

JULY 2025 AGENDA

THE HAWKINS COUNTY BOARD OF COMMISSIONERS WILL MEET IN REGULAR
SESSION ON JULY 28, AT 6:00 P.M. IN THE HAWKINS COUNTY COURTHOUSE
COMMISSION MEETING ROOM

OPENING OF COURT	SHERIFF RONNIE LAWSON
PRAYER	COMMISSIONER JOSHUA GILLIAM
PLEDGE TO THE FLAG	COMMISSIONER JASON ROACH
CALL TO ORDER	CHAIRMAN MARK DEWITTE
ROLL CALL	COUNTY CLERK NANCY A. DAVIS
CONFLICT OF INTEREST	ATTORNEY ALLEN COUP
COMMENDATIONS/RECOGNITIONS	CHAIRMAN MARK DEWITTE
OFFICE REPORTS/COMMITTEE REPORTS	CHAIRMAN MARK DEWITTE
APPROVAL OF MINUTES	CHAIRMAN MARK DEWITTE
PUBLIC COMMENTS	CHAIRMAN MARK DEWITTE

*PUBLIC COMMENTS **MUST** PERTAIN TO THE AGENDA FOR THIS MEETING. ANYONE WHO WISHES TO MAKE A PUBLIC COMMENT SHOULD PLACE THEIR NAME ON THE SIGN-IN SHEET AVAILABLE AT THE FRONT PODIUM. "COMMENTS LIMITED TO THREE MINUTES"*

COUNTY COMMISSION INFORMATION CAN BE FOUND AT
WWW.HAWKINSCOUNTYCLERK.COM

RESOLUTIONS 2025/06:

2025/07/01 APPROVAL OF SPEED LIMIT CHANGE ON KNOX HOLLOW ROAD FROM BEAR HOLLOW ROAD TO THE DEAD END

2025/07/02 REGULATIONS GOVERNING THE USE OF THE COUNTY RIGHT-OF-WAY WITH ATTACHMENT

2025/07/03 APPROVAL TO SURPLUS SHERIFF'S OFFICE VEHICLES AND TIRES

2025/07/04 APPROVAL TO SURPLUS OFFICE EQUIPMENT FROM VARIOUS OFFICES

2025/07/05 APPROVAL FOR HAWKINS COUNTY CLERK TO LEASE KYOCERA MZ 2501ci THROUGH AZOR INC.

2025/07/06 APPROVAL FOR CHANCERY COURT CLERK AND MASTER LEASE KYOCERA TASKALFA 2254ci THROUGH AZOR INC.

2025/07/07 MAKING APPROPRIATIONS TO NON-PROFIT CHARITABLE ORGANIZATIONS OF HAWKINS CO. TENNESSEE FOR THE FISCAL YEAR BEGINNING JULY 1, 2025 AND ENDING JUNE 20, 2026

2025/07/08 APPROVAL OF APPROPRIATIONS FOR THE 2025 – 2026 FISCAL YEAR BUDGET

2025/07/09 FIXING THE TAX LEVY FOR THE 2025 – 2026 FISCAL YEAR

2025/07/10 APPROVAL OF NOTARIES PUBLIC

MOTION TO ADJOURN

BUDGET COMMITTEE MEETING 30 MINUTES PRIOR TO COUNTY COURT - (IF NEEDED)
BUDGET COMMITTEE WILL BE NOTIFIED

ADDITIONAL INFORMATION WILL BE POSTED AT
WWW.HAWKINSCOUNTYCLERK.COM
(BEFORE THE NEXT SCHEDULED MEETING)
IF YOU HAVE ANY QUESTIONS, PLEASE CALL 423-272-7002
DURING NORMAL BUSINESS HOURS

RESOLUTION

No. 2025/07/ 01

To the HONORABLE MARK DEWITTE, Chairman, and Members of the Hawkins County Board of Commission in Regular Session met this 28th day of July, 2025.

RESOLUTION IN REF: APPROVAL OF SPEED LIMIT CHANGE ON KNOX HOLLOW ROAD FROM BEAR HOLLOW ROAD TO THE DEAD END

WHEREAS, the state of Tennessee allows for counties to set the speed limit on county roadways; and

WHEREAS, the Road Committee of the Hawkins County Commission met on Wednesday, July 2, 2025, and voted to set the speed limit on the following road:

KNOX HOLLOW ROAD FROM BEAR HOLLOW ROAD UNTIL IT DEAD ENDS WILL BE LOWERED TO 20 MILES PER HOUR.

THEREFORE, BE IT RESOLVED that the speed limit mentioned above be approved for Knox Hollow Road in Hawkins County, and the Hawkins County Highway department will place the necessary speed limit signs on said road.

THEREFORE, BE IT ALSO RESOLVED that the Hawkins County Highway Department will place "Children At Play" signs as appropriate on said road.

Introduced By Esq. CHARLES THACKER, ROAD COMM CHAIR

Seconded By Esq. _____

Date Submitted 07-14-25

County Clerk

ACTION: AYE NAY PASSED

Roll Call _____

Voice Vote _____

Absent _____

COMMITTEE ACTION

By: _____

Chairman _____

MINUTES

HAWKINS COUNTY

ROAD COMMITTEE

July 2, 2025

3:00 p.m.

Administration Building Meeting Room

MEMBERS PRESENT: Jeff Barrett, Chad Britton, Larry Clonce, Bobby Jinks, Charles Thacker

MEMBERS ABSENT: Jason Roach, Syble Trent

OTHERS PRESENT: Mark DeWitte, Mayor; Sarah Davis, County Mayor's Staff; Danny Jones, Road Superintendent; Scott Stensen, and Sam Thomason, Citizens;

CALL TO ORDER:

Commissioner Thacker called the meeting to order. After roll call it was noted that five (5) members were present representing the appropriate number of members for a quorum.

APPROVAL OF MINTUES:

Commissioner Jinks made a **MOTION** to amend the date on the minutes from the last meeting to read May 01, 2025 instead of May 02, 2025, and Commissioner Britton seconded. The motion pass unanimously.

Commissioner Britton made a **MOTION** to approve the minutes as amended, and Commissioner Jinks seconded. The motion passed unanimously.

ROAD CUT PERMIT:

Danny Jones presented the Committee with three (3) different options to cut road on right of way. Jones stated this is if someone wants to put in a private water line, sewer line, etc. that cuts across the road. Attorney Allen Coup recommended that we get a form in place for people to sign holding them responsible if the Highway Department allows them to cut in the road. Jones stated the second form is more entailed, but basically says the same thing as the first one, and the last one goes through the County Commission by resolution and contains several codes, regulations, and requirements. Danny recommends option 1, and Commissioner Barrett recommends option 3. Mayor DeWitte suggested presenting a resolution for the rules and regulations and the Highway Department to be the application pick up point for each person wishing to cut under the road. A resolution will allow Danny Jones to make the final decision on each application. After further discussion, Commissioner Barrett made a **MOTION** to present to the full Commission, a resolution similar to the one presented at the Committee meeting today July 02, 2025 option #3, and Commissioner Britton seconded. The motion passed by a roll call vote as follows:

YES
Charles Thacker
Jeff Barrett
Chad Britton
Larry Clonce
Bobby Jinks

NO

ABSENT
Syble Trent
Jason Roach

ABSTAIN

BRIDGE CLOSURES:

Jones stated TDOT has been doing there off system bridge inspections, and so far, they have closed Shanks Road Bridge, and Sally Young Bridge. Jones stated they will have to be replaced before any traffic can be on them. No action was taken.

