

COUNTY COMMISSION-REGULAR SESSION

353

OCTOBER 15, 2018

BE IT REMEMBERED THAT:

COUNTY COMMISSION MET PURSUANT TO ADJOURNMENT IN REGULAR SESSION OF THE SULLIVAN COUNTY BOARD OF COMMISSIONERS THIS MONDAY MORNING, OCTOBER 15, 2018, 9:00 A.M. IN BLOUNTVILLE, TENNESSEE. PRESENT AND PRESIDING WAS HONORABLE RICHARD VENABLE, COUNTY CHAIRMAN, 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 Comm. Crawford gave the invocation. The pledge to the flag was led by Col. Williams of the Sullivan South High School Jr. ROTC

COMMISSIONERS PRESENT AND ANSWERING ROLL WERE AS FOLLOWS:

DAVID AKARD, III	MARK A. HUTTON
JUDY BLAYLOCK	DWIGHT D. KING
TODD BROUGHTON	TONY LEONARD
DARLENE CALTON	HUNTER MICHAEL LOCKE
MICHAEL B. COLE	RANDY C. MORRELL
LARRY CRAWFORD	PATRICK W. SHULL
ANDREW K. CROSS	ANGIE STANLEY
JOYCE NEAL CROSSWHITE	ALICIA D. STARNES
JOHN GARDNER	GARY STIDHAM
COLETTE GEORGE	MARK A. VANCE
HERSHEL GLOVER	DOUG WOODS
TERRY L. HARKLEROAD	

23 PRESENT, 1 ABSENT

The following pages indicates 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. Crawford and seconded by Comm. Morrell to approve the minutes of the September 17, 2018 Regular Session of County Commission. Said motion was approved by roll call vote.

Agenda subject voting report

Meeting Name

Sullivan County Commission October 2018

10/15/2018

2 Roll Call by Teresa Jacobs, County Clerk
Attendance
Roll Call

354

Description

Chairman Venable, Richard

Total Vote Result

Voting start time 9:02:42 AM
Voting stop time 9:03:04 AM
Voting Configuration Roll Call - Attendances
Voting mode Open
Vote Result

Present	23
Total Present	23
Total Seats	24
Absent	1

Group Voting Result

Group	Yes	Absent
No group	23	0
Total Results	23	0

Individual Voting Result

Name	Yes	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	
Hutton, Mark ()	X	
Jones, Sam ()		
King, Dwight ()	X	
Leonard, Tony ()	X	
Locke, Hunter ()	X	
Morrell, Randy ()	X	
Shull, Patrick ()	X	
Stanley, Angie ()	X	
Starnes, Alicia ()	X	
Stidham, Gary ()	X	
Vance, Mark ()	X	
Woods, Doug ()	X	



Monday, October 15, 2018

9:00 a.m.

Agenda for Commission Meeting in Regular Session

* * * * *

- ❖ Commission Called to Order by Sheriff Jeff Cassidy
- ❖ Chairman Mayor Richard S. Venable presiding
- ❖ Invocation
- ❖ Pledge to the American Flag
- ❖ Roll Call by Teresa Jacobs, County Clerk
- ❖ Approval of Commission Minutes from Previous Meeting
- ❖ Special Guests & Proclamations
- ❖ Appointments & Confirmations
- ❖ Public Comment
- ❖ Approval of Notary Publics
- ❖ **ZONING**

Item #1 Sponsors: Gardner/ Calton
Amendments to Zoning Plan

Resolution No. 2018-10-01

Text Amendment



❖ **CONSENT AGENDA**

❖ **RESOLUTION AGENDA: OLD BUSINESS**

All resolutions approved in September 2018.

❖ **RESOLUTION AGENDA: NEW BUSINESS**

Item # 2 Sponsors: Shull/ Stidham Resolution No. 2018-10-61

RESOLUTION To Approve Establishment of a Long-Term Planning Committee of the Board of County Commissioners

Item # 3 Sponsors: Shull/ Stidham Resolution No. 2018-10-62

RESOLUTION To Approve Establishment of a Negotiating Team to pursue Consideration of a Potential Public/Private Partnership between Sullivan County, City of Kingsport, and PetWorks Animal Services for Consolidating Animal Control Under One Operating Agency

Item # 4 Sponsors: Vance/ Gardner Resolution No. 2018-10-63

RESOLUTION for Appropriation and Distribution of Grant from Tennessee Emergency Management / Homeland Security for Purchase of Equipment / Training

Item # 5 Sponsors: Locke/ Gardner Resolution No. 2018-10-64

RESOLUTION To Compensate Tim Flannagan for Video Broadcast of County Commission Meetings

Item # 6 Sponsors: Gardner/ Stanley Resolution No. 2018-10-65

RESOLUTION To Authorize the Sullivan County Purchasing Agent to enter into a thirty-six (36) month lease with Enterprise Fleet Mgmt for four (4) new Sheriff's Office vehicles

Item # 7 Sponsors: Stidham/ Crosswhite Resolution No. 2018-10-66

RESOLUTION To Establish a Veteran Service Office (VSO) AD HOC Committee to provide no more than three plans for replacing the current Sullivan County Veterans Office partnership that will be dissolving with the retirement of the current Veteran Service Officer in July/August 2020

❖ **Announcements**

❖ **Adjourn**

SULLIVAN COUNTY, TENNESSEE

PROCLAMATION

Proclaiming the Week of October 21-27, 2018 as Friends of Libraries Week in Sullivan County

WHEREAS, Friends of Tennessee Libraries and local Friends of Sullivan County Library groups are dedicated to the support of libraries as institutions essential to democracy and life-long learning; and

WHEREAS, Friends of Sullivan County Libraries help their libraries integrate the library thoroughly with the life and work of the community it serves; and

WHEREAS, Friends groups promote the joys and benefits of literacy, learning, and economic well-being for Tennesseans of all ages by investing time and effort in raising supplementary funds to enhance library resources and programming; and

WHEREAS, Friends groups also volunteer many hours of work to help libraries provide services and materials to their patrons; and

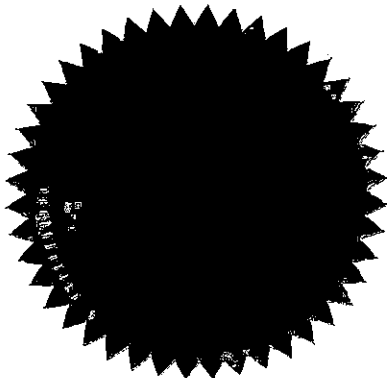
WHEREAS, the gifts of time and commitment by Friends of Libraries in Sullivan County set a positive example of civic engagement that benefits both volunteers and their communities;

NOW, THEREFORE, I, Richard Venable, Mayor of Sullivan County, Tennessee, do hereby proclaim the week of October 21-27, 2018, as

Friends of Libraries Week

in Sullivan County and encourage all citizens to join me in this worthy observance.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official seal of Sullivan County to be affixed this 15th day of October, 2018.



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





Sullivan County

*Board of County Commissioners
238th Annual Session*

**IN RE: Sullivan County Regional Planning Commission
Blountville, Tennessee**

Order Appointing Board Member

WHEREAS, the Sullivan County Regional Planning Commission does hereby certify to the Sullivan County Board of Commissioners, pursuant to T.C.A. §13-4-101, as duly adopted by Sullivan County, Tennessee, that a vacancy will occur upon said Regional Planning Commission by virtue of the expiration of a term office; and

WHEREAS, the Sullivan County Regional Planning Commission further certifies that nominee Mary Rouse of Bristol, Tennessee is qualified and willing to serve on the Sullivan County Regional Planning Commission.

NOW THEREFORE BE IT ORDERED, ADJUDGED AND DECREED by the Sullivan Mayor, Richard S. Venable, in his authority to appoint members to said Regional Planning Commission, pursuant to T.C.A. §13-4-101, that nominee Mary Rouse be appointed to serve on the Sullivan County Regional Planning Commission.

Term: October 2018 to October 2022.

A handwritten signature in black ink, reading "Richard S. Venable", is written over a horizontal line.

Richard S. Venable, Sullivan County Mayor

Said order confirmed and entered into the record of the Sullivan County Board of Commissioners this 15th day of October 2018.

A handwritten signature in black ink, reading "Teresa Jacobs", is written over a horizontal line.

Teresa Jacobs, Sullivan County Clerk

Motion made by Commissioner Gardner to accept appointment of Mary Rouse to the Sullivan County Planning Commission. 2nd by Commissioner Cross and Commissioner Akard. Voice Vote taken and approved.

Mary E. Rouse
144 Rouses Private Drive
Bristol, TN 37620
423-276-3719

PROFESSIONAL EXPERIENCE:

2017 – Current	Adjunct Professor – University of Tennessee, Knoxville, TN
2011 – 2017	Principal – Tennessee High School, Bristol, TN
2008 – 2011	Principal – Valley Pike Elementary School, Bristol, TN
2006 – 2008	Special Education Supervisor - Sullivan County, Blountville, TN
2001 – 2006	Principal – Sullivan East High School, Bluff City, TN
1997 – 2001	Principal – Holston Valley Middle School, Bristol, TN
1995 – 1997	Assistant Principal – Sullivan North High School, Kingsport, TN
1986 – 1995	Teacher – Holston Valley Middle School, Bristol, TN

EDUCATION:

East Tennessee State University

- **Doctorate**, Major: Educational Leadership, 2005
- **Masters of Arts**, Major: Educational Administration and Supervision, 1995
- **Bachelor of Science**, Major: Elementary Education, 1986

CERTIFICATIONS:

Tennessee Professional License: Doctorate

Areas of endorsement:

- Administration and Supervision, K-12
- English, 1-12
- Elementary, 1-8
- Superintendent
- Supervisor of Attendance
- Tennessee Career Ladder III



Sullivan County

*Board of County Commissioners
238th Annual Session*

**IN RE: Sullivan County Board of Zoning Appeals
Blountville, Tennessee**

Order Appointing Board Members

WHEREAS, the Sullivan County Board of Zoning Appeals does hereby certify to the Sullivan County Board of Commissioners, pursuant to T.C.A. §13-7-106, as duly adopted by Sullivan County, Tennessee, that a vacancy has occurred upon said Board of Zoning Appeals by virtue of the expiration of the term; and

WHEREAS, the Sullivan County Board of Zoning Appeals further certifies that the nominee, Alan Reed of Kingsport, Tennessee is qualified and willing to serve on the Sullivan County Board of Zoning Appeals; and

NOW THEREFORE BE IT ORDERED, ADJUDGED AND DECREED by the Sullivan County Board of Commissioners in their authority to appoint members to said Board of Zoning Appeals, pursuant to T.C.A. §13-7-106, that nominee, Alan Reed, be appointed to serve on the Sullivan County Board of Zoning Appeals.

