

AGENDA

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PRAYER**
- IV. PLEDGE OF ALLEGIANCE**
- V. PROCLAMATIONS & COURTESY RESOLUTIONS**
- VI. PUBLIC HEARING**
- VII. APPROVAL & CORRECTIONS OF THE AGENDA**
- VIII. CONSENT AGENDA**
- IX. APPROVAL OF MINUTES**
 - A. October 20th, 2025
- X. APPEARANCE OF CITIZENS**

Citizens who wish to address the County Commission for items of concern that may or may not be on the agenda need to complete a "Citizen Input Form" located on the Jeffersoncountyttn.gov website or on the table just inside the door and hand it to the Chairman before the meeting "Call to Order."
- XI. APPROVAL OF NOTARIES & BONDS**
- XII. NOMINATING COMMITTEE / ELECTION OF COMMITTEES, BOARDS & COMMISSIONS**
- XIII. REPORTS FROM ELECTED OFFICIALS, DEPARTMENT HEADS, OTHERS**
 - A. County Mayor – Mark Potts
 - B. Chairmans Comments – James Carmichael

C. Other Elected Officials

- a) Circuit / Session Court Clerk – Kevin Poe
- b) County Clerk – Frank Herndon
- c) Highway Department – Joe Patterson
- d) Register of Deeds – Ed Stiner
- e) Sheriff’s Department – Jeff Coffey
- f) Assessor of Property – Susan Gass
- g) County Trustee – Jennifer Boling Hall
 - Monthly Report
- h) County Constable – Jacob Thompson

D. County Attorney – Doug Drinnon

E. Department / Director Reports

- a) Building Inspector – Rob Wilson
- b) Sanitation Department – Eric Large
- c) Department of Education – Dr. Tommy Arnold
- d) Emergency Communications District – Justin Crowther
- e) Emergency Medical Services – Brad Phillips
- f) Environmental – Tom Carter
- g) Finance Department – Jessica Elder
 - September 2025 Financials
- h) Fleet Maintenance – Dwayne Rankins
- i) Health Department – Jennifer Gilbert
- j) Jefferson Park – Roger Mynatt
- k) Office on Aging – Arlita Brisbin
- l) Soil Conservation Office
- m) Tourism – Lauren Hurdle
- n) UT Agricultural Extension Office – Ryan Brown
- o) Veterans Services – Marissa King

F. Reports of Committees, Boards & Commissions, Other

- a) Budget Committee (Definitions in Packet)

Budget Amendments

i. County

- Fund 101 BA #9, Items 1-9
- Fund 131 BA #5, Items 1-2

ii. School

- Fund 141 BA #6, Item 1
- Fund 141 BA #7, Items 1-2
- Fund 142 BA #3, Items 1-2
- Fund 177 BA #3, Items 1-2

iii. FY 26/27 Budget Parameters & Calendar (information only)

iv. Facilities Committee items for Budget Committee

- Building Maintenance Reserves
- Pew Padding for Courthouse

v. County Commission Items

- Resolution 2025-62 Interfund CON–Jefferson County Landfill \$387,669

G. Non-Profits, Others

a) Jefferson Alliance

b) Jefferson County Auxiliary Radio Emergency Services (JCARES)

c) Companion Animal Rescue & Education (CARE)

d) Jefferson County Chamber of Commerce

e) Fire & Rescue

- i. Baneberry Volunteer Fire Department
- ii. Chestnut Hill Volunteer Fire Department
- iii. Dandridge Volunteer Fire Department
- iv. Jefferson City Fire Department
- v. Jefferson County Rescue Squad
- vi. Kansas Talbott Volunteer Fire Department
- vii. Lakeway Central Volunteer Fire Department
- viii. New Market Volunteer Fire Department
- ix. Parrots Chapel Community Fire Department
- x. White Pine Volunteer Fire Department

f) Libraries

- i. Dandridge Memorial Public Library

- ii. Jefferson City Public Library
- iii. Parrot-Wood Memorial Library
- iv. White Pine Public Library

g) Safe Harbor Child Advocacy Center

h) Safe Space

XIV. OLD BUSINESS

XV. NEW BUSINESS

- A. RESOLUTION 2025-62, A RESOLUTION OF THE GOVERNING BODY OF JEFFERSON COUNTY, TENNESSEE, AUTHORIZING THE ISSUANCE, SALE AND PAYMENT OF LANDFILL INTERFUND CAPITAL OUTLAY NOTES IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED THREE HUNDRED EIGHTY-SEVEN THOUSAND SIX HUNDRED SIXTY-NINE DOLLARS (\$387,669) (shredder funding)**
- B. RESOLUTION 2025-63, A RESOLUTION AMENDING THE ZONING RESOLUTION OF JEFFERSON COUNTY, TENNESSEE, TO REFLECT CERTAIN PROHIBITED USES IN ALL ZONING DISTRICTS AND PERMITTED USES IN THE I-3 ZONING DISTRICT. (definitions for Data/IT/AI Center, only permitted in I-3 Zone)**
- C. RESOLUTION 2025-64, A RESOLUTION DECLARING AS SURPLUS AND TO AUTHORIZE THE JEFFERSON CITY PUBLIC LIBRARY TO SURPLUS AND DISPOSE OF OR DONATE SAID EQUIPMENT. (obsolete IT equipment)**
- D. RESOLUTION 2025-65, A RESOLUTION AMENDING THE ZONING RESOLUTION OF JEFFERSON COUNTY, TENNESSEE TO REFLECT AND CLARIFY THE JURISDICTION, POWERS, AND AUTHORITY OF THE JEFFERSON COUNTY BOARD OF ZONING APPEALS AND THE POWERS AND DUTIES OF ZONING OFFICIAL.**
- E. RESOLUTION 2025-66, A RESOLUTION AMENDING THE “ZONING MAP OF JEFFERSON COUNTY, TENNESSEE” BY REZONING PROPERTY FROM A-1, AGRICULTURE-FORESTRY TO C-2, GENERAL COMMERCIAL. (9.059 acres of parcel 010.05 of the Jefferson County tax Map 006, N. HWY 92, Jefferson City, Eddie Roberts, owner)**

F. RESOLUTION 2025-67, A RESOLUTION AUTHORIZING THE SUBMISSION OF A 2026 TENNESSEE DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT THREE STAR GRANT APPLICATION TO FUND THE MOSSY CREEK WILDLIFE VIEWING AREA IMPROVEMENTS. (required to submit grant application)

XVI. ANNOUNCEMENTS

XVII. ADJOURN

STATE OF TENNESSEE

COUNTY OF JEFFERSON

BE IT REMEMBERED THAT, the Monthly Session of the Jefferson County Board of Commissioners began and was held in and for the aforementioned State and County on the 20th day of October 2025 A.D. at 6:30 P.M., at the Jefferson County Courthouse in Dandridge, Tennessee. Present and Presiding were Chairman Jimmy Carmichael; County Clerk Frank Herndon; and the following County Commissioners answering to Roll Call Docket Book 4 Page 233 to-wit: Katy Huffaker, Janet Norton, Joe Coleman, Jimmy Dale Patterson, Austin Brooks, Jim Snodgrass, Greg Byrd, John Johnson, Tim Seals, Sammy Solomon, Rob Blevins, Ransom Douglas, Randy Bales, Aaron Loy, Ronny Coleman, A. J. Walker, Marcus Reed, and Hilda "Heidi" Thomas. Nineteen (19) members were present, one (1) was absent: Paul Lowe.

The Meeting was called to order by Chairman Carmichael. An invocation was given by Chaplain J. Coleman, and Boy Scouts of America Jefferson City Troop 76 led the Pledge of Allegiance.

HONORARY PROCLAMATIONS & COURTESY RESOLUTIONS:

1. Grateful Nation Project

Hometown Hero Herbert G. Williams: Presentation by VSO Marissa King, Commissioners Joe Coleman and Jimmy Dale Patterson to the family of Herbert G. Williams.

2. **Resolution 2025-59:** A Resolution honoring Tery Dockery for his service as a County Commissioner of Jefferson County, Tennessee. Resolution 2025-59 was moved for approval by Commissioner Brooks, seconded by Commissioner Huffaker. A Roll Call vote was taken 19-0 (in favor: all present) and **Resolution 2025-59** was approved. **Resolution 2025-59** was read by Chairman Carmichael and will be presented to Terry Dockery at a later time.

EXECUTIVE SESSION

The meeting room was cleared and the body entered into an executive session at this time. A Presentation was provided by Attorney Drinnon and no business was discussed or deliberated during this time. At the conclusion of the Executive Session, the audience was welcomed back into the courtroom.

PUBLIC HEARING

A Public Hearing was held on the following Resolutions

1. **Resolution 2025-50**, A Resolution amending the zoning map of Jefferson County, Tennessee by rezoning property from A-1 (Agricultural-Forestry) to C-2 (General Commercial). The public hearing was opened up by Chairman Carmichael and the following citizens spoke.
Kim Starr 2nd District – Opposes commercial development at this location.
Steven Payne 2nd District – Opposes rezoning of this parcel to commercial development at this location.
Amanda Gutmaker 2nd District – Opposes rezoning of this parcel.
Anthony Ward 2nd District – Opposes the rezoning of this parcel.
Tom Rediske 2nd District – Opposes the rezoning of this parcel.
Andrea Robertson 2nd District – Opposes the rezoning of this parcel.

Hearing no further comments the public hearing was closed.

2. **Resolution 2025-51**, A Resolution amending the zoning map of Jefferson County, Tennessee by rezoning property from A-1, Agricultural-Forestry) to C-2 (General Commercial). The public hearing was opened by Chairman Carmichael, no citizens spoke, and the hearing was closed.

APPROVAL & CORRECTIONS OF THE AGENDA:

Chairman Carmichael stated that without objection, Resolutions 2025-50 and 2025-51 would be added to New Business, no objection was voiced. Commissioner Douglas moved to hear the appearance of citizens ahead of the consent agenda, Commissioner Blevins provided a second. Chairman Carmichael called for a vote of the body on the move by a show of hands. He announced five hands in favor and denied the move for a lack of majority. Commissioner Reed requested a Roll Call vote on this proposed move and it **failed** 10-9 for lack of majority of the full membership (in favor: Norton, J. Coleman, Brooks, Snodgrass, Blevins, Douglas, Loy, Walker, Reed, and Thomas). Commissioner Reed requested to hear a report from David Seal on upcoming legislation at the state level. Chairman Carmichael stated that he would yield his time in Chairman's Comments to hear that report. Commissioner Solomon moved to approve the agenda as amended, Commissioner Bales provided a second. A Roll Call vote was taken 17-2 (in favor: Huffaker, Norton, J. Coleman, Patterson, Snodgrass, Byrd, Johnson, Seals, Solomon, Blevins, Bales, Loy, R. Coleman, Carmichael, Walker, Reed, and Thomas), and the agenda was **approved**.

