-06-46

Sponsors: Jones/ Stanley      *Waiver of the Rules Requested*

**RESOLUTION TO ENTER AN AGREEMENT WITH TENNESSEE VALLEY AUTHORITY TO AUTHORIZE THE SULLIVAN COUNTY HIGHWAY DEPARTMENT TO PAVE PORTIONS OF ROADWAYS IN THE BOONE DAM AREA**



- Item 5            Resolution No. 2022-06-47    *AMENDED*  
Sponsors: Stidham/ Cross  
RESOLUTION TO ESTABLISH AND FUND THE POSITION OF ASSISTANT TO  
THE COUNTY COMMISSION/ PUBLIC AFFAIRS DIRECTOR
- Item 6            Resolution No. 2022-06-48  
Sponsors: Morrell/ Cross                    *Waiver of the Rules Requested*  
RESOLUTION to Amend the 2021-2022 General Purpose School Budget For Various  
Account Series
- Item 7            Resolution No. 2022-06-49  
Sponsors: Glover/ King  
RESOLUTION TO update the Sullivan County Occupational Safety and Health Program
- Item 8            Resolution No. 2022-06-50  
Sponsors: Jones/ Calton  
RESOLUTION TO ACCEPT OFFER FOR COUNTY OWNED DELINQUENT TAX  
PROPERTY IN THE 16TH CIVIL DISTRICT KNOWN AS 170 MAIN STREET BLUFF  
CITY, TENNESSEE
- Item 9            Resolution No. 2022-06-51  
Sponsors: Vance/ Gardner  
RESOLUTION TO ALLOW EMPLOYEES WITH 30 YEARS OF SERVICE WITH  
SULLIVAN COUNTY TO RETIRE WITH FULL COUNTY RETIREMENT BENEFITS  
INCLUDING RETIREE HEALTH INSURANCE BEING PROVIDED BY SULLIVAN  
COUNTY
- Item 10           Resolution No. 2022-06-52  
Sponsors: Jones/ Calton                    *Waiver of the Rules Requested*  
RESOLUTION To amend the budget for the General Debt Service Fund to complete the  
2022 fiscal year.
- Item 11           Resolution No. 2022-06-53  
Sponsors: Locke/ Vance  
RESOLUTION TO APPROVE AN INTERLOCAL AGREEMENT WITH THE CITY  
OF KINGSPORT PURSUANT TO T.C.A. § 6-51-104 FOR SERVICES TO PROPERTY  
THAT IS NON-CONTIGUOUS WITH THE MUNICIPALITY



Item 12                      Resolution No. 2022-06-54  
Sponsors: Calton/ King                      *Waiver of the Rules Requested*  
RESOLUTION To amend the General Fund 2022 fiscal year budget to complete the  
fiscal year.

Item 13                      Resolution No. 2022-06-55  
Sponsors: Stanley/ Gardner  
RESOLUTION TO CREATE AND FUND ONE THOUSAND DOLLARS (\$1,000.00)  
EDUCATIONAL SCHOLARSHIPs TO BE AWARDED ANNUALLY TO MISS SULLIVAN  
COUNTY AND MISS KINGSPORT BEGINNING WITH 2022 CROWNING



***Sullivan County***  
***Board of County Commissioners***  
***242<sup>nd</sup> Annual Session***

Item 1  
 No. 2022-06-01

To the Honorable Richard S. Venable, Sullivan County Mayor, and the Board of Sullivan County Commissioners meeting in Regular Session this 16<sup>th</sup> day of June 2022.

**RESOLUTION TO CONSIDER AMENDMENT(S) TO THE SULLIVAN COUNTY ZONING PLAN: ZONING MAP OR THE ZONING RESOLUTION**

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

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

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

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

Duly passed and approved this 16th day of June, 2022.

Attest: *Teresa Jacobs*  
 Teresa Jacobs, County Clerk

Approved: *Richard S. Venable*  
 Richard S. Venable, County Mayor

**Introduced by: Commissioner Darlene Calton**

**Seconded by: Commissioner John Gardner**

2022-06-01      ACTIONS: 06-23-22 Approved 23 Yes, 1 Absent



# Agenda subject voting report

462

Meeting name

Sullivan County Commission June 16, 2022

6/16/2022

20 Zoning Resolution  
Vote

**Description**

RESOLUTION To Consider Amendment(s) To The Sullivan County Zoning Plan: Zoning Map Or The Zoning Resolution

**Chairman**

Venable, Richard

**Total vote result**

**Voting start time** 7:05:28 PM  
**Voting stop time** 7:05:55 PM  
**Voting configuration** Vote  
**Voting mode** Open  
**Vote result**

Yes	23
Abstain	0
No	0
Total Present	23
Absent	1

**Group voting result**

Group	Yes	Absent
No group	23	0
<b>Total result</b>	<b>23</b>	<b>0</b>

**Individual voting result**

Name	Yes	Abstain	No	Absent
Akard, David ()				X
Blalock, Judy ()	X			
Broughton, Todd ()	X			
Calton, Darlene ()	X			
Cole, Michael ()	X			
Crawford, Larry ()	X			
Cross, Andrew ()	X			
Crosswhite, Joyce ()	X			
Gardner, John ()	X			
George, Colette ()	X			
Glover, Hershel ()	X			
Harkleroad, Terry ()	X			
Hopper, Barry ()	X			
Jones, Sam ()	X			
King, Dwight ()	X			
Leonard, Tony ()	X			
Locke, Hunter ()	X			
Morrell, Randy ()	X			
Pierce, Archie ()	X			
Stanley, Angie ()	X			
Starnes, Alicia ()	X			
Stidham, Gary ()	X			
Vance, Mark ()	X			
Woods, Doug ()	X			

# Agenda subject voting report

463

Meeting name

Sullivan County Commission June 16, 2022

6/16/2022

21 Zoning Amendment  
Vote

**Description**

Applicant # 1 – Gouge Little & Associates

**Chairman**

Venable, Richard

**Total vote result**

**Voting start time** 7:13:20 PM  
**Voting stop time** 7:13:40 PM  
**Voting configuration** Vote  
**Voting mode** Open  
**Vote result**

Yes	24
Abstain	0
No	0
Total Present	24
Absent	0

**Group voting result**

Group	Yes	Absent
No group	24	0
<b>Total result</b>	<b>24</b>	<b>0</b>

**Individual voting result**

Name	Yes	Abstain	No	Absent
Akard, David ()	X			
Blalock, Judy ()	X			
Broughton, Todd ()	X			
Calton, Darlene ()	X			
Cole, Michael ()	X			
Crawford, Larry ()	X			
Cross, Andrew ()	X			
Crosswhite, Joyce ()	X			
Gardner, John ()	X			
George, Colette ()	X			
Glover, Hershel ()	X			
Harkleroad, Terry ()	X			
Hopper, Barry ()	X			
Jones, Sam ()	X			
King, Dwight ()	X			
Leonard, Tony ()	X			
Locke, Hunter ()	X			
Morrell, Randy ()	X			
Pierce, Archie ()	X			
Stanley, Angie ()	X			
Starnes, Alicia ()	X			
Stidham, Gary ()	X			
Vance, Mark ()	X			
Woods, Doug ()	X			

Agenda subject voting report

Meeting name

Sullivan County Commission June 16, 2022

6/16/2022

22 Zoning Amendment  
Vote

Description

Applicant # 2 – Larry J. Roberts, Trustee

Chairman

Venable, Richard

Total vote result

Voting start time 8:19:58 PM  
 Voting stop time 8:20:28 PM  
 Voting configuration Vote  
 Voting mode Open  
 Vote result

Yes	14
Abstain	0
No	10
Total Present	24
Absent	0

Group voting result

Group	Yes	No	Absent
No group	14	10	0
<b>Total result</b>	<b>14</b>	<b>10</b>	<b>0</b>

Individual voting result

Name	Yes	Abstain	No	Absent
Akard, David ()	X			
Blalock, Judy ()			X	
Broughton, Todd ()			X	
Calton, Darlene ()	X			
Cole, Michael ()			X	
Crawford, Larry ()	X			
Cross, Andrew ()	X			
Crosswhite, Joyce ()			X	
Gardner, John ()	X			
George, Colette ()	X			
Glover, Hershel ()			X	
Harkleroad, Terry ()			X	
Hopper, Barry ()	X			
Jones, Sam ()	X			
King, Dwight ()	X			
Leonard, Tony ()			X	
Locke, Hunter ()	X			
Morrell, Randy ()	X			
Pierce, Archie ()			X	
Stanley, Angie ()	X			
Starnes, Alicia ()			X	
Stidham, Gary ()	X			
Vance, Mark ()			X	
Woods, Doug ()	X			

***Sullivan County***  
***Board of County Commissioners***  
***242<sup>nd</sup> Annual Session***

Item 2  
 No. 2022-04-35

To the Honorable Richard S. Venable, Sullivan County Mayor, and the Board of Sullivan County Commissioners meeting in Regular Session this 21<sup>st</sup> day of April 2022.

**RESOLUTION TO REQUEST OFFICIALS OF THE SULLIVAN COUNTY JUDICIAL SYSTEM REPRESENTING SULLIVAN COUNTY COURTS TO REVIEW PROVISIONS OF A *SULLIVAN COUNTY PAY-TO-STAY* PROGRAM AND DISCUSS IDEAS DESIGNED TO REQUIRE AN INMATE TO REPAY A PER DIEM COST OF \$35 AND / OR OTHER COSTS FOR THEIR STAY WHEN COMMITTED TO THE SULLIVAN COUNTY JAIL FOR ANY LENGTH OF TIME OF TWENTY-FOUR (24) HOURS OR MORE.**

**WHEREAS**, the weighty cost of imprisonment is tough on a fiduciary commitment of Sullivan County payers of taxes to house inmates separate and apart from society; and

**WHEREAS**, the Sullivan County Board of Commissioners has determined that it is in the best interests of Sullivan County to establish a plan to charge inmates for their stay at a rate of \$35 per day and pay charges commensurate with appropriate medical costs, dental procedures, eyeglasses, laboratory tests, elective education programs, vocational education programs, and meals while incarcerated in the Sullivan County Jail; and

**WHEREAS**, inmates paying for costs of their incarceration reduces culpability due to inmates seeking incarceration as an alternative to have payers of taxes pay these costs on their behalf; and

**WHEREAS**, while Sullivan County is the beneficiary of solid sales tax proceeds, there remains a desire to institute a practice that assures these proceeds promote a robust process for expending these proceeds on behalf of payers of taxes and residents of Sullivan County; and

**WHEREAS**, inmates can provide appropriate community service time at a rate of minimum wage to expend responsibilities of their *Pay-to-Stay* obligations; and

**WHEREAS**, pursuant to the provisions of Tennessee Code Annotated, Section 41-4-142© the Sullivan County jail administrator is authorized to assess the amount of all fees pursuant to these charges associated with an inmate's incarceration; and

**WHEREAS**, two-thirds (2/3) vote of this legislative body affirms this request to adopt provisions of a *Sullivan County Pay-to-Stay* Program; and

**NOW THEREFORE BE IT RESOLVED** that this Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session on the 21<sup>th</sup> day of April 2022 hereby fully supports requesting officials of the judicial system representing Sullivan County courts review a *Sullivan County Pay-to-Stay* Program.





2022-04-35

**BE IT FURTHER RESOLVED** that all money collected from the *Pay-to-Stay* Program is deposited to Sullivan County General Fund with 90% of the aggregate going to Jail Obligation Bond and 6% appropriated to pay raises for jail employees and 4% appropriated to maintenance of the Sullivan County Jail.

**BE IT FURTHER RESOLVED** that a reassessment on appropriations of the *Sullivan County Pay-to-Stay* Program relative to \$35 per diem be reviewed biannually.

**BE IT FURTHER RESOLVED** that a copy of this resolution shall be sent by the Sullivan County Clerk to all Tennessee members currently serving in Tennessee General Assembly and Tennessee Director Department of Corrections.

This resolution shall take effect from and after its passage the welfare of Sullivan County citizens requiring it. All resolutions in conflict herewith be and the same rescinded insofar as such conflict exists.

Approved this \_\_\_\_ day of \_\_\_\_\_, 2022

Attest: \_\_\_\_\_  
Teresa Jacobs, County Clerk

Approve: \_\_\_\_\_  
Richard S. Venable, County Mayor

**Sponsored By: Commissioner Hershel Glover**

**Co-Sponsor(s): Commissioner(s) Dwight King**

2022-04-35 COMMISSION ACTIONS: 04-21-22 1<sup>st</sup> Reading; 05-19-22 Deferred; 06-16-22 Deferred



**Sullivan County**  
**Board of County Commissioners**  
**242<sup>nd</sup> Annual Session**

Item 3  
 No. 2022-06-45

To the Honorable Richard S. Venable, Sullivan County Mayor, and the Board of Sullivan County Commissioners meeting in Regular Session this 16<sup>th</sup> day of June 2022.

**RESOLUTION TO RESCIND RESOLUTION NO. 2022-05-37 AND AUTHORIZE SULLIVAN COUNTY TO SUBMIT AND APPLY FOR FY 2022 CHILDCARE CV COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS**

**WHEREAS**, on May 19, 2022, the Sullivan County Board of Commissioners approved Resolution No. 2022-05-37 authorizing Richard S. Venable, Mayor of Sullivan County, to make, sign, and submit an application requesting Fiscal Year 2022 Childcare CV Community Development Block Grant funds in the amount not to exceed \$15,000, for the purpose of making improvements to Sullivan County childcare through the First Tennessee Development District; and,

**WHEREAS**, since the approval of the resolution, the Tennessee Department of Economic and Community Development (TNECD) has made First Tennessee Development District aware of additional grant requirements; and

**WHEREAS**, the additional costs will be paid through state funding with no local cash/match required by the County; and

**WHEREAS**, Tennessee Code Annotated Section 8-4-401 authorizes cities and counties to use the CDBG program;

**NOW, THEREFORE, BE IT RESOLVED** that the Sullivan County Board of Commissioners, meeting in regular session, hereby rescinds Resolution No. 2022-05-37 in its entirety.

**BE IT RESOLVED** that the Sullivan County Board of Commissioners authorizes the Mayor of Sullivan County to make, sign, and submit an application requesting Fiscal Year 2022 Childcare CV Community Development Block Grant funds in the amount not to exceed \$45,000, for the purpose of making improvements to Sullivan County childcare; and


**BE IT RESOLVED** that Sullivan County is not obligated to any local cash/match; and

**BE IT FURTHER RESOLVED** that the Mayor of Sullivan County is authorized to enter into any and all necessary agreements and assurances to implement this application and project.

This resolution shall take effect from and after its passage the welfare of Sullivan County citizens requiring it. All resolutions in conflict herewith be and the same rescinded insofar as such conflict exists.

Approved this 16th day of June, 2022.

Attest:

  
 Teresa Jacobs, County Clerk

Approved:

  
 Richard S. Venable, County Mayor

**Sponsored By: Commissioner Mark Vance**

**Co-Sponsor: Commissioner(s) Hunter Locke, Darlene Calton, Larry Crawford**

2022-06-45 COMMISSION ACTIONS: 06-16-22 Approved on Consent 23 Yes, 1 Absent



**Sullivan County**  
**Board of County Commissioners**  
**242<sup>nd</sup> Annual Session**

Item 4  
 No. 2022-06-46

To the Honorable Richard S. Venable, Sullivan County Mayor, and the Board of Sullivan County Commissioners meeting in Regular Session this 16<sup>th</sup> day of June 2022.

**RESOLUTION TO ENTER AN AGREEMENT WITH TENNESSEE VALLEY AUTHORITY TO AUTHORIZE THE SULLIVAN COUNTY HIGHWAY DEPARTMENT TO PAVE PORTIONS OF ROADWAYS IN THE BOONE DAM AREA**

WHEREAS, construction projects have been completed by the Tennessee Valley Authority at Boone Dam in Sullivan County, Tennessee; and

WHEREAS, the Sullivan County Highway Department provided a cost estimate to the Tennessee Valley Authority for resurfacing portions of roadways and parking areas in the area of Boone Dam; and

WHEREAS, the Tennessee Valley Authority has agreed to contracting with the Sullivan County Highway Department for the resurfacing.


**NOW THEREFORE BE IT RESOLVED** that the Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session hereby authorizes the Sullivan County Highway Department to enter an agreement with the Tennessee Valley Authority for resurfacing portions of roadways and parking areas identified in the attached cost estimates.

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


*Waiver of the Rules Requested*

Approved this 16th day of June, 2022.

Attest:

  
 Teresa Jacobs, County Clerk

Approved:

  
 Richard S. Venable, County Mayor

**Sponsored By: Commissioner Same Jones**  
**Co-Sponsor(s): Commissioner Angie Stanley**  
 2020-06-46 ACTIONS: 06-16-22 Approved 24 Yes







# Agenda subject voting report

471

Meeting name

Sullivan County Commission June 16, 2022

6/16/2022

32 NEW BUSINESS Item 4 Resolution No. 2022-06-46 Sponsors: Jones/ Stanley  
Vote

**Description**

Waiver of the Rules Requested

RESOLUTION TO ENTER AN AGREEMENT WITH TENNESSEE VALLEY  
AUTHORITY TO AUTHORIZE THE SULLIVAN COUNTY HIGHWAY  
DEPARTMENT TO PAVE PORTIONS OF ROADWAYS IN THE BOONE  
DAM AREA

**Chairman**

Venable, Richard

**Total vote result**

**Voting start time** 8:42:24 PM  
**Voting stop time** 8:42:40 PM  
**Voting configuration** Vote  
**Voting mode** Open  
**Vote result**

Yes	24
Abstain	0
No	0
Total Present	24
Absent	0

**Group voting result**

Group	Yes	Absent
No group	24	0
<b>Total result</b>	<b>24</b>	<b>0</b>

**Individual voting result**

Name	Yes	Abstain	No	Absent
Akard, David ()	X			
Blalock, Judy ()	X			
Broughton, Todd ()	X			
Calton, Darlene ()	X			
Cole, Michael ()	X			
Crawford, Larry ()	X			
Cross, Andrew ()	X			
Crosswhite, Joyce ()	X			
Gardner, John ()	X			
George, Colette ()	X			
Glover, Hershel ()	X			
Harkleroad, Terry ()	X			
Hopper, Barry ()	X			
Jones, Sam ()	X			
King, Dwight ()	X			
Leonard, Tony ()	X			
Locke, Hunter ()	X			
Morrell, Randy ()	X			
Pierce, Archie ()	X			
Stanley, Angie ()	X			
Starnes, Alicia ()	X			

### Agenda subject voting report

Meeting name

Sullivan County Commission June 16, 2022

6/16/2022

Name	Yes	Abstain	No	Absent
Stidham, Gary ()	X			
Vance, Mark ()	X			
Woods, Doug ()	X			

***Sullivan County***  
***Board of County Commissioners***  
***242<sup>nd</sup> Annual Session***

Item 5  
No. 2022-06-47  
AMENDED

To the Honorable Richard S. Venable, Sullivan County Mayor, and the Board of Sullivan County Commissioners meeting in Regular Session this 16<sup>th</sup> day of June 2022.

***RESOLUTION AS SUBMITTED AT WORK SESSION IS REPLACED IN ITS ENTIRETY  
WITH THE FOLLOWING LANGUAGE:***

**RESOLUTION TO ESTABLISH AND FUND THE POSITION OF ASSISTANT TO THE  
SULLIVAN COUNTY COMMISSION**

WHEREAS, a staff person is required to prepare the agenda and assist the Sullivan County Commission with various needs including the dissemination of information involving County matters; and,

WHEREAS, the Assistant to the County Commission will work at the direction of the Chairman of the Sullivan County Commission and also work to provide assistance to members of the Sullivan County Commission; and,

WHEREAS, in the role of Assistant to the County Commission, typical duties will include but not be limited to:

- 1) researching prior resolutions which may deal with the same or similar subject matter;
- 2) preparing, publishing, and filing resolutions for the Commission;
- 3) preparing resolution summaries identifying the end action/result of passage of said resolution;
- 4) preparing fiscal notes;
- 5) assisting with the preparation of documents/presentations by Commissioners;
- 6) assisting any audio-visual staff/persons with live streaming of the Commission meetings;
- 7) disseminating information on current resolutions to the public and the media;
- 8) assisting the public with requests for public information involving Commission actions
- 9) archiving and indexing resolutions; and,
- 10) other duties as assigned by the Chairman of the Sullivan County Commission.

**NOW, THEREFORE BE IT RESOLVED** that the Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session hereby approves the establishment of the position of Assistant to the County Commission. Said position to begin August 2022; the office shall be located in Blountville and shall be under the direction of the Chairman of the Sullivan County Commission.

**BE IT FURTHER RESOLVED** that funding is allocated in the amount of \$75,000 to establish the position which amount shall include costs of the County benefit package. Said funds to be appropriated from the General Fund balance. This appropriation will be an annual line item in the 51100 County Commission budget. Account Codes to be assigned by the Director of Finance.





No. 2022-06-47

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

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

Attest: \_\_\_\_\_  
Teresa Jacobs, County Clerk

Approve: \_\_\_\_\_  
Richard S. Venable, County Mayor

**Sponsored By: Commissioner Gary Stidham**

**Co-Sponsor: Commissioner(s) Andrew Cross**

2022-06-47 COMMISSION ACTIONS: 06-16-22 1<sup>st</sup> Reading



**Sullivan County**  
**Board of County Commissioners**  
**242<sup>nd</sup> Annual Session**

Item 6  
No. 2022-06-48

To the Honorable Richard S. Venable, Sullivan County Mayor, and the Board of Sullivan County Commissioners meeting in Regular Session this 16<sup>th</sup> day of June 2022.

**RESOLUTION to Amend the 2021-2022 General Purpose School Budget For Various Account Series**

**WHEREAS**, the Sullivan County Department of Education has determined that certain funds will not be expended in the various account series mentioned below; and

**WHEREAS**, the Sullivan County Department of Education has determined that these funds are needed to cover additional costs for various other expenses.

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

Account	Description	Amount
71100-400	Supplies	-487,000.00
72310-300	Contracted Services	180,000.00
72310-500	Other Charges	40,000.00
72320-100	Personnel	85,000.00
72520-100	Personnel	7,000.00
72710-300	Contracted Services	175,000.00
82130-600	Debt Service	11,000.00
82230-600	Debt Service	-11,000.00

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

**Waiver of the Rules Requested**

Approved this 16<sup>th</sup> day of June, 2022.

Attest: *Teresa Jacobs*  
Teresa Jacobs, County Clerk

Approved: *Richard S. Venable*  
Richard S. Venable, County Mayor

**Sponsored By: Randy Morrell**  
**Co-Sponsor(s): Andrew Cross**  
2022-06-48 ACTIONS: 06-16-22 Approved on Consent



***Sullivan County***  
***Board of County Commissioners***  
***242<sup>nd</sup> Annual Session***

Item 7  
No. 2022-06-49

To the Honorable Richard S. Venable, Sullivan County Mayor, and the Board of Sullivan County Commissioners meeting in Regular Session this 16<sup>th</sup> day of June 2022.

**RESOLUTION To update the Sullivan County Occupational Safety and Health Program.**

***WHEREAS***, in compliance with Public Chapter 561 of the General Assembly of the State of Tennessee, the Sullivan County Commission previously established the Occupational Safety and Health Program for the Employees of the Sullivan County government; and,

***WHEREAS*** such program was established in the year of 1975 and the State of Tennessee has requested that all counties update their plans; and,

**NOW THEREFORE BE IT RESOLVED** that the Board of County Commissioners of Sullivan County, Tennessee, assembled in regular session, hereby approves the following amendments to the Occupational Safety and Health Program for the employees of Sullivan County Government as follows:

**TITLE:** This section shall provide authority for continuing and administering the Occupational Safety and Health Program for the employees of Sullivan County.

**PURPOSE:** The County Commission, in electing to update their established program plan will mandate an effective occupational safety and health program for its employees and shall:

1. Provide a safe and healthful place and condition of employment that includes:
  - a. Top Management Commitment and Employee Involvement.
  - b. Continually analyze the worksite to identify all hazards and potential hazards.
  - c. Develop and maintain methods for preventing or controlling existing or potential hazards; and,
  - d. Train managers, supervisors, and employees to understand and deal with worksite hazards.
2. Acquire, maintain, and require the use of safety equipment, personal protective equipment and devices reasonably necessary to protect employees.
3. Make, Keep, preserve, and make available to the Commissioner of Labor and Workforce Development of the State of Tennessee, his designated representatives, or persons within the Tennessee Department of Labor and Workforce Development to whom such responsibilities have been delegated, adequate records of all occupational accidents and illnesses and personal injuries for proper evaluation and necessary corrective action as required.
4. Consult with the State Commissioner of Labor and Workforce Development with regard to the adequacy of the form and content of records.



5. Consult with the State Commissioner of Labor and Workforce Development, as appropriate,  
regarding safety and health problems which are considered to be unusual or peculiar and are such that they cannot be achieved under a standard promulgated by the State.
6. Provide reasonable opportunity for the participation of employees in the effectuation of the  
objectives of this program, including the opportunity to make anonymous complaints concerning conditions or practices injurious to employee safety and health.
7. Provide for education and training of personnel for the fair and efficient administration of occupational safety and health standards, and provide for education and notification of all employees of the existence of this program.

**COVERAGE:** The provisions of the Occupational Safety and Health Program for the Employees of Sullivan County Government shall apply to all employees of each administrative department, commission, board, division, or other agency of Sullivan County whether part-time or full-time, seasonal, or permanent.

**STANDARDS AUTHORIZED:** The occupational and health standards adopted by the County Commission are the same as, but not limited to, the State of Tennessee Occupational Safety and Health Standards promulgated, or which may be promulgated, in accordance with Section 6 of the Tennessee Occupational Safety and Health Act of 1972 (T.C.A. Title 50, Chapter 5).

**VARIANCES FROM STANDARDS AUTHORIZED:** Sullivan County may, upon written application to the Commissioner of Labor and Workforce Development of the State of Tennessee, request an order granting a temporary variance from any approved standards. Applications for variances shall be in accordance with Rules of Tennessee Department of Labor and Workforce Development Occupational Safety and Health, Chapter 0800-1-2, as authorized by T.C.A., Title 5. Prior to requesting such temporary variance, Sullivan County shall notify or serve notice to employees, their designated representatives, or interested parties and present them with an opportunity for a hearing. The posting of notice on the main building board as designated by Sullivan County shall be deemed sufficient notice to employees.

**ADMINISTRATION:** For the purposes of this resolution, the Risk Manager is designated as the Director of Occupational Safety and Health to perform duties and to exercise powers assigned so as to plan, develop, and administer said plan. The Director shall develop a plan of operations for the program and said plan shall become a part of this resolution when it satisfies all applicable sections of the Tennessee Occupational Safety and Health Act of 1972 and Part IV of the Tennessee Occupational Safety and Health Plan.

**FUNDING THE PROGRAM:** Sufficient funds for administering and staffing the program pursuant to this resolution shall be made available as authorized by the County Commission.



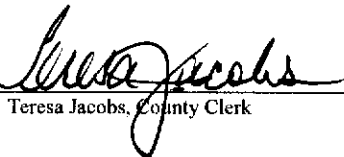
**SEVERABILITY:** That if any section, sub-section, sentence, clause, phrase, or portion of this resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

**AMENDMENTS, ETC:** BE IT FURTHER RESOLVED that this resolution shall take effect from and after the date it shall have been passed, properly signed, certified, and has met all other legal requirements, and as otherwise provided by law, the general welfare of Sullivan County requiring it.


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

Approved this 16th day of June 2022.

Attest:

  
Teresa Jacobs, County Clerk

Approved:

  
Richard S. Venable, County Mayor

**Sponsored By: Hershel Glover**

**Co-Sponsor(s): Dwight King**

2022-06-49 ACTIONS:

The Sullivan County Occupational Safety and Health Program document has been provided to the Commission and County Clerk as a separate copy but will become an official part of the record.

ACTIONS: 06-16-22 Approved on Waiver of Rules 23 Yes, 1 Abstain



Agenda subject voting report

Meeting name

Sullivan County Commission June 16, 2022

6/16/2022

37 NEW BUSINESS Item 7 Resolution No. 2022-06-49 Sponsors: Glover/ King  
Vote

Description

RESOLUTION TO update the Sullivan County Occupational Safety and Health Program

Chairman

Venable, Richard

Total vote result

Voting start time 8:44:42 PM  
Voting stop time 8:45:09 PM  
Voting configuration Vote  
Voting mode Open  
Vote result

Yes	23
Abstain	1
No	0
Total Present	24
Absent	0

Group voting result

Group	Yes	Abstain	Absent
No group	23	1	0
<b>Total result</b>	<b>23</b>	<b>1</b>	<b>0</b>

Individual voting result

Name	Yes	Abstain	No	Absent
Akard, David ()	X			
Blalock, Judy ()	X			
Broughton, Todd ()	X			
Calton, Darlene ()	X			
Cole, Michael ()	X			
Crawford, Larry ()	X			
Cross, Andrew ()	X			
Crosswhite, Joyce ()	X			
Gardner, John ()	X			
George, Colette ()		X		
Glover, Hershel ()	X			
Harkleroad, Terry ()	X			
Hopper, Barry ()	X			
Jones, Sam ()	X			
King, Dwight ()	X			
Leonard, Tony ()	X			
Locke, Hunter ()	X			
Morrell, Randy ()	X			
Pierce, Archie ()	X			
Stanley, Angie ()	X			
Starnes, Alicia ()	X			
Stidham, Gary ()	X			
Vance, Mark ()	X			
Woods, Doug ()	X			

# SULLIVAN COUNTY

## Occupational Safety and Health Program

Resolution No. 2022-06-49

Introduced June 16, 2022

PLAN OF OPERATION FOR THE SAFETY AND HEALTH PROGRAM PLAN  
FOR THE EMPLOYEES OF SULLIVAN COUNTY

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II.	NOTICE TO ALL EMPLOYEES
III.	PROGRAM PLAN BUDGET
IV.	ACCIDENT REPORTING PROCEDURES



## I. PURPOSE AND COVERAGE

The purpose of this plan is to provide guidelines and procedures for implementing the Occupational Safety and Health Program Plan for the employees of Sullivan County.

This plan is applicable to all employees, part-time or full-time, seasonal or permanent.

Sullivan County is electing to update and maintain an effective Occupational Safety and Health Program Plan for its employees.

- a. Provide a safe and healthful place and condition of employment.
- b. Require the use of safety equipment, personal protective equipment, and other devices where reasonably necessary to protect employees.
- c. Make, keep, preserve, and make available to the Commissioner of Labor and Workforce Development, his designated representatives or persons within the Department of Labor and Workforce Development to whom such responsibilities have been delegated, including the Safety Director of the Division of Occupational Safety and Health, adequate records of all occupational accidents and illnesses and personal injuries for proper evaluation and necessary corrective action as required.
- d. Consult with the Commissioner of Labor and Workforce Development regarding safety and health problems.
- e. Consult with the Commissioner of Labor and Workforce Development regarding safety and health problems which are considered to be unusual or peculiar and are such that they cannot be resolved under occupational safety and health standard promulgated by the state.
- f. Assist the Commissioner of Labor and Workforce Development or his monitoring activities to determine Program Plan effectiveness and compliance with the occupational safety and health standards.
- G. Make a report to the Commissioner of Labor and Workforce Development annually, or as may otherwise be required, including information on occupational accidents, injuries, and illnesses and accomplishments and progress made toward achieving the goals of the Occupational Safety and Health Program Plan.
- h. Provide reasonable opportunity for and encourage the participation of employees in the effectuation or the objectives of this Program Plan, including the opportunity to make anonymous complaints concerning conditions or practices which may be injurious to employees' safety and health.

## II. DEFINITIONS

For the purpose of this Program Plan, the following definitions apply:

- a. COMMISSIONER OF LABOR and Workforce Development means the chief executive officer of the Tennessee Department of Labor and Workforce Development. This includes any person appointed, designated, or deputized to perform the duties or to exercise the powers assigned to the Commissioner of Labor and Workforce Development.
- b. EMPLOYER means Sullivan County and includes each administrative department, board, commission, division, or other agency of Sullivan County.
- c. SAFETY DIRECTOR OF OCCUPATIONAL SAFETY AND HEALTH OR SAFETY DIRECTOR means the person designated by the establishing resolution, or executive order to perform duties or to exercise powers assigned so as to plan, develop, and administer the Occupational Safety and Health Program Plan for the employees of Sullivan County.

D. INSPECTOR(S) means the individual(s) appointed or designated by the Safety Director of Occupational Safety and Health to conduct inspections provided herein. If no such compliance inspector(s) is appointed, inspections shall be conducted by the Safety Director of Occupational Safety and Health.

e. APPOINTING AUTHORITY means any official or group of officials of the employer having legally designated powers of appointment, employment, or removal from a specific department, board, commission, division, or other agency of this employer.

f. EMPLOYEE means any person performing services for this employer and listed on the payroll of this employer, either as part-time, full-time, seasonal, or permanent. It also includes any persons normally classified as volunteers provided such persons received remuneration of any kind for their services. This definition shall not include independent contractors, their agents, servants, and employees.

g. PERSON means one or more individuals, partnerships, associations, corporations, business trusts, or legal representatives of any organized group of persons.

h. STANDARD means an occupational Safety and Health standard promulgated by the Commissioner of Labor and Workforce Development in accordance with Section VI (6) of the Tennessee Occupational Safety and Health Act of 1972 which requires conditions or the adoption or use of one or more practices, means, methods, operations, or processes or the use of equipment or personal protective equipment necessary or appropriate to provide safe and healthful conditions and places of employment.

i. IMMINENT DANGER means any conditions or practices in any place of employment which are such that a hazard exists which could reasonably be expected to cause death or serious physical harm immediately or before the imminence of such hazard can be eliminated through normal compliance enforcement procedures.

j. ESTABLISHMENT or WORKSITE means a single physical location under the control of this employer where business is conducted, services are rendered, or industrial type operations are performed.

k. SERIOUS INJURY or HARM means that type or harm that would cause permanent or prolonged impairment of the body in that:

1. A part of the body would be permanently removed (e.g., amputation of an arm, leg, finger(s); loss of an eye) or rendered functionally useless or substantially reduced in efficiency on or off the job (e.g., leg shattered so severely that mobility would be permanently reduced), or

2. A part of an internal body system would be inhibited in its normal performance or function to such a degree as to shorten life or cause reduction in physical or mental efficiency (e.g., lung impairment causing shortness of breath).

On the other hand, simple fractures, cuts, bruises, concussions, or similar injuries would not fit either of these categories and would not constitute serious physical harm.

l. ACT or TOSH Act shall mean the Tennessee Occupational Safety and Health Act of 1972.

m. GOVERNING BODY means the County Quarterly Court, Board of Aldermen, Board of Commissioners, City, or Town Council, Board of Governors, etc., whichever may be applicable to the local government, government agency, or utility to which this plan applies.

n. CHIEF EXECUTIVE OFFICER means the chief administrative official, County Judge, County Chairman, County Mayor, Mayor, City Manager, General Manager, etc., as may be applicable.

### III. EMPLOYERS RIGHTS AND DUTIES

Rights and duties of the employer shall include, but are not limited to, the following provisions:

- a. Employer shall furnish each employee conditions of employment and a place of employment free from recognized hazards that are causing or are likely to cause death or serious injury or harm to employees.
- b. Employer shall comply with occupational safety and health standards and regulations promulgated pursuant to Section VI (6) of the Tennessee Occupational Safety and Health Act of 1972.
- c. Employer shall refrain from an unreasonable restraint on the right of the Commissioner of Labor and Workforce Development to inspect the employers place(s) or business. Employer shall assist the Commissioner of Labor and Workforce Development in the performance of their monitoring duties by supplying or by making available information, personnel, or aids reasonably necessary to the effective conduct of the monitoring activity.
- d. Employer is entitled to participate in the development of standards by submission of comments on proposed standards, or by requesting the development of standards on a given issue under Section 6 of the Tennessee occupational safety and health standard.
- e. Employer is entitled to request an order granting a variance from an occupational safety and health standard.
- f. Employer is entitled to protection of its legally privileged communication.
- g. Employer shall inspect all worksites to ensure the provisions of this Program Plan are compiled with and carried out.
- h. Employer shall notify and inform any employee who has been or is being exposed in a biologically significant manner to harmful agents or material in excess of the applicable standard and of corrective action being taken.
- i. Employer shall notify all employees of their rights and duties under this Program Plan.

**IV. EMPLOYEES RIGHTS AND DUTIES**

Rights and duties of employees shall include, but are not limited to, the following provisions:

- a. Each employee shall comply with occupational safety and health act standards and all rules, regulations, and orders issued pursuant to this Program Plan and the Tennessee Occupational Safety and Health Act of 1972 which are applicable to his or her own actions and conduct.
- b. Each employee shall be notified by the placing of a notice upon bulletin boards, or other places of common passage, of any application for a permanent or temporary order granting the employer a variance from any provision of the TOSH Act or any standard or regulation promulgated under the Act.
- c. Each employee shall be given the opportunity to participate in any hearing which concerns an application by the employer for a variance from a standard or regulation promulgated under the Act.
- d. Any employee who may be adversely affected by a standard or variance issued pursuant to the Act, or this Program Plan may file a petition with the Commissioner of Labor and Workforce Development or whoever is responsible for the promulgation of the standard or the granting of the variance.
- e. Any employee who has been exposed or is being exposed to toxic materials or harmful physical agents in concentrations or at levels in excess of that provided for by any applicable standard shall be provided by the employer with information on any significant hazards to which they are or have been exposed, relevant symptoms, and proper conditions for safe use or exposure. Employees shall also be informed of corrective action being taken.
- f. Subject to regulations issued pursuant to this Program Plan, any employee or authorized representative of employees shall be given the right to request an inspection and to consult with the Safety Director or Inspector at the time of the physical inspection of the worksite.
- g. Any employee may bring to the attention of the Safety Director any violation or suspected violations of the standards or any other health or safety hazards.
- h. No employee shall be discharged or discriminated against because such employee has filed any complaint or instituted or caused to be instituted any proceeding or inspection under or relating to this Program Plan.

- i. Any employee who believes that he or she has been discriminated against or discharged in violation of the subsection (h) of this section may file a complaint alleging such discrimination with the Safety Director. Such employee may also, within thirty (30) days after such violation occurs, file a complaint with the Commissioner of Labor and Workforce Development alleging such discrimination.
- j. Nothing in this or any other provisions of this Program Plan shall be deemed to authorize or require any employee to undergo medical examination, immunization, or treatment for those who object thereto on religious grounds, except where such is necessary for the protection of the health or safety of others or when a medical examination may be reasonably required for performance of a specific job.
- k. Employees shall report any accident, injury, or illness resulting from their job, however minor it may seem to be, to their supervisor or the Safety Director within twenty-four (24) hours after the occurrence.

#### V. ADMINISTRATION

- a. The Safety Director of Occupational Safety and Health is designated to perform duties or to exercise powers assigned so as to administer this Occupational Safety and Health Program Plan.
  - 1. The Safety Director may designate person or persons as he deems necessary to carry out his powers, duties, and responsibilities under this Program Plan.
  - 2. The Safety Director may delegate the power to make inspections, provided procedures employed are as effective as those employed by the Safety Director.
  - 3. The Safety Director shall employ measures to coordinate, to the extent possible, activities of all departments to promote efficiency and to minimize any inconveniences under this Program Plan.
  - 4. The Safety Director may request qualified technical personnel from any department or section of government to assist him in making compliance inspections, accident investigations, or as he may otherwise deem necessary and appropriate in order to carry out his duties under this Program Plan.
  - 5. The Safety Director shall prepare the report to the Commissioner of Labor and Workforce Development required by subsection (g) of Section 1 of this plan.
  - 6. The Safety Director shall make or cause to be made periodic and follow-up inspections of all facilities and worksites where employees of this employer are employed. He shall make recommendations to correct any hazards or exposures observed.
  - 7. The Safety Director shall assist any officials of the employer in the investigation of occupational accidents or illnesses.
  - 8. The Safety Director shall maintain or cause to be maintained records required under Section VIII of this plan.
  - 9. The safety Director shall, in the eventuality that there is a fatality or an accident resulting in the hospitalization of three or more employees ensure that the Commissioner of Labor and Workforce Development receives notification of the occurrence within eight (8) hours.
- b. The administrative or operational head of each department, division, board, or other agency of this employer shall be responsible for the implementation of this Occupational Safety and Health Program Plan within their respective areas.
  - 1. The administrative or operational head shall follow the directions of the Safety Director on all issues involving occupational safety and health of employees as set forth in this plan.

2. The administrative or operational head shall comply with all abatement orders issued in accordance with the provisions of this plan or request a review of the order with the Safety Director within the abatement period.
3. The administrative or operational head should make periodic safety surveys of the establishment under his jurisdiction to become aware of hazards or standards violations that may exist and try to immediately correct such hazards or violations.
4. The administrative or operational head shall investigate all occupational accidents, injuries, or illnesses reported to him. He shall report such accidents, injuries, or illnesses to the Safety Director along with his findings and/or recommendations in accordance with APPENDIX IV of this plan.

#### VI. STANDARDS AUTHORIZED

The standards adopted under this Program Plan are applicable standards developed and promulgated under Section VI (6) of the Tennessee Occupational Safety and Health Act of 1972. Additional standards may be promulgated by the governing body of this employer as that body may deem necessary for the safety and health of employees. Note: 29 CFR 1910 General Industry Regulations; 29 CFR 1926 Construction Industry Regulations; and the Rules of Tennessee Department of Labor and Workforce Development Occupational Safety and Health, CHAPTER 0800-01-1 through CHAPTER 0800-01-11 are the standards and rules invoked.