Term: October 2018 to October 2022

Richard S. Venable, Sullivan County Mayor

Said order confirmed and entered into the record of the Sullivan County Board of Commissioners this

15th day of OCTOBER 2018.

Teresa Jacobs, Sullivan County Clerk

Motion to accept appointment of Alan Reed to the Sullivan County Board of Zoning Appeals by Commissioner Stanley. 2nd by Commissioner Crawford and Commissioner Gardner. Voice Vote taken and approved.



REED, ALAN C

TEAM MANAGER/CMD/KETONES

OBJECTIVE

To Serve on the Sullivan County
Zoning Board

SKILLS & ABILITIES

Proven Leadership Skills

Marketing Skills

Sales Skills

Community Involvement

Team Manager Graduate

Operator Apprentice Graduate

Training Skills

VITALS

318 Twin Hills Drive

Kingsport, TN 37660

T 423-416-9293

E alan@southernowellings.com

EXPERIENCE

EASTMAN CHEMICAL

01/16/95-PRESENT

Team Manager in Chemical Manufacturing/Ketones. Responsible for appropriate staffing, quality production of chemicals and the overall safety/leadership of my assigned crew. Attend meetings and work with other departments/areas to meet production goals. Responsible for coaching crew members and growing them in their careers at Eastman. Responsible for daily supervision and direction of the crew.

SOUTHERN DWELLINGS REAL ESTATE

09/2007-PRESENT

Residential and commercial listing and sales. Member of the Kingsport Chamber of Commerce and Home Builders Association. Network with local lending institutions, builders, agents and city/county personnel.

EDUCATION

EAST TENNESSEE STATE UNIVERSITY

Bachelors of Business Administration/Marketing

SULLIVAN SOUTH HIGH SCHOOL

Graduated May 1989

COMMUNICATION

Routinely hold crew meetings and lead safety discussions. Meet with Eastman management to discuss section leadership/goals. Lead meetings and present information to crew members.

Communicate often with buyers and sellers and negotiate sales contracts.

REFERENCES

Furnished upon request

**Sullivan County Board of Commissioners
Committee Assignments
2018-2019**

<p style="text-align: center;">Administrative</p> <p>Angie Stanley, Chairman</p> <p>Hershel Glover</p> <p>Mark Hutton</p> <p>Tony Leonard</p> <p>Hunter Locke</p> <p>Patrick Shull</p> <p>Gary Stidham</p> <p>Doug Woods</p> <p><i>Address Utility Issues</i></p>	<p style="text-align: center;">Budget</p> <p>Richard Venable, Chairman</p> <p>Darlene Calton</p> <p>Larry Crawford</p> <p>John Gardner</p> <p>Colette George</p> <p>Sam Jones</p> <p>Dwight King</p> <p>Randy Morrell</p> <p>Mark Vance</p> <p><i>Serves As Delinquent Tax & Title VI Cmte</i></p>	<p style="text-align: center;">Executive</p> <p>Terry Harkleroad, Chairman</p> <p>David Akard</p> <p>Judy Blalock</p> <p>Todd Broughton</p> <p>Michael Cole</p> <p>Andrew Cross</p> <p>Joyce Crosswhite</p> <p>Alicia Starnes</p> <p><i>Oversees Youth Home</i></p>
<p style="text-align: center;">Building Committee</p> <p>Mark Vance, Chairman</p> <p>Hershel Glover</p> <p>Dwight King</p> <p>Randy Morrell</p> <p>Terry Harkleroad</p> <p>Angie Stanley</p> <p><i>Meet As Called</i></p>	<p style="text-align: center;">Beverage Board</p> <p>Darlene Calton, Chairman</p> <p>Todd Broughton</p> <p>Larry Crawford</p> <p>Terry Harkleroad</p> <p>Tony Leonard</p> <p>Patrick Shull</p> <p>Doug Woods</p> <p><i>Serves As Adult-Oriented Est. Board</i></p>	<p style="text-align: center;">Insurance Committee</p> <p>Randy Morrell, Chairman</p> <p>David Akard</p> <p>Andrew Cross</p> <p>John Gardner</p> <p>Colette George</p> <p>Sam Jones</p> <p>Mark Vance</p> <p>Larry Bailey, Ex Officio</p>
<p style="text-align: center;">Agriculture Extension Committee</p> <p>Hershel Glover</p> <p>Gary Stidham</p>	<p style="text-align: center;">Historic Preservation & Tourism Advisory Committee</p> <p>Nancy Acuff, County Historian</p> <p>Betsy Carrier, Citizen</p> <p>Jim Hager, Citizen</p> <p>Shelia Hunt, Archives Director</p> <p>Owen Way, Citizen</p> <p>Judy Blalock</p> <p>Joyce Crosswhite</p> <p>Patrick Shull</p>	<p style="text-align: center;">Ethics Committee</p> <p>Jason Booher, Administrator of Elections</p> <p>Susan Ramsey, Trustee</p> <p>Bobby Russell, Circuit Court Clerk</p> <p>John Gardner</p> <p>Mark Hutton</p>
<p style="text-align: center;">Observation Knob Park Committee</p> <p>David Akard</p> <p>Michael Cole</p> <p>Andrew Cross</p> <p>Randy Morrell</p> <p>Mark Vance</p>		<p style="text-align: center;">Bays Mountain Park Committee</p> <p>Alicia Starnes</p> <p><i>Terms determined by By-Laws</i></p>
<p style="text-align: center;">Integrated Emergency Preparedness Council</p> <p>Jim Bean, EMA Director</p> <p>Larry Crawford</p> <p>Hunter Locke</p> <p>Angie Stanley</p> <p>Mark Vance</p>	<p style="text-align: center;">Liaison to City Governments</p> <p><u>Bluff City</u></p> <p>Hershel Glover</p> <p>Dwight King</p> <p><u>Bristol</u></p> <p>David Akard</p> <p>Mark Hutton</p> <p>Mark Vance</p> <p><u>Kingsport</u></p> <p>Larry Crawford</p> <p>Colette George</p> <p>Hunter Locke</p>	<p style="text-align: center;">Public Records Commission</p> <p>Joyce Crosswhite</p> <p>E. G. Moody</p> <p>Legrande Boyer</p> <p>Shelia Hunt</p> <p>Teresa Jacobs</p> <p>Sheena Tinsley</p> <p>Nancy Acuff</p>
<p style="text-align: center;">Planning Commission</p> <p>Colette George</p>		<p style="text-align: center;">Sullivan County Library Board</p> <p>Judy Blalock</p>

Agenda subject voting repc

Meeting Name

Sullivan County Commission October 2018

10/15/2018

7 Appointments & Confirmations
Vote

361

Description

Committee Assignments

Chairman

Venable, Richard

Total Vote Result

Voting start time 9:14:13 AM

Motion to approve by Comm.

Voting stop time 9:14:42 AM

Vance. 2nd by Comm. Hutton

Voting Configuration Vote

Voting mode Open

Vote Result

Yes	22
Abstain	0
No	1
Total Present	23
Absent	1

Group Voting Result

Group	Yes	No	Absent
No group	22	1	0
Total Results	22	1	1

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			
Hutton, Mark ()	X			
Jones, Sam ()				
King, Dwight ()	X			
Leonard, Tony ()	X			
Locke, Hunter ()	X			
Morrell, Randy ()	X			
Shull, Patrick ()			X	
Stanley, Angie ()	X			
Starnes, Alicia ()	X			
Stidham, Gary ()	X			
Vance, Mark ()	X			
Woods, Doug ()	X			

SULLIVAN COUNTY BOARD OF COMMISSIONERS

Regular Session

PUBLIC COMMENT

October 15, 2018

PLEASE PRINT

	Name	Street Address	City
1	Jerry SHARRETT	1104 BUCHELEN DR 3241 HENLOCK PARK DR	COLONIAL HEIGHTS
2	Cindy Holmes-Drury	340 Canterbury Dr.	Blountville
3	Kory Solid	326 Walnut Trail	Bristol, TN
4	Kya Conway	836 State St P	Bristol, TN
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

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

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Notaries to be elected October 15, 2018

JOHN PATRICK ALBRIGHT	KATHERINE LATHAM HOLT
PAIGE CAROLYN BLEVINS	JANICE L. HUMBLE
DEBORAH D BOGGS	L. KATHLEEN JOHNSON
BRIAN K BOLING	JESSICA DAWN JONES
TAYLOR BLAKE BOSTIC	SHARI HILLMAN KING
STEPHEN WAYNE BRUMIT	ALLISON THURMAN KOTH
ELIZABETH DENISE BUSTETTER	JOEL J. LAMB
JULIE R CANTER	PATRICIA A. LEONE
DANIEL JOSEPH CANTWELL	LORIE A MCNUTT
MELINDA HALL CASTLE	WANDA K MICHAELS
BECKY S DARNELL	NANCY A. MURRAY
AMANDA BLEVINS DEERE	CHEYENNE MORGAN POWERS
MILDRED ANNE FLETCHER	KIMBERLY ANN SCHONEMAN
LISA DAWN GRUBB	AMANDA SMITH
KARI J GYORI	MARIAH RHEA SYBERT SYBERT
MICHAEL D. HAMLIN	ANGELA TAYLOR
MICHELLE S HATLEY	SUSAN M THOMPSON
BRUCE A HAWKS	MARSHA S. VANDERPOOL
SARAH LAUREN HILLMAN	