APPOINTMENT OF COMMISSIONER

District 8 Commissioner— Commissioner R. Coleman nominated W. D. Henry, Commissioner Douglas nominated Jim Fox. Hearing no further nominations, Commissioner Brooks made a motion that nominations cease and it was accepted by consent. A Roll Call vote was taken Henry: 10 - Fox: 8; (Henry: Huffaker, Byrd, Johnson, Seals, Solmon, Bales, Loy, Coleman, Carmichael, and Walker; Fox: Norton, Patterson, Brooks, Snodgrass, Blevins, Douglas, Reed, and Thomas; Commissioner J. Coleman abstained). The appointment requiring 11 votes was **unsuccessful**. A second Roll Call vote was taken yielding a result of Henry: 10 - Fox: 8; (Henry: Huffaker, Byrd, Johnson, Seals, Solmon, Bales, Loy, Coleman, Carmichael, and Walker; Fox: Norton, Patterson, Brooks, Snodgrass, Blevins, Douglas, Reed, and Thomas; Commissioner J. Coleman abstained). The appointment requiring 11 votes was **unsuccessful**. Due to the apparent impasse, Chairman Carmichael called to postpone this appointment until the heel of the meeting.

APPROVAL OF THE MINUTES:

Commissioner Brooks moved to approve the minutes of the Jefferson County Board of Commissioners, September 15th, 2025: Regular Monthly Session, seconded by Commissioner Bales. A Roll Call vote was taken 19-0 (in favor: all present), and the minutes were **approved**.

APPEARANCE OF CITIZENS:

Kesley B. Tucker 1st District – Questions why the STR Resolution was not returned to committee after law review. She complained of the burdensomeness of the STR permitting process on the property owners. We need a shredder at the landfill.

Jason E. Martin 1st District – Questions why the STR Resolution was not returned to committee. Expresses the need for a shredder at the landfill.

Gail W. Farzanegan 8th District – Proposes a shorter less complex version of the STR resolution. In favor of a shredder purchase for the landfill. Praises Director Large and his analysis of the shredder purchase.

James Lance 4th District – Request approval of STR Resolution. Request support of Jim Fox for District 8 Commissioner. Request approval of the shredder purchase.

Ron Zugay 8th District – Thanked Jim Fox for his work fighting for the 8th District. Recommended him for appointment as 8th District Commissioner.

Kim Starr 2nd District – Recommended Jim Fox for 8th District Commissioner.

Jennifer L. Mirtes 2nd District – Recommended Jim Fox for 8th District Commissioner.

Linda McSmith 8th District – Recommended Jim Fox for 8th District Commissioner. Praised Mr. Fox for his community activism. Spoke in favor of the STR Resolution.

Steve McSmith 8th District – Recommended Jim Fox for the 8th District Appointment. Recommended a better way of appointing short term Commission candidates.

Kathleen Villars 8th District – Recommended Jim Fox for the 8th District Appointment. Spoke to his community activism as a citizen.

William Villars 8th District – Recommended Jim Fox for the 8th District Appointment. Requested passage of the STR Resolution.

Jim Fox 8th District – Spoke to the fact that “traditions” should not influence a vote to fill the vacancy on County Commission. States that interviews, resumes, and work history should be inspected in the filling of the vacancy. States that he was the only person who showed up to view the landfill grinder. States that Terry Dockery was not nominated for the position only himself and W. D. Henry and no one should be “voting for Terry Dockery”.

APPROVAL OF NOTARIES & BONDS:

Commissioner Brooks moved to approve the list of notaries as presented. Commissioner Byrd seconded the motion. A Roll Call vote was taken 19-0 (in favor: all present) and the below named applicants for Notary Public were **approved** providing the proper bonds or property affidavits are filed in the office of the County Clerk.

Michael K. Moser	Teresa D. Lawson	Kandus Childs	Lisa D. Sellars
James Oakley	Molly Larrance	Susan M. Ottinger	Stephen J. Moffett Sr.
Tamara McKinney Hamilton	Tonya L. Conway	Jana C. Ragan	Angela Kreitz
Joshua Morris Addair	Caitlin Daniel	Madisyn Wallace	Kendall Victoria Moore
Alyxandria Lynn Nickole White	Kimberly Kay Grace	Kara Thurman	Roger Mynatt
June Bolden	Larry Edwin Cook	Dorothy Sitton	Darci Rickert
Melanie Swanner	Lauren A. Lovell	J. M. Smith	Chesney Coffey
Vickie Kowalsky	Sonny McGinnis	Lisa B. Orr	Vickie Ann Fowler
Deborah L. Stepp	Craig Aaron Winchell	Kerri A. Williams	Sarah K. Hammonds
Denise Ringley	Jodi Lauren Allen	Carrie A. Daniel	Joe Douglas Peels II
Kimberly Hance Parker	Anna Renee Boyd	Emily C. Worley	David Scott Blevins

NOMINATING COMMITTEE/ELECTION OF COMMITTEES, BOARDS, & COMMISSIONS

A. Board of Health

Dr. Regina Fields

October 2025 – October 2029

B. Conservation Board

Commissioner Randy Bales

October 2025 – October 2030

Commissioner Solomon on behalf of the nominating committee moved the appointments to the **Board of Health and Conservation Board** for approval. Hearing no nominations from the floor, a Roll Call vote was taken 19-0 (in favor: all present) and the **Board of Health and Conservation Committee** appointments were **approved**.

REPORTS FROM ELECTED OFFICIALS, DEPARTMENT HEADS, AND OTHER OFFICIALS:

A. Mayor Mark Potts - Mayoral Appointments

Commissioner R. Coleman moved that the below Mayoral Appointments be confirmed, Commissioner Reed provided a second and with a Roll Call vote of 19-0 (in favor: all present) the below name nominees were **confirmed**.

1. EMS Board

- a. John Johnson October 2025 – October 2028
- b. Libby Miller October 2025 – October 2028

1. Ethics Committee

- a. Sammy Solomon October 2025 – October 2028
- b. Heidi Thomas October 2025 – October 2028
- c. Austin Brooks October 2025 – October 2028
- d. Joe Coleman October 2025 – October 2028
- e. Ransom Douglas October 2025 – October 2028
- f. Joe Patterson October 2025 – October 2028

2. Jefferson Healthcare Foundation Board of Directors

- a. Roger Mynatt October 2025 – October 2028

3. Regional Planning Commission

- a. Chad Dixon October 2025 – October 2029
- b. Mark Chambers October 2025 – October 2029
- c. David Nelson October 2025 – October 2029
- d. Sue Springfield October 2025 – October 2029

4. Sanitation Commission

- a. Arlie Ball October 2025 – October 2028

- B. Chairman's Comments – Chairman Carmichael yielded his time to David Seal to update the Commission on legislation in Nashville. He stated that he had already been working on advancing the Real Estate Transfer Tax being returned to county governments. He encouraged commissioners to contact Representative Faison, Farmer and Senator Seal to encourage them to sign on as co-sponsors of this legislation. Encouraged the funding of the Veterans Tax Relief Fund and requested the commissions blessing to work on this item as "other interest". Without objection, the blessing was granted.

Chairman Carmichael called a recess at 8:06 PM and reconvened at 8:16 PM

- C. Circuit/Sessions Court Clerk, Kevin Poe – 1st Quarter FY 2025-2026 Report: Presented and Filed.
- D. County Clerk, Frank C. Herndon – 1st Quarter FY 2025-2026 Report: Presented and Filed.
- E. Highway Superintendent, Joe Patterson – 1st Quarter FY 2025-2026 Work Acc. Report: Presented and Filed.
- F. Register of Deeds, Ed Stiner – 1st Quarter Report FY 2025-2026: Presented and Filed.
- G. Sheriff, Jeff Coffey – 1st Quarter FY 2025-2026 Report: Presented and Filed.
- H. Trustee, Jennifer Boling Hall – 1st Quarter FY 2025-2026 Report: Presented and Filed.
- I. Constables, Jacob Thompson (Sec/Tres) - 3rd Quarter 2025 Report: Presented.
- J. Building Inspector, Rob Wilson – 1st Quarter FY 2025-2026 Permit Report & School Facilities Tax Comparison: Presented and Filed.
- K. Jefferson County Schools, Dr. Tommy Arnold – 1st Quarter FY 2025-2026 Report: Presented and Filed.

- L. Emergency Communications District Executive Director, Justin Crowther – 1st Quarter FY 2025-2026 Report: Presented and Filed.
- M. Emergency Medical Services, Brad Phillips – 1st Quarter FY 2025-2026 Report: Presented and Filed.
- N. Environmental Services Director, Tom Carter – 1st Quarter FY 2025-2026 Report: Presented and Filed.
- O. Finance Director, Jessica Elder – August 2025 Financials: Presented and Filed.
- P. Fleet Maintenance Department, Dwayne Rankins – 1st Quarter FY 2025-2026 Report: Presented and Filed.
- Q. Health Department, Jennifer Gilbert – 1st Quarter FY 2025-2026 Report: Presented.
- R. Office on Aging Director, Arlita Brisbin – 1st Quarter FY 2025-2026 Report: Presented and Filed.
- S. Sanitation Director, Eric Large – Director Large thanked Commissioners and citizens for coming out to the landfill to observe the shredder demonstration. He also reported that TDEC reported that Jefferson County has achieved a 25% diversion in items that had been removed from landfill. He additionally reported that 50,787 pounds of clothing had been diverted from the landfill during July, August, and September.
- T. Tourism Department Director, Lauren Hurdle – 1st Quarter FY 2025-2026 Report: Presented and Filed.
- U. UT Extension Jefferson County Director, Ryan Brown – 1st Quarter FY 2025-2026 Report: Presented.
- V. Veterans Services, Marissa King – 1st Quarter FY 2025-2026 Report: Presented and Filed.

REPORTS OF COMMITTEES, BOARDS, & COMMISSIONS:

- A. Budget Committee – Chairman Tim “Pop” Seals: Commissioner Seals moved the below amendments as recommendations from the budget committee.
 - 1. County Amendments
 - a. General Fund 101 – Amendment #7 Items 1-4 & 6-17: **Approved** with a Roll Call vote 18-0-1 (in favor: all present with the exception of Commissioner Douglas’ abstention).
 - b. Capital Fund 171 – Amendment #1 Items 1-2: **Approved** with a Roll Call vote 19-0 (in favor: all present).
 - 2. School Amendments
 - a. General Purpose Fund 141 – Amendment #4 Items 1-5: **Approved** with a Roll Call vote 19-0 (in favor: all present).
 - b. General Purpose Fund 141 – Amendment #5 Item 1: **Approved** with a Roll Call vote 19-0 (in favor: all present).
 - c. Federal Funds 142 – Amendment #2 Items 1-3: **Approved** with a Roll Call vote 19-0 (in favor: all present).
 - d. Capital Projects Fund 177 – Amendment #2 Items 1-4: **Approved** with a Roll Call vote 19-0 (in favor: all present).
 - 3. Proposal to Purchase Landfill Shredder – It was recommended by the Budget Committee that a shredder for the landfill be purchased. They recommended \$387,669.00 be spent from Fund 101 Unassigned Fund Balance and an Interfund Loan in the amount of \$387,669.00 that would have to be approved by Resolution next month that would be paid back to the county by fund 207 with interest. Approved with a Roll Call vote 19-0 (in favor: all present)

NON-PROFIT REPORTS:

- A. Jefferson Alliance, Joe Gibson Director – 1st Quarter FY 2025 – 2026 Report: Presented.
- B. JCARES – 1st Quarter FY 2025 – 2026 Report: Presented.
- C. Dandridge VFD – 1st Quarter 2025 – 2026 Report: Presented.

