

COUNTY COMMISSION MEETING – DECEMBER 15, 2025

The Claiborne County Commission met in regular session on Monday, December 15, 2025 at 6:30 p.m. at the Courthouse in Tazewell, Tennessee. Meeting was opened by Officer Doug Evans. Invocation by Commissioner David Mundy. Pledge led by Officer Doug Evans.

AGENDA ITEM #1 – CALL TO ORDER/ROLL CALL:

Chairman Mike Campbell called the meeting to order. County Clerk Karen Hurst called the roll by district. Commissioners present/absent as follows:

PRESENT:

District 1

Zachary Bunch
Dennis Cook
Whitt Shuford

District 2

Haley Barker
Nathan Epperson
Gary Poore

District 3

Mike Campbell
Stacey Crawford
Tim Shrout

District 4

Anthony Rowe

District 5

Mitchell Cosby

District 6

Rosemary Barnett
Carolyn Brooks
Steve Mason

District 7

Steve Brogan
Eric Jones
Sherry McCreary

District 8

David Mundy
Quintin Rogers

District 9

ABSENT:

District 4

Zach Mullins

District 9

Dustin Wilson

19 commissioners present

Also present: Jennifer Bryant, Recorder

AGENDA ITEM #2 – APPROVAL OF AGENDA

MOTION: Commissioner Mundy – to approve

SECOND: Commissioner Mason

Commissioner Mundy requested to add resolution concerning helicopter landing pad.

(This added as Resolution 2025-133, item #1A under New Business).

Commissioner McCreary requested to add a discussion item of information from Health Dept.

(This added as discussion item #1B under New Business)

Vote on agenda as amended; Motion carried by aye vote

AGENDA ITEM #3 – APPROVAL OF MINUTES

MOTION: Commissioner Mason – to approve

SECOND: Commissioner McCreary

Motion carried by aye vote

AGENDA ITEM #4 – COUNTY OFFICE REPORTS

AGENDA ITEM #5 – COUNTY MAYOR'S REPORT

AGENDA ITEM #6 – COUNTY SHERIFF'S REPORT

AGENDA ITEM #7 – COMMITTEE REPORTS

AGENDA ITEM #8 – HIGHWAY DEPT. QUARTERLY WHEEL TAX REPORT

MOTION: Commissioner Epperson – to approve

SECOND: Commissioner Poore

Motion carried by aye vote

AGENDA ITEM #9 – NOTARY PUBLIC APPOINTMENTS

MOTION: Commissioner Mundy – to approve

SECOND: Commissioner Brooks

Motion carried by aye vote

APPROVED:

Madison Elaine Burford

Megan L. Killion

Judy G. Buchanan

Kaylee R. Riggs

Leslie A. Hunter

Kara L. Cole

Paul M. Estep

AGENDA ITEM #10 – NOTARY PUBLIC BONDS

MOTION: Commissioner Mundy – to approve

SECOND: Commissioner Cosby

Motion carried by aye vote

APPROVED:

Madison Burford

Kaylee Riggs

Kara L. Cole

Paul M. Estep

sureties: Robert M. Estep and James D. Estep, III

sureties: Robert M. Estep and James D. Estep, III

sureties: Robert M. Estep and James D. Estep, III

sureties: Robert M. Estep and James D. Estep, III

OLD BUSINESS:

(none)

NEW BUSINESS:

ITEM #1 – DISCUSSION – COMPLAINT FILED IN CHANCERY COURT – DISPOSITION OF 16 HUMAN CREMAINS

County Mayor Brooks informed CLB that this is a step to dispose of cremains and it is required that litigation be filed through the court system and this is informing the commission that the litigation has been filed. Mayor Brooks said that an Attorney General's opinion has been requested as to the method the county should dispose of any cremains going forward. County Attorney Estep advised that these are cremains that have not been asked for or any interest expressed in, that no action will be taken pending due process and the court's ruling and that he would keep the CLB updated.

Following further discussion, no further action taken.