PERSONAL SURETY
10,000.00
JAMES BRENT ROSWALL
JAMES MICHAEL NIDIFFER
RLI INSURANCE COMPANY
10000.00
CHARLES P. POPE

UPON MOTION MADE BY COMM. CRAWFORD AND SECONDED BY COMM. BROUGHTON TO
APPROVE THE NOTARY APPLICATIONS HEREON, SAID MOTION WAS APPROVED BY ROLL
CALL VOTE OF THE COMMISSION. 23 AYE, 1 ABSENT

**STATE OF TENNESSEE
COUNTY OF SULLIVAN**

**APPROVAL OF NOTARY
SURETY BONDS**

October 15, 2018

Name of Notary

**Misty Fischer
Judy A. Douglas
Tracy D. Davidson
Angelia D. Carter**

Personal Surety

**Donna Whitaker
Jilda Gilliam
Lois Bishop
Jennifer G. Starling**

Personal Surety

**Wendy Glover
Jack Adams
Charles Bishop
Samantha F. Rowlett**

UPON MOTION MADE BY COMM. CRAWFORD AND SECONDED BY COMM. BROUGHTON TO
APPROVE THE NOTARY BONDS OF THE ABOVE NAMED INDIVIDUALS, SAID MOTION WAS APPROVED
BY ROLL CALL VOTE OF THE COMMISSION. 23 AYE, 1 ABSENT

Agenda subject voting repo

Meeting Name

Sullivan County Commission October 2018

10/15/2018

9 Approval of Notary Publics
Vote

365

Description

Chairman

Venable, Richard

Total Vote Result

Voting start time 9:17:29 AM

Voting stop time 9:17:51 AM

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 Results	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			
Hutton, Mark ()	X			
Jones, Sam ()				
King, Dwight ()	X			
Leonard, Tony ()	X			
Locke, Hunter ()	X			
Morrell, Randy ()	X			
Shull, Patrick ()	X			
Stanley, Angie ()	X			
Starnes, Alicia ()	X			
Stidham, Gary ()	X			
Vance, Mark ()	X			
Woods, Doug ()	X			



Item 1
No. 2018-10-01

To the Honorable Richard S. Venable, Sullivan County Mayor and the Board of Sullivan County Commissioners meeting in Regular Session this 15th day of October, 2018.

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

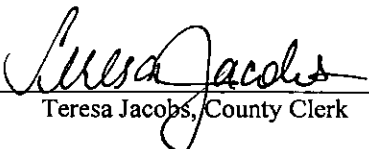
WHEREAS, the rezoning petition(s) have been duly initiated; have been before the appropriate Regional Planning Commission (recommendations enclosed); and shall receive a public hearing as required prior to final action from the County Commission; and


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 15th day of OCTOBER, 2018.

Attest: 
Teresa Jacobs, County Clerk

Approved: 
Richard S. Venable, County Mayor

Sponsor: Commissioner John Gardner

Co-Sponsor: Commissioner Darlene Calton

ACTION: Approved 10/15/18 by Voice Vote

REZONING OVERVIEW
SULLIVAN COUNTY COMMISSION MEETING

October 15 2018

RESOLUTION #1 - To Consider the Waiver of Rules for the following zoning amendments (map or text):

[illegible]

AGENDA
Sullivan County Board of County Commission
October 15, 2018

368

The Sullivan County Board of County Commissioners will hold a public hearing on Monday, October 15, 2018 at 9:00 A.M. in the Sullivan County Courthouse, Blountville, TN to consider the following requests:

1. Text Amendment

Ambre Torbett

From: Heather Moore <hmoore@bristoltn.org>
Sent: Tuesday, September 18, 2018 10:46 AM
To: Ambre Torbett
Cc: Cherith A. Marshall
Subject: Bristol Planning Commission recommendation on proposed Sullivan County Zoning Resolution text amendment - Accessory Dwelling Units Detached
Attachments: PC Recommendation letter.pdf; Staff Report.pdf

369

Good morning Ambre. It was nice to speak with you at our meeting.

Enclosed are both the staff report from yesterday's Bristol Municipal Regional Planning Commission meeting and a letter describing the Commission's recommendation to Sullivan County Commission. Please let us know if you need anything else.

Regards,

Heather Moore, AICP
Planner, City of Bristol, Tennessee
104 8th Street, Bristol, TN 37620
hmoore@bristoltn.org
423-989-5549

This e-mail is the property of the City of Bristol, TN and may contain confidential and privileged information. If you are not the intended recipient, please notify the sender immediately by return e-mail, delete this e-mail and destroy any copies. Any dissemination or use of this information by a person other than the intended recipient is unauthorized and may be illegal. The views and opinions expressed in this e-mail are those of the sender and are not necessarily those of the City of Bristol, TN.

F3. Minor Text Amendments/Corrections to Appendix A-102 – General Definitions: Everything in yellow is to be added

Setback Measurement – A horizontal measurement from the property line to the building setback requirement for the applicable zoning district. All structures shall meet the required building setbacks as measured from the property line to the overhang of such structure, including the overhang of the roof or any appurtenance or structural component thereof, but excluding mechanical heating and air units and guttering.

Yard, Rear – A yard extending along the full length of the rear property line that is most parallel to the front property line as measured from the road and the distance between such rear property line and the back plane of the principal structure.

Yard, Side – A yard extending along a side lot line from the required front yard to the required rear yard. A side yard abutting a street shall have the same setback requirement as the front yard setback. *(delete the rest as it conflicts with yard, front. Side yards that abut a public road must have the same setbacks as the front yard. Interior side yards are measured from the side property line to the side plane of the principal overhang of the structure).*

See Appendix C for illustrations that correspond to these definitions.

To Appendix A-102 – General Definitions:

Accessory Dwelling Unit (ADU) – An accessory dwelling unit (ADU) is smaller, incidental and subordinate to the primary dwelling on the same zone lot. The ADU is independently habitable and provides the basic requirements of shelter, heating, cooking, and sanitation. There are many types of ADUs that are either Attached to the Principal Dwelling Unit or Detached structures. *(See Appendix B-105, Accessory Uses)*

- Guest Cottage – a detached dwelling unit that is incidental and subordinate to the primary dwelling;
- Converted Garage or Garage Apartment – an accessory dwelling unit above or attached to a detached garage;
- Accessory Suite or "Granny Flat" – converted living space, attached garages, basements or attics or additions or a combination thereof for dwelling purposes of extended family;
- Boat House as a site-built permanent structure (not houseboat) above the TVA flowage easement.

Update Appendix B-105.1 – Accessory Uses, Parts 2 and 3

General Provisions. Each permitted Accessory Dwelling Unit (ADU) shall:

- a. Be customarily incidental to the principal use established on the same zone lot;
- b. Be subordinate to and serve such principal use;
- c. Be subordinate in area, extent and purpose to such principal use;
- d. Contribute to the comfort, convenience or necessity of users of such principal use;
- e. Shall be approved by the Tennessee Department of Environment & Conservation (TDEC) for additional bedrooms on the existing septic system for ADU-Attached and new septic systems for ADU-Detached such as garage apartments, guest cottages, and Boat Houses;

Part 3 – add Accessory Dwelling Unit (Detached Structures such as Guest Cottage, Garage Apartment, or Boat House)

- a. The square footage shall be no greater than the 50% of the total square footage of the primary dwelling unit;
- b. Shall be included in the total accessory structure maximum allowed square footage limitation for the zone lot;
- c. Shall be permitted only on lots two (2) acres or greater;
- d. Shall meet the building setbacks for principal structure and have additional road frontage requirement and be so designed that it can be subdivided out in the future;
- e. Shall be connected to a separate septic system as approved by TDEC and not connected to the same septic system as the primary dwelling unit;
- f. Shall not be approved on lots with recorded deed restrictions contrary to the zoning restriction herein.

Discussion at Meeting:

- *The members studied the text amendment as proposed. Discussion ensued regarding the distinction between floating houseboats and permanent site-built Boat Houses. Staff explained that all houseboats, whether made by a boat manufacturer or site-built made by an individual are houseboats if they float, have an engine, and composting toilet and are regulated by TVA. Houseboats are floating houses for recreational purposes. Boat Houses are site-built and are located above the TVA flowage easement on dry land. Boat Houses are considered accessory dwelling units as they have living quarters above the boats that are winched in. Houseboats may be docked indefinitely on a leased dock from a marina and must be approved by TVA. House Boats are detached from stationary docks or floating docks in privately owned land, not at a marina. ADUs regulated by the county must be outside of any TVA flowage easement.*
- *Discussion ensued regarding the need for secondary septic systems for all ADUs as well as enough land to maintain density of zone.*
- *After considerable discussion and study, Linda Brittenham motioned to forward a favorable recommendation of the revised text amendment to the city planners and County Commission.*
- *Mary Ann Hager seconded the motion and the vote in favor passed unanimously.*

Sullivan County Regional Planning Commission Action – Forward to County Commission

Approval: Brittenham, Hager – 6 yes, 1 absent, 2 vacancies	
Denied:	Reason for Denial:
Deferred:	Reason for Deferral:

G. **NEW BUSINESS:** - SEE ZONING TEXT AMENDMENT

H. **OLD BUSINESS:**
None scheduled

I. **OTHER MATTERS OF MUTUAL INTEREST:**

11. **Next Month's Rezoning Cases:** None

12. **TAPA Conference** – Planning Commissioner training on Friday, September 28th in the morning at MeadowView Conference Center. More information will be provided soon.