#### VII. VARIANCE PROCEDURE

The Safety Director may apply for a variance as a result of a complaint from an employee or of his knowledge of certain hazards or exposures. The Safety Director should believe that a variance is needed before the application for a variance is submitted to the Commissioner of Labor and Workforce Development.

The procedure for applying for a variance to the adopted safety and health standards is as follows:

- a. The application for a variance shall be prepared in writing and shall contain:
  1. A specification of the standard or portion thereof from which the variance is sought.
  2. A detailed statement of the reason(s) why the employer is unable to comply with the standard supported by representations by qualified personnel having first-hand knowledge of the facts represented.
  3. A statement of the steps employer has taken and will take (with specific date) to protect employees against the hazard covered by the standard.
  4. A statement of when the employer expects to comply and what steps have or will be taken (with dates specified) to come into compliance with the standard.
  5. A certification that the employer has informed employees, their authorized representative(s), and/or interested parties by giving them a copy of the request, posting a statement summarizing the application (to include the location of a copy available for examination) at the places where employee notices are normally posted and by other appropriate means. The certification shall contain a description of the means used to inform employees and employees have been informed of their right to petition the Commissioner of Labor and Workforce Development for a hearing.
- b. The application for a variance should be sent to the Commissioner of Labor Workforce Development by registered or certified mail.
- c. The Commissioner of Labor and Workforce Development will review the application for a variance and may deny the request or issue an order granting the variance. An order granting a variance shall be issued only if it has been established that:
  1. The employer
    - i. Is unable to comply with the standard by the effective date because of unavailability of professional or technical personnel or materials and equipment required or necessary construction or alteration of facilities or technology.

- ii. Has taken all available steps to safeguard employees against the hazard(s) covered by the standard.
  - iii. Has an effective Program Plan for coming into compliance with the standard as quickly as possible.
2. The employee is engaged in an experimental Program Plan as described in subsection (b), section 13 of the Act.
- a. A variance may be granted for a period of no longer than is required to achieve compliance or one (1) year, whichever is shorter.
  - b. Upon receipt of an application for an order granting a variance, the Commissioner to whom such application is addressed may issue an interim order granting such a variance for the purpose of permitting time for an orderly consideration of such application. No such interim order may be effective for longer than one hundred eighty (180) days.
  - c. The order or interim order granting a variance shall be posted at the worksite and employees notified of such order by the same means used to inform them of the application for said variance (see subsection (a)(5) of this section).

#### **VIII. RECORDKEEPING AND REPORTING**

Recording and reporting of all occupational accident, injuries, and illnesses shall be in accordance with instructions and on forms prescribed in the booklet. You can get a copy of the Forms for Recordkeeping from the internet. Go to [www.osha.gov](http://www.osha.gov) and click on Recordkeeping Forms located on the home page.

The position responsible for recordkeeping is shown on the SAFETY AND HEALTH ORGANIZATIONAL CHART, Appendix IV of this plan.

Details of how reports of occupational accidents, injuries, and illnesses will reach the recordkeeper are specified by ACCIDENT REPORTING PROCEDURES, Appendix IV to this plan. The Rule of Tennessee Department of Labor and Workforce Development Occupational Safety and Health, OCCUPATIONAL SAFETY AND HEALTH RECORD-KEEPING AND REPORTING, CHAPTER 0800-01-03, as authorized by T.C.A., Title 50.

#### **IX. EMPLOYEE COMPLAINT PROCEDURE**

If any employee feels that he is assigned to work in conditions which might affect his health, safety, or general welfare at the present time or at any time in the future, he should report the condition to the Safety Director of Occupational Safety and Health.

- a. The complaint should be in the form of a letter and give details on the condition(s) and how the employee believes it affects or will affect his health, safety, or general welfare. The employee should sign the letter but need not do so if he wishes to remain anonymous (see subsection (h) of Section 1 of this plan).
- b. Upon receipt of the complaint letter, the Safety Director will evaluate the condition(s) and institute any corrective action, if warranted. Within ten (10) working days following the receipt of the complaint, the Safety Director will answer the complaint in writing stating whether the complaint is deemed to be valid and if no, why not, what action has been or will be taken to correct or abate the condition(s) and giving a designated time period for correction or abatement. Answers to anonymous complaints will be posted upon bulletin boards or other places of common passage where the anonymous complaint may be reasonably expected to be seen by the complainant for a period of three (3) working days.

- c. If the complainant finds the reply not satisfactory because it was held to be invalid, the corrective action is felt to be insufficient, or the time period for correction is felt to be too long, he may forward a letter to the Chief Executive Officer or to the governing body explaining the condition(s) cited in his original complaint and why he believes the answer to be inappropriate or insufficient.
- d. The Chief Executive Officer or a representative of the governing body will evaluate the complaint and will begin to take action to correct or abate the condition(s) through arbitration or administrative sanctions or may find the complaint to be invalid. An answer will be sent to the complainant within ten (10) working days following receipt of the complaint or the next regularly scheduled meeting of the governing body following receipt of the complaint explaining decisions made and action taken or to be taken.
- e. After the above steps have been followed and the complainant is still not satisfied with the results, he may then file a complaint with the Commissioner of Labor and Workforce Development. Any complaint filed with the Commissioner of Labor and Workforce Development in such cases shall include copies of all related correspondence with the Safety Director and the Chief Executive Officer or the representative of the governing body.
- f. Copies of all complaints and answers thereto will be filed by the Safety Director who shall make them available to the Commissioner of Labor and Workforce Development or his designated representative upon request.

#### **X. EDUCATION AND TRAINING**

- a. Safety Director and/or Compliance Inspector(s):
  - 1. Arrangements will be made for the Safety Director and/or Compliance Inspector(s) to attend training seminars, workshops, etc., conducted by the State of Tennessee or other agencies. A list of seminars can be obtained.
  - 2. Access will be made to reference materials such as 29 CFR 1910 General Industry Regulations; 29 CFR 1926 Construction Industry Regulations; The Rules of Tennessee Department of Labor and Workforce Development Occupational Safety and Health, and other equipment/supplies, deemed necessary for use in conducting compliance inspections, conducting local training, wiring technical reports, and informing officials, supervisors, and employees of the existence of safety and health hazards will be provided.
- b. All employees (including supervisory personnel):
 

A suitable safety and health training program for employees will be established. This program will, as a minimum:

  - 1. Instruct each employee in the recognition and avoidance of hazards or unsafe conditions and of standards and regulations applicable to the employees work environment to control or eliminate any hazards, unsafe conditions, or other exposures to occupational illness or injury.
  - 2. Instruct employees who are required to handle or use poisons, acids, caustics, toxicants, flammable liquids, or gases including explosives, and other harmful substances in the proper handling procedures and use of such items and make them aware of the personal protective measures, personal hygiene, etc., which may be required.
  - 3. Instruct employees who may be exposed to environments where harmful plants or animals are present, or the hazards of the environment, how to best avoid injury or exposure, and the first aid procedures to be followed in the event of injury or exposure.
  - 4. Instruct all employees of the common deadly hazards and how to avoid them, such as falls, equipment turnover, electrocution, struck by/caught in trench cave in, heat stress, or drowning.
  - 5. Instruct employees on hazards and dangers of confined or enclosed spaces.

- i. Confined or enclosed space means space having a limited means of egress, and which is subject to the accumulation of toxic or flammable contaminants or has an oxygen deficient atmosphere. Confined or enclosed spaces include, but are not limited to, storage tanks, boilers, ventilation or exhaust ducts, sewers, underground utility accesses, tunnels, pipelines, and open top spaces more than four (4) feet in depth such as pits, tubs, vaults, and vessels.
- ii. Employees will be given general instruction on hazards involved, precautions to be taken, and on use of personal protective and emergency equipment required. They shall also be instructed on all specific standards or regulations that apply to work in dangerous or potentially dangerous areas.
- iii. The immediate supervisor of any employee who must perform work in a confined or enclosed space shall be responsible for instructing employees on danger of hazards which may be present, precautions to be taken, and use of personal protective and emergency equipment, immediately prior to their entry into such an area and shall require use of appropriate personal protective equipment.

#### **XI. GENERAL INSPECTION PROCEDURES**

It is the intention of the governing body and responsible officials to have an Occupational Safety and Health Program Plan that will insure the welfare of employees. In order to be aware of hazards, periodic inspections must be performed. These inspections will enable the finding of hazards or unsafe conditions or operations that will need correction in order to maintain safe and healthful worksites. Inspections made on a pre-designated basis may not yield the desired results. Inspections will be conducted, therefore, on a random basis at intervals not to exceed thirty (30) calendar days.

- a. In order to carry out the purposes of this Resolution, the Safety Director and/or Compliance Inspector(s), if appointed, is authorized:
  - 1. To enter at any reasonable time, any establishment, facility, or worksite where work is being performed by an employee when such establishment, facility, or worksite is under the jurisdiction of the employer and:
  - 2. To inspect and investigate during regular working hours and at other reasonable times, within reasonable limits, and in a reasonable manner, any such place of employment and all pertinent conditions, processes, structures, machines, apparatus, devices, equipment, and materials therein, and to question privately any supervisor, operator, agent, or employee working therein.
- b. If an imminent danger situation is found, alleged, or otherwise brought to the attention of the Safety Director or Inspector during a routine inspection, he shall immediately inspect the imminent danger situation in accordance with Section XII of this plan before inspecting the remaining portions of the establishment, facility, or worksite.
- c. An administrative representative of the employer and a representative authorized by the employees shall be given an opportunity to consult with and/or to accompany the Safety Director or Inspector during the physical inspection of any worksite for the purpose of aiding such inspection.
- d. The right of accompaniment may be denied any person whose conduct interferes with a full and orderly inspection.
- e. The conduct of the inspection shall be such as to preclude unreasonable disruptions of the operation(s) of the workplace.
- f. Interviews of employees during the inspection may be made when such interviews are considered essential to investigative techniques.
- g. Advance Notice of Inspections.



1. Generally, advance notice of inspections will not be given as this precludes the opportunity to make minor or temporary adjustments to attempt to create misleading impression of conditions in an establishment.
  2. There may be occasions when advance notice of inspections will be necessary in order to conduct an effective inspection or investigation. When advance notice of inspection is given, employees or their authorized representative(s) will also be given notice of the inspection.
- h. The Safety Director need not personally make inspections of each worksite once every thirty (30) days. He may delegate the responsibility for such inspections to supervisors or other personnel provided:
1. Inspections conducted by supervisors or other personnel are at least as effective as those made by the Safety Director.
  2. Records are made of the inspections, any discrepancies found, and corrective actions taken. This information is forwarded to the Safety Director.
- i. The Safety Director shall maintain records of inspections to include identification of worksite inspected, date of inspection, description of violations of standards or other unsafe conditions or practices found, and corrective action taken toward abatement. Those inspection records shall be subject to review by the Commissioner of Labor and Workforce Development or his authorized representative.

## **XII. IMMINENT DANGER PROCEDURES**

- a. Any discovery, any allegation, or any report of imminent danger shall be handled in accordance with the following procedures:
1. The Safety Director shall immediately be informed of the alleged imminent danger situation and he shall immediately ascertain whether there is a reasonable basis for the allegation.
  2. If the alleged imminent danger situation is determined to have merit by the Safety Director, he shall make or cause to be made an immediate inspection of the alleged imminent danger location.
  3. As soon as it is concluded from such inspection that conditions or practices exist which constitutes an imminent danger, the Safety Director or Compliance Inspector shall attempt to have the danger corrected. All employees at the location shall be informed of the danger and the supervisor or person in charge of the worksite shall be requested to remove employees from the area, if deemed necessary.
  4. The administrative or operational head of the workplace in which the imminent danger exists, or his authorized representative, shall be responsible for determining the manner in which the imminent danger situation will be abated. This shall be done in cooperation with the Safety Director or Compliance Inspector and to the mutual satisfaction of all parties involved.
  5. The imminent danger shall be deemed abated if:
    - i. The imminence of the danger has been eliminated by removal of employees from the area of danger.
    - ii. Conditions or practices which resulted in the imminent danger have been eliminated or corrected to the point where an unsafe condition or practice no longer exists.
  6. A written report shall be made by or to the Safety Director describing in detail the imminent danger and its abatement. This report will be maintained by the Safety Director in accordance with subsection (l) of Section XI of this plan.
- b. Refusal to Abate.
1. Any refusal to abate an imminent danger situation shall be reported to the Safety Director and Chief Executive Officer immediately.
  2. The Safety Director and/or Chief Executive Officer shall take whatever action may be necessary to Achieve abatement.

### **XIII. ABATEMENT ORDERS AND HEARINGS**

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- a. Whenever, as a result of an inspection or investigation, the Safety Director or Compliance Inspector(s) finds that a worksite is not in compliance with the standards, rules or regulations pursuant to this plan and is unable to negotiate abatement with the administrative or operational head of the worksite within a reasonable period of time, the Safety Director shall:
  1. Issue an abatement order to the head of the worksite.
  2. Post or cause to be posted, a copy of the abatement order at or near each location referred to in the abatement orders.
- b. Abatement orders shall contain the following information:
  1. The standard, rule, or regulation which is found to be violated.
  2. A description of the nature and location of the violation.
  3. A description of what is required to abate or correct the violation.
  4. A reasonable period of time during which the violation must be abated or corrected.
- c. At any time within ten (10) days after receipt of an abatement order, anyone affected by the order may advise the Safety Director in writing of any objections to the terms and conditions of the order. Upon receipt of such objections, the Safety Director shall act promptly to hold a hearing with all interested and/or responsible parties in an effort to resolve any objections. Following such hearing, the Safety Director shall, within three (3) working days, issue an abatement order and such subsequent order shall be binding on all parties and shall be final.

### **XIV. PENALTIES**

- a. No civil or criminal penalties shall be issued against any official, employee, or any other person for failure to comply with safety and health standards or any rules or regulation issued pursuant to this Program Plan.
- b. Any employee, regardless of status, who willfully and/or repeatedly violates, or causes to be violated, any safety and health standard, rule, or regulation or any abatement order shall be subject to disciplinary action by the appointing authority. It shall be the duty of the appointing authority to administer discipline by acting in one of the following ways as appropriate and warranted:
  1. Oral reprimand.
  2. Written reprimand.
  3. Suspension for three (3) or more working days.
  4. Termination of employment.

### **XV. CONFIDENTIALITY OF PRIVILEGED INFORMATION**

All information obtained by or reported to the Safety Director pursuant to this plan of operation or the legislation (resolution, or executive order) enabling this Occupational Safety and Health Program Plan which contains or might reveal information which is otherwise privileged shall be considered confidential. Such information may be disclosed to other officials or employees concerned with carrying out this Program Plan or when relevant in any proceeding under this Program Plan. Such information may also be disclosed to the Commissioner of Labor and Workforce Development or their authorized representatives in carrying out their duties under the Tennessee Occupational Safety and Health Act of 1972.

**XVI. DISCRIMINATION INVESTIGATIONS AND SANCTIONS**

The Rule of Tennessee Department of Labor and Workforce Development Occupational Safety and Health, DISCRIMINATION AGAINST EMPLOYEES EXERCISING RIGHTS UNDER THE OCCUPATIONAL SAFETY AND HEALTH ACT OR 1972 088-01-08, as authorized by T.C.A., Title 50. The agency agrees that any employee who believes they have been discriminated against or discharged in violation of Tenn. Code Ann 50-3-409 can file a complaint with their agency or Safety Director within 30 days, after the alleged discrimination occurred. Also, the agency agrees the employee has a right to file their complaint with the Commissioner of Labor and Workforce Development within the same 30-day period. The Commissioner of Labor and Workforce Development may investigate such complaints, make recommendations, and/or issue a written notification of a violation.

**XVII. COMPLIANCE WITH OTHER LAWS NOT EXCUSED**

- a. Compliance with any other law, statute, resolution, or executive order, which regulates safety and health in employment and places of employment, shall not excuse the employer, the employee, or any other person from compliance with the provisions of this Program Plan.
- b. Compliance with any provisions of this Program Plan or any standard, rule, regulation, or order issued pursuant to this Program Plan shall not excuse the employer, the employee, or any other person from compliance with the law, statute, resolution, or executive order, as applicable, regulating and promoting safety and health unless such law, statute, resolution, or executive order, as applicable, is specifically repealed.

\_\_\_\_\_  
Signature: Safety Director, Occupational Safety and Health

\_\_\_\_\_  
Date

**QUICK REFERENCE  
DEPARTMENT MAIN PHONE/ FAX**

DEPARTMENT	MAIN PHONE #	MAIN FAX #	DEPARTMENT	MAIN PHONE #	MAIN FAX #
Accounts & Budgets	323-6409	279-2899	Judge E.G. Moody	989-4357	989-6699
Animal Shelter	279-2741	323-1042	Judge William Rogers	224-1701	224-1839
Archives & Tourism	323-4660	323-4635	Judge James Goodwin	279-2732	279-3258
Central Receiving	323-6476	323-6478	Judge Mark Toohey	224-1750	224-1732
Chancery Court - Blountville	323-6483	279-3280	Juvenile Court, Kingsport - Div II	224-1730	224-1732
Chancery Court - Bristol	989-4363	989-4362	Juvenile Court, Bristol - Div I	989-4355	989-5642
Chancery Court - Kingsport	224-1726	224-1736	Law Court - Bristol	652-1030	968-1138
Circuit Court	279-2752	323-3741	Law Court - Kingsport	224-1724	246-1924
County Attorney	323-6481	279-2728	Library - Bloomingdale	288-1310	288-1310
County Buildings	323-6405	279-7592	Library - Blountville	279-2714	279-2836
County Clerk - Blountville	323-6428	279-2725	Library - Colonial Heights	239-1100	239-1100
County Clerk - Bristol	989-4366	968-2080	Library - Sullivan Gardens	349-5990	349-5990
County Clerk - Kingsport	224-1790	224-1791	Library - Thomas Memorial	538-1980	538-1980
County Coroner	323-6417		Mail Service	323-6447	323-7249
County Mayor	323-6417	279-2897	Observation Knob Park	878-1881	
District Attorney	279-3278	279-3290	Payroll	323-6413	279-7429
Drug Task Force	323-8615	323-4645	Planning & Codes	323-6440	279-2886
E-911	279-7606	279-7611	Printing	323-6447	323-7249
Economic Development	279-7681	279-7683	Property Assessor	323-6455	279-2808
Election Commission	323-6444	323-6443	Public Defender	323-1220	323-7172
EMA - Emergency Management Agency	323-6912	279-2816	Purchasing	323-6400	323-7249
EMS - Emergency Medical Service	323-6471	279-2813	Recycling & Litter Prevention	279-2879	279-7560
General Sessions Court - Bristol	989-4352	968-1138	Register of Deeds - Blountville	323-6420	279-2771
General Sessions Court - Kingsport	224-1711	224-1766	Risk Management	323-6499	
Health & Safety (Land Use)	279-7570	279-2886	Sanitation	323-6439	279-7560
Health Department - Blountville	279-2777	279-7534	Sheriff's Office	279-7500	279-7613
Health Department - Kingsport	224-1600	224-1615	Solid Waste - Bristol Transfer Station	878-1880	
Highway Department	279-2820	279-2876	Solid Waste - Kingsport Transfer Station	224-1718	
Jail	279-7500	279-7613	Trustee - Blountville	323-6464	323-4141
Judge David Tipton	990-4202	989-4367	Trustee - Bristol	989-4372	323-4141
Judge Ray Conkin	224-1704	224-1706	Trustee - Kingsport	224-1799	323-4141
Judge Teresa Nelson	989-4350	989-4367	UT Extension	574-1919	
Judge John S McLellan, III	224-1728	224-2040			

REV July 2021

## SULLIVAN COUNTY OFFICIALS

<b>County Mayor</b>	<b>Richard Venable</b>
Chancery Court Clerk	Katie Priester
Circuit Court Clerk	Bobby Russell
County Attorney	Dan Street
County Clerk	Teresa Jacobs
Director of Schools	Evelyn Rafalowski
District Attorney General	Barry Staubus
Election Commission	Jason Booher
EMA Director	Jim Bean
EMS Director	Gary Mayes, Jim Perry Asst
Finance Director	Larry Bailey
Health Director	Gary Mayes
Highway Commissioner	Scott Murray
Judges	
Chancery Court	E.G. Moody
Circuit Court	William Rogers
	John S McLellan, III
Criminal Court	James F. Goodwin
General Sessions	
Bristol Division I	Teresa Nelson
Division IV	David Tipton
Kingsport Division II	Mark H. Toohey
Division III	Ray Conkin
Property Assessor	Donna Whitaker
Purchasing Agent	Kristinia Davis
Register of Deeds	Sheena Tinsley
Sheriff	Jeffrey Cassidy
Trustee	Susan Arnold Ramsey

<b>SULLIVAN COUNTY PHONE DIRECTORY</b>			
<b>DEPARTMENT</b>	<b>E-MAIL</b>	<b>PHONE</b>	<b>FAX</b>
<b>ACCOUNTS &amp; BUDGETS</b>	acctsdir@sullivancountytn.gov	<b>323-6409</b>	<b>279-2899</b>
See - FINANCE DEPARTMENT			
<b>ARCHIVES and TOURISM</b>		<b>323-4660</b>	<b>323-4635</b>
3425 Hwy 126 (physical)			
P O Box 3179 (mail to)			
Blountville, TN 37617			
Executive Director		323-4660	
Matthew Johnson, Assistant Director / Archivist	matthew.johnson@sullivancountytn.gov	323-4116	
Angela Crane, Marketing Associate	angela.crane@sullivancountytn.gov	574-1403	
<b>CENTRAL RECEIVING</b>		<b>323-6476</b>	
3411 Hwy 126	central@sullivancountytn.gov		
Blountville, TN 37617			
Michael Greer	michael.greer@sullivancountytn.gov	323-6476	
<b>CHANCERY COURT - BLOUNTVILLE</b>		<b>323-6483</b>	<b>279-3280</b>
P O Box 327			
Blountville, TN 37617			
Katie Priester, Clerk & Master	priesterkl@sullivancourts.com	323-6485	279-3280
Sarah Brown		323-6483	279-3280
Janet Peavler		323-6483	279-3280
<b>CHANCERY COURT - BRISTOL</b>		<b>989-4363</b>	<b>989-4362</b>
801 Anderson Street			
Bristol, TN 37620			
Katie Priester, Clerk & Master	priesterkl@sullivancourts.com	323-6485	279-3280
Katie Cross	crosskj@sullivancourts.com	989-4363	989-4362
Mary Masters	mastersmk@sullivancourts.com	989-4361	989-4362
Stefanie Cleaveland		989-4361	
<b>CHANCERY COURT - KINGSPORT</b>		<b>224-1726</b>	<b>224-1736</b>
225 W Center Street			
Kingsport, TN 37660			
Katie Preister, Clerk & Master	priesterkl@sullivancourts.com	323-6485	279-3280
Sharon Collier	colliersr@sullivancourts.com	224-1726	224-1736
Bobbie Tamovsky		224-1726	224-1736
Becky McGlothlin		224-1727	224-1736

<b>SULLIVAN COUNTY PHONE DIRECTORY</b>			
<b>DEPARTMENT</b>	<b>E-MAIL</b>	<b>PHONE</b>	<b>FAX</b>
<b>CIRCUIT COURT</b>		<b>279-2752</b>	<b>323-3741</b>
140 Blountville Bypass		279-2753	
P O Box 585			
Blountville, TN 37617			
Bobby L. Russell, Circuit Court Clerk	bobby.russell@sullivancountytn.gov	279-2703	
Sherry Ramey	rameysa@sullivancourts.com	279-2705	
Amy Hatcher	hatcheram@sullivancourts.com	279-2707	
Teresa Necessary	necessarytw@sullivancourts.com	279-2710	
Rhonda Prince	princerd@sullivancourts.com	279-2706	
Valene Greene	greenevl@sullivancourts.com	279-2711	
Sheila Murray	murraysd@sullivancourts.com	279-2708	
Sandra Tate	tatesl@sullivancourts.com	279-2709	
Rena Cotter	cottermr@sullivancourts.com		
<b>LAW COURT - BRISTOL</b>		<b>652-1030</b>	<b>968-1138</b>
801 Anderson Street			
Bristol, TN 37620			
Bobby L. Russell, Circuit Court Clerk	bobby.russell@sullivancountytn.gov	279-2752	
Lisa Davis	davisld@sullivancourts.com	652-1030	
<b>LAW COURT - KINGSPORT</b>		<b>224-1724</b>	<b>246-1924</b>
225 W Center Street			
Kingsport, TN 37660			
Bobby L. Russell, Circuit Court Clerk	bobby.russell@sullivancountytn.gov	279-2752	
Susan Field	fieldssr@sullivancourts.com	224-1724	
Beverly Scott	scottbe@sullivancourts.com	224-1724	
<b>COUNTY ATTORNEY</b>		<b>323-6481</b>	<b>279-2728</b>
3411 Hwy 126 - Ste 209	scattorney@scattorney.us		
Blountville, TN 37617			
Daniel Street, County Attorney		323-6481	
Brittany Morefield, Legal Assistant	scattorney1@scattorney.us	323-6481	
<b>COUNTY BUILDINGS</b>		<b>323-6405</b>	<b>279-7592</b>
3419 Hwy 126 (physical)			
3411 Hwy 126 - Ste 202 (mailing)			
Blountville, TN 37617			
Cindy Stewart	cindy.stewart@sullivancountytn.gov	323-6405	
Auto Shop		279-2898	
DUI / Community Service (Message Line)		323-2116	

<b>SULLIVAN COUNTY PHONE DIRECTORY</b>			
<b>DEPARTMENT</b>	<b>E-MAIL</b>	<b>PHONE</b>	<b>FAX</b>
<b>COUNTY CLERK - BLOUNTVILLE</b>		<b>323-6428</b>	<b>279-2725</b>
3258 Hwy 126 - Ste 101	coclerk@sullivancountytn.gov		
Blountville, TN 37617			
Teresa L. Jacobs County Clerk	teresa.jacobs@sullivancountytn.gov	323-6434	
Kim Boyer - Business Tax	kim.boyer@sullivancountytn.gov	323-6436	
Rhonda Fleenor - Motor Vehicle	rhonda.fleenor@sullivancountytn.gov	323-6430	
Bridgette Gammon - Motor Vehicle	bridgette.gammon@sullivancountytn.gov	323-6429	
Susan Harkins - Bookkeeper	susan.harkins@sullivancountytn.gov	323-6431	
Angie Hess - Marriage License - Notary	angela.hess@sullivancountytn.gov	323-5230	
Sandra Stewart - Beer Board	sandra.stewart@sullivancountytn.gov	323-6438	
<b>COUNTY CLERK - BRISTOL</b>		<b>989-4366</b>	<b>968-2080</b>
801 Anderson Street			
Bristol, TN 37620			
Deb Senter	deb.senter@sullivancountytn.gov		
<b>COUNTY CLERK - KINGSPORT</b>		<b>224-1790</b>	<b>224-1791</b>
408 Clay Street			
Kingsport, TN 37660			
Kim Wright	kim.wright@sullivancountytn.gov		
<b>COUNTY CORONER</b>		<b>323-6417</b>	
	William "Bill" Hudson, MD		
<b>COUNTY MAYOR</b>		<b>323-6417</b>	<b>279-2897</b>
3411 Hwy 126 - Ste 206			
Blountville, TN 37617			
Richard Venable, County Mayor	rvenable@sullivancountytn.gov		
Angela Taylor	angela.taylor@sullivancountytn.gov	323-6417	
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Blountville, TN 37617			
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Bonnie Rhymer, Admin Assistant	bgrhymer@tndagc.org	279-3278	
<b>DRUG TASK FORCE</b>		<b>323-8615</b>	<b>323-4645</b>
P O Box 368	2nd@tndtf.com		
Blountville, TN 37617			
Ginger Crowe, Director	gcrowe@bristoltn.org		
Wendy McNabb	wendy.mcnabb@tndtf.com		



<b>SULLIVAN COUNTY PHONE DIRECTORY</b>			
<b>DEPARTMENT</b>	<b>E-MAIL</b>	<b>PHONE</b>	<b>FAX</b>
<b>ECONOMIC DEVELOPMENT / NETWORKS SULLIVAN PARTNERSHIP</b>		<b>279-7681</b>	<b>279-7683</b>
<b>10368 Wallace Alley Street - Ste 1&amp;2, P.O. Box 747, Blountville, TN 37617 (mailing)</b>	<a href="mailto:inquiry@networkstn.com">inquiry@networkstn.com</a>		
Clay Walker, CEO	<a href="mailto:cwalker@networkstn.com">cwalker@networkstn.com</a>	279-7684	
Michael Parker, Director of Economic Development	<a href="mailto:mparker@networkstn.com">mparker@networkstn.com</a>	279-7193	
<b>ELECTION COMMISSION</b>		<b>323-6444</b>	<b>323-6443</b>
<b>3258 Hwy 126 - Ste 103 Blountville, TN 37617</b>	<a href="mailto:admin@sselect.org">admin@sselect.org</a>		
Jason Booher, Administrator of Elections		323-6444	
Nancy Braaten		323-6445	
Melinda Ligon		323-6446	
Jessie Miller		323-6442	
Kim Witherspoon		279-2608	
<b>EMERGENCY MANAGEMENT AGENCY (EMA)</b>		<b>323-6912</b>	<b>279-2816</b>
<b>3425 Hwy 126 - Ste 201 Blountville, TN 37617</b>			
Jim Bean, Director	<a href="mailto:jim.bean@sullivancountytn.gov">jim.bean@sullivancountytn.gov</a>	323-6912	
		cell # 440-9626	
Tina Wright, Administrative Officer	<a href="mailto:tina.wright@sullivancountytn.gov">tina.wright@sullivancountytn.gov</a>	323-6912	
<b>EMERGENCY MEDICAL SERVICE (EMS)</b>		<b>323-6471</b>	<b>279-2813</b>
<b>3193 Hwy 126 P O Box 389 Blountville, TN 37617</b>			
EMS Dispatch		279-2812	
Chief, Jim Perry	<a href="mailto:jperry@sullivancountyems.org">jperry@sullivancountyems.org</a>	323-6471	
Deputy Chief, Rusty Brooks (B Shift)	<a href="mailto:rbrooks@sullivancountyems.org">rbrooks@sullivancountyems.org</a>	323-6471	
Deputy Chief, Stacy Mahan (A Shift)	<a href="mailto:smahan@sullivancountyems.org">smahan@sullivancountyems.org</a>	323-6471	
Deputy Chief, Kevin Marsh (C Shift)	<a href="mailto:kmarsh@sullivancountyems.org">kmarsh@sullivancountyems.org</a>	323-6471	
Amy Brown, Operations Director	<a href="mailto:abrown@sullivancountyems.org">abrown@sullivancountyems.org</a>	323-6471	
Heather Shipley, Compliance Officer	<a href="mailto:hshipley@sullivancountyems.org">hshipley@sullivancountyems.org</a>	323-6471	
Tina Wood, Dispatch	<a href="mailto:twoods@sullivancountyems.org">twoods@sullivancountyems.org</a>	279-2812	
Supply		323-2109	

# SULLIVAN COUNTY PHONE DIRECTORY

DEPARTMENT	EMAIL	PHONE	FAX
<b>FINANCE DEPARTMENT</b> 3411 Hwy. 126, Ste. 202 Blountville TN 37617		323-6409	279-2889
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Angie Gilmer	<a href="mailto:angie.gilmer@sullivancountytn.gov">angie.gilmer@sullivancountytn.gov</a>	279-2609	
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Heather Sheets	<a href="mailto:heather.sheets@sullivancountytn.gov">heather.sheets@sullivancountytn.gov</a>	279-2717	
Alicia Clifton	<a href="mailto:alicia.clifton@sullivancountytn.gov">alicia.clifton@sullivancountytn.gov</a>	279-2865	
Lynn Stewart, Special Project. Coordinator	<a href="mailto:lynn.stewart@sullivancountytn.gov">lynn.stewart@sullivancountytn.gov</a>	279-2891	
Bobby Runyon, IT Director	<a href="mailto:bobby.runyon@sullivancountytn.gov">bobby.runyon@sullivancountytn.gov</a>	323-6414	
<b>PAYROLL/BENEFITS</b>		323-6413	279-7429
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Lori Casady	<a href="mailto:lori.casaday@sullivancountytn.gov">lori.casaday@sullivancountytn.gov</a>	323-6413	
Jennifer Shaffer	<a href="mailto:jennifer.shaffer@sullivancountytn.gov">jennifer.shaffer@sullivancountytn.gov</a>	279-7560	
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Amanda Vanover	<a href="mailto:amanda.vanover@sullivancountytn.gov">amanda.vanover@sullivancountytn.gov</a>	323-6400	

<b>SULLIVAN COUNTY PHONE DIRECTORY</b>			
<b>DEPARTMENT</b>	<b>E-MAIL</b>	<b>PHONE</b>	<b>FAX</b>
<b>GENERAL SESSIONS COURT - BRISTOL</b>		<b>989-4352</b>	<b>968-1138</b>
<b>801 Anderson Street</b>			
<b>Bristol, TN 37620</b>			
Bobby L. Russell, Circuit Court Clerk	bobby.russell@sullivancountytn.gov	279-2752	
Sherry Bowman	bowmansa@sullivancourts.com	989-4353	
Wendy Weston	westonwl@sullivancourts.com	652-1032	
Lisa Davis	davisld@sullivancourts.com	652-1030	
Pam Collins	collinspj@sullivancourts.com	989-4352	
Bridgette Holland	hollandbb@sullivancourts.com	764-2163	
Angela Millard	millardad@sullivancourts.com	652-1031	
Dawn Meade	meadesd@sullivancourts.com	652-1034	
Joretta North	northjf@sullivancourts.com	989-4354	
Teresa Booher	boohertd@sullivancourts.com	652-1034	
<b>GENERAL SESSIONS COURT - KINGSPORT</b>		<b>224-1711</b>	<b>224-1766</b>
<b>200 Shelby Street</b>			
<b>Kingsport, TN 37660</b>			
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Taylor Raines	rainestn@sullivancourts.com	224-1715	
Melinda Lashley	lashleyma@sullivancourts.com	224-1714	
Whitney McGuire	mcguirewj@sullivancourts.com	224-1765	
Hannah Spurlin	spurlinh@sullivancourts.com		
Amber Bradley	bradleyan@sullivancourts.com		
Dannielle Henderson	hendersonsd@sullivancourts.com		
Melissa Howington	howingtonma@sullivancourts.com		
<b>HEALTH DEPARTMENT - BLOUNTVILLE</b>		<b>279-2777</b>	<b>279-7534</b>
<b>154 Blountville Bypass</b>			
<b>P O Box 630</b>			
<b>Blountville, TN 37617</b>			
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Administration		279-2794	279-2797
Lisa Dingus	ldingus@sullivanhealth.org	279-2796	
<b>HEALTH DEPARTMENT - SCHOOL NURSES</b>		<b>354-1043</b>	

<b>SULLIVAN COUNTY PHONE DIRECTORY</b>			
<b>DEPARTMENT</b>	<b>E-MAIL</b>	<b>PHONE</b>	<b>FAX</b>
<b>HIGHWAY DEPARTMENT - (Main Office)</b>		<b>279-2820</b>	<b>279-2876</b>
147 County Hill Road			
P O Box 590			
Blountville, TN 37617			
Scott Murray, Highway Commissioner	scottie.murray@sullivancountytn.gov	262-7318	
Eddie Murray, Assistant Highway Commissioner		341-4162	
Katie Michaels, Office Manager	katie.michaels@sullivancountytn.gov	279-7530	
Eric Kerney, Foreman		302-8040	
Brandon Harkleroad, Dispatch		279-2820	
Joey Baker, Asphalt & Paving Foreman		418-3019	
Mark Buchanan, Parts Foreman	mark.buchanan@sullivancountytn.gov	279-2827	
Danny Salley, Parts Assistant		279-2826	
Rufus Cooper, Sign Shop Foreman		418-3028	
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Maynard Burke, Section 4 Foreman		418-3010	
Jason Miller, Hickory Tree, Section 5 Foreman		418-3015	
Joe Goforth, Kingsport Section 6 Foreman		480-0034	
Jamie Shaffer, Section 7 Foreman		302-8041	
Craig Ramey, Human Resources (Insurance & Accidents)	craig.ramey@sullivancountytn.gov	418-3016	
Jim Montgomery, Survey & Budgets	james.montgomery@sullivancountytn.gov	220-9507	
<b>JUDGES</b>			
<b>Blountville</b>			
<b>James F. Goodwin, Criminal Court Judge</b>		<b>279-2732</b>	<b>279-3258</b>
140 Blountville Bypass			
P O Box 585			
Blountville, TN 37617			
Kathy Stanley, Secretary		279-2732	
Carolyn Kerley, Court Reporter		279-2732	
Steve Whetsel, Bailiff		279-2735	
<b>Bristol</b>			
<b>Teresa Nelson, Judge</b>		<b>989-4373</b>	<b>989-4367</b>
801 Anderson Street			
Bristol, TN 37620			
Hope Nunn	hope.nunn@sullivancountytn.gov	989-4350	
Dustin Joyner, Bailiff		989-4359	
<b>E. G. Moody, Judge</b>		<b>989-4357</b>	<b>989-6699</b>
801 Anderson Street			
Bristol, TN 37620			
Megan Erwin, Court Administrator	megan.erwin@tncourts.gov	989-4357	
Sgt. Troy Brunelli, Bailiff		989-4359	
<b>David W. Tipton, Judge</b>		<b>990-4202</b>	<b>989-4367</b>
801 Anderson Street			
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Karen Horne, Secretary	karenl.horne@yahoo.com	990-4202	
Sgt. Phillip White, Bailiff		989-4359	

<b>SULLIVAN COUNTY PHONE DIRECTORY</b>			
<b>DEPARTMENT</b>	<b>E-MAIL</b>	<b>PHONE</b>	<b>FAX</b>
<b>Judges (Cont)</b>			
<b>Kingsport</b>			
<b>William Rogers, Judge</b>	Kingsport Office	<b>224-1701</b>	<b>224-1839</b>
200 Shelby Street	Blountville Office	<b>279-2740</b>	<b>279-3258</b>
Kingsport, TN 37660			
Paula Andrews, Court Administrator		224-1701	
Celeste Banner, Bailiff			
<b>Ray Conkin, Judge</b>		<b>224-1704</b>	<b>224-1706</b>
200 Shelby Street			
Kingsport, TN 37660			
Becky Ward		224-1705	
Teresa Williams		224-1652	
Cpl. Gary Cressell, Bailiff			
<b>John S McLellan, III, Judge</b>	jmclellan@tncourts.gov	<b>224-1728</b>	<b>224-2040</b>
225 W Center Street			
Kingsport, TN 37660			
Jill Cookenour, Court Administrator		224-1728	
Sgt. Kyle Carter, Bailiff		224-1729	
<b>Mark H. Toohey, Judge/Division II</b>	mark.toohey@sullivancountytn.gov	<b>224-1750</b>	<b>224-1732</b>
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Sgt. Roy Harrison, Bailiff		224-1748	
<b>JUVENILE COURT, BRISTOL - DIV I</b>		<b>989-4355</b>	<b>989-5642</b>
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Bristol, TN 37620			
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Tiffany Smith	tiffany.smith@sullivancountytn.gov		989-4356
Christie Woodmore	christie.woodmore@sullivancountytn.gov		989-4355
<b>JUVENILE COURT, KINGSFORT - DIV II</b>		<b>224-1730</b>	<b>224-1732</b>
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Kingsport, TN 37660			
Greg Walters, Director	greg.walters@sullivancountytn.gov	224-1733	
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Jason English, Senior Probation Officer	jason.english@sullivancountytn.gov	224-1743	
Brooke Mitchell, Probation Officer	brooke.mitchell@sullivancountytn.gov	224-1735	
Mike Fox, Intensive Probation Officer	mike.fox@sullivancountytn.gov	224-1734	
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Karla Hammonds, Secretary	karla.hammonds@sullivancountytn.gov	224-1730	

<b>SULLIVAN COUNTY PHONE DIRECTORY</b>			
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<b>LIBRARY - SULLIVAN COUNTY - BLOUNTVILLE</b>		<b>279-2714</b>	<b>279-2836</b>
1655 Blountville Blvd			
P O Box 510			
Blountville, TN 37617			
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Maria Reduto-Williams, Assistant Director	slcmwilliams@gmail.com	279-2715	
Nancy Turner, Branch Manager	slcnturner@gmail.com	279-2714	
Fonda Southall, Assistant Branch Mgr	slcfsouthall@gmail.com	279-2714	
Teresa Horton, Administrative Assistant	slcthorton@gmail.com	323-3134	
Ellen Price, Cataloger	slceprice@gmail.com	279-2809	
Fran Pyeatt, Cataloger	slcfsouthall@gmail.com	279-2819	
<b>LIBRARY - BLOOMINGDALE</b>		<b>288-1310</b>	<b>288-1310</b>
3230 Van Horn Street			
Kingsport, TN 37660			
Pam Cody, Branch Manager	slcprich@gmail.com		
Karen Matney, Assistant Branch Mgr	slckmatney@gmail.com		
<b>LIBRARY - COLONIAL HEIGHTS</b>		<b>239-1100</b>	<b>239-1100</b>
149 Pactolus Road			
Kingsport, TN 37663			
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Kay Calhoun, Assistant Branch Mgr	slckcalhouns@gmail.com		
<b>LIBRARY - SULLIVAN GARDENS</b>		<b>349-5990</b>	<b>349-5990</b>
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Kingsport, TN 37660			
JoElaine Pierce, Branch Manager	slcjpierce@gmail.com		
(vacant), Assisatant Branch Mgr			
<b>LIBRARY - THOMAS MEMORIAL</b>		<b>538-1980</b>	<b>538-1980</b>
481 Cedar Street			
Bluff City, TN 37618			
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Emily Baker, Asst Branch Manager	slcebaker@gmail.com		
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Bristol, TN 37620			
Brad Cole, Supervisor		878-1881	
Dan Helton			
<b>PAYROLL DEPARTMENT</b>		<b>323-6413</b>	<b>279-7429</b>
SEE - FINANCE DEPARTMENT			