OTHER BUSINESS:

Sam Thomason spoke before the Committee requesting that the speed limit be changed on Knox Hollow Road. She stated it is a narrow one lane road. After further discussion, Commissioner Britton made a **MOTION** to reduce the speed limit to 20 mph from 30 mph on Knox Hollow Road beginning at the entrance off Bear Hollow Road, and Commissioners Jinks seconded. The motion passed by a roll call vote as follows:

YES	NO	ABSENT	ABSTAIN
Charles Thacker		Syble Trent	
Jeff Barrett		Jason Roach	
Chad Britton			
Larry Clonce			
Bobby Jinks			

Scott Stensen spoke before the Committee concerning Bingham Road. Danny Jones stated that road has been on his list for a year, and he plans to chip and seal the road this summer, and the tile has been already replaced. After further discussion, no action was taken.

Commissioner Thacker stated he was contacted by someone concerning a dip in the road on Carters Valley that needed attention. Danny Jones stated they would check it out. No action was taken.

Commissioner Britton stated he has received several calls on Carters Valley Road about the sides needing to be mowed. No action was taken.

ADJOURN:

There being no further discussion by the Committee, Commissioner Britton made a **MOTION** to adjourn. Commissioner Jinks seconded. The meeting adjourned at 3:55 p.m.

Minutes Prepared by:

Stephanie Testerman

THESE MINUTES RECORDED BY ELECTRONIC MEANS

RESOLUTION

No. 2025/07/ 02

To the HONORABLE MARK DEWITTE, Chairman, and Members of the Hawkins County Board of Commission in Regular Session met this 28th day of July 2025.

RESOLUTION IN REF: REGULATIONS GOVERNING THE USE OF THE COUNTY RIGHT-OF-WAY

WHEREAS, the Tennessee Code allows utilities to be placed within the county right-of-way, and;

WHEREAS, the Tennessee Code, although varying in particulars concerning specific types of utilities, generally requires that permission be obtained from the county legislative body or the chief administrative officer of the highway department prior to entering upon the county right-of-way to perform work, and;

WHEREAS, the Tennessee Code also generally requires that work performed within the county right-of-way be performed under the direction and control of the chief administrative officer of the county highway department, and;

WHEREAS, it is impractical for permission to be granted on a case-by-case basis by the county legislative body, and;

WHEREAS, it is necessary to establish clear procedures and rules, to be administered and enforced by the chief administrative officer of the highway department, for the use of the county right-of-way by utilities, so as to minimize interference with vehicular traffic, minimize damage to the county right-of-way, minimize risks to the public safety and convenience, and minimize damage to utilities, now;

THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Hawkins County, Tennessee, meeting in regular session on this 28th day of July 2025, that the following regulations shall apply to the use of county rights-of-way by utilities in Hawkins County:

SECTION 1. The following regulations apply to all utilities. "Utilities" includes any line, system or facility, either underground or overhead, used for producing, storing, conveying, transmitting or distributing communications, electricity, gas, petroleum, petroleum products, hazardous liquids, water, steam or sewerage and other underground or overhead facilities and appliances. The regulations apply to all persons performing work within the county right-of-way. "Persons" includes, but is not limited to, individuals, utility districts, authorities, governmental entities and companies. "Persons" may also be referred to herein as "applicants." The

regulations apply to the installation, maintenance and removal of utilities unless otherwise provided.

SECTION 2. Except in cases of an emergency as defined herein, persons must obtain a permit from the county highway department prior to performing any work within the county right-of-way. The permit request shall state the nature and purpose of the work to be performed, the date, location and estimated time of the beginning and end of the work at each site, and the name and contact information of the company or party to be performing the work. The permit request shall be accompanied by construction plans detailing the work to be performed. Applicants shall also provide copies of any permit(s) required by other governmental agencies. Persons making requests to perform work in the county right-of-way shall use the permit request form designated as Attachment A to this resolution. The permit may include special conditions, as determined in the sole discretion of the chief administrative officer of the county highway department, for the protection of the county's property, roads and rights-of-way, as well as the welfare and safety of the general public. Acknowledgment of receipt of a copy of these regulations shall be a part of the permit request. By issuance of a permit, applicants will be required to conform to these regulations as well as any additional conditions set forth in writing by the chief administrative officer of the county highway department. Once physical work has commenced within the right-of-way, applicants, as recipients of a permit, agree to perform the work in accordance with these regulations and the permit issued hereunder, as well as all other applicable permits, regulations, laws, agency rules, resolutions and ordinances. Hawkins County assumes no responsibility for any damage to utilities installed after the effective date of these regulations and that are not installed in accordance with the provisions and conditions of the permit and these regulations. Hawkins County assumes no responsibility for any damage to utilities not maintained or removed in accordance with the provisions and conditions of the permit and these regulations.

SECTION 3. The Department of Commerce and Insurance of the State of Tennessee (the "department") requires that all persons contracting to perform construction work within the state be qualified and licensed by the department if the work is equal to or in excess of twenty-five thousand dollars (\$25,000). Requirements for obtaining such a license are determined by the commissioner of the department and may be obtained by contacting the Regulatory Boards Division. All persons and/or the company for which they are employed shall be duly licensed by the department, the state of Tennessee, and any other appropriate governmental agency. Proof of a currently valid Tennessee contractor's license shall be presented when request for a permit is made.

SECTION 4. As a condition of the issuance of a permit, applicants must provide proof of liability insurance with a minimum policy in the amount of one million dollars (\$1,000,000).

SECTION 5. If the work that is the subject of the permit request is not of an emergency nature, the chief administrative officer of the county highway department may refuse or delay approval of the permit request if approval would unduly interfere with the work of the county highway department or would cause undue inconvenience to the public. However, the chief administrative officer's

approval of the permit request shall not be unreasonably withheld. In the event of an emergency, persons will not be required to comply with the regular permitting requirements set forth herein. For purposes of these regulations, "emergency" means an imminent danger to life, health, or property, whenever there is a substantial likelihood that loss of life, health or property will result before the procedures in these regulations can be fully complied with. In the event of an emergency, notice of any work within the county right-of-way shall be given to the chief administrative officer of the county highway department in writing in the manner provided by Section 2 or by telephone, within two (2) hours of the beginning of any such activity. If notice is given by telephone, the agent of the person making the call shall enter the date and time of the call, the nature, purpose, and location of the work to be performed, the estimated beginning and ending times of the work, and the name and contact information of the company or party to be performing the work, on a standard permit request form and deliver it to the chief administrative officer of the county highway department by the next business day.

SECTION 6. The chief administrative officer of the county highway department may require an applicant to post collateral to ensure that the county road and right-of-way will be repaired to the same quality as before the excavation or other work was performed. The chief administrative officer will determine the form, amount and sufficiency of the collateral. Should the chief administrative officer of the county highway department execute settlement of the collateral, the proceeds from such execution shall be payable to the Hawkins County Highway Fund. In the event of an emergency, as defined herein, the chief administrative officer of the county highway department may require the person to post collateral as provided herein for non-emergency work as a condition for continuing work in the county right-of-way. In the event work is abandoned for a period of thirty (30) consecutive days or a time period specified in the permit, whichever is less, then the chief administrative officer of the county highway department shall be authorized to execute settlement of the collateral in his sole discretion. The proceeds from such execution shall be used to finish the project and to pay all other reasonable costs associated with the project. Any leftover proceeds will be returned to the applicant.

SECTION 7. (a) Persons shall replace or repair any portion of the pavement, shoulders, bridges, culverts, or any other part of the county right-of-way that may be disturbed or damaged as a result of their work performed in the right-of-way. The county right-of-way shall be repaired following installation, maintenance and/or removal of utilities. The right-of-way shall also be repaired if damaged as a result of future line failure or leakage. The chief administrative officer of the county highway department shall be notified prior to any backfilling or bedding of any utility. In the event a person covers, conceals or obscures work in violation of these regulations or in violation of a directive from the chief administrative officer of the county highway department, such work shall be uncovered and displayed for the county's inspection upon request and shall be reworked at no cost in time or money to the county.

b) Whenever practical, the chief administrative officer of the county highway department,

upon the county highway department receiving a permit request, shall inspect the site before the work begins and shall inspect the site after the work is completed. Inspection by an engineering firm, paid for by the applicant and hired or approved by the county, shall be required, at the discretion of the chief administrative officer of the county highway department, for extensive construction or work within the county right-of-way as a condition to issuance of the permit. In addition, persons shall reimburse the county for all testing, inspections, reasonable attorney and professional fees, and other expenses incurred as a result of any deficient work within ninety (90) days of receipt of an invoice from the county highway department.