J. **UNSCHEDULED PUBLIC COMMENTS:** Anyone wishing to address the Planning Commission on matters of concern other than a scheduled agenda application is welcome to sign in on the list. In the interest of conducting business in a timely manner, citizens shall be limited to 3-5 minutes each. No action shall be made by the Planning Commission on matters otherwise not on the published agenda.

K. **ADJOURNMENT:**

- Members adjourned at: 7:20 PM
- The next regularly scheduled meeting will be held on: **September 18, 2018 at 6:00PM**

Approval of Minutes:

Sign: _____
Secretary of Planning Commission

Date: _____

Attest: _____
Alternate Secretary of the Planning Commission

Date: _____

Sullivan County Accessory Dwelling Unit Text Amendment

Property Information	County-wide		
Address			
Tax Map, Group, Parcel			
Civil District			
Overlay District			
Land Use Designation			
Acres			
Existing Use		Existing Zoning	
Proposed Use		Proposed Zoning	
Owner /Applicant Information			
Name: Sullivan County Address: 3411 TN-126 #30 City: Blountville State: TN Zip Code: 37617 Email: planning@sullivancountyttn.gov Phone Number: (423) 323-6440		Intent: To amend Appendices A and B of the Sullivan County Zoning Resolution, allowing for accessory dwelling units and related restrictions.	
Planning Department Recommendation			
(Approve, Deny, or Defer) The Kingsport Planning Division recommends APPROVAL			
Planner:	Ken Weems	Date:	9/4/18
Planning Commission Action		Meeting Date:	9/20/18
Approval:			
Denial:		Reason for Denial:	
Deferred:		Reason for Deferral:	

INTENT

To amend Appendices A and B of the Sullivan County Zoning Resolution, allowing for accessory dwelling units and related restrictions.

Introduction:

At the request of the Sullivan County Planning Commission/ Sullivan County Planning and Codes Department, the Kingsport Regional Planning Commission is requested to send a positive recommendation in support of the submitted zoning text amendment to the Sullivan County Commission. The amendment adds a definition for accessory dwelling units and related restrictions.

Presentation:

The proposal in its entirety is copied below. To differentiate the county proposal from city staff comment, the county proposal has been italicized. Section "F." is a minor cleanup of language defining county setback measurement and rear and side yards. The remaining language addresses the addition/ definition of accessory dwelling units and their related restrictions.

F. ZONING TEXT OR MAP AMENDMENT TO THE SULLIVAN COUNTY ZONING PLAN

F3. Minor Text Amendments/Corrections to Appendix A-102 – General Definitions: Everything in yellow is to be added

Setback Measurement – A horizontal measurement from the property line to the building. All structures shall meet the required building setbacks as measured from the property line to the overhang of such structure, including the overhang of the roof or any appurtenance or structural component thereof, but excluding mechanical heating and air units and guttering.

Yard, Rear – The yard area extending along the full length of the rear property line that is most parallel to the front property line as measured from the road and the distance between such rear property line and the back plane of the principal structure.

Yard, Side – A yard area extending along a side lot line from the required front yard to the required rear yard. A side yard abutting a street shall have the same setback requirement as the front yard setback.

Proposed Text Amendment to Allow Accessory Dwelling Unit Codes:**To Appendix A-102 – General Definitions:**

Accessory Dwelling Unit (ADU) – An accessory dwelling unit (ADU) is smaller, incidental and subordinate to the primary dwelling on the same zone lot. The ADU is independently habitable and provides the basic requirements of shelter, heating, cooking, and sanitation. There are many types of ADUs that are either Attached to the Principal Dwelling Unit or Detached structures. **(See Appendix B-105, Accessory Uses)**

- Guest Cottage – a detached dwelling unit that is incidental and subordinate to the primary dwelling;
- Converted Garage or Garage Apartment – an accessory dwelling unit above or attached to a detached garage;
- Accessory Suite or "Granny Flat" – converted living space, attached garages, basements or attics or additions or a combination thereof for dwelling purposes of extended family;
- Boat House as a site-built permanent structure (not houseboat) above the TVA flowage easement.

Update Appendix B-105.1 – Accessory Uses, Parts 2 and 3**General Provisions. Each permitted Accessory Dwelling Unit (ADU) shall:**

- a. Be customarily incidental to the principal use established on the same zone lot;
- b. Be subordinate to and serve such principal use;
- c. Be subordinate in area, extent and purpose to such principal use;
- d. Contribute to the comfort, convenience or necessity of users of such principal use;
- e. Shall be approved by the Tennessee Department of Environment & Conservation (TDEC) for additional bedrooms on the existing septic system for ADU-Attached and new septic systems for ADU-Detached such as garage apartments, guest cottages, and Boat Houses;

Part 2 – change to Accessory Dwelling Unit (Attached) keep the same language of sections a through g.**Part 3 – add Accessory Dwelling Unit (Detached Structures such as Guest Cottage, Garage Apartment, or Boat House)**

- a. The square footage shall be no greater than the 50% of the total square footage of the primary dwelling unit;
- b. Shall be included in the total accessory structure maximum allowed square footage limitation for the zone lot;
- c. Shall be permitted only on lots two (2) acres or greater;
- d. Shall meet the building setbacks for principal structure and have additional road frontage requirement and be so designed that it can be subdivided out in the future;
- e. Shall be connected to a separate septic system as approved by TDEC and not connected to the same septic system as the primary dwelling unit;
- f. Shall not be approved on lots with recorded deed restrictions contrary to the zoning restriction herein;

Zoning Text Amendments:**Discussion at Meeting:**

- The members studied the text amendment as proposed. Discussion ensued regarding the distinction between floating houseboats and permanent site-built Boat Houses. Staff explained that all houseboats, whether made by a boat manufacturer or site-built made by an individual are houseboats if they float, have an engine, and composting toilet and are regulated by TVA. Houseboats are floating houses for recreational purposes. Boat Houses are site-built and are located above the TVA flowage easement on dry land. Boat Houses are considered accessory dwelling units as they have living quarters above the boats that are winched in. Houseboats may be docked indefinitely on a leased dock from a marina and must be approved by TVA. House Boats are detached from stationary docks or floating docks in privately owned land, not at a marina. ADUs regulated by the county must be outside of any TVA flowage easement.
- Discussion ensued regarding the need for secondary septic systems for all ADUs as well as enough land to maintain density of zone.
- After considerable discussion and study, Linda Brittenham motioned to forward a favorable recommendation of the revised text amendment to the city planners and County Commission.
- Mary Ann Hager seconded the motion and the vote in favor passed unanimously.

Sullivan County Regional Planning Commission Action – Forward to County Commission

<i>Approval: Brittenham, Hager – 6 yes, 1 absent, 2 vacancies</i>	
<i>Denied:</i>	<i>Reason for Denial:</i>
<i>Deferred:</i>	<i>Reason for Deferral:</i>

Existing portion of Sullivan County code that is being amended (part 2 of the attachment):

B-105 ACCESSORY USES - In addition to the principal activities expressed above, each activity type shall be deemed to include activities customarily associated with, and appropriate, incidental, and subordinate to the principal activity when such accessory activity is located on the same zone lot as such principal activity and meets the further conditions set forth below.

B-105.1 Accessory Uses Permitted - Administrative Approval - The accessory uses enumerated within this section are permitted to the general definition of an accessory use and to a finding by the Building Commissioner that any specified criteria presented herein for the particular use has been met. Such accessory uses include the following:

1. Accessory Plant Raising and Animal Care - The raising of plant and animals including farming, pasturing, agriculture, horticulture, floriculture, viticulture, animal and poultry husbandry. Provided that any activity within this category shall not include the raising of more than two (2) animal units per acre.
2. Accessory Apartment (Granny Flat) - An apartment shall be considered an accessory use to any single-family residential activity that is a self-sufficient housekeeping unit; provided that the following conditions are met:
 - a. The single family residence is owner-occupied and meets all regulations for the district.
 - b. Only one (1) water meter shall be installed to service both units.
 - c. A maximum of twenty-five (25) percent of the gross floor area, excluding garage and utility space, shall be used for the accessory apartment.
 - d. No entrance that would be visible from the street shall be added solely for the purpose of providing direct outside access to the apartment.
 - e. The accessory apartment shall not be occupied by anyone other than a family member, defined as grandmother, grandfather, mother, father, sister, brother, son, daughter, mother-in-law, father-in-law, sister-in-law, brother-in-law, son-in-law, daughter-in-law, aunt or uncle.
 - f. An instrument shall be recorded with the Register's Office covenanting that the apartment is being established as an accessory use and may only be used under the conditions listed above.
 - g. The Building Commissioner may enforce the covenants provided herein.
3. Accessory Forestry Operations - Forestry operations, including harvesting and conversion of raw timber into finished lumber may be permitted as an accessory activity to a principal agricultural use provided that the following conditions are met:
 - a. All operations shall take place upon property from which the raw timber is harvested.
 - b. No finished products shall be sold commercially.
4. Accessory Storage Yards and Structures - Storage of goods sold by a principal commercial activity engaged in by the same firm on the same lot shall be considered an accessory use. All exterior storage yards shall be screened and buffered from public view and neighboring properties.
5. Administrative Office - Operation of an administrative office of a firm engaged in a principal manufacturing or commercial activity on the same zone lot, but only if such office does not occupy more than forty-nine (49) percent of the total floor area occupied by the same firm located on the same zone lot.
6. Bed and Breakfast Homestay - This activity may be permitted subject to the limitations of a minor home occupation where permitted (BZA special exception) (See Subpart 9 below) and the definition of this activity presented in Appendix A, Subsection A-103.6. Bed and Breakfast Homestay - A total of one (1) sign, not exceeding three (3) square feet in area, indirectly illuminated may be located flat against the wall of the residence or within a window of the residence. No yard sign is permitted.
7. Childcare Home - Family (5 to 7 unrelated children requires SUP approval)
 - a. All state and local licensing and code requirements including those pertaining to building, fire safety and health shall be met to the satisfaction of the approving agency at all times during operation of the facility.
 - b. Lot size, building coverage and setback provisions shall conform to those applicable to residential uses located within the zoning district.
 - c. One (1) off-street parking space shall be provided for the nonresident or non-family member employee in addition to the spaces required for the dwelling. The residential driveway is acceptable for this purpose.

