

# AGENDA

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## TOWN OF SURGOINSVILLE BOARD OF MAYOR & ALDERMEN

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### REGULAR MEETING

Monday, June 10<sup>th</sup>, 2024 @ 6:00pm

Agenda published on Town of Surgoinsville – City Hall Facebook Page, Surgoinsville City Hall, Surgoinsville Utility District, Post Office, & Surgoinsville Public Library on June 7<sup>th</sup>, 2024.

#### INVOCATION

Mayor Graham

#### PLEDGE OF ALLEGIANCE TO THE FLAG

Alderman Hoss

#### ROLL CALL

Alderman Bishop, Alderman Collier, Mayor Graham, Vice-Mayor Jarnagin,  
Alderman Hoss, Alderwoman Mierek, Alderman Sandidge

I.

#### VISITORS

- Send Thank You letter

- Chris Singleton donation  
to fire dept + police dept

- Starting in July 2023 there will be a requirement for all visitors to sign in to the 'Visitor's Log' to attend a Surgoinsville BMA, PC, BZA and any other meetings where business will be deliberated by two or more board members who have the authority to make decisions. If any visitor wishes to speak at any of these meetings, they must also sign the 'Wish to Speak Log'.

II.

#### CONSENT AGENDA

- All matters listed under the consent agenda are considered in the ordinary course of business by the Board of Mayor and Aldermen and will be enacted by one motion in the form listed. If the board desires other action, the single item in question will be removed from the consent agenda and considered separately.

III.

#### MINUTES

- Consider approving the May 13<sup>th</sup>, 2024, BMA Minutes.

**IV.**  
**REPORTS**

- Police Chief's Report
- Fire Department Report
- Maintenance Supervisor's Report
- Sewer Report

Tim Ross inquired about school flowmeter.  
Chief Bonmonds provided an update that  
new flowmeter is functioning properly.  
Plans to meet SUD @ next reading & prepare  
an invoice for school.

**V.**  
**OLD BUSINESS**

**VI.**  
**UNFINISHED BUSINESS**

**VII.**  
**NEW BUSINESS**

- ✓ Consider AirMedCare Network Membership for Employees in FY2025. *for Lyr membership*
- ✓ Consider Surgoinsville Volunteer Fire Department to participate in an Interlocal Agreement with Hawkins County to cover Phipps Bend and authorize Mayor Graham to execute the Interlocal Agreement with Hawkins County
- ✓ Consider authorizing Recorder Megan Gentry and Mayor Merrell Graham to set up 2 separate State of Tennessee LGIP accounts for the General Fund with 1 being specifically for Fire Dept funds.
- ✓ Consider Ordinance 174-2024, which is an ordinance regulating open burning within the city limits of the Town of Surgoinsville.
- ✓ Consider Ordinance 175-2024, which is an ordinance of the Town of Surgoinsville, Tennessee amending the 2023-2024 Fiscal Year Budget Budget Amendment #2.
- Consider Ordinance 176-2024, which is an ordinance regarding the Town's Traffic Fine charges *TABLE request Chief Bonmonds. add to July workshop*
- ✓ Consider Ordinance 177-2024, which is a n ordinance to establish a schedule of building permit fees.
- ✓ Consider Resolution 150-2024, a resolution to repeal and replace the personnel policy and employee handbook
- ✓ Consider Resolution 151-2024, a resolution to adopt a drug and alcohol testing policy
- ✓ Consider Resolution 152-2024, which is a resolution regarding the Town's Building Permit Fees
- ✓ Consider the Town applying for the *Judy Housley Safety Partners Grant* through Public Entity Partners. This is a matching grant and will be used for the Fire Department to purchase Turnout Gear.

**VIII.**  
**COMMUNITY INTERESTS**

**IX.**  
**COUNCIL REQUEST**

**X.**  
**OTHER BUSINESS**

**Discuss any business that is properly brought before the Board of Mayor and Aldermen for discussion.**

June 10th, 2024  
BMA Meeting

|                     | Roll Call | May Minutes | May Reports | AirMedCare | ED - Phipps Bend | LGIP Auth | Ord 174-2024 | Ord 175-2024 | Ord 176-2024 | Ord 177-2024 | Res 150-2024 | Res 151-2024 | Res 152-2024 | PEP Grant |
|---------------------|-----------|-------------|-------------|------------|------------------|-----------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|-----------|
| Alderman Bishop     | X         |             |             |            |                  |           |              |              |              |              |              |              |              |           |
| Alderman Collier    | X         |             |             |            |                  |           |              |              |              |              |              |              |              |           |
| Mayor Graham        | X         |             |             |            |                  |           |              |              |              |              |              |              |              |           |
| Alderman Hoss       |           |             |             |            |                  |           |              |              |              |              |              |              |              |           |
| Vice-Mayor Jarmagin |           |             |             |            |                  |           |              |              |              |              |              |              |              |           |
| Alderwoman Mierek   |           |             |             |            |                  |           |              |              |              |              |              |              |              |           |
| Alderman Sandidge   |           |             |             |            |                  |           |              |              |              |              |              |              |              |           |

Starting Time: 6:05 pm Ending Time: 6:45 pm

|                    |        |              |        |              |
|--------------------|--------|--------------|--------|--------------|
| May Minutes Motion | Bishop | Ord 174-2024 | Quinn  | Res 152-2024 |
| Second             | Mierek | Second       | Bishop | TABLE        |
| May Reports        |        | Ord 175-2024 | Abrams | PEP Grant    |
| Second             |        | Second       | Quinn  | Quinn        |
| AirMedCare         | Abrams | Ord 176-2024 | Quinn  |              |
| Second             | Bishop | Second       | TABLE  |              |
| FD - Phipps Bend   | Quinn  | Ord 177-2024 | Mierek |              |
| Second             | Bishop | Second       | Abrams |              |
| LGIP Auth          | Quinn  | Res 151-2024 | Bishop |              |
| Second             | Mierek | Second       | Mierek |              |

June 25th @ 5:30 pm

**TOWN of SURGOINSVILLE  
BOARD of MAYOR AND ALDERMEN**

**BMA Meeting Minutes  
Monday, May 13<sup>th</sup>, 2024, @ 6pm**

The BMA session of the Surgoinsville Board of Mayor and Aldermen was held May 13<sup>h</sup>, 2024, at 6:03p.m. in the Surgoinsville City Hall after public notice was published on *Town of Surgoinsville – City Hall* Facebook Page and posted at City Hall, Surgoinsville Utility District, Post Office, & Surgoinsville Public Library.

**INVOCATION**

Mayor Graham did the invocation and asked Alderman Hoss to lead the Pledge of Allegiance to the Flag of the United States of America.

**ROLL CALL**

Mayor Graham requested a roll call for the record of attendance as follows:

**Present**

Mayor Graham  
Vice-Mayor Jarnagin  
Alderman Collier  
Alderman Mierek  
Alderman Sandidge  
Alderman Bishop  
Alderman Hoss

**Absent**

**ANNOUNCEMENTS**

**MINUTES**

- April 8th, 2024 - BMA meeting minutes: A motion was made by Alderman Hoss to approve the April minutes as presented. The motion was seconded by Alderman Collier. The voting was unanimous in favor to approve the minutes as written.

**DEPARTMENT REPORTS**

- Police Chief James Hammonds read his April 2024 Police report. Mayor Graham read the Fire Department Report for April 2024. Bobby Hickman read the Maintenance for April 2024. The April 2024 *Daily Vehicle Inspection Checklist* for each vehicle was emailed to each Board Member for review. Sewer Report provided for April 2024. A motion was made by Alderman Hoss to approve the April reports as presented. The motion was seconded by Alderman Collier. The voting was unanimous in favor of approving the reports as written.

## FINANCIAL DOCUMENTS

- No Financial Reports were available.

## VISITORS

## OLD BUSINESS

## UNFINISHED BUSINESS

## NEW BUSINESS

- Consider the second & final reading of Ordinance No. 172-2024 which is an ordinance to adopt the 2021 edition of the International Property Maintenance Code. A motion was made by Vice Mayor Jarnigan to accept Ordinance No. 172-2024. The motion was seconded by Alderman Bishop. A roll call vote was obtained and was unanimous in favor of approving.
- Consider the second & final reading of Ordinance No. 173-2024 which is an ordinance to adopt the Annual Budget for Fiscal Year Beginning July 1, 2024, and Ending June 30, 2025. Alderman Collier voiced that the elected officials were put in these roles to ensure efficiency & accuracy within each department of the town. Alderman Collier voices that an increased tax rate will require the Board Members to call employee's hand at downfalls. A motion was made by Alderman Bishop to accept Ordinance No. 173-2024. The motion was seconded by Alderman Hoss. A roll call vote was obtained and was unanimous in favor of approving. After discussion among the Board of Mayor and Aldermen, an increase in Tax Rate to 1.10 will be implemented for FY2025.
- Consider the fees for scheduled vendor events at Riverfront Park. This item was tabled.
- Consider AirMedCare Network Membership for Employees. This item was tabled.
- Discuss invoice received for DOT Inspection Certification. Attorney Joe May voiced the Inspector qualifications included within Title 49, Subtitle B, Chapter III, Subchapter B, Part 396. Attorney Joe May was unable to identify any such certification within Tennessee. There are online courses available to provide education on annual inspections. Attorney Joe May confirmed that employee Donnie Morrison's 30 years of experience in this area meets the qualifications. Alderman Mierek inquired about the company listed within this invoice, MD Road Service & Repair. Alderman Mierek states that she had attempted to Google this business with no results. Maintenance Supervisor, Bobby Hickman, states that he knew Marion Doolittle, the individual that created this invoice through MD Road Service & Repair, through Bob's Enterprise's. Bobby Hickman states that Marion drives a truck with Bob's Enterprise's. Alderman Collier asked Donnie Morrison, the employee that was to obtain his DOT Inspection Certification from Marion Doolittle, a few questions regarding this training. A motion was made by Vice Mayor Jarnigan that payment not be rendered for this invoice as services were not provided to the Town. The motion was seconded by Alderman Hoss. A roll call vote was obtained and was unanimous in favor of approving.

**COMMUNITY INTEREST ITEMS**

**COUNCIL REQUESTS**

- Alderman Collier asked Bobby Hickman, Maintenance Supervisor, the number of Work Orders that have been completed from January to present. Bobby states that none have been completed and that he will start tomorrow. Alderman Collier stated that these are necessary to effectively manage employees. Alderman Collier asked Bobby Hickman if any employee has used the maintenance garage to work on a personal vehicle. Bobby stated “No”, then proceeded to say that his personal truck was in the garage but only during his break. Alderman Collier asked Bobby Hickman if he had ever locked anyone out of the Maintenance Department building. Bobby stated “No”. Alderman Sandidge confirmed that the door was locked and he was unable to enter. Alderman Collier asked Bobby Hickman about a garbage can that had previously been reported as ordered. Bobby states that he did not tell this to the Board. Alderman Collier reports that he has rewatched the film of this meeting and confirmed that the information provided was inaccurate. Alderman Collier asked Bobby Hickman if he smoked in the Town’s buildings or vehicles. Bobby Hickman admitted he had. Alderman Collier referred to a prior conversation on this topic and included Vice Mayor Jarnigan that this had already been addressed; however, Bobby continues to smoke in Town owned vehicles/buildings. Alderman Collier noted that Bobby Hickman is disrespectful to the Board and that this is one of department supervisors. Alderman Collier inquired about a normal workday within the Maintenance Department on a Tuesday when there are 2 employees that are not on the trash truck. Bobby states that those 2 employees are not sitting around. Alderman Collier voiced a lack of confidence in Bobby’s leadership and management skills. Mayor Graham states that he will look into this concern. Alderman Bishop states that the Board needs to look into realigning employees.

**OTHER BUSINESS**

- Maintenance Manager, Bobby Hickman, states that he received communication today from Church Hill Elementary School asking if the Town would be interested in taking our Garbage Truck to their school on Friday for Touch A Truck Program. Board Members agreed that there were no issues with this.