(c) After such inspection(s), if, in the opinion of the chief administrative officer of the county highway department, the condition of the roadway or right-of-way has been damaged and has not been properly repaired, the chief administrative officer of the county highway department shall determine the nature of the work necessary to return the roadway or right-of-way to a condition substantially equal to its condition before the work was performed, and shall give persons written notice of such deficiency in returning the roadway or right-of-way to its proper condition. As part of such notice, the chief administrative officer shall inform the persons as to whether he/she has elected, in his/her sole discretion, to immediately execute settlement of the collateral and use the proceeds to repair the damage or to allow the persons to repair the damage themselves. If the chief administrative officer elects to allow the persons to repair the damage themselves, such repairs must be completed to the satisfaction of the chief administrative officer within thirty (30) days of receipt of the notice of deficiency. If the damage is not satisfactorily repaired within the thirty-day period, the chief administrative officer shall execute settlement of the collateral and use the proceeds to repair the damage. Regardless of which option is initially chosen by the chief administrative officer, if the collateral is not sufficient to complete the necessary repairs, the chief administrative officer shall facilitate the necessary repairs and persons shall reimburse the county highway department for the cost of such repairs within ninety (90) days of receipt of an invoice from the county highway department.

SECTION 8. Persons performing work within the county right-of-way shall be responsible for road damages, personal injury, property damages or any other damages caused by any negligence on their part, including but not limited to, the improper placing of or failure to display construction signs, danger signs and other required signage and will bear any expense proximately caused by their operation on the right-of-way. This applies whether the applicant or someone acting on the applicant's behalf performs the work. Persons shall provide proper signage, flaggers, barricades, flashing lights or other methods to warn the public of open trenches, obstructions or other impediments to travel. Signage shall conform to the most current edition of the Manual on Uniform Traffic Control Devices. Persons shall keep all traveled ways clear of obstructions and equipment not directly connected with the project or operation. Any inspection or control exercised by the chief administrative officer of the county highway department shall in no way relieve the applicant from any duty or responsibility to the general public nor shall such services and/or control by the chief administrative officer of the county highway department relieve the applicant from any liability for loss, damage, or injury to persons or

adjacent properties.

SECTION 9. For all utilities located above ground, including location signage, persons shall maintain sufficient weed and brush control within a 10-foot radius such that said utilities are easily visible. Hawkins County assumes no responsibility for any damage to any utility that is improperly located, signed or maintained for visibility.

SECTION 10. If, at any future time, it should become necessary in the maintenance, construction or reconstruction of a county highway to have applicant's utilities removed in order that said highway may be properly maintained, constructed or reconstructed or in the event said utilities should, at any time, interfere with the use of said highway, the applicant agrees, upon being requested so to do by the highway department, to remove said utilities promptly, at its own expense and without cost to the highway department, unless any requested removal should be contrary to any law of the State.

SECTION 11. Applicant shall be responsible for any conflicts with other utilities or appurtenances that are on the county highway right-of-way and shall notify the respective owner(s) of any conflicts and secure the owner's permission for any alterations.

SECTION 12. By approving the applicant's permit request, the Hawkins County Highway Department does not grant the applicant any right, title or claim to any highway right-of-way and in granting this permission to go upon the right-of-way does not, in any way, assume the maintenance of the applicant's utilities.

SECTION 13. Approval of an applicant's permit request shall become void if the work that is the subject of the request is not commenced within thirty (30) days of the date of the permit request.

SECTION 14. The chief administrative officer of the county highway department may employ the county attorney, or other attorney as provided in Tennessee Code Annotated Section 54-7-110, to seek an injunction against any party in violation of these regulations. The chief administrative officer of the county highway department may issue a stop work order if work is being performed in violation of these regulations. Any person violating these regulations shall also be subject to a fine of up to five hundred dollars (\$500) per violation, pursuant to Tennessee Code Annotated Section 5-1-121. A "violation" is defined as each day a person is in non-compliance with these regulations.

SECTION 15. A permit may be denied, suspended or revoked by the chief administrative officer of the county highway department when the chief administrative officer has determined that the operation is not being and/or will not be conducted in a manner as prescribed by applicable regulations, rules, resolutions, ordinances or laws. Any violations deemed of a significant nature by the chief administrative officer of the county highway department, or unwarranted damages done to the highway system, may result in a permit being denied, suspended or revoked. The chief administrative officer of the county highway department shall report all such actions to the county legislative body and county attorney. Failure to obtain a permit, abandoning the project, conducting work which is not in accordance with the plans approved by the chief administrative officer of the county highway department or obtaining a permit under the emergency provision when no emergency

exists, may also be grounds for denial of future permit requests

SECTION 16. Pursuant to the Competitive Cable and Video Services Act, Tennessee Code Annotated Section 7-59-310, as a condition of the issuance of a permit allowing for open trenching, the applicant shall provide at least sixty (60) days' notice prior to the initiation of any work in the county right-of-way to all providers of cable or video services within the county. The notice shall include the particular dates in which the trenches will be available for such cable or video service providers for the installation of conduit, pedestals or vaults, and laterals. This requirement shall be limited to new construction or property development in which utilities will be laid in the county right-of-way.

SECTION 17. In addition to complying with the regulations set forth herein, applicants shall also comply with any and all applicable subdivision and storm water regulations.

SECTION 18. In the event of the occurrence of extraordinary circumstances, the chief administrative officer of the county highway department may modify provisions of these regulations to address the particular situation. The burden of proving such extraordinary circumstances rests with the individual seeking relief. Monetary hardship shall not constitute extraordinary circumstances. Any such approval of a variance from these regulations and any modified conditions or specifications issued by the chief administrative officer shall be in writing.

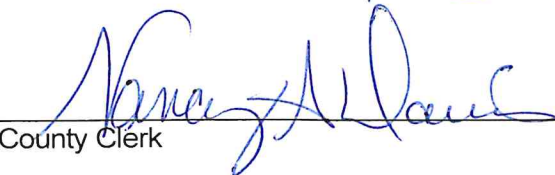
SECTION 19. These regulations shall be effective from and after August 1, 2025. Acknowledgment of receipt of a copy of these regulations shall be a part of the permit request.

SECTION 20. This resolution shall be effective from and after its passage, the public welfare requiring it.

Introduced By Esq. Charles Thacker, Road Comm. Chair

Seconded By Esq. _____

Date Submitted 07-14-25


County Clerk

Chairman

ACTION: AYE NAY PASSED

Roll Call _____

Voice Vote _____

Absent _____

ATTACHMENT A

HAWKINS COUNTY HIGHWAY DEPARTMENT

County Contact Information:

Staff Contact: Danny Jones, Road Superintendent

Phone Number: 423-272-7370

E-Mail: danny.jones@hawkinscountyttn.gov

PERMIT REQUEST TO WORK WITHIN COUNTY RIGHT-OF-WAY / ROAD CUT / BORE

Date of Permit Request: _____ Time of Permit Request: _____

Applicant Information:

Name: _____

Address: _____

City, ST ZIP: _____

Applicant seeks permission to install, maintain, and/or remove the following described utilities within the county right-of-way:

Road Name: _____ Nearest Cross Street: _____

Type of work to be performed:

Boring or Road Cutting is at the discretion of the county highway department officer. Get approval before either one.