- D. New Market VFD – 3rd Quarter 2025 Report: Presented
- E. White Pine VFD – 1st Quarter 2024 – 2025 Report: Presented.
- F. Dandridge Memorial Library – 1st Quarter FY 2024 – 2025 Report: Presented.
- G. Jefferson City Public Library – 1st Quarter FY 2024 – 2025 Report: Presented.
- H. Parrot-Wood Memorial Library – 1st Quarter FY 2024 – 2025 Report: Presented.
- I. White Pine Public Library – 1st Quarter FY 2024 – 2025 Report: Presented.

OLD BUSINESS

- A. **Resolution 2025-06**, A Resolution of Jefferson County, Tennessee, to establish regulations for licensing Short-Term Rental units within Jefferson County. A motion to approve Resolution 2025-06 was provided by Commissioner Huffaker, seconded by Commissioner Reed. After discussion, a Roll Call vote was taken 16-3 (in favor: Huffaker, Patterson, Brooks, Snodgrass, Byrd, Johnson, Seals, Solomon, Douglas, Bales, Loy, R. Coleman, Carmichael, Walker, Reed, and Thomas) and **Resolution 2025-06 was approved.**

NEW BUSINESS:

- A. **Resolution 2025-50**, A Resolution amending the zoning map of Jefferson County, Tennessee by rezoning property from A-1 (Agricultural-Forestry) to C-2 (General Commercial). Commissioner Brooks made a motion to deny **Resolution 2025-50**, Commissioner Bales provided a second. Chairman Carmichael requested that zoning officer Rustin speak to this resolution, she stated that this was denied by the Regional Planning Commission, however the property owner requested to bring it to County Commission. A Roll Call vote was taken 19-0 (in favor of denial: all present) and **Resolution 2025-50 was denied.**
- B. **Resolution 2025-51**, A Resolution amending the zoning map of Jefferson County, Tennessee by rezoning property from A-1, Agricultural-Forestry) to C-2 (General Commercial). Commissioner Johnson moved to approve **Resolution 2025-51**, a second was provided by Commissioner Snodgrass. A Roll Call vote was taken 19-0 (in favor: all present) and **Resolution 2025-51 was approved.**
- C. **Resolution 2025-52**, A Resolution declaring as surplus and to authorize the Jefferson City Public Library to surplus and dispose of said equipment.
- D. **Resolution 2025-54**, A Resolution declaring as surplus and to authorize the Parrott-Wood Memorial Library to surplus and donate said equipment to the Boys and Girls Club of Dumplin Valley.
- E. **Resolution 2025-55**, A Resolution declaring as surplus and to authorize Parrott-Wood Memorial Library to surplus and donate said equipment to the Samaritan House Family Ministries.
- F. **Resolution 2025-56**, A Resolution declaring as surplus and to authorize Parrott-Wood Memorial Library to surplus and dispose of said equipment.
- G. **Resolution 2025-57**, A Resolution declaring as surplus and to authorize the Parrott-Wood Memorial Library to surplus and donate said equipment to the Strawberry Plains Senior Center.
- H. **Resolution 2025-58**, A Resolution declaring as surplus and to authorize the Jefferson County Office of Aging to surplus and dispose of or donate said equipment.
- I. **Resolution 2025-60**, A Resolution declaring as surplus and to authorize the Jefferson County Sanitation Department to surplus and transfer said vehicle.
- J. **Resolution 2025-61**, A Resolution declaring as surplus and to authorize the Jefferson County Highway Department to surplus and transfer said vehicle.

A motion to approve **Resolutions 2025-52, 2025-54, 2025-55, 2025-56, 2025-57, 2025-58, 2025-60, and 2025-61** as a group was provided by Commissioner Brooks, seconded by Commissioner Byrd. A Roll Call vote was taken 19-0 (in favor: all present) and **Resolutions 2025-52, 2025-54, 2025-55, 2025-56, 2025-57, 2025-58, 2025-60, and 2025-61** were approved.

K. **Resolution 2025-53**, A Resolution to authorize the Jefferson County Mayor to execute and submit a transportation planning grant application to the Tennessee Department of Transportation (TDOT). A motion to approve **Resolution 2025-53** was provided by Commissioner Brooks, seconded by Commissioner Johnson. A Roll Call vote was taken 19-0 (in favor: all present) and **Resolution 2025-53** was approved.

Resolution 2025-06 was revisited due to a missing start date for the resolution. After consideration and discussion, it was discussed and agreed that that this could be corrected as a clerical error in that that date was omitted during passage. On a motion by Commissioner Bales, seconded by Commissioner Brooks November 1, 2025 was inserted as the start date in **Resolution 2025-06**. A Roll Call vote was taken 18-1 (in favor: Huffaker, J. Coleman, Patterson, Brooks, Snodgrass, Byrd, Johnson, Seals, Solomon, Blevins, Douglas, Bales, Loy, R. Coleman, Carmichael, Walker, Reed, and Thomas) and the start date was approved.

DISTRICT 8 COMMISSION VACANCY

A final vote at the heel of the meeting was called for by Chairman Carmichael to fill the vacancy of District 8 Commissioner. A Roll Call vote was held which yielded the result of Henry: 11 - Fox: 7; (Henry: Huffaker, Patterson, Byrd, Johnson, Seals, Solmon, Bales, Loy, Coleman, Carmichael, and Walker; Fox: Norton, Brooks, Snodgrass, Blevins, Douglas, Reed, and Thomas; Commissioner J. Coleman abstained). With this vote, W.D. Henry was appointed to fill the vacancy of District 8 Commissioner. W. D. Henry was called to the podium and took the oath of office from Frank Herndon, County Clerk.

Hearing no further business before the commission and with no objections voiced, on a motion by Commission Solomon, seconded by Commissioner Seals, Chairman Carmichael **adjourned** the meeting at 9:01 PM.

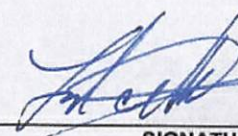
County Commission Chair, James E. Carmichael

County Clerk, Frank C. Herndon

CERTIFICATE OF ELECTION OF NOTARIES PUBLIC
AS A CLERK OF THE COUNTY OF JEFFERSON, TENNESSEE I HEREBY CERTIFY TO
THE SECRETARY OF STATE THAT THE FOLLOWING WERE ELECTED TO THE OFFICE OF
NOTARY PUBLIC DURING THE NOVEMBER 17, 2025 MEETING OF THE GOVERNING BODY:

BATCH # PENDING

NAME	HOME ADDRESS	HOME PHONE	BUSINESS ADDRESS	BUSINESS PHONE	SURETY
1. PAULA SLUSS	2021 N SIZER AVE APT 319 JEFFERSON CITY TN 37760	423-354-6236	119 W BROADWAY BLVD STE 2 JEFFERSON CITY TN 37760	865-350-6491	
2. SETH D WORLEY	3116 DERRING ST WHITE PINE TN 37890	865-674-0620	107 PARK HEADQUARTERS RD GATLINBURG TN 37738	865-436-1200	



SIGNATURE

CLERK OF THE COUNTY OF JEFFERSON, TENNESSEE

11/7/25

DATE





Financial Summary Report
Jennifer Boling Hall
Jefferson County Trustee
Printed 11/06/2025 12:14 PM By Cindy Sherry

Financial Summary Report - October 01, 2025 to October 31, 2025

Fund	Name	Starting Balance	Receipts	Disbursements	Transfers In	Transfers Out	Comm. Adj.	Commission	Ending Balance
101	GENERAL FUND	\$17,183,460.61	\$4,556,327.79	\$3,948,099.60	\$0.00	\$0.00	(\$11.84)	\$43,655.98	\$17,748,044.66
112	COURTHOUSE & JAIL MAINT	\$151,638.66	\$6,227.25	\$0.00	\$0.00	\$0.00	\$0.00	\$62.27	\$157,803.64
114	LAW LIBRARY	\$47,610.22	\$1,496.43	\$0.00	\$0.00	\$0.00	\$0.00	\$14.97	\$49,091.68
116	GARBAGE/SOLID WASTE	\$614,075.60	\$255,113.39	\$88,510.35	\$0.00	\$0.00	(\$1.76)	\$5,070.34	\$775,610.06
121	SPECIAL PURPOSE	\$256,775.43	\$922.42	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$257,697.85
122	DRUG CONTROL	\$48,269.98	\$3,191.26	\$145.75	\$0.00	\$0.00	\$0.00	\$30.25	\$51,285.24
127	AMERICAN RESCUE PLAN ACT	\$134,429.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$134,429.97
128	HOSPITAL LEASE	\$12,254,966.84	\$111,842.36	\$0.00	\$0.00	\$0.00	\$0.00	\$708.34	\$12,366,100.86
131	HIGHWAY/PUBLIC WORKS	\$7,318,262.88	\$589,434.50	\$496,645.00	\$0.00	\$0.00	(\$2.30)	\$8,891.67	\$7,402,163.01
141	GENERAL PURPOSE SCHOOL	\$21,035,385.33	\$7,509,300.94	\$7,384,652.30	\$0.00	\$0.00	(\$8.31)	\$38,842.41	\$21,121,199.87
142	SCHOOL FEDERAL PROJECTS	\$2,776,222.43	\$322,902.06	\$377,941.93	\$0.00	\$0.00	\$0.00	\$0.00	\$2,721,182.56
143	SCHOOLS FOOD SERVICE	\$2,923,367.69	\$601,140.73	\$544,107.11	\$0.00	\$0.00	\$0.00	\$0.00	\$2,980,401.31
151	GENERAL DEBT SERVICE	\$24,799,316.56	\$1,231,255.73	\$102,298.49	\$0.00	\$0.00	(\$1.58)	\$9,357.95	\$25,918,917.43
171	GENERAL CAPITAL PROJECTS	\$1,623,759.04	\$201,182.27	\$51,852.00	\$0.00	\$0.00	(\$0.53)	\$1,769.23	\$1,771,320.61
177	EDUCATION CAPITAL PROJECTS	\$27,034,754.30	\$24,804.65	\$92,674.57	\$422,718.07	\$0.00	\$0.00	\$248.05	\$27,389,354.40
207	SOLID WASTE DISPOSAL	\$3,775,156.56	\$119,397.47	\$160,001.57	\$387,669.00	\$0.00	\$0.00	\$842.56	\$4,121,378.90
264	JEFFERSON COUNTY BOE DENTAL INSURANCE	\$167,457.68	\$44,432.28	\$45,003.25	\$0.00	\$0.00	\$0.00	\$0.00	\$166,886.71
265	JEFFERSON COUNTY DENTAL INSURANCE	\$164,454.41	\$15,970.13	\$18,083.92	\$0.00	\$0.00	\$0.00	\$0.00	\$162,340.62
351	TRUST AND AGENCY	\$0.00	\$746,575.29	\$739,109.53	\$0.00	\$0.00	\$0.00	\$7,465.76	\$0.00
352	CITY OF DANDRIDGE	\$7,157.52	\$147,766.95	\$7,157.52	\$0.00	\$0.00	\$0.00	\$2,942.53	\$144,824.42
353	CITY OF BANEERRY	\$367.96	\$19,504.88	\$367.96	\$0.00	\$0.00	\$0.00	\$390.09	\$19,114.79
354	CITY OF NEW MARKET	\$4,785.90	\$12,716.37	\$4,785.90	\$0.00	\$0.00	\$0.00	\$221.66	\$12,494.71
920	SCHOOL DIRECT PAYROLL	\$0.00	\$3,993,421.17	\$3,993,421.17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
921	OTHER DIRECT PAYROLL	\$0.00	\$1,238,158.44	\$1,238,158.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
22200	REFUNDS	\$122.00	\$3,137.58	\$3,259.58	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
28310	TAX PRE-PAYMENTS	\$0.00	\$0.00	\$0.00	(\$364.58)	(\$364.58)	\$0.00	\$0.00	\$0.00
29900	FEE/COMMISSION	\$700.00	\$120,514.06	\$0.00	\$0.00	\$120,514.06	\$0.00	(\$120,514.06)	\$700.00
		\$122,322,497.57	\$21,876,736.40	\$19,296,275.94	\$810,022.49	\$120,149.48	(\$26.32)	(\$0.00)	\$125,472,343.30



