

ADDITIONAL INFORMATION



Claiborne County Government

Michael Gilbert
Bryan Edds

County Mayor and County Commissioners

Subject: Claiborne County Maintenance Department Report – February 2025

February 3rd, 2025 – Cleaned Courthouse and Mayor’s Office, sprayed doorknobs, handrails and benches with disinfectant spray, buffed 1st floor, got trash at the Courthouse. Health Dept. – adjusted door closure on 2 clinic rooms, removed medical equipment from wall in 2 clinic rooms and repaired wall, picked up surplus chairs, filing cabinets and supplies, hung a picture and a bulletin board, adjusted lights, replaced 13 ceiling tiles.

February 4th, 2025 – Cleaned Courthouse and Mayor’s Office, sprayed doorknobs, handrails and benches with disinfectant spray, stocked supply closet, got trash at the Courthouse, replaced 2 bulbs on 3rd floor, took a case of paper from Mayor’s Office to County Clerk’s Office and Trustee’s Office, got trash at Finance Office and replaced 3 light bulbs.

February 5th, 2025 – Cleaned Courthouse and Mayor’s Office, mopped Register of Deeds Office and restrooms, buffed foyer in Register of Deeds Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse, hung sheetrock on the ceiling at 4-H Office.

February 6th, 2025 – Cleaned Courthouse and Mayor’s Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse, took trash to convenience center, unclogged commode at Harrogate Senior Citizens Center.

February 7th, 2025 – Cleaned Courthouse and Mayor’s Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse, 4-H Office, Chamber of Commerce, Library, Election Office, Finance Office, Persevere and Family Justice Center.

February 10th, 2025 – Cleaned Courthouse and Mayor’s Office, sprayed doorknobs, handrails and benches with disinfectant spray, swept 2nd floor and stairwells, got trash at the Courthouse, took supplies to Finance Office, got a broken chair at Finance Office to take to convenience center, replaced light bulbs at the Library.

February 11th, 2025 – Cleaned Courthouse and Mayor’s Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse and Finance Office, refilled soap dispenser in ladies’ restroom, took trash to convenience center.

February 12th, 2025 – Cleaned Courthouse and Mayor’s Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse, stocked supply closet.



Claiborne County Government

February 13th, 2025 - Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse, took trash to convenience center, took used flags to New Tazewell Methodist Church, replaced flags at the Health Dept., replaced keyboard tray on desk in Judge McAfee's Office.

February 14th, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse, 4-H Office, Chamber of Commerce, Library, Election Office, Finance Office, Persevere and Family Justice Center, hung sheetrock at 4-H Office.

February 17th, 2025 – Presidents' Day

February 18th, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse, replaced batteries in smoke detector located in small courtroom, removed 2 water fountains and plugged them off at Tazewell Senior Citizens Center.

February 19th, 2025 – Courthouse closed due to inclement weather.

February 20th, 2025 – Cleaned Courthouse and Mayor's Office, shoveled and salted snow at the Courthouse, Homeland Security, Chamber of Commerce, 4-H Office, Finance Office, Election Office, Library and Family Justice Center, got trash at the Courthouse, stocked supply closet, repaired 2 tables used for County Commission meetings.

February 21st, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, mopped Mayor's Office and restrooms, buffed 1st floor, swept 2nd floor, swept salt off the ramp, replaced light bulb in Judge McAfee's Office, took trash to convenience center, got trash at the Courthouse, 4-H Office, Chamber of Commerce, Library, Election Office, Finance Office, Persevere and Family Justice Center.

February 24th, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse.

February 25th, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse and Finance Office, brought a case of envelopes from 3rd floor to County Clerk's Office, textured a portion of the ceiling at 4-H Office, took trash to convenience center.

February 26th, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse, took 7 chairs from the Library to the Landfill, took a case of paper from Mayor's Office to Clerk & Master's Office.



Claiborne County Government

February 27th, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse, took a case of paper from Mayor's Office to County Clerk's Office.

February 28th, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, mopped and buffed 1st floor, mopped restrooms, mopped and buffed lobby in Trustee's Office, cleaned restrooms in Judge McAfee's Office and Circuit Court Clerk's Office, replaced 3 bulbs at Finance Office, got trash at the Courthouse, 4-H Office, Chamber of Commerce, Library, Election Office, Finance Office, Persevere and Family Justice Center, took trash to the convenience center, closed out the account for the month at Jerry's Hardware.