Expected Start Date: _____ Expected End Date: _____

Contractor or Party to Perform Work: _____

Contractor/Party Address: _____

City, State ZIP _____

Phone Number: _____

Applicants are required to contact **TN One Call (811)** to have utilities marked before digging. Typical notice needed is three working days. Please provide confirmation number: _____

EMERGENCIES – If this is an emergency situation, applicant must call the Highway Department at 423-272-7370. If applicable, please provide Date and Time of call: _____

If an emergency call is made, the Regulations Governing the Use of County Right-of-way still require that information be provided to the Superintendent of Roads, using this form, by the next business day.

The Road Superintendent may require collateral in the form of a surety bond, letter of credit, or cashier's check to guarantee that the applicant's work is done in accordance with the construction plan, applicable regulations, and any special conditions specified. **See Road Superintendent choice below:**

_____ OPTION #1 – Deliver collateral in the amount of \$_____, to be determined by the road superintendent.

_____ OPTION #2 – Applicant is not required to post collateral.

The Tennessee Department of Commerce and Insurance requires that all persons contracting to perform construction work within the state be qualified and licensed by the department if the work is equal to or in excess of \$25,000.

_____ Contractor License Supplied

_____ Proof of liability insurance in the amount of \$1,000,000 minimum.

_____ Notice to providers of cable or video services at least sixty (60) days prior. See regulations.

1. Applicant agrees to perform all work in accordance with the County Commission Resolution numbered 2025/07/____, REGULATIONS GOVERNING THE USE OF THE COUNTY RIGHT-OF-WAY, which has been provided with this application.

2. Applicant shall be responsible for road damages, personal injury, property damage or any other damages caused by negligence on their part, whether the applicant or someone acting on the applicant's behalf performs the work.

3. Applicant shall replace or repair any portion of the pavement, shoulders, bridges, culverts, or any other part of the county right-of-way that may be disturbed or damaged as a result of the work performed in the right-of-way.

4. In the event that the work is abandoned for a period of thirty (30) consecutive days, the Road Superintendent shall be authorized to settle any collateral at his sole discretion, with proceeds used to finish the project and pay all other reasonable costs associated with the project. Any leftover collateral will be returned to the applicant.

5. If at any future time it should become necessary in the maintenance, construction, or reconstruction of subject highway to have applicant's utilities removed in order that the highway may be properly maintained, constructed, or reconstructed or in the event said utilities should interfere with the use of the highway, the applicant agrees to remove said utilities upon request promptly at its own expense, without cost to Hawkins County.

6. Applicant agrees to hold Hawkins County harmless from all claims, liabilities, losses, and causes of action which may arise. Applicant agrees to be liable for reasonable cost of attorneys for the county in the event such services are required. The applicant through its attorneys does not have the right to represent the county in any legal matter.

7. The county does not grant applicant any right, title, or claim on any highway right-of-way and in granting this permission to go upon the right-of-way does not in any way assume the maintenance of applicant's facility.

8. The permit shall become void if work is not commenced within thirty (30) days from date of permit request.

APPLICANT SIGNATURE _____ DATE: _____

APPLICANT PRINTED NAME: _____

APPROVED as presented: _____ REJECTED (reason) _____

BY: _____, Road Superintendent DATE: _____



RESOLUTION

No. 2025 / 07 / 03

To the HONORABLE MARK DEWITTE, Chairman, and Members of the Hawkins County Board of Commission in Regular Session, met this 28th Day of July, 2025.

RESOLUTION IN REF: APPROVAL TO SURPLUS SHERIFF'S OFFICE VEHICLES AND TIRES

WHEREAS, Hawkins County Sheriff's Office has vehicles and equipment no longer utilized due to exhausted lifespan, deterioration or accident; and

WHEREAS, a list of vehicles and equipment with identification numbers is attached; and

THEREFORE, BE IT RESOLVED approval be given to declare said items as surplus property and permission be given to dispose of said items by sale, destruction (recycle), donation or trade, with a report given to Hawkins County Mayor's Office of method and location of disposition.

Year	Make	Model	Vin #	Other
2021	DODGE	CHARGER	2C3CDXKG6MH557876	WRECKED
2015	DODGE	CHARGER	2C3CDXKT6FH785649	WRECKED
2015	DODGE	CHARGER	2C3CDXKT5FH785643	WRECKED
2013	DODGE	CHARGER	2C3CDXAG8DH721517	
2013	DODGE	CHARGER	2C3CDXAGXDH721518	
2013	DODGE	CHARGER	2C3CDXAGXDH721529	
2013	DODGE	CHARGER	2C3CDXAG5DH721524	BLOWN MOTOR
2008	FORD	CROWN VIC	2FAFP71VX8X158115	
2008	FORD	CROWN VIC	2FAFP71VX8X160947	BLOWN TRANSMISSION
2003	FORD	CROWN VIC	2FAFP71W13X199217	
2003	FORD	CROWN VIC	2FAFP71W13X199217	
2003	FORD	CROWN VIC	2FAFP71W83X199215	
2003	FORD	F350	1FDKF38M6PNA08774	
1999	FORD	CROWN VIC	2FAFP71W6XX137995	
22 QTY	GOODYEAR	EAGLE	TIRES	

Introduced By Esq. Josh Gilliam

Seconded By Esq. _____

Date Submitted 07-14-2025

County Clerk Nancy A. O'Neil

By: _____

Chairman: _____

ACTION:	AYE	NAY	PASSED	FAILED
Roll Call	_____	_____	_____	_____
Voice Vote	_____	_____	_____	_____
Absent	_____	_____	_____	_____
Abstain	_____	_____	_____	_____
COMMITTEE ACTION	_____			



RESOLUTION

No. 2025 / 07 / 04

To the HONORABLE MARK DEWITTE, Chairman, and Members of the Hawkins County Board of Commission in Regular Session, met this 28th Day of July, 2025.

RESOLUTION IN REF: APPROVAL TO SURPLUS OFFICE EQUIPMENT FROM VARIOUS OFFICES

WHEREAS, county offices have purchased electronic, data processing, and office equipment with county funds which are no longer being used, obsolete, and beyond useful: and

WHEREAS, a list of equipment and offices is attached; and

NOW, THEREFORE BE IT RESOLVED approval be given to declare surplus the attached list of equipment and properly dispose or recycle said items. A record of same will be kept in the Mayor's office.

Make	Model	Vin /ID No./County Tag/Serial No.	Office	Other
HON	Large 5 Drawer Lateral Filing Cabinet	6883	Chancery	Damaged
Widmer	Electronic File Stamp	7882/283375	Chancery	No Longer Works
	Wooden Table	3221	Chancery	Falling Apart
HP	ProDesk 600	MXL0012P2F	Chancery	
HP	ProDesk 600	MXL93550X1	Chancery	
HP	ProDesk 600	MXL93550X2	Chancery	
HP	ProDesk 600	MXL93350WY	Chancery	
	Water Cooler	6805	Chancery	
	Office Chair	6891	Chancery	
	Office Chair	6880	Chancery	
	Passport Photo System Printer	6829	Chancery	Does Not Work
Antec	PC 20170530	6171	Accounting	
Antec	PC 20170531	6181	Accounting	
Xerox	Phaser 8500 Printer	2004	Accounting	Does Not Work

Introduced By Esq. Josh Gilliam

Seconded By Esq. _____

Date Submitted 07-14-2025

County Clerk Harvey A. Davis

By: _____

Chairman: _____

ACTION:	AYE	NAY	PASSED	FAILED
Roll Call	_____	_____	_____	_____
Voice Vote	_____	_____	_____	_____
Absent	_____	_____	_____	_____
Abstain	_____	_____	_____	_____
COMMITTEE ACTION	_____			



RESOLUTION

No. 2025 / 07 / 05

To the HONORABLE MARK DEWITTE, Chairman, and Members of the Hawkins County Board of Commission in Regular Session, met this 28th Day of July, 2025.

RESOLUTION IN REF: APPROVAL FOR HAWKINS COUNTY CLERK TO LEASE KYOCERA MZ 2501ci THROUGH AZOR INC.

