

ADDITIONAL INFORMATION



Claiborne County Government

Michael Gilbert
Bryan Edds

County Mayor and County Commissioners

Subject: Claiborne County Maintenance Department Report – September 2025

September 1st, 2025 – Labor Day

September 2nd, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse, took paper towels to County Clerk's Office, put a new seal on the tank in employee's restroom, replaced faucet screen end in ladies' restroom, refilled toilet paper in men's restroom.

September 3rd, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse, Library and Finance Office, took trash to convenience center.

September 4th, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse.

September 5th, 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 and Family Justice Center, stocked supply closet.

September 8th, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse, mowed at the Courthouse, Election Office, Emergency Management and Family Justice Center, refilled seat covers in ladies' restroom.

September 9th, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse and 4-H Office, moved a chair upstairs at the Family Justice Center, took supplies to maintenance office.

September 10th, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse, Chamber of Commerce and 4-H Office, took a case of paper from Mayor's Office to the County Clerk's Office, converted 3 sets of lights to LED in large courtroom, took supplies to 3rd floor.

September 11th, 2025 - Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse and Chamber of Commerce, replaced 2 light bulbs in hallway on 1st floor, took trash to convenience center, brought 2 cases of blinds from Finance Office to Clerk & Master's Office.



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September 12th, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse, 4-H Office, Library, Election Office, Finance Office and Family Justice Center, stocked supply closet, took supplies to the Library.

September 15th, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse, converted 8 sets of lights to LED in large courtroom, refilled soap dispenser in employee's restroom.

September 16th, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse, replaced 4 sets of blinds in Clerk & Master's Office.

September 17th, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse, converted 6 sets of lights to LED in small courtroom, took 6 totes of files from Finance Office to 3rd floor of the building, fixed a light at the Library.

September 18th, 2025 – Cleaned Courthouse and Mayor's Office, mopped and buffed 1st floor, mopped restrooms, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse. Former Persevere Office-swept, mopped, dusted, vacuumed, got trash, cleaned restroom, converted all lights to LED and replaced faucet in the restroom.

September 19th, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, stocked supply closet, got trash at the Courthouse, 4-H Office, Chamber of Commerce, Library, Election Office, Finance Office and Family Justice Center.

September 22nd, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse, mowed, trimmed and blew the grass off the sidewalks at the Courthouse, Election Office, Emergency Management and Family Justice Center.

September 23rd, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, swept 2nd floor hallways, got trash at the Courthouse, brought a copier from Finance Office to Trustee's Office, took trash to convenience center.

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

September 25th, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse, assembled a rolling cart at the Finance Office, replaced 4 fluorescent bulbs at Tazewell Senior Citizens Center.



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September 26th, 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 and Family Justice Center, cleaned basement at Family Justice Center and took 12 boxes of files to the basement.

September 29th, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse and 4-H Office, took a case of paper from Mayor's Office to Clerk & Master's Office, adjusted a desk drawer at Finance Office, replaced 8 light bulbs at the helipad, sprayed wasps at Finance Office, put up 3 signs in Cumberland Gap.

September 30th, 2025 – Cleaned Courthouse and Mayor's Office, sprayed doorknobs, handrails and benches with disinfectant spray, got trash at the Courthouse, Finance Office and Library, put up 6 signs in Cumberland Gap, took trash to convenience center, took supplies to Trustee's Office, refilled toilet paper dispenser in ladies' restroom, closed out the account for the month at Jerry's Hardware.

Joe Brooks
Claiborne County Mayor

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

October 1, 2025

Memo For: County Mayor

SUBJECT: Significant Actions Report September 2025

In September 2025, I worked 14 of 14 scheduled days. 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 were assisted in getting a Service Connection increase in their disability. I also offered the veterans other information on the additional benefits that may have become available to them because of their age or other benefits that may be available to them as their Service-Connected disability was increased.

Many times, the veterans' healthcare and pharmacy benefits are changed, and they are put in a higher priority group as their disability changes, or their disability percentage condition is increased. Sometimes as their declining health conditions worsen with age there are other benefits that may become available. Some veterans were in the office to file a completely new claim for disabilities. Some veterans made applications for VA healthcare. I had several veterans report that their claim had been approved or they had received an increase in their benefits. This makes my job very rewarding.

I helped with another 37-veteran request with telephone calls or emails, including fax correspondence with information/planning etc. This office served a total of 45 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 as the VA changes in their policies.

A program called "Community Care" within the VA Healthcare System is now changing for the betterment of the veteran. Under the old plan a veteran had to get authorization every six months to be seen outside the VA Medical Center or clinics. With the new law thirty specialties such as Cardiologists, Dermatologist and Pulmonologists can now be approved for up to one full year without recertification. This eliminates a lot of anxiety and worry for the veteran.

In September I completed my annual recertification with the HIPPA and Rules of Privacy both in the medical section for healthcare and the computer and other devices used to handle and send such private information.



