



BOARD OF MAYOR AND ALDERMEN MEETING AGENDA

October 23, 2025 - 5:30 P.M.
Town Hall, 100 Main Street E.

1. Call to Order
2. Invocation/Moment of Silence
3. Pledge of Allegiance
4. Roll Call
5. Welcome from the Mayor
6. Approval and/or Correction of the minutes of the Board of Mayor and Aldermen Meeting dated September 25, 2025, monthly financial report, and department reports.
7. Visitors' Comments:
8. Old Business:
 - A. DISCUSSION AND CONSIDERATION: WWTP Improvements Phase 1B- Bids
9. New Business:
 - A. DISCUSSION AND CONSIDERATION: Main Street Flagpole
 - B. DISCUSSION AND CONSIDERATION: Resolution 25-660: Authorize Mayor's Designee for Hawkins County Coordinating Committee
 - C. DISCUSSION AND CONSIDERATION: Resolution 25-661: Participation in TDOT Transportation Planning Grant
 - D. DISCUSSION AND CONSIDERATION: Resolution 25-662: Adopting a Policy for Death of an Employee
 - E. DISCUSSION AND CONSIDERATION: T.C.A. § 8-27-404: Continuing Insurance Coverage for Surviving Spouse and Dependents of First Responders
10. Board Comments: Mayor, Vice-Mayor, Aldermen
11. Staff Comments: Town Manager, Asst. Town Manager, Town Attorney
12. Adjourn



TOWN OF MOUNT CARMEL

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

A regularly scheduled meeting of the Town of Mount Carmel, Tennessee Board of Mayor and Aldermen was held at Mount Carmel Town Hall, 100 East Main Street, on September 25, 2025, at 5:30 p.m.

CALL TO ORDER

5:30 pm by Mayor John Gibson

INVOCATION/MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE

Led by Alderman Binstock and Alderman Shugart

ROLL CALL:

BMA	Present	Absent	Town Administration Present
Alderman Darby Patrick	✓		Jim Stables, Town Manager
Alderman James Cross	✓		Tyler Williams, Asst. Town Manager/CFO/Recorder
Alderman Mindy Shugart	✓		Allen Coup, Town Attorney
Alderman Philip Binstock	✓		
Alderman Jim Gilliam	✓		
Vice-Mayor Jim Bare	✓		
Mayor John Gibson	✓		

WELCOME FROM THE MAYOR

Mayor Gibson welcomed everyone

APPROVAL and/or correction of the August 28, 2025, Board of Mayor and Aldermen meeting minutes, departmental and financial reports.

Motion: Alderman Binstock

Second: Vice-Mayor Bare

Approved: All present voting in favor

VISITOR COMMENTS

Kathy Christian- spoke about the Church Hill Medical Mission.

Garrett White- thanked the BMA and Fire Department for participating in the Honor Flight welcome home ceremony.

OLD BUSINESS

A. DISCUSSION AND CONSIDERATION: WWTP Improvements Phase 1B- Bids and Budget

Town Manager to continue process with JMT and establish a new bidding session for approximately 3 weeks.

Motion: Alderman Shugart

Second: Alderman Binstock

Approved: All present voting in favor

B. DISCUSSION AND CONSIDERATION: Resolution 25-658- Amendment to Personnel Policies and Procedures (Regarding holidays, replace Juneteenth with National Election Day)

Motion: Alderman Cross

Second: Alderman Binstock

	AYES	NAYS	OTHER
Alderman Darby Patrick	✓		
Alderman James Cross	✓		
Alderman Mindy Shugart		✓	
Alderman Philip Binstock	✓		
Alderman Jim Gilliam	✓		
Vice-Mayor Jim Bare		✓	
Mayor John Gibson		✓	

NEW BUSINESS

A. DISCUSSION AND CONSIDERATION: Resolution 25-659- Annual Performance Review of Town Administrator/Manger and Modification of Employment Agreement

Motion: Alderman Binstock

Second: Alderman Shugart

	AYES	NAYS	OTHER
Alderman Darby Patrick	✓		
Alderman James Cross	✓		
Alderman Mindy Shugart	✓		
Alderman Philip Binstock	✓		
Alderman Jim Gilliam		✓	
Vice-Mayor Jim Bare	✓		
Mayor John Gibson	✓		

B. DISCUSSION AND CONSIDERATION: Memorandum of Understanding between BAE Systems and Town of Mount Carmel, TN Fire Department

Motion: Vice-Mayor Bare

Second: Alderman Binstock

	AYES	NAYS	OTHER
Alderman Darby Patrick	✓		
Alderman James Cross	✓		
Alderman Mindy Shugart	✓		
Alderman Philip Binstock	✓		
Alderman Jim Gilliam	✓		
Vice-Mayor Jim Bare	✓		
Mayor John Gibson	✓		

C. DISCUSSION AND CONSIDERATION: Surplus of Fire Department Vehicle

Motion: Alderman Binstock

Second: Alderman Patrick

	AYES	NAYS	OTHER
Alderman Darby Patrick	✓		
Alderman James Cross	✓		
Alderman Mindy Shugart	✓		
Alderman Philip Binstock	✓		
Alderman Jim Gilliam	✓		
Vice-Mayor Jim Bare	✓		
Mayor John Gibson	✓		

ADJOURN

Motion: Alderman Binstock at **6:06 P.M.**

Second: Alderman Shugart

Approved: *All present voting in favor*

Approve: _____

John Gibson, Mayor

Attest: _____

Tyler Williams, Town Recorder



FINANCIAL REPORT

TOWN OF MOUNT CARMEL, TN

Month ending 09/30/2025

<u>GENERAL FUND:</u>	<u>BALANCE:</u>
Checking Account (First Horizon)	\$903,961.53
LGIP Investment Account	\$6,523,189.90
Capital Outlay Savings (First Horizon)	\$101,921.48
	*
TOTAL:	\$7,529,072.91
<u>DRUG FUND:</u>	<u>BALANCE:</u>
Drug Fund Checking (First Horizon)	\$16,119.26
Special Drug Fund (First Horizon)	\$0.00
TOTAL:	\$16,119.26
<u>SEWER FUND:</u>	<u>BALANCE:</u>
Checking Account (First Horizon)	\$766,979.70
Savings/Bond Reserve 2014 (First Horizon)	\$106,685.82
Savings/Sewer Savings 2014 (First Horizon)	\$35,185.43
LGIP Investment Account	\$504,372.21
TOTAL:	\$1,413,223.16
GRAND TOTAL CASH ON HAND:	\$8,958,415.33