**ADJOURNMENT**

The BMA Meeting was dismissed at 6:48 pm.

\_\_\_\_\_  
*Merrell Graham, Mayor*

ATTEST:

\_\_\_\_\_  
*Megan Gentry, Recorder*

**TOWN of SURGOINSVILLE  
BOARD of MAYOR AND ALDERMEN**

**Public Hearing Minutes**  
**Monday, May 13th, 2024, @ 6:00 pm**

**ROLL CALL**

Mayor Graham requested a roll call for the record of attendance as follows:

**Present**

Mayor Graham  
Vice-Mayor Jarnagin  
Alderman Collier  
Alderman Mierek  
Alderman Sandidge  
Alderman Bishop  
Alderman Hoss

**Absent**

Mayor Graham announced a Public Hearing at 6:01 pm for Ordinance No. 173-2024 which is an ordinance to adopt the Annual Budget for Fiscal Year Beginning July 1, 2024, and Ending June 30, 2025

No visitors and no comments.

Public Hearing closed at 6:13 pm.

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*Merrell Graham, Mayor*

**ATTEST:**

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*Megan Gentry, City Recorder*

**Surgoinsville Police Department**  
**Surgoinsville, Tennessee 37873**



**Monthly Activity Report**

**May, 2024**

Complaints: 317

Accidents: 3

Offense Reports: 9

Citations: 32

Animal Complaints: 11

Code Enforcement: 14

Arrest: 2

Total Miles: 3256

Respectfully Submitted,

Chief James Hammonds

  
6/10/24





## Surgoinsville Volunteer Fire Department

P.O. Box 67

Surgoinsville, TN 37873

Phone-423-445-2860

Chief Shane Suthers



**For the month of May 2024 the Fire Department responded to.**

- **1 Fire alarm**
- **1 Landing zone**
- **2 MVA with injuries**
- **2 Brush / Rubbish fires**

**The department trained a total of 12hrs**

**The department also did a standby at the airport for their open house.**

*Chief Shane Suthers*

## MAINTAINENCE REPORT MAY 2024

RES.73.55 TON COM 15.29 TON BRUSH TRUCK. 23.13 TON DUMP TRAILER .7.03 TON

*Feb* - CENTRAL HYDRAULICS \$986.31 REBUILD CYD FOR BRUSH TRUCK

ITH FLEET MAINTAINENCE \$764.87 REPLACED THROTTLE POSITION SENSOR AND INTAKE TEMP SENSOR ON TRASH TRUCK

EBAY. \$684.56 PARTS FOR 5600 FORD TRACTOR

AMAZON. \$37.86 PERMATEX FOR 5600 FORD TRACTOR WALL CALENDER PLASTIC SPOONS

PORTERS TIRES \$396.34 TIRE FOR TRASH TRUCK

LOWES. \$80.47 QUICK LINK AND PARTS FOR CITY HALL BATHROOMS

MARKS AUTO \$17.96 CAPS FOR TRACTOR HYDRAULICS FLUID

JENSALES.\$85.97 PARTS MANUAL FOR 5600 FORD TRACTOR

RURAL KING.\$199.96 HYDRAULIC OIL FOR 5600 FORD TRACTOR

O,REILLY AUTO PARTS \$43.96 DEF FLUID FOR TRASH TRUCK

LIBERTY LUMBER.\$9.99 WIRE NUTS FOR SEWER

AMAZON.\$17.65 2 WATERPROOF JUNCTION BOXS SEWER - *refunded*

DOLLAR STORE \$15.91 2PK PAD LOCKS FOR SEWER

TRACTOR SUPPLY \$169.99 RM43 TOTAL WEED CONTROL

ULINE \$155.81 RAIN JACKETS

*Donnie: brush-truck is fixed. something to look at in the future ~ for \$30*

*Tractor Slew. transmission in & together. arm is on it today. plan to attempt mowing w/ it tomorrow.*

## Sewer Report May 2024

- 5-1 811 locator 106 Richman St.
- 5-2 school sewer working properly
- 5-3 mowed and sprayed around sewer valve boxes on 346 highway
- 5-3 811 locator 1007 Main ST.
- 5-5 405 Church St.system was shut off checked system all working properly
- 5-8 811 locator 1100 Main St.
- 5-9 1011 Main St bad breaker in the house
- 5-13 2494 replaced relay for pump
- 5-14 310 old stage rd checked for leak in valve box only stagnant water no leaks found
- 5-14 checked school sewer all working properly
- 5-17 sewer at park disconnect box was turned off
- 5-17 1011 Main St. alarm float hung up repositioned working properly replaced alarm speaker
- 5-17 flow meter reading at Phipps Bend
- 5-21 207 Williams Rd. unhung alarm float system working properly
- 5-22 1020 Main St alarm sounding pump was not pumping out water pulled the pump cleaned the screen pump working properly (cleaned baby wipes off of screen)
- 5-22 checked sewer at appt . behind dairy mart called electrician to check out the wiring .electrician came on 5-23
- 5-24 replaced floats at old high school behind dairy mart put lock on electrical box
- 5-28 replaced pumps at appt behind dairy mart system working properly have checked on the system multiple times no problems found
- 5-28 207 williams rd complaint tub and sink draining slow told home owner to check the vent on top or check for a clogged drain in the house
- 5-28 replaced valve box lids at 111 church st ( B Hickman)
- 5-29 called logan davison to check the electrical problem at the appt. behind dairy mart to see why the pumps would not work right had to fix what the last electrician had done

5-29 1011 Main St. home owner stated the new breaker is still tripping checked pump and pump was bad replaced pump problem solved system working properly



Plan Code: 22138

**AirMedCare Network Group Full Membership  
For City of Surgoinsville**

**Organization:** City of Surgoinsville  
**Physical Address:** 1735 Main St  
 Surgoinsville, TN 37873  
**Mailing Address:**  
**Contact:** Megan Gentry  
**Phone:** 423-345-2213  
**Email:** [mgentry@surgoinsvilletn.gov](mailto:mgentry@surgoinsvilletn.gov)  
**County:** Hawkins

**Membership Sales Manager/Base:** Aaron Hess / Med-Trans

**Participants:**

1. The Organization is paying AirMedCare Network the fees shown below so the individuals (Participants) listed on the attached Participant List can be members of the AirMedCare Network, an alliance of affiliated air ambulance providers \*(each a "Company") as provided in this Agreement.
  - o A Participant must be actively affiliated with the Organization (as a member, director, officer, employee or similar relationship) as indicated on the Participant List when the fee for such Participant is paid.
  - o Each Participant must submit a completed membership application to AirMedCare Network.
2. For annual payment plans, the Organization may later add a Participant by providing AirMedCare Network with the following for the new Participant: (a) a completed application and (b) a pro-rated payment based on the number of months remaining under this Agreement.
3. For monthly payment plans, the current Participant List must be submitted with each monthly payment to ensure proper application of the fees.

**Fees and Payment:**

| No. of Participants in<br>Initial Group | <u>Rates</u>                                |           | <u>Total</u> |
|---|---|-----------|--------------|
| _____                                   | 1 Year Membership Participant(s) . . . . .  | \$ 75.00  | \$ -         |
| _____                                   | 3 Year Membership Participant(s) . . . . .  | \$ 195.00 | \$ -         |
| _____                                   | 5 Year Membership Participant(s) . . . . .  | \$ 295.00 | \$ -         |
| _____                                   | 10 Year Membership Participant(s) . . . . . | \$ 585.00 | \$ -         |
|   | Total                                       |           | \$ -         |

**General Provisions:**

1. Participant memberships will be effective upon AirMedCare Network's receipt of (a) this Agreement signed by the Organization, (b) payment as provided above and (c) membership applications completed by the Participants. Memberships will automatically expire without notice (i) after one year for annual payment plans, and (ii) after one month for monthly payment plans; however, a 60 day grace period will apply if a membership renewal payment is received within such grace period. No refunds.
2. AirMedCare Network agrees that Participant Lists and membership applications (a) will be used by AirMedCare Network only for the purpose of delivering AirMedCare Network services, (b) will be treated like any other AirMedCare Network confidential information and (c) will not be used, sold or shared with any third party inconsistent with this provision.
3. This Agreement will automatically renew on its anniversary date (annually or monthly, as applicable), if (a) no termination notice has been sent by either party and (b) payment for the renewal period is received by AirMedCare Network before expiration of the grace period. Either party may terminate this Agreement at any time and for any reason with 30 days prior written notice to the other party, but termination will not affect issued memberships.
4. The Organization shall not decrease the historical air ambulance coverage benefit or reimbursement amount applicable to the Participants. Any such action will be a material breach of this Agreement and AirMedCare Network may immediately terminate this Agreement and pursue any other remedies available at law or in equity.
5. The Organization acknowledges and understands that each Participant will be subject to the Terms and Conditions attached hereto as **Exhibit A**. However, the Organization and AirMedCare Network hereby



Initial \_\_\_\_\_

ORDINANCE NO. ~~174~~-2024

**AN ORDINANCE TO AMEND THE SURGOINSVILLE MUNICIPAL CODE, TITLE 7, CHAPTER 5 OPEN BURNING; TO ESTABLISH THE PERIOD IN WHICH PERMITS ARE REQUIRED AND EXEMPTIONS TO THE REQUIREMENT FOR A PERMIT; TO FIX A PENALTY FOR THE VIOLATION OF THIS ORDINANCE; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE**

WHEREAS, it has been determined that the prohibition of open burning should conform to the Tennessee Division of Forstry requirements. Now therefore,

BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMAN, AS FOLLOWS:

SECTION I. That the Code of Ordinances, Title 7, Chapter 5, relating to Open Burning, be and hereby is amended by deleting existing Sec. 7-502 in its entirety and a inserting a new Sec. 7-502 to read as follows:

7-502 Open Burning. Between October 15 to May 15, debris burn permits are required for anyone starting an open-air fire within 500 feet of a forest, grassland, or woodland. The open burning, as referred to in this section, shall conform to regulations set forth by the Tennessee Division of Forestry and the Tennessee Department of Environment and Conservation Division of Air Pollution Control.

SECTION II. That the Code of Ordinances, Title 7, Chapter 5, relating to Open Burning, be and hereby is amended by deleting existing Sec. 7-503 in its entirety and a inserting a new Sec. 7-503 to read as follows:

7-503 Exemptions to Prohibited Burning. Open burning, as described in this section, may be conducted provided that no public nuisance is or will be created by such burning. Permits are not required for burning in containers such as a metal barrel with a 1/2" mesh screen cover, fires used for cooking food, fires for ceremonial purposes or recreational purposes or comfort heating fires, including barbecues and outdoor fireplaces, and fires set for the training and instruction of firefighters.

This grant of exemption shall in no way relieve the person from the consequences, damages, or claims resulting from such burning. This exception does not relieve the person of the responsibility of using fire safe practices nor from getting a permit from any other agency that may require such.

SECTION III. That the violation of any provision of this ordinance shall be punishable by a penalty of not more than fifty dollars (\$50.00). Each day of violation may constitute a separate offense.

**SECTION IV.** That this ordinance shall take effect from and after the date of its passage and publication as the law directs.

\_\_\_\_\_  
**MERRELL W. GRAHAM, Mayor**

**ATTEST:**

\_\_\_\_\_  
**MEGAN B. GENTRY, Recorder**

Passed First Reading this \_\_\_\_ day of \_\_\_\_\_, 2024:

Motion By: \_\_\_\_\_ Second By: \_\_\_\_\_

|                     | Ayes | Nays | Other |
|---------------------|------|------|-------|
| Alderman Bishop     |      |      |       |
| Alderman Collier    |      |      |       |
| Mayor Graham        |      |      |       |
| Alderman Hoss       |      |      |       |
| Vice Mayor Jarnagin |      |      |       |
| Alderman Mierek     |      |      |       |
| Alderman Sandidge   |      |      |       |
| <b>Total</b>        |      |      |       |

Passed Second Reading this \_\_\_\_ day of \_\_\_\_\_, 2024:

Motion By: \_\_\_\_\_ Second By: \_\_\_\_\_

|                     | Ayes | Nays | Other |
|---------------------|------|------|-------|
| Alderman Bishop     |      |      |       |
| Alderman Collier    |      |      |       |
| Mayor Graham        |      |      |       |
| Alderman Hoss       |      |      |       |
| Vice Mayor Jarnagin |      |      |       |
| Alderman Mierek     |      |      |       |
| Alderman Sandidge   |      |      |       |
| <b>Total</b>        |      |      |       |

Ordinance Published this \_\_ day of \_\_\_\_\_, 2024.