The aim of this text amendment proposal is to assist the county with regulating the growing number of detached accessory dwelling units. The ultimate end goal of the proposal is to place restrictions on accessory dwelling units that create a way of separating the units via subdivision once the property changes ownership or life circumstances no longer require necessity of the detached accessory dwelling unit. The proposal mandates lots sizes 2 acres in size or larger, setbacks and road frontage akin to building a new principal structure, and a separate septic system.

The closest the City of Kingsport comes to such an allowance of a detached accessory dwelling unit is the existing accessory use of "living quarters without cooking facilities, but only for guests or domestic employees." These structures, similar to the county proposal, are limited to the maximum size of accessory structures in the residential zone. Inside Kingsport city limits, the accessory structure size limitation is 1,100 sq ft for residential zoned lots that are less than 2 acres in size. For residential lots over 2 acres in size, a formula of 2% of the total parcel area can be used for accessory structure allotment, with a maximum of 5,000 square feet.

Recommendation:

Staff recommends sending a positive recommendation to the Sullivan County Commission in support of the zoning text amendment. Planning staff find that the changes will be beneficial to the county by creating a method for permitting the structures, especially in the context of septic system loads that serve the majority of county parcels.

**THE CITY OF BRISTOL, TENNESSEE**

104 8th Street
P. O. Box 1189
Bristol, Tennessee 37621-1189

Community Development Department

Telephone: (423) 989-5549
Facsimile: (423) 989-5717
Email: hmoore@bristoltn.org

September 18, 2018

Ambre Torbett, AICP
Director of Planning & Codes
Sullivan County Government
3411 Highway 126, Suite 30
Blountville, Tennessee 37617
423.279.2886 fax
planning@sullivancountyttn.gov email

Dear Ms. Torbett,

The proposed text amendment on Accessory Dwelling Units - Detached to the Sullivan County Zoning Resolution received a favorable recommendation to Sullivan County Commission at the September 17, 2018 Bristol Municipal Regional Planning Commission meeting.

Please let me know if you have any questions at all. The staff report is attached.

Sincerely,

A handwritten signature in black ink, appearing to read "Heather Moore", is written over a faint, larger signature.

Heather Moore, AICP
Planner

**SULLIVAN COUNTY ZONING RESOLUTION
TEXT AMENDMENT RECOMMENDATION**



To: Bristol Municipal Regional Planning Commission

From: Heather Moore

Re: Sullivan County Zoning Resolution Text Amendment
(Accessory Dwelling Units – Detached)

Proposal:

Sullivan County planning staff has proposed a text amendment to the Sullivan County Zoning Resolution. The proposed amendment is to allow Detached Accessory Dwelling Units. The changes are to be presented to the Sullivan County Commission when Sullivan County has received comments from both Bristol and Kingsport regarding this proposal. As required by state law, the Bristol Municipal Regional Planning Commission is requested to review and forward a recommendation to the Sullivan County Commission in regards to the proposed changes.

The Sullivan County Planning Commission reviewed the draft and gave a unanimous recommendation on August 21, 2018 to approve the amendment.

F. ZONING TEXT OR MAP AMENDMENT TO THE SULLIVAN COUNTY ZONING PLAN

F3. Minor Text Amendments/Corrections to Appendix A-102 – General Definitions: *Everything in yellow is to be added*

Setback Measurement – A horizontal measurement from the property line to the building. All structures shall meet the required building setbacks as measured from the property line to the overhang of such structure, including the overhang of the roof or any appurtenance or structural component thereof, but excluding mechanical heating and air units and guttering.

Yard, Rear – The yard area extending along the full length of the rear property line that is most parallel to the front property line as measured from the road and the distance between such rear property line and the back plane of the principal structure.

Yard, Side – A yard area extending along a side lot line from the required front yard to the required rear yard. A side yard abutting a street shall have the same setback requirement as the front yard setback. (delete the rest as it conflicts with yard, front. Side yards that abut a public road must have the same setbacks as the front yard. Interior side yards are measured from the side property line to the side plane of the principal overhang of the structure).

See Appendix C for illustrations that correspond to these definitions.

Proposed New Ordinance to Allow Accessory Dwelling Unit Cottages

To Appendix A-102 – General Definitions:

Accessory Dwelling Unit (ADU) – An accessory dwelling unit (ADU) is smaller, incidental and subordinate to the primary dwelling on the same zone lot. The ADU is independently habitable and provides the basic requirements of shelter, heating, cooking, and sanitation. There are many types of ADUs that are either Attached to the Principal Dwelling Unit or Detached structures. (See Appendix B-105, Accessory Uses).

- Guest Cottage – a detached dwelling unit that is incidental and subordinate to the primary dwelling.
- Converted Garage or Garage Apartment – an accessory dwelling unit above or attached to a detached garage.
- Accessory Suite or "Granny Flat" – converted living space, attached garages, basements or attics or additions or a combination thereof for dwelling purposes of extended family.
- Boat House as a site-built permanent structure (not houseboat) above the TVA flowage easement.

Update Appendix B-105.1 – Accessory Uses, Parts 2 and 3

General Provisions. Each permitted Accessory Dwelling Unit (ADU) shall:

- a. Be customarily incidental to the principal use established on the same zone lot.
- b. Be subordinate to and serve such principal use.
- c. Be subordinate in area, extent and purpose to such principal use.
- d. Contribute to the comfort, convenience or necessity of users of such principal use.
- e. Shall be approved by the Tennessee Department of Environment & Conservation (TDEC) for additional bedrooms on the existing septic system for ADU-Attached and new septic systems for ADU-Detached such as garage apartments, guest cottages, and Boat Houses.

Part 2 – Change to Accessory Dwelling Unit (Attached) Keep the same language of sections as existing

Part 3 – add Accessory Dwelling Unit (Detached Structures such as Guest Cottage, Garage Apartment, or Boat House)

- a. The square footage shall be no greater than the 50% of the total square footage of the primary dwelling unit.
- b. Shall be included in the total accessory structure maximum allowed square footage limitation for the zone lot.
- c. Shall be permitted only on lots two (2) acres or greater.
- d. Shall meet the building setbacks for principal structure and have additional road frontage requirement and be so designed that it can be subdivided out in the future.
- e. Shall be connected to a separate septic system as approved by TDEC and not connected to the same septic system as the primary dwelling unit.

Shall not be approved on lots with recorded deed restrictions contrary to the zoning restriction herein.

Analysis:

The Bristol Municipal Regional Planning Commission must provide a formal recommendation to the Sullivan County Commission regarding any proposed amendment to the Sullivan County Zoning Resolution because any text amendments may affect zoning matters on parcels located within Bristol's Urban Growth Boundary.

Staff believes the text amendments to Appendix A-102 – General Definitions will provide clarity and alleviate confusion in the review and approval process. The first two definitions are additions which will provide for more sound measurement. The third is a proposed update, with which staff sees no potential problem. The fourth change creates Accessory Dwelling Unit as a defined term.

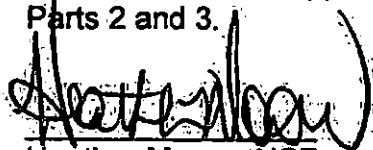
Part 1 of Appendix 105.1 provides general provisions for Accessory Dwelling Units. The proposed amendment includes change to Appendix B-105.1, Part 2. The Appendix B-105.1, Part 2 amendment proposes to change accessory apartments to Accessory Dwelling Units (Attached). Part 3 amendment proposes to add new language for Accessory Dwelling Unit (Detached Structures such as Guest Cottage, Garage Apartment, or Boat House). A list of regulations is provided with Part 3 that staff believes will maintain these accessory uses as the intended accessory residential use. Staff finds no problem with the proposed alterations to Appendix B-105.1, Parts 2 and 3.

The City of Bristol, TN Zoning Ordinance allows for accessory dwelling units as follows: Section 212 – Location of Accessory Structures on Residential Lots of Bristol Zoning Ordinance state:

3. Accessory structures shall not be used for human habitation except as an extension of the residential use of the principal building for residential habitation for clearly residential, non-income producing occupancy by a family member or temporary houseguest. The use of an accessory structure as a continually occupied, income producing, separate dwelling unit for lease, rent, or trade is strictly prohibited.

Staff Recommendation:

Staff recommends the Bristol, Tennessee Municipal Regional Planning Commission send a favorable recommendation to Sullivan County Commission to amend Sullivan County Resolution Appendix A-102 – General Definitions, B-105.1 – Accessory Uses, Parts 2 and 3.


Heather Moore, AICP
Planner



CONSENT AGENDA

Monday, October 15, 2018

Regular Session

Item # 4 Sponsors: Vance/ Gardner Resolution No. 2018-10-63

RESOLUTION for Appropriation and Distribution of Grant from Tennessee Emergency Management / Homeland Security for Purchase of Equipment / Training

NOW THEREFORE BE IT RESOLVED that the Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session on the 15th day of October, 2019 hereby approve accepting a grant up to the amount of \$128,526.00 available through the Tennessee Emergency Management Agency / Homeland Security to be used for the purchase of equipment / training. Account Codes to be assigned by the Director of Accounts and Budgets.

Item # 6 Sponsors: Gardner/ Stanley Resolution No. 2018-10-65

RESOLUTION To Authorize the Sullivan County Purchasing Agent to enter into a thirty-six (36) month lease with Enterprise Fleet Mgmt for four (4) new Sheriff's Office vehicles

NOW THEREFORE BE IT RESOLVED that the Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session, hereby authorize the Sullivan County Purchasing Agent to execute a thirty-six (36) month lease @ approximately \$3,000 per month, or approximately \$36,000 per year, and approximately \$108,000 total, with Enterprise Fleet Mgmt as recommended by the Sullivan County Sheriff's Office Administrative personnel.

