

REGULAR SESSION AGENDA
FRANKLIN COUNTY
BOARD OF COMMISSIONERS
6:00 pm
FRANKLIN COUNTY COURTHOUSE
Tuesday, January 21, 2025

1. Call to Order

Mayor Chris Guess
Opening & Pledge AllegianceSheriff Fuller
Invocation- Commissioner Charles Keller
Roll Call- County Clerk Tina Sanders
Declaration of QuorumMayor Chris Guess

2. Public Hearing

1. Rezoning from A, Agricultural to R-1, Single Family Residential. 10th Civil District.
Franklin County Property Map No. 57, Parcel 43.00. Location – Greenhaw Road. Size – approximately 12.646 +/-
acres. Applicant – Aleisha Putman, agent for Perusse Farms LLC, Property Owner.

3. Approval of Minutes

Regular Called Session- November 25, 2024

4. Report of Finance Director

Finance Director Report- November 14, 2024

5. Recommendations/Communications

NONE

6. Committee/Department Reports

- a) Trustees Interest Report- Nov. & Dec. 2024
- b) Local Options Sales Tax Report- Oct. 2024
- c) Finance Committee Minutes- Nov. 14, 2024
- d) Legislative Committee Minutes- Nov. 14, 2024

- e) Department Quarterly/Annual Reports

- i) Chancery Court - 2nd Qtr. 2024-2025
- ii) F. C. County Clerk Reports 12/31/2024
- iii) F. C. Planning & Zoning - 2nd Qtr 2024-2025
- iv) F.C. Re-entry Qtr. Oct-Dec. 2024
- v) F.C. Register of Deeds 10/1/224-12/31/2024
- vi) F.C. Sheriff's Office - 2nd Qtr. 2024-2025
- vi) UT Ext. & TN State Co-op Ext- Oct. - Dec. 2024
- vii) Veteran Services- Qtr. - Oct. - Dec. 2024

7. Old Business

NONE

8. New Business/Resolutions

Resolution 1a-0125- Resolution Amending the Franklin County Board of Education General Fund Budget of Franklin County, Tennessee for the Fiscal Year Ending June 30, 2025

9. New Business/Resolutions

Resolution 1b-0125- Resolution Amending the General & Drug Control Fund Budgets of Franklin County, Tennessee for the Fiscal Year Ending June 30, 2025.

10. New Business/Resolutions

Resolution 1c- 0125- Resolution Authorizing Submission of an Application for a Brownfield Assessment Coalition Grant for FY 2024-2025 from the United States Environmental Protection Agency- Brownfields and Authorizing the Acceptance of said Grant.

11. New Business/Resolutions

Resolution 1d-0125 - Resolution Amending TRANE'S scope of work for Franklin County, Tennessee

12. New Business/Resolutions

Approval of Employee Handbook and Calendar for 2025

13. Elections/Appointments

Reappoint- Audit Committee (1 year Term)

Mitch Coby, Jackie Axt, Helen Tinnerman, Mike Rowland, Margaret Lynch

Appoint- Part-Time Judicial Commissioner - (1 Year Term)

Penny Standley

Reappoint- Pavilion Board- (3 Year Term)

Scottie Riddle

Appoint- Solid Waste Management Board- (3 Year Term)

Chris Hawkersmith

Sam Davidson

14. Elections/Appointments

Approval of (16) Notary Public - See attached

15. Comments

16. Adjournment

17. Benediction

Commissioner Jarad Shetters

F.C. Planning & Zoning Department

NOTICE OF PUBLIC HEARING

In conformity with TCA-13-7-105, a public hearing will be held by the Franklin County Board of Commissioners on January 21, 2025 at 6:00 P.M. at the Franklin County Courthouse to consider the adoption of amendment(s) to the Zoning Map of Franklin County.

THE FRANKLIN COUNTY REGIONAL PLANNING COMMISSION DID NOT RECOMMENDED IN FAVOR FOR THE FOLLOWING ITEM FOR REZONING:

1. Rezoning from A, Agricultural to R-1, Single Family Residential. 10th Civil District. Franklin County Property Map No. 57, Parcel 43.00. Location – Greenhaw Road. Size – approximately 12.646 +/- acres. Applicant – Aleisha Putman, agent for Perusse Farms LLC, Property Owner.

The proposed amendment(s) may be reviewed in the Planning/Zoning Department, Courthouse Basement Room 109, Winchester TN. All persons affected by the proposed amendment(s) are invited to appear in person or be represented by agent or petition for the purpose of expressing themselves in support of or in opposition to the rezoning and zoning text amendments.

This 30th day of December, 2024.

Eric Bradford
Director/Building Commissioner
Franklin County Planning and Zoning Department
Winchester, TN 37398
Phone (931) 967-0981 E-mail at ericbradford@franklincotn.gov

Building Permits are required in Franklin County

Franklin County Planning & Zoning Department

Memo

January 21, 2025

To: Franklin County Board of Commissioners

From: Eric Bradford, Director/Building Commissioner

Re: Rezoning for Aleisha Putman, agent for Perusse Farms LLC, property owner.

THE FRANKLIN COUNTY REGIONAL PLANNING COMMISSION DID NOT RECOMMEND FOR THE FOLLOWING PROPOSED REZONING:

Item (1.) as shown on the Notice of Public Hearing:

1. Rezoning from A, Agricultural to R-1, Single Family Residential. 10th Civil District. Franklin County Property Map No. 57, Parcel 43.00. Location – Greenhaw Road. Size – approximately 12.646 +/- acres. Applicant – Aleisha Putman, agent for Perusse Farms LLC, Property Owner.

STAFF REPORT

Date: November 26, 2024
To: Franklin County Regional Planning Commission
From: Staff

General Information

Applicant: Aleisha Putman.

Status of Applicant: Agent for Perusse Farms GP, Property Owner.

Requested Action: Rezoning a portion of a parcel from A, Agricultural to R-1, Single Family Residential.

Purpose: To allow the development of a single-family residential subdivision and/or any other Use Permitted in an R-1, Single Family Residential zoned district.

Existing Zoning: A, Agricultural.

Location: 10th Civil District; Parcel 43.00 (part), Franklin County, TN Property Map No. 57, located on Greenhaw Road.

Size: Approximately 12.646 +/- acres.

Existing Land Use: Open and Agricultural.

Surrounding Land Use/Zoning:

North – Residential, Agricultural and Wooded/A, Agricultural.

South – Wooded, Agricultural/A, Agricultural.

East – Wooded, Residential, Open/A, Agricultural.

West – Open, Residential, Agricultural/A, Agricultural.

Specific Information

Previous Actions: This parcel was zoned A, Agricultural with the adoption of Zoning in 1974.

Access: The subject portion of the parcel fronts Greenhaw Road for approximately six-hundred and eight-five (685) feet. Greenhaw Road is a County road with a fifty (50) foot ROW and Asphalt surface.

Utilities A six (6) inch water line runs along the south side of Blue Springs Road and ends at a fire hydrant on the south side of the intersection of Greenhaw Road. A three (3) inch water line runs along the north side of Greenhaw Road up thru Hightop Lane and a two (2) inch water line runs along the west side of Greenhaw Road towards the south from the intersection of Hightop Lane according to Travis Stephens, Maintenance Supervisor for Decherd Water. Potable water is supplied by Decherd Water Department. Power is provided by the Duck River Electric Membership Corporation.

Fire Protection: Fire protection service is provided by the Decherd Fire Department. There are no fire hydrants in the general area.

Other Public Services: Police protection is provided by the Franklin County Sheriff's Department.

Drainage/Flood: Drainage is generalized to the northwest. There does not appear to be any low lying or ponding areas according to the USGS Quad Map. The site is not in an identified FEMA flood hazard area per Map No. 47051C0160E.

Area Characteristics: The immediate area is characterized by agricultural activities, with residential activities along the roadways. The general area is characterized by agricultural and residential activities along the roadways with forestry beyond.

Comprehensive Growth Plan: The site is located within the Franklin County Rural Area (RA).

Applicable Regulations

Franklin County Zoning Resolution - Article X Section 3(Page 80). Article VI Section 1 (Page 36).

Analysis

Staff does not recommend the requested rezoning of the subject parcel from A, Agricultural to R-1, Single Family Residential.

1. The subject parcel is located within the Franklin County Rural Area (RA).
2. There are is no R-1, Single Family Residential in the immediate area.

Attachments

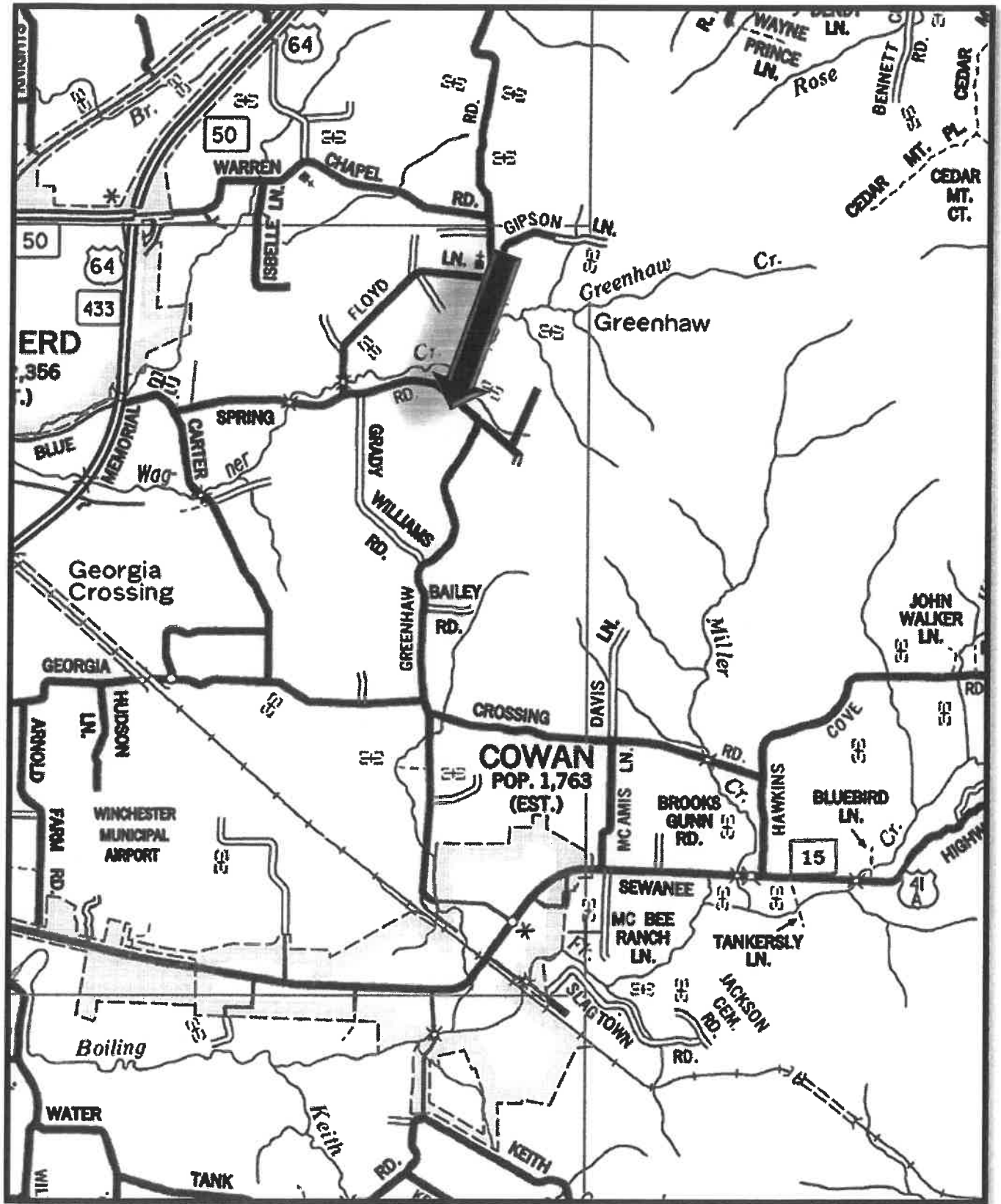
- a) General Location Map.
- b) Survey.
- c) GIS View.

EB/JK

General Area Map – Putman for Perusse Farms GP Rezone #30-24

Map 57 Parcel 43.00

Franklin County Planning Commission 11-26-24



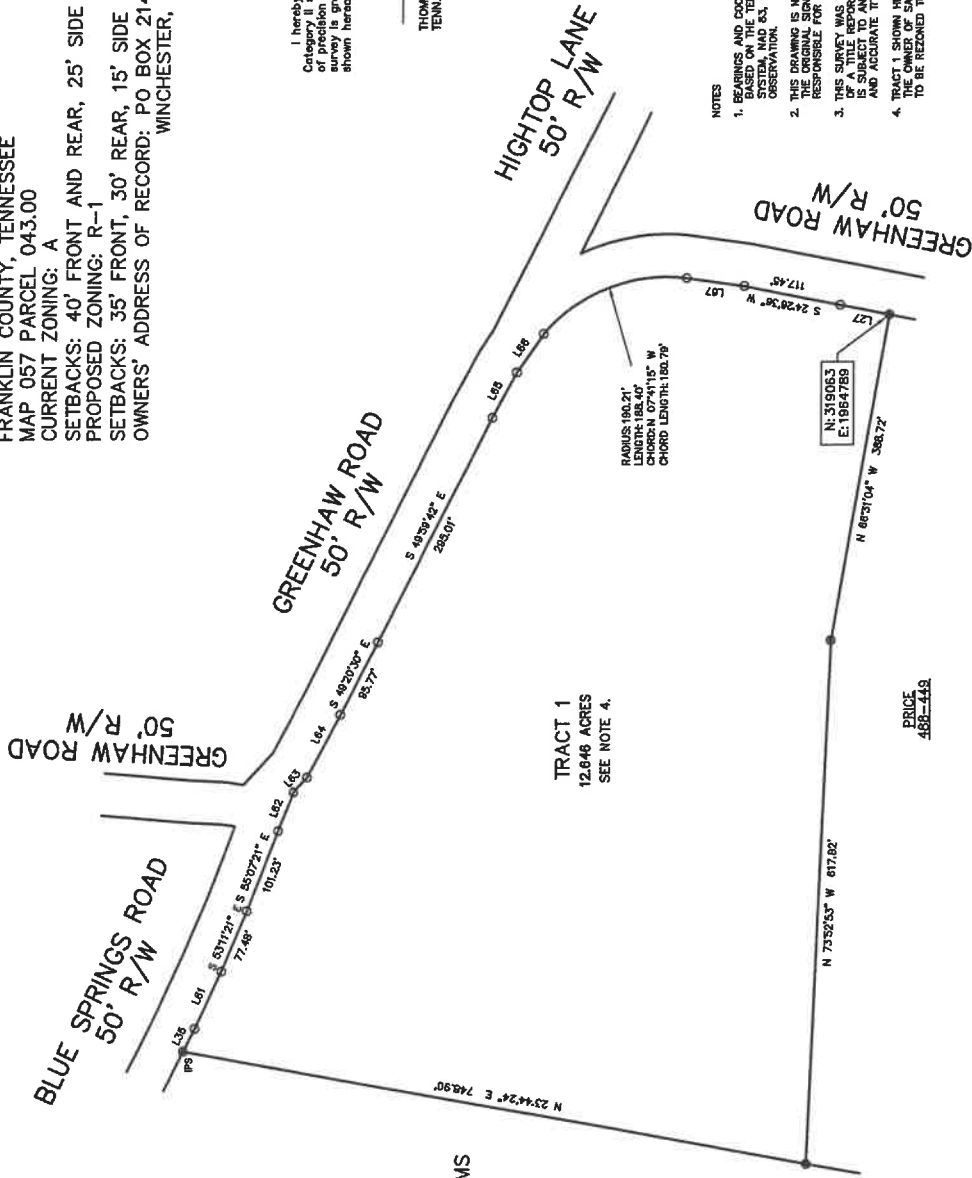
PROPERTY SURVEY FOR REZONING

OWNERSHIP: PERUSSE FARMS, GP,
 A TENNESSEE GENERAL PARTNERSHIP
 AS RECORDED IN: DB 484, P. 436, ROFCT
 TENTH CIVIL DISTRICT
 FRANKLIN COUNTY, TENNESSEE
 MAP 057 PARCEL 043.00
 CURRENT ZONING: A
 SETBACKS: 40' FRONT AND REAR, 25' SIDE
 PROPOSED ZONING: R-1
 SETBACKS: 35' FRONT, 30' REAR, 15' SIDE
 OWNERS' ADDRESS OF RECORD: PO BOX 214
 WINCHESTER, TN 37398

I hereby certify that this is a
 Category II survey and that the ratio
 of precision of the unadjusted
 survey is greater than 7,500:1 as
 shown hereon.

THOMAS M. ORE, SURVEYOR
 TENN. REG. NO. 1610

- NOTES
1. BEARINGS AND COORDINATES SHOWN HEREON ARE BASED ON THE TENNESSEE STATE PLANE COORDINATE SYSTEM, NAD 83, SPEC(4100 TN), BY GPS OBSERVATION.
 2. THIS DRAWING IS NOT VALID UNLESS IT BEARS THE ORIGINAL SIGNATURE OF THE SURVEYOR RESPONSIBLE FOR ITS PREPARATION.
 3. THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT. THEREFORE, THIS PROPERTY IS ASSUMED TO BE FREE OF ALL FACTS CURRENT AND ACCURATE TITLE REPORT WOULD DISCLOSE.
 4. TRACT 1 SHOWN HEREON IS CURRENTLY ZONED A. PERUSSE FARMS (REMAINING) IS CURRENTLY ZONED R-1. TRACT 1 IS TO BE REZONED TO THE R-1 ZONING CLASSIFICATION.