**ORDINANCE NO. 175-2024**

**AN ORDINANCE OF THE TOWN OF SURGOINSVILLE, TENNESSEE  
AMENDING THE 2023-2024 FISCAL YEAR BUDGET  
BUDGET AMENDMENT #2**

**WHEREAS,** the Town adopted the fiscal year 2023-2024 budget by passage of Ordinance Number 175-2024; and

**WHEREAS,** the Town amended fiscal year 2023-2024 budget by passage of Ordinance Number 175-2024; and

**WHEREAS,** pursuant to the Tennessee state constitution, Section 24 of Article II, no public money shall be expended except pursuant to appropriations made by law; and

**WHEREAS,** pursuant to the Municipal Budget Law of 1982, as found in the *Tennessee code Annotated*, section 6-56-209, the Mayor and Alderman have the authority to authorize the budget officer to transfer moneys from one appropriation to another within the same fund; and

**WHEREAS,** expenses and revenues will be greater than anticipated; and

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Mayor and Aldermen of the Town of Surgoinsville, Tennessee that changes be made to the fiscal year 2023-2024 budget as follows:

SECTION 1. Ordinance Number 175-2024 is hereby amended increasing(decreasing) the following:

| <u>General Fund</u>               |              |
|-----------------------------------|--------------|
| Revenue                           |              |
| Local Taxes                       | \$ (2,700)   |
| Intergovernmental Revenue         | 200          |
| Grants                            | (199,000)    |
| Interest                          | 210          |
| Miscellaneous                     | <u>3,635</u> |
| Total Revenue                     | (197,655)    |
| Expenditures:                     |              |
| Legislative Board                 | (500)        |
| Financial Administration          | (1,770)      |
| City Hall Buildings               | (1,000)      |
| Public Work Buildings and Grounds | (2,000)      |
| Other General Government          | (204,180)    |
| Police Department                 | (500)        |
| Records And Identification        | 450          |
| Fire Protection and Control       | 53,420       |
| State Street Aid                  | 3,700        |
| Sanitation                        | (8,700)      |
| Senior Citizen Activities         | (3,100)      |
| Parks & Recreation                | (14,030)     |
| Debt                              | <u>-</u>     |

|                            |                    |
|----------------------------|--------------------|
| Total Expenditures         | <u>(178,210)</u>   |
| Net Change in Fund Balance | \$ <u>(19,445)</u> |

|                              |               |
|------------------------------|---------------|
| <u>Drug Fund</u>             |               |
| Revenue                      | \$ 430        |
| Expenditures:                |               |
| Drug Investigation & Control | <u>250</u>    |
| Total Expenditures           | <u>250</u>    |
| Net Change in Fund Balance   | \$ <u>180</u> |

|                            |                 |
|----------------------------|-----------------|
| <u>Sewer Fund</u>          |                 |
| Revenue                    | \$ 7400         |
| Expenses:                  |                 |
| Sewer                      | <u>(77,830)</u> |
| Total Expenses             | <u>(77,830)</u> |
| Net Change in Fund Balance | \$ <u>85,23</u> |

SECTION 2. The Board of Mayor and Aldermen authorizes the City Recorder to make said changes in the accounting system.

SECTION 3. This ordinance shall take effect immediately upon final passage, the public welfare requiring it.

Passed on First Reading

\_\_\_\_\_

Date

Passed on Second Reading

\_\_\_\_\_

Date

APPROVED:

\_\_\_\_\_  
Mayor Merrell Graham

ATTEST:

\_\_\_\_\_  
Megan Gentry, Recorder

I hereby certify that this is a true and exact copy of the foregoing Ordinance which was approved and adopted at a meeting held on the \_\_\_\_\_ day of June, 2024, the original which is on file in the office of the City Recorder.

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Title)

Passed First Reading this \_\_\_\_\_ day of \_\_\_\_\_, 2024:

Motion By: \_\_\_\_\_

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

|                            | <b>Ayes</b> | <b>Nays</b> | <b>Other</b> |
|----------------------------|-------------|-------------|--------------|
| <b>Alderman Bishop</b>     |             |             |              |
| <b>Alderman Collier</b>    |             |             |              |
| <b>Mayor Graham</b>        |             |             |              |
| <b>Alderman Hoss</b>       |             |             |              |
| <b>Vice Mayor Jarnigan</b> |             |             |              |
| <b>Alderman Mierek</b>     |             |             |              |
| <b>Alderman Sandidge</b>   |             |             |              |
| <b>Total</b>               |             |             |              |

Passed Second Reading this \_\_\_\_\_ day of \_\_\_\_\_, 2024:

Motion By: \_\_\_\_\_

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

|                            | <b>Ayes</b> | <b>Nays</b> | <b>Other</b> |
|----------------------------|-------------|-------------|--------------|
| <b>Alderman Bishop</b>     |             |             |              |
| <b>Alderman Collier</b>    |             |             |              |
| <b>Mayor Graham</b>        |             |             |              |
| <b>Alderman Hoss</b>       |             |             |              |
| <b>Vice Mayor Jarnigan</b> |             |             |              |
| <b>Alderman Mierek</b>     |             |             |              |
| <b>Alderman Sandidge</b>   |             |             |              |
| <b>Total</b>               |             |             |              |

Ordinance Published this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Town of Surgoinsville  
 General Fund  
 Budget Amendment #2

| Fund :              | 110  | Amended Budget   | Estimated 06/30/24 | Amendment Needed | Estimated Amended Budget |
|---------------------|--|------------------|--------------------|------------------|--------------------------|
| <b>Revenues</b>     |  |                  |                    |                  |                          |
| 31100               | Property Taxes (Current)                   | 350,000          | 351,000            | 1,000            | 351,000                  |
| 31200               | Property Taxes (Delinquent)                | 17,000           | 21,879             | 4,800            | 21,800                   |
| 31300               | Interest And Court Cost On Prop Tax        | 2,700            | 4,263              | 1,500            | 4,200                    |
| 31610               | Local Sales Tax - Co. Trustee              | 250,000          | 250,000            | -                | 250,000                  |
| 31710               | Wholesale Beer Tax                         | 70,000           | 60,000             | (10,000)         | 60,000                   |
| 31860               | Amusement Tax                              | 1,300            | 1,300              | -                | 1,300                    |
| 32150               | Lien Release On Property-Code              | -                | -                  | -                | -                        |
| 32200               | Alcoholic Beverage Licenses                | 800              | 850                | -                | 800                      |
| 32600               | Building And Related Permits               | 2,400            | 4,000              | 1,600            | 4,000                    |
| 32650               | Excavating Permits                         | -                | -                  | -                | -                        |
| 33110               | CDBG Grant                                 | 382,866          | 382,866            | -                | 382,866                  |
| 33198               | Opioid Settlement 2021                     | -                | -                  | -                | -                        |
| 33210               | Arpa Neu Grant                             | 103,600          | 103,600            | -                | 103,600                  |
| 33320               | Tva Payments In Lieu Of Taxes              | 23,000           | 23,000             | -                | 23,000                   |
| 33410               | Police Salary Supplement                   | 800              | 1,600              | 800              | 1,600                    |
| 33420               | State Law Enforcement Equipment            | 5,000            | -                  | (5,000)          | -                        |
| 33460               | Volunteer Firefighter Equip. Training Grar | -                | 56,000             | 56,000           | 56,000                   |
| 33510               | State Sales Tax                            | 225,000          | 225,000            | -                | 225,000                  |
| 33530               | State Beer Tax                             | 850              | 850                | -                | 850                      |
| 33551               | State Gasoline And Motor Fuel Tax          | 66,600           | 66,600             | -                | 66,600                   |
| 33552               | Petroleum Special                          | 3,400            | 3,400              | -                | 3,400                    |
| 33590               | Other State Revenue Allocations            | -                | -                  | -                | -                        |
| 33599               | Moderization Transportation                | -                | 200                | 200              | 200                      |
| 33700               | Hawkins County Approp For Fire Dept        | 20,000           | 20,000             | -                | 20,000                   |
| 33730               | Hawkins Co Approp For Senior Citizens      | 4,900            | 5,100              | 200              | 5,100                    |
| 34750               | Riverfront Festival                        | 5,900            | 5,900              | -                | 5,900                    |
| 34758               | Riverfront Park Donations                  | 5,000            | 5,000              | -                | 5,000                    |
| 34811               | Thda Housing Grant 2019                    | 250,000          | 250,000            | (250,000)        | -                        |
| 35110               | City Court Fines And Costs                 | 16,000           | 16,500             | 500              | 16,500                   |
| 35160               | Court Fines And Costs From County          | 200              | 110                | (90)             | 110                      |
| 36100               | Interest Earnings                          | 900              | 1,110              | 210              | 1,110                    |
| 36210               | Community Center Rental                    | 350              | 475                | 125              | 475                      |
| 36350               | Insurance Recoveries & Rebates             | 6,245            | 6,245              | -                | 6,245                    |
| 36710               | Fire Donation                              | -                | 200                | 200              | 200                      |
| 36990               | Miscellaneous                              | 1,000            | 1,300              | 300              | 1,300                    |
| 36992               | Overpayments                               | -                | -                  | -                | -                        |
| 37230               | Sewer User Fee                             | -                | -                  | -                | -                        |
|                     | <b>Total</b>                               | <b>1,815,811</b> | <b>1,868,348</b>   | <b>(197,655)</b> | <b>1,618,156</b>         |
| <b>Expenditures</b> |  |                  |                    |                  |                          |
| <b>41110</b>        | <b>Legislative Board</b>                   |                  |                    |                  |                          |
| 120                 | Part-Time Wages                            | 11,100           | 10,225             | (500)            | 10,600                   |
| 245                 | Telephone & Internet                       | 850              | 730                | -                | 850                      |
| 320                 | Operating Supplies                         | 950              | 936                | -                | 950                      |
|                     | <b>Total Legislative Board</b>             | <b>12,900</b>    | <b>11,891</b>      | <b>(500)</b>     | <b>12,400</b>            |
| <b>41500</b>        | <b>Financial Administration</b>            |                  |                    |                  |                          |
| 110                 | Full Time Wages                            | 55,300           | 57,758             | 2,500            | 57,800                   |
| 120                 | Part-Time Wages                            | 22,000           | 17,720             | (4,200)          | 17,800                   |
| 121                 | Clerk Wages                                | 34,900           | 35,993             | 1,100            | 36,000                   |
| 122                 | Overtime Wages                             | 6,400            | 6,576              | 200              | 6,600                    |
| 134                 | Employee Bonuses                           | 3,800            | 3,800              | -                | 3,800                    |
| 148                 | Employee Education And Training            | 700              | 300                | (400)            | 300                      |