A handwritten signature in blue ink, appearing to read "Joe Brooks", is written over a horizontal line.

Joe Brooks
Claiborne County Mayor

CLAIBORNE CHANCERY

Month End Payouts and
Revenue Transmittal

Clerks	County	Description	Amount
	24160	40130 Delinquent Tax	\$39,483.11
	24410	42520 Del. Tax Officer Cost	\$0.00
		45550 Fees in Lieu of Salary	
		Delinquent Tax 5% Com.	\$2,028.28
		45550 Fees in Lieu of Salary	
		Tax, fees, comm & int.	\$10,593.15
29900/Data		42530 Data Fee	\$552.00
	24410	42520 Court Officers Fee	\$148.20
24140/jbldg		40266 Litigation Tax/Jail	\$233.12
	24140	40250 Litigation Tax/Court & Probate	\$553.67
24140 Secur		42591 Court Room Security	\$3.80
29900/dp		42530 Data Fee	\$56.00
		Total	\$53,651.33

Claiborne County Veterans Service Office
PO Box 584
Tazewell, TN 37879

March 4, 2025

Memo For: County Mayor

SUBJECT: Significant Actions Report—February 2025

In February 2025, I worked 12 of 13 scheduled days. The Claiborne County Courthouse was closed on February 19th due to snow and ice. I had 56 veterans (and/or family members) in the office. Many of these veterans had claims that had been submitted and were approved. Some of these veterans I helped them to get a Service Connection increase in their disability. I also offered the veterans information on the additional benefits that may have become available to them because of their age or benefits that may be available to them as their Service-Connected disability increased. Sometimes, the veterans' healthcare and pharmacy benefits are changed, and they are put in a higher priority group as their disability changes or stated condition becomes worse.

I responded and helped with another 41 veteran request with telephone calls or emails, including fax correspondence with information/planning etc. This office served a total of 47 veterans and families with service-connected disabilities ranging from 10%- 100% along with healthcare and pension claims. Issues with these veterans are varied and sometimes complex. It is my understanding that VA healthcare ID cards can now be made at any out-patient clinic where the veteran's primary care doctor is located including Morristown, Knoxville, and Lafollette TN.

On February 12 I attended training on Discharge upgrades and handling of complex, complicated, and difficult claims. Other areas of training involved Accrued Benefits claims and the path these claims should take with the VA.

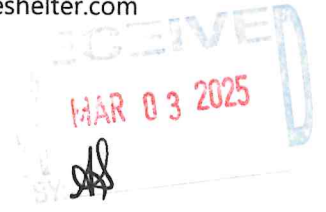


Gary Hansard
VSO Claiborne County TN



Claiborne Animal Shelter
674 Ritchie Lewis Drive
New Tazewell, TN 37825

Phone: 423-626-2686
Email: Claiborneshelter2018@gmail.com
Website: www.claiborneshelter.com



2-25-2024

Dear Claiborne County Finance,

On behalf of the Claiborne Animal Shelter Board, I would like to express our heartfelt gratitude for your generous donation of \$20,000.00 on February 13, 2025. Your support enables us to continue our mission of addressing pet overpopulation in Claiborne County through spay and neuter initiatives and finding loving homes for unwanted dogs and cats.

Since opening our shelter in July 2012, we have cared for an average of 400 animals each month. We are deeply thankful that these animals have a safe haven, and we are inspired by the positive response from our community.

In 2024, we successfully spayed and neutered 1,052 animals, a critical step in preventing unwanted litters. This work is made possible through contributions like yours, and we remain committed to our belief that prevention is the most effective solution to overpopulation.

No goods or services were provided in exchange for your donation. Please retain this letter as a record for your tax purposes.

Thank you once again for your generosity and for supporting our efforts to make a difference in the lives of animals and our community.

Sincerely,

Misti Roberts
Executive Director

Virginia Caperton, Gary Burchett, Cindy DeBusk, Carol Nichols, Shelly Wieting, Kathy Zimprich,
Charleton Vass, Roxeanne Davis, Meghan Treece, Dr. Crystal LeRoy
Board of Directors, Claiborne Animal Shelter, INC