Current Savings Rate: 3.09%

Current LGIP Rate: 4.20%

Mount Carmel Fire Department

Mitch Walker, Fire Chief



October 1st, 2025

To: James Stables, City Manager

Ref: September 2025 Monthly Report

Volunteer Response Time to Station

- Average: 2:52
- 90th Percentile: 4:33

Apparatus Response Times

- Average: 4:21
- 90th Percentile: 7:15

Volunteer Staff Hours

- Emergency Response Hours: 60 hours, 33 minutes, 10 seconds
- Fire Prevention Hours: 12 hours

Training Hours

- Total: 340 Hours
 - o Company Level Training – 36 hours
 - o Driver Operator Training – 132 hours
 - o Medical Training – 36 hours
 - o Officer Training – 48 hours
 - o Technical Rescue – 88 hours

Significant Activities

- Tower 18 placed in service and push in ceremony
- Attended awards luncheon for 2025 TN Volunteer Fire Equipment Grant Awardees
- Attended 911 tabletop for active shooter scenario
- TFACA Strategies and tactics course hosted
- EVOC and VFK course completed
- Fire Chief vehicle placed in service
- Continue to conduct annual rookie school

-
- WJHL Interview regarding Tower 18 with Asst. City Manager Williams
 - Two members attended 40-hour trench rescue course hosted by Holston Army Ammunition Fire Department
 - Two members attended annual instructor updates for Emergency Medical Responder
 - Provided medical and fire prevention standby for Mount Carmel Fall Festival



Custom ▾

Sep 1, 2025 - Sep 30, 2025 ▾

38%

FIRE

Percentage of Total Incidents

62%

EMS

Percentage of Total Incidents

34

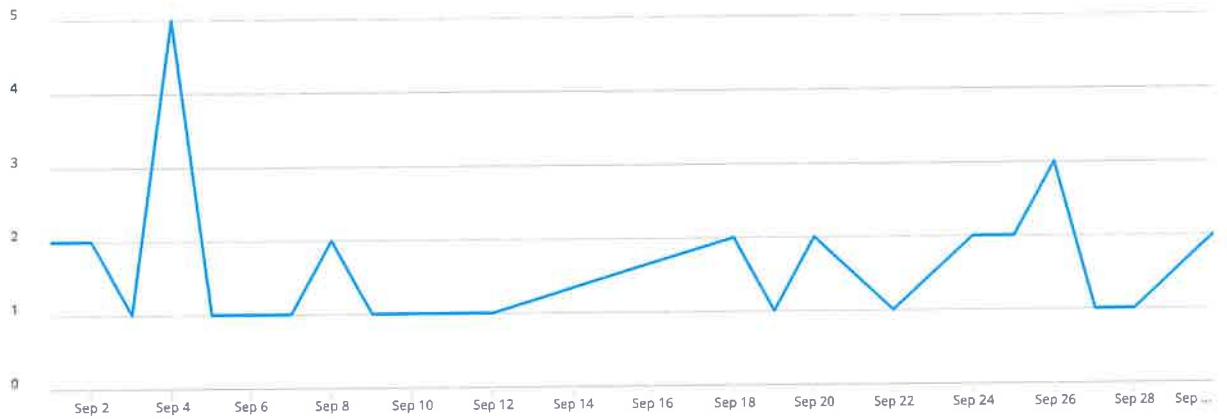
INCIDENTS

In Selected Time Slice

30

DAYS

In Selected Time Slice



Counts

% Rows

% Columns

% All

Week Ending	9/7/25	9/14/25	9/21/25	9/28/25	10/5/25	10/12/25	10/19/25	10/26/25	11/2/25	11/9/25	11/16/25	11/23/25	11/30/25	Total
(12) Fire in mobile property used as a fixed structure				1										1
(31) Medical assist	2			4	1									7
(32) Emergency medical service (EMS) incident	4	5	3	1	1									14
(35) Extrication, rescue	1													1
(41) Combustible/f.. spills & leaks			1	1										2
(44) Electrical wiring/equipm. problem	2			1										3
(46) Accident, potential accident	1													1
(55) Public service assistance			1	1										2
(56) Unauthorized burning				1										1
(61) Dispatched and canceled en route	2													2
Total	12	5	5	10	2									34

Date: September 30, 2025
To: Jim Stables, Tyler Williams
Copy: Jason Salyer, Matt Malone
From: Chad Arnold
Subject: June 2025 Management, Operations & Maintenance Report - WWTP

Executive Summary

There were zero (0) effluent excursions to the NPDES permit during the month of June 2025.

The were zero (0) Sanitary Sewer Overflows or Releases during the month of June 2025.

Overall, the plant is stable and operating efficiently. Dewatering operations, utilizing the rental volute press are keeping the solids concentration at levels that can be consistently clarified. We are still working with PW Tech to work through operational struggles with the rental press, however it is processing solids well and keeping us in compliance.

Staffing continues to be the focus, as we work to build the permanent team in Mt. Carmel. Inframark is sending manpower resources onsite from other regional projects to assist in the transition and startup phases of the WWTP and lift stations to ensure excellent service while we continue to recruit the permanent staff.

Operations

Loading and percent removal as follows:

Parameter	Influent, mg/L	Effluent *mg/L / lbs/day	Reduction % Monthly (85% minimum)	Reduction % Daily (40% minimum)
BOD average	347	26 / 37	92%	86%
TSS average	442	15 / 23	96%	93%

*** NPDES Effluent Limit (Monthly Average) – 30 mg/L / 119 lbs/day**

Flow as follows:

Flow*	MGD
Influent Flow Average, monthly	0.200 MGD**
Effluent Flow Average, monthly	0.174 MGD

*Mt Carmel STP is rated at **0.472 MGD**.

**The Influent Flow Meter failed on June 21. Flows recorded after this date are averages from June 1-19 as directed by TDEC.

Please refer to the attachments for the state operating report.

Biosolids Dewatering & Disposal

- Dewatering
 - Dewatered 117,353 gallons
- Landfill
 - 9 loads transported to the Carters Valley Landfill in June 2025.
 - 39.8 tons disposed

Biosolids Wet Tons Disposed via Landfill

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2025	0	0	0	0	0	39.8	0	0	0	0	0	0	39.8

Residential Lift Stations Maintenance Summary

- Inframark's Maintenance Team responded to twenty-nine (29) residential lift station calls during the month of June 2025.
- Four (4) residential lift station pump replacements were recorded during the month of June 2025.