| Fund :       | 110                                      | Amended<br>Budget | Estimated<br>06/30/24 | Amendment<br>Needed | Amended<br>Budget |
|--------------|--|-------------------|-----------------------|---------------------|-------------------|
| 245          | Telephone & Internet                     | 1,300             | 1,355                 | 60                  | 1,360             |
| 251          | Veterinary & Medical Services            | 200               | 100                   | (100)               | 100               |
| 262          | Arpa Neu Grant                           | -                 | -                     | -                   | -                 |
| 280          | Travel                                   | 3,200             | 2,400                 | (800)               | 2,400             |
| 298          | Tax Re-Appraisals                        | 2,718             | 2,718                 | -                   | 2,718             |
| 320          | Operating Supplies                       | 10,000            | 10,766                | 770                 | 10,770            |
| 520          | Premiums On Surety Bonds                 | 1,000             | 572                   | (400)               | 600               |
| 650          | Computer Repairs                         | 500               | -                     | (500)               | -                 |
| 701          | Donation To H.C. Historical Society      | 1,000             | 1,000                 | -                   | 1,000             |
| 940          | Capital Outlay                           | 1,205             | 1,205                 | -                   | 1,205             |
|              | <b>Total Financial Administration</b>    | <b>144,223</b>    | <b>142,263</b>        | <b>(1,770)</b>      | <b>142,453</b>    |
| <b>41810</b> | <b>City Hall Buildings</b>               |                   |                       |                     |                   |
| 120          | Part-Time Wages                          | 1,000             | 1,000                 | -                   | 1,000             |
| 241          | Electric                                 | 2,120             | 2,119                 | -                   | 2,120             |
| 242          | Water                                    | 650               | 662                   | -                   | 650               |
| 244          | Gas                                      | 1,500             | 500                   | (1,000)             | 500               |
| 266          | Repair And Maintenance Buildings         | 1,000             | 1,000                 | -                   | 1,000             |
| 320          | Operating Supplies                       | 500               | 500                   | -                   | 500               |
| 940          | Capital Outlay                           | 20,560            | 20,560                | -                   | 20,560            |
|              | <b>Total City Hall Buildings</b>         | <b>27,330</b>     | <b>26,341</b>         | <b>(1,000)</b>      | <b>26,330</b>     |
| <b>41840</b> | <b>Public Work Buildings And Grounds</b> |                   |                       |                     |                   |
| 241          | Electric                                 | 3,000             | 3,500                 | 500                 | 3,500             |
| 242          | Water                                    | 800               | 600                   | (200)               | 600               |
| 244          | Gas                                      | 3,900             | 1,725                 | (2,000)             | 1,900             |
| 266          | Repair And Maintenance Buildings         | 500               | -                     | (300)               | 200               |
| 320          | Operating Supplies                       | 300               | -                     | -                   | 300               |
|              | <b>Total Public Work Buildings</b>       | <b>8,500</b>      | <b>5,825</b>          | <b>(2,000)</b>      | <b>6,500</b>      |
| <b>41990</b> | <b>Other General Government</b>          |                   |                       |                     |                   |
| 141          | Fica - Payroll Taxes                     | 39,900            | 46,091                | 6,200               | 46,100            |
| 142          | Hospital And Health Insurance            | 115,400           | 125,421               | 10,000              | 125,400           |
| 143          | Tcrs - State Retirement                  | 62,000            | 57,761                | (4,200)             | 57,800            |
| 146          | Workmen's Compensation                   | 26,000            | 35,000                | 9,000               | 35,000            |
| 147          | Unemployment Insurance                   | 1,000             | 365                   | (500)               | 500               |
| 200          | Contracted Services                      | 600               | -                     | (600)               | -                 |
| 235          | Memberships - Registration Fees          | -                 | 920                   | 920                 | 920               |
| 236          | Public Relation                          | 3,000             | 3,000                 | -                   | 3,000             |
| 248          | Thda Housing Grant                       | 250,000           | 250,000               | (250,000)           | -                 |
| 252          | Legal Services                           | 23,000            | 30,000                | 7,000               | 30,000            |
| 253          | Accounting And Auditing Services         | 39,000            | 39,000                | -                   | 39,000            |
| 255          | Data Processing Services                 | 15,000            | 5,311                 | (9,000)             | 6,000             |
| 257          | Ftdd Planning Services                   | 10,500            | 10,243                | -                   | 10,500            |
| 259          | Mtas Codification Services               | 3,500             | 3,500                 | -                   | 3,500             |
| 300          | CDBG Grant for SUD                       | 382,866           | 382,866               | -                   | 382,866           |
| 513          | Liability Insurance                      | 44,000            | 71,000                | 27,000              | 71,000            |
| 720          | Library Donation                         | 21,499            | 21,499                | -                   | 21,499            |
| 730          | Grants And Donations - Meals On Wheels   | 1,431             | 1,431                 | -                   | 1,431             |
| 734          | First Tn Devel Dist Share Of Programs    | 663               | 663                   | -                   | 663               |
|              | <b>Total Other General Government</b>    | <b>1,039,359</b>  | <b>1,084,071</b>      | <b>(204,180)</b>    | <b>835,179</b>    |
| <b>42100</b> | <b>Police</b>                            |                   |                       |                     |                   |
| 110          | Full Time Wages                          | 88,900            | 92,978                | 4,100               | 93,000            |
| 120          | Part-Time Wages                          | 11,000            | 10,694                | (300)               | 10,700            |
| 122          | Overtime Wages                           | 7,200             | 7,696                 | 500                 | 7,700             |

| Fund :       | 110                                      | Amended<br>Budget | Estimated<br>06/30/24 | Amendment<br>Needed | Amended<br>Budget |
|--------------|--|-------------------|-----------------------|---------------------|-------------------|
| 148          | Employee Education And Training          | 500               | 500                   | -                   | 500               |
| 170          | Fees                                     | 500               | 500                   | -                   | 500               |
| 200          | Contracted Services - Safebuilt          | -                 | 2,500                 | 2,500               | 2,500             |
| 241          | Electric                                 | 1,100             | 950                   | (150)               | 950               |
| 242          | Water                                    | 300               | 300                   | -                   | 300               |
| 245          | Telephone & Internet                     | 3,700             | 2,600                 | (1,100)             | 2,600             |
| 251          | Veterinary & Medical Services            | 3,500             | 100                   | (3,400)             | 100               |
| 264          | Opioid Settlement                        | -                 | -                     | -                   | -                 |
| 266          | Repair And Maintenance Buildings         | 1,000             | -                     | (1,000)             | -                 |
| 280          | Travel                                   | 500               | 500                   | -                   | 500               |
| 320          | Operating Supplies                       | 4,900             | 4,000                 | (850)               | 4,050             |
| 326          | Clothing And Uniforms                    | 500               | 700                   | 200                 | 700               |
| 331          | Gas, Oil, Diesel Fuel, Grease, Etc.      | 8,000             | 8,000                 | -                   | 8,000             |
| 332          | Vehicle & Equipment Maintenance          | 5,000             | 4,200                 | (500)               | 4,500             |
| 940          | Capital Outlay                           | 20,000            | 19,500                | (500)               | 19,500            |
|              | <b>Total Police</b>                      | <b>156,600</b>    | <b>155,718</b>        | <b>(500)</b>        | <b>156,100</b>    |
| <b>42124</b> | <b>Records And Identification</b>        |                   |                       |                     |                   |
| 170          | Fees                                     | 1,650             | 1,850                 | 200                 | 1,850             |
| 252          | Legal Services                           | 1,200             | 1,450                 | 250                 | 1,450             |
|              | <b>Total Records And Identification</b>  | <b>2,850</b>      | <b>3,300</b>          | <b>450</b>          | <b>3,300</b>      |
| <b>42200</b> | <b>Fire Protection And Control</b>       |                   |                       |                     |                   |
| 148          | Employee Education And Training          | 800               | 300                   | (500)               | 300               |
| 241          | Electric                                 | 5,000             | 2,200                 | (2,500)             | 2,500             |
| 242          | Water                                    | 1,600             | 1,500                 | -                   | 1,600             |
| 244          | Gas                                      | 2,000             | 2,400                 | 400                 | 2,400             |
| 245          | Telephone & Internet                     | 2,100             | 2,650                 | 550                 | 2,650             |
| 266          | Repair And Maintenance Buildings         | 200               | 320                   | 120                 | 320               |
| 280          | Travel                                   | 350               | 100                   | (150)               | 200               |
| 320          | Operating Supplies                       | 2,500             | 1,200                 | (1,000)             | 1,500             |
| 326          | Clothing And Uniforms                    | 100               | 330                   | 230                 | 330               |
| 331          | Gas, Oil, Diesel Fuel, Grease, Etc.      | 2,400             | 2,720                 | 320                 | 2,720             |
| 332          | Vehicle & Equipment Maintenance          | 18,000            | 17,400                | (600)               | 17,400            |
| 940          | Capital Outlay                           | -                 | 550                   | 550                 | 550               |
| 949          | Other Machinery And Equipment            | 500               | 56,500                | 56,000              | 56,500            |
|              | <b>Total Fire Protection and Control</b> | <b>35,550</b>     | <b>88,170</b>         | <b>53,420</b>       | <b>88,970</b>     |
| <b>43190</b> | <b>State Street Aid</b>                  |                   |                       |                     |                   |
| 110          | Full Time Wages                          | 96,500            | 96,560                | 60                  | 96,560            |
| 120          | Part-Time Wages                          | -                 | -                     | -                   | -                 |
| 122          | Overtime Wages                           | 8,000             | 7,130                 | (700)               | 7,300             |
| 148          | Education and Training                   | -                 | 2,500                 | 2,500               | 2,500             |
| 200          | Contracted Services                      | 500               | -                     | (500)               | -                 |
| 245          | Telephone & Internet                     | 1,400             | 1,300                 | (100)               | 1,300             |
| 247          | Street Lighting (Electric And Maint.)    | 45,000            | 43,050                | (1,950)             | 43,050            |
| 251          | Medical Services                         | 100               | 250                   | (150)               | (50)              |
| 268          | State Street Aid - Street Repairs        | 109,900           | 118,000               | 8,100               | 118,000           |
| 280          | Travel                                   | -                 | 140                   | 140                 | 140               |
| 320          | Operating Supplies                       | 7,000             | 5,120                 | (1,800)             | 5,200             |
| 326          | Clothing And Uniforms                    | 2,500             | 1,500                 | (1,000)             | 1,500             |
| 331          | Gas, Oil, Diesel Fuel, Grease, Etc.      | 16,000            | 14,800                | (1,200)             | 14,800            |
| 332          | Vehicle & Equipment Maintenance          | 18,500            | 19,650                | 1,150               | 19,650            |
| 342          | Sign Parts And Supplies                  | 1,500             | 709                   | (750)               | 750               |
| 940          | Capital Outlay                           | 71,000            | 70,864                | (100)               | 70,900            |
|              | <b>Total State Street Aid</b>            | <b>377,900</b>    | <b>381,573</b>        | <b>3,700</b>        | <b>381,600</b>    |