● IRON PIN FOUND UNLESS OTHERWISE NOTED
 ○ POINT



GRID
 SEE NOTE 1

LINE	BEARING	DISTANCE
L27	S 25°02'13" W	58.80'
L35	S 49°28'42" E	29.87'
L61	S 51°17'59" E	74.77'
L62	S 54°31'09" E	49.32'
L63	S 33°49'56" E	23.74'
L64	S 48°18'00" E	83.62'
L65	S 48°52'01" E	60.20'
L66	S 42°49'47" E	54.72'
L67	S 20°58'58" W	70.93'

GRAPHIC SCALE
 1 INCH = 100 FEET



FLOOD STATEMENT
 THE PROPERTY SHOWN HEREON LIES IN ZONE "X".
 THIS PROPERTY IS SUBJECT TO FLOODING AND
 CHANGE FLOODPLAIN ACCORDING TO FEMA FLOOD MAP
 NR. 47651C0169E, DATED AUGUST 4, 2008.

DATE: OCT. 21, 2024

JOB NO.: 2404121

SCALE: 1" = 100'

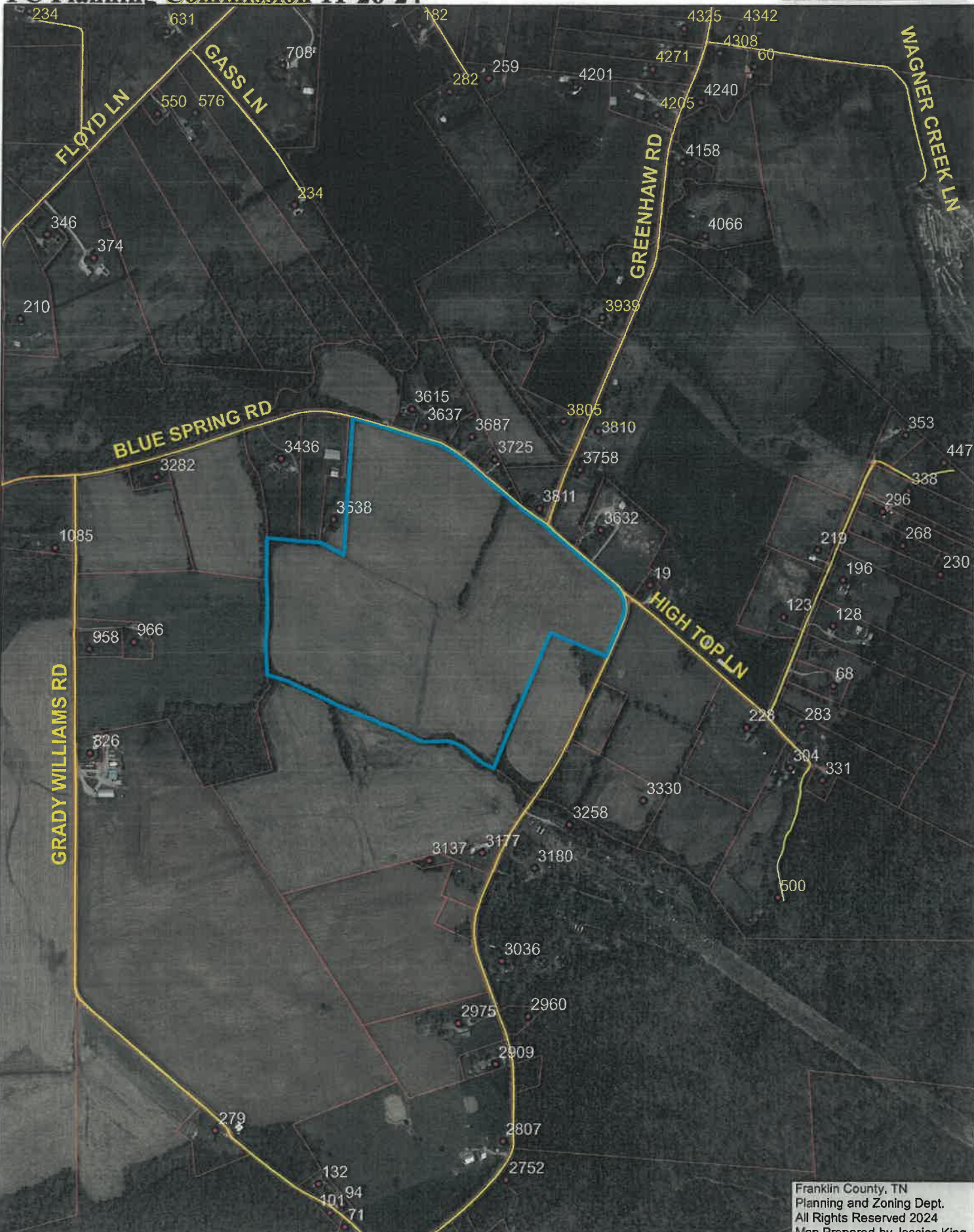
THOMAS ORE
 LAND SURVEYING
 THOMAS M. ORE, R.L.S.
 1131 DINAH SHORE BOULEVARD
 WINCHESTER, TN 37388
 931-987-2804

GIS View - Putman for Perusse Farms GP #30-24

Map 57 Parcel 43.00

FC Planning Commission 11-26-24

0 15310 620 930 1,24



The Franklin County Regional Planning Commission – November 26, 2024.

The Franklin County Regional Planning Commission met in a regular session on November 26, 2024 in the Franklin County Courthouse. The meeting started at 6:00PM with a quorum present.

The members present were Chairman Jeremy Price, Vice Chairman Greg Houston, Luke McCurry, Eddie Vincent, Helen Tinnerman, Michael Rudder, Mike Stubblefield, and Eddie Clark. Also present was Director/Building Commissioner Eric Bradford and Planning Assistant Jessica King. A Visitors' List is attached.

Chairman Jeremy Price introduced himself and gave a brief explanation of the meeting procedures and all the information that is considered when cases come before the Board.

The minutes for the October 29th, 2024 meeting were approved with a correction to add Helen Tinnerman as in attendance by Jeremy Price.

Jeremy Price introduced Case No. 28-24; Preliminary/Final Subdivision Plat Review, Second Minor Division in a Calendar Year; Applicant: Aleisha Putman, agent for Travis Perusse, owner. Location – 15th Civil District; Parcel 54.18, Franklin County, TN Property Map No. 23, located on Pleasant Grove Road. Eric Bradford read the Staff Report, and Jessica King read any returned adjoining property owner notices. Price polled the board members for questions or comments. A few moments were taken for the Board members, and members of the audience to review the large survey for the Minor Division in question. There were no questions or comments from the board. Price asked if the audience had any questions or comments. With no members of the audience having questions or comments, Price called for a motion. Greg Houston made a motion to approve the Preliminary/Final Subdivision Plat for Perusse/Pleasant Grove Road #3 Subdivision based upon discussion and the Staff Report, subject to the following conditions:

1. Add total acreage to plat.
2. Add deed reference for easement.
3. All certificates be signed.

Eddie Clark seconded the motion. All aye.

Jeremy Price introduced Case No. 29-24; Preliminary/Final Subdivision Plat Review, Second Minor Division in a Calendar Year; Applicant: Aleisha Putman, agent for Perusse Farms GP, owner. Location – 10th Civil District; Parcel 43.00, Franklin County, TN Property Map No. 57, located on Blue Springs Road. Eric Bradford read the Staff Report, and Jessica King read any returned adjoining property owner notices. Price polled the board members for questions or comments. There were no questions or comments from the board. Price asked if the audience had any questions or comments. With no members of the audience having questions or comments, Price

called for a motion. Eddie Vincent made a motion to approve the Preliminary/Final Subdivision Plat for Perusse Farms GP/Blue Springs Road #2 Subdivision based upon discussion and the Staff Report, subject to the following conditions:

1. Add total acreage to plat.
2. Add deed reference for easement.
3. All certificates be signed.

Helen Tinnerman seconded the motion. All aye.

A brief pause was taken for Jessica King to inform visitors in the hallway that the Rezoning case they were waiting to hear is beginning.

Jeremy Price introduced Case No. 30-24; Rezoning; Applicant Aleisha Putman, agent for Perusse Farms GP, owner. Location – 10th Civil District; Parcel 43.00(part), Franklin County, TN Property Map No. 57, located on Greenhaw Road. Eric Bradford read the Staff Report and Jessica King read any returned adjoining property owner notices. Price polled the board for questions or comments, with everyone having a turn to speak. Price turned the meeting over the audience to voice any questions, concerns or comments they may have. Some questions were asked about proposed houses, it was explained, that information is not provided for a Rezoning. Some discussion was held on lot size for the proposed zone and current zone. Some members of the audience asked how this would affect their property values, they were advised to contact the Property Assessors office as they are the ones who can best advise them. Tom Ore stood up and made additional comments on what is allowed in R-1, Single Family Residential vs. A, Agricultural. Offering that R-1, would keep mobile homes from being placed on this property. All members of the audience having a turn to speak, Price returned the discussion to the board. Michael Rudder reiterated the guidelines the Board considers when casting their votes. With no further discussion Price called for a motion. Luke McCurry motioned to make a negative recommendation to the County Commission meeting on 1-21-25, based on the Staff Report, Growth Plan and discussions. Helen Tinnerman seconded the motion, all aye.

Jeremy Price introduced Case No. 31-24; Preliminary/Final Subdivision Plat Review; Applicant: Larry Grider, owner. Location – 8th Civil District; Parcel 25.03, Franklin County, TN Property Map No. 18, located on AEDC Road. Eric Bradford read the Staff Report, and Jessica King read any returned adjoining property owner notices. Price polled the board members for questions or comments. There were no questions or comments from the board. Price asked if the audience had any questions or comments. Jessica King clarified some confusion on the difference between county roads and easements, legal access vs how you choose to access your property. Some discussion was held on where legal easements lie within the proposed subdivision and the surrounding land owners. With no further members of the audience having questions or comments, Price called for a motion. Greg Houston made a motion to approve the Preliminary/Final Subdivision Plat for Worley Estates Subdivision based upon

discussion and the Staff Report, subject to the following conditions:

1. Install a fire hydrant to support the development, if there is adequate flow and pressure. If there is not adequate flow or pressure a letter stating such from the servicing utility company is required.
2. Certificate of Sewage Systems or SSDS be added and signed.
3. Add "Private Drive" to Worley Ln.
4. Correct "Certificate for Recording".
5. All certificates be signed.

Eddie Vincent seconded the motion. All aye.

Jeremy Price introduced Case No. 32-24; Preliminary/Final Subdivision Plat Review; Applicant: Tom Ore, agent for Joshua Watts, owner. Location – 15th Civil District; Parcel 37.08, Franklin County, TN Property Map No. 23, located on Hickory Hollow Road. Eric Bradford read the Staff Report, and Jessica King read any returned adjoining property owner notices. Price polled the board members for questions or comments. There were no questions or comments from the board. Price asked if the audience had any questions or comments. With no members of the audience having questions or comments, Price called for a motion. Mike Stubblefield made a motion to approve the Preliminary/Final Subdivision Plat for Hickory Trace Subdivision based upon discussion and the Staff Report, subject to the following conditions:

1. Install a fire hydrant to support the development, if there is adequate flow and pressure. If there is not adequate flow or pressure a letter stating such from the servicing utility company is required.
2. Certificate of Sewage Systems or SSDS be added and signed.
3. Correct waterline size in notes (6") or diagram (6").
4. All certificates be signed.

Eddie Clark seconded the motion. All aye.

Jeremy Price presented the sixth item on the agenda, the proposed meeting dates for the 2025 calendar year. Eddie Clark made a motion to adopt the proposed 2025 meeting dates. Michael Rudder seconded the motion. All aye.

Jeremy Price presented the seventh item on the agenda, election of officers and opened the floor to nominations for Chairman. Eddie Clark made a motion to nominate all current officers back to their current positions. Michael Rudder seconded the motion. All aye.

The board examined and discussed the current By-laws and went over all changes that need to be made; to clarify and reflect changes that have been made over the years and any new changes the board would like to make.

No Old Business was discussed.

The meeting adjourned at 7:33 PM by Chairman Jeremy Price.

MINUTES REVIEWED AND APPROVED
_____ DATE

Respectfully submitted,

Jeremy Price, Chairman or
Greg Houston, Vice-Chairman

Eddie Vincent, Secretary
Helen Tinnerman, Vice-Secretary

DRAFT

**REGULAR SESSION
FRANKLIN COUNTY COMMISSION MEETING
November 25, 2024**

BE IT REMEMBERED that the Board of Franklin County Commissioners met in Regular Session at the Franklin County Courthouse in Winchester, Tennessee, November 25, at 7:00 pm. Present and presiding the Chairman Chris Guess; present Tina Sanders, County Clerk. Sheriff Tim Fuller led everyone in pledging allegiance to the flag. Commissioner Johnny Hand gave the invocation.

Roll Call

David Eldridge

William Anderson, Jr

Scottie Riddle

Dale Schultz

Johnny Hand

Bruce McMillan

Spike Hosch

Charles Keller

Sam Davison

Glenn Summers

David Kelley

Absent-Lydia Johnson, Carolyn Wiseman, Tyler Bauer, Jared Shetters

7th District Seat b-open

Roll Call

Quorum Present (12 Present, 4 Absent)

Present: D.Eldridge - Dist. 1 "A", B.Anderson - Dist. 2 "A", S.Riddle - Dist. 3 "A", D.Schultz - Dist. 3 "B", J.Hand - Dist. 4 "B", B.McMillan - Dist. 5 "A", S.Hosch - Dist. 5 "B", C.Keller - Dist. 6 "A", S. Davidson - Dist. 7 "A", G.Summers - Dist. 8 "A", D.Kelley - Dist. 8 "B", C.Guess - County Mayor

Absent: L.Johnson - Dist. 1 "B", C.Wiseman - Dist. 2 "B", T.Bauer - Dist. 4 "A", J.Shetters - Dist. 6 "B"

Marked Non Voter: T.Fuller, T.Sanders - County Clerk, J.Johnson - County Attorney

Public Hearing

1. Rezoning from C, Commercial to R-1, Single Family Residential. 1st Civil District. Franklin County Property Map No. 64, Parcel I05.00. Location - Lynchburg Road. Size -approximately 10.00 +/- acres. Applicant-Michelle Philips, agent for Bhartiben Chaudhari, Property Owner

Motion by B.Anderson - Dist. 2 "A"

Second by J.Hand - Dist. 4 "B"

Voting began

Voting Criteria: Majority of Full Membership Needed

Results tallied

Yes: D.Eldridge - Dist. 1 "A", B.Anderson - Dist. 2 "A", S.Riddle - Dist. 3 "A", D.Schultz - Dist. 3 "B", J.Hand - Dist. 4 "B", B.McMillan - Dist. 5 "A", S.Hosch - Dist. 5 "B", C.Keller - Dist. 6 "A", S. Davidson - Dist. 7 "A", G.Summers - Dist. 8 "A", D.Kelley - Dist. 8 "B"

No:

Abstain:

RESULT: Passed With Majority of Full Membership

Approval of Minutes

Regular Called Session- October 28, 2024

**Motion* by J.Hand - Dist. 4 "B"

Second by S.Riddle - Dist. 3 "A"

Voting began

Voting Criteria: Majority of Full Membership Needed

Results tallied

Yes: D.Eldridge - Dist. 1 "A", B.Anderson - Dist. 2 "A", S.Riddle - Dist. 3 "A", D.Schultz - Dist. 3 "B", J.Hand - Dist. 4 "B", B.McMillan - Dist. 5 "A", S.Hosch - Dist. 5 "B", C.Keller - Dist. 6 "A", S. Davidson - Dist. 7 "A", G.Summers - Dist. 8 "A", D.Kelley - Dist. 8 "B"

No:

Abstain:

RESULT: Passed With Majority of Full Membership

Report of Finance Director

R&F, voice all aye approved

Finance Director Report October 2024

**Motion* by B.McMillan - Dist. 5 "A"

Second by J.Hand - Dist. 4 "B"

Committee/Department Reports

a) Trustees Interest Earned Report October 2024 b) Local Option Sales Tax Report September 2024 c) Finance Minutes October 17, 2024 d) Legislative Minutes October 10, 2024

* *Motion* by S.Hosch - Dist. 5 "B"

Second by S.Riddle - Dist. 3 "A"

Voting began

Voting Criteria: Majority of Full Membership Needed

Results tallied

Yes: D.Eldridge - Dist. 1 "A", B.Anderson - Dist. 2 "A", S.Riddle - Dist. 3 "A", D.Schultz - Dist. 3 "B", J.Hand - Dist. 4 "B", B.McMillan - Dist. 5 "A", S.Hosch - Dist. 5 "B", C.Keller - Dist. 6 "A", S. Davidson - Dist. 7 "A", G.Summers - Dist. 8 "A", D.Kelley - Dist. 8 "B"

No:

Abstain:

RESULT: Passed With Majority of Full Membership

Old Business

NONE

New Business/Resolutions

Resolution 11a-1124

Resolution Amending the Franklin County Board of Education General Fund Budget of Franklin County, Tennessee for the Fiscal Year Ending June 30, 2025.

**Motion* by B.Anderson - Dist. 2 "A"

Second by G.Summers - Dist. 8 "A"

Voting began

Voting Criteria: Majority of Full Membership Needed

Results tallied

Yes: D.Eldridge - Dist. 1 "A", B.Anderson - Dist. 2 "A", S.Riddle - Dist. 3 "A", D.Schultz - Dist. 3 "B", J.Hand - Dist. 4 "B", B.McMillan - Dist. 5 "A", S.Hosch - Dist. 5 "B", C.Keller - Dist. 6 "A", S. Davidson - Dist. 7 "A", G.Summers - Dist. 8 "A", D.Kelley - Dist. 8 "B"

No:

Abstain:

RESULT: Passed With Majority of Full Membership

New Business/Resolutions

Resolution 11b-1124

Resolution Amending the General, Library, & Solid Waste Fund Budgets of Franklin County, Tennessee for the Fiscal Year Ending in June 30, 2025.

**Motion* by B.McMillan - Dist. 5 "A"

Second by B.Anderson - Dist. 2 "A"

Voting began

Voting Criteria: Majority of Full Membership Needed

Results tallied

Yes: D.Eldridge - Dist. 1 "A", B.Anderson - Dist. 2 "A", S.Riddle - Dist. 3 "A", D.Schultz - Dist. 3 "B", J.Hand - Dist. 4 "B", B.McMillan - Dist. 5 "A", S.Hosch - Dist. 5 "B", C.Keller - Dist. 6 "A", S. Davidson - Dist. 7 "A", G.Summers - Dist. 8 "A", D.Kelley - Dist. 8 "B"

No:

Abstain:

RESULT: Passed With Majority of Full Membership

New Business/Resolutions**Resolution 11c-1124**

Resolution Amending the General Fund Budgets of Franklin County, Tennessee for the Fiscal Year Ending June 30, 2025.