Agenda subject voting repc

Meeting Name

Sullivan County Commission October 2018

10/15/2018

11 CONSENT AGENDA
Vote

Description

386

Item #4 Resolution No. 2018-10-63

Item #6 Resolution No. 2018-10-65

Chairman

Venable, Richard

Total Vote Result

Voting start time

9:59:25 AM

Motion by Comm. Cole

Voting stop time

9:59:45 AM

2nd by Comm. Crawford

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 Results		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			
Hutton, Mark ()	X			
Jones, Sam ()				
King, Dwight ()	X			
Leonard, Tony ()	X			
Locke, Hunter ()	X			
Morrell, Randy ()	X			
Shull, Patrick ()	X			
Stanley, Angie ()	X			
Starnes, Alicia ()	X			
Stidham, Gary ()	X			
Vance, Mark ()	X			
Woods, Doug ()	X			

QUESTIONS BEFORE THE COMMN.

No.
Roll
*Call*No.
Roll
Appt

No.

No.

No.
Comm.
Assignments

No.

No.
Consent
Agenda

No.

No.

NAMES OF COMMISSIONERS

Aye Nay Aye Nay Aye Nay Aye Nay Aye Nay Aye Nay Aye Nay Aye Nay Aye Nay

Akard

✓

✓

✓

✓

Blaylock

✓

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Brighton

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Calton

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Vance

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Woods

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✓

23 Pres.

23 Aye

22 Aye

23 Aye

1 Absent

1 Absent

1 Nay

1 Abs.

1 Abs.



To the Honorable Richard S. Venable, Sullivan County Mayor and the Board of Sullivan County Commissioners meeting in Regular Session this 15th day of October 2018.

RESOLUTION To Approve Establishment of a Long-Term Planning Committee of the Board of County Commissioners.

WHEREAS, the current Standing and Special Committees are usually narrowly focused on more short-term topics affecting governmental operations over the course of the current Fiscal Year; and

WHEREAS, the County Commission must ascertain the long-term needs and requirements pertaining to the provision of county governmental services to our citizens; examples being the following but not limited to: formulating a Capital Projects Plan; reviewing land use, Smart Growth and environmental issues; determining long-term major fiscal needs and examining the county debt position; considering economic development opportunities and concerns; synthesizing issues identified by other Committees that have a long-term impact on the County and developing integrated plans and policies pertaining thereto; and

WHEREAS, the Long-term Planning Committee would be considered an internal committee of the County legislative body, and therefore, can be created by the County Commission with no independent power to act and may only make recommendations to the full County legislative body. Thus, the County Commission is empowered to create subject committee, choose its membership, and determine the scope of duties.

NOW, THEREFORE BE IT RESOLVED that the Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session hereby approves the establishment of a Long-Term Planning Committee comprised of no fewer than six (6) and no more than eight (8) County Commissioners to be appointed annually in October of each year by the Board of County Commissioners as a whole. The Committee, once formed, will determine its Chair and appropriate meeting dates and times.

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 _____ 2018.

Attest: _____
Teresa Jacobs, County Clerk

Approve: _____
Richard S. Venable, County Mayor

Sponsored By: Commissioner Patrick Shull

Co-Sponsor(s): Commissioners Gary Stidham, Todd Broughton, David Akard, Michael Cole, Alicia Starnes, Mark Hutton, Hunter Locke

ACTIONS: 1st READING 10-15-18

THE CASE FOR A LONG-TERM PLANNING COMMITTEE

In the United States our state government organizations are generally modeled after the national government structure, with three branches having distinct powers, and serving as a “check and balance” on the other branch.

The distinguishing characteristic of Tennessee County government is the fragmentation of the executive branch into several separate departments headed by a popularly elected “Constitutional Officer.”

While this unique division of executive power prevents any one department from accruing excessive power, it also inhibits cooperation and unified action within the executive branch. Essentially each Constitutional Officer is a “free agent” reporting only to the people who elected him. For example, each department prepares an annual budget request without any consideration of the needs of the other departments. Further, since public funding is not unlimited, these departments do, in fact, compete with one another to secure funding by appealing to the legislative branch. Thus, the County Commission, which sets the tax rate and approves the final, unified budget, is **the check upon the executive branch, and must balance the funding requirements presented by each executive department.**

Another unique feature of Tennessee County government is that a Constitutional Officer can sue the County IF this officer believes that the Commission has not provided enough funding necessary to support the operation of his department. Again, this officer has no obligation to consider the effect of his action on the other departments.

Unfortunately, within the last five years Sullivan County was sued twice by one of its Constitutional Officers, each time due to disagreement regarding department funding levels. The lawsuit was not an unforeseen natural disaster like a tornado. But settlement of the suit had an unplanned, significant financial ripple impact on the entire County government. In my view, appropriate long-term planning conducted by both the department and the Commission, working together, could have provided the required understanding and cooperation needed to resolve the dispute without recourse to legal action.

As illustrated above, the Sullivan County Commission rarely engages in serious long-term planning (defined herein as greater than one year into the future) that integrates various department plans into a coherent master plan for the County.

This fact raises the question; "Who should engage in long-term County planning?" The short answer is all of us – the Commission and the various departments. But an effective County plan is one that integrates the needs of all departments and considers potential effects on the County government as a whole.

The entire County Commission can be rightfully viewed as a 24-person committee. However, the larger the group the more difficult it is to gather and synthesize relevant information; work through issues; achieve focus and mutual understanding; set priorities; gain consensus; and develop sound recommendations.

Accomplishing these tasks *might* be accomplished through the three major standing committees. However, our history indicates that these Committees tend to focus on the immediate task at hand (E.G. pending resolutions; next FY budget considerations, etc.) and act without regard to any long-term implications.

Therefore, I **strongly** recommend the formation of a Long-Term Planning Committee as described in the Resolution before you. This is the best vehicle to perform the tasks described above in an effective, timely manner. Of course, this Committee would report routinely to the whole Commission on its findings and recommendations.

Failure by the County Commission to plan, especially in the long-term allocation of funding, is a derogation of duty. However, productive planning for the future will give the Commission the ability to anticipate future requirements, act proactively, and end the current "reactive" mode where every new issue is a surprise.

COL Patrick W. Shull, USA (Ret)

Commissioner, District 11



Item 3
No. 2018-10-62

To the Honorable Richard S. Venable, Sullivan County Mayor and the Board of Sullivan County Commissioners meeting in Regular Session this 15th day of October 2018.

RESOLUTION To Approve Establishment of a Negotiating Team to pursue Consideration of a Potential Public/Private Partnership between Sullivan County, City of Kingsport, and PetWorks Animal Services for Consolidating Animal Control Under One Operating Agency.

WHEREAS, Animal Control is an important governmental concern related directly to the health and welfare of our citizens.

WHEREAS, the Sullivan County government currently provides animal control and shelter services to the citizens of only the non-incorporated areas of Sullivan County; and on a contract basis to The City of Bristol.

WHEREAS, animal control objectives include providing services in the most cost-effective manner; while minimizing the need for animal euthanasia, utilizing citizen volunteers, and encouraging private donations of funds and supplies.

WHEREAS, PetWorks, a non-profit 501 (c) (3) corporation aligned with the City of Kingsport in a public/private partnership, is pursuing a plan to build a modern animal control/services facility recommended by both CTAS and MTAS. Said facility will be designed to be capable of expanding to meet animal control needs throughout the County.

NOW, THEREFORE BE IT RESOLVED that the Board of County Commissioners assembled in Regular Session hereby approves the formation of a County Negotiation Team to meet with PetWorks representatives (and the City of Kingsport as required) for exploring the terms and conditions pursuant to consolidation of County-wide animal control/services within the PetWorks framework. Negotiation team shall consist of: 1) County Mayor, and 2) Three (3) County Commissioners chosen by the Board of County Commissioners. This team shall begin their work within two weeks of passage of this resolution, and report progress to the Commission at each monthly Commission work session.

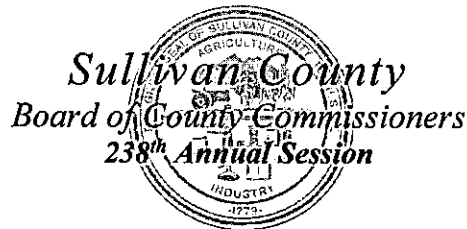
This resolution shall take effect from and after its passage. All resolutions in conflict herewith be and the same rescinded insofar as such conflict exists.

Approved this _____ day of _____ 2018.

Attest: _____
Teresa Jacobs, County Clerk

Approve: _____
Richard S. Venable, County Mayor

Sponsored By: Commissioner Pat Shull
Co-Sponsor(s): Gary Stidham, Todd Broughton
ACTIONS: 1st READING 10-15-18



Item 4
No. 2018-10-63

To the Honorable Richard Venable, Mayor of Sullivan County, and the Board of Sullivan County Commissioners meeting in Regular Session this 15th day of October, 2019.

RESOLUTION for Appropriation and Distribution of Grant from Tennessee Emergency Management / Homeland Security for Purchase of Equipment / Training

WHEREAS, Sullivan County has received grant funds in an amount up to \$128,526.00 available through the Tennessee Emergency Management Agency / Homeland Security for the purchase of equipment / training; and

WHEREAS, said grant is funded one hundred percent (100%) thereby requiring no matching funds by Sullivan County.

NOW THEREFORE BE IT RESOLVED that the Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session on the 15th day of October, 2019 hereby approve accepting a grant up to the amount of \$128,526.00 available through the Tennessee Emergency Management Agency / Homeland Security to be used for the purchase of equipment / training. Account Codes to be assigned by the Director of Accounts and Budgets.

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 15th day of OCTOBER, 2019.