WHEREAS, the County Clerk has a current lease for a copier which has expired; and

WHEREAS, the proposed contract shall include a monthly amount of \$174.41 for 60 months, a net savings of \$4.24 monthly, and provides an upgraded and new unit; and

THEREFORE, BE IT RESOLVED the County Mayor, Mark DeWitte, is authorized to sign the lease agreement for said copier.

Introduced By Esq. Josh Gilliam

Seconded By Esq. _____

Date Submitted 07-14-2025

County Clerk Nancy J. Davis

By: _____

Chairman: _____

ACTION:	AYE	NAY	PASSED	FAILED
Roll Call	_____	_____	_____	_____
Voice Vote	_____	_____	_____	_____
Absent	_____	_____	_____	_____
Abstain	_____	_____	_____	_____
COMMITTEE ACTION	_____			

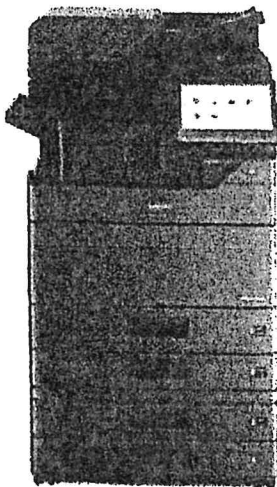


Hawkins County Clerk
110 East Main St., Room 204
Rogersville, TN
37857

06/30/2025

Proposal By: Gary Varnell
Phone: (423) 272-7664

Kyocera MZ 2501ci



- 25 PPM Color Multifunction
- Standard Network Print & Scan
- Standard 150 Sheet Bypass
- Standard Dual 500 Sheet Drawers
- Optional Dual 500 Sheet Drawers
- 4 Total Paper Drawers
- Letter / Legal / Ledger
- 500 Sheet Internal Finisher

Your Pricing for the Kyocera MZ 2501ci

Price: \$140.11 / mo. for 60 months

Signature of Acceptance: _____

Service Agreement Pricing

\$34.30 / month

**Includes 40k B&W copies per year
(Rolls over)**

**Includes 150 Color Copies per month
(1800 per year)**

Service Agreement Includes:

- All Black Toner Cartridges
- All Color Toner Cartridges
- Any Service Labor
- Initial Setup
- Covers all MFP Operating Parts

**Please see attached brochure for specifications on the
Kyocera MZ 2501ci**

ROS, Inc.
A Division of AZOR





RESOLUTION

No. 2025 / 07 / 06

To the HONORABLE MARK DEWITTE, Chairman, and Members of the Hawkins County Board of Commission in Regular Session, met this 28th Day of July, 2025.

RESOLUTION IN REF: APPROVAL FOR CHANCERY COURT CLERK AND MASTER TO LEASE KYOCERA TASKALFA 2254CI THROUGH AZOR INC.

WHEREAS, Chancery Court has current leases for copiers which have expired; and

WHEREAS, the proposed contract shall include a monthly amount of \$289.84 for 60 months, a net savings of \$30.28 monthly, and provides an upgraded and new units; and

THEREFORE, BE IT RESOLVED the County Mayor, Mark DeWitte, is authorized to sign the lease agreement for said copiers.

Introduced By Esq. Josh Gilliam

Seconded By Esq. _____

Date Submitted 07-14-2025

County Clerk Nancy Gilliam

By: _____

Chairman: _____

ACTION:	AYE	NAY	PASSED	FAILED
Roll Call	_____	_____	_____	_____
Voice Vote	_____	_____	_____	_____
Absent	_____	_____	_____	_____
Abstain	_____	_____	_____	_____
COMMITTEE ACTION	_____			

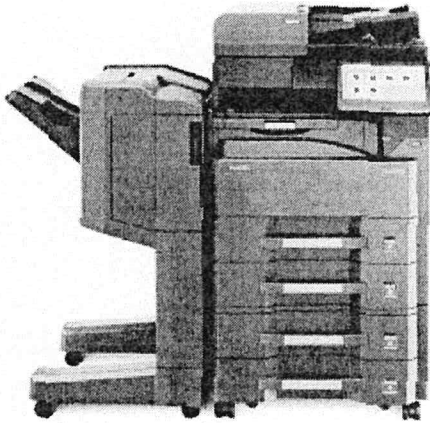


Hawkins Co. Clerk & Master
100 East Main Street Suite 316
Rogersville, TN
37857

06/26/25

Proposal By: Gary Varnell
Phone: (423) 272-7664

Kyocera MZ2501ci



- 25 PPM Color Multifunction
- Standard Network Print & Scan
- Letter / Legal / Ledger
- Standard 150 Sheet Bypass
- Standard Dual 500 Sheet Drawers
- 1000 Sheet Staple Finisher
- Qty: 1 MZ2501ci
- Qty: 1- MZ3200i (see page 2 for info)

Your Pricing for the Kyocera MZ2501ci

Price: \$231.04 / mo. for 60 months

Includes 1- MZ2501ci & 1- MZ3200i

Signature of Acceptance: _____

Service Agreement Pricing

\$58.80 / month

Includes 72k B&W copies per year
(6k Shared per mo.) (Rolls over)


Includes 240 Color Copies per month
(2880 per year)

Overall price roll over

Service Agreement Includes:

- All Black Toner Cartridges
- All Color Toner Cartridges
- Any Routine Service Labor
- Initial Setup
- Covers all MFP Operating Parts

Please see attached brochure for specifications on the
Kyocera MZ2501ci

ROS, Inc.
A Division of AZOR
 **KYOCERA**



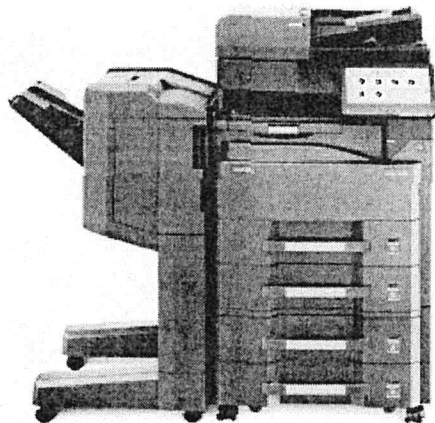
Hawkins Co. Clerk & Master
100 East Main Street Suite 316
Rogersville, TN
37857

06/26/25

Proposal By: Gary Varnell

Phone: (423) 272-7664

Kyocera Taskalfa MZ3200i



- 32 PPM Multifunction
- Standard Network Print & Scan
- Letter / Legal / Ledger
- Standard 100 Sheet Bypass
- Standard Dual 500 Sheet Drawers
- 1000 Sheet Staple Finisher
- Fax System 12
- Qty: 1- MZ3200i

Your Pricing for the Kyocera Taskalfa MZ3200i

Price: See Page 1

Service Agreement Pricing

6k B&W Copies per month included
(Shared)

Service Agreement Includes:

- All Black Toner Cartridges
- All Color Toner Cartridges (TA2554ci)
- Any Routine Service Labor
- Initial Setup
- Covers all MFP Operating Parts

Please see attached brochure for specifications on the
Kyocera MZ3200i

ROS, Inc.
A Division of AZOR



BRENT PRICE
Clerk and Master, Hawkins County
423/272-8150



DOUGLAS T. JENKINS
Chancellor

Chancery Court
Third Judicial District
of Tennessee
100 E Main Street, Suite 316
Rogersville, Tennessee 37857
423-272-8150

June 30, 2025

RE: Copier Lease for Chancery Court

To Whom It May Concern:

Hawkins Chancery Court has an expiring lease on 3 copiers that has been in place for 60 months. The current lease is \$320.12 per month. I am requesting to renew the lease for an additional 60 months with the following changes:

- Two new copiers/printers with fax and email capability
- Only have 2 copiers (one will have color functionality)
- 72,000 B&W copies per year shared
- 2,880 color copies per year
- Any monthly copy amounts not used roll over
- The new lease will be \$289.84 monthly
- Effective net savings of \$30.28 monthly over current lease

This will allow us the option of printing in color should the need arise. Additionally, we will no longer have a copier in the basement that has had very little usage in the past, effectively being a "dead" cost.