Residential Lift Station Pumps Replaced

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2025	?	?	?	?	?	4	0	0	0	0	0	0	4

Major Maintenance Items - WWTP

- #3 Lift Station in the plant was the water discharge point of the dewatering equipment in the past and it is still the discharge point for the rental press we now utilize. Since startup of the press, we have been encountering issues with being able to keep up with the incoming flow, resulting in high wet well levels. One of the two pumps in this lift station went out of service in late May, new pump was received mid-June. This new pump ran for 4 days before clogging with heavy rags and being damaged to a failed state.
- The influent flow meter failed on June 21. Replacement is being investigated through Inframark's A&I division.
- A spare Return Sludge pump for the plant is being ordered. This is a critical pump that needs redundancy.

Major Maintenance Items – Main Sewer Lift Stations

- On June 7, lift station 1 on Main St. had an issue with pump 2. After trouble shooting it was found that the pump is inoperable. Station is operating with one pump, and repairs and replacements are being investigated.
- In early June we found that lift station 2 pump 2 would not run for more than a few seconds due to a temperature sensor fault. On June 18 we investigated and fixed the problem in the control panel and pump 2 has been in the pump rotation since.
- Lift station 7 pump 2 has not been in operation for some time. We pulled the pump in June and verified its operation, and it does run and pump. A control issue is keeping it from running in auto. This will continue to be investigated.
- Lift station 10 pump 2 faults and will not run. Pump 2 needs to be pulled to check for blockages, does not appear to be electrical issue.

Maintenance Opportunities

- Order spare Return Sludge pump for the plant.

Financial Update

Type	Month	Fiscal Year	Remaining Balance (1)
Repair & Maintenance Cap	\$0.00	\$0.00	\$100,000.00
Chemical Cap	\$0.00	0.00	\$22,318.00
Sludge Cap	\$0.00	\$0.00	\$118,025.00

- (1) Annual Repair & Maintenance Budget - \$100,000.00
Annual Sludge Cap Budget - \$118,025.00
Annual Chemical Budget - \$22,318.00

NOTE: Expenses are applied to the Caps once Inframark has paid the invoices.

Capital Expenditures Procured by the Town of Mount Carmel

Type	Month	Fiscal Year
Residential Pump Maintenance	\$84,753.00	\$84,753.00
WWTP Maintenance	\$48,531.39	\$48,531.39
Machinery & Equipment Rental	\$79,500.00	\$79,500.00

Please refer to the attachments for the operational and maintenance tracking financial reports.

Health & Safety

- There were no recordable injuries for the month giving a 2025 calendar year total of zero and FY25 total of zero.
- Safety training is assigned to each team member individually and is completed on-line.

Personnel

- Matt Herron (Maintenance Technician) began employment on June 16.
- We are currently recruiting the following positions:
 - Lead Maintenance Technician
 - Maintenance Technician
 - Laboratory Technician
- Inframark is utilizing manpower resources from our local and regional projects to fill the open positions during the recruiting process.



July 15, 2025
Mount Carmel STP
Permit Number TN0062057
Reporting Period: June 2025
Re: DMR Cover Letter

There were no effluent excursions to the NPDES permit during the month of June 2025.

The Influent Flow Meter failed on June 21 (7:00PM) due to a power surge. The Influent Flow recorded for June 20 is a totalized reading from 7:00AM 6/20/2025 – 7:00PM 6/21/2025. The values recorded for June 21-30 are an average of the Influent Flow readings of June 1-19, which is the most accurate estimate available for this date range. Repairs for the Influent Flow Meter are currently being scheduled, and the required parts have been ordered.

The Mount Carmel STP, laboratory, and lift stations are operated and maintained by Inframark. The Town of Mount Carmel maintains responsibility for the collection system lines. If you have any questions or require additional information, please call me at (423)484-6726.

Sincerely,

A handwritten signature in blue ink, appearing to read "Matthew J. Malone".

Matthew J. Malone
Regional Manager – TN/VA/NC

Enclosures

Distribution: Jim Stables, Town of Mount Carmel
Tyler Williams, Town of Mount Carmel
William Parks, TDEC-DWR
Bri Begley, TDEC-DWR
Corey Click, TDEC-DWR
Jeff Corder, Inframark
Keith Norris, Inframark
Chad Arnold, Inframark

Date: September 30, 2025
To: Jim Stables, Tyler Williams
Copy: Jason Salyer, Matt Malone
From: Chad Arnold
Subject: July 2025 Management, Operations & Maintenance Report - WWTP

Executive Summary

There were zero (0) effluent excursions to the NPDES permit during the month of July 2025.

There were zero (0) Sanitary Sewer Overflows or Releases during the month of July 2025.

Overall, the plant is stable and operating efficiently. Dewatering operations, utilizing the rental volute press are keeping the solids concentration at levels that can be consistently clarified. A PW Tech representative came on site to evaluate the issues we have had with the rental press. An issue was found and they are going to schedule a technician to service the machine in the month of July.

Staffing continues to be the main focus, as we work to build the permanent team in Mt. Carmel. Matthew Herron is performing very well after his first month of employment and the second Maintenance Tech, Quentin Arnold, started on July 14th. We are still seeking to fill our Lead Maintenance Technician and Lab Technician positions.

Operations

Loading and percent removal as follows:

Parameter	Influent, mg/L	Effluent *mg/L / lbs/day	Reduction % Monthly (85% minimum)	Reduction % Daily (40% minimum)
BOD average	294	24 / 34	92%	85%
TSS average	395	18 / 26	95%	87%

* NPDES Effluent Limit (Monthly Average) – 30 mg/L / 119 lbs/day

Flow as follows:

Flow*	MGD
Influent Flow Average, monthly	0.170 MGD**
Effluent Flow Average, monthly	0.170 MGD

*Mt Carmel STP is rated at **0.472 MGD**.

**The Influent Flow Meter failed on June 21. Influent flow values for the month of July 2025 were duplicated from the effluent flow meter. This action was taken at the direction of TDEC while a new influent flow meter is on order.

Please refer to the attachments for the state operating report.

Biosolids Dewatering & Disposal

- Dewatering
 - Dewatered 80,058 gallons
- Landfill
 - The Town of Mount Carmel's landfill disposal permit expired on the first of July this year. No loads of process solids were taken to the landfill in the month of July, but we were able to fill a Republic roll off dumpster during this month and remain in compliance.

Biosolids Wet Tons Disposed via Landfill

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2025	0	0	0	0	0	39.8	0	0	0	0	0	0	39.8

Residential Lift Stations Maintenance Summary

- Inframark's Maintenance Team responded to eleven (11) recorded residential lift station calls during the month of July 2025.
- Four (4) residential lift station pump replacements were recorded during the month of July 2025.