Financial Summary Report
Jennifer Boling Hall
Jefferson County Trustee
Printed 11/06/2025 12:14 PM By Cindy Sherry

Property Tax Summary	Summary of Assets Beginning Balances	Starting	Debits	Credits	Summary of Assets Ending Balances
CURRENT YEAR	INVESTMENT ACCOUNTS	\$0.00	\$0.00(+)	\$0.00(-)	\$0.00
PRIOR YEAR	CASH	\$700.00	\$4,526,723.82(+)	\$4,526,723.82(-)	\$700.00
BANKRUPTCY	BANK ACCOUNTS	\$122,265,241.57	\$54,277,740.81(+)	\$51,138,843.08(-)	\$125,404,139.30
INTEREST	STATE TAX RELIEF	\$15,663.00	\$34,740.00(+)	\$47,900.00(-)	\$2,503.00
	COUNTY TAX RELIEF	\$40,893.00	\$24,230.00(+)	\$122.00(-)	\$65,001.00
	TOTAL	122322497.57	\$58,863,434.63	\$55,713,588.90	\$125,472,343.30

This report is submitted in accordance with requirements of section 5-8-505 and 67-5-1902 Tennessee Code, annotated and to the best of my knowledge and belief, accurately reflects transactions of this office October 01, 2025 through October 31, 2025

Signature:

Cynthia A. Sherry

Title:

Chief Deputy Trustee

November 06, 2025

**JEFFERSON COUNTY, TENNESSEE
2025-2026
GENERAL FUND 101 - AMENDMENT #9
November 2025**

FUND BALANCE TOTAL	-	6,123.09
RESERVE BALANCE TOTAL	-	6,035.00

Budget Com. App'd: _____
County Com. App'd: _____

Item #	1	Sheriff's Department / Tennessee Highway Safety Office Grant				Debit	Credit
		47990		DUI	Other Federal Grants - DUI	+	6,297.40
		54110	187	DUI	Sheriff's Department - Overtime Pay - DUI	-	661.00
		54110	435	DUI	Sheriff's Department - Office Supplies - DUI	+	6,958.40
					Total		6,958.40 6,958.40
Budgeting additional funds from the Tennessee Highway Safety Office Grant and aligning previously budgeted funds into correct expenditure line.							
Item #	2	Jefferson City Public Library / Reserves				Debit	Credit
		34535		JC	Restricted for Social, Cultural, Rec. Ser - Jefferson City Library	-	6,700.00
		56500	432	JC	Jefferson County Public Library System - Library Books - Jefferson City Library	+	6,000.00
		56500	471	JC	Jefferson County Public Library System - Software - Jefferson City Library	+	700.00
					Total		6,700.00 6,700.00
Budgeting funds using reserves to purchase library books and media materials as well as security software subscription renewals.							
Item #	3	County Coroner/Medical Examiner				Debit	Credit
		44170			Miscellaneous Refunds	+	3,000.00
		54610	399		County Coroner/Medical Examiner - Other Contracted Services	+	3,000.00
					Total		3,000.00 3,000.00
Amending reimbursement funds received from the state for medical examiner investigations.							
Item #	4	Jefferson City Public Library / Reserves				Debit	Credit
		48610		JC	Donations - Jefferson City Library	+	665.00
		34535		JC	Restricted for Social, Cultural, Rec. Ser - Jefferson City Library	+	665.00
					Total		665.00 665.00
Amending funds donated to Jefferson City Public library into Jefferson City Library reserves.							
Item #	5	County Buildings / Fund Balance				Debit	Credit
		39000			Unassigned Fund Balance	-	700.00
		51800	410		County Buildings - Custodial Supplies	+	700.00
					Total		700.00 700.00
Budgeting funds from unassigned fund balance to cover custodial supply purchases for Parrott-Wood Memorial Library during fiscal year of 2025-2026.							
Item #	6	County Overtime Pay / Fund Balance				Debit	Credit
		39000			Unassigned Fund Balance	-	5,423.09
		52400	187		County Trustee - Overtime Pay	+	5,423.09
		51800	166		County Buildings - Custodial Personnel	-	406.26
		51800	187		County Buildings - Overtime Pay	+	406.26
		54210	160		Jail - Guards	-	35,948.91
		54210	187		Jail - Overtime Pay	+	35,948.91
		55120	189		Rabies and Animal Control - Other Salaries and Wages	-	475.23
		55120	187		Rabies and Animal Control - Overtime Pay	+	475.23
					Total		42,253.49 42,253.49
Budgeting funds using fund balance and other salary lines to cover overtime pay for September 2025 through October 2025.							

JEFFERSON COUNTY, TENNESSEE
2025-2026
HIGHWAY FUND 131 - AMENDMENT #5
November 2025

FUND BALANCE TOTAL	-	0.00
RESERVE BALANCE TOTAL	-	166,315.90

Budget Com. App'd: _____
County Com. App'd: _____

Item#	1	Operations and Maintenance of Equipment / Reserves	Debit	Credit
		34550 Restricted for Highways/Public Works	-	166,315.90
		63100 790 Operation and Maintenance of Equipment - Other Equipment	+	166,315.90
				166,315.90
		Budgeting funds using reserves to purchase new TD600 Tack Distributor via Sourcewell contract #060122-VTL used for paving.		

Item#	2	Quarry Operations	Debit	Credit
		62000 790 Highway and Bridget Maintenance - Other Equipment	-	70,530.00
		63400 790 Quarry Operations - Other Equipment	+	70,530.00
				70,530.00
		Budgeting funds to cover the remainder of cost for new diesel water pump for the quarry.		

School Board Approved: 11/6/2025
 Budget Com. Approved: _____
 County Commission Approved: _____

Item 1

Technology					Debit	Credit
71100	722	250	Student Equipment	-	164,000.00	
72250	790		Equipment	+		164,000.00
					164,000.00	164,000.00
Network Infrastructer equipment to replace servers at the end of their lifecycle						

JEFFERSON COUNTY SCHOOLS
Fund 14 1- General Education Funds
Budget Amendment #7
November 2025

School Board Approved:	11/6/2025	FUND BALANCE TOTAL	-	\$ 5,400,538.00
Budget Com. Approved:		RESERVE BALANCE TOTAL	-	
County Commission Approved:				

Item 1	Capital Projects Transfer		Debit	Credit
	141 39000 Unassigned Fund Balance	-	596,456.00	
	141 99100 590 Transfers to Other Funds	+		596,456.00
			596,456.00	596,456.00
	Provide funding for Maury Middle School Lighting Project			

Item 2	Capital Projects Transfer		Debit	Credit
	141 39000 Unassigned Fund Balance	-	4,804,082.00	
	141 99100 590 Transfers to Other Funds	+		4,804,082.00
			4,804,082.00	4,804,082.00
	Provide funding for Jefferson Middle School HVAC Energy Upgrade Project			

JEFFERSON COUNTY SCHOOLS
Fund 142 - Federal Funds
Budget Amendment #3
November 2025

School Board Approved: 11/6/2025
Budget Com. Approved: _____
County Commission Approved: _____

Item 1	Title I, Part A			Debit	Credit
	71100	163 Educational Assistants	-	20,747.28	
	71100	186 Longevity Pay	-	347.08	
	71100	189 Other Salaries & Wages	+		3,780.00
	71100	201 Social Security	-	1,051.97	
	71100	204 State Retirement	-	1,539.40	
	71100	206 Life Insurance	-	87.84	
	71100	207 Medical Insurance	-	12,923.47	
	71100	212 Employer Medicare Liability	-	231.28	
	71100	429 Instructional Supplies & Materials	+		11,048.51
	71100	722 Regular Instruction Equipment	+		6,625.00
	72130	186 Longevity Pay	+		347.08
	72130	189 Other Salaries & Wages	+		10,882.08
	72130	201 Social Security	+		674.69
	72130	204 State Retirement	+		1,010.63
	72130	206 Life Insurance	+		43.92
	72130	207 Medical Insurance	+		7,283.62
	72130	212 Employer Medicare Liability	+		157.79
	72210	524 Staff Development	-	4,925.00	
				41,853.32	41,853.32
Principal requested adjustments to school-level allocations.					

Item 2	Title III			Debit	Credit
	47146	Revenue	+	440.76	
	72130	499 Other Materials and Supplies	+		440.76
				440.76	440.76
Recognize Carryover funds from Prior Year					

School Board Approved:	<u>11/6/2025</u>	FUND BALANCE TOTAL	\$ -
Budget Com. Approved:	<u> </u>	RESERVE BALANCE TOTAL +	\$ -

Item 2	Education Capital Projects				Debit	Credit
177	49800		Transfers In - General Schools Fund	+	4,804,082.00	
177	91300	707	HVA Building Improvements	+		4,804,082.00
					4,804,082.00	4,804,082.00
Fund Jefferson Middle School HVAC Energy Upgrade Project						



Jefferson County Government, Tennessee

Fiscal Year 2026-2027 Budget Assumptions and Guidelines

These guidelines establish the foundational assumptions and submission requirements for the development of the Jefferson County Fiscal Year 2026-2027 budget.

Key Instructions

- Departments shall submit zero-based budgets with line-by-line justifications based on current operational need rather than historical spending patterns.
- Staffing levels must include position justifications, workload impacts, and any proposed changes. New positions must be recommended by the Personnel Committee prior to being presented to the Budget Committee.
- The Finance Office will apply standard payroll and benefit lines after staffing is approved.
- All capital expenditures require a 3-year projection, identified funding source, and coordination with the Facilities Committee and/or Building Maintenance Director per Capital Projects Request Policy 4.4.

Economic & Inflation Assumptions

Category	FY 2026-2027 Factor	Notes
Property/Casualty & Workers Comp	+8.0 %	Based on renewal trends
Health Insurance	+5.0 % (Jan 2027)	Approximately 2.5 % annualized impact
Employee COLA	+2.8 %	Per SSA projection; subject to update
Utilities	+5.0 %	Reflects TVA regional rate trends
Vendor Pricing	Variable	Departments confirm with major vendors

Revenue Assumptions

Departments should assume flat or modest growth in revenues consistent with historical trends unless supported by documentation.