ITEM #1A – RES. 2025-133 – LEASE OF HELICOPTER LANDING PAD

MOTION: Commissioner Mundy – to approve

SECOND: Commissioner Rogers

ROLL CALL VOTE: 19 for; 0 against / Motion carried
(Resolution as follows)

RESOLUTION
RESOLUTION NO. 2025-133

WHEREAS, Claiborne County, Tennessee desires to lease a helicopter landing pad from Aaron Robertson; and,

WHEREAS, Aaron Robertson owns real property on State Highway 63, adjacent to Hickory Corner Dairy; and,

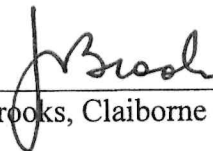
WHEREAS, Claiborne County desires to construct a helicopter landing pad on the property; and,

WHEREAS, the proposed Lease is attached to this Resolution.

NOW THEREFORE, BE IT RESOLVED, the Claiborne County Commission, meeting in regular session on the 15th day of December, 2025, hereby authorizes, directs and empowers the Claiborne County Mayor to execute the attached Lease with Aaron Robertson for a portion of the property located on State Highway 63 in Claiborne County, Tennessee.

BE IT FURTHER RESOLVED, this resolution will take effect upon its passage, the public welfare requiring it.

Duly passed and approved this 15th day of Dec., 2025.



Joe Brooks, Claiborne County Mayor

ATTEST:



Karen Hurst, County Clerk

SPONSOR:

David Mundy, County Commissioner

This instrument prepared by: Estep & Estep/bec
Attorneys-At-Law
P. O. Box 770
Tazewell, TN 37879

LEASE FOR HELICOPTER LANDING PAD

This lease agreement is entered into on the ____ day of _____, 2025, by and between AARON ROBERTSON, hereinafter referred to as "Lessor" and CLAIBORNE COUNTY, TENNESSEE, hereinafter referred as "Lessee", at Claiborne County, Tennessee.

WITNESSTH:

1. Lessor leases to Lessee and Lessee leases from Lessor, a space on the real property of the Landlord, being large enough for a concrete Helicopter Landing Pad and driveway to US Highway 63 for ingress and egress. The parties understand and agree the size will be approximately fifty (50) feet by fifty (50) feet and an adjoining area for driveway and adequate space for ambulance.

2. Term. The parties agree this lease shall be for a period of thirty (30) years to commence on January 1, 2026 and end December 31, 2056, and a new tenancy from month to month thereafter shall be created between Landlord and Tenant which shall be subject to all the terms and conditions of this lease but shall terminable on thirty (30) days written notice, served by Lessor or Lessee on the other party.

3. Rent. Lessee agrees to pay without demand to Lessor as rent for the leased premises the sum of One (\$1.00) Dollar per year in advance, through Aaron Robertson.

4. Quiet Enjoyment. Lessor covenants that upon paying the rent and performing the covenants herein contained Lessee shall peacefully and quietly have, hold and enjoy the Leased Premises for the agreed term.

5. Use of Leased Premises. The Leased Premises shall be used and occupied by Lessee exclusively as a helicopter landing pad.

6. Assignment and Subletting. Without the prior written consent of Lessor, Lessee shall not assign this lease, or sublet or grant any concession or license to use the Leased Premises, and part thereof.

7. Alterations and Improvements. Lessee shall make no alterations, additions or improvements, except the constructing of a concrete helicopter landing pad and roadway for access without the prior written consent of Lessor.

8. Maintenance and Repair. Lessee shall at its sole expense, keep and maintain the Leased Premises and appurtenances, in as good condition and repair during the term of this Lease and any renewals thereof or holdover period, as the condition and repair of the Leased Premises at the commencement of the Lease, ordinary wear and tear and unavoidable casualty excepted.

9. Insurance. The Lessee shall be responsible for and maintain liability insurance for its use of the property as a helicopter landing pad or site.

10. Improvements and Repairs. The Lessor and Lessee shall have the right to construct an adequate fence to prohibit and limit the access to the property by livestock or animals, and subject to the requirements of the Federal Aviation Administration and/or any agencies

responsible for regulating and controlling emergency management services by helicopter or aircraft.