Residential Lift Station Pumps Replaced

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2025	?	?	?	?	?	4	4	0	0	0	0	0	8

Major Maintenance Items - WWTP

- The spare return sludge pump was received, not yet installed.
- A new influent flow meter has been ordered and we are awaiting arrival and installation.

Major Maintenance Items – Main Sewer Lift Stations

- Lift station 6 was responded to on the night of July 4th. There is an issue with pump 1, station is running off pump 2.
- Lift station 1 pump 2 has been sent for partial warranty repairs with the manufacturer. No timeline for completion.
- Lift station 3 in the plant is being pumped by a rental diesel powered pump. This lift station has multiple issues and is included in the next construction phase for upgrades.
- Lift station 8 pump 1 has a discharge issue in the wet well. Pump needs to be pulled and checked for discharge alignment.

Maintenance Opportunities

- Developing PM schedule and asset list for EMaint work order program.
- Drain and clean #2 Final Clarifier

Financial Update

Type	Month	Fiscal Year	Remaining Balance (1)
Repair & Maintenance Cap	\$5,241.60	\$5,241.60	\$94,758.40
Chemical Cap	\$3,680.00	\$3,680.00	\$18,638.00
Sludge Cap	\$0.00	\$0.00	\$118,025.00

- (1) Annual Repair & Maintenance Budget - \$100,000.00
Annual Sludge Cap Budget - \$118,025.00
Annual Chemical Budget - \$22,318.00

NOTE: Expenses are applied to the Caps once Inframark has paid the invoices.

Capital Expenditures Procured by the Town of Mount Carmel

Type	Month	Fiscal Year
Residential Pump Maintenance	\$0	\$84,753.00
WWTP Maintenance	\$0	\$48,531.39
Machinery & Equipment Rental	\$0	\$79,500.00

Please refer to the attachments for the operational and maintenance tracking financial reports.

Health & Safety

- There were no recordable injuries for the month giving a 2025 calendar year total of zero and FY26 total of zero.
- Safety training is assigned to each team member individually and is completed on-line.

Personnel

- Matt Herron (Maintenance Technician) began employment on June 16.
- Quentin Arnold (Maintenance Technician) began employment on July 14.
- We are currently recruiting the following positions:
 - Lead Maintenance Technician
 - Laboratory Technician
- Inframark is utilizing manpower resources from our local and regional projects to fill the open positions during the recruiting process.



August 13, 2025
Mount Carmel STP
Permit Number TN0062057
Reporting Period: July 2025
Re: DMR Cover Letter

There were no effluent excursions to the NPDES permit during the month of July 2025.

The Influent Flow Meter failed on June 21 (7:00PM) due to a power surge. The Influent Flow Meter was out of service for the month of July. The Influent flow readings listed in the July 2025 DMR are duplicated from the Effluent flow readings. The Influent Flow Meter was replaced and put into service on August 6, 2025.

The Mount Carmel STP, laboratory, and lift stations are operated and maintained by Inframark. The Town of Mount Carmel maintains responsibility for the collection system lines. If you have any questions or require additional information, please call me at (423)484-6726.

Sincerely,

A handwritten signature in blue ink, appearing to read "Matthew J. Malone".

Matthew J. Malone
Regional Manager – TN/VA/NC

Enclosures

Distribution: Jim Stables, Town of Mount Carmel
Tyler Williams, Town of Mount Carmel
William Parks, TDEC-DWR
Bri Begley, TDEC-DWR
Corey Click, TDEC-DWR
Jeff Corder, Inframark
Keith Norris, Inframark
Chad Arnold, Inframark

Date: September 30, 2025
To: Jim Stables, Tyler Williams
Copy: Jason Salyer, Matt Malone
From: Chad Arnold
Subject: August 2025 Management, Operations & Maintenance Report - WWTP

Executive Summary

There was one (1) effluent excursion to the NPDES permit during the month of August 2025 as detailed below.:

Effluent TSS Daily Maximum was 47 mg/L on August 6 (permit limit: 45 mg/L). Effluent clarity was excellent on this day, and there were no process upsets. Upon further investigation, it was determined that the solids captured in the testing filter were algae, which came from a buildup on the Effluent Composite Sampler hose screen. Once discovered, the algae buildup on the screen and hose were removed, and frequent inspections and cleaning were added to the preventative maintenance schedule for this equipment.

The were zero (0) Sanitary Sewer Overflows or Releases during the month of August 2025.

Overall, the plant is stable and operating efficiently. Dewatering operations, utilizing the rental volute press are keeping the solids concentration at levels that can be consistently clarified. PW Tech worked to improve the operation of the press in the last week of July. The solids loss from the machine is slightly improved.

Staffing continues to be the main focus, as we work to build the permanent team in Mt. Carmel. Kaitlyn Welsch started on August 25th as our Laboratory Technician, and she is off to a great start. She is learning very quickly and is a welcome addition to our team in Mt. Carmel. We have been conducting interviews for Lead Maintenance Technician, and this role should be filled starting September 8th.

The Town of Mount Carmel's landfill disposal permit was approved and landfill disposal continued in the month of August. Landfill disposal continues at the Carter Valley Landfill through Republic, but better pricing with Waste Management is currently being negotiated by Inframark.

Operations

Loading and percent removal as follows:

Parameter	Influent, mg/L	Effluent *mg/L / lbs/day	Reduction % Monthly (85% minimum)	Reduction % Daily (40% minimum)
BOD average	272	20 / 29	93%	85%
TSS average	331	18 / 27	95%	87%

*** NPDES Effluent Limit (Monthly Average) – 30 mg/L / 119 lbs/day**

Flow as follows:

Flow*	MGD
Influent Flow Average, monthly	0.221 MGD**
Effluent Flow Average, monthly	0.176 MGD

*Mt Carmel STP is rated at **0.472 MGD**.

**The Influent Flow Meter failed on June 21. It was replaced and put back into service on August 6th. The influent flow for August 1-5 was duplicated from the effluent flow meter at the direction of TDEC.

Please refer to the attachments for the state operating report.

Biosolids Dewatering & Disposal

- Dewatering
 - Dewatered 90,095 gallons.
- The Town of Mount Carmel's landfill disposal permit was approved and landfill disposal continued in the month of August.
 - 6 loads transported to the Carters Valley Landfill in July 2025.
 - 36.39 tons disposed

Biosolids Wet Tons Disposed via Landfill

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2025	0	0	0	0	0	39.8	0	36.4	0	0	0	0	76.2

Residential Lift Stations Maintenance Summary

- Inframark's Maintenance Team responded to twenty-four (24) recorded residential lift station calls during the month of August 2025.
- Five (5) residential lift station pump replacements were recorded during the month of August 2025.