Timeline

The Finance Director will present a proposed balanced County budget to the Budget Committee on Monday, April 20, 2026, for review.

Budget Committee Approved October 20, 2025

**Jefferson County Budget 2026-2027
Calendar of Meetings and Deadlines
Courthouse Main Courtroom**

<u>Date</u>	<u>Day</u>	<u>Time</u>	<u>Purpose</u>
October 20, 2025	Monday	5:30 P.M.	Budget Committee meets to set procedures and approve meeting calendar and guidelines
January 7, 2026	Wednesday	9:00 A.M.	Finance Director, County Mayor, Director of Schools and Budget Committee Chair to meet with Department Heads to provide budget assumptions and budget rules
February 25, 2026	Wednesday	4:00 P.M.	1st draft of County Capital projects due to Finance Department
March 2, 2026	Monday	4:00 P.M.	1st draft of Operating Budget (School and County) due to Finance Department
March 6, 2026	Friday	4:00 P.M.	Non-Profit Requests due to Finance Department
March 16, 2026	Monday	5:00 P.M.	Budget Committee meeting to review Non-Profits, Capital Projects & Debt Service Fund. Non-Profit presentations to Budget Committee.
March 24, 2026	Tuesday	8:00 A.M.	School Board to receive 1st draft of school budget
March 30, 2026	Monday	6:30 P.M.	School Board to review budget during work session
April 9, 2026	Thursday	6:30 P.M.	Special Called School Board Meeting - Approval of BOE Budget
April 10, 2026	Friday	8:00 A.M.	Budget Committee members will be emailed 1st consolidated budget (including schools) as well as paper copies available upon request in County Mayor's Office between 8:00 A.M. and 4:00 P.M.
April 20, 2026	Monday	5:00 P.M.	1st Budget Committee meeting to review all budgets (including Schools)
* April 27, 2026	Monday	5:00 P.M.	2nd Budget Committee meeting to review all budgets (including Schools)
May 18, 2026	Monday	5:00 P.M.	3rd Budget Committee meeting for final review of all budgets and prepare recommendations to CLB
May 28, 2026	Thursday	11:00 A.M.	Notice of Public Hearing published in local paper & online
June 5, 2026	Friday	8:00 A.M.	County Commission members will be emailed consolidated budget (including schools) as well as paper copies available upon request in County Mayor's Office between 8:00 A.M. - 4:00 P.M. Proposed budget published in local paper.
June 15, 2026	Monday	6:15 P.M.	Budget Committee special called meeting - Public Hearing
June 15, 2026	Monday	6:30 P.M.	County Commission Special Called Meeting - Approval of FY 26-27 Budget by County Legislative Body
June 25, 2026	Thursday	4:30 P.M.	Special Called School Board Meeting - Approval of Final Budget Amendments for FY 25-26
* June 25, 2026	Thursday	6:00 P.M.	Budget Committee Special Called Meeting - Approval of Final Budget Amendments for FY 25-26
** June 25, 2026	Thursday	6:30 P.M.	County Commission Special Called Meeting - Approval of Final Budget Amendments for FY 25-26

Budget Committee meeting

* *Budget Committee meeting on day other than a schedule County Commission meeting*

** *County Commission meeting on day other than a scheduled County Commission meeting*

All Budget Committee meetings will be at the County Courthouse

RUGEL CHURCH FURNISHINGS, INC.
827 E. Broadway
Jefferson City, TN 37760

Voice: 865-475-3030
Fax: 865-475-3212

QUOTATION

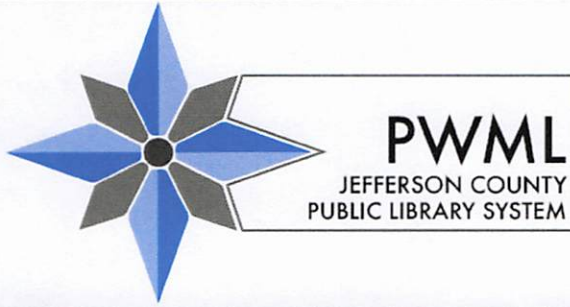
Quote Number: m105
Quote Date: Sep 10, 2025
Page: 1

Quoted To:

JEFFERSON COUNTY
P.O. BOX 710
DANDRIDGE, TN 37725

Customer ID	Good Thru	Payment Terms	Sales Rep
JEFFERSON COUNTY	10/10/25	Net Due	

Quantity	Item	Description	Unit Price	Amount
171.00		Pew Cushions, 2" thick, 15" w, Roll Front, #3 buttons & slip protection	17.00	2,907.00
1.00		10 cushions @ 7' 8" and 6 cushions @ 15' 8"		
50.00		50 yards of fabric	9.95	497.50
1.00		Local Delivery	200.00	200.00
Subtotal				3,604.50
Sales Tax				
TOTAL				3,604.50



Parrott-Wood Memorial Library
 3133 W. Old A.J. Hwy.
 Strawberry Plains, TN 37871
 865-933-1311

Director's Report for November 2025

Grants Status 2025-2026

Grants for May-September		
Grant	Awarded	
Tech Grant 2026	\$2,249.00	This grant has to be matched 50%. With a total of \$4,498.00 to be spent. This grant will purchase updated Microsoft Office and help purchase the children's computers.
Top Grant 2026	\$3,000.00	This grant pays for In-person computer teachers. Rita Hussung will be teaching adults and Michael from Data Tech 11 is teaching the children on Tuesdays at 4:30. Our kids do not know how to use a regular mouse. We are doing tutorials and getting ready to teach how to type on Word.
Jane L. Pettway Grant 2025	\$11,000.00	This grant was used to purchase 5 Dell Desktops. I am currently looking at replacing 2 children's computers. Any remaining money will be used to purchase software for the laptops.
Youth Endowment Fund	\$5,000.00	This grant is a two-year grant through the East Tennessee. We have received \$2,500.00 this year and will receive the other \$2,500.00 next year. This grant will be used for STEM Programs for the children.
Total	\$21,240.00	

Petty Cash: Since Jessica Elder, Finance Director and Bryant Opeil from the county came into our library and counted my cash drawer in front of customer on October 23, 2025, I have implemented new Petty Cash Procedures. We are now doing a Cash & Til sheet for everyday. We are putting the money in the bank on Tuesdays and Thursdays in the night deposit box. If we reimburse customers due to a fax not going through, we will have a slip to fill out and have the customer sign it. This way it shows why the til is short. We will be working on finding a way to show it on the receipts slip. If not, We may have to purchase a new cash register. We are now counting the money in the mornings and at night. We have a Z slip and Cash & Til sheet for everyday. Even though we only took in \$33.45 for the Petty cash last week, we took it to the bank twice. We pay out \$16.24 for mileage weekly, that is \$8.12 per trip. Since mileage is .70 per mile per. We have to drive 11.60 miles one way to the bank. Please use this link to view our Petty Cash Reports.

https://drive.google.com/drive/folders/1dSSH1j8R7D6r4_RdeThn1OrF-6m6N2Y7?usp=sharing

Important Files: Up-dated on August 13, 2025. Please click the link below for these documents.

https://drive.google.com/drive/folders/1ZaF_EzYb5AIrLpDPJfHlr5VztL83OsZC?usp=drive_link

- Long Range Plan:
- Technology Plan
- Disaster Plan
- County Inventory
- Building Insurance
- Parrott-Wood Lease Agreement

Staff Continuing Education

All employees have started their webinars. We hope to have our hours completed by October.

Inventory/Weeding:

We are getting ready to do inventory and weeding.

Surplus: No Surplus

Winter Programs

Our fall programs have started. Please see list below:

Event	Date
Kid's Night: Storytelling, Crafting, and More!	Monday's at 4:30 pm
Mixed Media Art Workshops for Adults	Tuesdays at 2:00 pm
Rush Strong Kids: STEM Program/Computer Classes	Tuesdays at 4:30 pm
Story Time	Wednesday's at 10:00 AM
Beginner's Crochet Classes	Wednesdays at 2:00 pm
Call All Adults! Movie Time at the Library	Every other Thursday's at 10:00 am
Free Technology Classes : Phones, Tablets, and Computers!	Thursday's at 2:00 pm
Homeschoolers Ages 8 and up: Terror on USA Soil	Friday's at 11:00 AM

Friends of Library Benefit Auction: Our Friends of the library had a benefit auction on November 8, 2025. We have raised over \$7,000.00 for our Friends group. This money will be used to support Parrott-Wood Memorial Library.



**JEFFERSON COUNTY, TENNESSEE
BOARD OF COMMISSIONERS**

RESOLUTION NO. 2025-62

**A RESOLUTION OF THE GOVERNING BODY OF JEFFERSON COUNTY,
TENNESSEE, AUTHORIZING THE ISSUANCE, SALE AND PAYMENT OF LANDFILL
INTERFUND CAPITAL OUTLAY NOTES IN AN AGGREGATE PRINCIPAL AMOUNT
NOT TO EXCEED THREE HUNDRED EIGHTY-SEVEN THOUSAND SIX HUNDRED
SIXTY-NINE DOLLARS (\$387,669)**

WHEREAS, the Governing Body of Jefferson County, Tennessee (the "Local Government") has determined that it is necessary and desirable to issue not to exceed \$387,669 in aggregate principal amount of capital outlay notes to provide funds for the purpose of (i) the acquisition of land for and construction, improvement, renovation and equipping of landfill facilities, (ii) payment of legal, fiscal, administrative, architectural and engineering costs incident to the foregoing (the "Project"); (iii) reimbursement for funds previously expended for Project costs, if any; and (iv) the payment of costs incident to the issuance and sale of the notes authorized herein; and

WHEREAS, the Governing Body of Jefferson County has determined that the Project is a public works project within the meaning of the Act (as defined below); and

WHEREAS, under the provisions of Parts I, IV and VI of Title 9, Chapter 21, Tennessee Code Annotated (the "Act"), local governments in Tennessee are authorized to finance the cost of this Project through the issuance and sale of interest-bearing or non-interest bearing interfund capital outlay notes upon the approval of the Comptroller of the Treasury or Comptroller's designee; and

WHEREAS, the Governing Body of Jefferson County finds that it is advantageous to the Local Government to authorize the issuance of capital outlay notes to finance the cost of the Project;

NOW THEREFORE, BE IT RESOLVED, by the Governing Body of Jefferson County, Tennessee, as follows:

Section 1. For the purpose of providing funds to finance the cost of the Project, the chief executive officer of the Local Government is hereby authorized in accordance with the terms of this resolution, and upon approval of the Comptroller of the Treasury or Comptroller's designee, to issue and sell interest-bearing capital outlay notes in a principal amount not to exceed Three Hundred Eighty-Seven Thousand Six Hundred Sixty-Nine Dollars (\$387,669) (the "Notes"). The Notes shall be designated "Landfill Interfund Capital Outlay Notes, Series 2025"; shall be numbered serially from 1 upwards; shall be dated as of the date of issuance; shall be in denomination(s) as agreed upon with the purchaser; shall be sold at not less than 99% of par value plus accrued interest if any; and shall bear interest at a rate or rates not to exceed five percent (5.00%) per annum, and in no event shall the rate exceed the legal limit provided by law.