<b>SULLIVAN COUNTY PHONE DIRECTORY</b>			
<b>DEPARTMENT</b>	<b>E-MAIL</b>	<b>PHONE</b>	<b>FAX</b>
<b>PLANNING &amp; CODES</b>		<b>323-6440</b>	<b>279-2886</b>
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<b>Blountville, TN 37617</b>			
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Jason VanHoy, Building Commissioner	inspector@sullivancountytn.gov	279-2866	
Michael Whiteman, Inspector	building@sullivancountytn.gov	323-6498	
Robert Looney, Stormwater Coordinator / Inspector	stormwater@sullivancountytn.gov	354-7032	
Andrew Lutterloh, Inspector	codes@sullivancountytn.gov	279-7570	
Jonathan Hamic, GIS Analyst	gis@sullivancountytn.gov	279-2699	
<b>PRINTING - MAIL SERVICE</b>		<b>323-6447</b>	<b>323-7249</b>
<b>3411 Hwy 126</b>			
<b>Blountville, TN 37617</b>			
John Wright		323-6447	
<b>PROPERTY ASSESSOR</b>		<b>323-6455</b>	<b>279-2808</b>
<b>3411 Hwy 126 - Ste 103</b>			
<b>Blountville, TN 37617</b>			
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Allan Akard		323-6491	
Peter Hanson		323-6495	
Ken Collins		323-6493	
David Francisco		323-6451	
Jennifer Ramsey		323-6455	
Chuck Rush		323-6454	
Misty Fischer		323-6487	
Wendy Glover		279-2815	
Donna Harrison		323-6488	
Kimberly Hatcher		323-6456	
Stacy Morrell		279-7591	
Michelle Houser		323-6452	
Ethan Britt		323-6449	
Sara Nunley		323-6460	
James Hurt		323-6458	
Vickie Shuttle		323-6459	
Melinda Cunningham		279-7593	
David Ketron		323-6453	
Shannon Yates		323-6494	
Brian Ferguson		323-4635	
Mike Betley		323-6486	
Jackie Musser		323-6461	
Perry Whitaker		323-6497	
<b>PUBLIC DEFENDER</b>		<b>323-1220</b>	<b>323-7172</b>
<b>266 Blountville Bypass</b>			
<b>P O Box 839</b>			
<b>Blountville, TN 37617</b>			
Andrew J. Gibbons			
Stella Stevenson	stella.stevenson@tn.gov		

<b>SULLIVAN COUNTY PHONE DIRECTORY</b>			
<b>DEPARTMENT</b>	<b>E-MAIL</b>	<b>PHONE</b>	<b>FAX</b>
<b>PURCHASING</b>		<b>323-6400</b>	<b>323-7249</b>
SEE - FINANCE DEPARTMENT			
<b>RECYCLING &amp; LITTER PREVENTION</b>		<b>323-6439</b>	
3411 Hwy 126, Suite 30			
Blountville, TN 37617			
Amy Taylor, Recycling Coordinator	amy.taylor@sullivancountytn.gov	323-6439	
<b>REGISTER OF DEEDS - BLOUNTVILLE</b>		<b>323-6420</b>	<b>279-2771</b>
3411 Hwy 126 - Ste 101			
Blountville, TN 37617			
office@sullivandeeds.com			
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Tammy Campbell		323-6420	
Loraine Pendergrass		323-6421	
Chelsea Barker		323-6427	
Revonda Wise		323-6422	
<b>RISK MANAGEMENT</b>		<b>323-6499</b>	
3411 Hwy 126, Suite 202			
Blountville, TN 37617			
Larry Bailey, Director	lgbailey@sullivancountytn.gov	323-6409	
Michelle Turner, Manager	michelle.turner@sullivancountytn.gov	323-6499	
<b>SHERIFF'S OFFICE - BLOUNTVILLE</b>		<b>279-7500</b>	<b>279-7613</b>
140 Blountville Bypass			
P O Box 589			
Blountville, TN 37617			
<b>Administration</b>			
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Carolyn Crabtree, Administrative Assistant	ccrabtree@scsotn.com	ext 271	
Greg Simcox, Assistant Chief	greggs@scsotn.com	ext 245	
Aaron Hagy, Crime Analyst	ahagy@scsotn.com	ext 257	
Capt Brian Kilgore	bkilgore@scsotn.com	ext 231	
Capt Richard Frazier	rfrazier@scsotn.com	ext 236	
Lt. Bo McCready	bmccready@scsotn.com	ext 294	
Mark Hollomon, (I.T.)	mhollomon@scsotn.com	ext 297	
Kelly Holley, Accreditation Manager	kholley@scsotn.com	ext 229	
Capt. Jeremiah Lane, Patrol		ext 349	
James Tucker, (I.T.)	jtucker@scsotn.com	ext 293	
Patrol Lieutenants		ext 267	
Patrol Sergeants		ext 243	
Roll - Call (Patrol)		ext 354	
Special Operations		323-8348	
Tips Line	tips@scsotn.com	ext 264	



<b>SULLIVAN COUNTY PHONE DIRECTORY</b>			
<b>DEPARTMENT</b>	<b>E-MAIL</b>	<b>PHONE</b>	<b>FAX</b>
<b>SHERIFF'S OFFICE - BLOUNTVILLE (cont.)</b>			
<b>Chaplain</b>			
Chaplain Kent Pugh, Jail Chaplain		ext 296	
<b>Criminal Investigations Division (CID)</b>			
Capt. David Meade	dmeade@scsotn.com		ext 246
<b>Blountville</b>			
Jonathan Bright	jbright@scsotn.com	ext 251	
Michelle Gilliam	mgilliam@scsotn.com	ext 359	
Hunter Ford	hford@scsotn.com	ext 252	
Angela Lovegrove	alovegrove@scsotn.com	ext 256	
Matt Price	mprice@scsotn.com	ext 253	
Cody Cookenour	ccookenour@scsotn.com	ext 259	
Brenda Swiney	bswiney@scsotn.com	ext 246	
John Raymond	sraymond@scsotn.com	ext 250	
Josh Stewart	joshstewart@scsotn.com	ext 260	
Richard Lingerfelt	rlingerfelt@scsotn.com	ext 242	
Matt Harrison	mharrison@scsotn.com	ext 254	
Brian Wexler	bwexler@scsotn.com	ext 281	
<b>Kingsport</b>			
Tyler Gray	tgray@scsotn.com	224-1758	
Robert Clemons	rclemons@scsotn.com	224-1753	
Andy Foster	afoster@scsotn.com	224-2592	
Grady White	gwhite@scsotn.com	224-1786	
<b>Corrections</b>			
Lee Carswell, Assistant Chief	lcarswell@scsotn.com	ext 266	
Capt. Melissa Copas, Corrections Administration	mcopas@scsotn.com	ext 407	
Shaun Rouse		ext 234	
Lt. Bret Salyers	bsalyers@scsotn.com	ext 364	
Lt. Burke Murray	bmurray@scsotn.com	ext 379	
Capt. Brian Dillard		ext 289	
Booking		ext 276,7,8	
Housing		ext 285	
Jail		ext 275	
Jail Kitchen		ext 284	
Maintenance		ext 355	
<b>Dispatch</b>		ext 222,3,4,5,6	
Michelle Wexler, Dispatch Supervisor	mwexler@scsotn.com	ext 374	
Sara Phillips, Dispatch Supervisor	sphillips@scsotn.com	ext 295/361	
<b>Evidence</b>			
Chris McDavid	cmcdavid@scsotn.com	ext 362	
<b>Finance</b>			
Michael Kennedy, Finance Director	mkennedy@scsotn.com	ext 237	
Holly Ferrell, Assets	holly@scsotn.com	ext 241	
<b>Fleet Maintenance</b>			
Chris Davis		ext 244	
Josh Lunsford		ext 244	
Chad Humphries			
<b>Internal Affairs</b>			
Lt. Jonathan Leichter		ext 258	

<b>SULLIVAN COUNTY PHONE DIRECTORY</b>			
<b>DEPARTMENT</b>	<b>E-MAIL</b>	<b>PHONE</b>	<b>FAX</b>
<b>SHERIFF'S OFFICE - BLOUNTVILLE (cont.)</b>			
<b>Medical</b>			
Karla Wood - Admin Assistant		ext 273	
Christy Frazier, Health Administrator		ext 248	
<b>Records</b>			
Dawn Ford	daford@scsotn.com	ext 221	
Tammy Crank	tcrank@scsotn.com	ext 255	
Will Federow	wfederow@scsotn.com	ext 298	
Darla Reedy	dreedy@scsotn.com	ext 238	
<b>Warrants</b>			
Debra Martin	dmartin@scsotn.com	ext 352	
<b>SHERIFF'S OFFICE - Court Process &amp; Security</b>		<b>279-2735</b>	
<b>Blountville</b>			
<b>Courts</b>		279-2735	
<b>140 Blountville Bypass</b>			
<b>Blountville, TN 37617</b>			
Lt. Steve Whetsell		279-2735	
Cpl. Celeste Banner		279-2735	
Sgt. Anthony Leonard		279-2806	
Lt. Justin Williams			
Tracy Haraz			
<b>Court Security</b>		279-2735	
Ann Fortney		279-2735	
Alan Long			
<b>Bristol</b>		<b>989-4359</b>	<b>989-4367</b>
<b>Courts</b>		<b>989-4360</b>	
<b>801 Anderson Street</b>			
<b>Bristol, TN 37620</b>			
Sgt. Troy Brunelli		989-4359	
Sgt. Phillip White		989-4359	
Cpl. Dustin Joyner		989-4359	
<b>Process</b>			
Bryan Embree		989-4359	
Roger Kaylor		989-4359	
Charlie Jones		989-4359	
<b>Court Security</b>			
Steve Jones			
Patti Towner			

<b>SULLIVAN COUNTY PHONE DIRECTORY</b>			
<b>DEPARTMENT</b>	<b>E-MAIL</b>	<b>PHONE</b>	<b>FAX</b>
<b>Kingsport</b>		<b>224-1741</b>	
<b>Courts</b>			
200 Shelby Street			
Kingsport, TN 37660			
Cpl. Gary Cressell		224-1706	
Sgt. Roy Harrison		224-1748	
Amber Floyd		224-1706	
<b>Process</b>			
Chris Whittaker		224-1740	
Donnie Marshall		224-1740	
Cindy Carrier		224-1740	
<b>Court Security</b>			
Philip Lane		224-1741	
Jessica Manis		224-1741	
<b>Courts</b>			
225 W. Center Street			
Kingsport, TN 37660			
Sgt. Kyle Carter	kcarter@scsotn.com	224-1739	
<b>SHERIFF'S OFFICE - Criminal Court Bailiff</b>		<b>279-2735</b>	
140 Blountville Bypass			
Blountville, TN 37617			
Lt. Steve Whetsell		279-2735	
<b>SHERIFF'S OFFICE - Non-Support Court Bailiff</b>		<b>279-2806</b>	
140 Blountville Bypass			
Blountville, TN 37617			
Sgt. Anthony Leonard		279-2735	
<b>SHERIFF'S OFFICE - Training Facility</b>		<b>323-2482</b>	
229 Shipley Ferry Road			
Blountville, TN 37617			
Capt. Bobby Dooley, Training Supervisor	dive@scsotn.gov	323-2482	
Lt. Rusty Ryan	rryan@scsotn.com	323-2482	

<b>SULLIVAN COUNTY PHONE DIRECTORY</b>			
<b>DEPARTMENT</b>	<b>E-MAIL</b>	<b>PHONE</b>	<b>FAX</b>
<b>SOLID WASTE / SANITATION</b>		<b>323-6439</b>	
<b>3411 Hwy 126 - Ste 30</b>			
<b>Blountville, TN 37617</b>			
Mark Torbett, Director	mark.torbett@sullivancountytn.gov	354-7038	
Amy Taylor, Recycling Coordinator	amy.taylor@sullivancountytn.gov	323-6439	
<b>SOLID WASTE - KINGSPORT TRANSFER STATION</b>		<b>224-1718</b>	
<b>1921 Brook side Lane</b>			
<b>Kingsport, TN 37660</b>			
Push Pit		224-1718	
Mitch Hall, Supervisor		742-0361	
Nicola Lawson		224-1719	
Shop		224-1723	
<b>SOLID WASTE - BRISTOL TRANSFER STATION</b>		<b>878-1880</b>	
<b>804 Raytheon Road</b>			
<b>Bristol, TN 37620</b>			
Kattie Rush			
<b>SULLIVAN COUNTY 911</b>		<b>279-7606</b>	<b>279-7611</b>
<b>1586 Hwy 394</b>			
<b>P O Box 485</b>			
<b>Blountville, TN 37617</b>			
Virginia Smelser, Director	vsmelser911@btes.tv	262-7519	
Natasha Jonas, Assistant Director	natasha911@btes.tv	217-5356	
Robin Napier	rnapi911@btes.tv	279-7606	
Chris Hager	sullivanco911@btes.tv	217-5069	
<b>TRUSTEE - BLOUNTVILLE</b>		<b>323-6464</b>	<b>323-4141</b>
<b>3411 Hwy 126 - Ste 104</b>			
<b>P O Box 550</b>			
<b>Blountville, TN 37617</b>			
Susan Arnold Ramsey, Trustee	susan.ramsey@sullivancountytn.gov	323-6462	
Dianna Buchanan		323-6465	
Cindy Edwards		323-6464	
Donna Hughes		323-6466	
Sara Taylor		323-6469	
Pam Matthews		323-6470	
Front Desk		323-6463	
Front Desk		323-6468	
Back Office		323-6470	
Back Office		323-6467	
<b>UT EXTENSION</b>		<b>574-1919</b>	
<b>140 Spurgeon Lane</b>			
<b>Blountville, TN 37617</b>			
Chris Ramsey, Director for Sullivan Co. Extension	chris.ramsey@utk.edu	574-1961	
Jennifer Banks, FCS Extension Agent		574-1962	
Walter Malone, Extension Agent - 4-H	wmalone1@tennessee.edu	574-1963	
Linda Jones		574-1964	
Lisa Thomas, Administrative Assistant II	lisa.thomas@utk.edu	574-1965	

# DEPARTMENT OF EDUCATION PHONE DIRECTORY

DEPARTMENT	EMAIL	PHONE	FAX
<b>Department of Education</b> P.O. Box 306 Blountville TN 37617			354-1004
<b>Switchboard</b>		354-1000	
<b>Director</b>			
Evelyn Rafalowski, Director of Schools	evelyn.rafalowski@sullivank12.net	354-1002	
Kristi King, Secretary	kristi.king@sullivank12.net	354-1001	
<b>Accounting</b>			
Julie Johnson	julie.johnson@sullivank12.net	354-1010	
Vanessa Phillips	vanessa.phillips@sullivank12.net	354-1054	
Rebecca Cecil	rebecca.cecil@sullivank12.net	354-1073	
<b>Child Nutrition</b>			
Amber Anderson, Supervisor	amber.anderson@sullivank12.net	354-1015	
Allison Harris	allison.harris@sullivank12.net	354-1017	
<b>Employee Benefits</b>			
Tina Dade	tina.dade@sullivank12.net	354-1085	354-1004
Paula Durham	paula.durham@sullivank12.net	354-1055	
<b>Health</b>			
Diane Copas, School Nurse Coordinator	diane.copas@sullivank12.net	354-1043	
Shannan Smith, Coordinated School Health Coordinator	shannan.smith@sullivank12.net	354-1618	
<b>Human Resources-Schools</b>			
Ingrid Deloach, HR Supervisor	ingrid.deloach@sullivank12.net	354-1033	354-1004
Mary Elliott, Secretary	mary.elliott@sullivank12.net	354-1031	354-1004
<b>Special Education</b>			
Angela Buckles, Supervisor	angela.buckles@sullivank12.net	354-1007	
Kim Morelock, Secretary	kim.morelock@sullivank12.net	354-1585	
Kristie Robinette, Special Ed. Coord.	kristie.robinette@sullivank12.net	354-1593	

<b>DEPARTMENT OF EDUCATION PHONE DIRECTORY</b>			
<b>DEPARTMENT</b>	<b>E-MAIL</b>	<b>PHONE</b>	<b>FAX</b>
<b>Student Services</b>			
Billy Miller, Supervisor	william.miller@sullivank12.net	354-1030	
Lindsay Lady	lindsay.lady@sullivank12.net	354-1028	
Nicole Wolfe, Student Info Systems Specialist	nicole.wolfe@sullivank12.net	354-1702	
<b>Teaching &amp; Learning</b>			
Robin McClellan, Supervisor	robin.mcclellan@sullivank12.net	354-1022	
Joyce Appel, Secretary	joyce.appel@sullivank12.net	354-1048	
Sarah Akard, Federal Programs Supervisor	sarah.akard@sullivank12.net	354-1024	
Suzanne Bawgus	suzanne.bawgus@sullivank12.net	354-1023	
<b>Technology &amp; Communication</b>			
Karen Nave, Supervisor	karen.nave@sullivank12.net	354-1026	
John White, Coordinator	john.white@sullivank12.net	354-1109	
Amy Grizzel, Secretary	amy.grizzel@sullivank12.net	354-1011	
Eric Maynard, Coordinator	eric.maynard@sullivank12.net	354-1046	
Mark Lady, Technician	mark.lady@sullivank12.net		
John White, Technician	john.white@sullivank12.net		
<b>Vocational Educational / Secondary 9-12</b>			
Aaron Flanary, CTE Supervisor	aaron.flanary@sullivank12.net	354-1005	
Brent Palmer, Supervisor 9-12	brent.palmer@sullivank12.net	354-1083	
Jan Pearson, Secretary	jan.pearson@sullivank12.net	354-1005	
<b>Service Center</b>			<b>354-1111</b>
<b>224 Mt. Area Drive</b>			
<b>Bristol, TN 37620</b>			
Lara Thomas, Instructional Materials / Txtbks / Central Supply Store	lara.thomas@sullivank12.net	354-1100	
Arlene Baghetti, Vision	arlene.baghetti@sullivank12.net	354-1110	
Todd Caulkin, Receiving	todd.caulkin@sullivank12.net	354-1106	
Linda Holden, Social Worker	linda.holden@sullivank12.net	354-1115	
Chuck Jones, Technology	chuck.jones@sullivank12.net	354-1109	
Bill Luttrell, Copy Center	william.luttrell@sullivank12.net	354-1104	
Heather Breeding, Records	heather.breeding@sullivank12.net	354-1103	

<b>DEPARTMENT OF EDUCATION PHONE DIRECTORY</b>			
<b>DEPARTMENT</b>	<b>E-MAIL</b>	<b>PHONE</b>	<b>FAX</b>
<b>Sullivan County Maintenance</b>			<b>354-1166</b>
<b>259 Franklin Drive</b>			<b>354-1170 (SHOP)</b>
<b>Blountville, TN 37617</b>			
Charles Hubbard, Supervisor	charles.hubbard@sullivank12.net	354-1152	
Linda Musser, Coordinator	linda.musser@sullivank12.net	354-1151	
Jeremy Copas, Plumbing	jeremy.copas@sullivank12.net	354-1157	
Jeff Young, Electrical	jeff.young@sullivank12.net	354-1155	
Carpenter	carl.davenport@sullivank12.net	354-1156	
Eddie Ramsey, Shop Inventory / Custodial Staff	eddie.ramsey@sullivank12.net	354-1159	
Steve McGuire, Mechanics Coordinator	steve.mcguire@sullivank12.net	354-1154 / 1165	
Sandy Nelson, Safety	sandy.nelson@sullivank12.net	354-1153	

REV July 2021

SULLIVAN COUNTY DEPARTMENT OF EDUCATION  
SCHOOL LISTING 2021-2022

SCHOOL	PRINCIPAL	STREET	CITY	ZIP	PHONE	FAX	EMAIL
Sullivan East High School	Andy Hare	4180 Weaver Pike	Bluff City	37618	354-1900	354-1906	andy.hare@sullivan12.net
Bookkeeper	Debbie Nelson				354-1909		debbie.nelson@sullivan12.net
Sullivan East Middle School	Greg Stallcup	4500 Weaver Pike	Bluff City	37618	354-1801	354-1818	gregory.stallcup@sullivan12.net
Bookkeeper	Evelyn Pendleton				354-1809		evelyn.pendleton@sullivan12.net
Mary Hughes Elementary	Randy Gentry	240 Austin Springs Road	Piney Flats	37686	354-1835	354-1841	randall.gentry@sullivan12.net
Bookkeeper	Karen Roberts				354-1843		karen.roberts@sullivan12.net
Bluff City Elementary	Hank Hare	282 J. Forrest Thomas St.	Bluff City	37618	354-1825	354-1831	franklyn.hare@sullivan12.net
Bookkeeper	Angie Lowe				354-1828		angie.lowe@sullivan12.net
Emmett Elementary	Michelle Murray	753 Emmett Road	Bristol	37620	354-1865	354-1871	mitchele.murray@sullivan12.net
Bookkeeper	Jill Booher				354-1873		jill.booher@sullivan12.net
West Ridge High School	Josh Davis	380 Lynn Road	Bourntville	37617	354-1450	354-1456	josh.davis@sullivan12.net
Bookkeeper	Lisa Cowan				354-1458		lisa.cowan@sullivan12.net
Athletic Bookkeeper	Karen Springs				354-1456		karen.springs@sullivan12.net
Sullivan Central Middle School	Jonathan Fields	131 Shipley Ferry Road	Bourntville	37617	354-1200	354-1206	jonathon.fields@sullivan12.net
Bookkeeper	Melissa Larkins				354-1209		melissa.larkins@sullivan12.net
Innovation Academy	Melissa Larkins	131 Shipley Ferry Road	Bourntville	37617	354-1200	354-1206	melissa.larkins@sullivan12.net
Sullivan Heights Middle School	Jamie Whittinger	1236 Moreland Drive	Kingsport	37664	354-1300	354-1306	jamie.whittinger@sullivan12.net
Bookkeeper	Candy Earhart				354-1309		candy.earhart@sullivan12.net
Central Heights Elementary	Becky Olinger	158 Central Heights Road	Bourntville	37617	354-1575	354-1581	becky.olingier@sullivan12.net
Bookkeeper	Lori Gragg				354-1575		lori.gragg@sullivan12.net
Holston Elementary	Lesley Fleenor	2348 Highway 75	Bourntville	37617	354-1550	354-1555	lesley.fleenor@sullivan12.net
Bookkeeper	Tracy Vaughn				354-1551		tracy.vaughn@sullivan12.net
Indian Springs Elementary	Mark Pendleton	333 Hill Road	Kingsport	37684	354-1685	354-1691	mark.pendleton@sullivan12.net
Bookkeeper	Angie Adkins				354-1692		angela.adkins@sullivan12.net
Ketron Elementary	Sherril DeVault	3301 Bloomingdale Road	Kingsport	37680	354-1710	354-1716	sherril.devaull@sullivan12.net
Bookkeeper	Vickie Mays				354-1712		vickie.mays@sullivan12.net
Miller Perry Elementary	Michael Wilson	904 Fordtown Road	Kingsport	37683	354-1760	354-1766	michael.wilson@sullivan12.net
Bookkeeper	Becky Sell				354-1380		becky.sell@sullivan12.net
Rock Springs Elementary	Alesia Dinsmore	1238 Moreland Drive	Kingsport	37683	354-1380	354-1389	alesia.dinsmore@sullivan12.net
Bookkeeper	Candace Tilley				354-1381		candace.tilley@sullivan12.net
Sullivan Gardens Elementary	Bill Dunham	209 Rosemont Street	Kingsport	37680	354-1770	354-1775	billy.dunham@sullivan12.net
Bookkeeper	Ramona Strong				354-1772		ramona.strong@sullivan12.net



## SULLIVAN COUNTY BOARD OF COMMISSIONERS 2018-2022

Randy Morrell District 1 423 Hickory Tree Rd. Bristol TN 37620 423-878-8333 randy.morrell@sullivancountytn.gov	Hershel Glover District 5 488 Possum Creek Rd. Bluff City TN 37618 423-502-1781 hershel.glover@sullivancountytn.gov	Alicia Starnes District 8 354 Easy St. Kingsport TN 37663 423-239-6018 alicia.starnes@sullivancountytn.gov
David Akard, III District 2 215 Donegal Way Bristol TN 37620 423-797-1704 david.akard@sullivancountytn.gov	Dwight D. King District 5 1665 Weaver Branch Rd. Piney Flats TN 37686 423-355-0850 dwight.king@sullivancountytn.gov	Colette Gerorge District 9 561 Brandonwood Rd. Kingsport TN 37660 423-534-3063 colette.george@sullivancountytn.gov
Dr. Barry Hopper District 2 133 Spanish Oak Rd. Bristol TN 37620 423-341-3331 barry.hopper@sullivancountytn.gov	Judy Blalock District 6 120 Columbine Rd. Kingsport TN 37660 423-914-2801 judy.blalock@sullivancountytn.gov	Doug Woods District 9 109 Wampler St. Kingsport TN 37665 423-579-2208 doug.woods@sullivancountytn.gov
Mark A. Vance District 2 201 Blue Ridge Dr. Bristol TN 37620 423-914-8557 mark.vance@sullivancountytn.gov	Todd Broughton District 6 3348 Cardinal St. Kingsport TN 37660 423-578-0480 todd.broughton@sullivancountytn.gov	Larry Crawford District 10 1609 Forest View Dr. Kingsport TN 37660 423-245-1754 larry.crawford@sullivancountytn.gov
Andrew Cross District 3 300 Maple Tree Dr. Bristol TN 37620 423-341-3383 andrew.cross@sullivancountytn.gov	Terry Harkleroad District 6 3429 Page St. Kingsport TN 37660 423-765-0746 terry.harkleroad@sullivancountytn.gov	Gary Stidham District 10 4810 Silver Ct. Kingsport TN 37664 423-914-2990 gary.stidham@sullivancountytn.gov
Michael B. Cole District 4 743 Big Hollow Rd. Blountville TN 37617 423-360-0079 michael.cole@sullivancountytn.gov	Samuel "Sam" Jones District 7 6329 Heatherwood Ln. Kingsport TN 37663 423-956-3197 sam.jones@sullivancountytn.gov	John Gardner District 11 2120 Montrose Ave. Kingsport TN 37664 423-361-0092 John.gardner@sullivancountytn.gov
Joyce Neal Crosswhite District 4 P.O. Box 77 Blountville TN 37617 423-323-9338 joyce.crosswhite@sullivancountytn.gov	Angie Stanley District 7 512 Teaberry Cir. Kingsport TN 37663 423-742-0010 angie.stanley@sullivancountytn.gov	Hunter Locke District 11 P.O. Box 854 Kingsport TN 37662 423-612-9337 Hunter.locke@sullivancountytn.gov
Tony Leonard District 4 417 Garden Grove Dr. Bristol TN 37620 423-340-0614 Tony.leonard@sullivancountytn.gov	Darlene Calton District 8 759 Summerville Rd. Kingsport TN 37663 423-239-5363 darlene.calton@sullivancountytn.gov	Archie Pierce District 11 1504 Bridwell Kingsport TN 37664 423-247-5330 No Email Address

## NOTICE TO ALL EMPLOYEES

### NOTICE: TO ALL EMPLOYEES OF SULLIVAN COUNTY TN

The Tennessee Occupational Safety and Health Act of 1972 provides job safety and health protection for Tennessee workers through the promotion of safe and healthful working conditions. Under a plan reviewed by the Tennessee Department of Labor and Workforce Development, this government, as an employer, is responsible for administering the Act to its employees. Safety and health standards are the same as state standards and jobsite inspections will be conducted to ensure compliance with the Act.

Employees shall be furnished conditions of employment and a place of employment free from recognized hazards that are causing or are likely to cause death or serious injury or harm to employees.

Each employee shall comply with occupational safety and health standards and all rules, regulations, and orders issued pursuant to this Program Plan which are applicable to his or her own actions and conduct.

Each employee shall be notified by the placing upon bulletin boards or other places of common passage of any application for a temporary variance from any standard or regulation.

Each employee shall be given the opportunity to participate in any hearing which concerns an application for a variance from a standard.

Any employee who may be adversely affected by a standard or variance issued pursuant to this Program Plan may file a petition with the Safety Director or Risk Management.

Any employee who has been exposed or is being exposed to toxic materials or harmful physical agents in concentrations or at levels in excess of that provided for by an applicable standard shall be notified by the employer and informed of such exposure and corrective action being taken.

Subject to regulations issued pursuant to this Program Plan, any employee or authorized representative(s) of employees shall be given the right to request an inspection.

No employee shall be discharged or discriminated against because such employee has filed any complaint or instituted or caused to be instituted any proceedings or inspection under, or relating to, this Program Plan.

Any employee who believes he or she has been discriminated against or discharged in violation of these sections may, within thirty (30) days after such violation occurs, have an opportunity to appear in a hearing before Risk Management for assistance in obtaining relief or to file a complaint with the Commissioner of Labor and Workforce Development alleging such discrimination.

A copy of the Occupational Safety and Health Program Plan for the Employees of Sullivan County is available for inspection by an employee at the Risk Management Office during regular hours.

---

Signature: County Mayor

---

Date

**PROGRAM PLAN BUDGET**

Either answer questions 1-11 or fill in the statement below

1. Prorated portion of wages, salaries, etc., for program administration and support
2. Office space and office supplies
3. Safety and health educational materials and support for education and training
4. Safety devices for personnel safety and health
5. Equipment modifications
6. Equipment additions (facilities)
7. Protective clothing and equipment (personnel)
8. Safety and health instruments
9. Funding for projects to correct hazardous conditions
10. Reserve fund for the Program Plan
11. Contingencies and miscellaneous

**TOTAL ESTIMATED BUDGET FOR PROGRAM PLAN FUNDING:**

\$ \_\_\_\_\_

**OR USE THIS STATEMENT:****STATEMENT OF FINANCIAL RESOURCE AVAILABILITY**

Be assured that Sullivan County TN has sufficient financial resources available or will make sufficient financial resources available as may be required in order to administer and staff its Occupational Safety and Health Program Plan and to comply with standards.

## Sullivan County Government

### Steps for Filing a Tennessee Workers' Compensation Claim

- An *Employee's First Report of Injury or Illness Form* must be filled out completely by the Employee.
- An *Employer's First Report of Injury or Illness Form* must be filled out completely by Employee's Supervisor.
- A *Physician Panel* must be given to the injured employee immediately following an injury and the areas on the bottom of the form must be completed and signed by both the Employer and Employee
- A *Workers' Compensation Provider Claim Information* form must be completed, and the injured employee is to take this form with them to the physician's office.
- All documents need to be forwarded to Jeff Moore at Tri-State Claims Service (TSC) promptly by fax: 423-245-3912 or by email: [jmoore@tsclaims.com](mailto:jmoore@tsclaims.com) and a copy needs to be sent to Michelle Turner: [michelle.turner@sullivancountyttn.gov](mailto:michelle.turner@sullivancountyttn.gov)
- Once TSC receives the First Report of Injury (FROI), TSC will then mail the injured employee a Notice of Reported Injury and A beginner's Guide to Tennessee Workers' Compensation, along with TSC contact information

### Tennessee Worker's Compensation-TTD

The benefits provided under Tennessee's Workers' Compensation Law are set out in Tennessee Code Annotated, Title 50, Chapter 6.

If a physician, in the course of treating an injured employee determines that he/she is temporarily unable to return to work, the employee is then eligible for Temporary Total Disability (TTD) Benefits.

#### To be eligible for TTD Benefits:

- Employer must have physicians note placing employee out of work due to work related injury
- A Supervisor or Department Head must notify Tri-State Claims Service if employee is written out of work
- An employee must be out of work due to their work-related injury for seven (7) calendar days; on the eighth (8<sup>th</sup>) calendar day the employee will be placed on Temporary Total Disability Benefit @2/3rds % of the employee's current average weekly wage
- After the fourteenth (14<sup>th</sup>) calendar day, the employee will be eligible for Temporary Total Disability Benefits for the first seven (7) days, and will be paid for such accordingly

**\*\*\*NO EMPLOYEE WILL BE ALLOWED TO USE SICK/VACATION TIME AFTER THE FIRST SEVEN (7) DAYS IN LIEU OF WORKERS' COMPENSATION**

<b>Sullivan County Government Offices</b> <b>Employee's</b> <b>First Report of Work Injury or Illness</b>		
WCSC-01	Tri State Claims Service Fax to 423-245-3912   Email: <a href="mailto:jmoore@tsclaims.com">jmoore@tsclaims.com</a> Sullivan County Risk Management Email: <a href="mailto:michelle.turner@sullivancountyttn.gov">michelle.turner@sullivancountyttn.gov</a>	04/01/2022

1. Employee's Full Name: \_\_\_\_\_ Employee's Department: \_\_\_\_\_
2. Employee's Mailing Street Address: \_\_\_\_\_  
 Employee's Mailing City/Town Address and Zip Code: \_\_\_\_\_
3. Employee's Phone No.: \_\_\_\_\_ Employee's Social Security No: \_\_\_\_\_
4. Employee's Date of Birth.: \_\_\_\_\_ Employee's Gender: \_\_\_\_\_
5. Employee's Marital Status:  Single  Married  Divorced  Widowed
6. Employee's Hire Date: \_\_\_\_\_ Employee is Full-time/Part-time: \_\_\_\_\_
7. Employee's Hourly Rate of Pay: \_\_\_\_\_ Employee's Salary Rate of Pay: \_\_\_\_\_
8. Number of Days Employee Works per Week: \_\_\_\_\_
9. Date of Injury (Month, Day, Year, Time): \_\_\_\_\_
10. Date and Time, Employer notified of injury (Month, Day, Year, Time): \_\_\_\_\_
11. Physical description of where injury occurred (address including location/room): \_\_\_\_\_  
 \_\_\_\_\_
12. List any witnesses to the injury or illness (full name and address): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
13. Employee, in space provided below, describe how injury or illness occurred. Describe the incident including what the employee was doing just before injury, the part of the body affected, how accident occurred, and object or substance that directly harmed you. If additional space is needed, please reference and attach additional pages to this report:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
14. Were you using all required safety equipment? Yes | No (Circle One)  
 List equipment being used: \_\_\_\_\_  
 List required safety equipment not being used and why not: \_\_\_\_\_
15. **Motor Vehicle Accidents are required to be reported to the appropriate law enforcement agency.**  
 Law Enforcement Agency Reported to: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_
16. Describe medical treatment (first aid, doctor, hospital, etc.) provided employee: \_\_\_\_\_  
 \_\_\_\_\_

**I have reviewed the information set forth above and find it to be fair and accurate.**

Employee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Employee's Job Title: \_\_\_\_\_  
 Witness to Employee's Signature: \_\_\_\_\_

Please use black or blue ink to complete form, print legibly.

<b>Sullivan County Government Offices</b>		
Employer's First Report of Work Injury or Illness		
<b>To be completed by Supervisor</b>		
WCSC-02	Tri State Claims Service Fax to 423-245-3912   Email: jmoore@tsclaims.com Sullivan County Risk Management Email: michelle.turner@sullivancountyttn.gov	04/01/2022

1. Employee's Full Name: \_\_\_\_\_ Employee's Department: \_\_\_\_\_
2. Employee's Mailing Street Address: \_\_\_\_\_  
Employee's Mailing City/Town Address and Zip Code: \_\_\_\_\_
3. Employee's Phone No.: \_\_\_\_\_ Employee's Social Security No: \_\_\_\_\_
4. Employee's Date of Birth.: \_\_\_\_\_ Employee's Gender: \_\_\_\_\_
5. Employee's Marital Status:  Single  Married  Divorced  Widowed
6. Employee's Hire Date: \_\_\_\_\_ Employee is Full-time/Part-time: \_\_\_\_\_
7. Employee's Hourly Rate of Pay: \_\_\_\_\_ Employee's Salary Rate of Pay: \_\_\_\_\_ (See Note Below)
8. Number of Days Employee Works per Week: \_\_\_\_\_
9. Date of Injury (Month, Day, Year, Time): \_\_\_\_\_
10. Date and Time, Employer notified of injury (Month, Day, Year, Time): \_\_\_\_\_
11. Physical description of where injury occurred (address including location/room): \_\_\_\_\_  
\_\_\_\_\_
12. List any witnesses to the injury or illness (full name and address): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
13. Employee, in space provided below, describe how injury or illness occurred. Describe the incident including what the employee was doing just before injury, the part of the body affected, how accident occurred, and object or substance that directly harmed you. If additional space is needed, please reference and attach additional pages to this report:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
14. Were you using all required safety equipment? Yes | No (Circle One)  
List equipment being used: \_\_\_\_\_  
List required safety equipment not being used and why not: \_\_\_\_\_
15. **Motor Vehicle Accidents are required to be reported to the appropriate law enforcement agency.**  
Law Enforcement Agency Reported to: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_
16. Describe medical treatment (first aid, doctor, hospital, etc.) provided employee: \_\_\_\_\_  
\_\_\_\_\_

I have reviewed the information set forth above and find it to be fair and accurate.

Supervisor Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Employee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please use black or blue ink to complete form, print legibly.

**SULLIVAN COUNTY GOVERNMENT**  
**WORKERS' COMPENSATION**  
**PROVIDER CLAIM INFORMATION**

*Note to Employee: \*\* Please give this form to the provider you will be seeking treatment from*

**Employee Information:**

Employee's Full Name \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

**Injury Information:**

Date of injury: \_\_\_\_\_

Description of injury:

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**WORKERS' COMPENSATION BILLING INFORMATION:**

Adjuster's Name: Jeff Moore

Insurance Carrier's Name: Tri-State Claims

Billing Address: P.O. Box 1462, Kingsport TN 37662

Fax: 423-245-3912 Phone: 423-230-2247 Email: [jmoore@tsclaims.com](mailto:jmoore@tsclaims.com)

**\*\* NOTE TO PROVIDER:**

**THE HEALTH INSURANCE CLAIM FORM #1500 MUST BE SUBMITTED**

**AND**

**ALL DATE OF SERVICE NOTES MUST BE ATTACHED\*\***

**EMPLOYER'S INFORMATION:**

Employer's Full Name: Sullivan County Government- Office of Risk Management

3411 Hwy. 126, Suite 202

Blountville TN 37617

Employer Contact Name: Michelle Turner

Phone: 423-323-6499 Email: [michelle.turner@sullivancountyttn.gov](mailto:michelle.turner@sullivancountyttn.gov)



Tennessee Bureau of Workers' Compensation  
220 French Landing Drive, I-B  
Nashville, TN 37243-1002

FORM C-42

**EMPLOYEE'S CHOICE OF PHYSICIAN**

An employer must provide a partially-completed form listing at least three physicians to an employee upon the report of a workplace injury. The employee must complete and then sign and date the section below that indicates the physician chosen. A copy of the fully-completed form should be provided to the employee with the original kept on file by the employer. If the employee refuses to accept medical services from the chosen physician, the employee's rights to benefits may be delayed. **NOTE:** Employees traveling more than 15 miles one way to or from medical treatment may seek reimbursement of their travel expenses from the insurance carrier.

**TO BE COMPLETED BY THE EMPLOYER:**

Employer Sullivan County, Tennessee Date of Injury \_\_\_\_\_  
Employer Contact Jeff Moore Phone 423-230-2247 Email jmoore@tsclaims.com

Physician Name HMG Occupational Medicine Phone 423-245-0166  
Address 105 W. Stone Drive, Suite 1J City Kingsport State TN Zip 37660

Physician Name Bristol Reg Med Ctr Occ Med, Ghino Francois Phone 423-844-3360 Fax 423-844-3369  
Address 1230 Volunteer Parkway City Bristol State TN Zip 37620

Physician Name BalladHealth Occupational Med. Dr. M. Bishop Phone 423-224-5126  
Address 111 West Stone Drive, Suite 110 City Kingsport State TN Zip 37660

**TO BE COMPLETED BY THE EMPLOYEE:**

**I have selected the following physician from the list provided to me by my employer:**

Physician Name \_\_\_\_\_ Date Selected \_\_\_\_\_  
Employee Name \_\_\_\_\_ Appt Date/Time \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_  
Employee Signature \_\_\_\_\_ Date \_\_\_\_\_





PO Box 152539  
Tampa, FL 33684-2539

## MAKING IT EASY TO GET WORKERS' COMPENSATION PRESCRIPTIONS FILLED

Optum has been chosen to manage your workers' compensation pharmacy benefits for your employer or their insurer. Below is your First Fill card that will allow you to receive your injury-related prescriptions at your local pharmacy. Please fill out the card based on the instructions below.

### Injured person:



If you need a prescription filled for a work-related injury or illness, go to an Optum Tmesys® network pharmacy. Give this temporary card to the pharmacist. In most cases, the pharmacy will fill the prescription at no cost to you.



If your workers' compensation claim is accepted, you will receive a permanent pharmacy card in the mail. Please use that card for other work-related injury or illness prescriptions.



### Employer:

Immediately upon receiving notice of injury, fill in the information below and give this form to the employee.



### Finding a network pharmacy

Most pharmacies and all major chains are included in the network. To find a network pharmacy call 1-866-599-5426 or visit [tmesys.com](http://tmesys.com).



### Questions? Need Help?

**1-866-599-5426**



### WORKERS' COMPENSATION PRESCRIPTION DRUG PROGRAM

TriState Claims  
CARGENTPA EMPLOYER

INJURED PERSON NAME

Please provide directly to Pharmacist  
SOCIAL SECURITY NUMBER DATE OF INJURY (YYMMDD)

Notice to Cardholder: Present this card to the pharmacy to receive medication for your work-related injury. To locate a pharmacy: [tmesys.com](http://tmesys.com).