** Motion* by J.Hand - Dist. 4 "B"

Second by D.Kelley - Dist. 8 "B"

Voting began

Voting Criteria: Majority of Full Membership Needed

Results tallied

Yes: D.Eldridge - Dist. 1 "A", B.Anderson - Dist. 2 "A", S.Riddle - Dist. 3 "A", D.Schultz - Dist. 3 "B", J.Hand - Dist. 4 "B", B.McMillan - Dist. 5 "A", S.Hosch - Dist. 5 "B", C.Keller - Dist. 6 "A", S. Davidson - Dist. 7 "A", G.Summers - Dist. 8 "A", D.Kelley - Dist. 8 "B"

No:

Abstain:

RESULT: Passed With Majority of Full Membership

New Business/Resolutions**Resolution 11d-1124**

Resolution Approving the Memorandum of Understanding Between the Franklin County Commission and Franklin County Mayor Regarding the Federal American Rescue Plan Act Funds.

**Motion* by D.Kelley - Dist. 8 "B"

Second by B.Anderson - Dist. 2 "A"

Voting began

Voting Criteria: Majority of Full Membership Needed

Results tallied

Yes: D.Eldridge - Dist. 1 "A", B.Anderson - Dist. 2 "A", S.Riddle - Dist. 3 "A", D.Schultz - Dist. 3

"B", J.Hand - Dist. 4 "B", B.McMillan - Dist. 5 "A", S.Hosch - Dist. 5 "B", C.Keller - Dist. 6 "A", S. Davidson - Dist. 7 "A", G.Summers - Dist. 8 "A", D.Kelley - Dist. 8 "B"

No:

Abstain:

RESULT: Passed With Majority of Full Membership

Elections/Appointments

Commissioner Sam Davison made *Motion* to nominate Chris Hawkersmith for Seat B, he came in second place in the most recent election, second by Anderson, all aye vote, approved. correction for constable 8th district should be *****CONSTABLE FOR 6TH DISTRICT****** *Motion* by Commissioner Summers to nominate Jimmy Daniels for 6th District Constable, second by Riddle, all aye vote, approved.

Elections/Appointments

a) Franklin County Finance Budget Calendar 2025-26 b) Franklin County Finance Committee Meeting Schedule 2025 c) Franklin County Legislative Committee Meeting Schedule 2025 d) Franklin County Board of Commissioners Meeting Schedule 2025 ******Starting January 2025** time change for the Franklin County Board of Commission will meet at 6pm.

** Motion* by S.Riddle - Dist. 3 "A"

Second by B.McMillan - Dist. 5 "A"

Voting began

Voting Criteria: Majority of Full Membership Needed

Results tallied

Yes: D.Eldridge - Dist. 1 "A", B.Anderson - Dist. 2 "A", S.Riddle - Dist. 3 "A", D.Schultz - Dist. 3 "B", J.Hand - Dist. 4 "B", B.McMillan - Dist. 5 "A", S.Hosch - Dist. 5 "B", C.Keller - Dist. 6 "A", S. Davidson - Dist. 7 "A", G.Summers - Dist. 8 "A", D.Kelley - Dist. 8 "B"

No:

Abstain:

RESULT: Passed With Majority of Full Membership

Elections/Appointments

Approval (8) Notary Public

See Attached

** Motion* by J.Hand - Dist. 4 "B"

Second by C.Keller - Dist. 6 "A"

Voting began

Voting Criteria: Majority of Full Membership Needed

Results tallied

Yes: D.Eldridge - Dist. 1 "A", B.Anderson - Dist. 2 "A", S.Riddle - Dist. 3 "A", D.Schultz - Dist. 3 "B", J.Hand - Dist. 4 "B", B.McMillan - Dist. 5 "A", S.Hosch - Dist. 5 "B", C.Keller - Dist. 6 "A", S. Davidson - Dist. 7 "A", G.Summers - Dist. 8 "A", D.Kelley - Dist. 8 "B"

No:

Abstain:

RESULT: Passed With Majority of Full Membership

Public Comments

Commissioner Riddle recognized Leadership Franklin County young class (his daughter) and Adult class.

Adjournment

Adjourn 7:15p

* *Motion* by S.Riddle - Dist. 3 "A"

Second by B.Anderson - Dist. 2 "A"

Voting began

Voting Criteria: Majority of Full Membership Needed

Results tallied

Yes: D.Eldridge - Dist. 1 "A", B.Anderson - Dist. 2 "A", S.Riddle - Dist. 3 "A", D.Schultz - Dist. 3 "B", J.Hand - Dist. 4 "B", B.McMillan - Dist. 5 "A", S.Hosch - Dist. 5 "B", C.Keller - Dist. 6 "A", S. Davidson - Dist. 7 "A", G.Summers - Dist. 8 "A", D.Kelley - Dist. 8 "B"

No:

Abstain:

RESULT: Passed With Majority of Full Membership

Benediction

Commissioner - Bruce McMillan

FUND CATEGORY	ORIGINAL FY 24/25	AMENDED FY 24/25	COLLECTED NOV	COLLECTED YR TO DATE	BALANCE TO COLLECT	PERCENT REALIZED
GENERAL FUND (101)						
Local Taxes (40000)	\$ 17,543,932		\$ 907,096	\$ 3,272,472	\$ 14,271,460	18.65%
Licenses & Permits (41000)	324,000		63,918	197,059	126,941	60.82%
Fines, Forfeitures & Penalties (42000)	170,925		16,412	74,764	96,161	43.74%
Charges for Current Services (43000)	350,770	12,149	24,604	151,586	211,333	41.77%
Other Local Revenue (44000)	207,150	77,628	18,244	148,346	136,432	52.09%
Fees from Officials (45000)	2,250,600		179,889	718,097	1,532,503	31.91%
State of Tennessee (46000)	3,576,365	242,300	442,667	1,439,054	2,379,611	37.68%
Federal Government (47000)	4,697,658	560,984	51,578	215,606	5,043,036	4.10%
Other Governments & Citizens (48000)	271,000	274,194	-	157,336	387,857	28.86%
Other Sources (49000)	10,606		-	-	10,606	0.00%
Total County General	\$ 29,403,006	\$ 1,167,253	\$ 1,704,406	\$ 6,374,320	\$ 24,195,940	20.85%
COURTHOUSE/JAIL MAINT. (112)						
Local Taxes (40000)	\$ 127,000		\$ 10,913	47,575	\$ 79,425	37.46%
Total Courthouse/Jail Maintenance	\$ 127,000	\$ -	\$ 10,913	\$ 47,575	\$ 79,425	37.46%
LIBRARY (115)						
Local Taxes (40000)	\$ 429,907		\$ 22,523	79,359	\$ 350,548	18.46%
Licenses & Permits (41000)	2,150		391	820	1,330	38.15%
Charges for Current Services (43000)	7,750		717	2,417	5,333	31.19%
Other Local Revenue (44000)	10,255		797	4,885	5,370	47.64%
Federal Government (47000)	3,500	1,743	-	-	5,243	0.00%
Other Governments & Citizens (48000)	31,500	10,171	3,490	20,787	20,885	49.88%
Total Library	\$ 485,062	\$ 11,914	\$ 27,919	\$ 108,269	\$ 388,708	21.79%
SOLID WASTE (116)						
Local Taxes (40000)	\$ 3,015,359	\$ 2,129	\$ 164,457	\$ 558,835	\$ 2,458,653	18.52%
Licenses & Permits (41000)	12,000		4,108	8,630	3,370	71.91%
Charges for Current Services (43000)	229,000		3,214	55,997	173,003	24.45%
Other Local Revenue (44000)	175,000		20,750	146,554	28,446	83.75%
State of Tennessee (46000)	84,000	125,000	6,852	15,611	193,389	7.47%
Total Solid Waste	\$ 3,515,359	\$ 127,129	\$ 199,381	\$ 785,627	\$ 2,856,861	21.57%
Local Purpose (Rural Fire 120)						
Local Taxes (40000)	\$ 854,400		\$ 56,386	\$ 321,398	\$ 533,002	37.62%
Licenses & Permits (41000)	22,500		295	20,620	1,880	91.65%
Total Local Purpose	\$ 876,900	\$ -	\$ 56,681	\$ 342,019	\$ 534,881	39.00%
Drug Control Fund (122)						
Fines, Forfeitures & Penalties (42000)	\$ 17,500	\$ 450	\$ 10,272	\$ 16,893	\$ 1,057	94.11%
Other General Service Charges (43000)	1,200		-	-	1,200	0.00%
Other Local Revenue (44000)	20,100		-	-	20,100	0.00%
Federal Revenue (47000)	4,000		-	645	3,355	16.13%
Other Governments & Citizens (48000)	200		-	-	200	0.00%
Total Drug Control	\$ 43,000	\$ 450	\$ 10,272	\$ 17,538	\$ 25,912	40.36%
HIGHWAY (131)						
Local Taxes (40000)	\$ 1,367,842		\$ 65,028	\$ 274,629	\$ 1,093,213	20.08%
Licenses & Permits (41000)	5,950		1,130	2,374	3,576	39.90%
Charges for Current Services (43000)	10,000		2,239	2,717	7,283	27.17%
Other Local Revenue (44000)	7,650	2,069	1,062	4,736	4,983	48.73%
State of Tennessee (46000)	4,758,342		519,033	1,282,256	3,476,086	26.95%
Federal Government (47000)	140,000		-	-	140,000	0.00%
Other Sources (49000)	-	6,584	5,936	12,521	(5,936)	190.16%
Total Highway	\$ 6,289,784	\$ 8,653	\$ 594,428	\$ 1,579,232	\$ 4,719,205	25.07%

FUND CATEGORY	ORIGINAL FY 24/25	AMENDED FY 24/25	COLLECTED NOV	COLLECTED YR TO DATE	BALANCE TO COLLECT	PERCENT REALIZED
School General Fund (141)						
Local Taxes (40000)	\$ 18,494,381		\$ 1,187,992	\$ 4,592,690	\$ 13,901,691	24.83%
Licenses & Permits (41000)	62,160		9,904	21,389	40,771	34.41%
Charges for Current Services (43000)	305,000	405	25,042	75,836	229,569	24.83%
Other Local Revenue (44000)	126,756	134,379	40,989	169,083	92,052	64.75%
State of Tennessee (46000)	34,854,099	1,099,341	3,612,218	14,205,569	21,747,871	39.51%
Federal Government (47000)	179,510	346,953	29,206	(74,992)	601,456	-14.24%
Other Government & Citizens (48000)	-	64,095	-	-	64,095	0.00%
Other Sources (49000)	-	-	-	4,809	(4,809)	
Total School General Fund	\$ 54,021,906	\$ 1,645,173	\$ 4,905,353	\$ 18,994,384	\$ 36,672,696	34.12%
Federal Projects Fund (142)						
Federal Government (47000)	3,366,869	2,071,718	260,133	1,342,516	4,096,071	24.69%
Total School Federal Projects Fund	\$ 3,366,869	\$ 2,071,718	\$ 260,133	\$ 1,342,516	\$ 4,096,071	24.69%
Centralized Cafeteria Fund (143)						
Charges for Current Services (43000)	\$ 236,592		\$ 28,563	\$ 99,220	\$ 137,372	41.94%
Other Local Revenue (44000)	52,541		8,668	39,433	13,108	75.05%
Federal Government (47000)	3,967,349		-	631,758	3,335,591	15.92%
Total Centralized Cafeteria	\$ 4,256,482	\$ -	\$ 37,230	\$ 770,410	\$ 3,486,072	18.10%
General Debt Service (151)						
Local Taxes (40000)	\$ 4,016,526		\$ 214,708	\$ 877,907	\$ 3,138,619	21.86%
Licenses & Permits (41000)	12,035		908	1,909	10,126	15.86%
Other Local Revenue (44000)	1,400,000		138,877	664,548	735,452	47.47%
Other Sources (48000)	185,520		-	-	185,520	0.00%
Other Sources (49000)	125,000		-	-	125,000	0.00%
Total General Debt Service	\$ 5,739,081	\$ -	\$ 354,493	\$ 1,544,364	\$ 4,194,717	26.91%
School Capital Projects Fund (177)						
Other Local Revenue (44000)	\$ 9,722		\$ 1,934	\$ 9,722	\$ -	100.00%
Other Sources (49000)	-		-	-	-	
Total School Capital Projects	\$ 9,722	\$ -	\$ 1,934	\$ 9,722	\$ -	100.00%
Capital Projects Fund (178)						
Other Local Revenue (44000)	\$ -	\$ 36,397	\$ 8,746	\$ 36,397	\$ -	100.00%
Other Sources (49000)	-		-	-	-	
Total Capital Projects	\$ -	\$ 36,397	\$ 8,746	\$ 36,397	\$ -	100.00%

FUND CATEGORY	ORIGINAL BG FY 24/25	AMENDED FY 24/25	EXPENDED NOV	EXPENDED YR TO DATE	CURRENT ENCUMBER	UNENCUMB BALANCE	PERCENT REALIZED
GENERAL FUND (101)							
County Commission (51100)	\$ 273,390	\$ 239,690	\$ 14,269	242,906	\$ 47,062	\$ 223,111	47.34%
Beer Board (51220)	1,375		-	307	193	875	22.34%
County Mayor (51300)	227,282		17,788	89,919	3,584	133,779	39.56%
County Attorney (51400)	18,000		1,500	7,500	10,500	-	41.67%
Election Commission (51500)	368,585		63,424	183,218	27,291	158,077	49.71%
Register of Deeds (51600)	442,755		27,497	147,777	35,542	259,435	33.38%
Planning & Zoning (51720)	241,784		16,575	87,622	3,994	150,169	36.24%
County Buildings (51800)	1,712,487	(1,400)	110,646	519,541	174,855	1,016,691	30.36%
Other General Admin - IT (51900)	337,650	44,500	26,977	134,177	189,939	58,034	35.11%
Preservation of Records (51910)	5,434	1,230	-	314	-	6,349	4.72%
Property Assessor (52300)	723,597		36,404	229,224	60,069	434,304	31.68%
County Trustee (52400)	425,599		27,560	175,633	2,970	246,996	41.27%
County Clerk (52500)	752,759		35,259	243,672	34,771	474,317	32.37%
Finance Dept. (52900)	1,030,225		77,151	421,067	12,507	596,651	40.87%
Circuit Court (53100)	1,174,941		103,450	476,242	17,919	680,780	40.53%
General Sessions (53300)	370,846		30,443	151,385	1,498	217,963	40.82%
Chancery Court (53400)	355,000		25,178	131,323	5,601	218,075	36.99%
Juvenile Court (53500)	159,307		12,133	62,186	76	97,044	39.04%
Judicial Commissioners (53700)	314,375		26,540	130,664	-	183,711	41.56%
Other Admin of Justice (53900)	235,018	78,859	20,380	96,123	26,825	190,930	30.62%
Probation Service (53910)	200,370		14,888	75,114	4,840	120,416	37.49%
Courtroom Security (53920)	-	49,998	-	-	-	49,998	0.00%
Victims Assistance Programs (53930)	25,000		1,879	9,355	13,645	2,000	37.42%
Sheriff's Dept. (54110)	5,404,227	43,653	396,301	2,122,246	275,227	3,050,406	38.96%
Admin. Of Sexual Offender (54160)	29,475		1,740	9,187	3,000	17,288	31.17%
Jail (54210)	3,660,647		253,216	1,358,013	330,463	1,972,171	37.10%
Reentry Program (54230)	253,647	196,854	37,342	113,183	3,904	333,414	25.12%
Juvenile Service (54240)	50,500		163	1,162	27,338	22,000	2.30%
Civil Defense (54410)	207,184		14,573	82,428	6,019	118,737	39.78%
Rescue Squad (54420)	43,000	41,798	3,370	7,873	7,377	69,548	9.28%
Consolidated Communications(54490)	1,176,289		92,573	452,366	9,077	714,846	38.46%
County Coroner (54610)	57,500		5,786	20,286	5,714	31,500	35.28%
Other Public Safety (54710) Grants	844,903	274,953	6,223	71,834	334,815	713,207	6.41%
Local Health Center (55110)	39,349	2,471	1,181	15,979	3,837	22,004	38.21%
Rabies & Animal Ctr. (55120)	361,106		21,157	138,453	48,983	173,669	38.34%
Ambulance Services (55130)	600,000		57,500	260,000	340,000	-	43.33%
Other Local Health Serv (55190) Grant	175,925	19,075	6,606	34,363	5,570	155,066	17.62%
Appropriation to State (55390)	30,646	(875)	-	-	30,646	(875)	0.00%
General Welfare Assist.(55510)	17,775		-	-	17,775	-	0.00%
Litter Control (55731) (10%Grant)	125,837		6,353	41,882	300	83,655	33.28%
Other Waste Collections (55739) (100%)	57,502		4,780	21,723	117	35,662	37.78%
Other Public Health & Welfare (55900) Grant	-	131,404	-	-	-	131,404	0.00%
Senior Citizens Assistance (56300)	40,650		312	12,741	23,259	4,650	31.34%
Parks & Fair Board (56700)	93,891		1,567	17,077	2,991	73,823	18.19%
Agriculture Extension Serv.(57100)	224,722		403	27,971	116,919	79,832	12.45%
Soil Conservation (57500)	129,427		9,534	43,090	842	85,494	33.29%
Industrial Development (58120)	136,166		5,248	21,642	2,655	111,870	15.89%
Other Econ & Comm. Dev. (58190)	213,079	512,310	2,000	106,772	460,882	157,735	14.72%
Airport (58220)	150,000		-	-	135,100	14,900	0.00%
Veteran's Services (58300)	125,144	13,243	9,387	48,258	4,046	86,084	34.87%
Other Charges (58400)	1,270,035	(349)	22,273	794,641	992	474,053	62.59%
American Rescue Plan Act # 3 (58833)	4,221,536		28,127	72,735	11,900	4,136,901	1.72%
American Rescue Plan Act # 6 (58836)	1,354,332		-	1,500	-	1,352,832	0.11%
American Rescue Plan Act # B (58842)	248,800		-	19,575	568,025	(338,800)	7.87%
Capital Projects (91000)	906,658	344,713	-	197,272	81,028	973,071	15.76%
Hwy & Street Capital Proj (91200)	153,000		-	-	-	153,000	0.00%
Total County General	\$ 31,798,731	\$ 1,992,127	\$ 1,677,654	\$ 9,729,522	\$ 3,532,482	\$ 20,528,854	28.79%
COURTHOUSE/JAIL MAINT. (112)							
Other Charges (58400)	\$ 1,450		\$ 109	\$ 567	\$ -	\$ 883	39.13%
Transfers Out (99100)	125,000		-	-	-	125,000	0.00%
Total Courthouse/Jail Maintenance	\$ 126,450	\$ -	\$ 109	\$ 567	\$ -	\$ 125,883	0.45%