| Fund :       | 110                                       | Amended Budget   | Estimated 06/30/24 | Amendment Needed | Amended Budget   |
|--------------|---|------------------|--------------------|------------------|------------------|
| <b>43200</b> | <b>Sanitation</b>                         |                  |                    |                  |                  |
| 110          | Full Time Wages                           | 96,500           | 96,600             | 100              | 96,600           |
| 120          | Part-Time Wages                           | -                | -                  | -                | -                |
| 122          | Overtime Wages                            | 3,000            | 1,200              | (1,500)          | 1,500            |
| 200          | Contracted Services                       | 500              | -                  | (500)            | -                |
| 304          | Land Flll Charges                         | 9,822            | 7,000              | (2,500)          | 7,322            |
| 320          | Operating Supplies                        | 1,500            | 400                | (800)            | 700              |
| 326          | Clothing And Uniforms                     | 1,000            | -                  | (500)            | 500              |
| 331          | Gas, Oil, Diesel Fuel, Grease, Etc.       | 15,000           | 12,120             | (2,500)          | 12,500           |
| 332          | Vehicle & Equipment Maintenance           | 4,000            | 3,500              | (500)            | 3,500            |
|              | <b>Total Sanitation</b>                   | <b>131,322</b>   | <b>120,820</b>     | <b>(8,700)</b>   | <b>122,622</b>   |
| <b>44310</b> | <b>Senior Citizen Activities</b>          |                  |                    |                  |                  |
| 120          | Part-Time Wages                           | 3,000            | 3,000              | -                | 3,000            |
| 241          | Electric                                  | 1,200            | 1,200              | -                | 1,200            |
| 242          | Water                                     | 800              | 720                | -                | 800              |
| 244          | Gas                                       | 700              | 450                | (250)            | 450              |
| 266          | Repair And Maintenance Buildings          | 200              | -                  | (200)            | -                |
| 287          | Meals                                     | 6,600            | 3,000              | (2,500)          | 4,100            |
| 320          | Operating Supplies                        | 400              | 240                | (150)            | 250              |
|              | <b>Total Senior Citizens</b>              | <b>12,900</b>    | <b>8,610</b>       | <b>(3,100)</b>   | <b>9,800</b>     |
| <b>44400</b> | <b>Parks &amp; Recreation</b>             |                  |                    |                  |                  |
| 122          | Overtime Wages                            | 4,200            | 3,750              | (400)            | 3,800            |
| 241          | Electric                                  | 5,400            | 4,700              | (700)            | 4,700            |
| 242          | Water                                     | 1,600            | 1,620              | 20               | 1,620            |
| 266          | Repair And Maintenance Buildings          | 500              | 550                | 50               | 550              |
| 320          | Operating Supplies                        | 5,000            | 1,500              | (3,000)          | 2,000            |
| 325          | Riverfront Activities / Sponsorship       | 17,320           | 17,320             | -                | 17,320           |
| 941          | Parks                                     | 21,000           | 10,000             | (10,000)         | 11,000           |
|              | <b>Total Parks &amp; Recreation</b>       | <b>55,020</b>    | <b>39,440</b>      | <b>(14,030)</b>  | <b>40,990</b>    |
| <b>52200</b> | <b>Sewer</b>                              |                  |                    |                  |                  |
| 110          | Full Time Wages                           | -                | -                  | -                | -                |
| 120          | Part-Time Wages                           | -                | -                  | -                | -                |
| 122          | Overtime Wages                            | -                | -                  | -                | -                |
|              | <b>Total Sewer</b>                        | <b>-</b>         | <b>-</b>           | <b>-</b>         | <b>-</b>         |
|              | <b>Total Expenditures</b>                 | <b>2,004,454</b> | <b>2,068,022</b>   | <b>(178,210)</b> | <b>1,826,244</b> |
|              | <b>Change in Fund Balance</b>             | <b>(188,643)</b> | <b>(199,674)</b>   | <b>(19,445)</b>  | <b>(208,088)</b> |
|              | <b>Fund Balance, 07/01/2023</b>           | <b>494,557</b>   | <b>494,557</b>     |                  | <b>494,557</b>   |
|              | <b>Estimated Fund Balance, 06/30/2024</b> | <b>305,914</b>   | <b>294,883</b>     |                  | <b>286,469</b>   |
|              | <b>Change in Cash</b>                     |                  |                    |                  |                  |
|              | <b>Cash (Less AP) , 07/01/2023</b>        | <b>306,260</b>   | <b>306,260</b>     |                  | <b>306,260</b>   |
|              | <b>Estimated Cash, 06/30/2024</b>         | <b>117,617</b>   | <b>106,586</b>     |                  | <b>98,172</b>    |

**Town of Surgoinsville**  
**Statement of Expenditures and Encumbrances**  
**Sewer Budget Amendment #2**

Fund : 412

|                    |   | Amended Budget   | Estimated 06/30/24 | Amendment Needed | Estimated Amended Budget |
|--------------------|---|------------------|--------------------|------------------|--------------------------|
| <b>Revenues</b>    |   |                  |                    |                  |                          |
| 36100              | Interest Earnings                         | 17,150           | 17,450             | -                | 17,150                   |
| 36990              | Miscellaneous                             | 100              | 100                | -                | 100                      |
| 37230              | Sewer User Fee                            | 164,000          | 166,939            | -                | 164,000                  |
| 33189              | TDEC ARPA Grant                           | -                | 9,850              | 9,850            | 9,850                    |
| 37296              | Sewer Tap Fees                            | 2,450            | -                  | (2,450)          | -                        |
|                    | <b>Total Revenues</b>                     | <b>183,700</b>   | <b>194,339</b>     | <b>7,400</b>     | <b>191,100</b>           |
| <b>52200 Sewer</b> |   |                  |                    |                  |                          |
| 110                | Full Time Wages                           | 5,200            | 3,000              | (2,200)          | 3,000                    |
| 120                | Part-Time Wages                           | 800              | 500                | (300)            | 500                      |
| 122                | Overtime Wages                            | 5,000            | 4,000              | (1,000)          | 4,000                    |
| 148                | Employee Education And Training           | 1,000            | -                  | (1,000)          | -                        |
| 170                | Fees                                      | 900              | -                  | (900)            | -                        |
| 200                | Contracted Services                       | 50,000           | 38,000             | (12,000)         | 38,000                   |
| 241                | Electric                                  | 400              | 300                | (100)            | 300                      |
| 243                | Sewer                                     | 75,000           | 55,000             | (20,000)         | 55,000                   |
| 245                | Telephone & Internet                      | 1,600            | 1,200              | (400)            | 1,200                    |
| 269                | Repair & Maint Sewer Lines & Pumps        | 40,000           | 2,500              | (37,500)         | 2,500                    |
| 272                | Construction In Progress                  | -                | -                  | -                | -                        |
| 273                | TDEC Construction                         | -                | -                  | -                | -                        |
| 274                | ARPA NEU Admin & Engineering              | 11,550           | 20,000             | 8,450            | 20,000                   |
| 280                | Travel                                    | 300              | -                  | (300)            | -                        |
| 320                | Operating Supplies                        | 2,000            | 2,000              | -                | 2,000                    |
| 326                | Clothing And Uniforms                     | 200              | 200                | -                | 200                      |
| 332                | Vehicle & Equipment Maintenance           | 4,250            | 200                | (4,050)          | 200                      |
| 391                | Water Meters                              | 22,150           | 16,500             | (5,650)          | 16,500                   |
| 596                | State Permit Fee                          | 1,380            | 500                | (880)            | 500                      |
| 623                | Rural Dev Loan#1 Principal                | 9,630            | 9,630              | -                | 9,630                    |
| 624                | Rural Dev Loan#2 Principal                | 17,325           | 17,325             | -                | 17,325                   |
| 625                | Rural Dev Loan#3 Principal                | 4,260            | 4,260              | -                | 4,260                    |
| 640                | Rural Dev Loan #1 Interest                | 14,750           | 14,750             | -                | 14,750                   |
| 641                | Rural Dev Loan#2 Interest                 | 28,100           | 28,100             | -                | 28,100                   |
| 642                | Rural Dev Loan#3 Interest                 | 9,710            | 9,710              | -                | 9,710                    |
|                    | <b>Total Sewer Expenses</b>               | <b>305,505</b>   | <b>227,675</b>     | <b>(77,830)</b>  | <b>227,675</b>           |
|                    | <b>Change in Fund Balance</b>             | <b>(121,805)</b> | <b>(33,336)</b>    | <b>85,230</b>    | <b>(36,575)</b>          |
|                    | <b>Net Position, 07/01/2023</b>           | <b>3,865,668</b> | <b>3,865,668</b>   |                  | <b>3,865,668</b>         |
|                    | <b>Estimated Fund Balance, 06/30/2024</b> | <b>3,743,863</b> | <b>3,832,332</b>   |                  | <b>3,829,093</b>         |
|                    | <b>Change in Cash</b>                     |                  |                    |                  |                          |
|                    | <b>Cash, 07/01/2023</b>                   | <b>579,498</b>   | <b>579,498</b>     |                  | <b>579,498</b>           |
|                    | <b>Estimated Cash, 06/30/2024</b>         | <b>457,693</b>   | <b>546,162</b>     |                  | <b>542,923</b>           |



**Town of Surgoinsville  
Drug Fund  
Budget Amendment #2**

Fund : **619**

|                     |   | <u>Amended<br/>Budget</u> | <u>Estimated<br/>06/30/24</u> | <u>Amendment<br/>Needed</u> | <u>Estimated<br/>Amended<br/>Budget</u> |
|---------------------|---|---------------------------|-------------------------------|-----------------------------|---|
| <b>Revenues</b>     |   |                           |                               |                             |   |
| 35160               | Court Fines                                 | -                         | 430                           | 430                         | 430                                     |
| 36100               | Interest Earnings                           | 172                       | 171                           | -                           | 172                                     |
|                     | <b>Total Revenues</b>                       | <b>172</b>                | <b>601</b>                    | <b>430</b>                  | <b>602</b>                              |
| <b>Expenditures</b> |   |                           |                               |                             |   |
| <b>42129</b>        | <b>Drug Investigation And Control</b>       |                           |                               |                             |   |
| 320                 | Operating & Office Supplies                 | -                         | 250                           | 250                         | 250                                     |
| 940                 | Capital Outlay                              | 1,525                     | 1,525                         | -                           | 1,525                                   |
|                     | <b>Total Drug Investigation and Control</b> | <b>1,525</b>              | <b>1,775</b>                  | <b>250</b>                  | <b>1,775</b>                            |
|                     | <b>Total Expenditures</b>                   | <b>1,525</b>              | <b>1,775</b>                  | <b>250</b>                  | <b>1,775</b>                            |
|                     | <b>Change in Fund Balance</b>               | <b>(1,353)</b>            | <b>(1,174)</b>                | <b>180</b>                  | <b>(1,173)</b>                          |
|                     | <b>Fund Balance, 07/01/2023</b>             | <b>33,959</b>             | <b>33,959</b>                 |                             | <b>33,959</b>                           |
|                     | <b>Estimated Fund Balance, 06/30/2024</b>   | <b>32,606</b>             | <b>32,785</b>                 |                             | <b>32,786</b>                           |

**ORDINANCE NO. 176-2024**

**AN ORDINANCE ESTABLISHING SURGOINSVILLE MUNICIPAL COURT FINES AND COST; TO FIX A PENALTY FOR THE VIOLATION OF THIS ORDINANCE; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE.**

**WHEREAS,** the Board of Mayor and Alderman of the Town of Surgoinsville wish to establish municipal court fines and costs for those persons cited into Municipal Court who elected to pay said municipal fines and costs in advance of their scheduled court appearance, and

**WHEREAS,** the Board of Mayor and Alderman of the Town of Surgoinsville, Tennessee, at this time wish to establish said schedule of municipal court fines and costs, and