The plan will be to utilize these machines for envelopes, checks, etc. that are currently being printed on the printers that the County owns. This should reduce office expenses in the future by reducing the amount of toner that we will have to purchase. The leased copiers include all toner per the agreement.

Per the County contract procedures, since this request is over \$10,000 lifetime but less than \$25,000, 3 quotes must be attempted. In addition to the requested approval quote with AZOR, Brooks Office Supplies declined to do a lease, Kingsport Imaging quoted \$251.51 per month. However, it is not the same brand of machine, nor do they have roll over on the copies, and the machines are not stapler compatible. Any overage is to be paid quarterly, which could affect our budget since it would be difficult to know if/when we could experience an overage during the month.

Due to the ongoing relationship and customer service we have experienced with AZOR, along with the rollover of unused copies, and reduction over the current lease amount, I respectfully request approval to sign the 60-month lease with AZOR.

Sincerely,

Clerk & Master

RESOLUTION

No. 2025 / 07 / 07

To the HONORABLE MARK DEWITTE, Chairman, and Members of the Hawkins County Board of Commission in Regular Session, met this 28th day of July 2025.

RESOLUTION IN REF:

MAKING APPROPRIATIONS TO NON-PROFIT CHARITABLE ORGANIZATIONS OF HAWKINS COUNTY, TENNESSEE FOR THE FISCAL YEAR BEGINNING JULY 1, 2025 AND ENDING JUNE 30, 2026

WHEREAS, Section 5-9-109. *Tennessee Code Annotated*, authorizes the County Legislative Body to make appropriations to non-profit charitable organizations; and

WHEREAS, the Hawkins County Board of Commissioners recognizes the various non-profit or charitable organizations located in Hawkins County have great need of funds to carry on their non-profit charitable work.

WHEREAS, funds shall herein be appropriated to promote the general and public welfare and to protect the citizens of Hawkins County.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Hawkins County, on this the 28th day of July, 2025.

Appropriate funds as follows: SEE ATTACHED LISTING

BE IT FURTHER RESOLVED, that all appropriations enumerated in sections 1 through 8 on the attached listing of Contributions Without Contracts are subject to the following conditions:

1. That the non-profit charitable organization to which funds are appropriated shall file with the County Mayor's Office and the County Clerk a copy of an annual report of its business affairs and transactions and the proposed use of the County's funds in accordance with rules promulgated by the Comptroller of the Treasury. Such annual report shall be prepared and certified by the Chief Financial Officer of such non-profit organization in accordance with T.C.A. Section 5-9-109(c).
2. That said funds must only be used by the named non-profit charitable organization in furtherance of their non-profit charitable purpose benefiting the general welfare of the residents of the County.
3. That it is the expressed interest of the County Commission of Hawkins County providing these funds to the non-profit charitable organizations on the attached listing to be fully in compliance with the Rules of the Comptroller of the Treasury, and Section 5-9-109 of *Tennessee Code Annotated* and any and all other laws which may apply to County appropriations to non-profit organizations and so this appropriation is made subject to compliance with any and all of these laws and regulations.

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately upon passage.

Introduced By Esq. Jason Roach, Budget Comm. Chrmn.

ACTION: AYE NAY PASSED

Seconded By Esq. _____

Roll Call _____

Date Submitted 07-14-2025

Voice Vote _____

Mark Dewitte
County Clerk

Absent _____

COMMITTEE ACTION

By: _____

Chairman _____

Mayor _____

Mark Dewitte, County Mayor

Mayor's Action: Approved _____ Veto _____

**LIST OF CONTRIBUTIONS WITHOUT CONTRACTS
HAWKINS COUNTY GENERAL FUND
FOR
2025 - 2026 FISCAL YEAR**

ITEM NO.	DESCRIPTION	BUDGETED AMOUNT 2024-25 FY	AMOUNT OF REQUEST/ CONTRACT 2025-26 FY	RECOMMENDED BY BUDGET COMMITTEE 2025-26 FY
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CONTRIBUTIONS TO AREA AGENCIES OR ORGANIZATIONS

1 CONTRIBUTIONS - FIRE PREVENTION - ACCT. NO. 54310-316

Hawkins County Volunteer Firemen's Association	20,580	20,580	20,580
Bulls Gap Volunteer Fire Department	30,000	30,000	30,000
Carter's Valley Volunteer Fire Department	30,000	55,000	40,000
Church Hill Volunteer Fire Department	20,000	20,000	20,000
Surgoinsville Volunteer Fire Department as First Responder to PB Industrial Pa	20,000	20,000	25,000
Clinch Valley Volunteer Fire Department	30,000	60,000	40,000
Goshen Valley Volunteer Fire Department	30,000	30,000	30,000
Lakeview Volunteer Fire Department	30,000	30,000	30,000
Mt. Carmel Volunteer Fire Department	20,000	20,000	30,000
Persia Volunteer Fire Department	30,000	80,000	30,000
Rogersville Volunteer Fire Department	20,000	20,000	20,000
Stanley Valley Volunteer Fire Department	40,000	60,000	38,100
Striggersville Volunteer Fire Department	30,000	30,000	30,000
Surgoinsville Volunteer Fire Department	20,000	20,000	20,000
TOTAL	\$ 370,580	\$ 495,580	\$ 403,680

2 CONTRIBUTIONS - RESCUE SQUADS - ACCT. NO. 54420-316

Church Hill Rescue Squad	71,000	81,000	71,000
Hawkins County Rescue Squad	61,000	61,000	71,000
TOTAL	\$ 132,000	\$ 142,000	\$ 142,000

3 CONTRIBUTIONS - OTHER EMERGENCY MANAGEMENT - ACCT. NO. 54900-316 Formerly 54490-316

Hawkins County E-911	416,262	416,929	416,929
Hawkins County Emergency Response Team	29,600	29,600	29,600
TOTAL	\$ 445,862	\$ 446,529	\$ 446,529

4 CONTRIBUTIONS - AMBULANCE SERVICE - ACCT. NO. 55130-316

Hawkins County Emergency Medical Services	400,000	950,000	400,000
TOTAL	\$ 400,000	\$ 950,000	\$ 400,000

5 CONTRIBUTIONS - SENIOR CITIZENS ASSISTANCE - ACCT. NO. 56300-316

Church Hill Senior Citizens Center	20,000	20,000	20,000
Mt. Carmel Senior Citizens Center Inc.	20,000	20,000	20,000
The Mooresburg Community Association	4,900	7,500	4,900
Surgoinsville Senior Citizens Center	6,400	6,400	6,400
TOTAL	\$ 51,300	\$ 53,900	\$ 51,300

LIST OF CONTRIBUTIONS WITHOUT CONTRACTS
HAWKINS COUNTY GENERAL FUND
FOR
2025 - 2026 FISCAL YEAR

ITEM NO.	DESCRIPTION	BUDGETED AMOUNT 2024-25 FY	AMOUNT OF REQUEST/ CONTRACT 2025-26 FY	RECOMMENDED BY BUDGET COMMITTEE 2025-26 FY
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CONTRIBUTIONS TO AREA AGENCIES OR ORGANIZATIONS (Cont.)