FUND CATEGORY	ORIGINAL BG FY 24/25	AMENDED FY 24/25	EXPENDED NOV	EXPENDED YR TO DATE	CURRENT ENCUMBER	UNENCUMB BALANCE	PERCENT REALIZED
LIBRARY (115)							
Libraries (56500)	\$ 492,201	\$ 22,871	\$ 39,697	\$ 194,780	\$ 54,488	\$ 265,803	37.82%
Other Charges (58400)	52,005		695	27,275	1,995	22,734	52.45%
Operating Transfer (99110)	3,000		-	-	-	3,000	0.00%
Total Library	\$ 547,206	\$ 22,871	\$ 40,392	\$ 222,056	\$ 56,483	\$ 291,538	38.95%
SOLID WASTE (116)							
Sanitation Educ./Info. (55720)	\$ 4,200		\$ -	\$ 2,934	\$ -	\$ 1,266	69.86%
Convenience Centers (55732)	454,872	151,308	32,726	150,946	187,184	268,051	24.90%
Transfer Station (55733)	2,404,342	820	152,460	720,685	494,338	1,190,140	29.96%
Post closure Care Costs (55770)	17,000		-	-	17,000	-	0.00%
Other Charges (58400)	153,085		3,237	96,352	22	56,711	62.94%
Operating Transfers (99100)	3,803		-	-	-	3,803	0.00%
Total Solid Waste	\$ 3,037,302	\$ 152,129	\$ 188,422	\$ 970,916	\$ 698,543	\$ 1,519,972	30.44%
Local Purpose (Rural Fire 120)							
Fire Prevention & Control (54310)	\$ 735,000		22,638	\$ 113,190	\$ 565,674	56,136	15.40%
Other Charges (58400)	15,000		642	4,266	-	10,734	28.44%
Total Local Purpose	\$ 750,000	\$ -	\$ 23,280	\$ 117,455	\$ 565,674	\$ 66,870	15.66%
Drug Control Fund (122)							
Drug Enforcement (54150)	\$ 67,075	\$ 47,162	\$ 2,858	\$ 36,101	\$ 23,256	\$ 54,881	31.60%
Other Charges (58400)	900		103	175	-	725	19.43%
Total Drug Control	\$ 67,975	\$ 47,162	\$ 2,961	\$ 36,275	\$ 23,256	\$ 55,606	31.51%
HIGHWAY (131)							
Administration (61000)	\$ 448,755		\$ 32,059	\$ 176,930	\$ 8,701	\$ 263,123	39.43%
Highway Maintenance (62000)	1,354,305		84,626	418,214	15,136	920,956	30.88%
Operations & Maintenance (63100)	354,293	15,000	21,081	121,790	122,665	124,838	32.98%
Quarry Operations (63400)	421,028		39,129	161,083	29,106	230,839	38.26%
Other Charges (65000)	302,050	(15,000)	5,126	138,249	12,106	136,695	48.16%
Capital Outlay (68000)	3,849,282	888,280	433,844	1,479,027	201,029	3,057,507	31.22%
Highways & Streets (82120)	30,000	-	-	-	-	30,000	0.00%
Highways & Streets (82220)	3,410	-	-	1,704	-	1,705	49.99%
Transfers Out (99100)	3,803	-	-	-	-	3,803	0.00%
Total Highway	\$ 6,766,925	\$ 888,280	\$ 615,864	\$ 2,496,997	\$ 388,743	\$ 4,769,466	32.62%
School General Fund (141)							
Instruction							
Regular Instruction (71100)	\$ 24,740,802	\$ 17,178	\$ 2,096,070	\$ 6,488,721	\$ 64,077	\$ 18,205,181	26.21%
Alternative School (71150)	215,692		20,169	61,222	1,174	153,295	28.38%
Special Education Program (71200)	4,563,447	(53,320)	342,765	1,062,340	-	3,447,787	23.55%
Vocational Education Program (71300)	2,144,563	3,462	155,088	504,858	9,801	1,633,366	23.50%
Student Body Education Prog (71400)	806,099	35,000	188,740	279,782	95,018	466,299	33.26%
Support							
Attendance (72110)	\$ 251,831		\$ 32,783	\$ 79,508	\$ 15,229	\$ 157,094	31.57%
Health Services (72120)	727,275		58,816	198,601	2,538	526,137	27.31%
Other Support Services (72130)	1,437,517	1,425	118,143	349,989	12,950	1,076,002	24.32%
Regular Instruction (72210)	1,591,197	1,276	126,247	435,728	17,557	1,139,188	27.36%
Special Educ Program (72220)	920,712	304,362	96,714	304,218	217,014	703,842	24.83%
Vocational Educ Prog (72230)	157,069	400	13,095	43,507	1,750	112,212	27.63%
Education Technology (72250)	1,188,363	92,096	55,514	360,659	373,706	546,095	28.17%
Other Programs (72290) OPEB	210,000		-	-	-	210,000	0.00%
Board of Education (72310)	1,382,993	47,000	37,036	789,151	76,400	564,443	55.19%
Director of Schools (72320)	480,831		29,126	170,125	25,157	285,549	35.38%
Office of Principals (72410)	3,091,273		253,205	816,382	-	2,274,891	26.41%
Fiscal Services (72510)	11,561		-	-	-	11,561	0.00%
Human Resources (72520)	322,403		23,986	121,875	9,079	191,448	37.80%
Operation of Plant (72610)	3,792,978		256,862	1,663,927	121,048	2,008,002	43.87%
Maintenance of Plant (72620)	2,086,521	187,879	155,642	651,159	412,725	1,210,517	28.63%
Transportation (72710)	3,472,570	18,422	267,219	1,134,274	1,686,167	670,552	32.49%
Central & Other (72810)	142,402	32,149	12,423	37,060	-	137,492	21.23%

FUND CATEGORY	ORIGINAL BG FY 24/25	AMENDED FY 24/25	EXPENDED NOV	EXPENDED YR TO DATE	CURRENT ENCUMBER	UNENCUMB BALANCE	PERCENT REALIZED
Non-Instructional							
Community Services (73300)	\$ 633,021	\$ 436,852	\$ 74,214	\$ 325,172	\$ 197,575	\$ 547,125	30.39%
Early Childhood Education (73400)	1,119,253	(22,319)	86,041	258,285	-	838,649	23.55%
Capital Outlay & Debt Service							
Capital Outlay (76100)	\$ 750,000		\$ -	\$ -	\$ -	\$ 750,000	0.00%
Principal Debt Service (82130)	174,000		-	-	-	174,000	0.00%
Interest Debt Service (82230)	12,108		-	-	-	12,108	0.00%
Total School General Fund	\$ 56,426,480	\$ 1,101,863	\$ 4,499,898	\$ 16,136,544	\$ 3,338,965	\$ 38,052,834	28.05%
School Federal Projects Fund (142)							
Regular Instruction (71100)	\$ 1,212,099	\$ 120,451	\$ 102,968	\$ 329,453	\$ 1,838	\$ 1,001,260	24.72%
Special Education Program (71200)	1,058,900	173,272	89,045	247,762	18,256	966,154	20.11%
Vocational Education Program (71300)	71,165	59,211	13,519	60,596	3,943	65,837	46.48%
Health Services (72120)	-	51,342	51,342	51,342	-	-	100.00%
Other Support Services (72130)	202,571	170,126	8,536	55,785	4,608	312,304	14.97%
Regular Instruction (72210)	330,524	545,137	40,653	300,338	128,540	446,782	34.30%
Special Educ Program (72220)	247,825	250,321	16,366	95,259	16,211	386,676	19.12%
Vocational Educ Prog (72230)	5,000		329	916	1,749	2,335	18.32%
Transportation (72710)	188,786	26,795	14,610	44,774	-	170,806	20.77%
Capital Outlay (76100)	-	725,061	74,961	725,061	-	0	100.00%
Total Federal Projects Fund	\$ 3,316,869	\$ 2,121,718	\$ 412,328	\$ 1,911,288	\$ 175,145	\$ 3,352,154	35.14%
Centralized Cafeteria Fund (143)							
Food Service (73100)	\$ 4,256,482	\$ -	338,704	\$ 1,360,785	\$ 1,049,788	\$ 1,845,910	31.97%
Total Centralized Cafeteria	\$ 4,256,482	\$ -	\$ 338,704	\$ 1,360,785	\$ 1,049,788	\$ 1,845,910	31.97%
General Debt Service (151)							
General Government Debt (82110)	\$ 2,097,337		\$ 224,753	\$ 327,549	\$ 400	\$ 1,769,388	15.62%
Education Debt (82130)	3,143,191		15,509	836,438	850	2,305,902	26.61%
Total General Debt Service	\$ 5,240,528	\$ -	\$ 240,262	\$ 1,163,988	\$ 1,250	\$ 4,075,290	22.21%
School Capital Projects Fund (177)							
Education Capital Proj (91300)	\$ 634,965	\$ -	\$ 1,496	\$ 354,493	\$ 140,045	\$ 140,427	55.83%
Total School Capital Projects	\$ 634,965	\$ -	\$ 1,496	\$ 354,493	\$ 140,045	\$ 140,427	55.83%
Other Capital Projects Fund (178)							
Other Gen Government Proj (91190)	2,127,145	-		539,863	955,279	632,003	25.38%
Total Other Capital Projects	\$ 2,127,145	\$ -	\$ -	\$ 539,863	\$ 955,279	\$ 632,003	25.38%

Franklin Co Trustee's Interest Earned Analysis & Comparison

November-24

Current Amt Invested in the Following:

CD	\$ 16,000,000	Interest Bearing Check/Savings	\$ 30,196,288	Mutual Funds	\$ -
Gross Interest Earned for the Month of Nov				\$ 154,929.00	

Fund Number	Fund Title	Gross Collections	Trustee Fee Admin Fee 2%	Net Fund Collections
101	County General	\$ 10,075.18	\$ (201.50)	\$ 9,873.68
115	Library	\$ 701.91	\$ (14.04)	\$ 687.87
131	Highway	\$ 204.72	\$ (4.09)	\$ 200.63
141	Schools General	\$ 5,070.21	\$ (101.40)	\$ 4,968.81
151	General Debt Service	\$ 138,876.94	\$ (2,777.54)	\$ 136,099.40
Total		\$ 154,928.96	\$ (3,098.58)	\$ 151,830.38

Interest Revenue Monthly Fiscal Comparison

	County	Library	Highway	Schools	Gen Debt
Nov-23	\$ 10,515.54	\$ 742.98	\$ 197.22	\$ 4,812.11	\$ 113,492.15
Nov-24	\$ 9,873.68	\$ 687.87	\$ 200.63	\$ 4,968.81	\$ 136,099.40
Over/Under	\$ (641.86)	\$ (55.11)	\$ 3.41	\$ 156.69	\$ 22,607.25

Interest Year to Date Revenue Fiscal Comparison

	County	Library	Highway	Schools	Gen Debt
2023/24	\$ 47,651.19	\$ 4,772.51	\$ 809.65	\$ 23,485.33	\$ 527,508.53
2024/25	\$ 51,973.72	\$ 3,660.97	\$ 987.43	\$ 24,393.45	\$ 804,063.22
Over/Uner	\$ 4,322.54	\$ (1,111.55)	\$ 177.78	\$ 908.13	\$ 276,554.69

Appropriated Fiscal Year 2024/25 44110 Interest Earned

	Appropriation	Collected	% Collected	Balace to Collect
101 County General (OPEB& ARP)	\$ 115,000	\$ 51,974	45.19%	\$ 63,026
115 Library	\$ 9,200	\$ 3,661	39.79%	\$ 5,539
131 Highway (OPEB)	\$ 2,000	\$ 987	49.37%	\$ 1,013
141 School General Fund (OPEB)	\$ 15,000	\$ 24,393	162.62%	\$ (9,393)
151 General Debt Service	\$ 1,400,000	\$ 804,063	57.43%	\$ 595,937

Franklin Co Trustee's Interest Earned Analysis & Comparison

December-24

Current Amt Invested in the Following:

CD	\$ 16,000,000	Interest Bearing Check/Savings	\$ 40,771,426	Mutual Funds	\$ -
Gross Interest Earned for the Month of Dec				\$ 169,827.00	

Fund Number	Fund Title	Gross Collections	Trustee Fee Admin Fee 2%	Net Fund Collections
101	County General	\$ 9,248.52	\$ (184.97)	\$ 9,063.55
115	Library	\$ 642.51	\$ (12.85)	\$ 629.66
131	Highway	\$ 181.17	\$ (3.62)	\$ 177.55
141	Schools General	\$ 4,919.99	\$ (98.40)	\$ 4,821.59
151	General Debt Service	\$ 154,835.30	\$ (3,096.71)	\$ 151,738.59
Total		\$ 169,827.49	\$ (3,396.55)	\$ 166,430.94

Interest Revenue Monthly Fiscal Comparison

	County	Library	Highway	Schools	Gen Debt
Dec-23	\$ 10,207.25	\$ 721.28	\$ 191.21	\$ 4,669.53	\$ 100,826.80
Dec-24	\$ 9,063.55	\$ 629.66	\$ 177.55	\$ 4,821.59	\$ 151,738.59
Over/Under	\$ (1,143.70)	\$ (91.62)	\$ (13.66)	\$ 152.06	\$ 50,911.79

Interest Year to Date Revenue Fiscal Comparison

	County	Library	Highway	Schools	Gen Debt
2023/24	\$ 57,858.44	\$ 5,493.79	\$ 1,000.85	\$ 28,154.86	\$ 628,335.33
2024/25	\$ 61,037.27	\$ 4,290.63	\$ 1,164.98	\$ 29,215.04	\$ 955,801.81
Over/Uner	\$ 3,178.84	\$ (1,203.17)	\$ 164.12	\$ 1,060.18	\$ 327,466.48

Appropriated Fiscal Year 2024/25 44110 Interest Earned

	Appropriation	Collected	% Collected	Balace to Collect
101 County General (OPEB)	\$ 115,000	\$ 61,037	53.08%	\$ 53,963
115 Library	\$ 9,200	\$ 4,291	46.64%	\$ 4,909
131 Highway (OPEB)	\$ 2,000	\$ 1,165	58.25%	\$ 835
141 School General Fund (OPEB)	\$ 15,000	\$ 29,215	194.77%	\$ (14,215)
151 General Debt Service	\$ 1,400,000	\$ 955,802	68.27%	\$ 444,198

Local Option Sales Tax Analysis & Comparison

Oct-24 (Received in November)

County/City	Gross Franklin County Collections	State Admin Fee 1.125%	Net Franklin County Collections	County Revenue (Co 100%) (City 50%)	Cities Revenue is Less 1% Trustee Admin
Franklin County	338,535.53	(3,808.52)	334,727.01	334,727.01	-
Winchester	659,246.41	(7,416.52)	651,829.89	325,914.94	322,655.79
Cowan	30,659.96	(344.92)	30,315.04	15,157.52	15,005.94
Decherd	220,404.55	(2,479.55)	217,925.00	108,962.50	107,872.87
Estill Springs	57,104.55	(642.43)	56,462.12	28,231.06	27,948.75
Huntland	24,256.32	(272.88)	23,983.44	11,991.72	11,871.80
Tullahoma	12,164.16	(136.85)	12,027.31	6,013.66	5,953.52
Monteagle - FC	863.07	(9.71)	853.36	426.68	422.41
Total	1,343,234.55	(15,111.39)	1,328,123.16	831,425.08	491,731.10

Local Option Sales Tax Monthly Revenue Fiscal Comparison

Oct-23	727,422	*Note Franklin County received an additional \$989.37 & This includes the new Online Sales that is not listed on the Monthly County Local Option Data
Oct-24	831,425	
Over/Under	104,003	

Local Option Sales Tax Year to Date Revenue Fiscal Comparison

2023/24	3,021,067
2024/25	3,316,795
Over/Uner	295,728

Sales Tax 2024/25 Appropriations

	Appropriation	Collected	% Collected	Balance to Collect
141 General Schools	7,900,000	2,643,080	33.46%	5,256,920
151 General Debt Service	1,698,000	673,715	39.68%	1,024,285

Finance Committee

November 14, 2024

The Finance Committee met in the community room, meeting was called to order by Mayor Guess, at 6:00 P.M.