**WHEREAS,** the public welfare requires it,

**NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMAN, AS FOLLOWS:**

**SECTION I.** Until further amended by Resolution the schedule of municipal court fines as costs shall be as follows:

| OFFENSE   | FINE     | STATE LITIGATION TAX | MUNICIPAL COURT COSTS | TOTAL     |
|---|----------|----------------------|-----------------------|-----------|
| Address Violation on License                        | \$ 5.00  | \$ 13.75             | \$ 46.25              | \$ 65.00  |
| Assault on Officer                                  | \$ 50.00 | \$ 13.75             | \$ 46.25              | \$ 110.00 |
| Breach of Peace                                     | \$ 45.00 | \$ 13.75             | \$ 46.25              | \$ 105.00 |
| Child Restraint Violation                           | \$ 25.00 | \$ 13.75             | \$ 46.25              | \$ 85.00  |
| Consumption Under 21                                | \$ 40.00 | \$ 13.75             | \$ 46.25              | \$ 100.00 |
| Destroying City Property (+Replacement of Property) | \$ 50.00 | \$ 13.75             | \$ 46.25              | \$ 110.00 |
| Dog Ordinance Violation (1st Offense)               | \$ 20.00 | \$ 13.75             | \$ 46.25              | \$ 80.00  |
| Dog Ordinance Violation (2nd Offense)               | \$ 35.00 | \$ 13.75             | \$ 46.25              | \$ 95.00  |
| Dog Ordinance Violation (3rd Offense)               | \$ 50.00 | \$ 13.75             | \$ 46.25              | \$ 110.00 |
| Driving Without License                             | \$ 25.00 | \$ 13.75             | \$ 46.25              | \$ 85.00  |
| Compliant   |          |                      | \$ 46.25              | \$ 46.25  |
| Driving While License is Suspended or Revoked       | \$ 50.00 | \$ 13.75             | \$ 46.25              | \$ 110.00 |
| Failure to Stop for Blue Lights                     | \$ 50.00 | \$ 13.75             | \$ 46.25              | \$ 110.00 |
| Failure to Yield Causing an Accident                | \$ 50.00 | \$ 13.75             | \$ 46.25              | \$ 110.00 |
| Failure to Yield                                    | \$ 25.00 | \$ 13.75             | \$ 46.25              | \$ 85.00  |
| Following too Close                                 | \$ 25.00 | \$ 13.75             | \$ 46.25              | \$ 85.00  |
| Following too Close Causing an Accident             | \$ 50.00 | \$ 13.75             | \$ 46.25              | \$ 110.00 |
| Going Armed   | \$ 50.00 | \$ 13.75             | \$ 46.25              | \$ 110.00 |
| Illegal Parking (1st Offense)                       | \$ 1.00  | \$ 13.75             | \$ 46.25              | \$ 61.00  |
| Illegal Parking (2nd Offense)                       | \$ 15.00 | \$ 13.75             | \$ 46.25              | \$ 75.00  |

|   |          |          |          |           |
|---|----------|----------|----------|-----------|
| Illegal Parking (3rd Offense)                     | \$ 35.00 | \$ 13.75 | \$ 46.25 | \$ 95.00  |
| Illegal Parking (4th Offense and each thereafter) | \$ 50.00 | \$ 13.75 | \$ 46.25 | \$ 110.00 |
| Improper Passing                                  | \$ 35.00 | \$ 13.75 | \$ 46.25 | \$ 95.00  |
| Interfering With an Officer                       | \$ 50.00 | \$ 13.75 | \$ 46.25 | \$ 110.00 |
| Littering or Disturbing Trash Containers          | \$ 50.00 | \$ 13.75 | \$ 46.25 | \$ 110.00 |
| Plus Cost of Clean Up                             |          | \$ 13.75 |          |           |
| Light Law Violation                               | \$ 25.00 | \$ 13.75 | \$ 46.25 | \$ 85.00  |
| With Repair                                       |          | \$ 13.75 | \$ 46.25 | \$ 60.00  |
| Open Beer / Whiskey                               | \$ 35.00 | \$ 13.75 | \$ 46.25 | \$ 95.00  |
| Ordinance Violation (unless specified)            | \$ 35.00 | \$ 13.75 | \$ 46.25 | \$ 95.00  |
| Other State Violations                            | \$ 35.00 | \$ 13.75 | \$ 46.25 | \$ 95.00  |
| Passing Stop Sign                                 | \$ 35.00 | \$ 13.75 | \$ 46.25 | \$ 95.00  |

| OFFENSE   | FINE     | LITIGATION TAX | COURT COSTS | TOTAL     |
|---|----------|----------------|-------------|-----------|
| Passing Stop Sign Causing an Accident               | \$ 40.00 | \$ 13.75       | \$ 46.25    | \$ 100.00 |
| Possession Drug Paraphernalia                       | \$ 45.00 | \$ 13.75       | \$ 46.25    | \$ 105.00 |
| Posting of Signs                                    | \$ 25.00 | \$ 13.75       | \$ 46.25    | \$ 85.00  |
| Proof of Insurance Required                         | \$ 35.00 | \$ 13.75       | \$ 46.25    | \$ 95.00  |
| Compliant   |          | \$ 13.75       | \$ 46.25    | \$ 60.00  |
| Public Intoxication (+\$15.00 p/day jail fee)       | \$ 35.00 | \$ 13.75       | \$ 46.25    | \$ 95.00  |
| Reckless Driving                                    | \$ 50.00 | \$ 13.75       | \$ 46.25    | \$ 110.00 |
| Registration Violation                              | \$ 25.00 | \$ 13.75       | \$ 46.25    | \$ 85.00  |
| Address Violation on License                        | \$ 5.00  | \$ 13.75       | \$ 46.25    | \$ 65.00  |
| Assault on Officer                                  | \$ 50.00 | \$ 13.75       | \$ 46.25    | \$ 110.00 |
| Breach of Peace                                     | \$ 45.00 | \$ 13.75       | \$ 46.25    | \$ 105.00 |
| Child Restraint Violation                           | \$ 25.00 | \$ 13.75       | \$ 46.25    | \$ 85.00  |
| Consumption Under 21                                | \$ 40.00 | \$ 13.75       | \$ 46.25    | \$ 100.00 |
| Destroying City Property (+Replacement of Property) | \$ 50.00 | \$ 13.75       | \$ 46.25    | \$ 110.00 |
| Dog Ordinance Violation (1st Offense)               | \$ 20.00 | \$ 13.75       | \$ 46.25    | \$ 80.00  |
| Dog Ordinance Violation (2nd Offense)               | \$ 35.00 | \$ 13.75       | \$ 46.25    | \$ 95.00  |
| Dog Ordinance Violation (3rd Offense)               | \$ 50.00 | \$ 13.75       | \$ 46.25    | \$ 110.00 |
| Driving Without License                             | \$ 25.00 | \$ 13.75       | \$ 46.25    | \$ 85.00  |
| Compliant   |          |                | \$ 46.25    | \$ 46.25  |
| Driving While License is Suspended or Revoked       | \$ 50.00 | \$ 13.75       | \$ 46.25    | \$ 110.00 |
| Failure to Stop for Blue Lights                     | \$ 50.00 | \$ 13.75       | \$ 46.25    | \$ 110.00 |
| Failure to Yield Causing an Accident                | \$ 50.00 | \$ 13.75       | \$ 46.25    | \$ 110.00 |
| Failure to Yield                                    | \$ 25.00 | \$ 13.75       | \$ 46.25    | \$ 85.00  |
| Following too Close                                 | \$ 25.00 | \$ 13.75       | \$ 46.25    | \$ 85.00  |
| Following too Close Causing an Accident             | \$ 50.00 | \$ 13.75       | \$ 46.25    | \$ 110.00 |
| Going Armed   | \$ 50.00 | \$ 13.75       | \$ 46.25    | \$ 110.00 |
| Illegal Parking (1st Offense)                       | \$ 1.00  | \$ 13.75       | \$ 46.25    | \$ 61.00  |
| Illegal Parking (2nd Offense)                       | \$ 15.00 | \$ 13.75       | \$ 46.25    | \$ 75.00  |
| Illegal Parking (3rd Offense)                       | \$ 35.00 | \$ 13.75       | \$ 46.25    | \$ 95.00  |
| Illegal Parking (4th Offense and each thereafter)   | \$ 50.00 | \$ 13.75       | \$ 46.25    | \$ 110.00 |
| Improper Passing                                    | \$ 35.00 | \$ 13.75       | \$ 46.25    | \$ 95.00  |
| Interfering With an Officer                         | \$ 50.00 | \$ 13.75       | \$ 46.25    | \$ 110.00 |
| Littering or Disturbing Trash Containers            | \$ 50.00 | \$ 13.75       | \$ 46.25    | \$ 110.00 |
| Plus Cost of Clean Up                               |          | \$ 13.75       |             |           |
| Light Law Violation                                 | \$ 25.00 | \$ 13.75       | \$ 46.25    | \$ 85.00  |
| With Repair   |          | \$ 13.75       | \$ 46.25    | \$ 60.00  |
| Open Beer / Whiskey                                 | \$ 35.00 | \$ 13.75       | \$ 46.25    | \$ 95.00  |
| Ordinance Violation (unless specified)              | \$ 35.00 | \$ 13.75       | \$ 46.25    | \$ 95.00  |
| Other State Violations                              | \$ 35.00 | \$ 13.75       | \$ 46.25    | \$ 95.00  |
| Passing Stop Sign                                   | \$ 35.00 | \$ 13.75       | \$ 46.25    | \$ 95.00  |

|   |          |          |          |           |
|---|----------|----------|----------|-----------|
| Passing Stop Sign Causing an Accident         | \$ 40.00 | \$ 13.75 | \$ 46.25 | \$ 100.00 |
| Possession Drug Paraphernalia                 | \$ 45.00 | \$ 13.75 | \$ 46.25 | \$ 105.00 |
| Posting of Signs                              | \$ 25.00 | \$ 13.75 | \$ 46.25 | \$ 85.00  |
| Proof of Insurance Required                   | \$ 35.00 | \$ 13.75 | \$ 46.25 | \$ 95.00  |
| Compliant                                     |          | \$ 13.75 | \$ 46.25 | \$ 60.00  |
| Public Intoxication (+\$15.00 p/day jail fee) | \$ 35.00 | \$ 13.75 | \$ 46.25 | \$ 95.00  |
| Reckless Driving                              | \$ 50.00 | \$ 13.75 | \$ 46.25 | \$ 110.00 |
| Registration Violation                        | \$ 25.00 | \$ 13.75 | \$ 46.25 | \$ 85.00  |
| Compliant                                     |          | \$ 13.75 | \$ 46.25 | \$ 60.00  |
| Resisting Arrest                              | \$ 45.00 | \$ 13.75 | \$ 46.25 | \$ 105.00 |
| Seat Belt Violation                           | \$ 10.00 | \$ 13.75 | \$ 46.25 | \$ 70.00  |
| <b>Speeding:</b>                              |          |          | \$ 46.25 | \$ 46.25  |
| 1-9 MPH Over                                  | \$ 10.00 | \$ 13.75 | \$ 46.25 | \$ 70.00  |
| 10-19 MPH Over                                | \$ 25.00 | \$ 13.75 | \$ 46.25 | \$ 85.00  |
| 20-29 MPH Over                                | \$ 35.00 | \$ 13.75 | \$ 46.25 | \$ 95.00  |
| 30 MPH and Over                               | \$ 50.00 | \$ 13.75 | \$ 46.25 | \$ 110.00 |
| Suspended License Violation                   | \$ 50.00 | \$ 13.75 | \$ 46.25 | \$ 110.00 |
| Trespassing                                   | \$ 35.00 | \$ 13.75 | \$ 46.25 | \$ 95.00  |
| Window Tint Violation                         | \$ 25.00 | \$ 13.75 | \$ 46.25 |           |

SECTION II. Any person violating any provisions of this ordinance shall be guilty of an offense and upon conviction shall pay a penalty of up to FIFTY DOLLARS (\$50.00) for each offense. Each occurrence shall constitute a separate offense.

SECTION III. That this ordinance shall take effect from and after the date of its Passage and publication, as the law directs, the public welfare of the Town of Surgoinsville, Tennessee, requiring it.

\_\_\_\_\_  
 MERRELL W. GRAHAM, Mayor

ATTEST:

\_\_\_\_\_  
 MEGAN B. GENTRY, Recorder

Passed First Reading this \_\_\_<sup>th</sup> day of \_\_\_\_\_, 2024:

Motion By: \_\_\_\_\_ Second By: \_\_\_\_\_

|                     | Ayes | Nays | Other |
|---------------------|------|------|-------|
| Alderman Bishop     |      |      |       |
| Alderman Collier    |      |      |       |
| Mayor Graham        |      |      |       |
| Alderman Hoss       |      |      |       |
| Vice Mayor Jarnagin |      |      |       |
| Alderman Mierek     |      |      |       |
| Alderman Sandidge   |      |      |       |
| Total               |      |      |       |

Passed Second Reading this \_\_\_<sup>th</sup> day of \_\_\_\_\_, 2024:

Motion By: \_\_\_\_\_ Second By: \_\_\_\_\_

|                     | Ayes | Nays | Other |
|---------------------|------|------|-------|
| Alderman Bishop     |      |      |       |
| Alderman Collier    |      |      |       |
| Mayor Graham        |      |      |       |
| Alderman Hoss       |      |      |       |
| Vice Mayor Jarnagin |      |      |       |
| Alderman Mierek     |      |      |       |
| Alderman Sandidge   |      |      |       |
| Total               |      |      |       |

Ordinance Published this \_\_\_<sup>th</sup> day of \_\_\_\_\_, 2024.