6 CONTRIBUTIONS - LIBRARIES - ACCT. NO. 56500-316

Hawkins County Library System (MAINTENANCE OF EFFORT REQUIRED)	115,500	121,275	115,500
Mt. Carmel Library	5,000	5,000	5,000
Hawkins County Imagination Library	3,000	3,000	3,000
TOTAL	\$ 123,500	\$ 129,275	\$ 123,500

7 CONTRIBUTIONS - OTHER AGENCIES - 58500-316

American Red Cross	5,880	5,880	5,880
Chamber of Commerce - Rogersville/Hawkins County	7,840	7,840	7,840
Of One Accord	5,000	5,000	5,000
Greater Kingsport Family YMCA	45,000	45,000	45,000
TOTAL	\$ 63,720	\$ 63,720	\$ 63,720

8 CONTRIBUTIONS - MISCELLANEOUS - ACCT. NO. 58900-316

Hawkins County Humane Society	30,000	40,000	30,000
Hawkins Habitat for Humanity	4,900	4,900	4,900
Price Public Community Center	2,500	2,500	2,500
Beat The Heat Alliance, Inc.	980	980	980
Second Harvest Food Bank	5,000	5,000	5,000
TOTAL	\$ 43,380	\$ 53,380	\$ 43,380

GRAND TOTAL

\$ 1,630,342	\$ 2,334,384	\$ 1,674,109
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**LIST OF CONTRACTS AND CONTRIBUTIONS WITHIN OFFICES
HAWKINS COUNTY GENERAL FUND
FOR
2025-2026 FISCAL YEAR**

ITEM NO.	DESCRIPTION	BUDGETED AMOUNT 2024 - 2025 FY	AMOUNT OF REQUEST/ CONTRACT 2025 - 2026 FY	RECOMMENDED BY BUDGET COMMITTEE 2025 - 2026 FY
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CONTRACTS WITH OTHER PUBLIC OR GOVERNMENT AGENCY

1 CONTRACTS WITH GOV'T AGENCIES - PLANNING & ZONING - ACCT. NO. 51720-309

First Tennessee Development District (for Local Planning Services)				
Previously Paid to State of Tennessee	20,473	21,497	21,497	
TOTAL	\$ 20,473	\$ 21,497	\$ 21,497	

2 CONTRACTS WITH OTHER PUBLIC AGENCIES - JUVENILE COURT - ACCT. NO. 54240-310

Children's Comprehensive Services (Paid monthly)	175,000	175,000	175,000	
TOTAL	\$ 175,000	\$ 175,000	\$ 175,000	

3 CONTRACTS WITH GOV'T AGENCIES - COUNTY CORONER/MEDICAL EXAMINER - ACC

ETSU Forensic Center	136,886	143,730	143,730	
TOTAL	\$ 136,886	\$ 143,730	\$ 143,730	

CONTRACTS WITH OTHER PUBLIC AGENCIES - SENIOR CITIZENS ASSISTANCE - ACCT. NO. 56300-30

4	First Tennessee Human Resource Agency			
	Nutrition Program	2,000	2,000	2,000
	Family Support	2,675	2,675	2,675
	Minor Home Mod. (Previously listed as CHORE)	165	165	165
	Homemaker	696	696	696
	Transportation Program	5,000	5,000	5,000
	Drivers (monthly payment)	5,000	5,000	5,000
	TOTAL	\$ 15,536	\$ 15,536	\$ 15,536
	Upper East Tennessee Human Development Agency			
	Retired Senior Volunteer Program	2,500	2,500	2,500
	TOTAL	\$ 2,500	\$ 2,500	\$ 2,500

5 CONTRACTS WITH OTHER PUBLIC AGENCIES - FOREST SERVICE - ACCT. NO. 57300-310

Tennessee Dept. of Conservation, Dept. of Forestry	1,500	1,500	1,500	
TOTAL	\$ 1,500	\$ 1,500	\$ 1,500	

6 CONTRACTS WITH OTHER PUBLIC AGENCIES - MISCELLANEOUS - ACCT. NO. 58900-310

First Tennessee Development District (County's share of District Program)	10,958	10,958	10,958	
TOTAL	\$ 10,958	\$ 10,958	\$ 10,958	

LIST OF CONTRACTS AND CONTRIBUTIONS WITHIN OFFICES
HAWKINS COUNTY GENERAL FUND
FOR
2025-2026 FISCAL YEAR

ITEM NO.	DESCRIPTION	BUDGETED AMOUNT 2024 - 2025 FY	AMOUNT OF REQUEST/ CONTRACT 2025 - 2026 FY	RECOMMENDED BY BUDGET COMMITTEE 2025 - 2026 FY
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CONTRIBUTIONS OR CONTRACTS WITHIN COUNTY OFFICES (cont)

7 CONTRIBUTIONS - AGRICULTURE EXTENSION OFFICE - ACCT. NO. 57100-599

Supplies and Operating Expenditures	2,352	2,352	2,352
TOTAL	\$ 2,352	\$ 2,352	\$ 2,352

8 CONTRACTS WITH OTHER PUBLIC AGENCIES - SOIL CONSERVATION OFFICE - ACCT. NO. 57500-310

For Operating Expenses and Materials	4,200	4,200	4,200
TOTAL	\$ 4,200	\$ 4,200	\$ 4,200

9 CONTRIBUTIONS - SOIL CONSERVATION OFFICE - ACCT. NO. 57500-316

Contributions for Part-time Technician	9,000	9,000	9,000
TOTAL	\$ 9,000	\$ 9,000	\$ 9,000

11 CONTRIBUTIONS - INDUSTRIAL COMMISSION - ACCT. NO. 58900-316 Formerly 58120-316

Holston Business Group	32,000	32,000	32,000
East Tennessee Education Foundation	2,000	2,000	2,000
TOTAL	\$ 34,000	\$ 34,000	\$ 34,000

GRAND TOTAL

\$ 412,405	\$ 420,273	\$ 420,273
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RESOLUTION

No. 2025 / 07 / 09

To the HONORABLE MARK DEWITTE, Chairman, and Members of the Hawkins County Board of
Commission in Regular Session, met this 28th day of July 2025.

RESOLUTION IN REF: **FIXING THE TAX LEVY FOR THE 2025 - 2026 FISCAL YEAR**

BE IT RESOLVED THAT:

The attached resolution be considered fixing the tax levy at \$2.5546 per \$100.00 taxable
property.

Introduced By Esq. Jason Roach, Budget Comm. Chrmn.

Seconded By Esq. _____

Date Submitted 07-14-2025

Mark Dewitte
County Clerk

By: _____

Chairman _____

Mayor _____
Mark Dewitte, County Mayor

ACTION: AYE NAY PASSED

Roll Call _____

Voice Vote _____

Absent _____

COMMITTEE ACTION

Mayor's Action: Approved _____ Veto _____

RESOLUTION FIXING THE TAX LEVY IN
HAWKINS COUNTY, TENNESSEE
FOR THE FISCAL YEAR BEGINNING JULY 1, 2025

SECTION 1. BE IT RESOLVE by the Board of County Commissioners of Hawkins County, Tennessee, assembled in Regular Session on this 28th day of July, 2025, that the combined property tax rate for Hawkins County, Tennessee for the fiscal year beginning July 1, 2025, shall be \$2.5546 on each \$100.00 of taxable property, which is to provide revenue for each of the following funds and otherwise conform to the following levies:

Fund	Rate
General	\$ 1.1052
Highway/Public Works	.2007
General Purpose School	.5905
School Transportation	.3051
General Debt Service	.0528
Education Debt Service	.2082
General Capital Projects	.0329
Highway Capital Projects	.0200
Education Capital Projects	<u>.0392</u>
	<u>\$2.5546</u>

SECTION 2. BE IT FURTHER RESOLVED, that all resolutions of the Board of County Commissioners of Hawkins County, Tennessee which are in conflict with this resolution are hereby repealed.

SECTION 3. BE IT FURTHER RESOLVED, that all interest earned on the cash balances in the Central Cafeteria Fund be allocated back to that fund. All other interest earnings from operating funds shall be allocated to the debt service funds as follows: Ten Percent (10%) to the General Debt Service Fund and Ninety Percent (90%) to the Education Debt Service Fund.

SECTION 4. BE IT FURTHER RESOLVED, that the tax rate allocation that continues to be re-allocated from General Debt Service Fund to General Capital Projects Fund be considered each year as a one fiscal year period. A tax rate sufficient for retiring the remaining outstanding debt MUST be reallocated to General Debt Service Fund in subsequent fiscal years.