Attention Pharmacists: Enter RxBIN, RXPEN and GROUP. Member ID # format is the date of injury and SSN combined as follows: YYMMDD123456789. Tmesys is the designated PBM for this patient.

**Tmesys Pharmacy Help Desk**  
**1-800-964-2531**

	NDC	or	Envoy
RxBIN	004261	or	002538
RXPEN	CAL	or	Envoy Acct. #
GROUP	IR1SFF		

**NOTE:** This First Fill card is only valid for your workers' compensation injury or illness.

The following entities comprise the Optum Workers' Compensation and Auto No Fault division: PMSI, LLC, dba Optum Workers' Compensation Services of Florida; Progressive Medical, LLC, dba Optum Workers' Compensation Services of Ohio; Cypress Care, Inc. dba Optum Workers' Compensation Services of Georgia; Healthcare Solutions, Inc., dba Optum Healthcare Solutions of Georgia; Settlement Solutions, LLC, dba Optum Settlement Solutions; Procura Management, Inc., dba Optum Managed Care Services; Modern Medical, dba Optum Workers' Compensation Medical Services, collectively and individually referred as "Optum."



IMP14-2013-11

**Procedure for reporting a Non-Employee Injury or Accident**

All Non-Employee Injuries or Accidents should be reported as soon as they occur.

Using the attached form, details of the injury or accident should be documented and signed.

Once completed, the injury/accident form, along with any other forms of documentation such as photos or copies of police reports should be reported to the following:

**Tri-State Claims Service**

Kim Peterson Email: [kpeterson@tsclaims.com](mailto:kpeterson@tsclaims.com)  
Office: 423 230-2247 Cell: 423 765-5898 Fax: 423 245-3912

**Sullivan County Risk Management**

Michelle Turner Email: [michelle.turner@sullivancountyttn.gov](mailto:michelle.turner@sullivancountyttn.gov)  
Office: 423 323-6499

## INJURY / ACCIDENT REPORT FORM

Name of Injured:		
Home Address:		
SSN:	DOB:	
Injury Date:	Time of Injury:	AM/PM
Where and How did Accident Occur (be specific):		
Nature of Injury (be specific, i.e. injured left arm, right hip etc...)		
Witnesses, if any (name and phone number)		
Who gave First Aid, if any (name and phone number)		
Signature of Injured Person:	Date:	
Signature of Sullivan County Representative:	Date:	

**REPORT AS SOON AS POSSIBLE TO:****Tri-State Claims Service**Kim Peterson Email: [kpeterson@tsclaims.com](mailto:kpeterson@tsclaims.com)

Office: 423 230-2247 Cell: 423 765-5898 Fax: 423-245-3912

**Sullivan County Risk Management**Michelle Turner Email: [michelle.turner@sullivancountyttn.gov](mailto:michelle.turner@sullivancountyttn.gov)

Office: 423 323-6499 Fax: 423-279-7429

## HOW TO USE THE ABATEMENT FORM

- 1) Mail to the AREA OFFICE at the address shown in the original citation.
- 2) Use regular First Class mail.
- 3) Keep this form as a master and record of submission and make copies as needed.
- 4) This form may be used to:
  - a) Report progress on correction of items cited.
  - b) Request extensions of the time for correction.
  - c) File a Notice of Contest.
- 5) Examples of how to complete this form:

Citation & Item #	Date Corrected	*** HOW CORRECTED
1/1	02/16/01	(Safety) Gate-type barrier guard installed. Press will not operate unless gate is closed.
1/1a	02/16/01	(Health) A respirator (A O Model R 4055 with a HEPA filter) has been issued to the spray painter at No. 1 spray booth. Wearing of the respirator is mandatory while spraying. Attached is a copy of our written respirator program which covers minimum acceptable requirements as listed in 29 CFR 1910.134.
2/1	PROGRESS REPORT	(Safety) New ladders on order. Old ladder removed from use. Expect correction to be complete by 03/15/01. (Health) Backflow preventers have been ordered and should be installed on fresh water lines to the plating tanks by 03/15/01.
2/2	REQUEST EXTENSION OF ABATEMENT PERIOD	<p>When requesting an extension of abatement time, the following information must be provided and such request must be submitted no later than one (1) day following the abatement date listed on the Citation Notification of Penalty.</p> <ol style="list-style-type: none"> <li>a. What has been done to date to correct?</li> <li>b. Explain factors beyond your control which have delayed correction of the item.</li> <li>c. Request extension to a specific date.</li> <li>d. State interim measures being taken to safeguard employees of the hazard until it can be corrected.</li> <li>e. Certify that a copy of the request was posted or given to employees or their representative and the date posted or served and that employees have been informed of their right to contest the requested extension.</li> </ol> <p>(Safety) We ordered self-closing valves on 12/15/00 (P.O. #763) and were informed they would be shipped 12/16/00. Request extension to 03/15/01. As an interim safety precaution, we temporarily moved this drum of liquid outside the plant.</p> <p>(Health) We ordered deluge showers on 12/15/00 (P.O. #76) and were informed that they would be shipped 12/16/00. Request extension until 01/17/01. As an interim safety precaution, we temporarily provided rubber water hoses at faucets near the plating tanks. Personal protective equipment is mandatory for this area.</p> <p>I certify that a copy of this request was posted on the employee's bulletin board on (date) and that employees have been informed of their rights under the Act.</p>
2/3	NOTICE OF CONTEST	We hereby submit formal notice that we are contesting this alleged violation and the proposed penalty (if any).
2/4	02/10/01	(Safety) Guard rail installed (Health) Eye wash installed by acid mixing station.

**ABATEMENT FORM**

**AREA SUPERVISOR**

Tennessee Department of Labor and Workforce Development  
 Division of Occupational Safety and Health  
 (Mail to the area office address listed in the original citation)

Date \_\_\_\_\_

**SUBMITTED BELOW IS OUR RESPONSE TO THE ALLEGED VIOLATION(S) LISTED ON THE CITATION(S) AS THE RESULT OF YOUR INSPECTION NUMBER: \_\_\_\_\_ AND ISSUED TO:**

Name of Establishment \_\_\_\_\_

Citation & Item #	Date Corrected	How Corrected

A COPY OF THE CITATION(S) WAS (WERE) POSTED AS REQUIRED BY TENNESSEE CODE ANNOTATED §50-3-307(a)(4).

\_\_\_\_\_  
 Employer Official's Signature

\_\_\_\_\_  
 Job Title

**Sullivan County**  
**Board of County Commissioners**  
**242<sup>nd</sup> Annual Session**

Item 8  
 No. 2022-06-50

To the Honorable Richard S. Venable, Sullivan County Mayor, and the Board of Sullivan County Commissioners meeting in Regular Session this 16<sup>th</sup> day of June 2022.

**RESOLUTION TO ACCEPT OFFER FOR COUNTY OWNED DELINQUENT TAX PROPERTY IN THE 16<sup>TH</sup> CIVIL DISTRICT KNOWN AS 170 MAIN STREET BLUFF CITY, TENNESSEE**

*WHEREAS*, Sullivan County acquired real property through a delinquent property tax proceeding whereby the property was offered for sale in previous County tax auction(s); and,

*WHEREAS*, the current amount of County delinquent taxes due along with court costs, interest and attorney fees accrued is approximately \$5,400 (not including City of Bluff City taxes of \$1,942); and,

*WHEREAS*, a bid in the amount of three thousand five hundred dollars (\$3,500.00) has been received from Jonathan L. Gorley for this parcel of land located in the 16<sup>th</sup> Civil District identified as Tax Map 97J, Group B, Parcel 027.00 also known as 170 Main Street, Bluff City; and when advertised on May 18, 2022, by the Sullivan County Mayor's Office in compliance with T.C.A. § 67-5-2507 no raised bids were received on the property; and,

*WHEREAS*, the Sullivan County Delinquent Tax Committee has reviewed the delinquency period, location, condition, potential upkeep, potential liability, and value of the property and took into consideration the bid placed upon the property; and the Committee has recommended that the County accept the bid to enable this property to be placed on the current tax rolls for Sullivan County.

**NOW THEREFORE BE IT RESOLVED** that the Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session hereby approves the sale of property located in the 16<sup>th</sup> Civil District identified as Tax Map 97J, Group B, Parcel 027.00 also known as 170 Main Street, Bluff City to Jonathan L. Gorley for the amount of \$3,500.00 in accordance with T.C.A. § 67-5-2507.

**BE IT FURTHER RESOLVED** that a provision of the sale be that the buyer agrees to bring the property into compliance with the County's or City's Property Maintenance Code whichever is applicable within one year of the recording of the deed for this property.

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

Approved this 16th day of June, 2022.

Attest:

  
 Teresa Jacobs, County Clerk

Approved:

  
 Richard S. Venable, County Mayor

**Sponsored By: Commissioner Sam Jones**

**Co-Sponsor(s): Commissioners Darlene Calton**

2022-06-50 ACTIONS: 06-16-22 Approved on Waiver of Rules 24 Yes



## Agenda subject voting report

Meeting name

Sullivan County Commission June 16, 2022

6/16/2022

38 NEW BUSINESS Item 8 Resolution No. 2022-06-50 Sponsors: Jones/ Calton  
Vote

## Description

RESOLUTION TO ACCEPT OFFER FOR COUNTY OWNED DELINQUENT  
TAX PROPERTY IN THE 16TH CIVIL DISTRICT KNOWN AS 170 MAIN  
STREET BLUFF CITY, TENNESSEE

Chairman

Venable, Richard

## Total vote result

Voting start time 8:46:29 PM  
Voting stop time 8:46:45 PM  
Voting configuration Vote  
Voting mode Open  
Vote result

Yes	24
Abstain	0
No	0
Total Present	24
Absent	0

## Group voting result

Group	Yes	Absent
No group	24	0
<b>Total result</b>	<b>24</b>	<b>0</b>

## Individual voting result

Name	Yes	Abstain	No	Absent
Akard, David ()	X			
Blalock, Judy ()	X			
Broughton, Todd ()	X			
Calton, Darlene ()	X			
Cole, Michael ()	X			
Crawford, Larry ()	X			
Cross, Andrew ()	X			
Crosswhite, Joyce ()	X			
Gardner, John ()	X			
George, Colette ()	X			
Glover, Hershel ()	X			
Harkleroad, Terry ()	X			
Hopper, Barry ()	X			
Jones, Sam ()	X			
King, Dwight ()	X			
Leonard, Tony ()	X			
Locke, Hunter ()	X			
Morrell, Randy ()	X			
Pierce, Archie ()	X			
Stanley, Angie ()	X			
Starnes, Alicia ()	X			
Stidham, Gary ()	X			
Vance, Mark ()	X			
Woods, Doug ()	X			

**Sullivan County**  
**Board of County Commissioners**  
**242<sup>nd</sup> Annual Session**

Item 9  
 No. 2022-06-51

To the Honorable Richard S. Venable, Sullivan County Mayor, and the Board of Sullivan County Commissioners meeting in Regular Session this 16<sup>th</sup> day of June 2022.

**RESOLUTION TO ALLOW EMPLOYEES WITH 30 YEARS OF SERVICE WITH SULLIVAN COUNTY TO RETIRE WITH FULL COUNTY RETIREMENT BENEFITS INCLUDING RETIREE HEALTH INSURANCE BEING PROVIDED BY SULLIVAN COUNTY**

*WHEREAS*, Sullivan County has a policy of providing full retirement benefits with 25 years of service upon attaining 55 years of age; and,

*WHEREAS*, adding the option of allowing 30 years of service regardless of age would provide more incentive for youthful employees to continue service to Sullivan County; and,

*WHEREAS*, currently some employees with 30 years of service are required to work additional years to attain benefits available due to the 55 years of age portion of the policy.

**NOW THEREFORE BE IT RESOLVED** that the Board of County Commissioners of Sullivan County, Tennessee, assembled in regular Session, hereby approves changing the County's retirement policy to county employees will receive full County retirement benefits including retiree health insurance being fully paid with 30 years of service regardless of age or 25 years of service/upon turning age 55 with the provision that the employee have at least 10 years of current service with either retirement option.

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

Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

Attest: \_\_\_\_\_  
 Teresa Jacobs, County Clerk

Approve: \_\_\_\_\_  
 Richard S. Venable, County Mayor

**Sponsored By: Commissioner Mark Vance**  
**Co-Sponsor(s): Commissioners John Gardner**  
 2022-06-51 ACTIONS: 06-16-22 1<sup>st</sup> Reading





**Sullivan County**  
**Board of County Commissioners**  
**242<sup>nd</sup> Annual Session**

Item 10  
No. 2022-06-52

To the Honorable Richard S. Venable, Sullivan County Mayor, and the Board of Sullivan County Commissioners meeting in Regular Session this 16<sup>th</sup> day of June 2022.

**RESOLUTION To amend the budget for the General Debt Service Fund To complete the 2022 fiscal year.**

**WHEREAS** Sullivan County as with previous years needs to amend the current fiscal year budget for the General Debt Service Fund to cover expenditures which will or may exceed the appropriations as of June 30, 2022; and,

**WHEREAS** the Airport is in the process of calling their debt that exists in Sullivan County's name and is paid through General Debt Service with a deposit of funds to guarantee the annual requirements.

**WHEREAS** in addition to the funds providing for the call of airport bonds the Trustee's commissions based upon actual revenues exceeded estimates for the fiscal year.

**NOW THEREFORE BE IT RESOLVED** that the Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session, hereby approve amending the Budget for the General Debt Service Fund as follows:

Increase:

52900-500	\$20,000	Commissions based upon revenues exceeded anticipated
Funding	20,000	Fund Balance

\*\*\*\*\*

To Call Airport Bonds:

48990	\$371,052	Contribution from Airport for Early Pay-off
82110-601	370,000	Early Playoff of Airport Bond Principal
82210-603	1,052	Early Payoff of Airport Interest

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

**Waiver of the Rules Requested**

Approved this 16th day of June, 2022.

Attest: Teresa Jacobs  
Teresa Jacobs, County Clerk

Appr. Richard S. Venable  
Richard S. Venable, County Mayor

**Sponsored By: Commissioner Sam Jones**

**Co-Sponsor(s): Commissioners Darlene Calton**

2022-06-52 ACTIONS: 06-16-22 Approved on Waiver of Rules 23 Yes, 1 Absent



# Agenda subject voting report

531

Meeting name

Sullivan County Commission June 16, 2022

6/16/2022

40 NEW BUSINESS Item 10 Resolution No. 2022-06-52 Sponsors: Jones/ Calton  
Vote

**Description**

Waiver of the Rules Requested

RESOLUTION To amend the budget for the General Debt Service Fund To complete the 2022 fiscal year.

**Chairman**

Venable, Richard

**Total vote result**

**Voting start time** 9:02:59 PM

**Voting stop time** 9:03:18 PM

**Voting configuration** Vote

**Voting mode** Open

**Vote result**

Yes	23
Abstain	0
No	0
Total Present	23
Absent	1

**Group voting result**

Group	Yes	Absent
No group	23	0
<b>Total result</b>	<b>23</b>	<b>0</b>

**Individual voting result**

Name	Yes	Abstain	No	Absent
Akard, David ()	X			
Blalock, Judy ()				X
Broughton, Todd ()	X			
Calton, Darlene ()	X			
Cole, Michael ()	X			
Crawford, Larry ()	X			
Cross, Andrew ()	X			
Crosswhite, Joyce ()	X			
Gardner, John ()	X			
George, Colette ()	X			
Glover, Hershel ()	X			
Harkleroad, Terry ()	X			
Hopper, Barry ()	X			
Jones, Sam ()	X			
King, Dwight ()	X			
Leonard, Tony ()	X			
Locke, Hunter ()	X			
Morrell, Randy ()	X			
Pierce, Archie ()	X			
Stanley, Angie ()	X			
Starnes, Alicia ()	X			
Stidham, Gary ()	X			
Vance, Mark ()	X			

Agenda subject voting report

532

Meeting name

Sullivan County Commission June 16, 2022

6/16/2022

Name	Yes	Abstain	No	Absent
Woods, Doug ()	X			

**Sullivan County**  
**Board of County Commissioners**  
**242<sup>nd</sup> Annual Session**

Item 11  
 No. 2022-06-53

To the Honorable Richard S. Venable, Sullivan County Mayor, and the Board of Sullivan County Commissioners meeting in Regular Session this 16<sup>th</sup> day of June 2022.

**RESOLUTION TO APPROVE AN INTERLOCAL AGREEMENT WITH THE CITY OF KINGSPORT PURSUANT TO T.C.A. § 6-51-104 TO PROVIDE SERVICES TO PROPERTY THAT IS NON-CONTIGUOUS WITH THE MUNICIPALITY**

WHEREAS, the City of Kingsport has been petitioned by interested persons to annex property that does not adjoin the main part of the municipality; and,

WHEREAS, the property is located in the 7<sup>th</sup> Civil District of Sullivan County containing approximately 201 acres and comprises a portion of Tax Map 063, Parcel 128.00 and will be known as the Fieldcrest Annexation; and,

WHEREAS, at this time, the property is unimproved; however, if annexed its proposed use will be a mix of residential and commercial development; and,

WHEREAS, due to the non-contiguous nature of the annexation T.C.A. § 6-51-104(d)(4) requires that the County and City enter into an interlocal agreement to provide emergency services for any interceding properties and to maintain roads and bridges comprising the primary route to the annexed area as the municipality and county deem necessary.

**NOW, THEREFORE BE IT RESOLVED** that the Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session hereby approves the attached Interlocal Agreement by and between the City of Kingsport and Sullivan County wherein the City of Kingsport is making provision for services to non-contiguous property.

**BE IT FURTHER RESOLVED** that this Board authorizes the Sullivan County Mayor to execute same.

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

Approved this 16th day of June, 2022.

Attest:   
 Teresa Jacobs, County Clerk

Approved:   
 Richard S. Venable, County Mayor

**Sponsored By: Commissioner Hunter Locke**

**Co-Sponsor(s): Commissioners Mark Vance**

2022-06-53 ACTIONS: 06-16-22 Approved on Waiver of Rules 23 Yes, 1 Absent



### INTERLOCAL AGREEMENT

THIS AGREEMENT, to be effective as of the last date signed below, is made and entered into by and between **Sullivan County, Tennessee**, a political subdivision of the State of Tennessee (hereinafter referred to as "County") and the **City of Kingsport, Tennessee**, a municipal corporation of the State of Tennessee (hereinafter referred to as "City").

WHEREAS, Tenn. Code Ann. § 5-1-113 authorizes and empowers the chief legislative body of any county and the chief legislative body of any municipality lying therein to enter into agreements necessary for the purpose of permitting the county and the municipality to conduct, operate, or maintain desirable and necessary services or functions as deemed appropriate; and

WHEREAS, City has been petitioned by interested persons to annex property that does not adjoin the main part of the municipality pursuant to Tenn. Code Ann. § 6-51-104(d), and

WHEREAS, the property in question is located in the 7<sup>th</sup> Civil District of Sullivan County containing approximately 201 acres and comprises a portion of Tax Map 063, Parcel 128.00 being more particularly described in Exhibit A hereto and referred to hereinafter as the Fieldcrest Annexation; and

WHEREAS, currently this property is unimproved though if annexed the proposed use would be mixed use residential and commercial development; and

WHEREAS, this owner requested annexation was presented to the Kingsport Regional Planning Commission at its May 19, 2022 and at which the Kingsport Regional Planning Commission voted to submit a favorable recommendation to the Kingsport Board of Mayor of Aldermen to annex the Fieldcrest Annexation; and

WHEREAS, the Kingsport Regional Planning Commission was also presented with a proposed Plan of Services meeting the requirements of Tenn. Code Ann. § 6-51-102 which also received a favorable recommendation from the Kingsport Regional Planning Commission; and

WHEREAS, as a result of the fact this is a non-contiguous annexation Tenn. Code Ann. § 6-51-104(d)(4) requires that an interlocal agreement be entered into between the County and City pursuant to Tenn. Code Ann. § 5-1-113 to provide emergency services for any interceding properties and to maintain roads and bridges comprising the primary route to the area thus annexed as the municipality and county deem necessary; and

NOW THEREFORE, pursuant to Tennessee Code Annotated § 5-1-113, and in consideration of the mutual covenants contained herein, the parties agree as follows:

1. That property which generally lies along the northeasterly side of Lynn Road from its intersection with Catawba Lane being further identified as Tax Parcel 122.00, of Tax Map 063 shall constitute the interceding property pursuant to Tenn. Code Ann. § 6-51-104(d)(4).
2. The City shall provide emergency services for the said interceding properties as follows:
  - a. Police Protection



- i. On the date of annexation the Kingsport Police Department will respond to all calls for service for police protection, including criminal calls, traffic accidents and traffic related occurrences, and other prevention and interdiction calls for service.
- ii. Effective with annexation, all resources currently available within the Kingsport Police Department will become available to the citizens of the area. The Kingsport Police Department has an authorized accredited force of 119 police officers and approximately 43 civilian personnel to provide services 24-hours per day, 365 days a year.
- iii. The Kingsport Police Department is accredited with the Commission on Accreditation for Law Enforcement Agencies and has met 363 mandatory and 54 other-than mandatory standards in order to attain this status. Kingsport Police Department was only the third accredited department in the State of Tennessee and the first in northeast Tennessee.
- iv. When needed, the Kingsport Police Department will hire additional police officers to provide more response to annexed areas. The officers will undergo approximately 500 hours of basic recruit training before being certified as a police officer. Upon completion of the classroom training, the officers will undergo approximately 696 hours of field officer training where they will work and be trained by designated training officers.
- v. The Kingsport Police Department will provide upon request crime prevention programs, traffic safety education programs and drug education/awareness programs to the citizens of the area. Additional programs include department personnel to address groups on law enforcement topics or concerns, home and business security checks and establishing and maintaining neighborhood watch programs.
- vi. The Kingsport Police Department currently maintains an approximate 3 minute and 7 second average response time to emergency and urgent calls within the corporate limits.

**b. Fire Protection**

- i. On the operative date of annexation, the City of Kingsport will answer all calls for service for fire, disaster, hazardous materials, special rescue and medical first responder. The Kingsport Fire Department goes beyond the basic fire services required of a city government.



- ii. Free fire safety inspections will be available upon request on the effective date of annexation. Water lines will be upgraded within five (5) years after the effective date of annexation to provide needed fire flow to protect the properties.
  - iii. The City of Kingsport Fire Department has a Hazardous Materials Response Team, which has state-of-the-art equipment to handle all calls of an emergency nature dealing with incidents relating to hazardous chemicals. The department also has a Technical Rescue Team that has specialized rescue capabilities and equipment for all types of hazards.
  - iv. The City of Kingsport Fire Department provides First Responder emergency medical services to all life-threatening medical emergencies resulting from serious illness or injury. We provide advanced life support (paramedics) for victims until ambulance service arrives for transport.
3. That portion of Catawba Lane which lies between the City's current boundary along Lynn Road and the Fieldcrest Annexation property shall constitute the primary route to the Fieldcrest Annexation pursuant to Tenn. Code Ann. § 8-51-104(d)(4).
4. The City shall provide for the maintenance and repair of said portion of Catawba Lane as follows:
- a. Emergency and routine maintenance of streets and street signs, pavement markings and other traffic control devices will begin on the operative date of annexation. Emergency pothole repairs are generally made within 24 hours of notification. Crews are available on a 24 hour basis for major emergency call-outs.
  - b. Cleaning of streets of snow and ice clearing will begin on the operative date of annexation on the same basis as now provided within the present City limits. This includes major thoroughfares, State highways and emergency route to hospitals as first priority, with secondary/collector streets and finally residential streets in that order as priority II. Snow removal crews receive yearly training to help keep them up to date with changes in procedures and techniques. Snow removal crews also respond on a 24 hour emergency call in basis.
  - c. Streets affected by utility construction will be repaired as soon as possible after the utility construction is completed.
  - d. Routine Right of Way maintenance is also provided on the effective date of annexation. Tasks include mowing, tree maintenance and



weed control by certified personnel as needed to respond to routine maintenance requests and emergencies.

- e. The Streets and Sanitation Division is managed and supervised by a professional staff who are members in good standing of several Professional Organizations such as the Tennessee Chapter of the American Public Works Association, the national chapter of the American Public Works Association, the Volunteer Chapter of the Solid Waste Association of North America, the national chapter of the Solid Waste Association of North America, the Tennessee Urban Forestry Council, the Tennessee Nursery and Landscape Association, National Arbor Day Association, Tennessee Vegetation Management Association, and the Keep Kingsport Beautiful Council. The staff receives ongoing training through these Professional Organizations. Members of the staff are active in their respective organizations. Members of the staff also serve as trainers and instructors for various training venues.

5. The County shall continue to provide those emergency medical services currently provided to the interceding property.

6. The terms and conditions of any interlocal agreements currently in effect pursuant to which City and County provide mutual aide to one another in the form of emergency response services shall continue in full force and effect as to the provision of such services to the interceding property.

7. Neither party will be liable to the other or be deemed to be in breach of this Agreement for any failure or delay in rendering performance arising out of causes beyond its reasonable control and without its fault or negligence. Such causes may include but are not limited to, acts of God or the public enemy, terrorism, severe weather, thunderstorms, severe wind, significant fires, floods, earthquakes, epidemics, quarantine restrictions, strikes, freight embargoes, pandemics, epidemics, labor shortages, or Governmental Authorities approval delays which are not caused by any act or omission by either party. The party whose performance is affected agrees to notify the other promptly of the existence and nature of any delay.

8. Pursuant to state law, including the Governmental Tort Liability Act, each party hereto will be responsible for its own acts. No provision of this Agreement shall act as or be deemed a waiver by any party of any immunity, its rights or privileges as a sovereign entity, or of any provision of the Tennessee Governmental Tort Liability Act as set forth in Tenn. Code Ann. § 29-20-101 et. seq.

9. No amendment to this Interlocal Agreement will be made except upon the written consent of the parties.

10. In the event that any provision or portion of this Interlocal Agreement is found to be invalid or unenforceable, then such provision or portion thereof will be reformed in accordance with the applicable laws. The invalidity or unenforceability of any provision or





portion of any of this Interlocal Agreement will not affect the validity or enforceability of any other provision or portion of the Interlocal Agreement.

11. Upon the occurrence of an alleged default, or a dispute or disagreement between the parties hereto arising out of or in connection with any term or provision of this Agreement or, the subject matter hereof, or the interpretation or enforcement hereof (the "Dispute"), the parties will engage in informal, good faith discussions and attempt to resolve the Dispute. In connection therewith, upon written notice of either party, each of the parties will appoint a designated officer whose task it will be to meet for the purpose of attempting to resolve such Dispute. The designated officers will meet as often as the parties deem to be reasonably necessary. Such officers will discuss the Dispute. If the parties are unable to resolve the Dispute in accordance with this paragraph, and in the event that either of the parties concludes in good faith that amicable resolution through continued negotiation with respect to the Dispute is not reasonably likely, then the parties may mutually agree to submit to nonbinding mediation. If the matter is not resolved by mediation either party will have the right, at its sole option, without further demand or notice, to take whatever action at law or in equity may appear necessary or desirable to enforce its rights including, but not limited to, the suspension or termination of this agreement.

12. This Agreement shall take effect upon execution by the authorized representative of each party after approval of the governing body of each party, and shall remain in full force and effect until terminated or expiration of the term.

IN WITNESS WHEREOF, the parties have executed this Agreement in duplicate original counterparts, each of which constitutes an original.

**CITY OF KINGSPORT, TENNESSEE**

**SULLIVAN COUNTY, TENNESSEE**

\_\_\_\_\_  
Patrick W. Shull, Mayor

\_\_\_\_\_  
Richard Venable, Mayor

Attest:

Attest:

\_\_\_\_\_  
Angela Marshall, Deputy City Recorder

\_\_\_\_\_  
County Clerk

Approved as to form:

\_\_\_\_\_  
Rodney B. Rowlett, III, City Attorney



**EXHIBIT A****FIELDCREST ANNEXATION PROPERTY DESCRIPTION****Outer Boundary Northern Boundary 175.87 Acres (north side of Catawba Lane)**

Beginning at a point; thence S 47°31'31" W a distance of 91.74' to a point; thence with a curve turning to the right with an arc length of 107.78', with a radius of 1072.34', with a chord bearing of S 50°24'17" W, with a chord length of 107.74', to a point; thence S 53°17'03" W a distance of 41.73' to a point; thence with a curve turning to the right with an arc length of 428.04', with a radius of 1787.65', with a chord bearing of S 60°08'37" W, with a chord length of 427.01', to a point; thence S 67°00'12" W a distance of 62.99' to a point; thence with a curve turning to the left with an arc length of 174.22', with a radius of 344.42', with a chord bearing of S 52°30'45" W, with a chord length of 172.36', to a point; thence S 38°01'18" W a distance of 404.62' to a point; thence S 38°44'35" W a distance of 529.94' to a point; thence S 37°09'50" W a distance of 183.94' to a point; thence with a curve turning to the right with an arc length of 120.73', with a radius of 1430.02', with a chord bearing of S 39°34'58" W, with a chord length of 120.70', to a point; thence S 42°00'05" W a distance of 26.35' to a point; thence with a curve turning to the left with an arc length of 91.70', with a radius of 1477.36', with a chord bearing of S 40°13'24" W, with a chord length of 91.68', to a point; thence S 38°26'42" W a distance of 196.14' to a point; thence S 39°59'03" W a distance of 140.71' to a point; thence N 40°49'13" W a distance of 651.06' to a point; thence N 27°09'14" E a distance of 317.10' to a point; thence N 44°37'46" E a distance of 307.14' to a point; thence N 34°29'32" E a distance of 572.60' to a point; thence N 39°12'27" W a distance of 1290.78' to a point; thence S 64°06'24" W a distance of 468.10' to a point; thence N 38°36'19" W a distance of 1371.16' to a point; thence N 46°48'12" E a distance of 500.00' to a point; thence with a curve turning to the right with an arc length of 210.39', with a radius of 351.38', with a chord bearing of N 63°57'24" E, with a chord length of 207.26', to a point; thence N 81°06'35" E a distance of 152.69' to a point; thence with a curve turning to the left with an arc length of 203.08', with a radius of 1481.38', with a chord bearing of N 77°10'56" E, with a chord length of 202.93', to a point; thence N 73°15'18" E a distance of 168.48' to a point; thence with a curve turning to the left with an arc length of 56.76', with a radius of 1481.34', with a chord bearing of N 72°09'27" E, with a chord length of 56.75', to a point; thence N 71°03'35" E a distance of 396.85' to a point; thence with a curve turning to the left with an arc length of 47.49', with a radius of 1525.00', with a chord bearing of N 70°10'04" E, with a chord length of 47.49', to a point; thence N 69°16'32" E a distance of 78.13' to a point; thence with a curve turning to the right with an arc length of 99.58', with a radius of 163.53', with a chord bearing of N 86°43'14" E, with a chord length of 98.05', to a point; thence S 75°50'03" E a distance of 52.40' to a point; thence with a curve turning to the left with an arc length of 108.82', with a radius of 1917.06', with a chord bearing of S 77°27'37" E, with a chord length of 108.81', to a point; thence S 79°05'12" E a distance of 453.90' to a point; thence with a curve turning to the right with an arc length of 74.00', with a radius of 2049.67', with a chord bearing of S 78°03'09" E, with a chord length of 73.99', to a point; thence S 77°01'05" E a distance of 50.71' to a point; thence with a curve turning to the left with an arc length of 58.85', with a radius of



1594.29', with a chord bearing of S 78°04'32" E, with a chord length of 58.85', to a point; thence S 79°08'00" E a distance of 252.63' to a point; thence with a curve turning to the right with an arc length of 66.79', with a radius of 1314.53', with a chord bearing of S 77°40'39" E, with a chord length of 66.79', to a point; thence S 76°13'19" E a distance of 53.72' to a point; thence with a curve turning to the left with an arc length of 122.18', with a radius of 123.45', with a chord bearing of N 75°25'32" E, with a chord length of 117.25', to a point; thence N 47°04'22" E a distance of 463.69' to a point; thence with a curve turning to the right with an arc length of 57.83', with a radius of 2276.43', with a chord bearing of N 47°48'02" E, with a chord length of 57.83', to a point; thence N 48°31'42" E a distance of 48.56' to a point; thence S 44°48'50" E a distance of 835.67' to a point; thence S 45°50'39" E a distance of 117.69' to a point; thence S 40°48'17" E a distance of 37.08' to a point; thence S 45°52'30" W a distance of 245.01' to a point; thence S 65°40'02" W a distance of 318.11' to a point; thence S 40°28'19" W a distance of 307.53' to a point; thence S 40°25'05" W a distance of 650.38' to a point; thence S 42°25'58" E a distance of 955.20' to a point; which is the point of beginning, having an area of 175.87 acres. The bearings and distances are approximate and are based on adjoining deeds and maps of record and does not depict a current boundary survey and is only to be used for informational purposes.

**Outer Boundary Southern Boundary 34.18 Acres (south side of Catawba Lane)**

Beginning at a point; thence N 37°09'50" E a distance of 183.25' to a point; thence N 38°44'35" E a distance of 529.57' to a point; thence N 38°01'18" E a distance of 404.94' to a point; thence with a curve turning to the right with an arc length of 148.92', with a radius of 294.42', with a chord bearing of N 52°30'45" E, with a chord length of 147.34', to a point; thence N 67°00'12" E a distance of 62.99' to a point; thence with a curve turning to the left with an arc length of 440.01', with a radius of 1837.65', with a chord bearing of N 60°08'37" E, with a chord length of 438.96', to a point; thence N 53°17'03" E a distance of 41.73' to a point; thence with a curve turning to the left with an arc length of 112.81', with a radius of 1122.34', with a chord bearing of N 50°24'17" E, with a chord length of 112.76', to a point; thence N 47°31'31" E a distance of 91.70' to a point; thence S 42°25'58" E a distance of 284.32' to a point; thence S 41°25'11" W a distance of 56.57' to a point; thence S 25°15'19" E a distance of 242.77' to a point; thence S 52°49'35" W a distance of 421.62' to a point; thence S 41°53'39" W a distance of 558.86' to a point; thence S 42°00'59" W a distance of 466.89' to a point; thence S 42°02'12" W a distance of 1015.42' to a point; thence N 40°49'13" W a distance of 557.44' to a point; thence N 39°59'03" E a distance of 149.47' to a point; thence N 38°26'42" E a distance of 196.82' to a point; thence with a curve turning to the right with an arc length of 88.60', with a radius of 1427.38', with a chord bearing of N 40°13'24" E, with a chord length of 88.58', to a point; thence N 42°00'05" E a distance of 26.35' to a point; thence with a curve turning to the left with an arc length of 124.96', with a radius of 1480.01', with a chord bearing of N 39°34'58" E, with a chord length of 124.92', to a point; which is the point of beginning, having an area of 34.18 acres. The bearings and distances are approximate and are based on adjoining deeds and maps of record and does not depict a current boundary survey and is only to be used for informational purposes.



## Agenda subject voting report

Meeting name

Sullivan County Commission June 16, 2022

6/16/2022

41 NEW BUSINESS Item 11 Resolution No. 2022-06-53 Sponsors: Locke/ Vance  
Vote

## Description

RESOLUTION TO APPROVE AN INTERLOCAL AGREEMENT WITH THE CITY OF KINGSPORT PURSUANT TO T.C.A. § 6-51-104 TO ANNEX PROPERTY THAT IS NON-CONTIGUOUS WITH THE MUNICIPALITY

## Chairman

Venable, Richard

## Total vote result

Voting start time 9:05:02 PM  
Voting stop time 9:05:23 PM  
Voting configuration Vote  
Voting mode Open  
Vote result

Yes	23
Abstain	0
No	0
Total Present	23
Absent	1

## Group voting result

Group	Yes	Absent
No group	23	0
Total result		23 0

## Individual voting result

Name	Yes	Abstain	No	Absent
Akard, David ()	X			
Blalock, Judy ()				X
Broughton, Todd ()	X			
Calton, Darlene ()	X			
Cole, Michael ()	X			
Crawford, Larry ()	X			
Cross, Andrew ()	X			
Crosswhite, Joyce ()	X			
Gardner, John ()	X			
George, Colette ()	X			
Glover, Hershel ()	X			
Harkleroad, Terry ()	X			
Hopper, Barry ()	X			
Jones, Sam ()	X			
King, Dwight ()	X			
Leonard, Tony ()	X			
Locke, Hunter ()	X			
Morrell, Randy ()	X			
Pierce, Archie ()	X			
Stanley, Angie ()	X			
Starnes, Alicia ()	X			
Stidham, Gary ()	X			
Vance, Mark ()	X			
Woods, Doug ()	X			

***Sullivan County***  
***Board of County Commissioners***  
***242<sup>nd</sup> Annual Session***

Item 12  
 No. 2022-06-54

To the Honorable Richard S. Venable, Sullivan County Mayor, and the Board of Sullivan County Commissioners meeting in Regular Session this 16<sup>th</sup> day of June 2022.

**RESOLUTION To amend the General Fund 2022 fiscal year budget to complete the fiscal year.**

**WHEREAS** Sullivan County, as with previous years needs to amend the current fiscal year budget for the General Fund to cover expenditures which will or may exceed the appropriations as of June 30, 2022; and,

**NOW THEREFORE BE IT RESOLVED** that the Board of County Commissioners of Sullivan County, Tennessee, assembled in regular Session, hereby approve amending the Budget for the General Fund as follows:

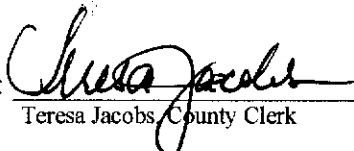
54240-300	\$ 40,000	Juvenile Detention Cost (Includes Putnam County Jail)
54610-300-Pgm 611	71,900	Medical Examiner Fees
56700-300-Pgm 123	35,000	Observation Knob Park
54310-300	168,817	Previous Year's Accounts Payable erroneously written off


To be funded from the Fund Balance \$315,717

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

**Waiver of the Rules Requested**

Approved this 16th day of June, 2022.

Attest:   
 Teresa Jacobs, County Clerk

Approved:   
 Richard S. Venable, County Mayor

**Sponsored By: Commissioner Darlene Calton**

**Prime Co-Sponsor(s): Commissioner(s) Dwight King, Commissioner Larry Crawford, Hershel Glover**

2022-06-54 ACTIONS: 06-16-22 Approved 23 Yes, 1 Absent



Agenda subject voting report

Meeting name

Sullivan County Commission June 16, 2022

6/16/2022

42 NEW BUSINESS

Item 12 No. 2022-06-54

Sponsored by: Darlene Calton  
 Co Sponsors(s): Dwight King, Larry Crawford and Hershel Glover  
 Vote

**Description** TO AMEND THE GENERAL FUND 2022 FISCAL YEAR BUDGET TO COMPLETE THE FISCAL YEAR.

**Chairman** Venable, Richard

**Total vote result**

**Voting start time** 9:07:22 PM

**Voting stop time** 9:07:51 PM

**Voting configuration** Vote

**Voting mode** Open

**Vote result**

Yes	23
Abstain	0
No	0
Total Present	23
Absent	1

**Group voting result**

Group	Yes	Absent
No group	23	0
<b>Total result</b>	<b>23</b>	<b>0</b>

**Individual voting result**

Name	Yes	Abstain	No	Absent
Akard, David ()	X			
Blalock, Judy ()				X
Broughton, Todd ()	X			
Calton, Darlene ()	X			
Cole, Michael ()	X			
Crawford, Larry ()	X			
Cross, Andrew ()	X			
Crosswhite, Joyce ()	X			
Gardner, John ()	X			
George, Colette ()	X			
Glover, Hershel ()	X			
Harkleroad, Terry ()	X			
Hopper, Barry ()	X			
Jones, Sam ()	X			
King, Dwight ()	X			
Leonard, Tony ()	X			
Locke, Hunter ()	X			
Morrell, Randy ()	X			
Pierce, Archie ()	X			
Stanley, Angie ()	X			
Starnes, Alicia ()	X			
Stidham, Gary ()	X			
Vance, Mark ()	X			
Woods, Doug ()	X			

***Sullivan County***  
***Board of County Commissioners***  
***242<sup>nd</sup> Annual Session***

Item 13  
 No. 2022-06-55

To the Honorable Richard S. Venable, Sullivan County Mayor, and the Board of Sullivan County Commissioners meeting in Regular Session this 16<sup>th</sup> day of June 2022.