Residential Lift Station Pumps Replaced

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2025	?	?	?	?	?	4	4	5	0	0	0	0	13

Major Maintenance Items - WWTP

- The new influent flow meter was installed in we began recording readings on August 6th.
- Anoxic zone 2 has been pumped out to make room for the draining of final clarifier 2. This is being done in an effort to prevent any excursions from the draining of old solids left in final clarifier 2.
- Organization and housekeeping of the maintenance shop was emphasized this month as we have started to build our permanent team.

Major Maintenance Items – Main Sewer Lift Stations

- The crane truck that is owned by the town was found to have a fraying, damaged lifting cable. It was also in need of an annual inspection. I have scheduled the inspection and

the earliest it can be done is in September. Lift station work that requires the crane is currently on hold until we can have the crane inspected and cable repaired.

- Lift station 6 pump 1 is back in service. Station operating fully.
- Lift station 1 pump 2 is still out for partial warranty repair. I check on it periodically and do not have a time frame on completion.
- Lift station 8 and 10 issues require the crane truck. They will be addressed once the crane is deemed safe and inspected.

Maintenance Opportunities

- Training of Quentin and Matthew (Maintenance Technicians) on installation and repair of residential lift stations has been at the forefront. Proper diagnosis of issues on the front end will help to extend the life of some of the older residential pumps in the system.

Financial Update

Type	Month	Fiscal Year	Remaining Balance (1)
Repair & Maintenance Cap	\$17,335.40	\$22,577.00	\$77,423.00
Chemical Cap	\$4,100.00	\$7,780.00	\$14,538.00
Sludge Cap	\$0.00	\$0.00	\$118,025.00

- (1) Annual Repair & Maintenance Budget - \$100,000.00
 Annual Sludge Cap Budget - \$118,025.00
 Annual Chemical Budget - \$22,318.00

NOTE: Expenses are applied to the Caps once Inframark has paid the invoices.

Capital Expenditures Procured by the Town of Mount Carmel

Type	Month	Fiscal Year
Residential Pump Maintenance	\$22,500.00	\$107,253.00
WWTP Maintenance	\$6,592.51	\$55,123.90
Machinery & Equipment Rental	\$30,000.00	\$109,500.00
TOTAL	\$59,092.51	\$271,876.90

Please refer to the attachments for the operational and maintenance tracking financial reports.

Health & Safety

- There were no recordable injuries for the month giving a 2025 calendar year total of zero and FY25 total of zero.
- Safety training is assigned to each team member individually and is completed on-line.

Personnel

- Kaitlyn Welsch (Laboratory Technician) began employment on August 25th.
- We expect our Lead Maintenance Technician candidate to begin employment on September 8th. This would complete our hiring process and give us our permanent team for our partnership with the Town of Mount Carmel.



September 15, 2025
Mount Carmel STP
Permit Number TN0062057
Reporting Period: August 2025
Re: DMR Cover Letter

There was one (1) effluent excursion to the NPDES permit during the month of August 2025 as detailed below.:

Effluent TSS Daily Maximum was 47 mg/L on August 6 (permit limit: 45 mg/L). Effluent clarity was excellent on this day, and there were no process upsets. Upon further investigation, it was determined that the solids captured in the testing filter were algae, which came from a buildup on the Effluent Composite Sampler hose screen. Once discovered, the algae buildup on the screen and hose were removed, and frequent inspections and cleaning were added to the preventative maintenance schedule for this equipment.

The Influent Flow Meter failed on June 21 (7:00PM) due to a power surge. The Influent Flow Meter was out of service from August 1-6. The Influent flow readings listed in the August 2025 DMR for these dates are duplicated from the Effluent flow readings. The Influent Flow Meter was replaced and put back into service on August 6, 2025.

The Mount Carmel STP, laboratory, and lift stations are operated and maintained by Inframark. The Town of Mount Carmel maintains responsibility for the collection system lines. If you have any questions or require additional information, please call me at (423)484-6726.

Sincerely,

A handwritten signature in blue ink, appearing to read "Matthew J. Malone".

Matthew J. Malone
Regional Manager – TN/VA/NC

Enclosures

Distribution: Jim Stables, Town of Mount Carmel
Tyler Williams, Town of Mount Carmel
William Parks, TDEC-DWR
Bri Begley, TDEC-DWR
Corey Click, TDEC-DWR
Jeff Corder, Inframark
Keith Norris, Inframark
Chad Arnold, Inframark



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor Gibson, Vice Mayor Bare, and Alderman Gilliam,
Alderman Patrick, Alderman Shugart, Alderman Binstock, Alderman Cross

THRU: James Stables, City Manager

FROM: Tyler Williams, Assistant City Manager/CFO

DATE: October 23, 2025

RE: **DISCUSSION/CONSIDERATION: Main Street Flagpole**

SUMMARY:

Requests for Proposals for the Main Street Flagpole project were received until Tuesday, October 14, 2025.

Specifications were for installation of an 80' pole with a 20'x 30' flag.

One bidder participated.

Snyder Signs was the apparent low bidder, with a total project cost of \$37,571.40.

Snyder Signs also submitted an alternative option for a 50' pole with a 10'x 15' flag, with a total project cost of \$19,523.64.

REQUESTING DEPARTMENT(S):

Legislative (Alderman Patrick)

FISCAL IMPACT:

\$37,571.40 or \$19,523.64

STAFF RECOMMENDATION:

None, at this time.

ATTACHMENTS:

Tabulation of Bids: RFP # 25-003 Main Street Flagpole

Snyder Signs Proposal #1

Snyder Signs Proposal #2



TABULATION OF BIDS
TOWN OF MOUNT CARMEL, TENNESSEE
October 14, 2025- 4:30 PM
RFP # 25-003- MAIN STREET FLAGPOLE- MOUNT CARMEL, TN

Location for installation: 150 Main Street W., Mount Carmel, TN 37645



The selected vendor will be responsible for:

- Supplying one (1) commercial-grade 80-foot flagpole with internal halyard, suitable for outdoor installation.
- Supplying one (1) 20x30-foot American flag made of durable, weather-resistant, high wind, poly max material.
- Providing all necessary hardware, foundation materials, and accessories.
- Performing site preparation, including excavation and concrete foundation.
- Installing the flagpole securely and ensuring proper operation of internal halyard system.
- Conducting a final inspection and providing maintenance recommendations.