Members Present: Carolyn Wiseman, Dale Schultz, Scottie Riddle, David Eldridge, Cary Holman and Mayor Chris Guess; Andrea Smith- Ex Officio
Jenny Phillips, Secretary;

1. ***Motion** by Schultz, second by Riddle to receive and file the October 10, 2024 Finance Minutes. The vote resulted in all Ayes, motion carried.
2. ***Motion** by Riddle, second by Holman to receive and file the September 2024 Sales Tax Report. The vote resulted in all Ayes, motion carried.
3. ***Motion** by Schultz, second by Riddle to receive and file the October 2024 Interest Earned Report. The vote resulted in all Ayes, motion carried.
4. ***Motion** by Wiseman, second by Schultz to receive and file the October 2024 Finance Directors Report. The vote resulted in all Ayes, motion carried.
5. ***Motion** by Riddle, second by Wiseman to approve and send to the commission with recommendations BG Amendment BOE 11/12. The vote resulted in all Ayes, motion carried.
6. ***Motion** by Riddle, second by Wiseman to approve and send to the commission with recommendations BG Amendment Co Gen & Other Funds. The vote resulted in all Ayes, motion carried.
7. ***Motion** by Wiseman, second by Holman to approve and send to the commission with recommendations Co Gen Opioid Restricted Funds Amendment. The vote resulted in all Ayes, motion carried.
8. ***Motion** by Schultz, second by Riddle to approve the 2025 Finance Calendar with the dates as in and moving the time from 6pm to 10am. The vote resulted in all Ayes, motion carried
9. ***Motion** by Wiseman, second by Holman to approve the Proposed Budget Calendar FY26. The vote resulted in all Ayes, motion carried.
10. ***Motion** by Riddle, second by Holman to approve and send to the commission with recommendations the Resolution Approving the Memorandum of Understanding between Franklin Co Commission and Franklin Co Mayor regarding the Federal American Rescue Plan Act Funds in the subaward Agreement with the Tennessee Dept of Health. The vote resulted in all Ayes, motion carried.
11. ***Motion** by Riddle, second by Schultz to adjourn at 6:18pm. The vote resulted in all Ayes, motion carried.

Respectfully Submitted

Mayor, Chris Guess
CG/jp

Franklin County Board of Commissioners

Legislative Committee

November 14, 2024

The Legislative Committee met in the Community Room at the Franklin County Annex Building and was called to order at 5:30PM by Tyler Bauer who chaired the meeting.

MEMBERS PRESENT: Tyler Bauer, Dale Schultz, and Glenn Summers

OTHERS PRESENT: Sharon Byrum, Secretary, Tina Sanders, Denise Marshall, Brian Justice

Approval of minutes- October 10, 2024

Motion made by Schultz, second by Summers. All Ayes. Motion carried.

Old Business- NONE

New Business-

1. Nominate and Elect New Chairman.

Motion made by Summers to elect Chairman when have full Committee second by Schultz. All Ayes, Motion

2. Approve Legislative Committee Meeting Schedule for 2025.

Motion made by Schultz and Second by Summers. All Ayes. Motion carried.

3. Approve County Commission Meeting Schedule for 2025.

Motion made by Schultz second by Summers. All Ayes. Motion carried.

4. Approval of (9) Notary Applications.

Motion made by Schultz and second by Summers. All Ayes. Motion carried.

Public Comments: None

Adjourn:

Motion made by Schultz and second by Summers to adjourn at 5:31pm. All Ayes. Motion carried.

Respectfully submitted,

Tyler Bauer, Commissioner

CHANCERY COURT
SUMMARY OF QUARTERLY REPORTS
SECOND QUARTER 2024-2025

Franklin County

24000 (Litigation Tax, Delinquent Taxes, Officer Costs, Data)	\$	406,821.87
29900 (Fees and Commissions)	\$	43,102.50
TOTAL	\$	<u>449,924.37</u>

This 9th day of January, 2025.



Katelyn Isbell
Clerk & Master

FRANKLIN COUNTY CLERK
GENERAL LEDGER - FINANCIAL REPORT
YEAR FORMAT
FISCAL YEAR 2025 - PERIOD ENDING 12/31/2024

ACCT	DESCRIPTION	BEGINNING BALANCE	GENERAL	RECEIPTS	DISBURSEMENTS	COMMISSIONS	TRANSFERS IN	TRANSFERS OUT	ENDING BALANCE
21000	CURRENT LIABILITIES	.00	.00	.00	.00	.00	.00	.00	.00
21420	ESCROW	.00	.00	.00	.00	.00	.00	.00	.00
	*** SUB-TOTAL ***	.00	.00	.00	.00	.00	.00	.00	.00
22000	OTHER LIABILITIES	.00	.00	.00	.00	.00	.00	.00	.00
22100	BUSINESS TAX REV/GROSS RECEIPT	.00	.00	.00	.00	.00	.00	.00	.00
22101	BUSINESS TAX INTEREST	.00	.00	.00	.00	.00	.00	.00	.00
22102	BUSINESS TAX PENALTY	.00	.00	.00	.00	.00	.00	.00	.00
22103	BUSINESS TAX ADJUSTMENTS	.00	.00	.00	.00	.00	.00	.00	.00
22500	BUSINESS TAX - STATE GROSS	.00	.00	.00	.00	.00	.00	.00	.00
22501	BUSINESS TAX - STATE INTEREST	.00	.00	.00	.00	.00	.00	.00	.00
22502	BUSINESS TAX - STATE PENALTY	.00	.00	.00	.00	.00	.00	.00	.00
22503	BUSINESS TAX - STATE ADJUSTS	.00	.00	.00	.00	.00	.00	.00	.00
	*** SUB-TOTAL ***	.00	.00	.00	.00	.00	.00	.00	.00
23000	DUE TO STATE OF TENNESSEE	.00	.00	.00	.00	.00	.00	.00	.00
23110	BUSINESS TAX DUE STATE	.00	.00	.00	.00	.00	.00	.00	.00
23111	LITIGATION TAX - STATE	.00	.00	.00	.00	.00	.00	.00	.00
23130	STATE SALES TAX - AUTO	.00	.00	1,207,830.81	1,147,439.28	60,391.53	.00	.00	.00
23131	LOCAL SALES TAX - AUTO	.00	.00	58,731.46	53,894.88	2,836.58	.00	.00	.00
23132	STATE SALES TAX - BOAT	.00	.00	117,570.80	111,892.25	5,678.55	.00	.00	.00
23133	LOCAL SALES TAX - BOAT	.00	.00	5,847.81	5,655.03	282.78	.00	.00	.00
23134	AUTO-STATE SINGLE ARTICLE	.00	.00	42,831.25	40,689.69	2,141.56	.00	.00	.00
23135	BOAT-STATE SINGLE ARTICLE	.00	.00	4,444.85	4,222.61	222.24	.00	.00	.00
23145	MFG HOME INSTALLATION PERMITS	.00	.00	222.00	222.00	.00	.00	.00	.00
23150	MARRIAGE LICENSE DUE STATE	.00	.00	2,520.00	2,394.00	126.00	.00	.00	.00
23151	STATE PREMARITAL TRAINING	.00	.00	8,940.00	8,940.00	.00	.00	.00	.00
23160	MVD - STATE REGISTRATIONS	.00	.00	279,148.84	279,148.84	.00	.00	.00	.00
23163	EMS NOTICE STATE	.00	.00	10,250.00	10,250.00	.00	.00	.00	.00
23165	MVD - RENEWALS	.00	.00	691,259.97	591,299.97	99,960.00	.00	.00	.00
23168	MVD - RENEWALS	.00	.00	34,200.00	34,200.00	.00	.00	.00	.00
23168	Electric Vehicle Fee	.00	.00	.00	.00	.00	.00	.00	.00
23169	TRANSPORT MOD E-H FEE	.00	.00	57,226.50	57,226.50	.00	.00	.00	.00
23170	MVD - TITLE APPL - STATE	.00	.00	.00	.00	.00	.00	.00	.00
23171	REPLACE TITLES/NOTING OF LIEN	.00	.00	.00	.00	.00	.00	.00	.00
23175	RETIREMENT	.00	.00	.00	.00	.00	.00	.00	.00
23300	NOTARY COMMISSIONS	.00	.00	262.00	227.00	.00	.00	.00	.00
23405	GUN PERMIT - SAFETY	.00	.00	.00	.00	.00	.00	.00	.00
	*** SUB-TOTAL ***	.00	.00	2,419,265.89	2,347,342.05	71,888.84	.00	.00	.00
24000	DUE TO COUNTY/ TRUSTEE	.00	.00	.00	.00	.00	.00	.00	.00
24110	BUSINESS TAX DUE COUNTY	.00	.00	.00	.00	.00	.00	.00	.00
24140	LITIGATION TAX - GENERAL COUNTY	.00	.00	.00	.00	.00	.00	.00	.00
24150	LITIGATION TAX - SPECIAL PURPOSE	.00	.00	.00	.00	.00	.00	.00	.00
24210	MARRIAGE LICENSE - COUNTY	.00	.00	1,580.00	1,596.00	94.00	.00	.00	.00
24221	BEER ANNUAL RENEWALS	.00	.00	1,874.97	1,781.22	93.75	.00	.00	.00
24295	RaceTrack License Fee	.00	.00	.00	.00	.00	.00	.00	.00

FRANKLIN COUNTY CLERK
GENERAL LEDGER - FINANCIAL REPORT
YEAR FORMAT
FISCAL YEAR 2025 - PERIOD ENDING 12/31/2024

ACCT	DESCRIPTION	BEGINNING BALANCE	GENERAL	RECEIPTS	DISBURSEMENTS	COMMISSIONS	TRANSFERS IN	TRANSFERS OUT	ENDING BALANCE
24296	RaceTrack Renewal Fee	.00	.00	.00	.00	.00	.00	.00	.00
24310	REALTY PROGRAM	.00	.00	.00	.00	.00	.00	.00	.00
24320	JUVENILE FINES	.00	.00	.00	.00	.00	.00	.00	.00
24480	OTHER COUNTY COLLECTIONS	.00	.00	.00	.00	.00	.00	.00	.00
24482	HELPING SCHOOLS	.00	.00	307.40	307.40	.00	.00	.00	.00
	*** SUB-TOTAL ***	.00	.00	3,862.37	3,684.62	177.75	.00	.00	.00
26000	DUE TO LITIGANTS, HEIRS, & OTHERS	.00	.00	.00	.00	.00	.00	.00	.00
26010	ML Specialty Certificate	.00	.00	.00	.00	.00	.00	.00	.00
26300	CHILD SUPPORT DUE FAMILIES	.00	.00	.00	.00	.00	.00	.00	.00
26301	JUVENILE RESTITUTION/PROCESS	.00	.00	.00	.00	.00	.00	.00	.00
26303	INVESTMENTS(HEIRS,LITIG,OTHER)	.00	.00	.00	.00	.00	.00	.00	.00
26310	PUBLICATIONS	.00	.00	22.00	22.00	.00	.00	.00	.00
26311	REFUNDS	.00	.00	1,420.37	1,420.37	.00	.00	.00	.00
26315	CONTRIBUTIONS - ORGAN DONOR PR	.00	.00	9,625.75	9,625.75	.00	.00	.00	.00
26401	CREDIT CARD FEES - BIS	.00	.00	15,812.73	15,812.73	.00	.00	.00	.00
26405	CREDIT CARD - BANK	.00	.00	26,880.85	26,880.85	.00	.00	.00	.00
	*** SUB-TOTAL ***	.00	.00	26,880.85	26,880.85	.00	.00	.00	.00
28900	FEE & COMMISSION ACCOUNT	.00	.00	.00	.00	.00	.00	.00	.00
28900	CLERK'S FEES/COMMISSIONS	-1,453.00	.00	136,167.73	210,534.23	-72,066.59	-2,401.66	.00	-1,554.75
28901	COMPUTER FEES/COMMISSIONS	.00	.00	1,125.00	1,125.00	.00	.00	.00	.00
28902	DATA PROCESSING FEES EARMARK	.00	.00	.00	.00	.00	.00	.00	.00
28951	TITLE RECAP EARMARKS	.00	.00	4,556.70	4,556.70	.00	.00	.00	.00
28955	EIVS NOTICE COUNTY EARMARK	.00	.00	3,770.00	3,770.00	.00	.00	.00	.00
28957	EARMARK TITLE LOCAL 3	.00	.00	18,816.00	18,816.00	.00	.00	.00	.00
	*** SUB-TOTAL ***	-1,453.00	.00	164,435.43	239,801.93	-72,066.59	-2,401.66	.00	-1,554.75
	*** TOTAL ***	-1,498.00	.00	2,614,444.54	2,616,709.45	.00	-2,401.66	.00	-1,634.75

FRANKLIN COUNTY CLERK
 GENERAL LEDGER - FINANCIAL REPORT
 YEAR FORMAT
 FISCAL YEAR 2025 - PERIOD ENDING 12/31/2024

ACCT	DESCRIPTION	BEGINNING BALANCE	GENERAL	RECEIPTS	DISBURSEMENTS	COMMISSIONS	TRANSFERS IN	TRANSFERS OUT	ENDING BALANCE
SUMMARY OF ASSETS:									
	CASH ON HAND	1,275.00							1,275.00
	CITIZENS COMMUNITY BANK	45.00							80.00
	CREDIT CARDS	.00							.00
	RETURN CK RECEIVABLE	178.00							279.75
	TITLE GIFT VOUCHER	.00							.00
	RENEWAL GIFT VOUCHER	.00							.00
	*** TOTAL ***	1,498.00							1,634.75

THIS REPORT IS SUBMITTED IN ACCORDANCE WITH REQUIREMENTS OF SECTION 5-8-505, AND/OR 67-5-1902, TENNESSEE CODE ANNOTATED, AND TO THE BEST OF MY KNOWLEDGE AND BELIEF ACCURATELY REFLECTS TRANSACTIONS OF THIS OFFICE FOR THE PERIOD ENDING DECEMBER 31, 2024.

Tara Paul by E. Moore
 (Signature) _____ (Date) 1/6/25

Doris Clark
 (Title) _____

This report is to be filed with the County Executive and County Clerk.

FRANKLIN COUNTY PLANNING & ZONING DEPARTMENT

NO. 1 SOUTH JEFFERSON STREET, COURTHOUSE BASEMENT ROOM 109
WINCHESTER, TENNESSEE 37398

QUARTERLY REPORT

FOR THE SECOND QUARTER OF FISCAL YEAR 2024 - 2025

	October	November	December
PERMITTED TAXABLE ESTIMATED PROPERTY IMPROVEMENT	\$8,763,944.00	\$6,125,500.00	\$5,617,631.00
TOTAL FEES COLLECTED	\$36,408.79	\$33,651.92	\$19,352.29
RESIDENTIAL # OF PERMITS	15	27	10
\$ OF PERMITS	\$18105.76	\$23693.32	\$8784.76
COMMERCIAL # OF PERMITS	1	2	0
\$ OF PERMITS	\$231.00	\$2096.25	\$00.00
INDUSTRIAL # OF PERMITS	0	0	0
\$ OF PERMITS	\$00.00	\$00.00	\$00.00
ADDITIONS, MISC. # OF PERMITS	17	11	27
\$ OF PERMITS	\$12521.30	\$4812.35	\$8017.53
CASES # OF CASES	14	11	9
\$ OF CASES	\$5550.00	\$3050.00	\$2550.00

F.C. BOARD OF ZONING APPEALS MET: October 17, 2024 at 6:00PM
Special Call Meeting: November 7, 2024 at 6:00PM
November 21, 2024 at 6:00PM
No Scheduled December Meeting

F.C. REGIONAL PLANNING COMMISSION MET: October 29, 2024 at 6:00PM
November 26, 2024 at 6:00PM
No Scheduled December Meeting


Eric Bradford
Director/Building Commissioner

Franklin County Reentry Quarterly Report October – December 2024

Thinking for a Change:

In November, Franklin County Reentry implemented a new curriculum called Thinking for a Change. Eight incarcerated females are enrolled in the class. Thinking for a Change is held two days per week and will last approximately four months. The class is designed to teach our client's how their thought processes effect their behavior. After just a few weeks into the class, clients are reporting that the class is really making them understand how their thinking effects their behavior. Clients say that the class is encouraging them to think before they act and think before they speak. Clients report that the class is helping them understand their feelings and process their emotions more effectively. Clients are also reporting that Thinking for a Change is helping them develop better social skills they will be able to use when they reenter society. Thinking for a Change instructors, Lynn Ventola and Scott Halloway, have been pleased with the curriculum and the effects it is having on the clients. Franklin County Reentry is looking forward to starting a men's Thinking for a Change class in January.

Quarterly Summary

Completing full reentry classes – 20
Participating in MRT classes only – 26
Participating in Refresher classes – 17
Participating in Thinking for a Change – 8

Total Number of Individuals Receiving Reentry
Services and Classroom Instruction:

71

Number of Individuals Entering Long
Term Treatment and Employment:

17

Number of individuals that completed
full reentry classes this quarter and
remain incarcerated

16

Guest Speakers

Robert Tipps, Faith Based; Dave Van Buskirk, Toastmasters; Eric Vanzant, Parenting; Maegan Acklen, TN Vocational Rehab; David Eldridge, Building Self Esteem; Sandy Schultz, HiSet; Debbie Pearson, JSP

Franklin County, Tennessee
Office Of The Register Of Deeds
Financial Report
For The Period Of 10/01/2024 - 12/31/2024

Account Description	Beginning Balance	Adjustments	Receipts	Transfers In	Disbursements	Transfers Out	Commission Transfers	Ending Balance
MORTGAGE TAX	0.00	0.00	-142743.85	0.00	139317.71	0.00	3426.84	0.00
CONVEYANCE TAX	0.00	0.00	-351696.24	0.00	343157.93	0.00	8498.31	0.00
DP FEES	0.00	0.00	-4030.00	0.00	4030.00	0.00	0.00	0.00
E-FILE FEES	0.00	0.00	-1848.00	0.00	1848.00	0.00	0.00	0.00
REGISTER'S FEES	0.00	0.00	-708.00	0.00	788.00	0.00	0.00	0.00
RECORDING FEES	-1008.00	-335.65	-55710.87	0.00	67810.57	0.00	-11864.15	-1008.00
MISCELLANEOUS FEES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REFUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
OVER/SHORT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ESGROW	-1096.89	0.00	-203.39	0.00	0.00	0.00	0.00	-1270.39
	-2076.89	-235.55	-558920.05	0.00	658952.21	0.00	0.00	-2279.39
SUMMARY OF ASSETS:								
CASH	0.00							0.00
CHECK	0.00							0.00
ACH	0.00							0.00
CARD	0.00							0.00
BANK	853.99							1209.38
ACCOUNTS RECEIVABLE	372.00							220.00
TTL	850.00							850.00
	2076.89							2279.39

This report is submitted in accordance with requirements of Section 6-8-505 and / or 67-5-1802, as amended, Tennessee Code Annotated, and to the best of my knowledge, information and belief accurately reflect transactions of this office for the period 10/01/2024 through 12/31/2024.