**RESOLUTION TO CREATE AND FUND ONE THOUSAND DOLLARS (\$1,000.00) EDUCATIONAL SCHOLARSHIPs TO BE AWARDED ANNUALLY TO MISS SULLIVAN COUNTY AND MISS KINGSPORT BEGINNING WITH 2022 CROWNING.**

WHEREAS, Sullivan County and Kingsport annually crown Miss Sullivan County and Miss Kingsport to represent Sullivan County, Kingsport and their citizens in various endeavors, and

WHEREAS, it is Sullivan County's desire to assist these young women towards their educational efforts; and

WHEREAS, it is the desire of Sullivan County to annually award Miss Sullivan County and Miss Kingsport a gift of One Thousand Dollars (\$1,000.00) each beginning with the crowning of Miss Sullivan County 2022 and Miss Kingsport 2022 to be used at their discretion for educational purposes; and

WHEREAS, the annual amount of Two Thousand Dollars (\$2,000) shall be taken from the Educate and Grown account funded annually by Sullivan County;

**NOW, THEREFORE BE IT RESOLVED that the Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session hereby approves awarding annually an Educational Scholarship in the amount of One Thousand Dollars to both Miss Sullivan County and Miss Kingsport (\$1,000 each) to be used at their discretion for educational purposes, and that the total amount of Two Thousand Dollars (\$2,000.00) be taken annually from the Sullivan County Educate and Grow account.**

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

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

Attest: \_\_\_\_\_  
 Teresa Jacobs, County Clerk

Approve: \_\_\_\_\_  
 Richard S. Venable, County Mayor

**Sponsored By: Commissioner Angie Stanley**  
**Co-Sponsor(s): Commissioner John Gardner**  
 2022-06-55 ACTIONS: 06-16-22 1<sup>st</sup> Reading







**PUBLIC NOTICE**

Sullivan County Board of County Commissioners will hold a Public Hearing on **Thursday, June 16, 2022 at 6:00PM** within the Commission Hall of the Sullivan County Historic Courthouse, located at 3411 Highway 126, Blountville, TN. The Public Hearing will consider the following rezoning requests from individual property owners: **1) Gouge Little & Associates** has request their property to be rezoned from A-1 (General Agricultural) to R-1 (single-family residential) located off Hwy 11E across from the Piney Flats Presbyterian Church, Tax Map 135, Parcel 177.00 and; **2) Larry J. Roberts, Trustee** requests 3 acres of their property to be rezoned from A-1 (General Agricultural) to AR (Agricultural Recreational) at 1653 Bullock Hollow Road, Bristol, Tax Map 084, Parcel 165.00. All inquiries, questions or concerns can be shared prior to the public meeting by contacting the Planning Director at 423.279.2603 or by emailing her at [planning@sullivancountyttn.gov](mailto:planning@sullivancountyttn.gov). Copies of these amendments are filed in the Sullivan County Planning & Codes Department located within the Historic Snow House at 3425 Hwy 126, Blountville, TN.

**Order Confirmation**



Customer  
SULLIVAN CO PLANNING & CODE

Customer Account  
1047408

Customer Address  
3425 TENN. HWY 126  
BLOUNTVILLE TN 37617 USA

Customer Phone  
4233236440

PO Number

Ordered By

Customer Fax

Customer EMail  
planning@sullivancountyn.tn.gov

Ad Order Number  
0001597650

Sales Rep.  
mwildner

Order Taker  
mwildner

Tear Sheets  
0

Invoice Text

Affidavits  
1

Blind Box

Net Amount  
\$117.49

Total Amount  
\$117.49

Payment Method  
Check/Money Order

Payment Amount  
\$0.00

Amount Due  
\$117.49

Ad Number      Ad Type  
0001597650-01    XLegalLiner

External Ad Number

Ad Size                      Color  
2 X 29 li

Order Start Date              Order Stop Date  
05/28/2022                      05/28/2022

PUBLIC NOTICE

Sullivan County Board of County Commissioners will hold a Public Hearing on **Thursday, June 16, 2022 at 6:00PM** within the Commission Hall of the Sullivan County Historic Courthouse, located at 3411 Highway 126, Blountville, TN. The Public Hearing will consider the following rezoning requests from individual property owners: **1) Gouge Little & Associates** has request their property to be rezoned from A-1 (General Agricultural) to R-1 (single-family residential) located off Hwy 11E across from the Piney Flats Presbyterian Church, Tax Map 135, Parcel 177.00 and; **2) Larry J. Roberts, Trustee** requests 3 acres of their property to be rezoned from A-1 (General Agricultural) to AR (Agricultural Recreational) at 1653 Bullock Hollow Road, Bristol, Tax Map 084, Parcel 165.00. All inquiries, questions or concerns can be shared prior to the public meeting by contacting the Planning Director at 423.279.2603 or by emailing her at [planning@sullivancountyn.gov](mailto:planning@sullivancountyn.gov). Copies of these amendments are filed in the Sullivan County Planning & Codes Department located within the Historic Snow House at 3425 Hwy 126, Blountville, TN.

PUB 1T: 5/28/22

**PETITION TO SULLIVAN COUNTY FOR REZONING**

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

Date: 4/12/22

Property Owner: Gouge Little & Associates

Address: 1235 Old Boones Creek Rd Jonesborough, TN 37159

Phone number: 423 773 9314

Email: t.gouge1@gmail.com

**Property Identification**

Tax Map: 135

Group:

Parcel: 177.00

Zoning Map: 26

Zoning District: A-1

Proposed District: R-1

Civil District: 9

Property Location: Bristol Hwy S of

Commission District: 5

Purpose of Rezoning: 14 lot residential development

**Meetings**

**Planning Commission:**

Place: Historic Courthouse, 2nd Floor, 3411 Hwy 126 Blountville TN

Date: May 17, 2022

Time: 6 PM

Approved:

Denied:

**County Commission:**

Place: Historic Courthouse 2nd Floor Commission Chambers!3411 Highway 126!Blountville, TN

Date: June 16, 2022

Time: 6:00 PM

Approved 24 Yes

Approved:

Denied:

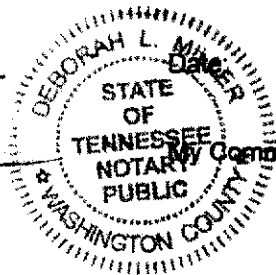
**DEED RESTRICTIONS**

I understand that rezoning does not release my property from the requirements of private deed/Subdivision restrictions. The undersign, being duly sworn, hereby acknowledges that the information provided in this petition to Sullivan County for Rezoning is true and correct to the best of my information, knowledge and belief.

Owner's Signature: [Signature]

Date: 4-12-2022

Notary Public: [Signature]



Commission Expires: 08-26-2025

## F1. REZONING REQUEST A-1 TO R-1 – THE ORCHARD SUBDIVISION PLAN

FINDINGS OF FACT –

Property Owners:	Gouge Little & Associates
Applicants:	same
Representative:	Travis Gouge
Location:	off Hwy 11E in Piney Flats, directly across from PF Presbyterian Church
Mailing Address of Owners:	1235 Old Boones Creek Road, Jonesborough, TN
Civil district of rezoning:	9 <sup>th</sup>
Commission District:	5 <sup>th</sup>
Parcel ID:	Tax Map 135, parcel 177.00
Subdivision of Record:	n/a – former Elsea Farm survey
PC1101 Growth Boundary:	Johnson City Urban Growth Boundary
Utility District:	Johnson City Utility District
Public Sewer:	n/a
Lot/Tract Acreage:	9.93 +/- acres
Zoning:	A-1
Surrounding Zoning:	A-1, B-3 and B-4
Requested Zoning:	R-1
Existing Land Use:	vacant meadow, formerly used for pasture/hay
Surrounding Land Uses:	Greenhouses, Residential, O'Reilly's Auto and Tree Farm
2006 Land Use Plan:	Low Density Residential/General Agricultural
Neighborhood Opposition:	None received prior to meeting

**Staff Field Notes and Findings of Facts:**

- The owner is requesting to rezone his large tract from A-1 to R-1 in order to develop the property into ½ acre minimum single family residential lots.
- A concept plan is included.
- The Johnson City Water Department has agreed to provide public water to the site to support a 6-inch water line extension for the development.
- Staff recommends in favor of this request as public water is available to support the rezoning request and proposed land use.
- The developer swapped land with the church in order to square up the church parsonage lot and to provide 50 feet of public road frontage for this formerly landlocked farm tract.
- The site is located directly behind the FJ Torbett Greenhouses and in front of the American Uniting LLC Tree Farm.
- If rezoned, the developer will present construction plans back to the Planning Commission for the proposed Orchard Subdivision.

**Meeting Notes at Planning Commission:**

- Staff provided a background report and recommendation.
- Ron Gouge and Travis Gouge were both present.
- Staff included pictures of the site and draft concept plan for reference.
- Staff did not receive any calls of inquiry or opposition. There was no one present to oppose the request either.
- Calvin Clifton suggested a detention pond on the location of the centralized mailbox location on lot 1. Discussion followed.
- Staff did not have the engineering study yet at this point.
- Laura McMillan motioned for forward a favorable recommendation for the rezoning request to the County Commission.
- Mary Ann Hager seconded the motion and the vote in favor of the request passed unanimously.




**Address Data Source:**

Sullivan County, TN  
Kingsport, TN 37663  
Sullivan County, TN 37663  
Bureau of Planning and Codes Dept.

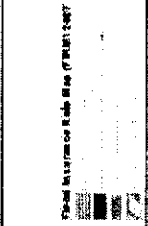
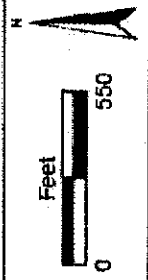
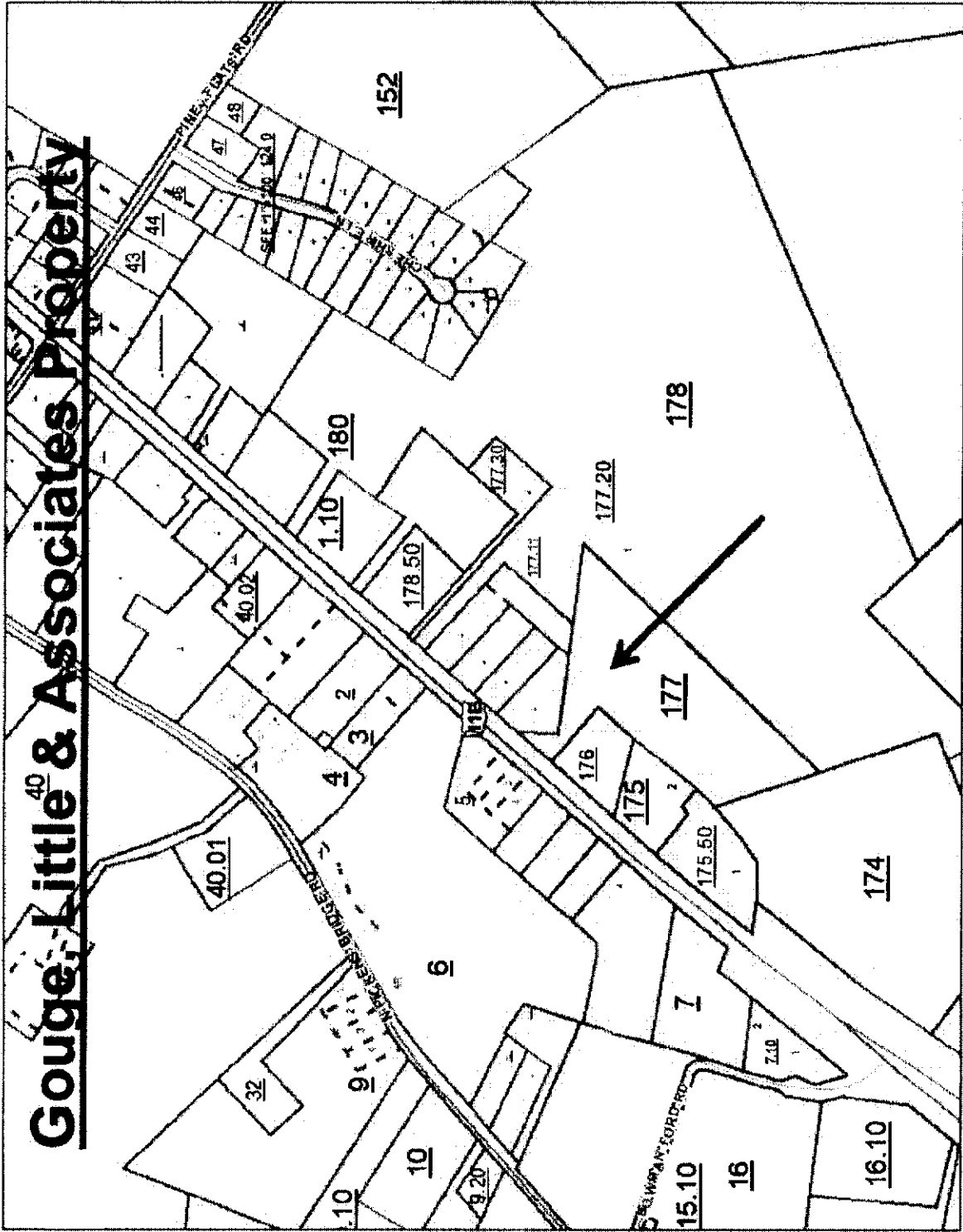
**Notice:**

All data on this map was derived from the 2010 Census. It is possible that some information may have changed since the 2010 Census. Aerial photography is used to verify the accuracy of the data. The State of Tennessee is not responsible for any errors or omissions on this map.

**Through Lines:**

-  Aerial
-  Collector
-  Lat Lines

**Gouge, Little & Associates Property**



Sullivan County, TN  
Planning and Codes Dept.






**Address Data Source:**

Bechtel Construction, Inc. 2011  
Virginia, KY 40325  
Johnson City, TN 37601  
Phone: 615-911-0111

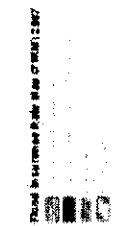
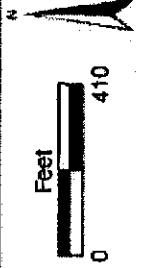
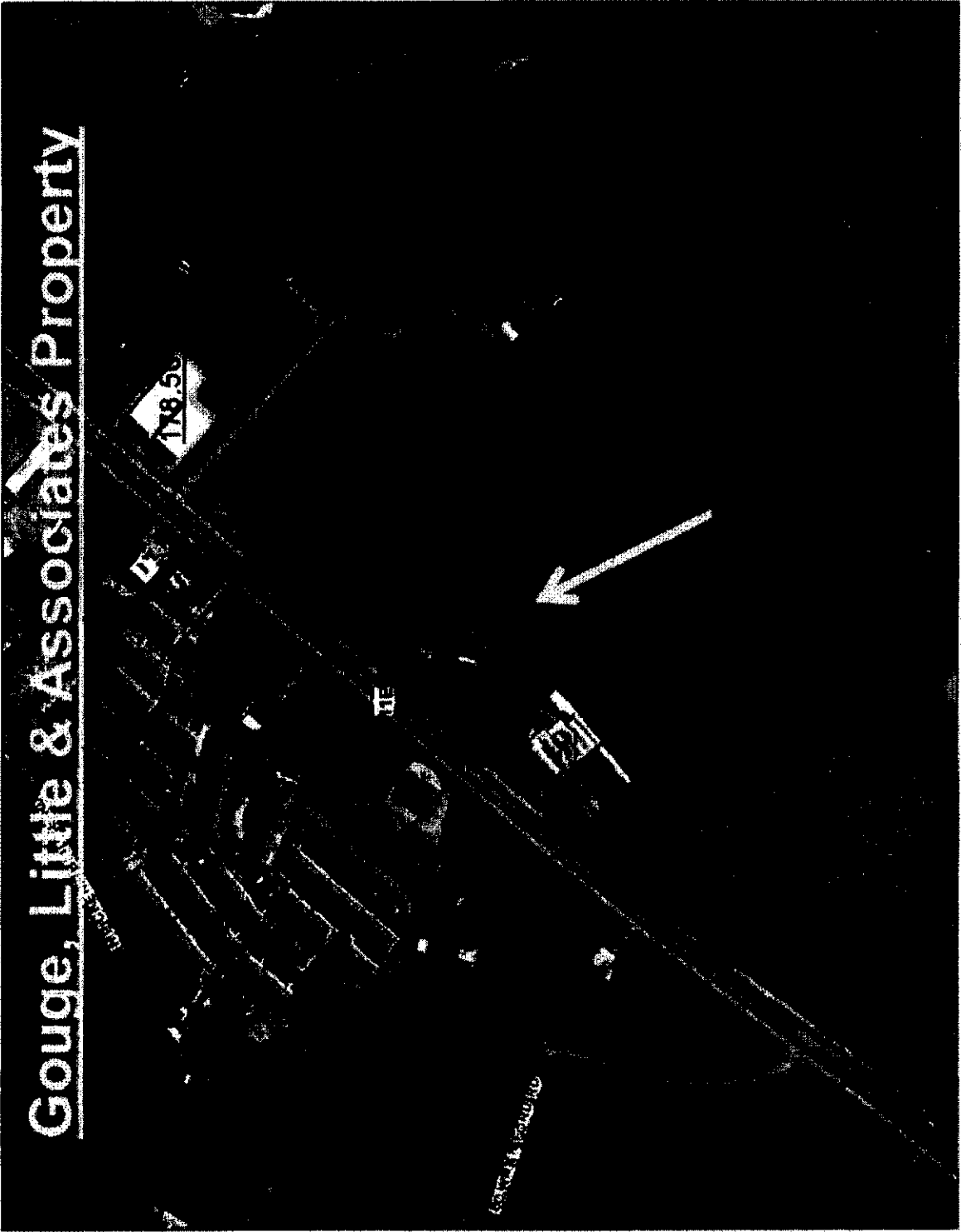
**Notice:**

All data was collected, analyzed, and processed by Bechtel Construction, Inc. for the purpose of providing address data to Sullivan County. Sullivan County is not responsible for any errors or omissions in the data. Sullivan County is not responsible for any errors or omissions in the data. Sullivan County is not responsible for any errors or omissions in the data.

**Thoroughfares**

-  Arterial
-  Collector
-  Lot Lines

# Gouge, Little & Associates Property



**Sullivan County, TN**  
**Planning and Codes Dept.**



**Address Data Source:**

Sullivan County, TN 38411  
 Geopoint, Kri (S)  
 Johnson City, TN 37601  
 Oracle: Oracle 9.1.1

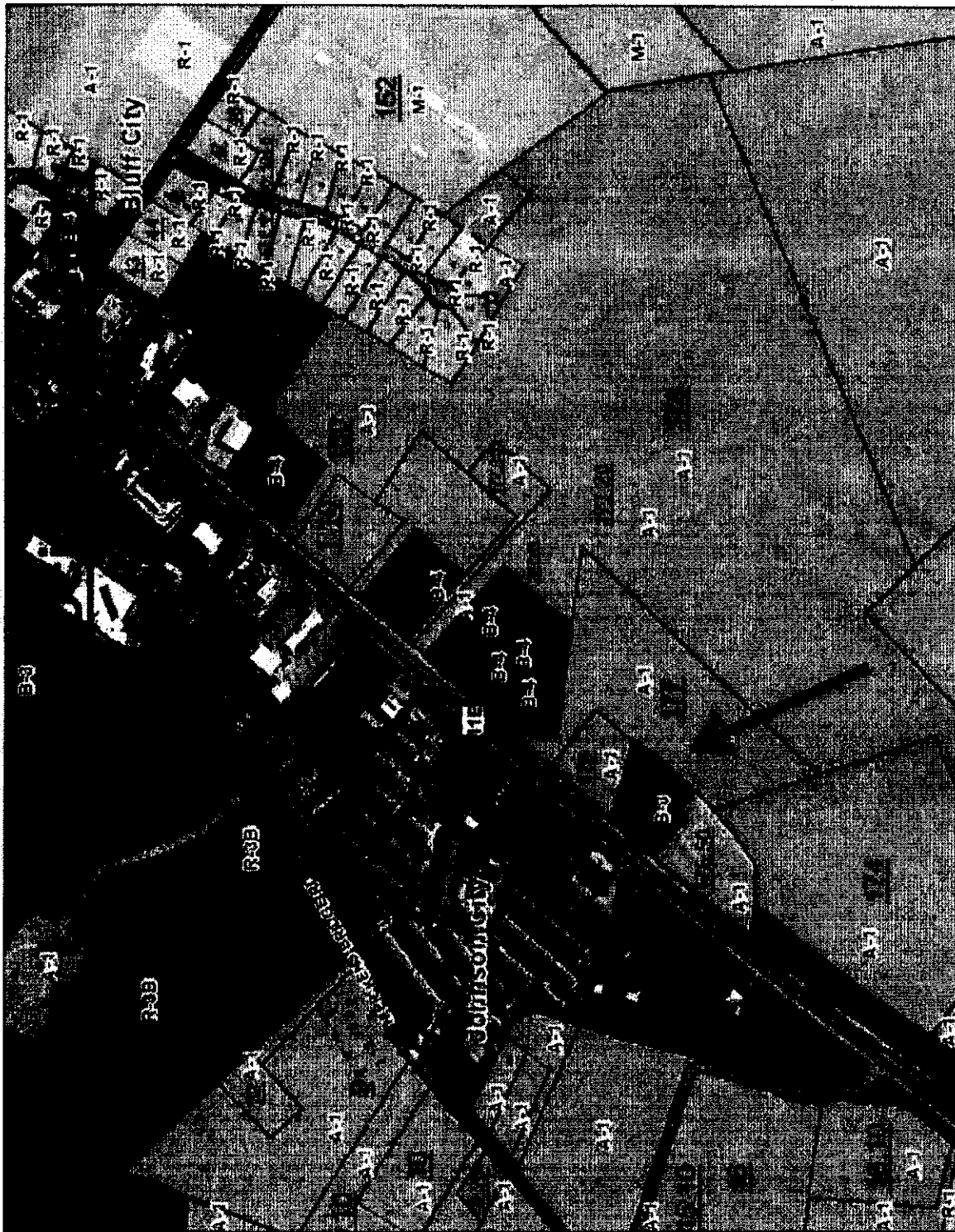
**Notice:**

Users must not use standing water for the determination of zoning. Aerial photos used to verify a property's use or zoning are not a substitute for a field survey. Requests for a field survey should be made to the local health department. The State of Tennessee is not liable for any loss or damage caused by the use of this information.

- Arterial
- Collector
- Lot Lines

**Sullivan County Zoning**

- A-1
- A-2
- A-5
- AR
- B-1
- B-2
- B-3
- B-4
- M-1
- M-2
- PBD-3
- PBD/SC
- PMD-1
- PMD-2
- R-1
- R-2
- R-2A
- R-3
- R-3A
- R-3B
- Water



Map of Johnson City, TN, as of 10/1/2007

**Sullivan County, TN**  
 Planning and Codes Dept.



**Address Data Source:**

Amesbury, MA  
 01923  
 01923  
 01923  
 01923

**Notice:**

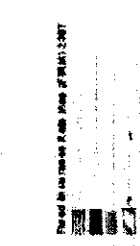
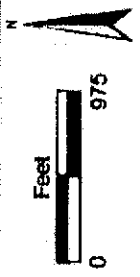
All users are to be warned that the information shown on this map is for informational purposes only and should not be used for legal or financial purposes. The information shown on this map is based on the best available information and is not guaranteed to be accurate. The information shown on this map is for informational purposes only and should not be used for legal or financial purposes. The information shown on this map is based on the best available information and is not guaranteed to be accurate.

**Planning Offices**

- Arterial
- Collector
- Lot Lines

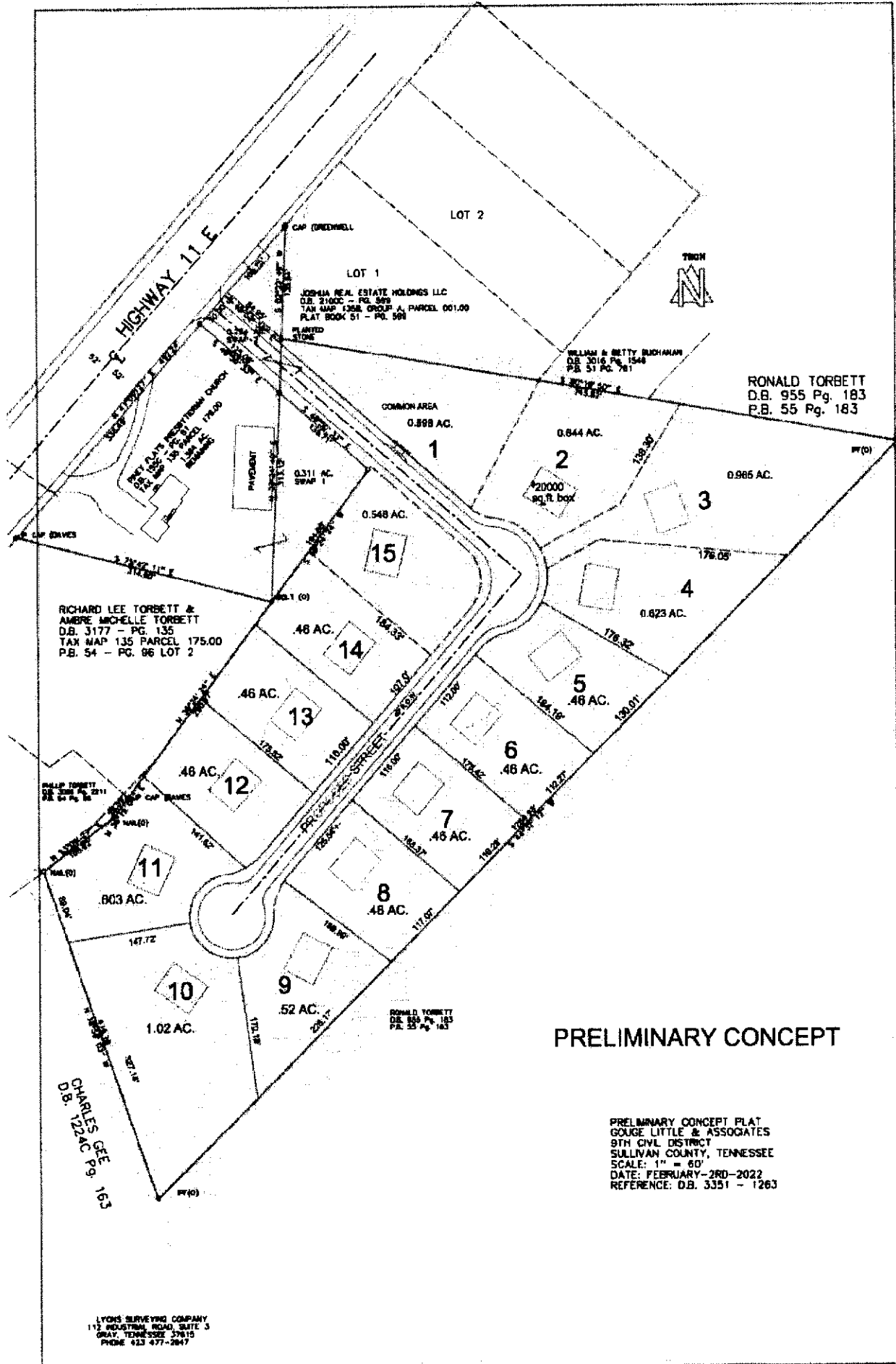
**Sullivan County Zoning**

- A-1
- A-2
- A-5
- AR
- B-1
- B-2
- B-3
- B-4
- M-1
- M-2
- PBD-3
- PBD/SC
- PM-D-1
- PM-D-2
- R-1
- R-2
- R-2A
- R-3
- R-3A
- R-3B
- Water



**Sullivan County, TN**  
 Planning and Codes Dept.





### PRELIMINARY CONCEPT

PRELIMINARY CONCEPT PLAT  
 GOUGE LITTLE & ASSOCIATES  
 9TH CIVIL DISTRICT  
 SULLIVAN COUNTY, TENNESSEE  
 SCALE: 1" = 60'  
 DATE: FEBRUARY-2RD-2022  
 REFERENCE: D.B. 3351 - 1263

LYONS SURVEYING COMPANY  
 112 INDUSTRIAL ROAD, SUITE 3  
 GRAY, TENNESSEE 37615  
 PHONE 423 477-2847

**Ambre Torbett**

---

**From:** Olinger, Travis <tolinger@johnsoncitytn.org>  
**Sent:** Wednesday, April 13, 2022 9:54 AM  
**To:** travis gouge; Ambre Torbett  
**Subject:** map snapshot as per request...



JOHNSON CITY

**Travis Olinger**

Engineering Services Coordinator, Water and Sewer Services Department

City of Johnson City, Tennessee

423.975.2620 o. / 423.262.7580 c. / [www.johnsoncitytn.org](http://www.johnsoncitytn.org)

This email (including any attachments) is covered by the Electronic Communications Privacy Act, 18 USC Sections 2510-2521, as confidential and may be legally privileged. If you are not the intended recipient, you are hereby notified that any retention,

# DEVELOPMENT PLANS FOR THE ORCHARD SUBDIVISION

Highway 11E Bristol Highway  
Piney Flats, TN  
April 25, 2022

**Owner/Developer:** COURSE, LITTLE & ASSOC.  
1825 Old Boulder Creek Road  
Jacksboro, TN 37805

**Present Zoning:** R1 Low Density Residential  
12' Side Yard Setback  
30' Front Facing Garage  
30' Rear Yard Setback

**Tax Parcel:** Sefton County Tax Map 130,  
Parcel 177, D.B. 3391, Page 1948

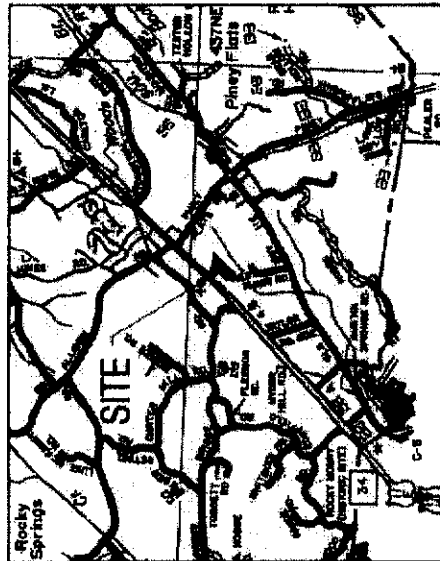
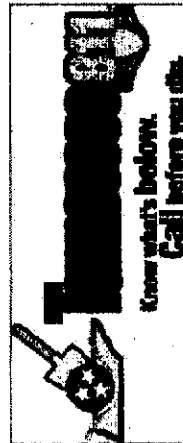
**Proposed Use:** Residential Single Family

**Total Area:** 9.83 Acres ±

**Total Disturbed Area:** 5.06 Acres ±

Subject property does not lie in a special flood hazard area as defined by FEMA and as shown on FEMA Map 47165003200 effective date September 80, 2006.

UTILITY WATER		UTILITY SANITARY SEWER	
NAME	DATE	NAME	DATE
ADDRESS	SCALE	ADDRESS	SCALE
CONTACT	PHONE	CONTACT	PHONE
UTILITY ELECTRICITY	UTILITY TELEPHONE	UTILITY CABLE	
NAME	DATE	NAME	DATE
ADDRESS	SCALE	ADDRESS	SCALE
CONTACT	PHONE	CONTACT	PHONE
UTILITY NATURAL GAS			
NAME	DATE		
ADDRESS	SCALE		
CONTACT	PHONE		



VICINITY MAP

- INDEX OF SHEETS**
- C-1 EXISTING CONDITIONS
  - C-2 SITE LAYOUT PLAN
  - C-3 SITE GRADING & DRAINAGE PLAN
  - C-4 ROAD PROFILE & SITE DETAILS
  - C-5 WATER DISTRIBUTION DETAILS
  - C-6 E & SC PLAN PHASE 1
  - C-7 E & SC PLAN PHASE 2
  - C-8 E & SC PLAN PHASE 3
  - C-9 E & SC DETAILS
  - C-10 SWM DETAILS

DEVELOPMENT PLANS APPROVAL

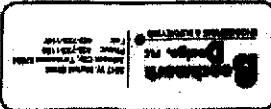
JOHNSON CITY, TENNESSEE

DATE



**Benchmark Design, Inc.**  
ENGINEERING & SURVEYING

3647 New Market Street  
Johnson City, TN 37604  
Phone: 423-722-1105  
Fax: 423-722-1107



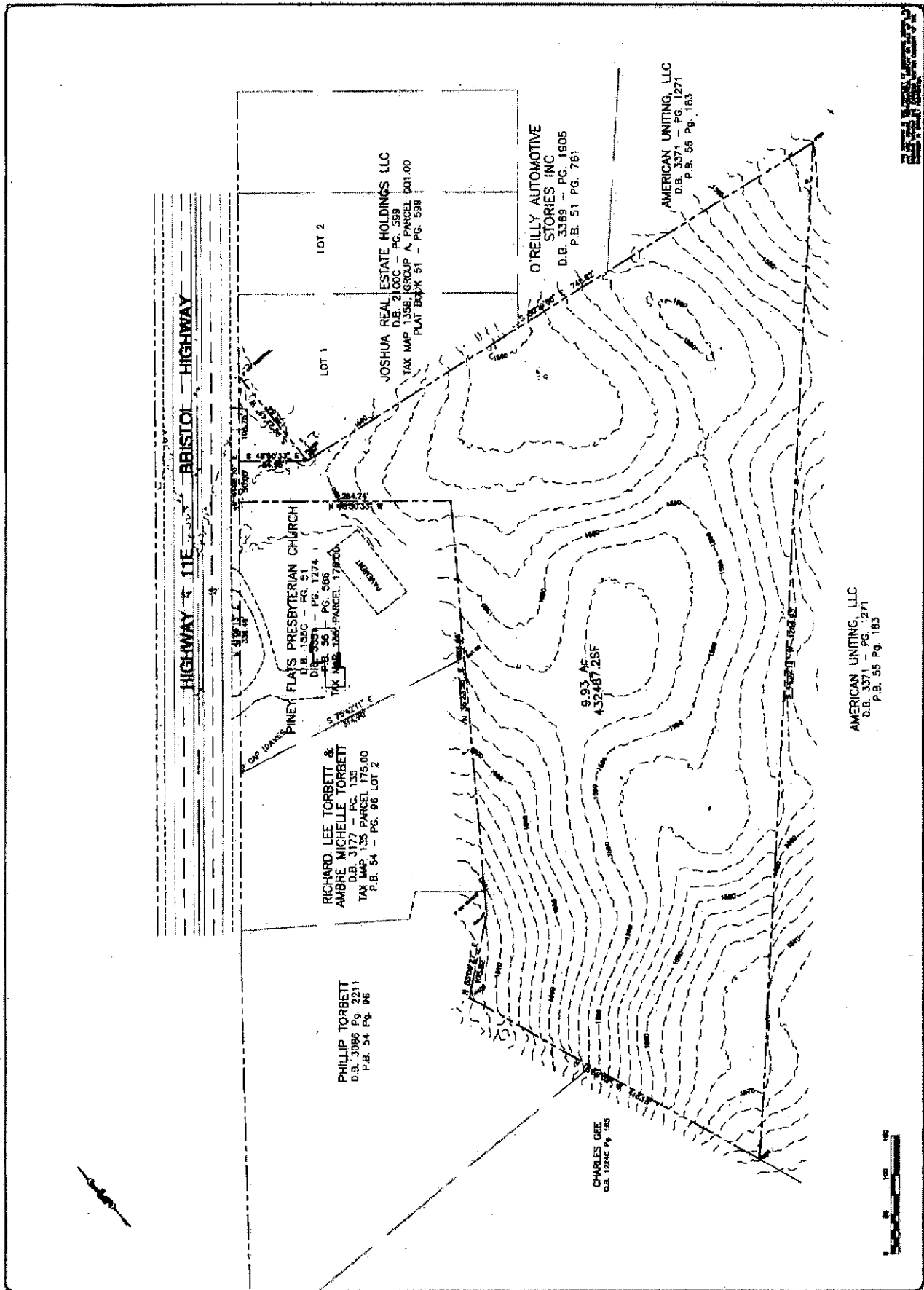
EXISTING SITE

DEVELOPMENT PLANS FOR THE ORCHARD SUBDIVISION



SCALE	AS SHOWN
DATE	
BY	
FOR	

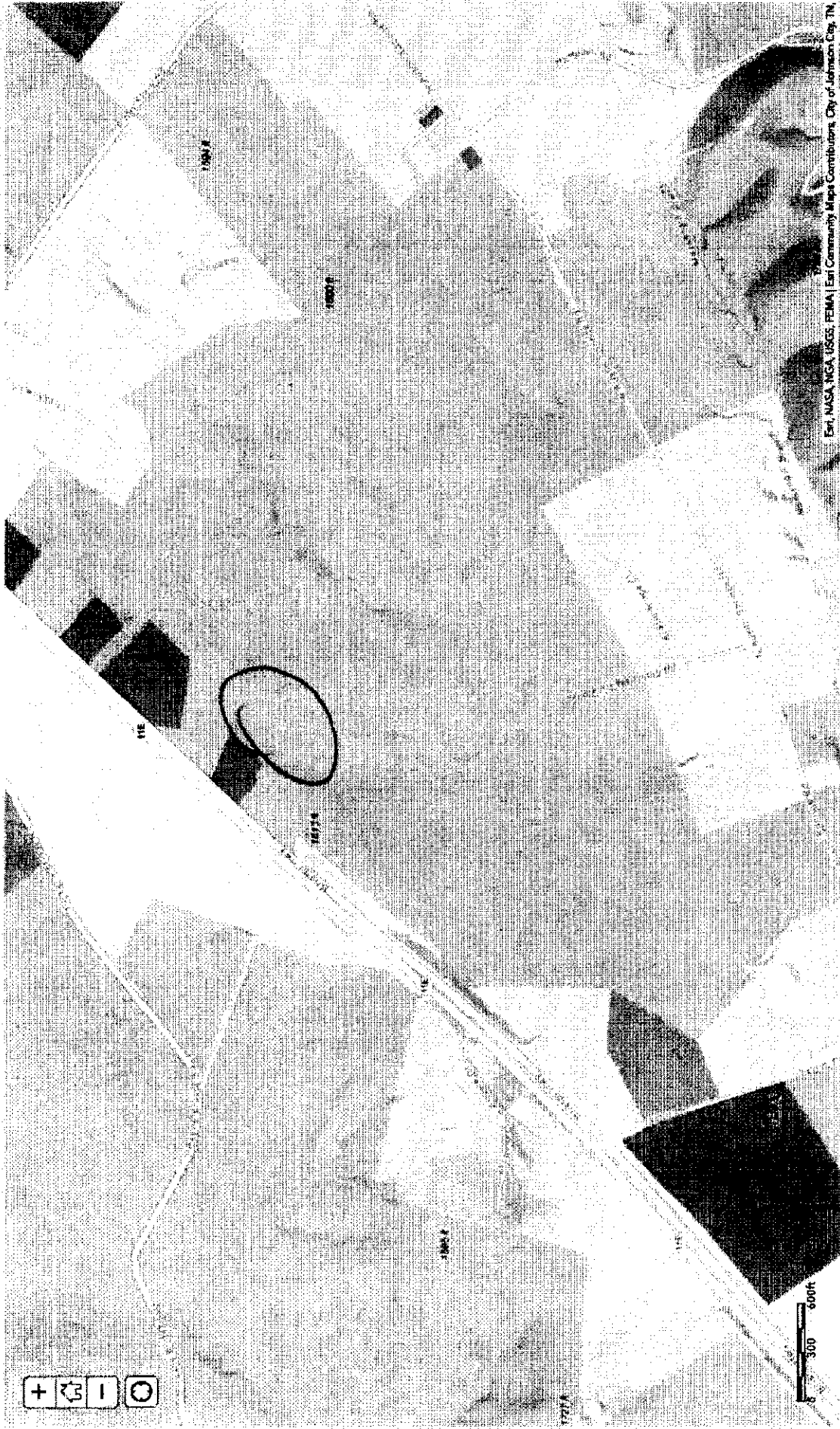
C1





Details Basemap

Share Print



Earl, NASA, NGA, USGS, FEMA | Earl Community Mipst Contributors: City of Johnson City, TN.



**SULLIVAN COUNTY**  
Planning & Codes Department  
3425 Highway 126 | Historic Snow House  
Blountville, TN 37617  
Office: 423.323.6440  
Fax: 423.279.2886

561

---

**NOTICE OF REZONING REQUEST**

April 25, 2022

Dear Property Owner:

Please be advised Gouge, Little & Associates have applied to Sullivan County to rezone property located on Bristol Highway from A-1 (General Agricultural/Estate Residential District) to R-1 (Low Density/Single-Family Residential District) for the purpose of a subdivision.

**Sullivan County Regional Planning Commission – 6:00 PM on May 17, 2022**

**County Commission – 6:00 PM on June 16, 2022**

Both meetings are held in the Old Historic Sullivan County Courthouse, 2<sup>nd</sup> Floor Commission Hall at 3411 Highway 126, downtown Blountville. Please let the Sullivan County Planner know if you need any special assistance for these public meetings at 423-279-2603.

Regards,

A handwritten signature in cursive script, appearing to read "A. Torbett".