Snyder Signs	\$ 37,571.40



PROPOSAL

251462-04

Date: 10/03/2025

Expires: 11/02/2025

Drawing Numbers: 251462-01

Project: Town of Mt. Carmel - 80' Flagp...
100 Main Street East
Mt. Carmel, TN 37645

Client: Town of Mt. Carmel
100 Main Street East
Mt. Carmel, TN 37645

Contact: Tyler Williams 423-723-9058 tyler.williams@mountcarmeltn.gov

We are pleased to offer this proposal for the following services at the above location.

Project Description:	Item Total:
1. One (1) 80' Flagpole	\$25,507.13
• Size: EC80IH • (88' x 12" x 4" x .375) cone tapered aluminum INTERNAL HALYARD flagpole • Complete with SATIN LUSTRE FINISH, manual winch system with stainless steel cable, removable handle plus all other standard fittings and accessories. Manufacturer's standard ground mount system.	
2. One (1) Flag Size: 010055 20 x 30 Poly Max Flag	\$1,622.25
3. Labor and install materials to install above flagpole with flag	\$10,442.02
Deposit Rate: 50%	Subtotal: \$37,571.40
Deposit: \$18,785.70	Total: \$37,571.40

We accept Visa, MasterCard, American Express, and Discover for an additional 3.00% convenience fee.

Notes: All prices are subject to applicable sales tax. Prices are based on available information given at the time and are subject to change.

Exclusions: Sign permits, structural engineering, traffic control equipment and permits are not included in the above quotations and if required shall be invoiced on a time and material basis. Additionally, price does not include permit acquisition fees if applicable. All electrical services to the sign shall be the responsibility of the customer.

Warranty: 12 months against defective materials and 12 month guarantee on parts and labor.

Terms: 50% advance deposit with balance due upon completion of project.

TERMS AND CONDITIONS

Snyder Signs, Inc. ("COMPANY") proposes to furnish for the person or entity named herein ("PURCHASER") a specially constructed display (the "Display") pursuant to the following terms and conditions:

1. If this proposal is accepted by PURCHASER, it is not thereafter subject to cancellation by PURCHASER.

Salesperson: Melissa Justice

Buyer _____ Seller _____



PROPOSAL

251119-01
Date: 08/28/2025
Expires: 09/27/2025
Drawing Numbers: 251119-01

Project: Town of Mt. Carmel
100 Main Street East
Mt. Carmel, TN 37645
Client: Town of Mt. Carmel
100 Main Street East
Mt. Carmel, TN 37645
Contact: Tyler Williams 423-723-9058 tyler.williams@mountcarmeltn.gov

We are pleased to offer this proposal for the following services at the above location.

Project Description:	Item Total:
1. Install One (1) Flag Pole with Flag	\$19,523.64
- Size: 50' Tall 50' Tapered Aluminum Flagpole & Flag "This commercial grade 50' tapered flagpole with an internal halyard system is made of high-grade spun aluminum and features an internal revolving truck. As our internal halyard system allows you to have extra protection with your flag and flagpole, we believe that this is one if not our top flagpole that we offer. We believe that this specific size for our products looks great in areas such as large stadiums, car dealerships, or 5-6 story buildings. This great pole includes all you need to make your flagpole complete, even an 10' x 15' flag! Don't forget all of our flags and commercial grade poles are 100% made in the United States!" - Included 10 x 15 Nylon Flag - Base Collar - Internal Halyard System - Easy to Lower & Raise Winch System - Gold Anodized Ball 2 Bronze Swivel Snaps - Ground Mounting Sleeve - Wind Rating: Unflagged - 185 mph Flagged - 115 mph - Warranty: 1 Year Limited	

Salesperson: Melissa Justice

Buyer _____ Seller _____



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor Gibson, Vice Mayor Bare, and Alderman Gilliam,
Alderman Patrick, Alderman Shugart, Alderman Binstock, Alderman Cross

THRU: Tyler Williams, Assistant Town Manager/CFO

FROM: John Gibson, Mayor

DATE: October 23, 2025

RE: **DISCUSSION/CONSIDERATION:** Resolution 25-660: Authorize Mayor's
Designee for Hawkins County Coordinating Committee

SUMMARY:

The Hawkins County Coordinating Committee is set to meet on November 12, 2025. The mayor cannot attend and wishes to get BMA approval to designate the Town Manager or Assistant Town Manager to serve as his designee to the committee.

REQUESTING DEPARTMENT(S):

Legislative (Mayor Gibson)

FISCAL IMPACT:

None

STAFF RECOMMENDATION:

Staff recommends approval

ATTACHMENTS:

Resolution No. 25-660



RESOLUTION 25-660

A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF MOUNT CARMEL, TENNESSEE, AUTHORIZING THE MAYOR'S DESIGNEE FOR THE HAWKINS COUNTY COORDINATING COMMITTEE

WHEREAS, Tennessee Code Annotated § 6-58-104 establishes a County Coordinating Committee to develop and amend countywide growth plans; and

WHEREAS, the statute provides that the mayor of each municipality may appoint a designee to serve on the Coordinating Committee, subject to confirmation by the municipal governing body; and

WHEREAS, the Town of Mount Carmel has received notice of a meeting of the Hawkins County Coordinating Committee scheduled for November 12, 2025; and

WHEREAS, the Mayor of Mount Carmel is unable to attend and wishes to designate either the Town Manager or Assistant Town Manager to represent the Town in this matter;

NOW THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen meeting at Mount Carmel, Tennessee, on this 23rd day of October, 2025, that:

SECTION 1. That the Town Manager or Assistant Town Manager is hereby authorized to serve as the Mayor's designee on the Hawkins County Coordinating Committee, pursuant to TCA § 6-58-104(a)(1)(B).

SECTION 2. That this designation shall be effective immediately and shall remain in effect until revoked or modified by further resolution of this Board.

SECTION 3. That the Town Recorder is directed to transmit a certified copy of this resolution to the Hawkins County Mayor and/or Coordinating Committee Chair.

This Resolution shall take effect immediately, the public welfare requiring it.

ADOPTED this 23rd day of October, 2025.

John Gibson, Mayor

Attest: _____
Tyler Williams, Town Recorder



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor Gibson, Vice Mayor Bare, and Alderman Gilliam,
Alderman Patrick, Alderman Shugart, Alderman Binstock, Alderman Cross

THRU: James Stables, Town Manager

FROM: Tyler Williams, Assistant Town Manager/CFO

DATE: October 23, 2025

RE: **DISCUSSION/CONSIDERATION:** Resolution 25-661: Participation in
TDOT Transportation Planning Grant

SUMMARY:

Town administration has been approached by LDA Engineering to participate in the TDOT Transportation Planning Grant Program to develop a Complete Streets plan for Main Street.