Section 2. The Notes shall mature not more than twelve (12) fiscal years after the fiscal year of issuance and, unless otherwise approved by the Comptroller of the Treasury or Comptroller's designee, the Notes shall be amortized through mandatory redemption in

amounts reflecting level debt service on the Notes or an equal amount of principal paid in each fiscal year as is agreed upon by the chief executive officer and the Purchaser (see the attached amortization schedule for the proposed debt service). The principal amount paid in each fiscal year shall be set forth in the form of the Note. The weighted average maturity of the Notes shall not exceed the reasonably expected weighted average life of the Project which is hereby estimated to be fifteen (15) years.

Section 3. That, the Notes shall be subject to redemption at the option of the Local Government, in whole or in part, at any time, at the principal amount and accrued interest to the date of redemption, without a premium, plus accrued interest.

Section 4. The Notes shall be direct general obligations of the Local Government, for which the punctual payment of the principal and interest on the Notes, the full faith and credit of the Local Government is irrevocably pledged, and the Local Government hereby pledges its taxing power as to all taxable property in the Local Government for the purpose of providing funds for the payment of principal of and interest on the Notes. The Governing Body of the Local Government hereby authorizes the levy and collection of a special tax on all taxable property of the Local Government over and above all other taxes authorized by the Local Government to create a sinking fund to retire the Notes with interest as they mature in an amount necessary for that purpose.

Section 5. The Notes shall be executed in the name of the Local Government; shall bear the signature of the chief executive officer of the Local Government and the signature of the recording officer of the Local Government and shall be payable as to principal and interest at the office of recording officer of the Local Government or at the office of the paying agent duly appointed by the Local Government. Proceeds of the Notes shall be deposited with the official designated by law as custodian of the funds of the Local Government. All proceeds shall be paid out for financing the Project pursuant to this Resolution and as required by law.

Section 6. The Notes will be issued in fully registered form and that at all times during which any Note remains outstanding and unpaid, the Local Government or its agent shall keep or cause to be kept at its office a note register for the registration, exchange or transfer of the Notes. The note register, if held by an agent of the Local Government, shall at all times be open for inspection by the Local Government or any duly authorized officer of the Local Government. Each Note shall have the qualities and incidents of a negotiable instrument and shall be transferable only upon the note register kept by the Local Government or its agent, by the registered owner of the Note in person or by the registered owner's attorney duly authorized in writing, upon presentation and surrender to the Local Government or its agent together with a written instrument or transfer satisfactory to the Local Government duly executed by the registered owner or the registered owner's duly authorized attorney. Upon the transfer of any such Note, the Local Government shall issue in the name of the transferee a new registered note or notes of the same aggregate principal amount and maturity as the surrendered Notes. The Local Government shall not be obligated to make any such Note transfer during the fifteen (15) days next preceding an interest payment date on the Notes or, in the case of any redemption of the Notes, during the forty-five (45) days next preceding the date of redemption.

Section 7. The Notes shall be in substantially the form attached as Attachment 1 with only changes as are necessary or appropriate to comply with the requirements of the purchaser thereof as determined by the chief executive officer.

Section 8. The Notes shall be issued as an interfund loan between the Landfill Fund and the General Debt Service Fund, as authorized in T.C.A. § 9-21-408. The Note will be issued from the Landfill Fund (207) to the General Debt Service Fund (151), in the amount of \$387,669. The Landfill Fund (207) will repay the General Debt Service Fund (151).

Section 9. The Notes shall not be sold until receipt of the Comptroller of the Treasury or Comptroller's Designee's written approval for the sale of the Notes.

Section 10. The chief executive officer is authorized to designate the Notes as qualified tax-exempt obligations for the purpose of Section 265(b) (3) of the Internal Revenue Code of 1986 if so eligible to be designated. Additionally, the Notes may be issued as taxable.

Section 11. After the sale of the Notes, and for each year that any of the Notes are outstanding, the Local Government shall prepare an annual budget and budget ordinance in a form consistent with accepted governmental standards and as approved by the Comptroller of the Treasury or Comptroller's designee. The budget shall be kept balanced during the life of the Notes and shall appropriate sufficient monies to pay all annual debt service. The annual budget and ordinance shall be submitted to the Comptroller of the Treasury or Comptroller's designee immediately upon its adoption; however, it shall not become the official budget for the fiscal year until such budget is approved by the Comptroller of the Treasury or Comptroller's Designee in accordance with Title 9, Chapter 21, Tennessee Code Annotated (the "Statutes"). If the Comptroller of the Treasury or Comptroller's designee determines that the budget does not comply with the Statutes, the Governing Body shall adjust its estimates or make additional tax levies sufficient to comply with the Statutes, or as directed by the Comptroller of the Treasury or Comptroller's designee.

Section 12. Reimbursement. This resolution shall serve as the expression of official intent of the County to reimburse itself for Project expenditures from proceeds of the notes in an amount not to exceed the amount of the Notes for purposes of Treasury Regulations Section 1.150-2.

Section 13. All orders or resolutions in conflict with this Resolution are hereby repealed insofar as such conflict exists and this Resolution shall become effective immediately upon its passage.

Adopted and Approved on: _____, 20 _____

Date Received by County Mayor: _____

Votes: _____
 Yes No Abstain Absent

Approved: _____ Date: _____
 James E. Carmichael – Chairman, County Commission

Attest: _____ Date: _____
 Frank C. Herndon – County Clerk

Approved: _____ Date: _____
 Mark Potts – County Mayor

Vetoed: _____ Date: _____
 Mark Potts – County Mayor

Veto
Override
Votes: _____
 Yes No Abstain Absent

Veto
Override: _____ Date: _____
 James E. Carmichael – Chairman, County Commission

Attachment 1

CAPITAL OUTLAY NOTE FORM

Registered

Note #: 1

Of the

State of Tennessee

Registered

\$387,669

Landfill Interfund Capital Outlay Note,
Series 2025 (Federally Taxable)

Interest Rate:

0%

Maturity Date:

June 1st, 2029

Date of Note:

December ____, 2025

Registered Owner: Jefferson County Trustee on behalf of the Debt Service Fund

Principal Amount: Three Hundred Eighty-Seven Thousand Six Hundred Sixty-Nine Dollars

The County Commission (the "Governing Body") of Jefferson County, Tennessee (the "Local Government") hereby acknowledges itself indebted, and for value received hereby promises to pay to the Registered Owner hereof (named above), or registered assigns, the Principal Sum specified above on the Maturity Date specified above or according to an amortization schedule attached hereto (unless this note shall have been duly called for prior redemption and payment of the redemption price shall have been duly made or provided for), upon presentation and surrender to the Local Government or its agent, and to pay interest on the Principal Sum on \$387,669 and thereafter on June 1 of each year at the Interest Rate per annum specified above or according to an amortization schedule attached hereto, by check, draft, or warrant mailed to the Registered Owner at the address of the Registered Owner as it appears on the fifteenth (15th) calendar day of the month next preceding the applicable payment date in the note register maintained by or on behalf of the Local Government. Both principal of and interest on this note are payable at the office of the Finance Director of the Local Government or a paying agent duly appointed by the Local Government in lawful money of the United States of America.

This note is a direct obligation of the Local Government for the payment of which as to both principal and interest the full faith and credit of the Local Government is pledged.

This note is subject to redemption prior to its stated maturity in whole or in part at any time at the option of the Local Government upon payment of the principal amount of the note together with the interest accrued thereon to the date of redemption.

This note is issued under the authority of Parts I, IV, and VI of Title 9, Chapter 21, Tennessee Code Annotated, and a Resolution duly adopted by the Governing Body of the Local Government meeting in session on November 17, 2025 (the "Resolution") to provide funds to finance the cost of public works projects referenced in the Resolution.

This note shall have the qualities and incidents of a negotiable instrument and shall be transferable only upon the note register kept by the Local Government or its agent, by the Registered Owner of the note in person or by the Registered Owner's attorney duly authorized in writing, upon presentation and surrender to the Local Government or its agent of the note together with a written instrument of transfer satisfactory to the Local Government duly executed by the Registered Owner or the Registered Owner's duly authorized attorney but only in the manner as provided in the Resolution of the Local Government authorizing the issuance of this note and upon surrender hereof for cancellation. Upon the transfer of any such note, the Local Government or its agent shall issue in the name of the transferee a new registered note or notes of the same aggregate principal amount and maturity as the surrendered note. The Local Government shall not be obligated to make any such Note transfer during the fifteen (15) days next preceding an interest payment date on the Notes or, in the case of any redemption of the Notes, during the forty-five (45) days next preceding the date of redemption.

Pursuant to Tenn. Code Ann. Section 9-21-117, this note and interest thereon are exempt from all state, county, and municipal taxation except for inheritance, transfer and estate taxes and except as otherwise provided under the laws of the State of Tennessee.

IT IS HEREBY CERTIFIED, RECITED AND DECLARED that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of this note exist, have happened and have been performed in due time, form and manner as required by the Constitution and laws of the State of Tennessee, and that the amount of this note, together with all other indebtedness of the Local Government, does not exceed any constitutional or statutory limitation thereon, and that this note is within every constitutional and statutory limitation.

IN WITNESS WHEREOF, Jefferson County, Tennessee, has caused this Note to be signed by its County Mayor with his manual signature and attested by its County Clerk with his manual signature under an impression of the corporate seal of the County, all as of the day and date hereinabove set forth.

Adopted and Approved on: _____, 20 _____

Date Received by County Mayor: _____

Votes:
 Yes No Abstain Absent

Approved: _____ Date: _____
E. Carmichael – Chairman, County Commission

James

Attest: _____ Date: _____
Frank C. Herndon – County Clerk

Approved: _____ Date: _____
Mark Potts – County Mayor

Vetoed: _____ Date: _____
Mark Potts – County Mayor

Veto
Override
Votes: _____ _____ _____ _____
 Yes No Abstain Absent

Veto
Override: _____ Date: _____
James E. Carmichael – Chairman, County Commission

ASSIGNMENT

Note No. R- _____

Amount: \$. _____

For value received, the undersigned hereby sells, assigns and transfers unto

(Name and address of assignee)

(Please indicate social security or other tax identifying number of assignee)

The within-mentioned note and hereby irrevocably constitutes and appoints

_____, attorney-in-fact, to transfer the same on the note register in
the office of the _____ or the agent of the Local Government with
full power of substitution in the premises.

Date: _____

Assignor: _____

Address: _____

City: _____ State: _____ Zip: _____

Signature Guaranteed by: _____

Printed Name: _____

NOTE: The signature as to this assignment must correspond with the name as written on the face of the within note in every particular, without alteration, enlargement or any change whatsoever.



I, Frank C. Herndon, hereby certify that I am the duly qualified and acting County Clerk of Jefferson County, Tennessee, and as such official I further certify that attached hereto is a copy of excerpts from the minutes of a regular meeting of the governing body of the County held on November 17, 2025; that these minutes were promptly and fully recorded and are open to public inspection; that I have compared said copy with the original minute record of said meeting in my official custody; and that said copy is a true, correct and complete transcript from said original minute record insofar as said original record relates to not to exceed \$387,669 General Obligation Interfund Capital Outlay Notes, Series 2025 (Federally Taxable) of said County.