Ambre M. Torbett, AICP  
Director Planning & Codes

mh



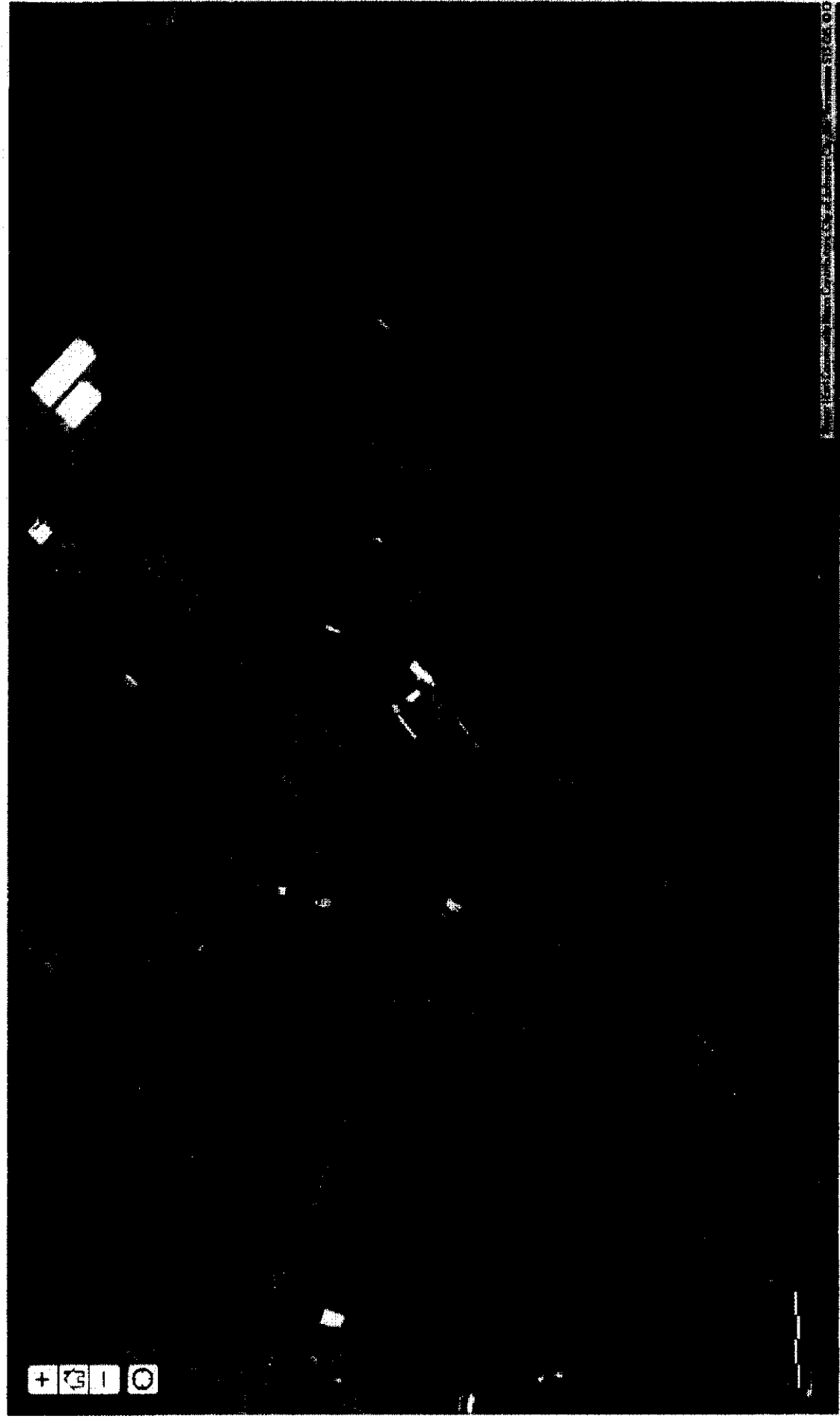
5/16/22, 11:55 AM

Zoning Map for Sullivan County, Tennessee

Home > Zoning Map for Sullivan County, Tennessee

Details Basemap

Share Print



562





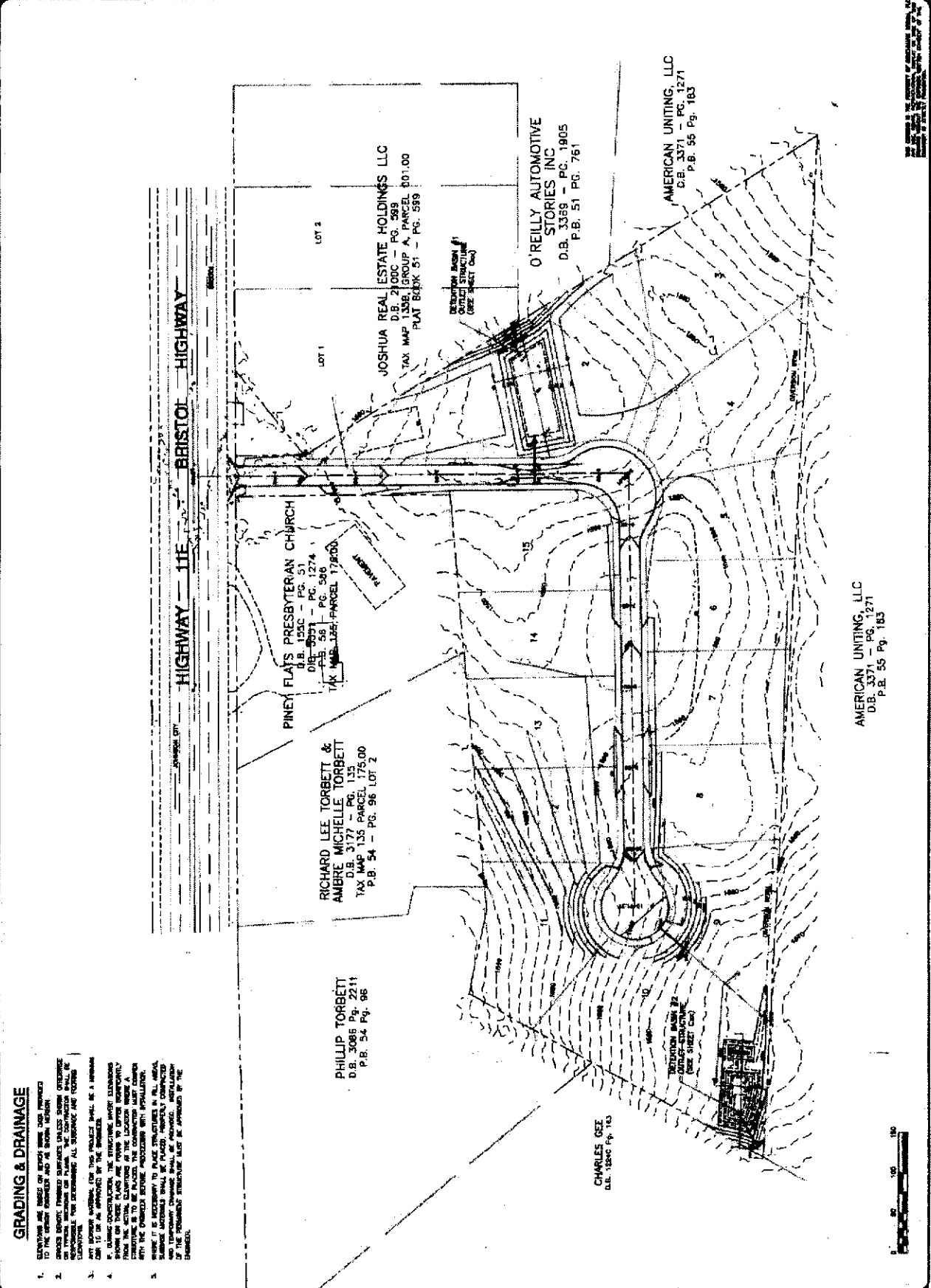
GRADING & DRAINAGE

DEVELOPMENT PLANS FOR THE ORCHARD SUBDIVISION PERRY PLATS, TOWNERS



Table with columns: NO., DATE, REVISION, DRAWN BY, CHECKED BY, SCALE.

C3



GRADING & DRAINAGE

- 1. CONTOURS ARE BASED ON SURVEY DATA...
2. GRADED SURFACE FINISHED SURFACES UNLESS SHOWN OTHERWISE...
3. ALL DRAINAGE STRUCTURES SHALL BE CONSTRUCTED...
4. ALL DRAINAGE STRUCTURES SHALL BE APPROVED BY THE...
5. WHERE IT IS NECESSARY TO PLACE STRUCTURES IN ALL AREAS...
6. SURFACE MATERIALS SHALL BE PLACED...
7. THE PROPOSED DRAINAGE PLAN IS APPROVED BY THE...

RICHARD LEE TORBETT & AMBRE MICHELLE TORBETT D.B. 3177 - PG. 135 TAX MAP 135 PARCEL 175.00 P.B. 54 - PG. 96 LOT 2

PHILIP TORBETT D.B. 3086 Pg. 2211 P.B. 54 Pg. 96

PINEY FLATS PRESBYTERIAN CHURCH D.B. 1534 - PG. 51 D.B. 1535 - PG. 514 D.B. 1536 - PG. 515 TAX MAP 1536 PARCEL 175.00

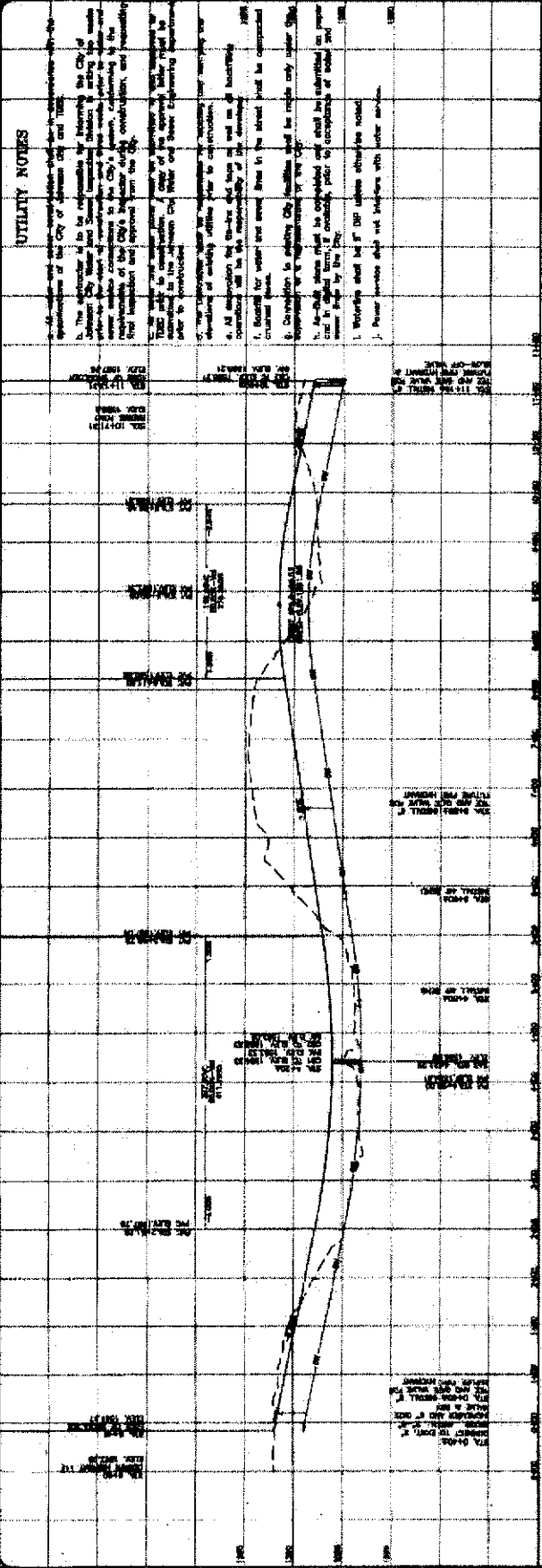
JOSHUA REAL ESTATE HOLDINGS LLC D.B. 2100C - PG. 589 TAX MAP 1355 GROUP A PARCEL 201.00 PLAT BOOK 51 - PG. 589

O'REILLY AUTOMOTIVE STORIES INC D.B. 3388 - PG. 1905 P.B. 51 PG. 761

AMERICAN UNTING, LLC D.B. 3371 - PG. 1271 P.B. 96 Pg. 103

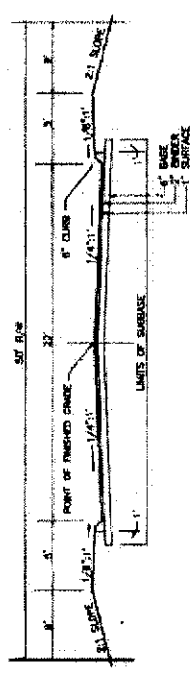
AMERICAN UNTING, LLC D.B. 3371 - PG. 1271 P.B. 96 Pg. 103

CHARLES GEE D.B. 1286 Pg. 143



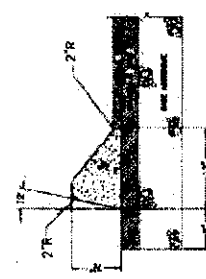
**UTILITY NOTES**

1. All utility lines shown on this plan are assumed to be in place and to conform to the City of Memphis Utility Code.
2. The City Engineer is to be consulted by the applicant for the City of Memphis to determine the location and depth of all utility lines shown on this plan.
3. The applicant is to be responsible for obtaining the City of Memphis Utility Code and for determining the location and depth of all utility lines shown on this plan.
4. All utility lines shown on this plan are assumed to be in place and to conform to the City of Memphis Utility Code.
5. The applicant is to be responsible for obtaining the City of Memphis Utility Code and for determining the location and depth of all utility lines shown on this plan.
6. The applicant is to be responsible for obtaining the City of Memphis Utility Code and for determining the location and depth of all utility lines shown on this plan.
7. The applicant is to be responsible for obtaining the City of Memphis Utility Code and for determining the location and depth of all utility lines shown on this plan.
8. The applicant is to be responsible for obtaining the City of Memphis Utility Code and for determining the location and depth of all utility lines shown on this plan.
9. The applicant is to be responsible for obtaining the City of Memphis Utility Code and for determining the location and depth of all utility lines shown on this plan.
10. The applicant is to be responsible for obtaining the City of Memphis Utility Code and for determining the location and depth of all utility lines shown on this plan.

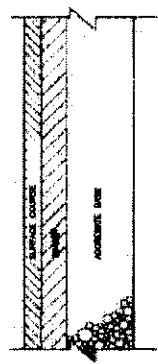


**TYPICAL ROAD SECTION**  
 4-1000

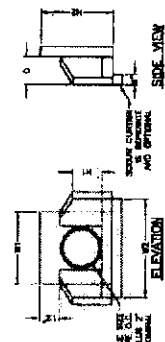
- BRUSHWOOD ASPHALT 1 1/2\"/>



**EXTRUDED MOUNTABLE 8\"/>**

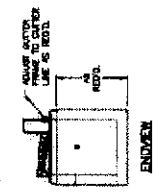


**PAVEMENT SECTION**  
 4-1000

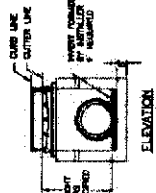
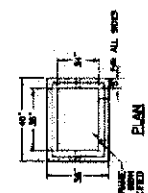


PIPE DIA.	LENGTH	NO. OF JOINTS	NO. OF MANHOLES	NO. OF INLETS	NO. OF OUTLETS
36"	10'	1	1	1	1
36"	20'	2	2	2	2
36"	30'	3	3	3	3
36"	40'	4	4	4	4
36"	50'	5	5	5	5
36"	60'	6	6	6	6
36"	70'	7	7	7	7
36"	80'	8	8	8	8
36"	90'	9	9	9	9
36"	100'	10	10	10	10

**PRECAST CONCRETE WING WALL FOR PIPE CULVERTS THROUGH 36\"/>**



**PRECAST MUNICIPAL CURB INLET MONOBOX**  
 4-1000



**PRECAST CONCRETE WING WALL FOR PIPE CULVERTS THROUGH 36\"/>**

**PETITION TO SULLIVAN COUNTY FOR REZONING**

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

Date: 2-17-22

Property Owner: LARRY J ROBERTS, TRUSTEE

Address: 335 EDEN PARK DR ROCKY FACE, GA 30740

Phone number: 706-313-2542

Email: Coreywroberts@yahoo.com

**Property Identification**

Tax Map: 84

Group:

Parcel: 165

Zoning Map:

Zoning District: A-1

Proposed District: AR

Civil District: 21<sup>ST</sup>

Property Location: 1653 BULLOCH HOLLOW RD

Commission District:

Purpose of Rezoning: RENTAL CABINS

**Meetings**

**Planning Commission:**

Place: Historic Courthouse, 2nd Floor, 3411 Hwy 126 Blountville TN

Date: April 19, 2022

Time:

Approved:

Denied:

**County Commission:**

Place: Historic Courthouse 2<sup>nd</sup> Floor Commission Chambers|3411 Highway 126|Blountville, TN

Date: May 19, 2022

Time: 6:00 PM

Approved:  Approved 14 Yes, 10 No

Denied:

**DEED RESTRICTIONS**

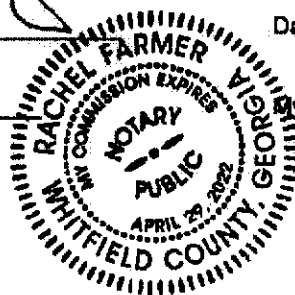
I understand that rezoning does not release my property from the requirements of private deed/Subdivision restrictions. The undersign, being duly sworn, hereby acknowledges that the information provided in this petition to Sullivan County for Rezoning is true and correct to the best of my information, knowledge and belief.

Owner's Signature: 

Date: 2/17/22

Notary Public: Rachel Farmer

My Commission Expires: 4/29/22



F. REZONING REQUESTS: ZONING PLAN AMENDMENT: ZONING MAP CHANGE

F2. REZONING REQUEST A-1 TO AR – ROBERTS PROPERTY – BULLOCK HOLLOW ROAD

FINDINGS OF FACT –

Property Owners:	Larry J. Roberts, Trustee
Applicants:	Corey Roberts
Representative:	same
Location:	1653 Bullock Hollow Road, Bristol area
Mailing Address of Owners:	335 Eden Park Drive, Rocky Face, Georgia
Civil district of rezoning:	21 <sup>st</sup>
Commission District:	1 <sup>st</sup>
Parcel ID:	Tax Map 084, Part of Parcel 165.00
Subdivision of Record:	n/a
PC1101 Growth Boundary:	Sullivan County Rural Area
Utility District:	South Fork Utility District
Public Sewer:	n/a
Lot/Tract Acreage:	Proposed 3-acre lot (see survey)
Zoning:	A-1, General Agricultural
Surrounding Zoning:	A-1
Requested Zoning:	AR – Agricultural Recreational for a Cabin Development
Existing Land Use:	Single Family dwelling by South Fork of the Holston River and Farmland
Surrounding Land Uses:	Single Family and farmland
2006 Land Use Plan:	Low Density Residential/General Agricultural – Recreational Overlay
Neighborhood Opposition:	<i>one phone call – concerned if multiple cabins were planned</i>

**Staff Field Notes and Findings of Facts:**

- The owner is requesting to rezone a three-acre lot to Agricultural Recreational for the purpose of developing the land for a few cabins. The cabins would provide accommodations for guests seeking access to the South Fork of the Holston River, South Holston Lake, and the local trails for example.
- The 2006 – 2026 Land Use Plan designated this area along the river as a future recreational zone.
- For permanent structures, such as the cabins, the density would be 1 cabin per ½ acre or greater depending on soil suitability for septic systems.
- Staff recommends in favor of this rezoning request.
- Should the RRC – Rural Resort & Cabin Development Zoning District be adopted by County Commission, staff would recommend this AR zone be changed to RRC zone to better align with the owner's request.

**Meeting Notes at Planning Commission:**

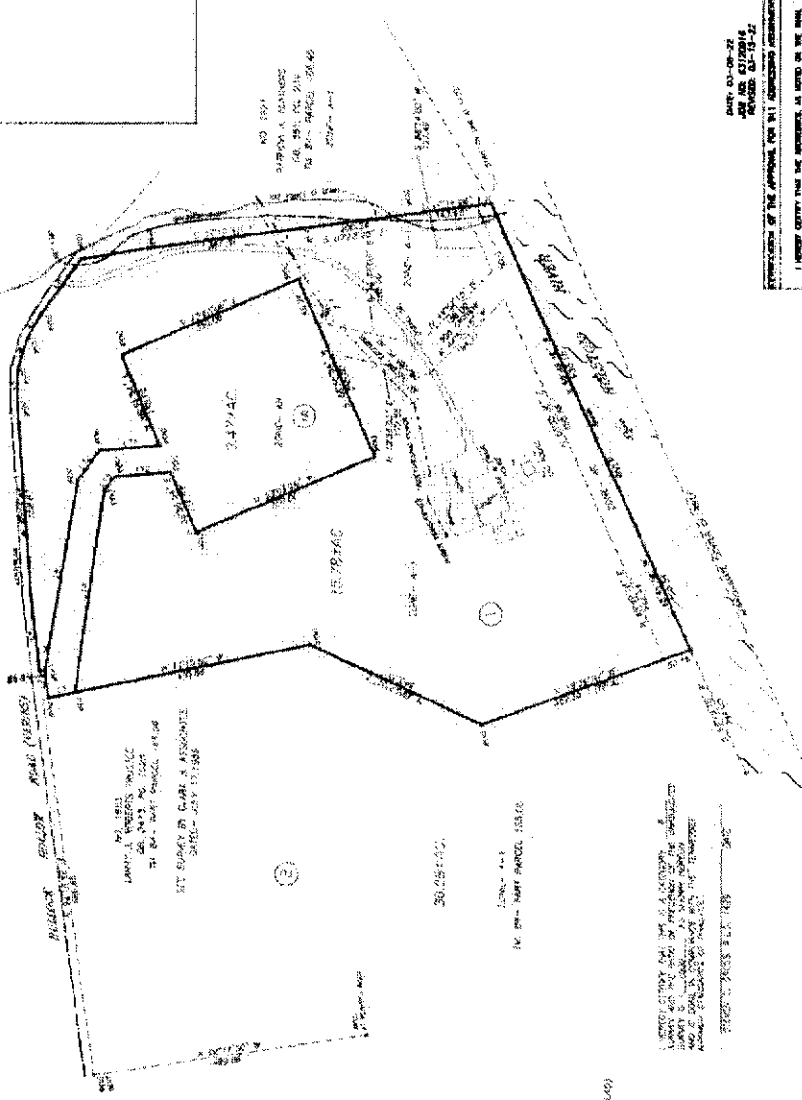
- *This request was deferred from last month to afford applicant time to be present at hearing, as he had a scheduling conflict.*
- *Staff read her report and summarized comments from the community at the last meeting.*
- *Calvin Clifton asked about the irregular zoning boundary configuration as requested.*
- *Ambre Torbett, Planning Director (staff) stated that the boundary is based upon sight visibility of the proposed entrance for the cottage development, viewshed, preserving the woods and remaining farm as well as to ensure the owner's home would have privacy per his request. She walked the land with the owner to confirm location of future cabins if approved.*
- *Mr. Roberts addressed the commission. He stated he would like to build two rental cabins, each being 1,000 square feet on the hillside. This will result in no tree removal on the farm. The cabins would be over 500 feet away from the river. He will have a fulltime manager of the property on-site daily if rezoning is approved.*
- *Staff distributed the zoning petition from the Big Springs Road residents.*

- The chairman asked the owner if this was his second home. Mr. Roberts stated that it was. He confirmed they come up about twice a month to enjoy the home and river property and wanted to keep it that way, while sharing it with guests.
- Sherry Hicks, 547 Big Springs Road, stated she and her family live directly across the river. She stated her family has lived there for multiple generations. Sound travels across the river. She stated that they live there not to make money but to enjoy their home.
- Charlie Phelps, 655 Big Springs Road, was concerned about noise and trash on Big Springs Road. He stated there is more traffic now. Too much press and social media promoting trout fishing has created more users of the river.
- Russ and Cindy Frankhouser, 1185 Bullock Hollow Road, spoke in opposition to the rezoning request. They have enjoyed peace and tranquility for years but there are more fishermen and guests accessing the river.
- Betty Cogan, 2085 Bullock Hollow Road, stated she was approved for AR a few years ago and built 4 cabins on her family farm. She lives on site. She agrees it is a lot to manage the cabins, but she needed to offset the lost income from having to move her cattle off the river per State Conservation Plan. Her cabins range from 400 to 600 square feet on the Crumley Farms, called The Reserve.
- Mr. Corey Roberts addressed the concerns of the residents. He confirmed that he was the type of person to clean up the county ditches and river from trash that washed down. He picks up trash all of the time, but he is not sure how to stop that just from local use. He and his family have been coming up to the river for almost 20 years, so he now owns his own place rather than having to rent. He found it was very difficult to find places to rent in the county so he feels there is huge need for this. The local fishermen guides have requested this as well.
- Calvin Clifton and other members stated that the request in front of them is for the rezoning. The chair reiterated the rezoning process.
- Phillis Mullins, 569 Big Springs Road, asked Mr. Roberts how he planned on providing access to the river for his guests.
- Mr. Roberts stated he would permit foot traffic only per the plan.
- Michelle Babroski, 565 Big Spring Road, said there were almost 70 short-term rentals along the river.
- Calvin Clifton confirmed that he found several on AirBnB. He opined that the overarching "white elephant" in the room on this matter was the fact that there were so many short-term rentals that did not seek county approval, spoiling it for landowners like Mr. Roberts, who is trying to request permission up front. His plan would be a legal plan per zoning if approved, while the others are not. He asked staff about AirBnB approvals.
- Staff explained that there is no enforceable means or strategy for local county planners to regulate these short-term rentals in existing single-family dwellings. She does not have the staff resources to investigate, or control based upon the limited zoning parameters and lack of support from the assessor. She explained that the state assessor of property guidelines does not distinguish between long term or short-term rentals on single family dwellings unless it becomes a Bed and Breakfast Inn with multiple rooms for multi family rental. She has discussed this with her TN Planning Association members (TAPA) as well. Most short-term rentals are the best kept property, as many landowners make improvements and hire property management firms for the home to ensure repeat guests.
- Calvin Clifton summarized that the bigger issue here is the lack of zoning enforcement remedies for short-term rentals on single family homes. Mr. Roberts should not be penalized for his plan to legally construct a few cabins across the river.
- John Moody agreed that the proposed rezoning boundary seemed to be well thought out due to topography while preserving the woods and 15 acres remaining.
- Darlene Calton motioned to forward a favorable recommendation on to the County Commission for this request.
- The motion was seconded by John Moody and others. **The vote passed unanimously.**

ADJUST

1. THIS PLAN IS SUBJECT TO THE APPROVAL OF THE SULLIVAN COUNTY PLANNING COMMISSION.
2. THE SULLIVAN COUNTY PLANNING COMMISSION HAS REVIEWED THIS PLAN AND HAS GRANTED APPROVAL.
3. THIS PLAN IS SUBJECT TO THE APPROVAL OF THE SULLIVAN COUNTY PLANNING COMMISSION.
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20 - 1



SYMBOL	DESCRIPTION
—	PROPERTY BOUNDARY
—	ROAD BOUNDARY
—	UTILITY LINE
—	SEWER LINE
—	WATER MAIN
—	STREET LIGHT
—	STOP SIGN
—	TRAFFIC SIGN
—	PAVEMENT
—	CONCRETE
—	ASPHALT
—	GRAVEL
—	DIRT
—	WOOD
—	BRICK
—	STONE
—	GLASS
—	METAL
—	PLASTER
—	CEILING
—	FLOOR
—	WALL
—	DOOR
—	WINDOW
—	STAIR
—	ELEVATOR
—	MECHANICAL
—	ELECTRICAL
—	TELEPHONE
—	CABLE
—	POST
—	PILE
—	ANCHOR
—	FASTENER
—	SCREW
—	NAIL
—	BRACKET
—	CLIP
—	WASHER
—	SPACER
—	SHIM
—	PLATE
—	ANGLE
—	TEE
—	FLANGE
—	NOSE
—	HEAD
—	TAIL
—	SHANK
—	ROOT
—	TRUNK
—	BRANCH
—	LEAF
—	STEM
—	ROOTLET
—	BRANCHLET
—	LEAFLET
—	STEMLET
—	ROOTLET
—	BRANCHLET
—	LEAFLET
—	STEMLET

NO. 1574  
 BARBARA A. HARRIS  
 100 W. 10th St.  
 SULLIVAN COUNTY, MO. 64783

LEGEND

- ROAD BOUNDARY
- PROPERTY BOUNDARY
- UTILITY LINE
- SEWER LINE
- WATER MAIN
- STREET LIGHT
- STOP SIGN
- TRAFFIC SIGN
- PAVEMENT
- CONCRETE
- ASPHALT
- GRAVEL
- DIRT
- WOOD
- BRICK
- STONE
- GLASS
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- PLASTER
- CEILING
- FLOOR
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- DOOR
- WINDOW
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- BRACKET
- CLIP
- WASHER
- SPACER
- SHIM
- PLATE
- ANGLE
- TEE
- FLANGE
- NOSE
- HEAD
- TAIL
- SHANK
- ROOT
- TRUNK
- BRANCH
- LEAF
- STEM
- ROOTLET
- BRANCHLET
- LEAFLET
- STEMLET



RIVERVIEW RANCH

CROSS LAND SURVEYING & PLANNING

ADDRESS: 100 W. 10th St.  
 SULLIVAN COUNTY, MO. 64783  
 PHONE: (417) 485-1177  
 FAX: (417) 485-1178

APPROVAL OF DEPT. 1 OF THE	
SULLIVAN COUNTY REGIONAL PLANNING COMMISSION	
TOTAL ACRES 19.234	TOTAL LOTS 2
ACRES NEW ROAD HOME	MILES NEW ROAD HOME
CORNER CORNER 4	NUMBER OF CORNERS 4
SUPERVISOR: JAMES M. CROSS	CLOSURE ERROR: 1/10000
SCALE: 1" = 150'	DRAWN BY: JLB

DATE: 01-09-22  
 FOR: JAMES M. CROSS  
 PROJECT: RIVERVIEW RANCH  
 SHEET: 1 OF 2

1. I HEREBY CERTIFY THAT THE INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

2. I AM A LICENSED SURVEYOR IN THE STATE OF MISSOURI.

3. I AM NOT PROVIDING ANY GUARANTEE OR WARRANTY FOR THIS SURVEY.

4. THIS SURVEY IS SUBJECT TO THE APPROVAL OF THE SULLIVAN COUNTY PLANNING COMMISSION.



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3. I AM NOT PROVIDING ANY GUARANTEE OR WARRANTY FOR THIS SURVEY.

4. THIS SURVEY IS SUBJECT TO THE APPROVAL OF THE SULLIVAN COUNTY PLANNING COMMISSION.



**Address Data Source**

Sullivan County, TN, CA 371  
April 2015  
Sullivan County, TN  
Sullivan County, TN

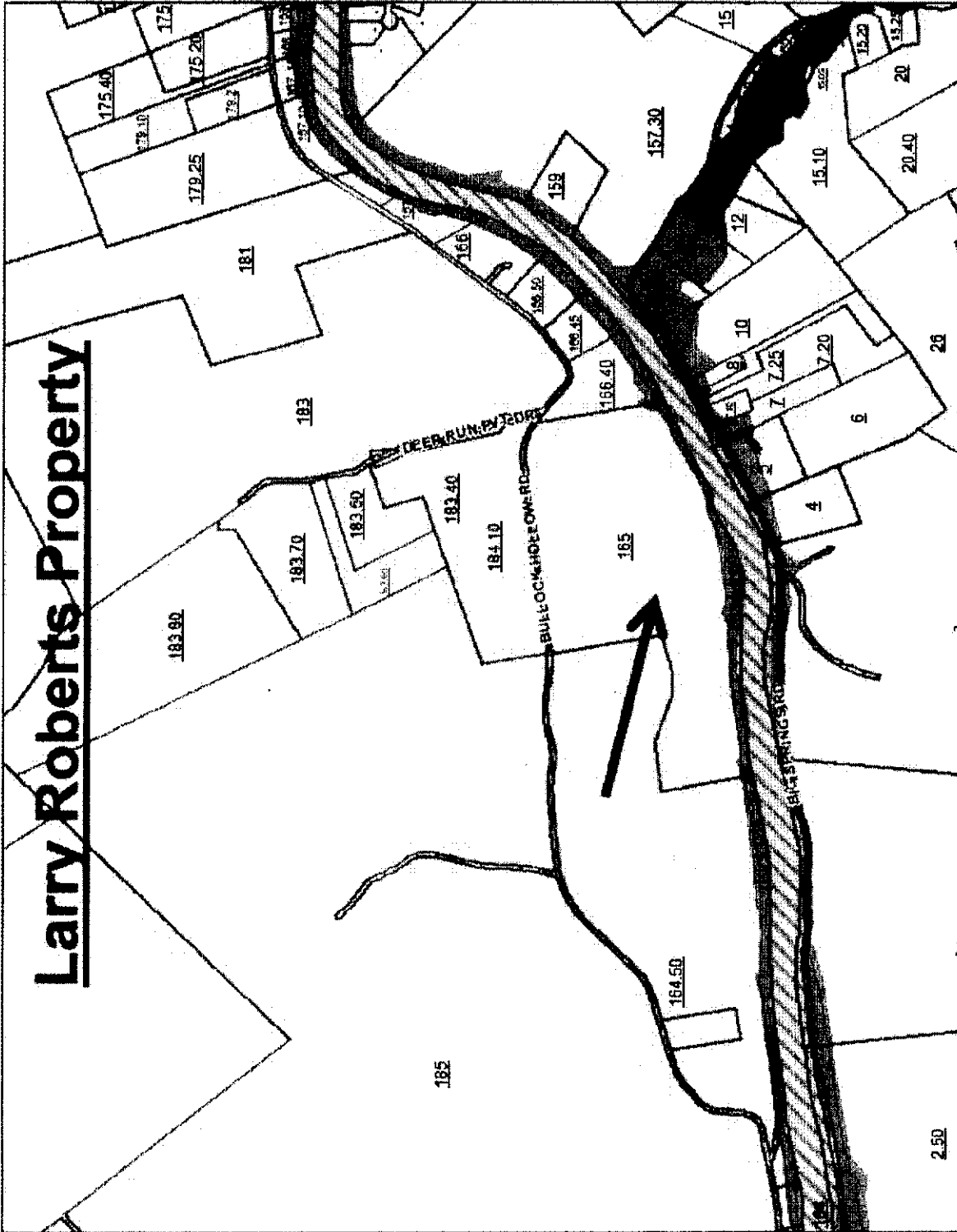
**Notice**

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Thoroughfares

Arteria

Collector



Woodbury County, IA (2015) 2017  
 185 184 183 182 181 180 179 178 177 176 175 174 173 172 171 170 169 168 167 166 165 164 163 162 161 160 159 158 157 156 155 154 153 152 151 150 149 148 147 146 145 144 143 142 141 140 139 138 137 136 135 134 133 132 131 130 129 128 127 126 125 124 123 122 121 120 119 118 117 116 115 114 113 112 111 110 109 108 107 106 105 104 103 102 101 100 99 98 97 96 95 94 93 92 91 90 89 88 87 86 85 84 83 82 81 80 79 78 77 76 75 74 73 72 71 70 69 68 67 66 65 64 63 62 61 60 59 58 57 56 55 54 53 52 51 50 49 48 47 46 45 44 43 42 41 40 39 38 37 36 35 34 33 32 31 30 29 28 27 26 25 24 23 22 21 20 19 18 17 16 15 14 13 12 11 10 9 8 7 6 5 4 3 2 1

Sullivan County, TN  
 Planning and Codes Dept.



**Address Data Source:**

Sullivan County, TN GIS  
MapServer 2.12.0  
PostgreSQL 9.1.1  
GeoServer 2.12.0

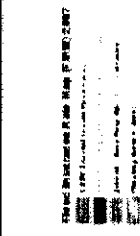
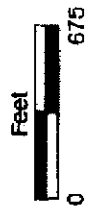
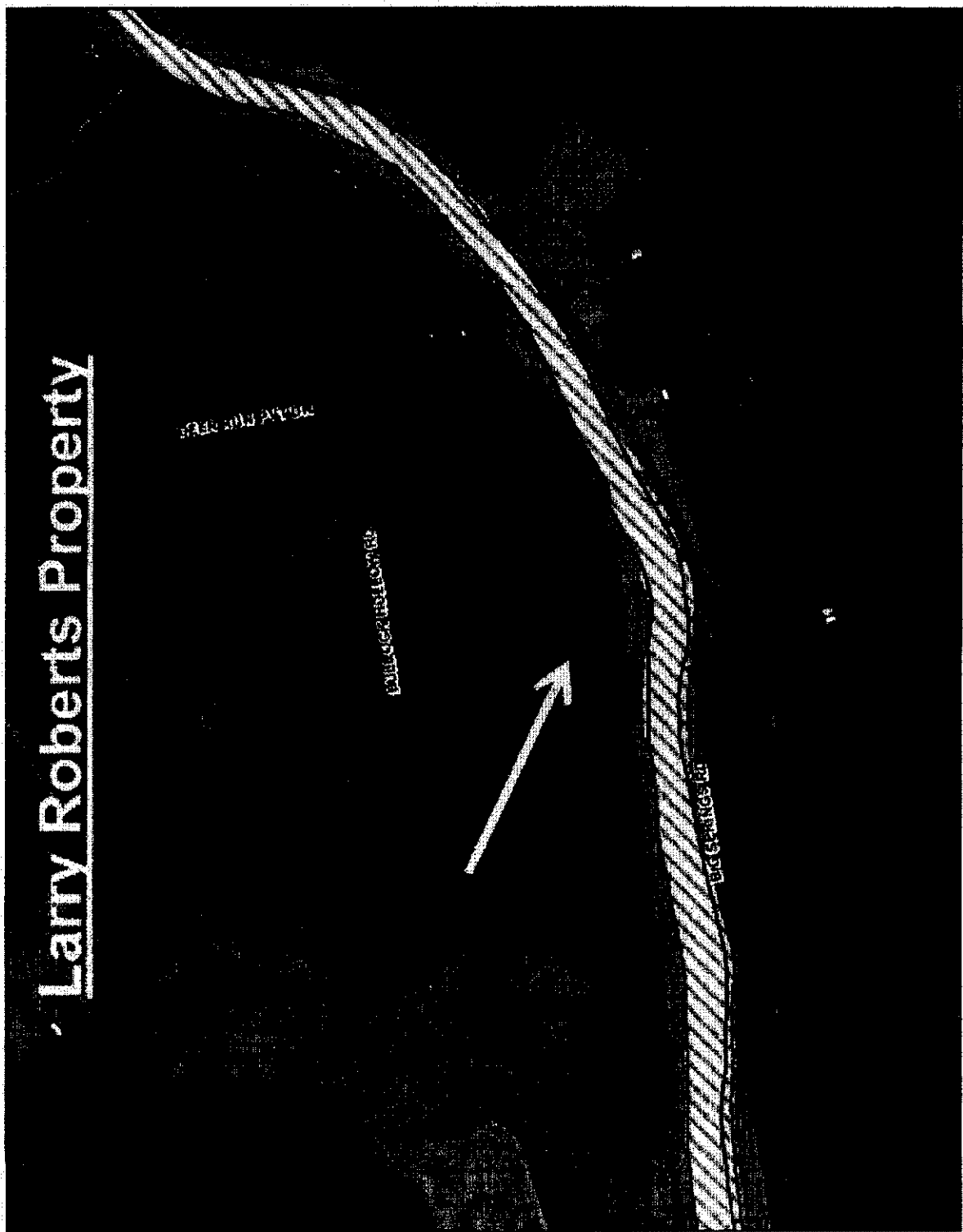
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Thoroughfare



Collector



Sullivan County, TN  
Planning and Codes Dept.



**Address Data Source:**

Sullivan County, TN Co 911  
 Computerized by  
 Johnson Co., Inc. 3/15  
 as of March 911

**Notices:**

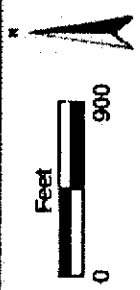
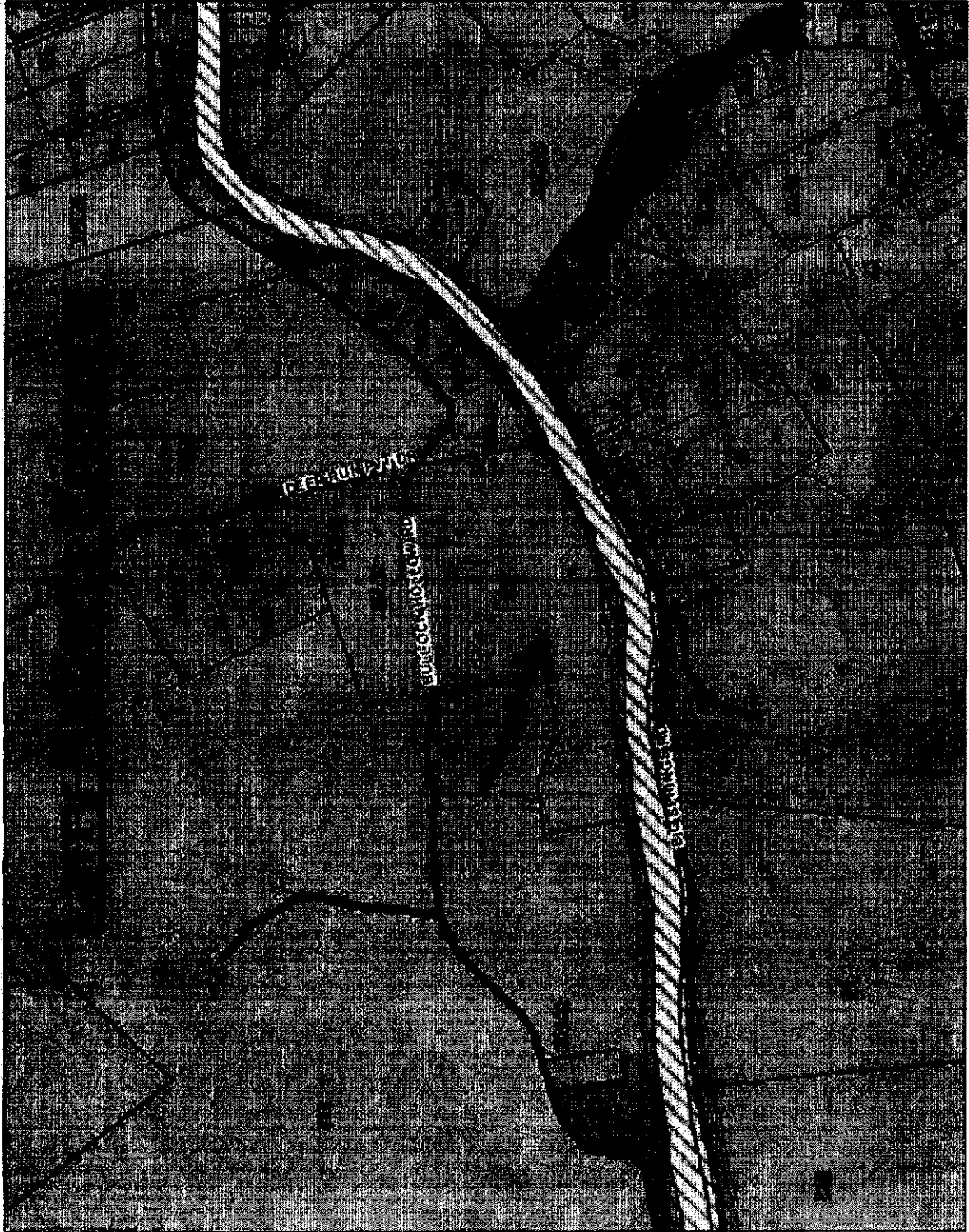
All users are to be held responsible for the accuracy of the data. It may be used to establish boundary lines for zoning and other purposes. All users are to be held responsible for the accuracy of the data. It may be used to establish boundary lines for zoning and other purposes.