SECTION 5. BE IT FURTHER RESOLVED, that this resolution take effect from and after its passage, the public welfare requiring it. This resolution shall be spread upon the minutes of the Board of County Commissioners.

Passed this 28th day of July, 2025

HAWKINS COUNTY, TENNESSEE
SUMMARY STATEMENT OF PROPOSED OPERATIONS
FOR THE YEAR ENDING JUNE 30, 2026

Exhibit A

Fund	Estimated Beginning Fund Balance & Restricted, Assigned or Committed Fund 6/30/2025	Estimated Revenue	Estimated Bond Proceeds	Note/ Loan Proceeds	Transfers from Other Funds	Proceeds from Capitalized Lease Obligations	Total Estimated Available Funds	Estimated Expenditures	Transfers to Other Funds	Total Appropri- ations	Estimated Ending Fund Balance & Restricted, Assigned- or Committed Fund 6/30/2026
General	\$ 15,140,552	\$ 23,545,822	\$ 0	\$ 0	\$ 0	\$ 0	\$ 38,686,374	\$ 27,265,181	\$ 106,657	\$ 27,371,838	\$ 11,314,536
Solid Waste	4,356,290	2,960,154	0	0	0	0	7,316,444	3,094,358	0	3,094,358	4,222,086
Drug Control Fund	692,602	23,400	0	0	0	0	716,002	132,100	0	132,100	583,902
Other Spec. Purp.(ARPA)	(22,390)	1,075,766	0	0	0	0	1,053,376	172,236	0	172,236	881,140
Highway	2,150,698	6,143,627	0	0	0	0	8,294,325	6,563,049	0	6,563,049	1,731,276
General Purpose School	10,057,728	63,808,078	0	0	0	0	73,865,806	69,117,224	0	69,117,224	4,748,582
Central Cafeteria	4,356,987	5,522,267	0	0	0	0	9,879,254	5,901,030	0	5,901,030	3,978,224
School Transportation	1,685,808	4,107,700	0	0	0	0	5,793,508	4,836,664	0	4,836,664	956,844
General Debt Service	1,642,322	823,090	0	0	0	0	2,465,412	803,250	0	803,250	1,662,162
Special Debt Service	269,238	0	0	0	0	0	269,238	0	0	0	269,238
Education Debt Service	15,173,921	4,165,560	0	0	106,657	0	19,446,138	4,253,474	0	4,253,474	15,192,664
General Capital Projects	1,890,223	1,608,606	0	0	0	0	3,498,829	1,478,999	0	1,478,999	2,019,830
Highway Capital Projects	280,317	592,514	0	0	0	0	872,831	193,500	0	193,500	679,331
Education Capital Projects	952,364	569,611	0	0	0	0	1,521,975	570,013	0	570,013	951,962
Total	\$ 58,626,660	\$ 114,946,195	\$ 0	\$ 0	\$ 106,657	\$ 0	\$ 173,679,512	\$ 124,381,078	\$ 106,657	\$ 124,487,735	\$ 49,191,777

HAWKINS COUNTY, TENNESSEE
STATEMENT OF ESTIMATED REVENUE FROM CURRENT PROPERTY TAXES
2025 - 2026 FY ASSESSMENTS BASED UPON ESTIMATED
ASSESSED VALUATION OF \$1,316,519,859

Exhibit B

Fund	Percentage of Tax Rate	Proposed Tax Rate	Amount of Tax Levy	Reserve for Delinquency 6%	Net Estimated Collection of Taxes	Less City ADA Share	Net Estimated Collection of Taxes
FY 2025-2026 FY Breakdown used to prepare budget, with total assessed valutaion of \$1,316,519,859							
General	43.2631%	\$ 1.1052	\$ 14,550,178	\$ 873,011	\$ 13,677,167	\$ 0	\$ 13,677,167
Highway/Public Works	7.8564%	0.2007	2,642,255	158,535	2,483,720	0	2,483,720
General Purpose School	23.1152%	0.5905	7,774,050	466,443	7,307,607	(1,106,651)	6,200,956
School Transportation	11.9432%	0.3051	4,016,702	241,002	3,775,700	0	3,775,700
General Debt Service	2.0669%	0.0528	695,123	41,707	653,415	0	653,415
Education Debt Service	8.1500%	0.2082	2,740,994	164,460	2,576,535	0	2,576,535
General Capital Projects	1.2879%	0.0329	433,135	25,988	407,147	0	407,147
Highway Capital Projects	0.7829%	0.0200	263,304	15,798	247,506	0	247,506
Education Capital Project	1.5345%	0.0392	516,076	30,965	485,111	0	485,111
Total Rate	<u>100.0000%</u>	<u>\$ 2.5546</u>	<u>\$ 33,631,817</u>	<u>\$ 2,017,909</u>	<u>\$ 31,613,908</u>	<u>\$ (1,106,651)</u>	<u>\$ 30,507,257</u>

One cent at 100% = 131,651.99

One cent at 94% = 123,752.87

CERTIFICATE OF ELECTION OF NOTARIES PUBLIC

RESOLUTION NO 2025/07/10

AS CLERK OF THE COUNTY OF HAWKINS, TENNESSEE
I HEREBY CERTIFY TO THE SECRETARY OF STATE THAT THE FOLLOWING WERE ELECTED TO THE OFFICE OF
NOTARY PUBLIC DURING THE JULY 28, 2025 MEETING OF THE GOVERNING BODY:

NAME	HOME ADDRESS AND PHONE	BUSINESS ADDRESS AND PHONE
1. AIMEE R BUTLER	260 CATAWBA ST Church Hill, TN 37642	260 CATAWBA ST (BUTLER FINANCIALS & RECORDS CHURCH HILL, TN 37642
2. SANDRA L CALHOON	139 HOWES CHAPEL RD Rogersville, TN 37857	130 MAIN ST. W (THE LAW OFFICE OF MAY & COUP) MT. CARMEL, TN 37645
3. JACOB CASEBOLT	912 S SHERBROOKE CIR MOUNT CARMEL, TN 37645	100 MAIN ST E (TOWN OF MOUNT CARMEL) MOUNT CARMEL, TN 37645
4. RACHEL LANA FRANKLIN	120 LENA DR ROGERSVILLE, TN 37857	120 OLD STAGE RD (HAWKINS COUNTY LIBRARY SYSTEM) SURGOINSVILLE, TN 37873
5. SONDR A G. FRAZIER	419 WALNUT ST Church Hill, TN 37642	8 SHERIDAN SQUARE, STE 310 (WOLFE, WILLIAMS & AUSTIN LAW) KINGSPORT, TN 37660
6. KATHLEEN HINAMON	112 YORK ST BULLS GAP, TN 37711	112 YORK ST (Self) BULLS GAP, TN 37711
7. KEVIN DAVID KEETON	202 CLIFTON ST ROGERSVILLE, TN 37857	115 E WASHINGTON ST (POINT & KEETON) ROGERSVILLE, TN 37857
8. MELISSA MONTGOMERY	178 BROOKS LANDING CIR ROGERSVILLE, TN 37857	407 E MAIN ST (HAWKINS COUNTY LIBRARY SYSTEM) ROGERSVILLE, TN 37857
9. SUKIE PERKINS	180 COATES RD BULLS GAP, TN 37711	139 S MAIN ST (TOWN OF BULLS GAP) BULLS GAP, TN 37711
10. HAILEY RATLIFF	407 OLD UNION RD CHURCH HILL, TN 37642	905 HOLLISTON MILLS RD (HOLLISTON HOLDINGS, LLC) CHURCH HILL, TN 37642
11. MICHAEL T ROBINETTE	131 CHURCH ST BULLS GAP, TN 37711	SELF BULLS GAP, TN 37711

(Seal)

NANCY A. DAVIS

Clerk of the County of Hawkins, Tennessee

DATE