Proposed traffic fine charges: Revised 05/13/24

| Offense   | Fine   | Court Cost | E Citation | Total  |
|---|--------|------------|------------|--------|
|   | \$     | \$         | \$         | \$     |
| Animal Violations                               | 50.00  | 100.00     | 5.00       | 155.00 |
|   | \$     | \$         | \$         | \$     |
| Automobile/Automobile Parts Storage Violation   | 50.00  | 100.00     | 5.00       | 155.00 |
|   | \$     | \$         | \$         | \$     |
| Burning of Refuse                               | 50.00  | 100.00     | 5.00       | 155.00 |
|   | \$     | \$         | \$         | \$     |
| Child Restraint Violations                      | 50.00  | 100.00     | 5.00       | 155.00 |
|   | \$     | \$         | \$         | \$     |
| SMCV Violations (any ordinance not specified)   | 50.00  | 100.00     | 5.00       | 155.00 |
|   | \$     | \$         | \$         | \$     |
| Damaging City Property (fine plus replacement)  | 50.00  | 100.00     | 5.00       | 155.00 |
|   | \$     | \$         | \$         | \$     |
| Disorderly Conduct/Disturbing the Peace         | 50.00  | 100.00     | 5.00       | 155.00 |
|   | \$     | \$         | \$         | \$     |
| Driver's License (not in possession)            | 40.00  | 100.00     | 5.00       | 145.00 |
|   | \$     | \$         | \$         | \$     |
| Equipment/Light Law Violations                  | 40.00  | 100.00     | 5.00       | 145.00 |
|   | \$     | \$         | \$         | \$     |
| Failure to Appear                               | 50.00  | 100.00     | 5.00       | 155.00 |
|   | \$     | \$         | \$         | \$     |
| Failure to Exercise Due Care/ Maintain Lookout  | 40.00  | 100.00     | 5.00       | 145.00 |
|   | \$     | \$         | \$         | \$     |
| Failure to Yield (ROW)                          | 40.00  | 100.00     | 5.00       | 145.00 |
|   | \$     | \$         | \$         | \$     |
| Hands Free Law                                  | 50.00  | 10.00      | \$         | 60.00  |
|   | \$     | \$         | \$         | \$     |
| Hands Free Law- 3rd offense                     | 100.00 | 10.00      | 5.00       | 115.00 |
|   | \$     | \$         | \$         | \$     |
| Hands Free Law- School/Construction Zone        | 200.00 | 10.00      | 5.00       | 215.00 |
|   | \$     | \$         | \$         | \$     |
| Improper Passing/Lane Change                    | 50.00  | 100.00     | 5.00       | 155.00 |
|   | \$     | \$         | \$         | \$     |
| Insurance (Automobile/Failure to Provide Proof) | 50.00  | 100.00     | 5.00       | 155.00 |
|   | \$     | \$         | \$         | \$     |
| Light Law                                       | 40.00  | 100.00     | 5.00       | 145.00 |
|   | \$     | \$         | \$         | \$     |
| Littering or Disturbing Trash Containers        | 50.00  | 100.00     | 5.00       | 155.00 |

|   |       |        |      |        |
|---|-------|--------|------|--------|
|   | \$    | \$     | \$   | \$     |
| Noise Violations                                  | 50.00 | 100.00 | 5.00 | 155.00 |
|   | \$    | \$     | \$   | \$     |
| Open Container (Alcohol)                          | 50.00 | 100.00 | 5.00 | 155.00 |
|   | \$    | \$     | \$   | \$     |
| Parking- Fire Lane Violation                      | 40.00 | 100.00 | 5.00 | 145.00 |
|   | \$    | \$     | \$   | \$     |
| Parking- Handicap Violation                       | 50.00 | 100.00 | 5.00 | 155.00 |
|   | \$    | \$     | \$   | \$     |
| Parking- Illegal                                  | 10.00 | 100.00 | 5.00 | 115.00 |
|   | \$    | \$     | \$   | \$     |
| Passing School Bus                                | 40.00 | 100.00 | 5.00 | 145.00 |
|   | \$    | \$     | \$   | \$     |
| Registration Violation                            | 50.00 | 100.00 | 5.00 | 155.00 |
|   | \$    | \$     | \$   | \$     |
| Seatbelt Violation                                | 30.00 | 100.00 | 5.00 | 135.00 |
|   | \$    | \$     | \$   | \$     |
| Seatbelt Violation (4-12 years old)               | 50.00 | 100.00 | 5.00 | 155.00 |
|   | \$    | \$     | \$   | \$     |
| Seatbelt Violation- 2nd offense                   | 50.00 | 100.00 | 5.00 | 155.00 |
|   | \$    | \$     | \$   | \$     |
| Signal Light Violations (No Signal When Required) | 30.00 | 100.00 | 5.00 | 135.00 |
|   | \$    | \$     | \$   | \$     |
| Speeding (01-14MPH Over Posted Limit)             | 30.00 | 100.00 | 5.00 | 135.00 |
|   | \$    | \$     | \$   | \$     |
| Speeding (15-24 MPH Over Posted Limit)            | 40.00 | 100.00 | 5.00 | 145.00 |
|   | \$    | \$     | \$   | \$     |
| Speeding (25-99 MPH Over Posted Limit)            | 50.00 | 100.00 | 5.00 | 155.00 |
|   | \$    | \$     | \$   | \$     |
| Stop Sign- Failure to Stop                        | 45.00 | 100.00 | 5.00 | 145.00 |
|   | \$    | \$     | \$   | \$     |
| TCA violations (Rules of the road                 | 50.00 | 100.00 | 5.00 | 155.00 |
| TCA violations (some non-moving class C           | \$    | \$     | \$   | \$     |
| misdemeanors                                      | 50.00 | 100.00 | 5.00 | 155.00 |
|   | \$    | \$     | \$   | \$     |
| Turning violations                                | 30.00 | 100.00 | 5.00 | 135.00 |
|   | \$    | \$     | \$   | \$     |
| Weight Limit Violations (Restricted Road Ways)    | 40.00 | 100.00 | 5.00 | 145.00 |

Any charge dismissed for compliance will still be responsible for \$50.00 administrative fee.

ORDINANCE NO. 177-2024

**AN ORDINANCE TO AMEND THE SURGOINSVILLE MUNICIPAL CODE, TITLE 12 BUILDING, UTILITY, ETC. CODES, CHAPTER 2 BUILDING CODE; TO ESTABLISH A SCHEDULE OF BUILDING PERMIT FEES; TO FIX A PENALTY FOR THE VIOLATION OF THIS ORDINANCE; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE**

WHEREAS, it has been determined that the schedule of Building Permit fees should be brought up to date; and,

WHEREAS, it has been determined that it is in the public interest to allow for the modification of the schedule of Building Permit fees by Resolution. Now therefore,

BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMAN, AS FOLLOWS:

SECTION I. That the Code of Ordinances, Title 12, Chapter 2, relating to Building Code, be and hereby is amended by deleting existing Sec. 12-202(2) in its entirety and a inserting a new Sec. 12-202(2) to read as follows:

12-202(2) Permit Fees. A schedule of Building Permit fees shall be adopted from time to time by Resolution.

SECTION II. That the violation of any provision of this ordinance shall be punishable by a penalty of not more than fifty dollars (\$50.00). Each day of violation may constitute a separate offense.

SECTION III. That this ordinance shall take effect from and after the date of its passage and publication as the law directs.

\_\_\_\_\_  
MERRELL W. GRAHAM, Mayor

ATTEST:

\_\_\_\_\_  
MEGAN B. GENTRY, Recorder



Passed First Reading this \_\_\_\_ day of \_\_\_\_\_, 2024:

Motion By: \_\_\_\_\_ Second By: \_\_\_\_\_

|                     | Ayes | Nays | Other |
|---------------------|------|------|-------|
| Alderman Bishop     |      |      |       |
| Alderman Collier    |      |      |       |
| Mayor Graham        |      |      |       |
| Alderman Hoss       |      |      |       |
| Vice Mayor Jarnagin |      |      |       |
| Alderman Mierek     |      |      |       |
| Alderman Sandidge   |      |      |       |
| Total               |      |      |       |

Passed Second Reading this \_\_\_\_ day of \_\_\_\_\_, 2024:

Motion By: \_\_\_\_\_ Second By: \_\_\_\_\_

|                     | Ayes | Nays | Other |
|---------------------|------|------|-------|
| Alderman Bishop     |      |      |       |
| Alderman Collier    |      |      |       |
| Mayor Graham        |      |      |       |
| Alderman Hoss       |      |      |       |
| Vice Mayor Jarnagin |      |      |       |
| Alderman Mierek     |      |      |       |
| Alderman Sandidge   |      |      |       |
| Total               |      |      |       |

Ordinance Published this \_\_ day of \_\_\_\_\_, 2024.

## **RESOLUTION NO. 150-2024**

### **A RESOLUTION TO REPEAL AND REPLACE THE PERSONNEL POLICY AND EMPLOYEE HANDBOOK**

- WHEREAS,** the adoption of a personnel policy, including rules, procedures and policies on various subjects, that, to the extent practicable, applies to all municipal employees is required by the Town charter at Tenn. Code Ann. §6-54-123; and,
- WHEREAS,** it has been almost twenty (20) years since policies in regards to personnel matters were last revised; and,
- WHEREAS,** a new Personnel Policy and Employee Handbook has been reviewed by staff; and,
- WHEREAS,** the University of Tennessee Municipal Technical Advisory Service (MTAS) has developed a comprehensive Personnel Policy Manual that incorporates requirements of current federal and state laws and personnel management best practices; and,
- WHEREAS,** a copy of this handbook will be provided to all current and future employees and training will be conducted for all employees regarding each provision of these policies subsequent to their adoption; and,
- WHEREAS,** this Resolution will replace all previously adopted personnel policies. Now therefore,

**BE IT RESOLVED** as follows:

- SECTION I.** That the Personnel Policy Manual dated April, 2024, attached hereto and incorporated herein by reference, is hereby approved and adopted in the place and stead of all previously adopted policies which are hereby rescinded effective July 1, 2024 .
- SECTION II.** That this Resolution and the Employee Handbook attached hereto shall take effect July 1, 2024. All employees shall be provided a copy of such Employee Handbook and shall sign an acknowledgment and receipt therefor.

This Resolution shall become effective upon its passage, the public welfare requiring it.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
MERRELL W. GRAHAM, Mayor

**ATTEST:**

\_\_\_\_\_  
MEGAN B. GENTRY, Recorder

**RESOLUTION NO. 15]-2024**

**A RESOLUTION TO ADOPT A DRUG AND ALCOHOL TESTING POLICY**

**WHEREAS,** it has been determined that the existing Drug and Alcohol Testing Policy should be updated to encompass currently recommended best practices; and,

**WHEREAS,** a new Drug and Alcohol Testing Policy has been created in consultation with the Municipal Technical Advisory Service (MTAS); and,

**WHEREAS,** it is desired that the new Drug and Alcohol Testing Policy take effect as of the beginning of Fiscal Year 2024-2025. Now therefore,

**BE IT RESOLVED** that the attached new Drug and Alcohol Testing Policy is hereby adopted.

This Resolution shall become effective upon its passage, the public welfare requiring it.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2024.