Register of Deeds Erin S. Dinger Date 1-7-2025

County Mayor (Only Required On Annual Reports) Chris Lucas Date 1-8-2025

FRANKLIN COUNTY SHERIFFS OFFICE
October, November, and December 2024
^{2nd} QUARTER FISCAL YEAR 2024-2025

Total number of persons arrested (FCSO only) 300

Total persons arrested and brought in from other departments 247

Prisoner days served (General Sessions Sentences) 3,078

Prisoner days served (State prisoners serving jail time in our facility) 1,674

Total Inmates housed this quarter 13,890

State & Criminal Warrants Served 1,059

Total Attempts to Serve 2,271

Out of County Trips Made 199

Total Number of Funerals Escorted 21

Traffic Accidents with Injuries 29

Traffic Accidents without Injuries 94

Business, Church, and School Areas Checked 1,261

Traffic Enforcement 889

DUI Arrest 17

Drug Cases 22

Criminal Cases Investigated 105

Criminal Cases Cleared 71

Violent Crimes (murder, rape, agg. Assault, armed robbery, agg. Burglary, etc.) 13

Cash received for serving papers, offense & accident reports \$6,766.20

**Quarterly Report
of
The University of Tennessee Extension & Tennessee State Cooperative Extension
October – December 2024**

Franklin County Agricultural Programs – Matthew Deist

- **TAEP Program Success:** Through a coordinated effort amongst Extension Agents and the TDA, 90 Franklin County farmers/producers were approved for the 2024-2025 TAEP Program.
- **Chamber of Commerce's Ag Day:** Presented an overview of County agricultural and Extension offerings to a group of over 50 people.
- **Bridge Program:** Educated a dozen youth on ryegrass seed germination, reading seed labels, and area (ft²) calculations.
- **Farm Equipment Expo:** Co-hosted the with the support of Franklin Farmers Co-op, Penner Trailer Sales, Tri-Green, and others.
- **WZYX Radio Opportunities:** 5 weekly radio "Crop Updates" / 12 weekly "Ag. Reports" w/ TN Market Highlights / 3 separate hour-long radio segments on "Hey Y'all with Chrissy"
- **Sunday Short Read Newsletter:** Circulated 2 editions to over ~1,000 people
- **Soil Fertility Clinic Sampling:** Pulled 715 soil plugs on 40 acres to determine effectiveness of grid sample by acreage increments
- **A.M. Rotary Club Presentation:** Presented on Franklin County agriculture, invasive pests, pesticides, environmental stewardship, etc.
- **Western Horsemen Article:** Interviewed on Hay Storage considerations by Hope Ashburn, agriculture author (Red Horse on a Red Hill). Provided original photos with help from Vivien Allen.
- **Grazing Loss Assessment for FSA:** Upon request, agent thoroughly researched local rain and drought data to provide an estimate on % grazing loss
- **New Nursery Specialist Introductions:** Introduced several local nurserymen to our new Middle TN Nursery Specialist Dr. Kaitlin Barrios
- **Precision Ag. Specialist Interviews:** Reviewed, selected, and interviewed applicants with other members of the search team to fill our Precision Ag. Position.

Family and Consumer Science – Mary Beth Henley

- Monthly Embroidery Club (First Tuesday) 29 participants and Quilt club (First Wed.) 23 participants
- Conducted a Quilted Table runner class for 9 participants
- Collaborated with FCHS Career and Technical Education class to teach a cooking class to 100 students.
- Hosted FC Chamber of Commerce Leadership Ag Day- provided kick-off and closing presentations
- Attended Thrive 95 Conference for Extension County Directors.
- Assisted 4-H at the County's Trunk or Treat event.
- Hosted 2 Basket classes – Utensil Basket- 13 participants, Market Basket- 17 participants
- Partnered with Library to distribute 4 Lap Quilts to Veterans for Veteran's Day. Quilts made by Family & Community Education Club members. Volunteer value \$2,143.36
- Conducted Co-Parenting/Parenting Apart classes for 3 participants.
- Attended TN Association of Family and Community Education Clubs Annual Conference in Paris, TN.
- Attended Central Region Family and Community Education Clubs Board meeting as Agent Advisor.
- Attended Tractor delivery event for Tracy Robinson named "2024 TN Outstanding Young Farmer." He will have use of the Case IH tractor for a year and will compete for the National title in January, 2025.
- Interviewed 4 candidates for new 4-H Agent position.
- Conducted *On My Own* financial education program at FCHS for 73 students.
- Hosted a President's Luncheon for Family and Community Education Club Presidents and County Council- 10 participants.

FRANKLIN COUNTY TENNESSEE
 Veterans Service Office
 839 Dinah Shore Boulevard
 Winchester, Tennessee 37398

VETERANS SERVICE OFFICE QUARTERLY REPORT

OCTOBER-DECEMBER 2024

	OCT	NOV	DEC	TOTAL
Assistance Over the Phone	883	633	689	2205
Office Visits	226	146	170	542
Claims and Correspondence Filed on behalf of Veterans & Dependents	198	163	267	628
Total Assistance Provided to Veterans & Dependents	1307	942	1126	3375
Home Visits & Outreaches (FOOD BOXES DELIVERIES FOR VETERANS=76)	21	29	14 +76	140
Veteran Service Officer Training (hours)	16	6	8	30
Veterans That Were Provided Help for Groceries, Utilities, Lodging (\$1529.02)	2	2	0	4
Trips Paid for Veterans on FC Public Transportation (\$740.50)	25	16	17	58
Mileage	302	249	215	766
AMERICAN LEGION= 63 VFW= 36 DEPT. TN= 76				

BOBBY CLARK
 Veterans Service Officer


 Bobby R. Clark

Resolution # 19-0125

A RESOLUTION AMENDING THE FRANKLIN CO BOARD OF EDUCATION GENERAL FUND BUDGET OF FRANKLIN COUNTY, TENNESSEE FOR THE FISCAL YEAR ENDING JUNE 30, 2025

WHEREAS, certain amendments are needed to provide for compliance with audit requirements to not overspend allocated amounts in different funds and receive unanticipated revenues that require an increase in estimated revenue and/or proposed expenditures from unappropriated balances in the Board of Education Budget Fund,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education General Fund Budget of Franklin County, Tennessee be amended as follows:

Department & Description	Account Number					Revenue Source	Credit Expenditure
	Fund	Category	Obj	CC	Sub Obj		
Other Student Support- Other Salaries	141	72130	189				\$ 32,667.00
Other Student Support-Guidance Personnel	141	72130	123			\$ 32,667.00	
						\$ 32,667.00	\$ 32,667.00
Advocate replacing Counselor							

Regular Ins Program-Equipment	141	71100	722		713		\$ 2,748.99
Career and Tech Program-Other Charges	141	72230	599		713		\$ 1,000.00
Sprint Lease-Reserve Account	141	34555			713	\$ 3,748.99	
						\$ 3,748.99	\$ 3,748.99
Sprint/Nextel Grant A/V Program							

Revenue-Reserve Special Student Recog	141	34555			137	\$ 4,520.00	
Revenue-Contribution and Gifts	141	44570			137	\$ 2,500.00	
Student Body Ed-Other Charges	141	71400	599		137		\$ 7,020.00
						\$ 7,020.00	\$ 7,020.00
FCHS Girls Soccer Recognition							

Regular Instructional Program-Other supplies	141	71100	499		804		\$ 6,000.00
Vocational Educational Program-Certified Teachers	141	71300	116		804		\$ 64,520.00
Vocational Educational Program-Other Salaries	141	71300	189		804		\$ 80,715.80
Vocational Educational Program-Social Security	141	71300	201		804		\$ 8,532.64
Vocational Educational Program-State Retirement	141	71300	204		804		\$ 8,819.06
Vocational Educational Program-Life Insurance	141	71300	206		804		\$ 100.28
Vocational Educational Program-Medical Ins	141	71300	207		804		\$ 16,495.68
Vocational Educational Program-Employer Medical	141	71300	212		804		\$ 1,868.79
Vocational Educational Program-Retirement	141	71300	217		804		\$ 586.43
Vocational Educational Program-Other Contracted	141	71300	399		804		\$ 5,700.00
Vocational Educational Program-Instructional Support	141	71300	429		804		\$ 30,191.00
Vocational Educational Program-Other Supplies	141	71300	499		804		\$ 4,050.00
Vocational Educational Program-Other Charges	141	71300	599		804		\$ 649,116.93
Vocational Educational Program-Vocational Ins	141	71300	730		804		\$ 96,748.00
Support Serv/Reg Instructional Program-Inservice	141	72210	524		804		\$ 10,000.00
Support Serv/Voc Ed program-Other Salaries	141	72230	189		804		\$ 3,000.00
Support Serv/Voc Ed Program-Social Security	141	72230	201		804		\$ 248.00
Support Serv/Voc Ed Program-State Retirement	141	72230	204		804		\$ 347.60
Support Serv/Voc Ed Program-Employer Medical	141	72230	212		804		\$ 58.00
Transportation-Trans Equipment	141	72710	729		804		\$ 102,000.00
Regular Capital Outlay-Architects	141	76100	304		804		\$ 140,000.00
Regular Capital Outlay- Other Contracted	141	76100	399		804		\$ 81,078.20
Regular Capital Outlay-Building Construction	141	76100	706		804		\$ 450,000.00
Regular Capital Outlay-Other Equipment	141	76100	790		804		\$ 294,000.00
Revenue	141	46790			804	\$ 2,054,176.41	
						\$ 2,054,176.41	\$ 2,054,176.41
Innovative School Models (ISM)							

Community Services-Other Charges	141	73300	599		146		\$	15,000.00	
Revenue	141	47590			146	\$	15,000.00		
							\$	15,000.00	
SOR III								\$	15,000.00

TISA-Outcomes Allocation	141	46510		OUTCO		\$	330,402.50		
Regular Instruction-Instructional Supplies	141	71100	429	OUTCO				\$	330,402.50
							\$	330,402.50	
FY25 TISA Outcomes Allocation								\$	330,402.50

Community Services-Revenue	141	47590		DEC24	148		\$	13,656.00	
Community Services- Other Salaries	141	73300		TCAMP	148	\$	499.78		
Community Services-Social Security	141	73300		TCAMP	148	\$	21.90		
Community Services-Pensions	141	73300		TCAMP	148	\$	10.22		
Community Services-Employer Medicare	141	73300		TCAMP	148	\$	7.90		
Community Services-Lease/Payments	141	73300		DEC24	148	\$	0.58		
Community Services-Travel	141	73300		DEC24	148	\$	2,350.09		
Community Services-Travel	141	73300		TCAMP	148	\$	5,143.50		
Community Services-Other Supplies	141	73300		DEC24	148	\$	1,621.95		
Community Services-Other Supplies	141	73300		TCAMP	148	\$	3,938.25		
Community Services-Inservice	141	73300		TCAMP	148	\$	61.83		
							\$	13,656.00	
Drug Endangered Children (Amended Contract)								\$	13,656.00

Community Services-Contract Services	141	73300	399		902		\$	68,442.00	
Community Services-Indirect Cost	141	73300	504		902		\$	2,100.00	
Community Services-Inservice/Staff	141	73300	524		902		\$	3,000.00	
Community Services-Other Charges	141	73300	599		902		\$	20,000.00	
Revenue	141	47590			902	\$	93,542.00		
							\$	93,542.00	
Coalition ARPA (Amended Contract)								\$	93,542.00

Approved this the 21st Day of January 2025

pending School Board January 13, 2025

Chris Guess, Honorable Franklin County Mayor &

**Chairman to
the Commission**

Attest:

Tina Sanders, County Clerk

Resolution Sponsored By: Wiseman & Riddle

Motion to Adopt By: _____ Second By: _____

Votes: Ayes: _____ Nays: _____ Pass: _____ Declaration: _____

RESOLUTION# - 16-0125

A RESOLUTION AMENDING THE GENERAL & DRUG CONTROL FUND BUDGETS OF FRANKLIN COUNTY, TENNESSEE FOR THE FISCAL YEAR ENDING JUNE 30, 2025.

WHEREAS, certain amendments are needed to provide for compliance with audit requirements to not overspend allocated amounts in different funds and receive unanticipated revenues that require an increase in estimated revenue and/or proposed expenditures from unreserved balances in each respective fund,

NOW, THEREFORE, BE IT RESOLVED, that the General & Drug Control Fund Budgets of Franklin County, Tennessee be amended as follows:

Department & Description	Account Number					Debit Revenue Source	Credit Expenditure
	Fund	Category	Obj	CC	Sub Obj		
County General Fund 101							
Contributions & Gifts - TNRMT	101	44570		SAFE		11,772.74	
Co Bldgs - Other Equipment	101	51800	790	SAFE			11,772.74
Total County General Fund 101						11,772.74	11,772.74
Budget Safety Grant Proceeds FY25							
Other Federal Revenue	101	47590		WORKF			18,177.50
Comm Reentry - Other Supplies	101	54230	499	WORKF		1,677.50	
Comm Reentry - Other Equipment	101	54230	790	WORKF		16,500.00	
Total County General Fund 101						18,177.50	18,177.50
Remove Workforce Grant for Comm Reentry - Did not receive							
Comm Reentry - Leases	101	54230	330			100.00	
Comm Reentry - Other Contract Services	101	54230	399				100.00
Total County General Fund 101						100.00	100.00
Move Comm Reentry Funds for Copier that is owned							
Other State Grants	101	46980		BROWN		365,248.00	
Other Public Health & Welfare - Contracted Ser	101	55900	399				365,248.00
Total County General Fund 101						365,248.00	365,248.00
Budget Brownfield Grant - Remediation of Brownfield Sites Franklin County							
Health Grant Revenue	101	46310				58,400.39	
Other Local Health Services - Social Worker	101	55190	130			2,404.00	
Other Local Health Services - Other Salaries &	101	53900	189				45,000.00
Other Local Health Services - Social Security	101	53900	201				2,653.35
Other Local Health Services - Pensions	101	53900	204				3,206.42
Other Local Health Services - Life Insurance	101	53900	206				46.60
Other Local Health Services - Medical Premium	101	53900	207				9,055.01
Other Local Health Services - Unemployment	101	53900	210				22.00
Other Local Health Services - Employer Medica	101	53900	212				620.54
Total County General Fund 101						60,804.39	60,603.92
Amend Franklin County Health Dept Grant to add Nutritional Educator (100 Grant)							

Department & Description	Account Number					Debit Revenue Source	Credit Expenditure
	Fund	Category	Obj	CC	Sub Obj		
Drug Control Fund 122							
Restricted for Public safety	122	34525				25,000.00	
Drug Enforcement - Motor Vehicles	122	54150	718				25,000.00
Total Drug Control Fund 122						25,000.00	25,000.00
Budget Funds for Motor Vehicles							

Approved this the 21st Day of January 2025.

Chris Guess, Honorable County Mayor &
Chairman of the Commission

ATTEST:

Tina Sanders, County Clerk

Resolution Sponsored By: _____ Riddle & Wiseman

Motion to Adopt By: _____ Second By: _____ Votes: Ayes _____ Nays _____ Abstain _____

Declaration: _____

RESOLUTION # 1C-0125

Resolution authorizing submission of an application for a Brownfield Assessment Coalition Grant for FY 2024 - 2025 from the United States Environmental Protection Agency - Brownfields and authorizing the acceptance of said Grant.

Whereas, the Franklin County Commission intends to apply for the aforementioned Grant from the Environmental Protection Agency - Brownfield funds and,

Whereas, the contract for the Grant for period beginning October 1, 2024 ending October 1, 2029 will impose certain legal obligations upon Franklin County.

THEREFORE, BE IT RESOLVED:

1. That the County Mayor of Franklin County is authorized to apply on behalf of Franklin County for a Environmental Protection Agency Brownfield Assessment Coalition Grant for FY 2024 - 2029.
2. That should the said application be approved by the United States Environmental Protection Agency then the County Mayor of Franklin County is authorized to execute contracts or other necessary documents, which may be required to signify acceptance of the US Environmental Protection - Brownfield Assessment Coalition Grant for FY 2024 – 2029 by Franklin County.

Approved at the regularly meeting held on the 21st day of January, 2025.

Chris Guess, Honorable County Mayor
& Commission Chair

ATTEST:

Tina Sanders, County Clerk

RESOLUTION SPONSORED BY: Wiseman & Riddle

MOTION TO ADOPT: _____ SECOND: _____

VOTES: AYES: _____ NAYS: _____ ABSTAIN: _____ DECLARATION: _____

Franklin County Government Grant Pre-Application Notification Form

Department or Organization Applying for Grant: **Franklin County Mayor's Office**

Grant/Program Title: **TDEC Brownfield Assessment Coalition Grant**

Grant Beginning Period: **10/1/24**

Grant Ending Period: **2029**

Grant Amount: **\$1,200,000**

Funding Agency (i.e. State, Federal, Private): **TN Dept of Environment & Conservation**

Funding Agency Contact Information

Name **Elyse Salinas, US EPA**

Address **Office of Brownfields & Land Revitalization**

Phone

Fax

Email **Brownfields@epa.gov**

Funding Percentage or Match (i.e.100% or 75%/25%): **100%**

Funding Type (Revenue Advanced or Reimbursed): **Drawdown from County Specific EPA Funding Acct**

Ongoing Funding Requirements(Yes/No & Length Required): **No**

Indirect Cost Availability (Yes/No): **No**

Grant Beneficiary: **Franklin County**

Purpose of Grant: **Assess, Cleanup, and redevelop underutilized properties while protecting health and environment in Franklin County**

Brownfield applicable sites

Person/Dept Responsible for Grant Program Management: **Chelle Daniels**

Person/Dept Responsible for Reporting Expenditures: **Andrea Smith / Chelle Daniels**

Person/Dept Responsible for Requesting Revenue Claims: **Andrea Smith / Chelle Daniels**

Grant Requirements for Continuation of Program or Cooperative Agreements:

N/A

Grant Requirements for Equipment, Ownership & Insurance: **N/A**

Grant Requirements for Annual Cost of Upgrade/Maintenance, etc.: **N/A**

Grant Requirements for Employment or Contracted Services: **N/A**

Will this grant add Value to Franklin County's Fixed Assets? (Yes/No): **No**

Will this grant add Expense to Franklin County's Insurance Expense? (Yes/No): **No**

Approving Official Signature: **Chris Guess, County Mayor**

Date: **11/13/24**

RESOLUTION 1d-0125

**RESOLUTION AMENDING TRANE'S SCOPE OF WORK FOR
FRANKLIN COUNTY, TENNESSEE**

BE IT RESOLVED, by the Board of Commissioners of Franklin County, Tennessee, in session assembled the 21ST day of January, 2025.