**Thoroughfares**

- Arterial
- Collector

**Sullivan County Zoning**

- A-1
- A-2
- A-5
- AR
- B-1
- B-2
- B-3
- B-4
- M-1
- M-2
- PBD-3
- PBD/SC
- PWD-1
- PWD-2
- R-1
- R-2
- R-2A
- R-3
- R-3A
- R-3B
- Water



**Sullivan County, TN**  
**Planning and Codes Dept.**

Map is to be used for planning purposes only. It is not to be used for legal purposes. The map is not to be used for legal purposes. The map is not to be used for legal purposes.



**Address Data Source:**

Sullivan County, TN, 37811  
 MapSource, Key City  
 Johnson City, TN, 37602  
 DeLacour, Street, ST1

**Notice:**

A user may have a slightly different view than the information shown on this map. This is due to the fact that the information shown on this map is based on the most current data available. The information shown on this map is based on the most current data available. The information shown on this map is based on the most current data available.

**Thoroughfares**

- Arterial
- Collector

**Sullivan County Zoning**

- A-1
- A-2
- A-5
- AR
- B-1
- B-2
- B-3
- B-4
- M-1
- M-2
- PBD-3
- PBD/SC
- PMB-1
- PMD-2
- R-1
- R-2
- R-2A
- R-3
- R-3A
- R-3B
- Water



Map of Sullivan County, TN  
 Planning and Codes Dept.  
 12/2017

**Sullivan County, TN**  
 Planning and Codes Dept.





**SULLIVAN COUNTY**  
Planning & Codes Department  
3425 Highway 126 | Historic Snow House  
Blountville, TN 37617  
Office: 423.323.6440  
Fax: 423.279.2886

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**NOTICE OF REZONING REQUEST**

March 28, 2022

Dear Property Owner:

Please be advised Mr. Larry Roberts has applied to Sullivan County to rezone property located 1653 Bullock Hollow Road from A-1 (General Agricultural/Estate Residential District) to AR (Agricultural, Rural Residential and Light Recreational District for the purpose of cabins.

**Sullivan County Regional Planning Commission – 6:00 PM on April 19, 2022**

**County Commission – 6:00 PM on May 19, 2022**

Both meetings are held in the Old Historic Sullivan County Courthouse, 2<sup>nd</sup> Floor Commission Hall at 3411 Highway 126, downtown Blountville. Please let the Sullivan County Planner know if you need any special assistance for these public meetings at 423-279-2603.

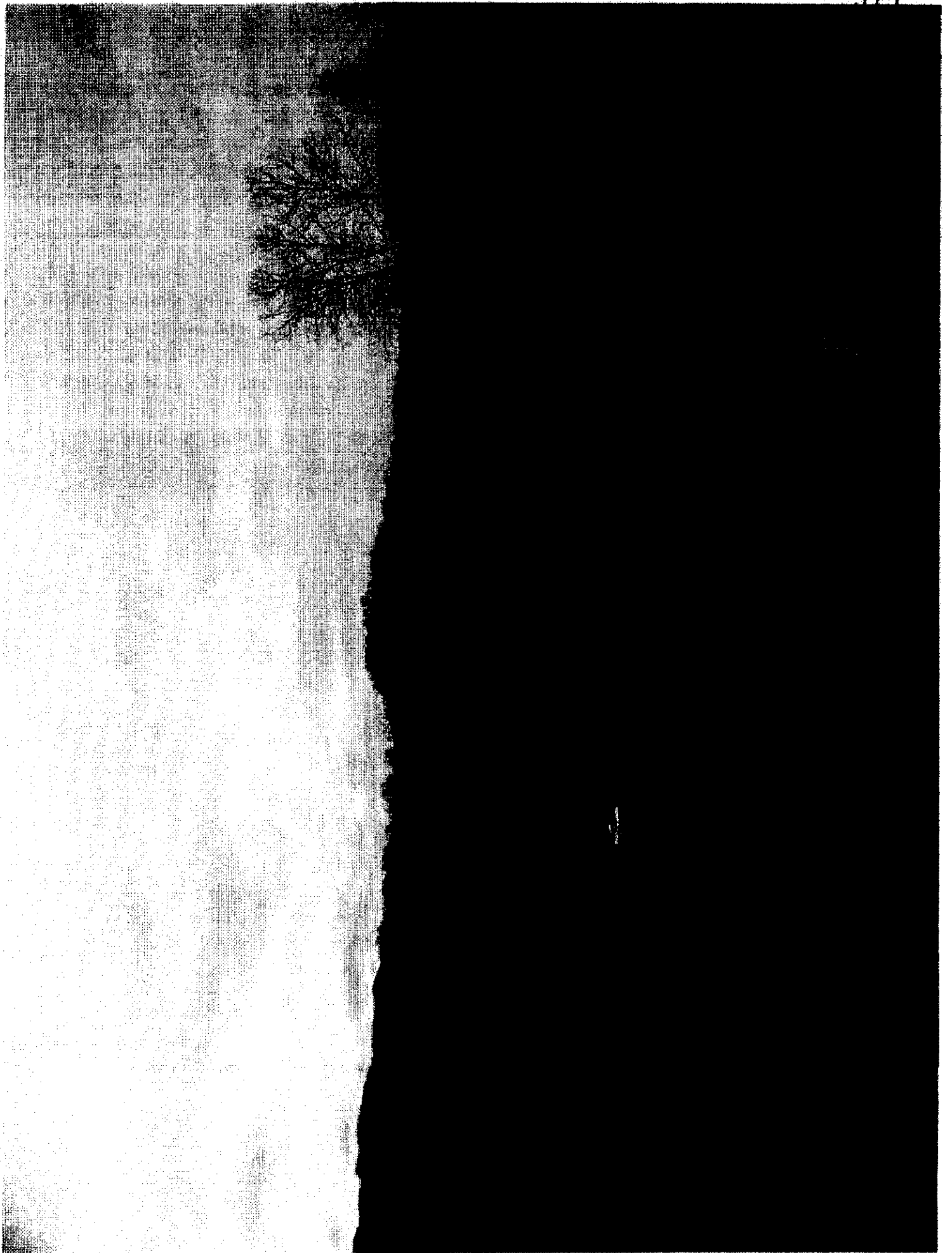
Regards,

A handwritten signature in cursive script, appearing to read "A. Torbett".

Ambre M. Torbett, AICP  
Director Planning & Codes

mh









**Address Data Source**  
 Sullivan County, Tenn. Co 911  
 Kingsport, TN GIS  
 Johnson City, TN GIS  
 Bristol, Bristol 911

**Notice:**

A tax map has no legal standing other than the assessment of taxes. It cannot be used to establish boundary lines or transfer and convey property. A land surveyor licensed to practice land surveying in the State of Tennessee should be retained for all questions of boundary and / or location of lot lines.

**Buildings**

**Lot Lines**

**Sullivan County Zoning**

A-1

A-2

A-5

AR

B-1

B-2

B-3

B-4

M-1

M-2

PBD-3

PBD/SC

PMD-1

PMD-2

R-1

R-2

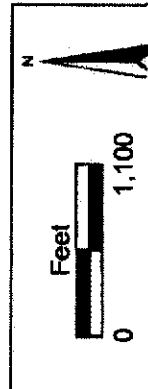
R-2A

R-3

R-3A

R-3B

Water



Sullivan County, TN  
 Planning and Codes Dept.

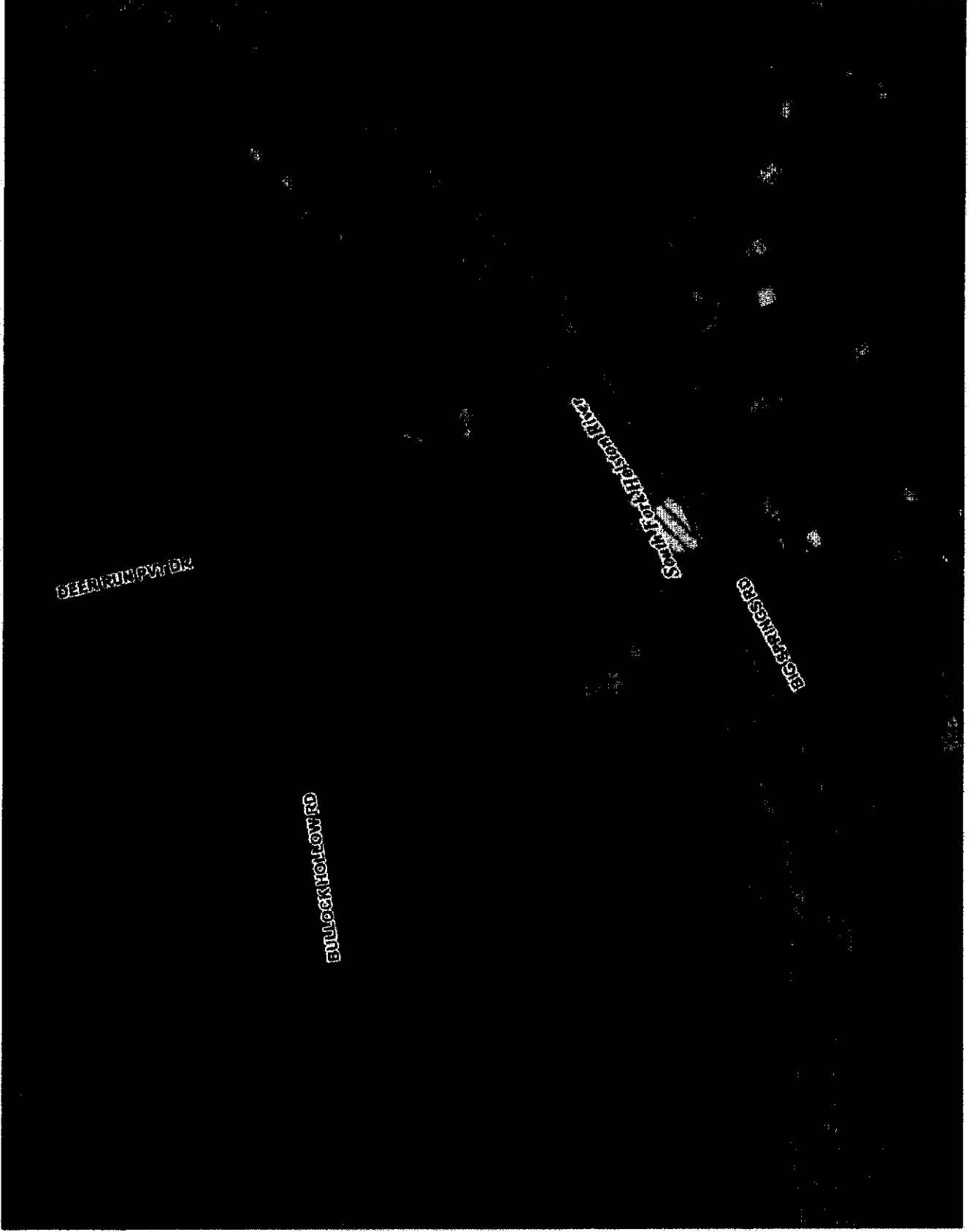


**Address Data Source**  
 Sullivan County, Sull Co 911  
 Kingsport, TN 37620  
 Johnson City, TN 37601  
 Bristol, TN 37620

**Notice:**

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- Buildings
- Lot Lines
- Hydrology
- Rare Species (2015) Poly
- Streams
- Water Routines



Flood Insurance Rate Map (FIRM) 2011  
 0.2% Annual Chance Flood Hazard  
 1% Annual Chance Flood Hazard  
 500 Year Flood Hazard (Special Flood Hazard Area)  
 Zone X - Special Flood Hazard Unshaded



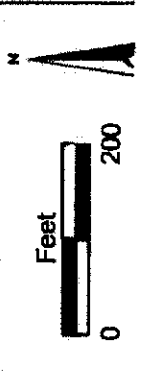
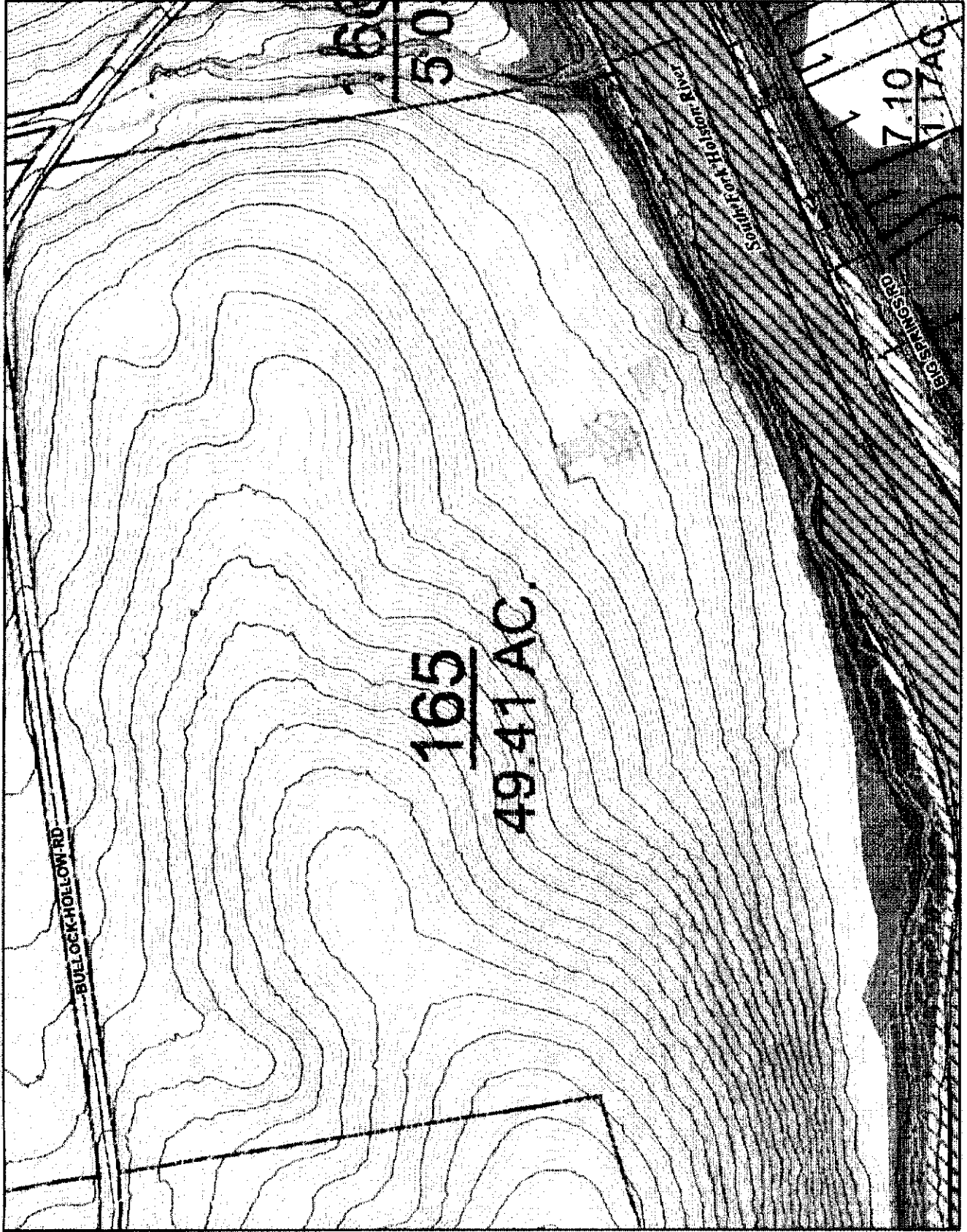
**Sullivan County, TN**  
 Planning and Codes Dept.

**Address Data Source**  
Sullivan County, Sull Co 911  
Kingport: KGR GIS  
Johnson City: JC GIS  
Bristol: Bristol 911

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- Buildings
- Lot Lines
- Hydrology
- Streams
- Water Rhyfline



Flood Insurance Rate Map (FIRM) 2011  
0.5 PCF Annual Chance Flood Hazard  
Zone A: No Base Flood Elevation Determined  
Zone A: 100 Year Flood Elevation Determined



**Sullivan County, TN**  
Planning and Codes Dept.

580  
 received @  
 5/17/22  
 PC mtg.

We, the undersigned, do hereby strongly OPPOSE the rezoning requested by Larry Roberts of the property on 1653 Bullock Hollow Rd from A-1 (residential) to AR (recreational) for the following reasons:

1. Rezoning to AR (or ARR) would not be for the betterment of the surrounding community.
2. Building additional recreational rentals and/or facilities would interfere with the privacy and enjoyment of the neighborhood and environment for community residents.
3. We desire to preserve the natural beauty and tranquility of the river environment and the natural habitat for the existing wildlife.

Printed Name	Signature	Address
- Michelle Bobrosky	<i>[Signature]</i>	565 Big Springs Rd
- Phyllis Mullins	<i>[Signature]</i>	569 Big Springs Rd, Bluff City, TN
- CHARLES PHIPPS	<i>[Signature]</i>	655 Big Springs Rd. Bluff City
Dianne Phelps	<i>[Signature]</i>	655 Big Springs Rd Bluff City
Wanda Robinson	<i>[Signature]</i>	1017 Big Springs Rd, Bluff City
JIM ROBINSON ok	<i>[Signature]</i>	
Emily Fleenor	<i>[Signature]</i>	553 Big Springs Rd., Bluff City
Ryan Fleenor	<i>[Signature]</i>	553 Big Springs Road Bluff City
Tracy Johnson	<i>[Signature]</i>	505 Big Springs Rd
Shannon Carrier	<i>[Signature]</i>	465 Big Springs Rd Bluff City
John Carrier	<i>[Signature]</i>	" " " " " "
Summer Denton	<i>[Signature]</i>	431 Big Springs Rd.
Brandon Denton	<i>[Signature]</i>	431 Big Springs Rd
Sherry Hicks	<i>[Signature]</i>	547 Big Springs Rd Bluff City
Kamiron Keyes	<i>[Signature]</i>	547 Big Springs Rd

Received 581  
5/17/22  
2  
PC mtg

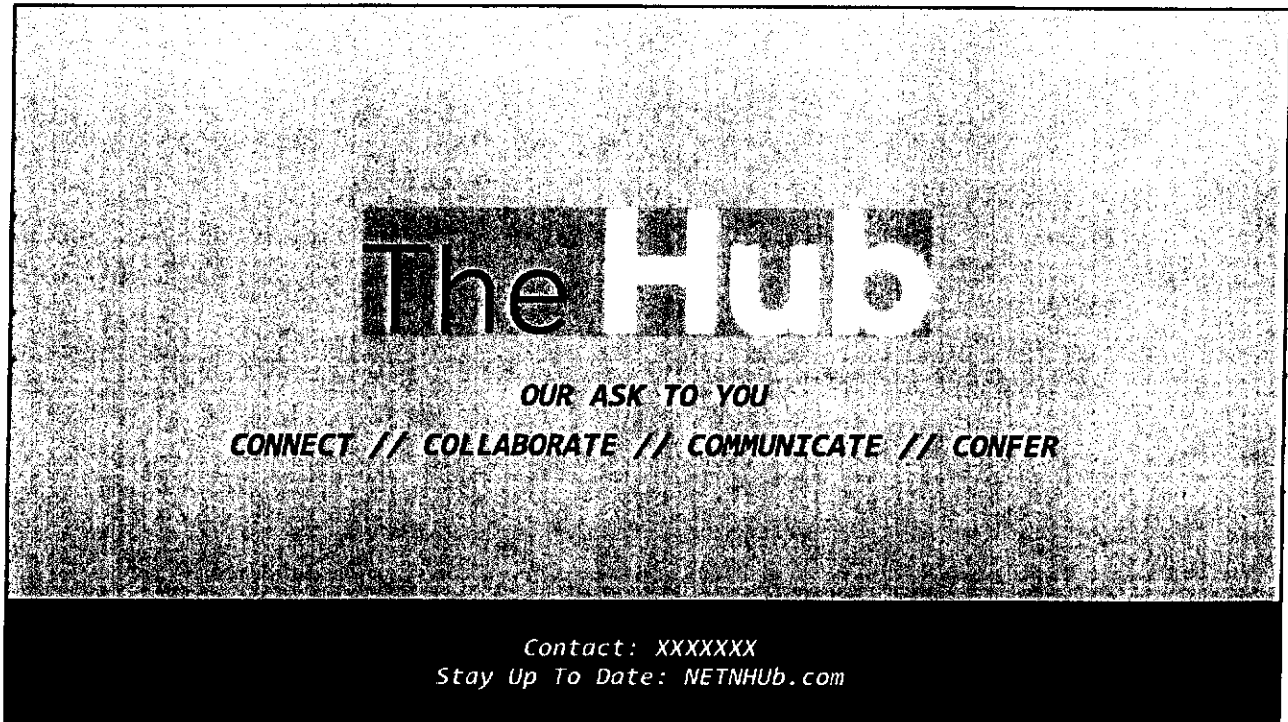
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Printed Name	Signature	Address
Grace Hicks	Grace Hicks	547 Big Springs Rd
Chris Hicks	Chris Hicks	547 Big Springs Rd.
LUKE HICKS	Luke Hicks	547 Big Spring Rd.
Etha Johnson	Etha Johnson	505 Big Spring Rd.
Lisa Gill	Lisa Hill	373 Big Springs Rd
Phillip Dunn	Phillip Dunn	373 Big Springs Rd
Linda Hilliard	Linda Hilliard	210 Big Springs Rd.
ALLEN W. PERRY	Allen W. Perry	417 BIG SPRINGS RD
Dorothy Perry	Dorothy Perry	417 Big Springs Rd.
Donna Snyder	Donna Snyder	405 Big Springs Rd.
Hartzel Snyder	Hartzel Snyder	405 Big Springs Rd
Josh Bower	Josh Bower	563 Big Springs Rd
Amber Simcox	Amber Simcox	423 Big Springs Rd.
George Simcox	George Simcox	423 Big Springs Rd
Daniel Kevin Babrosky	Daniel Kevin Babrosky	565 Big Springs Rd.







When it comes to the HUB remember we want to connect as we have today and continue that connection starting today. We want to collaborate, communicate and confer for our shared success.

Follow our progress and stay up to date at [NETNHub.com](http://NETNHub.com) and follow us as well on social media.

- **Share with us your most important priorities**
- **Support our efforts**

That's an overview of where we are headed and we need your help. We need your support and want to hear about your most important priorities so that we can support you.

Again, we are not here to replace existing economic development organizations, chambers of commerce or tourism recruitment activities – we want to amplify what you are doing some that we all win together..



## OUR FOCUS OF SUPPORT



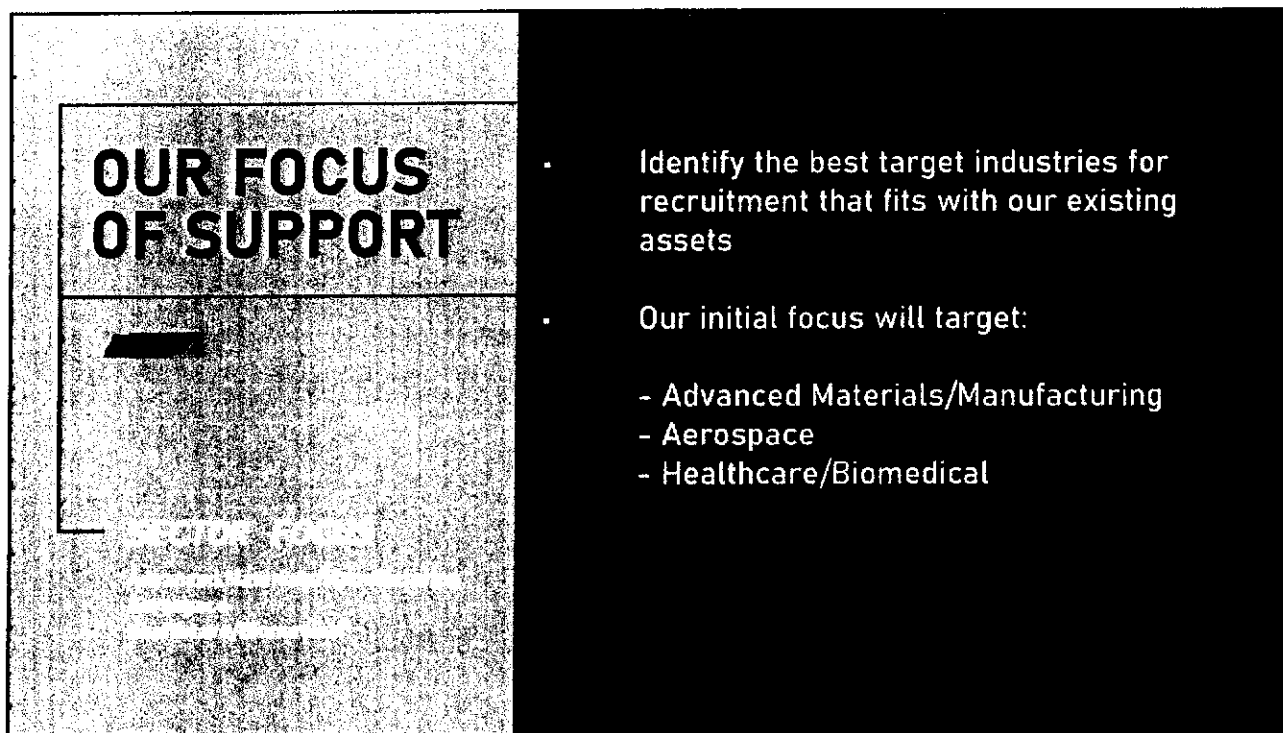
### STATE, TVA, ARC & NATIONAL FUNDING/GRANTS

Site development  
Workforce Initiatives  
Tourism Grants

- Attain greater funding from State and Federal organizations for our region
- Assure that we get our fair share
- Offer new learnings to our counties and cities on ways to find more dollars for their own efforts

We want to attain greater funding for our region from the State and our Federal government. Over the past two years the Federal government has spent trillions of dollars in COVID and infrastructure building projects and we think there is more money to be found. We want to assure that our region gets its fair share of government funding... and we will.

We will share our learnings with our counties and cities for their own efforts as well as those for our region in areas such as site development, workforce initiatives and tourism grant dollars.



**OUR FOCUS  
OF SUPPORT**

- Identify the best target industries for recruitment that fits with our existing assets
- Our initial focus will target:
  - Advanced Materials/Manufacturing
  - Aerospace
  - Healthcare/Biomedical

We want to be efficient in our spend in marketing our region to specific segments where we have existing assets...whether it be related companies already here, or the abundant resources in power, water, fiber or even our numerous interstate highways.

We've looked at those assets and will initially target companies within the advanced materials and manufacturing segment. We will approach aerospace-related companies to fill our aerospace park with great-paying jobs as well as healthcare and biomed related prospects.

- Special emphasis on regular communications with county, city and town governments within the region
- Special outreach to State and Federal officials and organizations

**GOVERNMENT  
RELATIONS**

A special part of our activities will be to visit with all county, city and town government officials to share our vision for marketing our region, to answer their questions and hear more about their own growth plans and how we might help.

We will use the resources of our private entities to tell our story and solicit even greater support from our State and Federal representatives and government funding organizations to grow their investment in our region. These can include more funds for site development, workforce development and tourism marketing for our region.

***DIVERSITY  
& INCLUSION***

- Assure that we welcome all races and lifestyles to have a voice in HUB's decision process
- Support programs that encourages career opportunities for everyone

We are wanting to have voices from all walks of life, colors and lifestyle in the formation of our approach to bringing a spotlight to our 8-county region. We will have a diverse group of people who will provide advice to our leadership team through our committees and through our community groups. We want to assure that everyone has a place at the table and we will support programs that encourages career opportunities for people in our region.

## OUR FOCUS OF SUPPORT



### WORKFORCE DEVELOPMENT

- Link workforce development as a cohesive talent asset
- Assure proper vocational training for targeted prospects (e.g., aerospace, biomed, advanced materials)
- Provide internships to top local private companies

We want to better align our educational assets so that when an industrial or technical prospect is interested in locating here that we can quickly develop workforce training programs that will support them. One great example is the aviation mechanic training offered at Northeast State that can be a factor in attracting companies to locate at our Aerospace Park at Tri-Cities Airport. We have the existing infrastructure to support any industrial prospect and by aligning those assets properly we can assure prospects of a ready and willing workforce for them.

## OUR FOCUS OF SUPPORT

- Involve private companies in accelerating product/service innovation
- Accelerate entrepreneurship programs and recruit entrepreneurs to move here
- Amplify existing resources, e.g., ETSU Research Corporation, SyncSpace, ETSU Innovation Lab & Park

We want to involve our private partners in the HUB is sparking innovation within the region and to attract companies who are focused on innovation to move here. We seek to support local entrepreneurs and recruit others to locate year. We intend to work with organizations, such as the new ETSU Research Corporation and SyncSpace in these efforts. ETSU recently announced that they will begin work on the development of its Innovation Park, located adjacent to its Innovation Lab. We feel this offers great opportunities for our region, especially in the fields of medical and biomed products due to their proximity to Ballad Health, ETSU's Medical and Pharmacy Schools and the VA Hospital as an example.

**TRADITIONAL  
ECONOMIC  
DEVELOPMENT  
SUPPORT**

- Target large industrial prospects
- Assist in identifying and developing new sites for industrial, technical, biomedical, commercial
- Target complimentary additions to established segments (e.g., aerospace park)
- Target suppliers to current large manufacturers
- Market/advertise on national/international scale a unified message

Most everyone would like to enjoy the financial impact of landing a large industrial prospect to the region. We've witnessed the impact of Volkswagen in Chattanooga and the growth around Nashville and Spring Hill with auto manufacturing. The HUB will focus on these opportunities as well as assist counties in the region develop more potential sites for industrial, technical, biomedical and commercial development.

We think that there is great potential for targeting prospects who are complimentary additions to existing clusters of businesses within the same segment or suppliers to existing manufacturers. By reducing the distance between related segment manufacturers and suppliers they can reduce some of the supply chain issues that have plagued the country since COVID.

We intend to market and advertise our regional assets to selected segments but nationally and internationally for everyone's benefit.

**TOURISM  
& MARKETING**

- Provide unified messaging for the entire region
- Offer additional dollars to invest in advertising
- Identify and market to new target segments

Every county has a unique offering of tourism assets, In Unicoi and Carter counties, it's the Appalachian Trail and a variety of assets related to water enthusiasts. In Sullivan County, the assets ranging from county music and racing to a new casino. Logically, every county will tout their own assets. The HUB wishes to combine all of the region's tourism assets into national advertising and assist in identifying new target segments to market to for increasing tourism and promoting longer stays at hotels, campgrounds and rental units.



## Key Community Partners

- ETSU Research Corporation
- Local Economic Developers
- NETTA
- FTDD
- TVA/NETVRIDA
- Local Chambers of Commerce
- Diversity, Equity & Inclusion  
(NE TN and SWVA Alliances)
- Local CVBs
- Local Community/Faith-Based Organizations
- Local Marketing, Tourism, Downtown Assn.
- SyncSpace, Local Entrepreneurial Networks
- Local Universities, Community Colleges,  
TCATs

We will assure that our initiatives includes voices from our communities, including local economic developers, the ETSU Research Corporation, the First Tennessee Development District and the TVA, local chambers, diversity and equity alliance members, CVBs, faith-based organizations, local marketing, tourism and downtown associations. We will involve the entrepreneurial network and of course our workforce development organizations ranging from universities to our T-CATs.

## Our Organizational Structure

- 20-25 members, experts in their fields
- Provides voice to Leadership Team strategy
- Every county represented in key areas of expertise, diverse
- Members will serve or lead committees of specific focus
- Meets monthly with CEO and Executive Board liaison

Our organizational structure will rely heavily on an expert advisory Board made up of 20-25 of the best of the best in their fields from our region. Their input and advice will play an important role in providing direction to the leadership team on specific initiatives undertaken by the HUB.

Every county will be represented and will be diverse in its membership. They will meet monthly with Dennis Phillips and a representative from the executive board.

## The HUB LEADERSHIP TEAM

*DENNIS PHILLIPS, CEO*



There will be a professional staff at the HUB with Dennis the Launch CEO. He will have a legal representative, a traditional economic developer, a government relations, communications and marketing professional and some backoffice staff support. The HUB will operate from Bank of Tennessee's Operations Center located near Tri-Cities Airport in Blountville.

## EXECUTIVE BOARD

### Private Sector

Jerry Caldwell, Chairman  
CEO, Bristol Motor Speedway

Dr. Brian Noland  
President, ETSU

Will Barrett  
CEO, Bank of Tennessee

Alan Levine  
CEO, Ballad Health

Mark Costa  
CEO, Eastman  
*(Mark Cox Hub designate)*

Dennis Phillips, CEO, non-voting

Southwest VA Advisor, non-voting

### Public Sector

*(Mayor or designate)*

Sullivan County Mayor, Richard Venable

Washington County Mayor, Joe Grandy

City of Kingsport Mayor Pat Shull

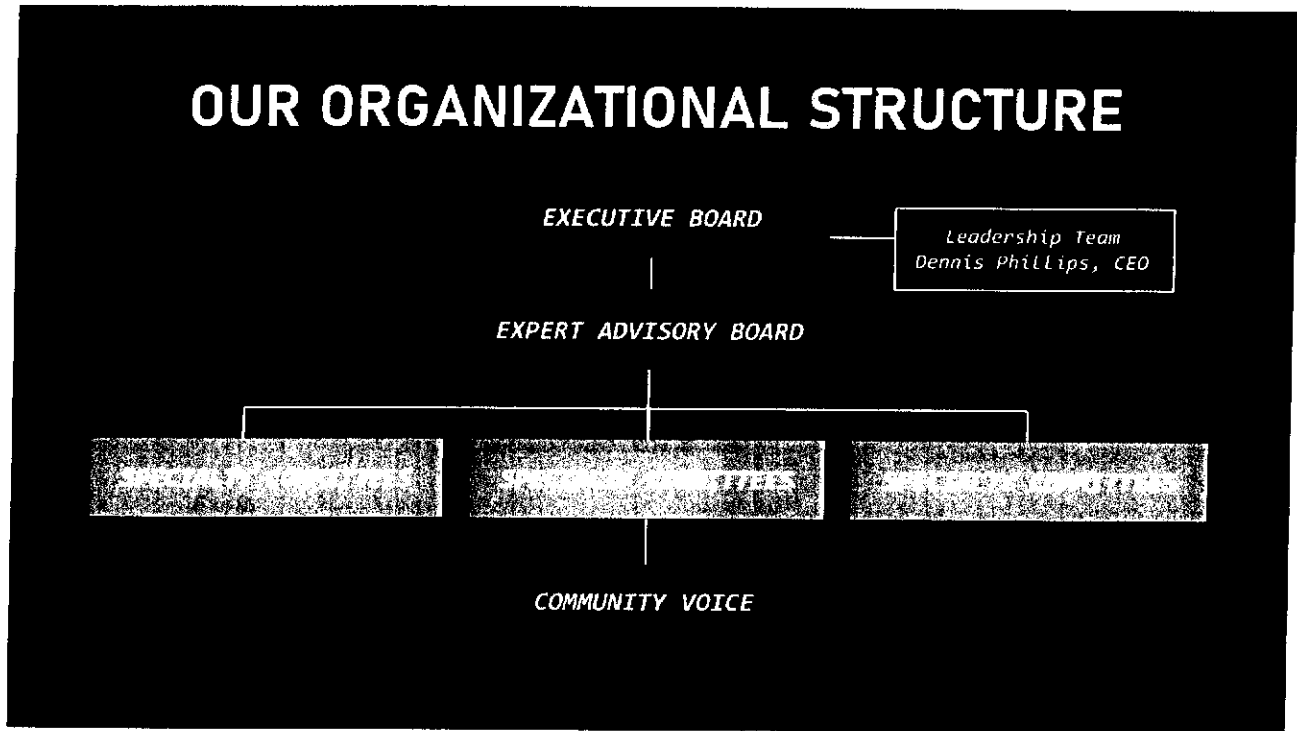
City of Johnson City Manager, Cathy Ball

Rotating Annual  
Representative From One:

- City of Bristol
- Johnson County
- Carter County
- Unicoi County
- Hawkins County
- Greene County

The executive board is headed by the President of Bristol Motor Speedway, Jerry Caldwell who serves as Chairman. Dr. Brian Noland, President of ETSU. Will Barrett, CEO of Bank of Tennessee. Alan Levine, CEO of Ballad Health. Mark Costa at Eastman has designated Mark Cox to serve on the board as well. Mark is a Senior Vice-President at Eastman. Also, on the executive board there are elected and city officials. Richard Venable, Sullivan County Mayor and Joe Grandy, Washington County's Mayor. Pat Shull, Mayor of Kingsport and Cathy Ball, Johnson City's City Manager. There will also be a rotating official from one of the following. The City of Bristol, Johnson County, Carter County, Unicoi County, Greene County, and Hawkins County. Dennis Phillips and an advisory from Southwest Virginia will serve as non-voting members to the board.

## OUR ORGANIZATIONAL STRUCTURE



Here is our roadmap for having a voice at the table for you within our organization. Our executive board is made up of our private company investors and some city and county leaders that we will talk about in a moment. We've hired our Launch CEO, Dennis Phillips, a businessman who also served as Mayor of Kingsport for a decade.

There will be an expert advisory board who are leaders within their field, ranging from marketing to workforce development. We will also have specialty committees for specific projects and recruitment elements of our campaigns. Along the way we will receive input from a variety of organizations representing our region's "community voice".

## Collaborative Assets



Here is one more example, the opportunities within the healthcare and biomed category – and the cross-border opportunities are plentiful. From NFI, a pharmaceutical manufacturer in Bristol, best known for their Blue EMU, to Crown Labs in Johnson City, to HMG who helped in the search for a COVID vaccine in Kingsport, collaboration around the pharma manufacturing and research tied to Ballad, the VA and the two schools at ETSU are powerful cross-border opportunities to grow our region's wealth and defer taxes to taxpayers here in the region.

There are many more examples, but you get the idea of how the HUB wants to help in successfully reaching your own goals, as well as our region.

## Collaborative Assets

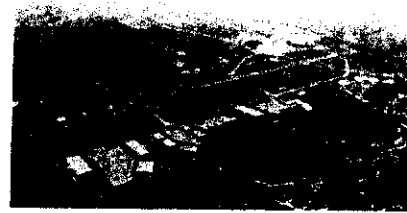
 **INDUSTRIAL**  
ELECTRONICS COMPANY



 **AEROSPACE PARK**  
TRI-CITIES AIRPORT, TN

**MOOG**  
PROTOKRAFT

**GENERAL  
DYNAMICS**



Regional Aerospace Park

We know that attracting businesses to locate at our Aerospace Park at Tri-Cities Airport is a cross-border collaboration with great potential. The Aerospace Park recently announced its first customer, Final Forge from Massachusetts will be constructing a 50,000 square foot facility to manufacturer advanced head gear for the military and police. We already have cross-border companies related to their business in computer chip processing at Industrial Electronics and a software company tied to aerospace. There is Bell in Piney Flats and General Dynamics in Souhtwest Virginia. Again, business without borders.

**Collaborative Assets** AUTOMOTIVE**ebmpapst****Koyo****SUNGWOHITECH****JTEKT**

And speaking of being near your customer, let's look at third tier automotive suppliers, serving big automakers in Greenville South Carolina, Spring Hill Tennessee and Chattanooga. We've seen significant growth in our region at the Washington County Industrial Park with foreign auto parts suppliers, in Greene County with John Deere. Again, the opportunities for synergies within a specific category.



## Collaborative Assets WORLDWIDE

**BAE SYSTEMS**

**EASTMAN**



**GENERAL  
DYNAMICS**



Here is another example. Economic developers are now asked what affiliated industries are nearby within their segment. Here to, the answer goes beyond county borders. Let's look at the area of advanced materials. When it comes to our region, some of the most advanced materials are within important defense contractors, such as BWXT (we use to know them as NFS) in Erwin. They are making materials that will power a submarine or aircraft carrier without a refueling for 50 years! Or, maybe it's BAE Systems, at Holston Defense. Or General Dynamics in Southwest Virginia making advanced material nose cones for military aircraft, or Art-A-Zan in Greene County (we knew them as Jarden Zinc). They make coins and architectural metals for the construction industry.

Certainly, Eastman in Kingsport, our largest employer. They are manufacturing advanced materials for everything from consumer goods, to the automotive industry. And Domtar and their advanced packaging technologies. The synergies between clusters of companies all within a given category, like advanced materials, can be leveraged in capturing the attention of industrial prospects who are likewise within their field.

Secondly, we can gain the interest of suppliers to these brands to locate closer to them to reduce supply chain issues with the hopes of growing their sales to their customers. These are the singles and doubles I mentioned about attracting smaller industrial prospects to our region.