WITNESS my official signature and seal of said County on this 17th day of November, 2025.

Frank C. Herndon – County Clerk, Jefferson County, Tennessee

Date

**JEFFERSON COUNTY, TENNESSEE
BOARD OF COMMISSIONERS**

RESOLUTION 2025-63

**A RESOLUTION AMENDING THE ZONING RESOLUTION OF JEFFERSON
COUNTY, TENNESSEE TO REFLECT CERTAIN PROHIBITED USES IN ALL
ZONING DISTRICTS AND PERMITTED USES IN THE I-3 ZONING DISTRICT**

WHEREAS, The Jefferson County Board of Commissioners desires to consider amendments to the Zoning Resolution of Jefferson County, regarding zoning districts in which Data Centers and IT/ AI data Centers are permitted and prohibited;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Jefferson County (hereinafter referred to as the "Board") that the Board requests the Jefferson County Regional Planning Commission consider the following amendments to the Zoning Resolution as follows:

Section 1. Article 5- Definitions is amended by adding the following:

DATA CENTER: A Data Center is a physical location that stores computing machines and their related hardware equipment. It contains the computing infrastructure that IT systems require, such as servers, data storage drives and network equipment, and associated components; it is the physical facility that stores any digital data.

IT/ AI DATA CENTER: An Artificial Intelligence (AI) Data Center is a specialized facility to handle AI workloads; supporting advanced computing tasks, relying on GPU's, TPU's, and high performance processors. They are used for cloud computing, data storage, content delivery, disaster recovery and AI processing, serving users and running critical services for technology companies/ entities and governments. IT/ AI Data Centers house computers and machines that can reason, learn, and act in such a way that would normally require human intelligence or that archives data whose scale exceeds or may exceed what humans can produce.

Section 2. Article __ - I-3 is amended as follows:

Data Centers and AI/ IT Data Centers are only permitted in the I-3 Zone.

BE IT FURTHER RESOLVED that these regulations shall take effect immediately upon passage, the public welfare requiring it.

BE IT FURTHER RESOLVED, if any provision of this resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this resolution which can be given effect without the invalid provision or application and to that end the provisions of this resolution are declared to be severable.

Date Considered by Jefferson County Regional Planning Commission: _____

Approve _____ **Denied** _____

Brian Morgan, Chairman, Jefferson County Regional Planning Commission

Sue Springfield, Secretary, Jefferson County Regional Planning Commission

Date Considered by Jefferson City Regional Planning Commission: _____

Approved _____ **Denied** _____

Chairman Jefferson City Regional Planning Commission

Secretary Jefferson City Regional Planning Commission

Date Considered by Town of Dandridge Regional Planning Commission: _____

Approved _____ **Denied** _____

Chairman Dandridge Regional Planning Commission

Secretary Dandridge Regional Planning Commission

Date Considered by Town of White Pine Regional Planning Commission: _____

Approved _____ **Denied** _____

Chairman White Pine Regional Planning Commission

Secretary White Pine Regional Planning Commission

Date of Public Hearing- Jefferson County Board of Commissioners: _____

Adopted and Approved by Jefferson County Board of Commissioners on:

_____, 20 _____

Date Received by County Mayor: _____

Votes: _____ _____ _____ _____
 Yes No Abstain Absent

Approved: _____ Date: _____
 James E. Carmichael – Chairman, County Commission

Attest: _____ Date: _____
Frank C. Herndon – County Clerk

Approved: _____ Date: _____
Mark Potts – County Mayor

Vetoed: _____ Date: _____
Mark Potts – County Mayor

Veto
Override
Votes: _____
Yes No Abstain Absent

Veto
Override: _____ Date: _____
James E. Carmichael – Chairman, County Commission

JEFFERSON COUNTY, TENNESSEE

BOARD OF COMMISSIONERS

RESOLUTION NO. 2025-64

**A RESOLUTION DECLARING AS SURPLUS AND TO AUTHORIZE THE JEFFERSON
CITY PUBLIC LIBRARY TO SURPLUS AND DISPOSE OF OR DONATE SAID
EQUIPMENT**

WHEREAS, the Jefferson City Public Library desires to declare as surplus and dispose of or donate certain equipment which is more particularly described and itemized in the attachment hereto as Exhibit A; and

WHEREAS, the Board of Commissioners of Jefferson County, Tennessee, finds that the equipment described and itemized in the attachment hereto as Exhibit A should be declared surplus and said surplus be disposed of or donated in order to promote public welfare and safety.

NOW THEREFOR, BE IT RESOLVED by the Board of Commissioners of Jefferson County, Tennessee, meeting in regular session on the _____ day of _____, 2025, as follows:

The equipment described and itemized in the attachment hereto as Exhibit A, is hereby declared to be surplus equipment and the Jefferson City Public Library is hereby authorized to surplus and dispose of or donate said equipment in accordance with state law.

This resolution is effective upon adoption, the welfare of Jefferson County requiring it.

Adopted and approved on _____, 20____.

Date received by County Mayor: _____

Votes: Yes: _____ No: _____ Abstain: _____ Absent: _____

Approved: _____ Date: _____

Attest: _____ Date: _____

Approved: _____ Date: _____
Mark Potts – County Mayor

Vetoed: _____ Date: _____
Mark Potts – County Mayor

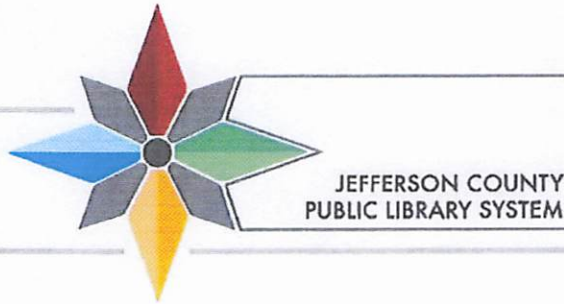
Veto Override:

Votes: Yes: _____ No: _____ Abstain: _____ Absent: _____

Veto Override: _____ Date: _____
James E. Carmichael – Chairman, County Commission

Jefferson City Public Library
108 City Center Drive
Jefferson City, TN 37760
865-475-9094
jcpl@jcpls.org

Dandridge Memorial Public Library
1235 Circle Drive
Dandridge, TN 37725
865-397-9758
danmemlibrary@gmail.com



White Pine Public Library
1708 E. Main Street
White Pine, TN 37890
865-674-6313
whitepinelib@gmail.com

Perrott-Wood Memorial Library
3133 W. Old A.J. Highway
Strawberry Plains, TN 37871
865-933-1311
dphillips@jcpls.org

November 14, 2025

Jefferson County Government
P.O. Box 710
Dandridge, TN 37725

Dear County Commissioners,

I am writing to notify you of my intent to surplus some items from the Jefferson City Public Library. At the November 13, 2025 meeting, the Jefferson County Public Library System's Board of Trustees approved surplus of the items listed on the accompanying Surplus List Request. This is all obsolete technology equipment that is either no longer operable, no longer eligible for support, maintenance or updates, and has served its useful purpose. If approved, these items will be turned over to the County Director of Facilities and Safety for disposal.

Thank you,

David Phillips, Director
Jefferson City Public Library

Jefferson City Public Library

108 City Center
Jefferson City, TN 37760
865-475-9094

Surplus List Request					
Disposal					
Quantity	Manufacturer	Device Type	Model	Serial Number	Purchase Date
1	Toshiba	Mini-laptop	Satellite L15W-B1208X	8F122755S ✓	Unknown
1	Toshiba	Mini-laptop	Satellite L15W-B1208X	7F099607S ✓	Unknown
1	Toshiba	Mini-laptop	Satellite L15W-B1208X	7F118316S ✓	Unknown
1	T-Mobile	Mobile Hotspot	Franklin T10	MA04019977 ✓	8/5/2024
1	Cisco	WiFi Access Point	Cisco Meraki MR42	Q2KDTCZLADGM ✓	Unknown
1	Cisco	WiFi Access Point	Cisco Meraki MR42	Q2KD2AUQ5F94 ✓	Unknown
1	Linksys	Router	EA7300	19T20M2B901027 ✓	1/2/2020
1	Linksys	Router	EA7300	19T10S0B811142 ✓	1/2/2019
1	HP	Desktop Computer	ProDesk 600	MXL5511Q2S ✓	Unknown
1	HP	Desktop Computer	ProDesk 600	2UA7131DKR ✓	Unknown
1	HP	Desktop Computer	ProDesk 600	MXL5110W81 ✓	Unknown
1	HP	Desktop Computer	ProDesk 600	2UA7131DKP ✓	Unknown
1	T-Mobile	Mobile Hotspot	Franklin T9	TTK9791893 ✓	10/1/2020

Jefferson City Public Library

108 City Center Drive
Jefferson City, TN 37760
865-475-9094

Surplus List Request					
Donate					
Quantity	Manufacturer	Device Type	Model	Serial Number	Purchase Date

**JEFFERSON COUNTY, TENNESSEE
BOARD OF COMMISSIONERS**

RESOLUTION 2025-65

**A RESOLUTION AMENDING THE ZONING RESOLUTION OF JEFFERSON
COUNTY, TENNESSEE TO REFLECT AND CLARIFY THE JURISDICTION,
POWERS, AND AUTHORITY OF THE JEFFERSON COUNTY BOARD OF ZONING
APPEALS AND THE POWERS AND DUTIES OF ZONING OFFICIAL**

WHEREAS, The Jefferson County Regional Planning Commission (JCRPC) desires to consider amendments to the Zoning Resolution of Jefferson County to reflect and clarify the jurisdiction, powers, and authority of the Jefferson County Board of Zoning Appeals (BZA) and the powers and duties of zoning official;

WHEREAS, While it is the position of the Jefferson County Regional Planning Commission that the BZA presently has the power to hear and decide appeals from the decisions of any administrative official pursuant to T.C.A. § 13-7-108 and/ or T.C.A. § 13-7-109 and the Zoning Resolution, based on a recent decision from the Jefferson County Chancery Court, out of an abundance of caution, the JCRPC recommends amendments to the Zoning Resolution;

NOW, THEREFORE, BE IT RESOLVED by the Jefferson County Regional Planning Commission (hereinafter referred to as the “JCRPC”) that recommends the Board of Commissioners of Jefferson County, Tennessee adopt the following amendments to the Jefferson County Zoning Resolution:

Section 1. §10.1 is deleted and replaced with the following section:

A zoning official shall be appointed to enforce and administer the Zoning Resolution, maintain records, and forward materials to the Board of Zoning Appeals (BZA) and the planning commission (RPC). The zoning official shall routinely attend meetings of the BZA and the RPC. Current zoning maps and map amendments shall be maintained by the zoning official and the zoning official shall conduct inspections of properties in furtherance of the zoning official’s duties and powers as prescribed by the provisions of the Zoning Resolution. The zoning official is authorized to interpret the Zoning resolution and determine the applicability of the provisions of the Zoning Resolution and the determination of whether particular uses are not permitted in the various zoning districts.