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MERRELL W. GRAHAM, Mayor

ATTEST:

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MEGAN B. GENTRY, Recorder

# RESOLUTION NO. 15a-2024

## A RESOLUTION TO ADOPT BUILDING PERMIT FEES

**WHEREAS**, various fees and charges provided for in the Code of Ordinances must be set by Resolution. Now therefore,

**BE IT RESOLVED** that the Building Permit fees as provided for in the attached schedule are hereby adopted.

This Resolution shall become effective upon its passage, the public welfare requiring it.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
MERRELL W. GRAHAM, Mayor

ATTEST:

\_\_\_\_\_  
MEGAN B. GENTRY, Recorder

**Building Permits:**

|  |  |
|--|--|
| Base fee:  | \$20   |
| Residential Construction (single family):<br>(Includes houses, garages, additions and remodeling to create living space from garages and/or basements/attics) plus the following additions if applicable         | \$0.10 per square foot of living space plus<br>\$45 per inspection (minimum of 4 for new)<br>\$45 per inspection (minimum of 2 all others) |
| If drive under or attached garage under living spaces:   |  |
| If plumbing under concrete slab  | \$45 per inspection  |
| If poured concrete or insulated concrete foundation  | \$45 per inspection  |
| Residential single family REMODELING:<br>(Decks, retaining walls, porches, replacement windows, structural changes/repairs)  | \$20 base + \$45 per inspection = \$65   |
| Roofs  | \$20 base + \$45 per inspection = \$65   |
| Owner/Contractor Built Storage Buildings,<br>Pools, Barns & Carports   | \$20 + \$45 per inspection (minimum 2) = \$110   |
| (Building Permits <u>are not required</u> for prefabricated swimming pools that are less than 24 inches or 610 mm deep and for temporary, portable swimming pools with a life expectancy of less than 6 months.) |  |

Prefabricated Storage Buildings of 200 sq. ft or less. \$20 base fee

**Plumbing permits:**

|                            |  |
|----------------------------|--|
| <b><u>Residential:</u></b> |  |
| New Construction           | \$20; First \$1-5000 of cost<br>(material + labor)     |
| Remodeling                 | \$50; First \$1-5000 of cost<br><br>(material + labor) |
| Additional Cost            | \$10 per \$1000 of cost over<br>\$5000; up to          |
| max. of \$100              |  |
| Any Additional inspections | \$45 (for new or remodel)                              |

**Commercial:**

|   |       |
|---|-------|
| Minimum fee   | \$100 |
| Fee for each fixture exceeding 10 (e.g. toilets, sinks, bathtubs, showers, water heaters, separate hose bibs) | \$5   |
| Additional inspections due to insufficient or   |       |

unacceptable work: \$45

**Mechanical including gas permits:**

**Residential:**

New construction \$20 first \$1-5000 of cost (material + labor)

Remodeling (fee for changes to heating/venting duct, air conditioning, new or replacement ducts, air conditioners, heat pumps, furnaces, wall heaters, space heaters, pool heaters, power/heating boilers and other permanent equipment/fixtures) \$50 first \$1-5000 of cost (material + labor)

Additional fee: \$10.00 per \$1000 of cost exceeding \$5,000.00 up to maximum of \$100

Additional inspection due to insufficient or unacceptable work \$45

**Commercial:**

Minimum fee \$100

Fee for changes to heating/venting duct, gas pipe; new or replacement ducts, gas pipe, air conditioners, heat pumps, furnaces, wall heaters, space heaters, pool heaters, power/heating boilers and other permanent equipment/fixtures) first \$1.00-\$1,000.00 of cost-material and labor included in the \$100.00 minimum.

Fee per \$1,000.00 of costs \$1000.00-\$9,999.00 \$10

Fee per \$1,000.00 of costs \$10,000.00 and above \$5

First \$1-\$1000 of cost (material + labor) included in \$100 min

Additional inspection due to insufficient or unacceptable work \$45

**Multi-family residential and other business/commercial/industrial/institutional Fees will be based on the estimated cost/valuation of the project as follows:**

Inspection fee: \$100 includes 5 inspections. Any inspection thereafter \$45 each

| <u>Total valuation</u> | <u>Fee</u> |
|------------------------|------------|
| \$1,000 and less       | \$20       |

|                   |  |
|-------------------|--|
| \$1,000 to 50,000 | \$20 for the first \$1,000 plus \$5 for each additional thousand or fraction thereof, to and including \$50,000. |
|-------------------|--|

|                            |   |
|----------------------------|---|
| \$50,000 to \$100,000      | \$265 for the first \$50,000 plus \$4 for each additional thousand or fraction thereof, to and including \$100,000.   |
| \$100,000 to \$500,000     | \$465 for the first \$100,000 plus \$3 for each additional thousand or fraction thereof, to and including \$500,000.  |
| \$500,000 and up           | \$1,660 for the first \$500,000 plus \$2 for each additional thousand or fraction thereof.  |
| Moving Fee:                | \$100 for moving of any building or structure   |
| Demolition Fee:            | \$100 for demolition of any commercial building or structure.   |
|                            | \$50 for demolition of any residential building to include outbuildings and/or barns if demolished at the same time as the residence.   |
|                            | \$50 for demolition of outbuildings and/or barns.   |
| Building Permit Penalties: | Where work for which a permit is required by code is started or proceeded prior to obtaining said permit, the fees herein specified shall be doubled, but the payment of such double fee shall not relieve any persons from fully complying with the requirements of code in the execution of the work nor from any other penalties prescribed. |
| Refunds:                   | Building permit fees, less a \$20 administration fee, may be refunded if a.) the permit is denied, or b.) the project is canceled provided that: no work has commenced, no inspection has taken place, and that application is made to the Treasurer within six (6) months of the application for building permit date.                         |

For residential new construction, the following fees are for the inspections outlined below and one failure/extra; any additional owner/contractor requested or re-inspections for failures/insufficient work will be at a prepaid cost of \$45.00 each:

| <u>Type of inspection</u>   | <u>When Conducted</u>   |
|---|---|
| Set back/footer ditch<br>Poured concrete or insulated concrete foundation | Prior to footer/pier concrete being placed<br>After forming/reinforcing but before pouring concrete   |
| Under slab plumbing   | Prior to covering the plumbing and/or basement slab being placed  |
| Rough framing/plumbing/mechanical   | After all framing/fire blocking, rough in electrical, plumbing and mechanical are complete but before insulation is installed.  |
| Covered insulation  | After insulation in walls, ceiling, floors which will be covered by finishing products (sheetrock or similar) is installed but before installation of the finishing product.          |
| Garage separation   | If attached garage has living space above or a basement garage, type X sheetrock is required on the ceiling, inspection required after sheetrock is installed but before it is taped. |
| Pre-electric  | After final approval by the electrical inspector  |
| Final   | After the project including driveway, walk(s), and yard is complete but before occupancy  |

(2) Multifamily Housing Units      \$250 min. + \$50 per unit over five (5), (maximum of \$1,000 fee)

(3) Industrial, Commercial or Institutional Sites      \$5 per \$1,000 of construction costs on permit (maximum of \$1,000 fee)

2<sup>nd</sup> Driveway/curb cut fee:      \$30 if purchased with original building permit, \$50 if purchased after the building permit.

Grading permit:  
 Restricted (before stormwater installed)      \$150  
 Unrestricted (stormwater installed)      \$50

**Unsafe Building Fees:**

ADMINISTRATIVE FEE (for Town causing repair, alteration, or improvement):      \$300 (and cost of material, equipment, contractor, or rental plus 15%)

ADMINISTRATIVE FEE (for Town causing structure to be vacated and closed):      \$300 (and cost of material, equipment, contractor, or rental plus 15%)

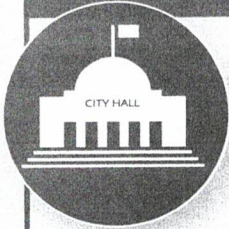
ADMINISTRATIVE FEE (for Town causing structure to be removed or demolished):      \$300 plus any material, equipment, contractor, or rental plus 15%



# GRANTS & SCHOLARSHIPS SCHEDULE

## 2024-2025

### National PRIMA Scholarship



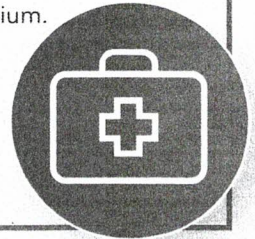
- This scholarship is designed to promote professional development, education and networking by attending the annual Public Risk Management Association conference.
- Risk managers, safety directors, human resources directors and other public entity employees with risk management responsibilities are encouraged to apply.
- Applicants must be employed by an organization insured by Public Entity Partners.

**APPLICATION AVAILABLE IN EARLY JANUARY**

### Judy Housley Safety Partners Grant

- A matching grant determined by the member's annual Workers' Compensation Coverage premium. Grant funds may be used to offset the cost of safety-related items, such as (but not limited to):

- Body armor
- PPE
- First aid equipment
- Footwear
- Turnout gear
- Work zone safety items
- Education and training



**APPLICATION AVAILABLE JULY 1**

### PRIMA Institute Scholarship



- This scholarship provides financial assistance to qualified personnel to attend the Public Risk Management Association Institute Education Program. The training is a comprehensive program designed to teach the foundations of risk management.
- Applicants must be employed by an organization insured by Public Entity Partners and should:
  - Provide risk management services for their organization
  - Spend a reasonable portion of their day on risk management
  - Have attended a TnPRIMA Conference within the past two years

**APPLICATION AVAILABLE JULY 15**

### Property Conservation Grant

- A matching grant determined by the member's annual Property Coverage premium. Grant funds may be used to offset the cost of items that prevent loss of property, such as (but not limited to):

- Lightning attenuation systems
- Infrared thermography equipment
- Sprinkler head protective cages
- Security cameras/lighting/fencing
- Testing recommendations at facilities that participate in transformer oil or gas analysis (TOGA) programs
- Bollards



**APPLICATION AVAILABLE IN LATE JULY**

# GRANTS & SCHOLARSHIPS SCHEDULE

## 2024-2025

### TnPRIMA Scholarship

- This scholarship provides financial assistance to attend the annual Tennessee Public Risk Management Association Conference. The conference provides educational and peer networking opportunities for risk managers, safety directors, human resources directors, public safety and other personnel who have risk management responsibilities.
- Applicants must be employed by an organization insured by Public Entity Partners and are individuals who:
  - Provide risk management services for their organization as a whole
  - Spend a reasonable portion of their daily activities devoted to risk management or related activities



**APPLICATION AVAILABLE AUGUST 2**

### James L. Richardson Driver Grant

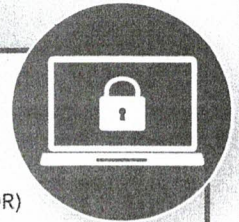


- A matching grant determined by the member's annual Automobile Liability Coverage premium. Grant funds may be used to offset the cost of driver safety-related items, such as (but not limited to):
  - Instructor-led training
  - Back-up camera and alarms
  - GPS/telematics/alert systems
  - Motor Vehicle Record (MVR) checks
  - Training simulators

**APPLICATION AVAILABLE IN LATE SEPTEMBER**

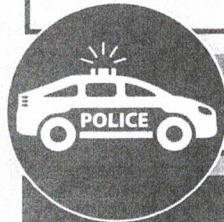
### Cyber Security Grant

- A matching grant determined by the member's annual General Liability Coverage premium. Grant funds may be used to offset coverage cost to protect your entity from ransomware and social engineering. Other items may include (but are not limited to):
  - Employee cyber training
  - Implementation of Multi-Factor Authentication (MFA)
  - Data backup and disaster recovery
  - Advanced Threat Protection (ATP)
  - Endpoint Detection and Response (EDR)



**APPLICATION AVAILABLE IN MID-NOVEMBER**

### Police Risk Management Scholarship



This scholarship is ongoing and offered throughout the year at various locations and dates TBD.

### Law Enforcement Legal and Liability Risk Management Institute Scholarship (LLRMI)

- This scholarship provides funding to attend a three-day conference designed to gain a better understanding of civil liability and prevent alleged police misconduct. This conference focuses on managing risk and controlling both civil and criminal liability for law enforcement personnel.
- Applicants must be employed by an organization with Law Enforcement Liability Coverage provided by Public Entity Partners.
- Scholarships are offered at various locations and dates throughout the year. Funding will be determined upon conference location.
- Law enforcement personnel, risk managers, safety directors and policy makers are encouraged to apply.
- Class offerings vary and are not determined by Public Entity Partners. Please check our website for class and scholarship availability.