A Complete Streets plan will help increase safety, improve mobility for all users, and position Mount Carmel for future growth and investment.

Since Hawkins County is an At-Risk county, we qualify for a 0% match on the grant.

The Town will adopt and incorporate the Complete Streets plan in its future strategic and capital improvement planning.

REQUESTING DEPARTMENT(S):

Administration

FISCAL IMPACT:

0% match, future capital investment unknown

STAFF RECOMMENDATION:

Staff recommends approval

ATTACHMENTS:

Complete Streets Plan informational flyer

Resolution No. 25-661

Complete Streets Plans



A Network for All

A Complete Streets Plan identifies solutions to create a transportation network that considers all users. A complete street makes it easier and safer for people to walk, bike, and use public transportation, while also enhancing community aesthetics and supporting economic growth. Complete Streets Plans are developed with the specific community context in mind.

Benefits

Complete Streets enhance mobility and livability for all users of streets, including children, people with disabilities, and older adults. Complete streets improve safety, public health, and reduce transportation costs.

Plan Spotlight

The Morristown SR-343 Complete Streets Plan was completed in 2022, with a focus on improving safety for all transportation modes, making the corridor more bicycle and pedestrian friendly, enhancing streetscape aesthetics, and improving ADA accessibility. This plan resulted in a **100% federally funded \$23.5 million BUILD grant** award for corridor improvements.



Planning Process



Analysis of existing conditions



Engagement of stakeholders



Proposed recommendations



Implementation plan



Funding strategies

Administrative Process

Through the Transportation Planning Grant program, your community will be paired with a consultant currently under contract with TDOT that will guide you through the planning process and bring your plan to life. The community is responsible for actively participating in the plan by establishing a Steering Committee, providing the match, and ensuring local support for the proposed study recommendations.

Contact Us

 TDOT.OCT.Grants@tn.gov

 [Application Information](#)



RESOLUTION 25-661

A RESOLUTION OF THE TOWN OF MOUNT CARMEL AUTHORIZING PARTICIPATION IN THE TENNESSEE DEPARTMENT OF TRANSPORTATION (TDOT) TRANSPORTATION PLANNING GRANT PROGRAM

WHEREAS, the Tennessee Department of Transportation (TDOT) offers Transportation Planning Grants (TPG) to assist communities in developing plans that improve transportation infrastructure and promote safety, accessibility, and economic development; and

WHEREAS, the Town of Mount Carmel recognizes the importance of Main Street as a vital corridor connecting residential neighborhoods, businesses, and civic spaces; and

WHEREAS, the Town seeks to develop a Complete Streets plan for Main Street to enhance safety, mobility, and accessibility for all users, including pedestrians, cyclists, and motorists; and

WHEREAS, the Town of Mount Carmel is located within Hawkins County, designated as an At-Risk Tennessee County, and therefore qualifies for a 0% local match requirement under the TDOT TPG program; and

WHEREAS, the Board of Mayor and Aldermen fully supports the submission of the TPG application and affirms its commitment to adopt the final Complete Streets plan and incorporate its recommendations into the Town's long-range planning and capital improvement efforts if the grant is awarded;

NOW THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen meeting at Mount Carmel, Tennessee, on this 23rd day of October, 2025, that:

SECTION 1. That the Town of Mount Carmel hereby authorizes the submission of an application to the TDOT TPG program for the development of a Complete Streets plan along Main Street.

SECTION 2. That the Town affirms its commitment to adopt the final plan and integrate its recommendations into future planning and infrastructure investments.

SECTION 3. That the Mayor and/or designated Town officials are authorized to execute all necessary documents and take all appropriate actions to facilitate the grant application and implementation process.

This Resolution shall take effect immediately, the public welfare requiring it.

ADOPTED this 23rd day of October, 2025.

John Gibson, Mayor

Attest: _____
Tyler Williams, Town Recorder



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor Gibson, Vice Mayor Bare, and Alderman Gilliam,
Alderman Patrick, Alderman Shugart, Alderman Binstock, Alderman Cross

THRU: James Stables, Town Manager

FROM: Tyler Williams, Assistant Town Manager/CFO

DATE: October 23, 2025

RE: **DISCUSSION/CONSIDERATION:** Resolution 25-662: Adopting a Policy for
Death of an Employee

SUMMARY:

Due to the recent passing of Officer Mark Lindsey, the Town has had to evaluate its protocols and procedures in the event of the death of an active employee. Since a policy was not in place at the time of Officer Lindsey's passing, Town administration relied heavily on resources from MTAS and surrounding governmental agencies to navigate the situation.

Administration now seeks to formally adopt the attached policy which sets forth clear guidelines regarding the death of an active employee.

REQUESTING DEPARTMENT(S):

Administration

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

Staff recommends approval

ATTACHMENTS:

Resolution No. 25-662

Death of an Employee Policy



RESOLUTION 25-662

A RESOLUTION OF THE TOWN OF MOUNT CARMEL, TENNESSEE, ADOPTING A POLICY FOR THE DEATH OF AN EMPLOYEE AND INCORPORATING IT AS AN ADDENDUM TO THE PERSONNEL POLICIES AND PROCEDURES

WHEREAS, the Town of Mount Carmel recognizes the importance of honoring and responding appropriately to the death of a current employee; and

WHEREAS, the Town seeks to establish a formal policy to guide its response in such circumstances, ensuring consistency, compassion, and respect; and

WHEREAS, a written policy titled "*Death of an Employee*" has been prepared and reviewed by the appropriate administrative personnel; and

WHEREAS, it is the intent of the Town to adopt said policy and incorporate it by reference as an official addendum to the Town's Personnel Policies and Procedures document;

NOW THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen meeting at Mount Carmel, Tennessee, on this 23rd day of October, 2025, that:

SECTION 1. The Town of Mount Carmel hereby adopts the "*Death of an Employee*" policy, a copy of which is attached hereto and incorporated herein by reference.

SECTION 2. Said policy shall be included as "Appendix D" to the Town's Personnel Policies and Procedures document and shall be enforced as part of the Town's official personnel policies.

This Resolution shall take effect immediately, the public welfare requiring it.

ADOPTED this 23rd day of October, 2025.