Gary Hansard
VSO Claiborne County TN

CLAIBORNE CHANCERY

Month End Payouts and
Revenue Transmittal

Clerks	County	Description	Amount
	24160	40130 Delinquent Tax	\$45,936.01
	24410	42520 Del. Tax Officer Cost	\$0.00
		45550 Fees in Lieu of Salary	
		Delinquent Tax 5% Com.	\$2,353.18
		45550 Fees in Lieu of Salary	
		Tax, fees, comm & int.	\$11,339.65
29900/Data		42530 Data Fee	\$566.00
	24410	42520 Court Officers Fee	\$197.60
24140/jbldg		40266 Litigation Tax/Jail	\$261.10
	24140	40250 Litigation Tax/Court & Probate	\$642.26
24140 Secur		42591 Court Room Security	\$24.70
29900/dp		42530 Data Fee	\$64.00
		Total	\$61,384.50

Mayer

Claiborne County Trustee's Office Fund Report

Financial Summary Report - September 01, 2025 to September 30, 2025

Fund	Name	Starting Balance	Receipts	Disbursements	Transfers In	Transfers Out	Commission adjustment	Commission	Ending Balance
101	GENERAL FUND	5,917,851.07	1,145,823.04	1,675,245.10	0.00	0.00	(8.62)	15,129.74	5,373,307.89
116	SOLID WASTE/SANITATION	2,148,889.85	254,804.81	172,070.19	0.00	0.00	(2.07)	4,023.79	2,227,602.75
119	INDUSTRIAL/ECONOMIC DEVELOPMENT	1,910.72	0.00	0.00	0.00	0.00	0.00	0.00	1,910.72
122	DRUG CONTROL	9,681.89	8,654.44	1,225.00	0.00	0.00	0.00	86.55	17,024.78
127	OTHER GENERAL GOVERNMENT SPECIAL REVENUE	1,912,852.28	44,000.00	267,049.86	0.00	0.00	0.00	0.00	1,689,802.42
131	HIGHWAY/PUBLIC WORKS	1,464,530.56	240,344.24	322,952.88	0.00	0.00	(0.08)	2,393.00	1,379,529.00
141	GENERAL PURPOSE SCHOOL	13,849,679.14	4,277,282.21	4,010,753.67	0.00	0.00	(6.65)	20,990.35	14,095,223.98
142	SCHOOL FEDERAL PROJECTS	981,359.78	376,676.06	307,634.59	0.00	0.00	0.00	0.00	1,050,401.25
143	FOOD SERVICE	8,139,893.95	441,626.43	555,072.19	0.00	0.00	0.00	0.00	8,026,448.19
151	GENERAL DEBT SERVICE	954,745.23	291,056.66	361,150.49	0.00	0.00	(0.36)	556.39	884,095.37
171	GENERAL CAPITAL PROJECTS	381.50	0.00	0.00	0.00	0.00	0.00	0.00	381.50
176	HIGHWAY CAPT. PROJECTS	774,427.76	74,623.80	375,091.78	0.00	0.00	(0.12)	177.78	473,782.12
351	CITIES - SALES TAX	0.00	257,376.27	254,802.51	0.00	0.00	0.00	2,573.76	0.00
362	2011 PROPERTY TAXES	(108.00)	0.00	0.00	0.00	0.00	0.00	0.00	(108.00)
364	DISTRICT ATTORNEY GENERAL	70,336.41	1,176.28	25,951.16	0.00	0.00	0.00	0.00	45,561.53
365	Work Release Program	127,533.03	27,914.75	3,050.00	0.00	0.00	0.00	0.00	152,397.78
21600	ADVANCES PAYABLE TO OTHER FUNDS	103.00	0.00	0.00	0.00	0.00	0.00	0.00	108.00
29900	FEE/COMMISSION	62,804.00	45,931.36	0.00	0.00	52,610.80	0.00	0.00	56,124.56
		36,416,877.17	7,487,290.35	8,332,049.42	0.00	52,610.80	(17.90)	45,931.36	35,473,593.84

Summary of Assets Beginning Balances		Debits / Credits		Summary of Assets Ending Balances	
CASH	1,000.00	1,935,292.32 (+)	1,935,292.32 (-)	CASH	1,000.00
BANK ACCOUNTS	36,402,073.17	13,920,071.96 (+)	14,860,561.29 (-)	BANK ACCOUNTS	35,461,583.84
COUNTY TAX RELIEF	1,231.00	3,180.00 (+)	2,856.00 (-)	COUNTY TAX RELIEF	1,555.00
STATE TAX RELIEF	12,573.00	30,314.00 (+)	33,432.00 (-)	STATE TAX RELIEF	9,455.00
BANK TAX PAYMENTS	0.00	38,944.00 (+)	38,944.00 (-)	BANK TAX PAYMENTS	0.00
Total	36,416,877.17	15,927,802.28 (+)	16,871,085.61 (-)	Total	35,473,593.84

Property Tax Summary

	Debits (-)	Credits (+)	Total
Current Year	895.00	1,256,354.67	1,255,459.67
Prior Year	0.00	107,301.03	107,301.03
Bankruptcy	0.00	0.00	0.00
Interest	0.00	11,630.97	11,630.97

This report is submitted in accordance with requirements of section 5-8-505 and 67-5-1902 Tennessee Code, annotated and to the best of my knowledge and belief, accurately reflects transactions of this office September 01, 2025 through September 30, 2025.

Signature: Janice Alexander Title: Treasurer

October 02, 2025