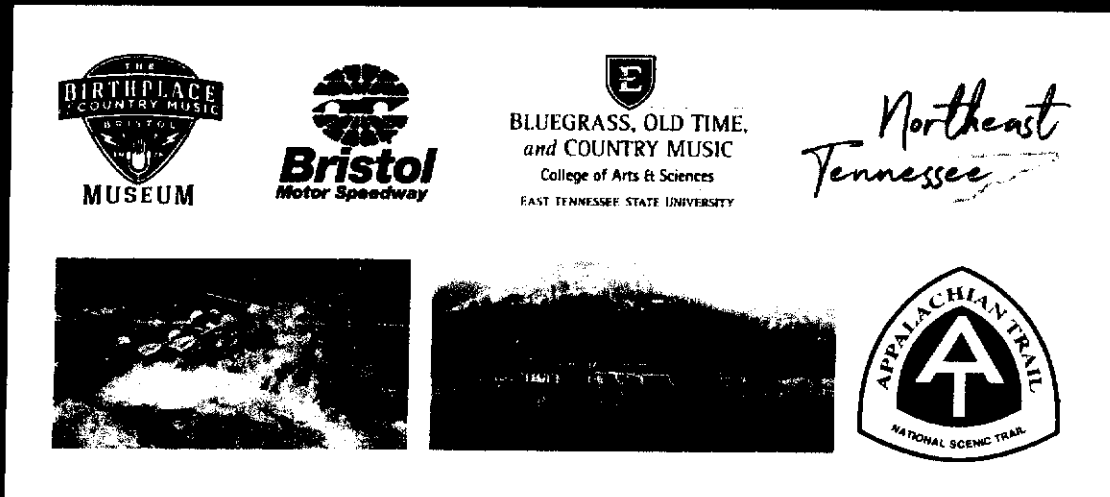
## Collaborative Assets



I want to also share our view on our collaborative assets that we will build on and rely on to build our brand. Let's start with the role of our educational assets here in our region. With all of these examples, also think about borders. Borders that sometimes stand in the way of building a greater story. We will start with workforce development. If you ask any economic developer in our region they will tell you that an industrial prospect will have a question about their available workforce as a key determining factor. They brands that you see on the screen are vital in delivering an answer to the workforce question beyond your own county border.

From Knoxville and Morristown to Wise Virginia, all of these educational assets play a key role on how you answer the workforce question. Of late, vocational training has been one of the most important factors in answering the workforce question. From Northeast State and Walters State and our Tennessee Colleges of Applied Technologies (or T-CATS) are extremely valuable. We have one in Carter County and soon there will be a new T-CAT in Washington County – so our workforce answer transcends borders.

## Collaborative Assets BRAND AWARENESS

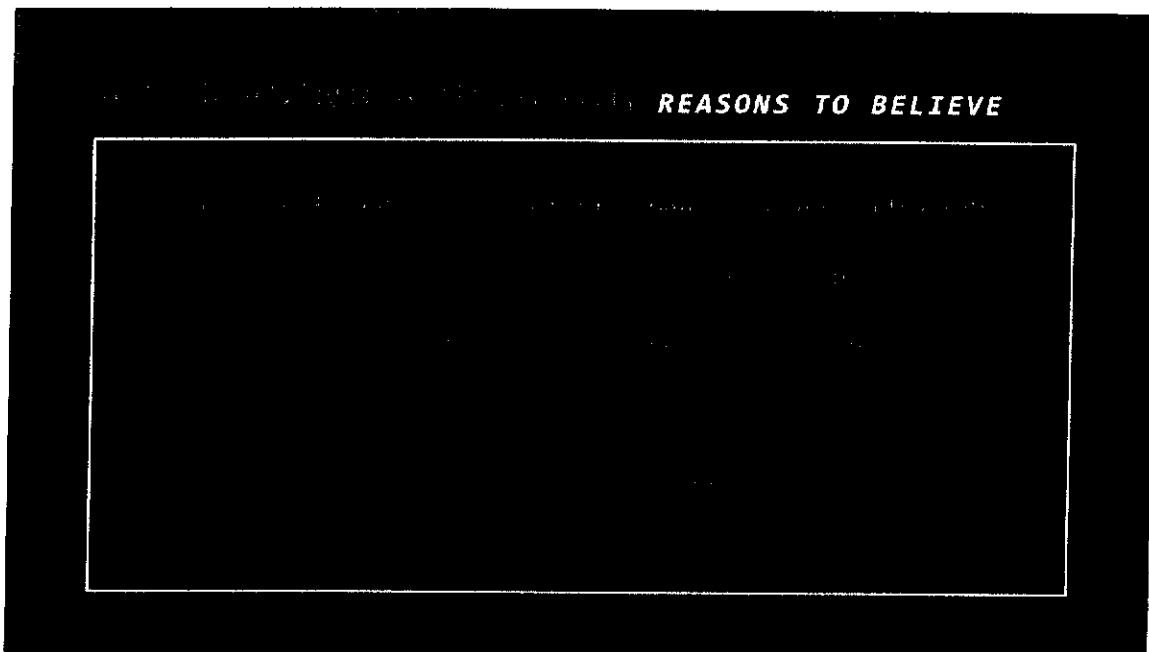


And we have some great assets to get started. How many times have you spoken to someone in California or New York and they ask you where you live and you say "Tennessee"? Most times they will say, "Oh, I love Nashville or Memphis," right. Then you go into a few minutes of referencing to giving them an idea where we live. You might say, "Ever hear of Bristol Motor Speedway, or you tell them that we are the Birthplace of Country Music, or that we have some beautiful lakes and whitewater rafting. Maybe they're heard or hiked the Appalachian Trail. Perhaps they've visited the Smoky Mountains or Gatlinburg OR know something about us through the work of the Northeast Tennessee Tourism Association. Maybe you tell them that we are near Asheville or Knoxville.

It's great that we have these existing assets, but we want to have an identity...a brand, that defines our region collectively. Our vision is that through the work of us collaboratively through this effort that we can say our brand and they will know exactly where we are on the map.

We will continue to win in the recruitment of talent here with existing job skills as well as those who are retiring to a better place to live. We are already reversing a trend in the region of a declining population and as we bring new industries and commercial operations here, they will be new job opportunities for those migrating here but more importantly, to keep our own children and grandchildren here with wonderful careers in high-paying jobs.

There are so many good things about our 8-county region. The HUB wants to amplify our collective stores and tell the nation and the world about why they ought to move here.



We think we have plenty of reasons the HUB can be a winning asset for you. Imagine an organization that is privately funded by some of the largest employers in our region coming to the table saying "How Can We Help" you grow? That doesn't happen in most markets in the U.S.

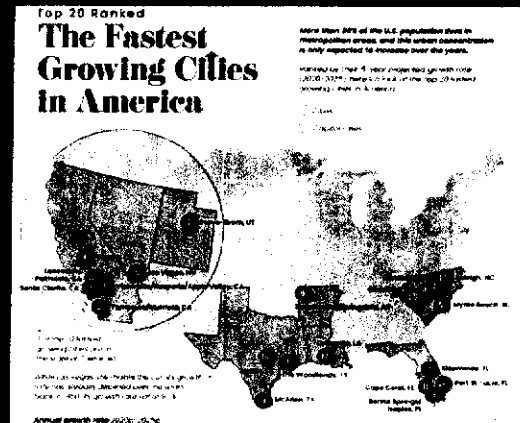
Other regions in the country have used this model for success. One example is the South Bend/Elkhart Indiana Regional Partnership whose strategies include educating a world-class workforce, recruit and retain great talent, attract, and grow complementary industries, promote inclusion and sparking opportunities for minorities, and help entrepreneurs thrive.

We want to swing for the fences to possibly hit a home run in industrial recruitment and get some large industrial manufacturers here, but we think that hitting a lot of singles and doubles are our best opportunity. Employers with 100 to 1,000 employees can be a big opportunity and limit the threat of a large manufacturer some day leaving our region.

When you look at our position in the country, we are perfectly placed to 8 of the top 10 markets, served by Interstates, rail and air. We have an abundance of raw materials, such as timber, and resources, such as low-cost power, fiber, and water.

## Outpace the Growth of the Top 50 Mid-Size Markets In The U.S.

- Broader Brand Awareness
- Industry Sector Focus (e.g., Advanced Materials)
- Infrastructure & Site Development
- Tourism & Remote Worker Recruitment
- Workforce Development
- Lifestyle & Amenities



Here's a good example. The pandemic changed a lot of things in the minds of business and among consumers. If you look at a map of the fastest growing mid-size markets, you don't see any in the Northeast, the Northwest or in the Midwest. It is a BIG opportunity. Where you see mid-markets growing is in the Carolinas, in Florida and Texas. We know that Tennessee is growing, especially in Middle Tennessee around Nashville which is a Boom Town. We want Northeast Tennessee to get its deserving piece of this once-in-a-lifetime trend of businesses and consumer looking to move to a better business and living environment.

Our vision is to build broader awareness about the good things that are here in the industrial sector as well as commercial development, tourism and remote worker recruitment is another part of our vision. We want to help in the build out of new industrial site and in helping to secure government funding for the necessary infrastructure to support those industrial site. We want to do what we can to support workforce development for new and better jobs that we can bring when we work together.

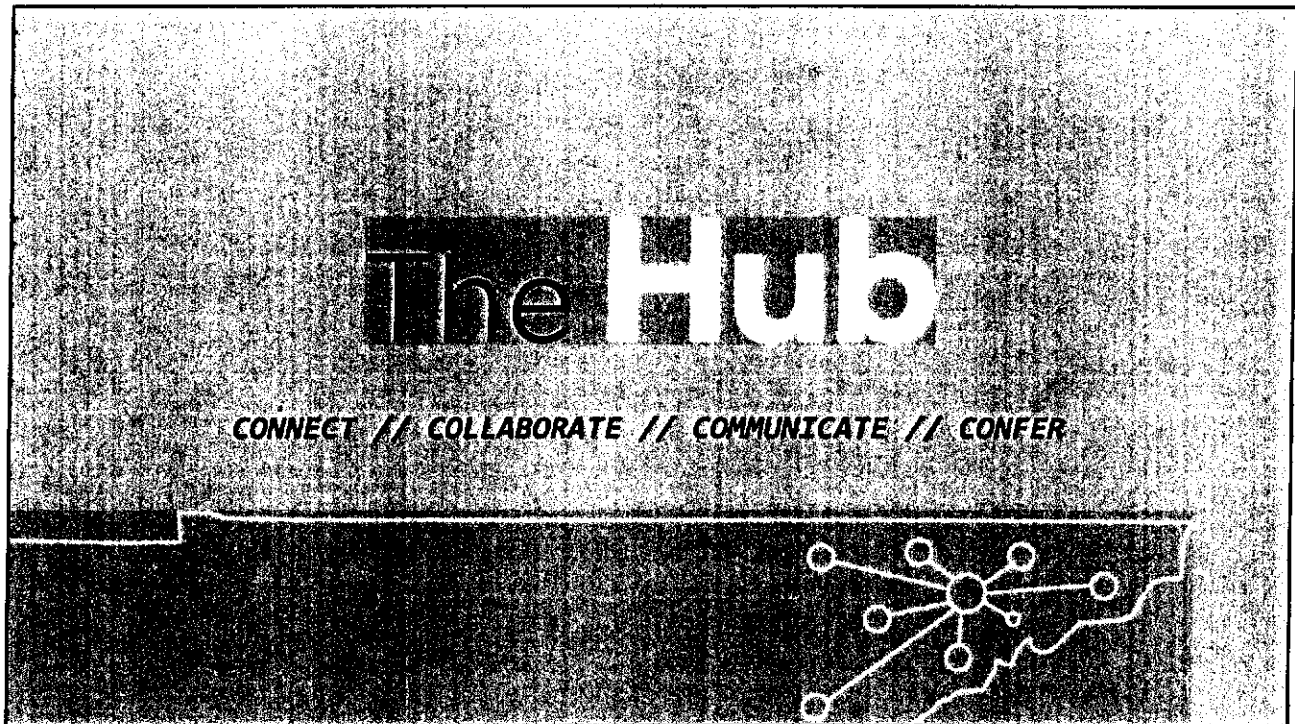
We know we have a great environment here for living, one of the most beautiful places in the world. Yet as we work together to build up our shared economies, we can make our lifestyle and amenities here even better...not just for the new people who will move here, but for us to enjoy as well.

- **Launched with private funding**
- **Support for existing organizations, not replacing them**
- **Here to amplify your own county or city initiatives**
- **Unifying and scaling the collective "voice" of our region**
- **Promote the 8-county region as a "brand" that lifts us all**

Let's begin with who we are. The HUB is a privately funded organization that is a 501(3) (C). Our mission is to support existing economic development organizations, whether it be a chamber of commerce or a tourism group or economic development group – NOT replace them.

You see, many smaller counties or towns don't have the funds to have a powerful ad campaign, or find a developer, or attract tourists to their communities. We are out to amplify what they ARE doing by collaborating on their message and amplifying it to a broader audience and help them to succeed. We can unify key messages for them and our region and scale them up for a national or international audience through a more unified voice.

We will do this by branding our entire 8-county region and make it compelling, We will draw positive attention to our 8-county region that will help all of us. Whether it's an industrial prospect. A commercial prospect. Tourists looking for something new to explore or families looking for a new place to live. We are out to put the region on the map and bring them here to grow our economy, to create new jobs, enhance our quality of life, support and grow our tourism trade and bring more taxpayers here to keep our taxes low.



Thank you from spending a few minutes to learn more about The HUB, who we are, and the great opportunities that our 8-county region has before it. Our goal is to connect with everyone that we can and collaborate in building shared success. We want a clear path of communicating with you and externally, to tell compelling stories of why our region is a great place to grow a business. We want to confer with you regularly to support your own efforts to accelerate success for everyone.



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**BY-LAWS**  
**OF**  
**REGIONAL HUB FOUNDATION**

**Effective: \_\_\_\_\_, 2022**

### **Article I: Introduction**

These By-Laws describe the structure and activities of the Regional Economic Hub Foundation (the "Hub"). The Hub is an independent, non-profit, public-private-social Membership organization organized under the applicable laws of the State of Tennessee.

### **Article II: Mission of the Regional Hub**

The mission of the Hub is to increase the overall and comprehensive prosperity of an 8 county area of Northeast Tennessee, comprised of Johnson, Unicoi, Carter, Washington, Sullivan, Greene, Hawkins and Hancock counties, and certain areas of Southwest Virginia, if applicable, including the promotion of economic growth, increased incomes, and better education, health, and quality of life for all of the Region's people.

With respect to executing the mission of the Hub, the Region is defined, upon initiation of the Hub, as including the aforementioned 8 Tennessee counties as stated above. At its discretion, the Executive Board of the Hub may expand the scope of the Region in the future.

In pursuing its mission, the Hub recognizes the Region's rich natural environment, history, heritage, and culture, and commits itself to preserve, protect, and steward that legacy, even as it pursues the many opportunities available to the Region to upgrade its competitiveness and vitality.

In executing its mission, the Hub will engage, and establish: (1.) a broad and diverse Membership (see Article IV); (2.) an Executive Board of Directors (see Article V); (3.) a Board of Advisors (see Article VI); and (4.) a full time-staff, led by a Chief Executive Officer (CEO) (see Article VII).

### **Article III: Activities of the Hub**

The Hub will act as a vehicle to perform certain activities, and to convene, coordinate, and support its private, public, and social sector Members as they undertake activities, in the following areas:

- (1.) Traditional Economic Development (e.g., recruitment of corporate investment in the Region) and attraction of business;
- (2.) Non-Traditional Economic Development (e.g., tourism);
- (3.) Workforce/Talent Development, including recruitment, retention, education;
- (4.) Entrepreneurship and Innovation;
- (5.) Communications and Marketing, both internal to the Region and to relevant external constituencies;

(6.) Government Relations, including with State and Federal governments.

#### **Article IV: Membership in the Hub**

Hub Membership shall consist of committed parties, both institutional and individual, from across the Region. The Hub will strive to be inclusive of all counties, cities, towns, and communities within the Region and all of its diverse sectors including business, government, and social sector Members. All Members shall contribute, as appropriate, financial resources, expertise, and talent to ensure broad-based and enduring benefits for the Members and for the public at large. Members shall include the following institutions and individuals:

- Private sector Members may include major corporations, small and medium-size enterprises, entrepreneurs, and Chambers of Commerce.
- Public sector Members may include government, or government-affiliated entities.
- Social sector Members may include educational institutions, non-profit/charitable/faith-based organizations, foundations, and social entrepreneurs.

#### **Article IV (A): Qualifications for Membership**

The Hub Membership shall consist of committed parties, individual and institutional, from across the Region. Members may include government entities, for-profit or non-profit corporations, general or limited partnerships, limited liability companies, associations, foundations, and other entities conducting business in the region and individually.

Individuals representing the Member, when the Member holds a seat on the Executive Board of Directors (see Article V) must be a high-ranking executive of the Member organization. No more than one elected official from any single governmental entity shall be permitted to hold a seat on the Executive Board of Directors of the Hub at any given time.

#### **Article IV (B): Classification of Members**

It is anticipated that these By-Laws may be amended by the Executive Board of the Hub after operations begin, or revised from time to time thereafter, to divide various classes of Membership and the rights and privilege of each such class of Membership and in other respects, as appropriate.

#### **Article IV (C): Status of Membership**

Membership in the Hub shall automatically terminate upon the death or dissolution of any Member, and may not be transferred or assigned by any means or for any purpose.

#### **Article IV (D): Termination of Membership**

The Executive Board may terminate any Membership in the Hub for any action taken by the Member deemed detrimental to the best interests of the Hub or for failure to support the Hub's purpose and mission. In the event that any such termination is contemplated, the Executive Board shall notify the Member in writing of the reason(s) for the proposed termination, and of the time and place at the meeting of the Executive Board at which termination is to be considered, not later than ten (10) days prior thereto. At the meeting, the Member shall be entitled to respond to the stated reason(s), and to be heard in the Member's own defense.

#### **Article IV (E): Meetings of Members**

Regular meetings of Members shall occur not less than quarterly, at a time and place set by the Executive Board.

#### **Article IV (E)(1): Annual Meetings of the Membership**

The annual meeting of the Members shall be held during the 3<sup>rd</sup> quarter of the calendar year at a time and location chosen by the Executive Board.

#### **Article IV (E)(2): Special Meetings of the Membership**

Special meetings of the Membership for any purpose or purposes may be called at any time by the CEO of the Hub or by the Executive Board at such time and place as the CEO or the Executive Board may prescribe. Special meetings of the Members may also be called by any two (2) or more Members. Upon request by such Members, the Secretary/Treasurer shall call such a special meeting of the Membership at such time and place as the Secretary/Treasurer may fix, not sooner than seven (7) days, nor more than two (2) months, after receipt of said request. If the Secretary/Treasurer shall neglect, or refuse, to issue such a call within five (5) days of such receipt, the Members making a request may issue the call, specifying the time and place of the meeting.

#### **Article IV (E)(3): Notice of Meetings**

Notice of the time and place of any annual, regular, or special meetings and in the case of annual and special meetings, the time, place, or purposes for which the meeting is called shall be delivered to each Member not less than seven (7) days before the date of the meeting by, or at the direction of, the Chair or the Secretary/Treasurer, or the officers or persons calling the meeting. Notice of regular meetings, other than the annual meeting, may be made by providing each Member with the adopted schedule of regular meetings for the ensuing year at any time after the annual meeting and ten (10) days prior to the next succeeding regular meeting and at any time when requested by a Member or by such other notice may be prescribed by these By-Laws. Such notice may be delivered by regular or express mail, private carrier, personal delivery, email, electronic network posting, or facsimile.

**Article IV (E)(4): Consent to Notice by Email**

If notice is provided to Members by email, it is effective only with respect to Members who have: (a) consented in writing, or by email, to receive notices transmitted by email; and (b) designated, in the consent, the message format that is accessible to the recipient, and the address, location, or system to which these notices may be emailed. A Member who has consented to receipt of emailed notices may revoke the consent by delivering (by mail, facsimile or email) a revocation to the Hub. The consent of any Member is revoked if the Hub is unable to transmit by email two (2) consecutive notices given by the Hub in accordance with the Member's consent, and this inability becomes known to the Secretary/Treasurer of the Hub or other person responsible for giving the notice. The inadvertent failure by the Hub to treat this inability as a revocation does not invalidate any meeting or other action.

**Article IV (E)(5): Delivery Notice by Email**

Notice provided by email to a Member who has consented to receive notice by such means is effective when it is sent by email to an address designated by the recipient for that purpose.

**Article IV (E)(6): Delivery of Notice by Posting to Electronic Network**

The Hub may provide notice of the time and place of any meeting of the Members by posting the notice on an electronic network (such as Listserv), provided that the Hub also delivers to the Member notice of the posting by mail, facsimile, or email (pursuant to the recipient's consent to receive notices by email), together with comprehensible instructions regarding how to obtain access to the posting on the electronic network. A platform may be used that manages the distribution of minutes, meeting packets, agendas and other non-sensitive documents.

**Article IV (E)(7): Delivery of Notice by Other Means**

If mailed, such notice shall be deemed to be delivered when deposited in the United States mail, addressed to the Member at his or her address, as it appears in the records of the Hub, with postage thereon prepaid. Other forms of notice described in this section are effective when received.

**Article IV (F): Meetings Held by Telephone or Similar Communications Equipment.**

To maximize participation in meetings of the various Boards, committees and members, meetings may be conducted, in whole or in part, by conference telephone, internet (Zoom, Teams, etc.) or similar communications equipment by means of which all persons participating in the meeting can hear each other at the same time and participation by such means shall constitute presence in person at a meeting, thus allowing business to be transacted as if all attendees were physically present in the same location.

**Article V: Hub Governance: Executive Board**

The governance of the Hub shall be based on a two-tier structure, consisting of an Executive Board of Directors (the "Executive Board"), and a Board of Advisors (the "Advisory Board"). The affairs of the Hub shall be governed, in all respects, executive and fiduciary, by the Executive Board, with the Advisory Board providing counsel and support.

**Article V (A): Membership of the Executive Board**

The Executive Board shall consist of individuals, and individuals representing institutions, drawn from those individuals or organizations whose commitment to the Hub's annual budget is at least \$50,000.00, consistent with Article IV (A). Private sector representatives on the Executive Board shall also include the Mayors (or their designee) of Sullivan and Washington counties, Johnson City and Kingsport and another city or county from within the region on a rotating basis whose initial participation shall have no funding requirement. The Executive Board shall also include the Hub CEO and a non-voting Southwest Virginia advisor whose participation shall have no funding requirement.

**Article V (B): Functions of the Executive Board**

The function of the Executive Board will be to act as ultimate governance and decision-making body for the Hub, including, but not limited to, the following activities:

- Fiduciary responsibility for the organization, including financial review and budgetary approval;
- Establishing of annual investment levels that are required of those individuals or entities who wish to serve on the Executive Board or Advisory Board, or otherwise hold positions of authority, and to establish the annual investment levels of Membership.
- Oversight of the Hub's overall strategy and performance;
- Oversight of the Hub's human resources, including the appointment of the organization's Chief Executive Officer and the final determination of the organization's human resource policies and practices, including determination of performance metrics for the organization and compensation for its full-time staff;
- Execution, as appropriate, of the role of ambassadors for the organization;
- Stewardship of the Hub's mission.

**Article V (C): Number and Distribution of Executive Board Directors**

The members of the Executive Board of the Hub shall be its Directors, all of whom shall be individual Members or representatives of institutional Members. The Directors shall each have one equal vote.

In addition to the Executive Board members, the CEO of the Hub shall serve as an ex-officio, non-voting member of the Executive Board and attend all meetings of the Executive Board except such sessions of the Board deemed to be executive sessions by the voting members of the Board.

**Article V (D): Vacancies on the Executive Board**

Vacancies on the Executive Board shall be filled no later than the next annual meeting, but may be filled sooner by vote of the Executive Board.

**Article V (E): Terms of Non-Rotating Executive Board Directors**

Executive Board members shall serve as long as they or the organization they represent supports the budget of the Hub at the level of \$50,000.00 or more, except as specified in Article V(A) above. .

**Article V (F): Officers of the Executive Board**

Officers of the Executive Board shall consist of a Chair, Vice-Chair, and Secretary/Treasurer. Candidates for these offices will be nominated, and approved, by the Executive Board. All officers shall be serving Board Directors, but no governmental official, nor employee of any governmental agency, shall serve as an officer.

**Article V (G)(1): Terms for Officers**

Each officer, elected by the Executive Board, shall serve a one (1) year term unless his or her term is extended by the Board or until his or her successor is duly elected.

**Article V (G)(2): The Office of the Chair**

The Chair shall have, and exercise, the customary executive powers pertaining to the office of Chair. He or she shall preside at meetings of the Executive Board. During the year following his or her term of office, the Chair shall continue to serve as a member of the Executive Board.

**Article V (G)(3): Office of the Vice-Chair**

The Vice-Chair shall perform the duties of, and exercise the authority of, the Chair in the latter's absence. The Vice-Chair shall also be responsible for other activities as may be assigned by the Chair. In the absence or disability of the Chair, the Vice-Chair shall act as interim Chair.

**Article V (G)(4): The Office of Secretary/Treasurer**

The Secretary/Treasurer shall keep records of the proceedings of the Executive Board, and of the Membership, administer the Membership register, sign all certificates of Membership that are not signed by the Chair and when requested by the Chair to do so, sign and execute with the Chair all

deeds, bonds, contracts, and other obligations or instruments, in the name of the Hub and affix the same to certificates of Membership and other proper documents or records.

**Article V (G)(5): Compensation**

Directors shall not be compensated for their service as Directors. The Hub may reimburse Directors for reasonable expenses, supported by verifying documentation, incurred as a result of the Director's service as Director.

**Article V (G)(6): Resignation**

Any Director may resign at any time by delivering written notice to the CEO or the Secretary/Treasurer of the Hub or by giving oral notice at a meeting of the Executive Board.

**Article V (G)(7): Removal**

The Executive Board may, at any time, remove any Director by a vote of the majority of Directors, whenever, in its judgment, it is in the best interest of Hub.

**Article V (G)(8): Vacancies**

Any vacancy occurring on the Executive Board by reason of disqualification, death, resignation, or removal of Director may be filled according to the procedures set forth in prior Sections.

**Article V (G)(9): Meetings of the Executive Board**

The Executive Board will meet quarterly, as well at such other times as determined by the Board and consistent with these By-Laws, in addition to attending the annual general meeting of the Membership as provided for in Article IV (E)(2).

**Article V (G)(10): Quorum**

A majority of the Executive Board shall constitute a quorum for the transaction of business except as otherwise provided for by law. The act of the majority of the Directors present at a meeting at which a quorum is present shall be the act of the Executive Board. In the event of a split (i.e., tie vote), the Chair shall cast the deciding vote. Proxy voting is not allowed, although each Director shall be permitted to designate, by written letter or email, a representative who may participate in the meetings in the Director's absence, and this shall be counted towards establishing a quorum and who may also vote on items that come before the Executive Board. At any meeting of the Executive Board at which a quorum is present, any business may be transacted and the Board may exercise all of its powers except as otherwise provided by these By-Laws. A Director who is present at such a meeting shall be presumed to have assented to the action taken at that meeting unless the Director's dissent, or abstention, is entered in the minutes of the meeting, or unless the Director delivers (personally, or by mail, facsimile, or email) his or her dissent or abstention to such action to the presiding officer of the meeting before the adjournment of the meeting, or to the Hub immediately after the adjournment of the meeting,



which dissent or abstention must be in writing or in an email. The right to dissent or abstain will not apply to any Director who voted in favor of such action.

#### **Article V (G)(11): Committees**

The Executive Board, by resolution adopted by a majority of the Directors in office, may designate and appoint standing or ad hoc committees of the Board. The Chair of each committee shall be approved by the Executive Board. In addition to the Directors, all Members, Advisory Board members, and supporters of the Hub shall be eligible to serve on such ad hoc committees and to serve as Chair of such committees. The Executive Board shall approve a charter for each committee. Each committee shall prepare minutes of each of its meetings, which shall be kept by the Secretary/Treasurer of the Hub. No committees shall have the authority of the Executive Board to authorize distributions, or to approve, or to recommend to Members, the dissolution, merger, sale, pledge, or transfer of all, or substantially all, of the Hub's assets, or to elect, appoint, or remove Directors, or to fill vacancies on the Executive Board or any of its appointments to any such committee. The delegation of authority to any committee shall not operate to relieve the Executive Board, or any individual Director, of any responsibility imposed on the Executive Board, or the individual Executive Board Director, by law.

The Executive Board shall appoint a Finance/Audit Committee which shall be responsible for overseeing the preparation of the annual budget of the Hub for presentation to, and approval by, the Executive Board. The Finance/Audit Committee shall also be responsible for monitoring the Hub's quarterly financial performance. The Secretary/Treasurer shall serve as the Chair of the Finance/Audit Committee.

The Executive Board shall also appoint a Human Resources Committee to oversee the formulation of the Hub's fundamental human resource policies and procedures and to determine appropriate performance metrics, and appropriate compensation, for the organization's full-time staff.

#### **VI: Hub Governance: Expert Advisory Board**

The Expert Advisory Board of the Hub shall provide support, assistance, and counsel to the Executive Board and to the CEO of the organization. A primary responsibility of the Expert Advisory Board is to ensure the participation of Members from all of the constituencies and communities within the Region, that all of those Members have appropriate voice and inclusion, and that the rich diversity of the Region is fully represented in the activities of the Hub.

#### **Article VI (A): Appointment of the Expert Advisory Board**

The Executive Board shall appoint an Expert Advisory Board consisting of individual Members, or individuals representing institutional Members, who meet the qualifications set forth in Article II.

#### **Article VI (B): Number and Distribution of the Expert Advisory Board**

The Expert Advisory Board will consist of no fewer than twenty (20), nor more than thirty (30), Advisors, unless modified by vote of the Executive Board. Members of the Expert Advisory Board shall be drawn from all sectors (e.g., business, government, and social), and all geographies within the Region. Expert Advisory Board members may include, but are not limited to, business representatives, elected officials, individuals engaged in areas of activity related to the Hub's mission, educators, nonprofit leaders, and other representatives of the Region. Each county in the region will have a minimum of one (1) representative on the Expert Advisory Board.

#### **Article VI (C): The Functions of Expert Advisory Board**

The activities of the Expert Advisory Board shall include, but not be limited to, the following:

- Provision of advice and counsel to the Executive Board and the CEO of the Hub, both solicited and unsolicited. By majority vote of the Expert Advisory Board, the Expert Advisory Board shall have the right to inquire of the Executive Board, and to receive timely response from the Executive Board with respect to that inquiry, on subjects of interest to the Expert Advisory Board if related to the mission of the Hub, as well as to suggest such subjects. The Expert Advisory Board shall also have the right to receive an update from the CEO of the Hub on relevant matters, from time to time, but not less than annually;
- Acting as representative voices of the broad diversity of the region, including all sectors and geographies;
- Participation in such task forces, ad hoc committees, or special projects as provided for in Article V (G)(11);
- Acting, as appropriate, as ambassadors for the Hub and the Region.

#### **Article VI (D): Meetings of the Expert Advisory Board**

The Expert Advisory Board shall meet no less frequently than three times annually, not including the annual general meeting of Members. From time to time, joint meetings of the Executive and Expert Advisory Boards may be held.

#### **Article VI (E): Voting Procedures of the Expert Advisory Board**

Votes of the Expert Advisory Board shall be a basis consistent with those outlined for the Executive Board in Article V (G)(10), with the exception that Advisors will not have the right to name a representative. For purposes of a quorum, a majority of the number Expert Advisory Board members shall be considered a quorum.

#### **Article VI (F): Term of Advisors**

Advisors elected to the Expert Advisory Board shall serve a term of one (1) year, which term may be renewed. No Advisor shall serve more than three (3) consecutive one (1) year terms.

**Article VI (G): Resignation**

Any Advisor may resign at any time by delivering written notice to the CEO or the Secretary/Treasurer of the Hub or by giving oral notice at a meeting of the Expert Advisory Board.

**Article VI (H): Removal**

The Executive Board may, at any time, remove any Advisor by a vote of the majority of the Executive Board, whenever, in its judgment, it is in the best interest of Hub.

**Article VI (I): Compensation**

Advisors shall not be compensated for their service as Advisors. The Hub may reimburse Advisors for reasonable expenses, supported by verifying documentation, incurred as a result of the Advisor's service as Advisor.

**Article VI (J): Vacancies**

Vacancies on the Expert Advisory Board shall be filled no later than the next annual meeting.

**Article VI (K) Officers of the Expert Advisory Board**

The Expert Advisory Board shall elect a Chair, Vice-Chair, and Secretary from among its members, on an annual basis. The Chair of the Expert Advisory Board shall provide a report on the activities of the Expert Advisory Board to the Executive Board quarterly.

**Article VI (L): Terms for Officers**

Each officer of the Expert Advisory Board shall serve a one (1) year term, or until his or her successor is duly selected.

**Article VI (M): Office of the Chair**

The Chair of the Expert Advisory Board shall have, and exercise, the customary executive powers pertaining to the office of Chair. He or she shall preside at meetings of the Expert Advisory Board. During the year following his or her term of office, the Chair of the Expert Advisory Board shall continue to serve as a member of the Expert Advisory Board.

**Article VI (N): Office of the Vice-Chair**

The Vice-Chair shall perform the duties of, and may exercise the authority of, the Chair in the latter's absence. The Vice-Chair shall also be responsible for such other activities as maybe assigned by the Chair. In the absence or disability of the Chair, the Vice-Chair shall act as interim Chair.

#### **Article VI (O): The Office of the Secretary**

The Secretary shall keep records of the proceedings of the Expert Advisory Board.

#### **Article VII: Chief Executive Officer of the Hub**

The Hub shall employ a Chief Executive Officer (CEO) charged with carrying out the policies of the Hub under the direct supervision of the Executive Board. The CEO's responsibility shall include implementation of strategic initiatives adopted by the Hub, the general supervision and management of the office and business affairs of the Hub, the supervision of its staff, and other duties as assigned from time to time. The CEO shall oversee all activities of Hub employees, conduct periodic performance evaluations of all employees, and have authority to hire and terminate all employees.

The CEO shall be responsible for carrying out the legal powers, obligations, and functions of the Hub as its agent. The CEO shall owe a duty of full responsibility, confidentiality, allegiance, and loyalty to the Hub and shall not engage in any self-dealing, or in other activities which would benefit his or her own self-interest.

The CEO shall be selected by the Executive Board and employed by the Hub without regard to political affiliation, race, gender, creed, ethnic background, et al, and shall serve at the pleasure of the Executive Board. The Executive Board may enter into an employment agreement with the Chief Executive Officer and shall define and provide for compensation and benefits to the CEO. The Executive Board shall have the authority to recommend employment and termination of the CEO. The CEO must establish residency within the Region within six (6) months of employment and thereafter maintain such residency, unless otherwise provided for by the Executive Board.

In addition to his or her activities with and through the Hub, the CEO must directly participate in other activities which will enhance the overall prosperity, economic development, competitiveness, and general wellbeing of the Region.

The CEO shall make a comprehensive annual report to the Executive Board of the Hub, and to the Advisory Board of the Hub, including the successes and failures of the relevant year as well as the goals for the coming year. The CEO will also assist in the preparation of the Hub's annual report, annual financial report, and annual budget.

#### **Article VIII: Administrative and Financial Provisions**

**Article VIII (A): Fiscal Year**

The last day of the Hub's fiscal year shall be June 30th.

**Article VIII (B): Loans Prohibited**

The Hub shall make no loans to any senior officer or to any Director.

**Article VIII (C): Corporate Seal**

The Hub shall not have a corporate seal.

**Article VIII (D): Books and Records**

The Hub shall keep at its registered office, its principal office, or at its Secretary/Treasurer's office (if in the state), the following documents (in electronic or hard copy form): the current Articles of Incorporation and By-Laws; a list of Members, including names and addresses of Membership; correct and adequate statements of accounts and finances; a list of Officers' and Directors' names and addresses; minutes of the proceedings of the Members, if any, and of the Executive and Advisory Boards, and any minutes which may be maintained by committees (permanent or ad hoc) of those Boards. The corporate records shall be borne by such Members except for copies of the Articles of Incorporation or By-Laws. Any such Member must have a purpose for inspection reasonably related to Membership interests. Provision to, or use, or sale, of Members lists by any Member is prohibited.

**Article VIII (E): Amendment of By-Laws**

These By-Laws shall be amended to address class of Membership, and each such class of Membership's rights and privileges, at such time as the Executive Board believes it is positioned to proceed with such amendments. Additionally, these By-Laws may be altered, amended, or repealed at any time, and from time to time, by the affirmative vote of two-thirds of the Executive Board Directors in office at any annual or special meeting of the Executive Board. Any proposed amendments or alterations shall be submitted to the Executive Board in writing at least thirty (30) days in advance of the meeting at which a final vote can take place.

**Article VIII (F): Rules of Procedure**

The rules of procedure at meetings of the Membership and of the Executive and Advisory Boards shall be the rules contained in Robert's Rules of Order on Parliamentary Procedure (Newly Revised), so far as applicable, and when not inconsistent with these By-Laws, the Articles of Incorporation, or with any resolution of the Executive Board.

**Article VIII (G): Annual Audit**

The financial records and accounts of the Hub shall be maintained in accordance with Generally Accepted Accounting Principles. An annual audit shall be prepared and submitted to the Executive Board within six (6) months after the close of the fiscal year by a certified public accountant selected by the Executive Board.

**Article VIII (H)(1): Contracts, Checks, and Drafts**

Unless otherwise authorized by the Executive Board, any two (2) of the following persons, the CEO, the Secretary, or the Treasurer shall execute contracts or other instruments on behalf of, or in the name of, the Hub. The Executive Board may from time to time authorize any other officer, assistant officer, or agent to enter into any contract or execute any instrument in the name of, and on behalf of, the Hub as it may deem appropriate, and such authority may be general or confined to specific circumstances.

The Chair, the Vice-Chair, the Secretary/Treasurer, and the Chief Executive Officer are authorized signees of all checks and drafts. Checks or drafts of up to \$500 may be signed by only the CEO. All checks and drafts in excess of \$500 must be signed by at least two (2) authorized signees. Should the cumulative amount paid to any single vendor exceed \$5,000 in a given fiscal year, any further checks or drafts to such vendor must be signed by at least two (2) authorized signees.

**Article VIII (H)(2): Deposits**

All funds of the Hub not otherwise employed shall be deposited from time to time to the credit of the Hub in such banks or other depositories as the Executive Board may authorize.

**Article VIII (I)(1): Indemnification**

The Hub shall indemnify every person who is or was a party or is or was threatened to be made a party to any action, suit or proceeding, whether civil, criminal, administrative or investigative, by reason of the fact that he or she is or was a Director, Advisor, officer, employee, committee member or agent of the Hub, or is or was serving at the request of the Hub as a Director, Advisor, officer, employee, agent, committee member or trustee of another corporation or of a partnership, joint venture, trust, employee benefit plan or other enterprise, including service on a committee formed for any purpose (and, in each case, his or her heirs, executors and administrators), against all expense, liability and loss (including counsel fee, judgments, fines, ERISA excise taxes, penalties, and amounts paid in settlement) actually and reasonably incurred or suffered by such person in connection with such action, suit or proceeding, to the fullest extent permitted by applicable law, as in effect on the date hereof and as hereafter amended. Such indemnification may include advances of expenses in advance of final disposition of such action, suit, or proceeding, subject to the provision of any applicable statute.

**Article VIII (I)(2): Non-exclusivity of Rights**

The indemnification and advancement of expenses provisions of Article VIII (I)(1) shall not be exclusive of any other right which any person (and his or her heirs, executors and administrators) may have or hereafter acquire under any statute, provision of the Articles of Incorporation, provision of these By-Laws, resolution adopted by the members, resolution adopted by the Executive Board, agreement, or insurance, purchased by the Hub or otherwise, both as to action in an official capacity and as to action in another capacity. The Hub is hereby authorized to provide for indemnification and advancement of expenses through its Articles of Incorporation, By-Laws, resolution of the Executive Board and other agreement.

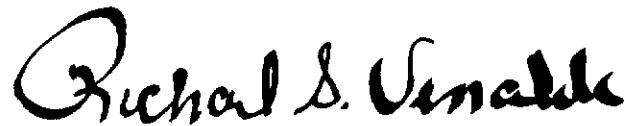
**Article VIII (I)(3): Insurance**

The Hub may maintain insurance, at its expense, to protect the Hub and any individual who is or was a Director, Advisor, officer, employee, committee member or agent of the Hub, or who, while a Director, Advisor, officer, employee, committee member or agent of the Hub, is or was serving at the request of the Executive Board or its CEO as a Director, Advisor, officer, partner, trustee, employee or agent of another corporation, partnership, joint venture, trust, employee benefit plan or other enterprise against any expense, liability or loss whether or not the Hub would have the power to indemnify such person against such expense, liability or loss under this Article.

\_\_\_\_\_, being the Secretary / Treasurer of the Regional Hub Foundation, hereby certifies that these By-Laws were duly adopted by the Board of Directors on the \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_, Secretary – Treasurer

AND THEREUPON COUNTY COMMISSION ADJOURNED AT 9:30 P.M. UPON MOTION MADE BY COMMISSIONER RANDY MORRELL TO MEET AGAIN IN REGULAR SESSION ON JULY 21, 2022.

A handwritten signature in black ink, reading "Richard S. Venable". The signature is written in a cursive style with a large initial "R".

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RICHARD VENABLE

COMMISSION CHAIRMAN