Attest: Teresa Jacobs
Teresa Jacobs, County Clerk

Approved: Richard Venable
Richard Venable, County Mayor

Sponsored By: Mark Vance

Prime Co-Sponsor(s): John Gardner

ACTIONS: APPROVED 10-15-18 23 AYE, 1 ABSENT (On Consent)



Item 5
No. 2018-10-64

To the Honorable Richard S. Venable, Sullivan County Mayor and the Board of Sullivan County Commissioners meeting in Regular Session this 15th day October, 2018.

RESOLUTION To Compensate Tim Flannagan for Video Broadcast of County Commission Meetings

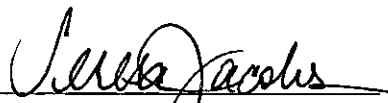
WHEREAS, Tim Flannagan also known as "The Video Guy" has broadcasted the Sullivan County Commission Meeting over his Facebook page for over the last year at no charge; and

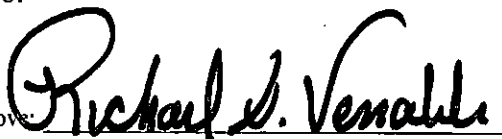
WHEREAS, Mr. Flannagan's broadcast enables the public access to the meetings via the internet; therefore, members of this body wish to compensate him for broadcasting these meetings.

NOW THEREFORE BE IT RESOLVED that the Board of County Commissioners of Sullivan County, Tennessee assembled in Regular Session hereby approves compensating Tim Flannagan also known as "The Video Guy" for broadcasting via Facebook each session of the Board of County Commissioners meeting. Said compensation to be an amount of \$150.00 per County Commission meeting. The funding associated with this resolution shall be appropriated from the County's General Fund. Account codes to be assigned by the Director of Accounts & Budgets.
AMENDED TO READ THAT THE VIDEO GUY MUST HAVE ANNUAL RENEWAL FOR \$150.00 CONTRACT FOR SERVICES.

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 15th day of OCTOBER 2018.

Attest: 
Teresa Jacobs, County Clerk

Approved: 
Richard S. Venable, County Mayor

Sponsored By: Commissioner Hunter Locke

Co-Sponsor(s): Commissioners John Gardner, Angie Stanley, David Akard, Andrew Cross, Joyce Crosswhite, Todd Broughton, Terry Harkleroad, Doug Woods, Michael Cole, Larry Crawford, Pat Shull, Alicia Starnes, Sam Jones, Judy Blalock, Tony Leonard, Gary Stidham, Mark Hutton

ACTIONS: APPROVED 10-15-18 22AYE, 1 NAY, 1 ABSENT (AMENDED AS ABOVE) APPROVED ON Waiver of Rules

Amendment

The video guy must have annual renewal
for \$150.00 contract for services.

1. Photo LL
2. John John

Agenda subject voting recap

Meeting Name

Sullivan County Commission October 2018

10/15/2018

14 NEW BUSINESS Item # 5 Resolution No. 2018-10-64 Sponsors: Locke/ Gardner
Vote

395

Description

RESOLUTION To Compensate Tim Flannagan for Video Broadcast of
County Commission Meetings

Chairman

Venable, Richard

Total Vote Result

Voting start time 10:20:49 AM
Voting stop time 10:21:10 AM
Voting Configuration Vote
Voting mode Open
Vote Result

Yes	22
Abstain	0
No	1
Total Present	23
Absent	1

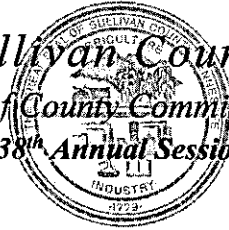
Group Voting Result

Group	Yes	No	Absent
No group	22	1	0
Total Results	22	1	1

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			
Hutton, Mark ()	X			
Jones, Sam ()				
King, Dwight ()			X	
Leonard, Tony ()	X			
Locke, Hunter ()	X			
Morrell, Randy ()	X			
Shull, Patrick ()	X			
Stanley, Angie ()	X			
Starnes, Alicia ()	X			
Stidham, Gary ()	X			
Vance, Mark ()	X			
Woods, Doug ()	X			

Sullivan County
Board of County Commissioners
238th Annual Session



396

Item 6
No. 2018-10-65

To the Honorable Richard S. Venable, Mayor of Sullivan County, and the Board of Sullivan County Commissioners meeting in Regular Session this 15th day of October, 2018.

RESOLUTION To Authorize the Sullivan County Purchasing Agent to enter into a thirty-six (36) month lease with Enterprise Fleet Mgmt for four (4) new Sheriff's Office vehicles.

WHEREAS, the Sullivan County Sheriff's Office needs to add four (4) new vehicles to its fleet for law enforcement purposes; and

WHEREAS, the Purchasing Agent in collaboration with the Sheriff's Office and utilizing the National Joint Powers Alliance (NJPA) cooperative agreement to acquire the vehicles, must sign all Sullivan County leasing agreements.

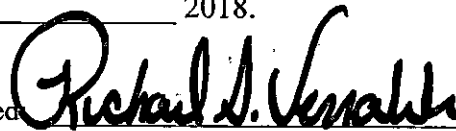
NOW THEREFORE BE IT RESOLVED that the Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session, hereby authorize the Sullivan County Purchasing Agent to execute a thirty-six (36) month lease @ approximately \$3,000 per month, or approximately \$36,000 per year, and approximately \$108,000 total, with Enterprise Fleet Mgmt as recommended by the Sullivan County Sheriff's Office Administrative personnel.

WAIVER OF RULES REQUESTED

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.

Duly passed and approved this 15th day of OCTOBER 2018.

Attested: 
Teresa Jacobs, County Clerk

Approved: 
Richard S. Venable, County Mayor

Sponsored by: Commissioner John Gardner

Prime Co-Sponsor(s): Commissioner Angie Stanley, Hunter Locke, Todd Broughton, Larry Crawford

ACTIONS: APPROVED 10-15-18 23 AYE, 1 ABSENT (On Consent)



397

Item 7
No. 2018-10-66

To the Honorable Richard S. Venable, Sullivan County Mayor and the Board of Sullivan County Commissioners meeting in Regular Session this 15th day of October 2018.

RESOLUTION To Establish a Veteran Service Office (VSO) AD HOC Committee to provide no more than three plans for replacing the current Sullivan County Veterans Office partnership that will be dissolving with the retirement of the current Veteran Service Officer in July/August 2020.

WHEREAS, the Veteran Service Office provides a valuable service to the veterans, veteran dependents and veteran widows in Sullivan County, by assisting in navigating the complex system of filling for compensation, medical benefits and burial benefits in the Veterans Administration system, and

WHEREAS, the Sullivan County government currently provides funding in the amount of \$8,000 annually to the VSO in Kingsport and ~~\$3,000~~ annually to the VSO Bristol Virginia, and
\$3,900

WHEREAS, establishing a VSO committee with local veteran organization members will provide this commission with valuable insight about the services needed by Sullivan County veterans and the ability to provide these services in a more cost effective manner, also reducing the possible loss of services to Sullivan County veterans with the future closing of VSO in Kingsport.

NOW, THEREFORE BE IT RESOLVED that the Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session hereby approves the formation of a Veterans Service Office (VSO) AD HOC Committee to meet with the purpose of providing the Sullivan County Commission with three plans for replacing the current Veterans Service Office partnership that will be dissolving with the retirement of the current County Veteran Service Officer. VSO AD HOC Committee shall consist of: 1) County Mayor or his designee, 2) five (5) County Commissioners chosen by the Board of County Commissioners, and 3) one representative from each of the nationally recognized Veteran Organizations located in Sullivan County (American Legion, AMVETS, Disabled American Veterans (DAV), Veterans of Foreign Wars (VFW) and Vietnam Veterans of America (VVA)), for a total of 12 members. This committee shall begin meeting with the passage of this resolution, and thereafter report progress to the Commission quarterly.

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 15th day of OCTOBER 2018.

Attest:

Teresa L. Jacobs, County Clerk

Approved:

Richard S. Venable, County Mayor

Sponsored By: Commissioner Gary Stidham

Co-Sponsor(s): Commissioner Joyce Crosswhite, Sam Jones, David Akard, Larry Crawford

ACTIONS: APPROVED 10-15-18 22 AYE, 2 ABSENT APPROVED ON Waiver of Rules as amended by Sponsor
Change \$3000 to \$3900.

Agenda subject voting repo.

Meeting Name

Sullivan County Commission October 2018

10/15/2018

15 NEW BUSINESS Item # 7 Resolution No. 2018-10-66 Sponsors: Stidham/ Crosswhite
Vote

398

Description

RESOLUTION To Establish a Veteran Service Office (VSO) AD HOC Committee to provide no more than three plans for replacing the current Sullivan County Veterans Office partnership that will be dissolving with the retirement of the current Veteran Service Officer in July/August 2020

Chairman

Venable, Richard

Total Vote Result

Voting start time 10:35:11 AM
Voting stop time 10:35:29 AM
Voting Configuration Vote
Voting mode Open
Vote Result

Yes	22
Abstain	0
No	0
Total Present	22
Absent	2

Group Voting Result

Group	Yes	Absent
No group	22	0
Total Results	22	2

Individual Voting Result

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

VSO COMMITTEE

Veterans Information

Sullivan County Veteran Population: 14,385

Surrounding County's Veterans Population:

Washington Co. 11,523

Greene Co. 6,102

Carter Co. 5,502

Hawkins Co. 5,384

Johnson Co. 1,607

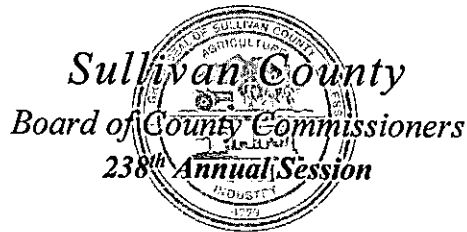
COMPENSATION/BENEFITS

Sullivan Co. Veterans Compensation Benefits FY 2015: \$68,601,000

Sullivan Co. Veterans Average Compensation per Veteran FY 2015: \$4,769

Sullivan Co. Education Benefits FY 2015: \$3,470,000

Data provided by the VA National Center for Veterans Analysis and Statistics as of September 2015. These are the most current figures until 2016-2017 data is transcribed.