WHEREAS, the Board of Commissioners of Franklin County, Tennessee approved an Energy Efficiency Program through TRANE USA on September 28, 2023, and

WHEREAS, the program has been beneficial to Franklin County and funds are still available to add a much-needed roof project at the old Townsend School, and

WHEREAS, the County Mayor and Finance Committee have found the county will experience savings on the Townsend Roof Project if added to the existing TRANE USA energy project and approved this recommendation in the January 9, 2025 finance committee meeting,

NOW THEREFORE BE IT RESOLVED, that the Franklin County Board of Commissioners hereby approve this request and authorize the Franklin County Mayor and Finance Director to proceed with adding Townsend Roof to the existing Project list.

Adopted, this 21st day of January, 2025.

Chris Guess, Honorable County Mayor &
Chairman to the Commission

ATTEST:

Tina Sanders, County Clerk

RESOLUTION SPONSORED BY: Riddle & Wiseman

MOTION TO ADOPT: _____ SECOND BY: _____

VOTES: AYES _____ NAYS _____ ABSTAIN _____ DECLARATION: _____

Franklin County



Franklin County Government Employee Handbook

A GUIDE TO PERSONNEL POLICIES
AND
EMPLOYEE BENEFITS

FRANKLIN COUNTY GOVERNMENT

RECEIPT FOR COPY OF EMPLOYEE HANDBOOK

County Office or Department: _____

Employee: _____

I hereby acknowledge receipt on a copy of the Franklin County Employees' Handbook. I understand that I am an "at-will" employee, and that no policy, benefit, or procedure contained in the handbook, creates an employment contract for any specified period of time, or any contractual obligation of any kind. I agree to abide by the rules and regulations established by the County, the Federal Laws and Laws of the State of Tennessee. I understand that violation of any of these may result in disciplinary action, including possible termination, civil and criminal penalties.

I understand that it is my responsibility to read the handbook. If there are questions regarding the Handbook that my supervisor cannot answer, I will contact the Director of Human Resources for clarification.

Signature of Employee: _____ Date: _____ (dd/mm/yyyy)

Signature of Supervisor: _____ Date: _____ (dd/mm/yyyy)

Duties of County Officials and Department Heads:

Each county official and each department head within the county is responsible, with respect to the employees of that office or department, for:

1. Ensuring that each employee under such person's direction has received a copy of the personnel policies in effect for that office, including a statement that nothing in the policies is intended to create a contract of employment or to affect the employment -at-will status of county employees, and a statement for each employee to sign acknowledging receipt of a copy of the policies for that employee's officer or department, and acknowledging that the employee understands that subsequent amendments will be on file at the office of the county clerk and the office of the Director of Human Resources.
2. Furnishing to each employee a copy of T.C.A. 39-16-504, relative to falsifying, destroying, or tampering with governmental records.
3. Ensuring that posters and other employee notifications required by the Federal Fair Labor Standards Act, the Family and Medical Leave Act, applicable equal employment laws, and other applicable state or federal laws have been posted or otherwise been given to employees.

Table of Contents

Introduction

Introduction	1
--------------------	---

State and Federal Policies

Equal Employment Policy	2
Equal Employment Opportunity Grievance Procedures	2
Workplace Harassment/Sexual Harassment	3
Americans with Disabilities Act	3
Title VI of the Civil Rights Act of 1964	4
HIPAA	4
Employment at-Will	4
USERRA	4
ERISA	4

Code of Ethics

Ethical Conduct	5
Conflict of Interest	5

Classification and Compensation

Probationary Employees	6
Temporary and Seasonal Employees	6
Part-Time Employees	6
Full-Time Employees	6
Job Classification	6
Pay Procedures.....	6
Exempt and Nonexempt Employees	7
Overtime Compensation/Compensatory Time	7
Working During Lunch Periods	7
Working Before/After Regular Hours	7

General Personnel Policies

Attendance	8
Work Hours and Time Clock	8
Direct Deposit	8

Retirement23
Flexible Spending Accounts 23
Life Insurance 23
Longevity..... 23
COCTP 23
Supplemental Benefits24
On the Job Injury (OJI)24
Change in Status24

Exhibits

- (A) Time Clock Procedures***
- (B) Non-Smoking & Vaping Policy***
- (C) Dress Code Policy – Circuit Court Clerk***
- (D) Certification of Attendance at Funeral Services***
- (E) Infectious Disease Control Policy***

State and Federal Policies

Equal Employment Policy

Franklin County maintains an equal employment opportunity policy and does not discriminate in hiring practices or terms and conditions of employment. All applicants and employees receive equal employment opportunities and all personnel decisions, actions, and conditions affecting employees, including, but not limited to assignment, transfer, promotion, and compensation, will be governed by the principles of equal opportunity.

Discrimination against any person in recruitment, examination, appointment, training, promotion, retention, or discipline because of political or religious opinions or affiliations or because of race, religion, national origin, sex, age (as defined by Federal law), disability, or veteran status shall be prohibited.

The Human Resources Director has been designated as the Equal Employment Opportunity (EEO) Officer for Franklin County. The EEO Officer has overall responsibility for the implementation and monitoring of the County's Equal Employment Policy, as well as authority over the internal procedures employees use to settle EEO and harassment claims.

Equal Employment Opportunity Grievance Procedures

It is the policy of Franklin County to establish a procedure for employees to follow in order to bring grievances of discrimination or harassment to the attention of management.

Procedure:

1. If there is a question or complaint regarding employment practices that you are unable to resolve with your immediate supervisor, you are encouraged to make that question or complaint known to the Equal Employment Opportunity (EEO) Officer (who is the Human Resources Director). You will be asked to state in writing the nature and detail of the complaint. Any employee filing a complaint will not be subject to retaliation.
 2. The EEO Officer will investigate the complaint with your director or department head and any other person with knowledge of the situation.
 3. You will be advised in writing of the results of the investigation and Franklin County's decision regarding the complaint.
 4. A record of the complaint and findings will become a part of the complaint investigation record, and the file will be maintained separately from your personnel file.
4. If you do not agree with the decision of the EEO Officer, you have the right of appeal with the Franklin County Personnel Board. For instructions on the appeal process, see the Appeals section in this handbook.

Americans with Disabilities Act (ADA)

Franklin County Government complies with the Americans with Disabilities Act of 1990, Public Law 101-336 (ADA), which prohibits discrimination on the basis of disability. The ADA prohibits employers with 15 or more employees from discriminating against qualified job applicants and employees who are or become disabled.

Franklin County Government is committed to providing reasonable accommodations to qualified individuals with disabilities, unless it would impose an undue hardship on the employer. If you have a disability, you may request a reasonable accommodation at any time during the application process or during the period of employment. You, your health professional, or any other representative acting on your behalf may request an accommodation. This may be done verbally or by completing a reasonable accommodation request form. This form may be obtained from your supervisor or the ADA Coordinator located in the Franklin County Finance Department.

Reasonable documentation from an appropriate healthcare or rehabilitation professional will be required to establish that you have an ADA disability, and that the disability necessitates a reasonable accommodation. To report any complaints or to receive additional information about ADA, contact the ADA Coordinator at 931-967-1279.

Title VI of the Civil Rights Act of 1964

Franklin County Government complies with Title VI of the Civil Rights Act of 1964. This act requires that agencies receiving federal money develop and implement plans to ensure that no one receiving benefits under a federally funded program is discriminated against on the basis of race, color, or national origin.

To report any complaints or to receive additional information about Title VI, contact the Compliance Coordinator at 931-967-1279.

HIPAA

Franklin County Government complies with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and follows guidelines involving the protected health information of employees, dependents, and patients.

Employment at-Will

Franklin County Government is an at-will employer and as such there is no specific length or guarantee of continued employment. Either you or the County may terminate your employment at-will, without cause or prior notice, at any time. None of the County's policies may be construed to create a contract of employment or any other legal obligation, express or implied, and any policy may be amended, revised, supplemented, rescinded or otherwise altered, in whole or in part, at any time, at the sole and absolute discretion of Franklin County.

USERRA

The Uniformed Services Employment and Reemployment Rights Act (USERRA) is a federal law, passed in 1994, that protects military service members and veterans from employment discrimination on the basis of their service, and allows them to regain their civilian jobs following a period of uniformed service.

Classification and Compensation

Probationary Employees

Your first six consecutive months of employment are considered the probationary period. During this time, you may be terminated without right of appeal, except in the case of alleged discrimination on the basis of political affiliation, race, national origin, sex, age, religion, disability, or veteran status.

If the hiring authority determines that your services should be terminated before the end of the probationary period, you will be notified in writing.

If you transfer to another position under the administration of the County Mayor, you will not begin a new probationary period. However, employees who transfer from the offices of another elected official (i.e., Sheriff, court systems, etc.) will begin their probationary period on the transfer date.

Temporary and Seasonal Employees

You are considered a temporary employee when hired for a stated or specific term of employment of less than one (1) year or are an employee who is 100% funded by a state or federal grant unless otherwise specified in the grant. Temporary and Seasonal employees are not eligible for benefits.

Part-Time Employees

You are a part-time employee if hired to work less than 30 hours per week on a regular basis. Part-Time employees are not eligible for benefits.

Full-Time Employees

You are a full-time employee if hired to work a minimum of 30 hours per week on a regular basis.

Job Classification

All job classifications are based on an analysis of the duties and responsibilities of each position and include minimum requirements of education, training, experience, skills, knowledge, and abilities necessary for the job. The Human Resources Department keeps job descriptions on file. When you begin a new position, you should receive a copy of your job description.

Pay Procedures

The Franklin County wage system is **based on the annual budget** as approved by the County Commission. Wages for each department are set at a fixed base rate in the budget, and may include an annual cost of living percentage increase as appropriate. Overtime pay is controlled by the Department Supervisor and is paid as part of the bi-weekly pay.

Bi-weekly basis. Payroll checks are available every other Friday.

Weekly basis. Payroll checks are available every Thursday.

Semi-Monthly. Payroll checks are available 15th and the last day of each month.

Working from Home

Franklin County does not encourage employees to work from home. If the need arises that an employee does need to work from home, this will be a Department Head/Elected Official decision. At that time they will need to discuss with the HR Department for advisement.

Certain employees who are employed by department which require the employee to maintain the health and safety of others may be required to report to work during periods of ordinary and extreme weather.

Central Personnel Files

The central personnel files are public record and are maintained in the Human Resources Department. To review a file, contact the Human Resources Office at 967-1279. It is important that you promptly report any change to the Human Resources Department. Other records, such as educational accomplishments, should also be reported as they are factors in consideration for future promotional opportunity. Be sure that the Human Resources Department always has:

1. Your correct address and contact numbers such as telephone, mobile phone, pager, etc.;
2. Your marital status;
3. Any increase or decrease in number of dependents;
4. Any change affecting Social Security records; and
5. Your correct beneficiary.

Tennessee law (TCA Sections 10-7-502 through 10-7-507) requires that “all state, county, and municipal records ... shall at all times, during business hours, be open for ... inspection by any citizen of Tennessee.” The statute applies to personnel records and allows you to review your personnel file, as well as allowing any member of the public to do so. (Medical records are not part of the personnel file.)

There is, however, restricted access to certain types of employee information (according to Public Chapter No. 176). The following records of government employees will not be open for inspection by members of the public:

- unpublished telephone numbers;
- bank account information;
- social security numbers;
- driver’s license information – unless driving a vehicle is part of the employee’s duties or incidental to the performance of the job;
- the same information about an employee’s immediate family members.

Promotions, Transfers, and Reassignments

Promotions: Franklin County continually strives to promote employees and fill job vacancies on an equal opportunity basis. Promotions are based on an objective evaluation of each vacancy and the candidates involved. Vacancies will be advertised and, when possible, Franklin County will promote from within and will first consider employees with the necessary qualifications and skills, unless outside recruitment is deemed to be in the best interest of the County.

You may view job postings on the central job posting bulletin board outside the Human Resources Department, on various bulletin boards throughout the County system, and on the Franklin County

Suspensions

The hiring authority, who is the manager or director of a department, may suspend you without pay for matters of poor performance or inappropriate conduct. You may not take annual leave, sick leave, or compensatory leave (“comp time”) while on suspension.

Demotions

A demotion is an assignment to a job at a lesser basic pay rate. There are two kinds of demotions: (1) demotions for cause and (2) demotions due to a reduction in workforce.

Dismissals / Terminations

Immediate dismissals may be made for cause including, but not limited to, your action or behavior that constitutes

- insubordination (refusal to follow supervisor’s instructions),
- endangering your own health or safety or the health or safety of other employees or citizens,
- making fraudulent statements on employee applications or job records,
- absence from work without authorization or notification,
- theft, vandalism, or willful destruction of County or employee property,
- any violation of the County Alcohol and Drug Policy, or
- any other infraction when dismissal is determined to be in the best interest of the County.

Dismissals that follow the progressive discipline process are permitted for reasons that include, but are not limited to

- misconduct
- willful neglect of duties
- failure to perform job duties
- repeated tardiness or absence
- violation of departmental rules
- email abuse, and
- Internet abuse

Resignations

If you want to resign your position, you should notify your immediate supervisor or the department director in writing no less than ten (10) working days before your expected termination date.

Garnishments and Levies

In the event that garnishment or similar proceedings are instituted against an employee, Franklin County Government will deduct the required amount from the employee’s paycheck.

If your wages are garnished, be sure that all correspondence to your employer is sent to:
Franklin County Finance Department
Attention: Payroll Department
851 Dinah Shore Blvd.
Winchester, TN 37398

Reasonable Suspicion of Drug or Alcohol Use: Whenever a supervisor, director, or Medical Review Officer (as described in the policy) reasonably suspects that your work performance or on-the-job behavior may have been affected in any way by illegal drugs or alcohol or that you have otherwise violated the Franklin County Government Drug-Free Workplace Substance Abuse Policy, you may be required to submit a breath and/or urine sample for drug and alcohol testing.

When a supervisor observes or is notified of behaviors or events that lead the supervisor to believe that an employee is in violation of the Drug-Free Workplace Substance Abuse Policy, the supervisor must notify the hiring authority or director.

Refusal to Submit to Required Testing: If you are required to submit to drug/alcohol testing based upon reasonable suspicion and refuse, you may be charged with insubordination and necessary procedures may be taken to terminate your employment.

A consequence of violating Franklin County's Alcohol and Drug Policy may include automatic dismissal, meaning that the usual progressive discipline process is by-passed.

Telephones, Computers, Internet Access and E-mail

Employees of Franklin County are provided with access to the telephone system, Internet and e-mail solely to further the business of Franklin County Government and to be used as a tool to increase productivity and effectiveness. Personal use of the telephone system, Internet and computers that is not in furtherance of the business of Franklin County is not appropriate. Employees with access to computers, Internet and e-mail are governed by the following:

- 1. No Right of Privacy** Employees and officials of Franklin County shall have no expectation or right to privacy in any electronic mail (e-mail) that travels over computer systems funded by Franklin County, nor shall they have any expectation or right to privacy with respect to any data stored on, transmitted or received by any computer system or component funded by Franklin County. All data stored or transmitted by Franklin County's computer system becomes the property of Franklin County Government. Franklin County has an unlimited and absolute right to audit, access, intercept, read, copy, disclose, publish or delete any data transmitted or received via the telephone system, computer system, Internet or E-mail. In addition, correspondence of Franklin County employees and officials in the form of e-mail may be a public record under the public records law and may be subject to public inspection.
- 2. Notice Regarding Deletion of Data** Employees should be aware that the deletion of data, including E-mail messages and text does not entirely eliminate the deleted material from the County's computers. Deleted data can be easily restored and retrieved from a computer's storage device or from backup storage devices used in the ordinary course of business.
- 2. Software Downloading Prohibited** To prevent computer viruses from being transmitted to or through Franklin County's computer system, and to promote compliance with software licensing agreements and laws governing unauthorized copying and reproduction, only designated system administration personnel shall download software from the Internet or any other remote source or location. Only screen savers and graphics included in your original software (or upgrade) package or those approved by both your department head and the IT administrator will be authorized.
- 3. Employee acknowledgment of understanding** Each employee will be provided with a copy of this section of the employee handbook and will be required to acknowledge receipt and understanding of the matter contained herein.

Dress and Grooming

As a public servant of Franklin County Government, you are expected to maintain a standard of dress and grooming which reflects good taste and common sense. Specific dress codes may be established for some departments. If you have any questions about appropriate dress in your work environment, ask your supervisor for advice. **For specific department dress codes see Exhibit (C)**

Personal Property

Many offices and work locations are open areas for both the public and a large number of fellow employees: therefore, it is important to use sound judgment when bringing personal property to work. It is your responsibility to properly secure any personal property in your work area.

Approvals: A request in NOVAtime may be required for vacation time must be made two weeks in advance and approved by the Department Head or pay will not be granted. The Department Head will endeavor to schedule vacation for the convenience of the employee, but the needs of the department must be the controlling factor.

Holidays

A holiday is a single day and a day is defined as eight (8) duty hours. An employee who works on the Holiday will be paid for the hours worked (PLUS) eight hours of pay.

FRANKLIN COUNTY AUTHORIZED HOLIDAYS

New Year's Day -----	January 1
Martin Luther King, Jr., Day ---	January (3 rd Monday)
Presidents Day -----	February
Good Friday -----	March or April
Memorial Day -----	May (last Monday)
Juneteenth -----	June 19
Independence Day -----	July 4
Labor Day -----	September (1 st Monday)
Veterans Day -----	November 11
Thanksgiving Day -----	November (4 th Thursday and Friday after Thanksgiving)
Christmas -----	December (3) days- designated by County Mayor

When a holiday falls on Saturday, the Friday before the holiday is substituted. When the holiday falls on Sunday the Monday following the holiday is substituted.