John Gibson, Mayor

Attest: _____
Tyler Williams, Town Recorder



Death of an Employee Policy

Purpose

This policy establishes the procedures and responsibilities following the death of a current employee of the Town of Mount Carmel. It ensures respectful handling of the situation, timely communication, and appropriate support for the employee's family, coworkers, and the community.

Scope

This policy applies to all full-time and part-time employees of the Town of Mount Carmel, Tennessee.

Employee Beneficiary Designation

During the Town's annual open enrollment period, all employees will be required to review and, if necessary, update their designated beneficiary information for applicable benefits, including Town specific death benefits. It is the employee's responsibility to ensure that beneficiary information is accurate and up to date to avoid delays or complications in the event of a claim.

Notification Procedures

- Immediate Notification: Upon learning of an employee's death, the Department Head must immediately notify the Town Administrator.
- Internal Communication: The Town Administrator will notify the Mayor and Board of Aldermen, as well as a respectful internal announcement to staff.

Family Liaison and Support

- Point of Contact: The Town Administrator will assign a liaison to communicate with the deceased employee's next of kin.
- Condolences: The Town may send a formal letter of condolence and/or flowers on behalf of the Town.
- Assistance: The liaison will assist the family with:
 - Final paycheck and accrued leave payout
 - Benefits continuation or termination (e.g., health insurance, life insurance)
 - Retirement or pension benefits (if applicable)
 - Return of Town property (e.g., keys, ID badge, uniforms)

Employee Benefits and Compensation

Full-Time Employees:

- Final Paycheck: The deceased employee's final paycheck, including any accrued but unused vacation or sick time, will be processed in accordance with the employee's beneficiary designation and state law.

- **Holiday Bonus:** If an employee passes away between July 1 and December 31 of the current fiscal year, and the holiday bonus has not yet been distributed, the employee will remain eligible to receive the bonus, which will be issued in accordance with the employee's beneficiary designation and state law. *(Not applicable if cause of death is determined to be suicide).*
- **Death Benefit:** A one-time payment equivalent to one month of the employee's regular pay, calculated using the hourly rate in effect at the time of death, will be issued in accordance with the employee's beneficiary designation and state law. For biweekly paid employees, the applicable formula is (hourly rate) times (normal workweek) times (52/12). *(Not applicable if cause of death is determined to be suicide).*
- **Life Insurance:** The Town will assist the family in filing any applicable life insurance claims related to benefits offered by the Town.
- **Retirement Benefits:** If the employee was enrolled in a retirement plan (e.g., TCRS), the Town will coordinate with the appropriate agency to ensure benefits are processed.

Part-Time Employees:

- **Final Paycheck:** The deceased employee's final paycheck will be processed in accordance with the employee's beneficiary designation and state law.
- **Holiday Bonus:** If an employee passes away between July 1 and December 31 of the current fiscal year, and the holiday bonus has not yet been distributed, the employee will remain eligible to receive the bonus, which will be issued in accordance with the employee's beneficiary designation and state law. *(Not applicable if cause of death is determined to be suicide).*

Workplace Response

- **Grief Support:** The Town may coordinate grief counseling or Employee Assistance Program (EAP) services for coworkers.
- **Memorials:** The Mayor may issue a directive to lower flags to half-staff, observe a moment of silence, or hold a memorial event/vigil.
- **Vacancy Management:** The Department Head will work with Town Administration to determine interim coverage and initiate recruitment if necessary.

Public Relations

- **Media Inquiries:** All media inquiries will be directed to the Assistant Town Administrator or designated spokesperson.
- **Public Statement:** A respectful public statement may be issued, with the family's consent, acknowledging the employee's service to the Town.
- To ensure consistent and respectful communication, only the Town Administrator, Assistant Town Administrator, or an authorized representative may issue public statements or social media posts regarding the death of an employee. Elected officials and employees are not authorized to post or share any information related to the death, before obtaining approval from Town Administration. This policy is intended to protect the privacy of the deceased employee's family and to maintain the integrity of official Town communications.

Policy Review

This policy shall be reviewed every five years, or upon significant changes in state law or organizational structure.

Adopted by the Board of Mayor Alderman via Resolution 25-662 on October 23, 2025.

SIGNED:

John Gibson, Mayor

ATTEST:

Tyler Williams, Town Recorder



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor Gibson, Vice Mayor Bare, and Alderman Gilliam,
Alderman Patrick, Alderman Shugart, Alderman Binstock, Alderman Cross

THRU: James Stables, Town Manager

FROM: Tyler Williams, Assistant Town Manager/CFO

DATE: October 23, 2025

RE: **DISCUSSION/CONSIDERATION: T.C.A. § 8-27-404: Continuing Insurance Coverage for Surviving Spouse and Dependents of First Responders**

SUMMARY:

T.C.A. § 8-27-404 was enacted to support families of first responders who die in the line of duty. The statute reflects Tennessee's commitment to honoring the service and sacrifice of these individuals by ensuring temporary continuation of health benefits for their families.

Local governments that offer health insurance to first responders may elect to extend coverage to eligible survivors.

Health insurance benefits may be continued for up to two (2) years following the death of the first responder.

The State of Tennessee will reimburse local governments for the portion of health insurance premiums or COBRA expenses for which the local government is responsible.

The Town must decide whether to offer this benefit to Officer Lindsey's survivors, and if so, for how long.

REQUESTING DEPARTMENT(S):

Administration

FISCAL IMPACT:

None, State reimburses cost to Town

STAFF RECOMMENDATION:

Minimum of 6 months coverage

ATTACHMENTS:

T.C.A. § 8-27-404

Tennessee Code Title 8. Public Officers and Employees § 8-27-404

Current as of January 02, 2024 | Updated by [Findlaw Staff](#)

(a) As used in this section:

(1) "Emergency medical technician" includes an emergency medical technician advanced and paramedic;

(2) "First responder" means paid, full-time law enforcement officers, firefighters, and emergency medical technicians who are employed by a local government in this state; and

(3) "Local government" means any county, metropolitan government, municipality, or other political subdivision of this state.

(b) If a local government offers health insurance benefits to first responders, the local government may offer or continue to provide health insurance benefits to the surviving spouse and children, including any unborn child, of a first responder killed in the line of duty for a period not to exceed two (2) years after the death of the first responder.

(c) If a local government offers or provides health insurance benefits in accordance with subsection (b), the local government shall notify the commissioner of finance and administration.

(d) This state shall reimburse a local government that provides health insurance benefits in accordance with this section in an amount equal to that portion of health insurance premiums or expenses for COBRA coverage for benefits for which the local government is responsible.