Item 8
No. 2018-10-67

To the Honorable Richard S. Venable, Sullivan County Mayor and the Board of Sullivan County Commissioners meeting in Regular Session this 15th day of October, 2018.

RESOLUTION To Post "35 MPH Speed Limit" Signs on Brookfield Drive in the 7th Commission District

WHEREAS, Commissioner Angie Stanley requested a 25 MPH speed limit sign be placed on Brookfield Drive in the 7th Commission District; and

WHEREAS, the Sullivan County Highway Department has reviewed the request and approves the change.

NOW THEREFORE BE IT RESOLVED that the Board of County Commissioners of Sullivan County, Tennessee, assembled in Regular Session, hereby authorizes the following traffic sign placement in Sullivan County:

7th Commission District – Brookfield Drive - installation of 25 MPH speed limit sign(s).

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 _____ 2018.

Attest: _____
Jeanie Gammon, County Clerk

Approve: _____
Richard S. Venable, County Mayor

Sponsored By: Commissioner Angie Stanley

Co-Sponsor(s): Commissioner Sam Jones

ACTION: ATTACHMENT 1st READING 10-15-18;



JIM BELGERI
HIGHWAY COMMISSIONER

PHONE (423) 279-2820
FAX (423) 279-2876

RESOLUTION REQUEST REVIEW

DATE: 10-11-2018

TO: Sullivan County Commission

REQUEST MADE BY: ANGIE Stanley

SUBJECT: To place 25 MPH speed limits on
BROOKFIELD DRIVE

7th COMMISSIONER DISTRICT

Sam Jones
Baxter Hood

☒ APPROVED BY HIGHWAY DEPARTMENT

☐ DENIED BY HIGHWAY DEPARTMENT

COMMENT:

Regus Cooper 10/11/2018
TRAFFIC COORDINATOR DATE

Justin Murray
HIGHWAY COMMISSIONER DATE

AND THEREUPON COUNTY COMMISSION ADJOURNED UPON
MOTION MADE BY COMM. CRAWFORD TO MEET AGAIN IN
REGULAR SESSION NOVEMBER 15, 2018.

A handwritten signature in black ink, appearing to read "Richard Venable", written over a horizontal line.

RICHARD VENABLE

COMMISSION CHAIRMAN



JUSTIN P. WILSON
Comptroller

JASON E. MUMPOWER
Chief of Staff

September 14, 2018

The Honorable Richard Venable, County Mayor
and Board of Commissioners
Sullivan County
3411 Highway 126, Suite 206
Blountville, TN 37617

Dear Mayor Venable and Members of the Board:

Please provide a copy of this letter to all the members of the County Commission and present it at the next meeting of the County Commission.

Our office received a request from Sullivan County (the "County") on September 13, 2018, to approve the issuance of tax and revenue anticipation notes ("TRANS") in the amount of \$1,799,275 for the General Fund as an external loan for fiscal year 2019.

The request included an unnumbered Appropriation Resolution adopted on August 30, 2018, by the County Commission. Section 11 of the Appropriation Resolution authorizes the issuance of tax anticipation notes to pay for expenses until the taxes and other revenues of fiscal year 2019 have been collected. The County also provided a cash flow forecast for the General Fund, prepared by the County Office of Accounts and Budget, which supports the need to issue the TRANS and the County's ability to repay the TRANS by June 30, 2019.

The financial information presented by the County represents assertions of its financial condition and may or may not reflect the current or future financial condition of the County.

Fiscal Year 2019 Budget

The County adopted its fiscal year 2019 budget on August 30, 2018.

Limitations on Tax and Revenue Anticipation Notes

Counties in Tennessee are authorized to issue TRANS pursuant to Tennessee Code Annotated, Title 9, Chapter 21 for the purpose of meeting appropriations made for the current fiscal year in anticipation of the collection of taxes and revenues of that fiscal year, subject to the prior approval of the Comptroller of the Treasury. TRANS may not be issued to pay expenditures from the prior fiscal year.

We have determined that the amount of TRANS that can be authorized is a maximum of \$1,799,275. The cash flow forecast for the General Fund reflects revenues sufficient to repay the \$1,799,275 requested amount of TRANS

Debt Management Policy

The County provided a copy of its debt management policy, and within forty-five days of issuance of the debt approved in this letter, is required to submit a Report on Debt Obligation that indicates that the debt issued complies with the County's debt policy. If the County amends its policy, please submit the amended policy to our office.

Tax and Revenue Anticipation Notes (TRANS) Approval

This letter constitutes approval for the issuance of TRANS in the amount of \$1,799,275 for the County's General Fund as an external loan. Approval of the sale of the Notes is conditioned upon the County's compliance with Title 9, Chapter 21, of the Tennessee Code Annotated and timely payment of outstanding note principal and interest in accordance with the note provisions.

The County Mayor and Commissioners shall comply with the following:

- The Tax and Revenue Anticipation Note Form available on our website, or one prepared by legal counsel, shall be used as the loan document (<http://www.comptroller.tn.gov/sl/NoteIssues.asp>);
- A Report on Debt Obligation, Form CT-0253, shall be filed with the County Commission no later than forty-five (45) days after the issuance of the TRANS, with a copy filed with our office;
- A balanced budget shall be maintained with no cash deficits and sufficient to pay operating and debt service costs; and
- The TRANS shall be repaid no later than June 30, 2019, and documentation of repayment shall be provided to our office within 15 days of repayment, but no later than June 30, 2019.

If the County does not issue the TRANS, please provide documentation to our office stating the non-issuance no later than June 30, 2019.

This letter and the approval to issue debt do not address compliance with federal tax regulations and should not be relied upon for that purpose. The County should discuss these issues with a tax attorney or bond counsel.

Report on Debt Obligation

We are enclosing a Report on Debt Obligation, Form CT-0253. Pursuant to T.C.A. § 9-21-151, this form is to be completed and filed with the governing body of the public entity issuing the debt no later than forty-five (45) days after the issuance of this debt, with a copy (including attachments, if any) filed with the Director of the Office of State and Local Finance by mail to the address on this letterhead or by email to stateandlocalfinance.publicdebtform@cot.tn.gov. A fillable PDF of

Form CT-0253 can be found at <http://www.comptroller.tn.gov/sl/pubdebt.asp>. No public entity may enter into additional debt if it has failed to file the Report on Debt Obligation.

If you should have questions or need assistance, please feel free to contact your financial analyst, Ron Queen, at 615.401.7862 or Ron.Queen@cot.tn.gov. You may also contact our office by mail at the address located at the bottom of this page. Please send it to the attention of your analyst at the Office of State and Local Finance.

Sincerely,



Sandra Thompson
Director of State & Local Finance

cc: Mr. Bryan Burklin, Assistant Director of Local Government Audit, COT

Enclosures: Report on Debt Obligation
Tax and Revenue Anticipation Note (TRAN) Form

Sullivan County Sheriff's Office Report – 3rd

Sheriff Jeff Cassidy

Quarter 2018

CASES RECIEVED/CLEARED

Assault	217	201
Burglary	72	44
Criminal Homicide	2	2
Motor Vehicle Theft	46	24
Rape	7	6
Robbery	7	4
Theft of Property	251	89
TOTAL	602	370

JUVENILE CASES

Sexual Abuse	35
Physical Abuse	17
Child Neglect	3
TOTAL	55

STOLEN PROPERTY RECOVERED

Vehicles	176,403
Other	31,056
TOTAL RECOVERED:	207,459

ACCIDENTS WORKED

July	64
August	67
September	84
TOTAL	215

INMATE CLEANUP CREW HOURS

July	160
August	160
September	160
TOTAL	480
ESTIMATED SAVING:	\$3,480.00

AUXILIARY OFFICERS

MONTH	HOURS WORKED
July	70.5
August	282.5
September	184.5
TOTAL	537.5
ESTIMATED SAVING:	\$8,266.75

RESERVE OFFICERS

MONTH	HOURS WORKED
July	421.5
August	382.5
September	400.5
TOTAL	1,204.5
ESTIMATED SAVING:	\$18,525.21

JAIL POPULATION

	July	Aug.	Sept.
Females	220	215	259
TDOC Females	10	12	13
Misdemeanors	253	306	268
Felons	325	292	292
TDOC Males	63	75	90
TOTAL AVERAGE	871	900	922
TOTAL IN JAIL 10/12/18	898		

TRANSPORTATION

TRIPS	NO.	MILES	COST
Interstate	67	22,923	26,911.92
Intrastate	142	28,388	5,231.22
CON LINK	12	11,775	11,775.00
Mentals	18	7,920	1,584.00
TOTAL	239	71,006	45,502.14
Total prisoners transported:			2,603

TOTAL POUNDS LITTER PICK-UP

July/August/September	66,470
-----------------------	--------

RECEIVED FROM WORK RELEASE

July	270.00
August	1,125.00
September	810.00
TOTAL RECEIVED:	2,205.00

Sullivan County Sheriff's Office Report - 3rd Quarter 2018

(Page 2)

EXPLORERS/SCOUTS

MONTH	HOURS WORKED
July	34
August	63
September	92
TOTAL	189
ESTIMATED SAVINGS	\$2,906.82

ACCOUNTS DUE AND RECEIVED REPORT

Officers' Fees Due and Received	\$13,435.00
Records Fees	\$478.00
Monies Received on Cash Bonds	\$67,700.00
Estimated Monies Due from State (Boarding Prisoners)	\$268,000.00
Board Bill for Work Release	\$2,205.00
TOTAL MONIES DUE AND RECEIVED THIS QUARTER	\$351,818.00

*** NOTE: All fines and costs paid to the Sullivan County Sheriff's Office, including cash bonds, are remitted to the Court Clerk's Office from which the case originated for proper disbursement.

Respectfully submitted,

Sheriff Jeff Cassidy