Section 2. §10.2 is deleted and replaced with the following section:

10.2. Building Permits. It shall be unlawful to start construction of a principal building or accessory building unless a building permit is obtained. It shall be unlawful to construct additions to any existing building unless a building permit is obtained. Building Permits shall be obtained from the Jefferson County Building Department. The approval, granting or denial of a building permit is within the jurisdiction and authority of the Jefferson County Building Department.

Section 3. §10.3 is deleted and replaced with the following section:

10.3. Notice of Violation, Stop Work Orders, and Sanctions. If the zoning official finds that any of the provisions of this Zoning Resolution are being violated or believes that a use is not permitted in a particular zoning district, the person responsible for such violations shall be notified in writing. The zoning official shall indicate the nature of the violation and order the action necessary to correct it. The zoning official shall take any other action authorized by law to ensure compliance with or to prevent violation of the provisions of this Zoning Resolution, including, but not limited to the issuance of Stop Work Orders. Stop Work Orders may be issued by the zoning official, regarding construction or land usage when the zoning official notices a violation of this Zoning Resolution. All work must cease and desist until the violation is corrected.

Section 4. §10.4 is deleted.

Section 5. §10.5 is deleted.

Section 6. §10.6 is deleted and replaced with the following section:

10.4. Penalties for Violations. Violations of the Zoning Resolution are punishable under the state statutes governing misdemeanors authorized in Title 13, Tennessee Code Annotated and violations of the Zoning Resolution are also subject to the other remedies and actions described in *Tennessee Code Annotated*, §§13-7-101 *et seq.*, including but not limited to those described in §13-7-111. Violations of the Zoning Resolution may also be punishable by a \$50.00 fine per day. Each day a violation of the Zoning Resolution persists shall be considered a separate offence or violation. The zoning office shall have primary enforcement authority.

Section 7. §10.7 is deleted.

Section 8. §11.1: Add the following provision:

The BZA shall:

(i) Maintain a record of the BZA's proceedings, including resolutions, transactions, motions, and actions, which are public records;

(ii) Elect from its membership a chair and other officers as the board deems necessary; and

(iii) Require parties to proceedings before it to present relevant proof, regarding the particular matter which is being heard or considered.

Section 9. §11.2 is deleted and replaced with the following:

(a) Appeals to the BZA may be taken by any person aggrieved, or by any officer, department or board of the county affected, by any action, inaction, decision or determination of the zoning official or other administrative official, based in whole or in part upon any provision of this Zoning Resolution. Such appeals must be in writing and signed by the person making the appeal or contest. The writing does not have to be extensive or in any particular form but should describe what action, inaction, decision or determination of the zoning official is being appealed or contested.

(b) The zoning official or other administrative officials who make decisions or determinations pursuant to the Zoning Resolution shall inform, in writing, the person receiving the decision or determination and the person or entity who owns the property about which the decision or determination was made of the person's right to appeal to the BZA.

Section 10. §11.3 is deleted and replaced with the following:

The Board of Zoning Appeals shall have the following powers, jurisdiction, authority and duties:

(a) To hear and decide appeals where an aggrieved person is contesting an action or inaction of the zoning official in the carrying out or enforcement of Zoning Resolution.

(b) To hear and decide appeals or contests of an appellant or aggrieved person that there is an error in any order, requirement, permit, decision, determination, or refusal made by the zoning official or other administrative official in the carrying out or enforcement of Zoning Resolution.

(c) To hear and decide, in accordance with the provisions of the Zoning Resolution, requests for special exceptions or for interpretations of the zoning map and/or provisions of the Zoning Resolution or for decisions upon other special questions authorized by this resolution.

(d) To grant variances from the terms of the zoning regulations in specific cases where there exists a lot (parcel or tract) recorded prior to the enactment of zoning regulations, and such lot is exceptionally narrow, shallow, or shaped, or such piece of property has exceptional topographic conditions or other extraordinary and exceptional situation or condition that the strict application of certain zoning requirements would result in peculiar and exceptional practical difficulties to or exception or undue hardship upon the owner. (Hardship does not include conditions and/or situations resulting in financial problems resulting from an act or acts by past and/or present owner). Variances may be granted to relieve such difficulties or hardship, provided such relief may be granted without substantial detriment to the public good and without substantially impairing the intent and purpose of the zone plan and regulations.

(e) In exercising the powers in the Zoning Resolution, the Board of Zoning Appeals may in conformity with the provisions of this Zoning Resolution, reverse or affirm, wholly or in part, or may modify an order, requirement, decision, action, inaction, or determination of the zoning official and to that end shall have all powers and authority of the zoning official.

(f) The BZA shall further have all other powers and authority as described in the provisions of the Zoning Resolution.

(g) The official actions of Board of Zoning Appeals shall be the final decision and may be appealed only to a Court of Competent Jurisdiction.

Section 11. §11.4 is deleted and replaced with the following:

11.4 BZA Hearings- Time If the request for a hearing, appeal or contest, is received by the zoning official at least 14 calendar days before the next regular meeting of the BZA, the hearing shall be heard at this next regular meeting of the BZA. However, the BZA has the discretion and authority to continue or reschedule the hearing to a future meeting of the BZA. Upon receipt of any request for hearing, appeal or contest, the zoning official shall notify, in writing, the person or entity making said request and any property owner about which the request is being made of the hearing date, the right of said persons to attend the hearing, and the right to present evidence pursuant to the provisions of the Zoning Resolution.

BE IT FURTHER RESOLVED that these regulations shall take effect immediately upon passage, the public welfare requiring it.

BE IT FURTHER RESOLVED, if any provision of this resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this resolution which can be given effect without the invalid provision or application and to that end the provisions of this resolution are declared to be severable.

Date Considered by Jefferson County Regional Planning Commission: 10/28/2025

Approve X **Denied**

Chairman Jefferson County Regional Planning Commission

Secretary Jefferson County Regional Planning Commission

Date Considered by Jefferson City Regional Planning Commission: 11/24/2025

Approved **Denied**

Chairman Jefferson City Regional Planning Commission

Secretary Jefferson City Regional Planning Commission

Date Considered by Town of Dandridge Regional Planning Commission: 12/09/2025

Approved _____ Denied _____

Chairman Dandridge Regional Planning Commission

Secretary Dandridge Regional Planning Commission

Date Considered by Town of White Pine Regional Planning Commission: 11/18/2025

Approved _____ Denied _____

Chairman White Pine Regional Planning Commission

Secretary White Pine Regional Planning Commission

Date of Public Hearing- Jefferson County Board of Commissioners: _____

Date of Voting Meeting Jefferson County Board of Commissioners: _____

Ayes: _____ **Nays:** _____ - **Passed:** _____ **Failed:** _____

Adopted and Approved on: _____, 20 _____

Date Received by County Mayor: _____

Votes: _____
 Yes No Abstain Absent

Approved: _____ Date: _____
 James E. Carmichael – Chairman, County Commission

Attest: _____ Date: _____
 Frank C. Herndon – County Clerk

Approved: _____ Date: _____
 Mark Potts – County Mayor

Vetoed: _____ Date: _____
 Mark Potts – County Mayor

Veto
Override
Votes: _____
 Yes No Abstain Absent

Veto
Override: _____ Date: _____
 James E. Carmichael – Chairman, County Commission

**JEFFERSON COUNTY, TENNESSEE
BOARD OF COMMISSIONERS**

RESOLUTION 2025-66

**A RESOLUTION AMENDING THE “ZONING MAP OF
JEFFERSON COUNTY, TENNESSEE” BY REZONING
PROPERTY FROM A-1, AGRICULTURAL-FORESTRY
TO C-2, GENERAL COMMERCIAL**

WHEREAS, the Jefferson County Board of Commissioners, in accordance with Section 13-7-105 of the Tennessee Code Annotated, may amend the zoning resolution and the “Zoning Map of Jefferson County, Tennessee”; and

WHEREAS, the Jefferson County Regional Planning Commission has reviewed and made a recommendation regarding the proposed amendment of the “Zoning Map of Jefferson County, Tennessee.”

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Jefferson County, Tennessee:

Section 1. The “Zoning Map of Jefferson County, Tennessee” is hereby amended by rezoning a portion of parcel 010.05 (9.059 acres) of Jefferson County Tax Map 006 as depicted on the attached map, from to A-1, Agricultural-Forestry to C-2, General Commercial.

Section 2. The property to be rezoned is located at N. Hwy 92, Jefferson City, TN, and is owned by Eddie Roberts.

Section 3. This resolution shall become effective from and after its passage, the public welfare requiring it.

Approved/Denied by the Jefferson City Regional Planning Commission: November 24, 2025

Public hearing held December 15, 2025.

Adopted and approved on _____, 20____.

Date Received by County Mayor: _____

Votes: _____ _____ _____ _____
 Yes No Abstain Absent

Approved: _____ Date: _____
James E. Carmichael- Chairman County Commission

Attest: _____ Date: _____
Frank C. Herndon – County Clerk

Approved: _____ Date: _____
Mark Potts – Jefferson County Mayor

Vetoed: _____ Date: _____
Mark Potts – Jefferson County Mayor

Veto Override:

Votes: _____
Yes No Abstain Absent

Veto Override: _____ Date: _____
James E. Carmichael- Chairman County Commission

Approved: _____ Date: _____
James E. Carmichael- Chairman County Commission

JEFFERSON COUNTY, TENNESSEE

BOARD OF COMMISSIONERS

RESOLUTION NO. 2025-67

**A RESOLUTION AUTHORIZING THE SUBMISSION OF A
2026 TENNESSEE DEPARTMENT OF ECONOMIC AND COMMUNITY
DEVELOPMENT THREE STAR GRANT APPLICATION
TO FUND THE MOSSY CREEK WILDLIFE VIEWING AREA IMPROVEMENTS**

WHEREAS, the Three Star Grant program as administered by the state of Tennessee offers grants to local jurisdiction to fund public infrastructure facilities; and

WHEREAS, Counties, municipalities and utilities within the State of Tennessee may apply for such Three Star funding; and

WHEREAS, Jefferson County has been asked by the State to submit a full application; and

WHEREAS, the proposed project will have a budget up to the maximum allowable of \$250,000 with Three Star providing the full amount.

NOW THEREFOR, BE IT RESOLVED by the Board of Commissioners of Jefferson County, Tennessee, meeting in regular session on the _____ day of _____, 2025, as follows:

The Jefferson County Commission does hereby allow the County Mayor or his representative to prepare and submit a 2026 Three Star Full Application Grant for funding for the improvements to the Mossy Creek Wildlife Viewing Area.

This resolution is effective upon adoption, the welfare of Jefferson County requiring it.

Adopted and approved on _____, 20_____.

Date received by County Mayor: _____

Votes: Yes: _____ No: _____ Abstain: _____ Absent: _____

Approved: _____ Date: _____

Attest: _____ Date: _____

Approved: _____ Date: _____
Mark Potts – County Mayor

Vetoed: _____ Date: _____
Mark Potts – County Mayor

Veto Override:

Votes: Yes: _____ No: _____ Abstain: _____ Absent: _____

Veto Override: _____ Date: _____
James E. Carmichael – Chairman, County Commission