A county employee working within a state funded organization may either take the state holiday as an unpaid administrative absence or work a normal duty day at the discretion of the Department Head. Because of the variety of county services, all county employees may not observe holidays on the same day. If your work schedule requires a deviation from the holiday schedule, your Supervisor will tell you about it.

Holidays within Vacation Period: When an authorized holiday falls within an employee's vacation period, an additional day of vacation shall be provided.

Sick Leave

1. Sick leave is earned at the rate of one (1) day per month for a total of 12 days per year. Sick time is not accrued unless the employee works a minimum of 20 hours per month or is on paid leave; i.e. vacation, sick, or comp time. There is no maximum accumulation of sick leave credits. Accumulated sick leave has no value except for the purpose granted. Unused sick leave shall be credited as creditable service under the Tennessee Consolidated Retirement System.
2. Upon return from three day's illness, the employee must furnish a physician's statement to verify illness. Abuse of sick leave will be grounds for termination. ***If no leave is available, a physician's statement will be required.**
3. Employee's Accumulated SICK LEAVE may be used per year for illness of employee's

Military Leave

A. Military Leave will be granted to permanent employees who are, or may become members of any reserve component of the armed forces of the United States. Reservists are entitled, while performing military duty or training, not exceeding fifteen (15) working days in any one (1) calendar year full salary or compensation. The employee shall be entitled to a leave of absence from their respective duties, without loss of time, pay, regular leave or vacation, impairment of efficiency rating or any other rights or benefits to which they are otherwise entitled. Military leave herein provided shall be unaffected by date of employment or length of service, and shall have no effect on other leaves provided by law, regulation, policy or practice

You must give at least 2 weeks written notice when you need leave for military duty that lasts more than 10 working days.

B. Veterans: A former regular employee who left the county service in good standing to enter the active military service and who completed under honorable conditions a term of service of not more than four years may be reinstated to the person's former type of position upon application within ninety days of release, provided the person remains qualified to perform the duties of the position, and the reinstatement would be in the best interest of the County.

Family Medical Leave Act (FMLA)

Franklin County offers leave under the Family Medical Leave Act (FMLA) for eligible employees. Eligibility: If you have worked for at least one year and for 1,250 hours in the preceding twelve (12) months, you are eligible to take up to twelve (12) weeks of unpaid leave annually when the absence is necessitated by any of the following circumstances:

It is prohibited to hold another job/ or volunteer with an organization or employer while on FMLA with Franklin County Government.

Eligible spouses who work for Franklin County are limited to a combined total of 12 workweeks of leave in a 12-month period to share for the following FMLA qualifying reason:

- **The birth of a child**
- **The placement of a child with the employee for adoption or foster care**
- **The care of a parent with a serious health condition** Contact the HR department for additional information. Review sections 825.120(a)(3), 825.121(a)(3), and 825.201(b) of the FMLA regulations for more information on spouses working for the same employer.

Maternity/Paternity Leave

Maternity/paternity leave is granted to employees for a maximum of sixteen (16) weeks, with the first twelve (12) weeks of leave falling under the Family Medical Leave Act (FMLA) and the remaining four (4) weeks as maternity/paternity leave. You must be employed full-time for at least twelve (12) months to receive maternity/paternity leave.



FRANKLIN COUNTY GOVERNMENT

Inclement Weather Policy

Inclement Weather

Inclement Weather without Official Closing: Inclement weather usually does not warrant closing of County offices. Absence due to inclement weather requires you to make a personal judgment pertaining to your safety in traveling to and from work. Loss of work time for this reason is charged to your accrued compensatory time or annual leave. If you have no compensatory time or annual leave, then the time is charged as leave without pay.

Official Closings Due to Inclement Weather: The County Mayor will decide if Franklin County offices will be closed on normal work days during inclement weather, as he is responsible for all county facilities. Closing information will be given to the local radio stations, Franklin County Mayor Social Media. County Employees will receive a text from Consolidate Communications as a notification. Department heads are responsible for maintaining an updated list for Consolidated Communications in order for notification. The County Mayor office will also contact your director to inform him/her of the closing and each department will have a notification process. If you have any question about an official closing, you should contact your immediate supervisor.

Certain employees who are employed by department which require the employee to maintain the health and safety of others may be required to report to work during periods of ordinary and extreme weather.

When the County Mayor closes the building early the employees that were on the clock at the time of the closing will be paid for their remaining time of their work schedule.

When the County Mayor closes for inclement weather before the employee begins their shifts the County will pay Inclement Weather Leave for their shift up to ten (10) days per each fiscal year. If the County Mayor has to close the County for more than ten day then an employee may use their Comp Time and Vacation Time to compensate. Employees who might be required to work during these times will be given Inclement Weather Leave that they may take at a future date. This leave must be taken by June 30 of the fiscal year earned, and will not accrue into any other leave.

Identification Cards

If you enroll in medical or dental benefits, identification cards will be mailed to your home address.

Annual Enrollment/Transfer Period

Health plans, benefit designs, eligibility rules, and premiums are subject to change each plan year based on the previous year's claims experience. Announcements concerning changes for the upcoming plan year are made during annual enrollment/transfer period each fall. You are required to review your notices, home mailings, and department memos for information about the benefits for the upcoming year.

Benefit Premiums/Payroll Deductions

You are responsible to review your paycheck to ensure the appropriate benefit deductions have been taken. Deductions from your paycheck will begin the first pay period in the month in which your coverage starts. Your medical, dental, and vision deductions will be taken out of 24 pay periods per year. If you miss a paycheck due to work absence or unpaid time, you are responsible to the Payroll Administrator at 967-1279.

Contact Payroll Department / Insurance Administrator to make payment arrangements for insurance premiums if you miss a paycheck because of absence.

You are required to review your notices, home mailings, and department memos for information about benefits for the upcoming year. Failure to do so may result in no coverage for the new year.

You are responsible to review your paycheck to ensure the appropriate benefit deductions have been taken.

COBRA

If you lose coverage due to a termination of employment, a reduction in work hours, or other qualifying event, you and your covered dependents may be eligible to continue coverage through COBRA.

For a full explanation of COBRA terms and eligibility, contact Human Resources or refer to the "General COBRA Notice" received at time of enrollment.

Employee Assistance Program

Franklin County Government is very much concerned with the physical and emotional well-being of its employees and their families.

The Employee Assistance Program (EAP) provides free and confidential counseling and information to employees and their immediate families who are dealing with difficult issues.

If you have questions about EAP or would like more information regarding any of the programs, contact the Human Resources Department at 967-1279.

Supplemental Benefits

Franklin County offers supplemental voluntary benefits from providers such as:

- USABLE Life Insurance
- AFLAC
- Long – Term Care Insurance
- Nationwide Retirement
- Others voluntary products

These additional benefit options can be administered through payroll deduction.

Supplemental benefits are subject to change without notice. For more information, contact Human Resources at 967-1279.

Workers' Compensation

You are protected under the Workers Compensation program for injuries and occupational diseases that result “out of and in the course of employment.” This includes injuries that take place when you are performing tasks you were hired to perform at times and in places where you were hired to work. If you experience an on-the-job injury or illness you are required to:

- Report the incident to your supervisor.
- Complete a Report of Injury with Risk Management within **24 hours** of an accident / injury.
- Keep all appointments with physicians as scheduled or notify Risk Management in order to have the appointment rescheduled for you.
- **Risk Management must approve all physicians and appointments.**
- Notify Risk Management and your supervisor if the physician tells you not to return to work, to work with restrictions, and when he/she releases you to full duty.
- Give your supervisor a copy of Return to Work forms you receive from the physician.

Change in Status

You are required to report personal changes and/or changes in work status to Human Resources within thirty (30) days of any status change. This includes:

- Dependent status change
- Address changes
- Divorce
- Marriage
- Birth/adoption
- Reduction in work hours
- Any other changes that could affect benefit plan eligibility

thus, not counted as hours worked, but employee time from 8 to 14 minutes should be rounded up and counted as a quarter hour of work time.

Requesting Time off

All employees should be requesting time off through Nova Time. Department heads or Nova Time supervisors will either approve or deny these requests.

Submitting Time Sheets

All employees should submit their time sheets to their supervisors in a timely manner. The employees may submit their time sheet to their supervisor by 9:00 a.m. on Monday following the end of the pay period on a Computer or on the Nova App.

Prohibited Time Clock Actions

Employees are prohibited from altering their own personal time sheet or any time sheet that presents conflict of interest.

Overtime

Nonexempt employees are permitted to work Overtime only with prior authorization from their supervisors. Overtime includes clocking in early or late or working through scheduled lunch period. Nonexempt employees who work without prior authorization will be subject to disciplinary procedures.

Enforcements

Supervisors are free to use discretion in disciplinary actions when employees have various, albeit repeated, offenses to the timekeeping policy or procedure.

Department Head or Nova Time Supervisor Policy

Department Head should make sure the Administrators are aware of any changes in shift policies so that their employee's time will figure correctly. Department Heads or Nova Time Supervisors must not alter time unless there is a reason documented for the change. Department Heads must approve the time sheets on the Monday before payroll by 10:00 a.m. unless requested differently. Department heads should make sure before approving the time sheets that they are correct to the payroll policies.

Procedures

Employees who violate this policy will be subject to disciplinary action up to and including immediate discharge.

A process is in place for resolving complaints about the smoke- and vape-free policy:

- Complaints about the application of this policy should be brought to the attention of the Human Resources Director or the County Mayor for resolution.
- The complaint should be submitted in writing and should identify specific objections.
- Franklin County Government will investigate the complaint and resolve it in accordance with the policy.

No employee shall suffer any form of retaliation for raising a complaint or asking a question about this policy.

Statement of Understanding

I have read and fully understand the terms of this policy.

I understand that any violation of this policy will result in disciplinary action up to and including immediate discharge.

I understand that [Franklin County Government] reserves the right to make changes to this policy as needed.

Employee Name

Employee Signature

Date

Capri Pants

Capri pants are considered acceptable office attire. Capri pants are not considered acceptable court attire.

Dress Style Crop Pants

Dress style crop pants are considered acceptable office and court attire.

Leggings

Leggings are acceptable office and court attire if worn under a dress or with a professional looking, loose fitting tunic type top.

Shoes and Footwear

Loafers, boots, flats, dress heels, nice sandals, and leather deck-type shoes are considered acceptable office or court attire. Flip flops are not considered acceptable office or court attire. Tennis shoes or athletic shoes are not acceptable office or court attire.

Tattoos, Body Piercings and Hair Feathers.

Tattoos and body piercings must be totally covered while at work in the office or in court. Hair feathers are not acceptable.

Friday Exceptions

Friday is a dress down day; however, you should still dress in a professional manner. Friday will be the only day that denim, and clean canvas or tennis shoes will be considered acceptable office attire. Denim should be clean with no holes, tears or frays. Tennis and athletic shoes may be worn if they are clean and neat in appearance.

T-shirts Are Not Acceptable Office Attire

Long or short sleeve t-shirts, with or without writing, are not considered acceptable office attire. The following are exceptions to the rule.

- T-shirts, pullovers or sweat shirts supporting a school, college or professional sports team may be worn on Fridays if you do not have to appear in court.
- T-shirts supporting Pam Anderson on Fridays are acceptable office attire.
- T-shirts supporting the Isaiah 17 House are acceptable on the 17th day of the month or an alternative day, if the 17th is on a weekend.

Medical Conditions

Exceptions will be allowed if you have a medical condition that would require you to deviate from the dress code policy. You must consult with the Circuit Court Clerk for approval. You must have a note from your doctor.

Franklin County Government
Certification of Attendance at Funeral Service

I hereby certify that

(Employee's Name)

Attended services for

(Name of Deceased)

Who was related to employee as _____

At _____

(City – State)

On _____ at _____ AM, PM

Signed: _____

Title: _____

Date Signed: _____

2025

JANUARY

S	M	T	W	T	F	S
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

FEBRUARY

S	M	T	W	T	F	S
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	1
2	3	4	5	6	7	8

MARCH

S	M	T	W	T	F	S
23	24	25	26	27	28	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

APRIL

S	M	T	W	T	F	S
30	31	1	2	3	45,751	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3
4	5	6	7	8	9	10

MAY

S	M	T	W	T	F	S
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7

JUNE

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5
6	7	8	9	10	11	12

JULY

S	M	T	W	T	F	S
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

AUGUST

S	M	T	W	T	F	S
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

SEPTEMBER

S	M	T	W	T	F	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4
5	6	7	8	9	10	11

OCTOBER

S	M	T	W	T	F	S
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
2	3	4	5	6	7	8

NOVEMBER

S	M	T	W	T	F	S
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

DECEMBER

S	M	T	W	T	F	S
30	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

FRANKLIN COUNTY, TENNESSEE

CHRIS GUESS, COUNTY MAYOR

855 DINAH SHORE BLVD., SUITE 3
WINCHESTER, TN 37398

OFFICE: (931) 967-2905

FAX: (931) 962-0194

fcmayor@franklincotn.us



January 21, 2025

APPOINTMENTS/REAPPOINTMENTS

AUDIT COMMITTEE (1yr Term)

Reappoint - Mitch Coby

Reappoint- Jackie Axt

Reappoint - Helen Tinnerman

Reappoint - Mike Rowland

Reappoint - Margaret Lynch

JUDICIAL COMMISSIONER (1 Yr Term)

APPOINT

Penny Standley- Part-Time Judicial Commissioner

Pavilion Board (3 yr Term)

Reappoint - Scottie Riddle

SOLID WASTE MANAGEMENT BOARD (3 yr Term)

Appoint- CHRIS HAWKERSMITH

Appoint- SAM DAVIDSON

January 3, 2025

Honorable Chris Guess
Franklin County Mayor

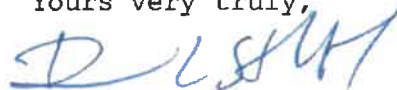
Re: Appointment of Penny Stanley as part-time
Judicial Commissioner

Dear Mayor Guess:

I am writing to respectfully request that the County Commission appoint Ms. Penny Stanley as part-time judicial commissioner at the Commission meeting on January 21, 2025. I am requesting that this matter be placed on your agenda for that night.

I would appreciate the Commission's favorable consideration on this matter and understand that a copy of this letter will be placed in each commissioner's packet. With best regards, I remain

Yours very truly,



David L. Stewart

CERTIFICATE OF ELECTION OF NOTARIES PUBLIC
 AS A CLERK OF THE COUNTY OF FRANKLIN, TENNESSEE I HEREBY CERTIFY TO
 THE SECRETARY OF STATE THAT THE FOLLOWING WERE ELECTED TO THE OFFICE OF
 NOTARY PUBLIC DURING THE JANUARY 21, 2025 MEETING OF THE GOVERNING BODY:

NAME	HOME ADDRESS	HOME PHONE	BUSINESS ADDRESS	BUSINESS PHONE	SURETY
1. CARRIE ARNOLD	210 SCHWARTZ ST ESTILL SPRINGS TN 37330	931-434-9838	185 HOSPITAL RD WINCHESTER TN 37398	931-967-8553	
2. JAYME BAKER	2039 GOURDNECK RD NW TULLAHOMA TN 37388321	931-434-4801	105 W LINCOLN ST TULLAHOMA TN 373883870	931-455-5407	
3. JANICE D. DODSON	333 ANDERSON CEMETERY RD SEWANEE TN 37383	931-598-9380	185 HOSPITAL RD WINCHESTER TN 37398	931-967-8346	
4. JAMES DAVID DUNCAN	PO BOX 486 TULLAHOMA TN 37388	931-455-5916	301 N JACKSON ST TULLAHOMA TN 37388	931-455-3417	
5. KIM HARAWAY	290 FOREVER LANE BELVIDERE TN 37306	931-962-3282	1418 DUNAII SHORE BLV WINCHESTER TN 37398	931-967-3342	
6. JACK W. HUSKIN	131 HICKORY HILL DRIVE ESTILL SPRINGS TN 37330	931-308-6233	131 HICKORY HILL DR ESTILL SPRINGS TN 37330	931-308-6233	
7. JENNIFER A. JACKSON	331 HIGHTOP LN DECHERD TN 37324	931-308-1731	300 FIRST AVE NW WINCHESTER TN 37398	931-967-2222	
8. PAMELA MACK	1804 PAYNES CHURCH RD ESTILL SPRINGS TN 37330	931-434-9767	300 N JACKSON ST TULLAHOMA TN 37388	931-434-9767	
9. COURTNEY D MARCLE- FRAZIER	1717 W LINCOLN ST TULLAHOMA TN 37388	931-461-2818	411 B. H. GOETHERT PKWY TULLAHOMA TN 37388	931-393-7267	
10. MATT MASON	1015 WILDERNESS WAY COTTONTOWN TN 37048	931-252-6410	301 2ND AVE NW WINCHESTER TN 37398	931-967-2979	
11. KAYLA MCKINNEY	1295 LIBERTY RD WINCHESTER TN 37388	931-273-6669	1736 DECHERD BLVD DECHERD TN 37324	931-967-5678	
12. LORI NASH	2094 ROCK CREEK RD ESTILL SPRINGS TN 37303572	931-698-1896	306 1/2 SOUTH JACKSON STREET TULLAHOMA TN 37388	-	
13. TREVA SIMPSON	131 HICKORY HILL DR ESTILL SPRINGS TN 37330	931-691-5984	131 HICKORY HILL DR ESTILL SPRINGS TN 37330	931-649-3398	
14. REBEKAH STEWART	1194 STEWART RD HUNTLAND TN 37345	931-691-5125	107 1ST AVE NE WINCHESTER TN 37398	931-967-9440	
15. HEATHER L. WALSH	112 N WEST ST DECHERD TN 37324	678-617-0505	101 S COLLEGE ST WINCHESTER TN 37398	931-313-6232	
16. DVANN WHITE	PO BOX 995 DECHERD TN 37324	615-796-1884	PO BOX 995 DECHERD TN 37324	615-796-1884	

SIGNATURE _____

CLERK OF THE COUNTY OF FRANKLIN, TENNESSEE

DATE _____