11. Condition of Leased Premises. The property will be maintained and returned to Lessor at the end of the lease as presently constructed and any additions shall remain with the property and become the property of Lessor.

12. Binding Effect. The covenants and conditions herein contained shall apply to and bind the heirs, legal representatives, and assigns of the parties hereto and all covenants are to be construed as conditions of this lease.

13. Liability. Each of the parties will be responsible for their own negligence and liability, as a result of own and separate activities upon the property.

14. Notice. Any notice required shall be provided to Aaron Robertson,
_____ and Claiborne County, Tennessee, c/o
Claiborne County Mayor, P.O. Box. 318, Tazewell, TN 37879.

IN WITNESS WHEREOF, the parties have executed this Lease on the day and date first above written.

LESSOR:

AARON ROBERTSON

LESSEE:

CLAIBORNE COUNTY, TENNESSEE

By: _____
JOE BROOKS, MAYOR

OATH:

STATE OF TENNESSEE:
COUNTY OF CLAIBORNE:

Personally appeared before me, the undersigned authority, a Notary Public in and for said County and State, the within named bargainor, AARON ROBERTSON, with whom I am personally acquainted or proved to me on the basis of satisfactory evidence, and who acknowledged that he executed the within instrument for the purposes therein contained.

Witness my hand and official seal on this the _____ day of _____,
2025.

Notary Public

My commission expires: _____

STATE OF TENNESSEE:
COUNTY OF CLAIBORNE:

Before me, the undersigned authority, personally appeared, JOE BROOKS, with whom I am personally acquainted, and who, upon oath, acknowledged himself to be the Mayor of the Claiborne County, Tennessee, the within named bargainor, and that he as such Mayor, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of Claiborne County, Tennessee by himself as Mayor.

WITNESS my hand and official seal on this the ____ day of _____, 2025.

Notary Public

My Commission Expires: _____

ITEM #1B – DISCUSSION – INFORMATION FROM HEALTH DEPT.

Director Garnet Southerland addressed the CLB of services provided by the Health Dept. including a new service, starting in January, of same day sick visits for adults and will provide additional promotional materials when they are available.

ITEM #2 – RES. 2025-126 – FJC CONTRIBUTIONS (budget amendment)

MOTION: Commissioner McCreary – to approve

SECOND: Commissioner Jones

ROLL CALL VOTE: 19 for; 0 against / Motion carried
(Resolution as follows)

RESOLUTION NO. 2025- 126

BUDGET AMENDMENT FOR FAMILY JUSTICE CENTER CONTRIBUTIONS

WHEREAS, the Family Justice Center (FJC) receives contributions from citizens throughout the year to support the operations of the FJC; and

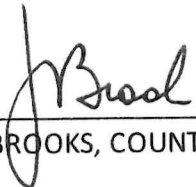
WHEREAS, this resolution recognizes contributions received in 2025; now

THEREFORE, the Claiborne County Commission must approve the following budget amendment in order for these monies to be expended.

		<u>Expense</u>	<u>Revenue</u>
101-53600-499	Other Supplies & Materials	\$100	
101-48130	Contributions		\$100
	Total	\$100	\$100

NOW THEREFORE, BE IT RESOLVED, by the Claiborne County Commission, meeting in regular session on the 15th day of December 2025 that this resolution is approved.

BE IT FURTHER RESOLVED, that this resolution will take effect upon its passage, the public welfare requiring it. Duly passed and approved this 15th day of December 2025.



JOE BROOKS, COUNTY MAYOR

/s/ Sherry McCreary
SPONSOR

ATTEST:



KAREN HURST, CLERK

FILED 12-1-25
KAREN HURST, COUNTY CLERK
BY: 3:25 pm D.C.

12/15/2025

ITEM #3 – RES. 2025-127 – FJC (budget amendment)

MOTION: Commissioner McCreary – to approve

SECOND: Commissioner Jones

ROLL CALL VOTE: 19 for; 0 against / Motion carried
(Resolution as follows)

RESOLUTION NO. 2025- 127

BUDGET AMENDMENT FOR FAMILY JUSTICE CENTER

WHEREAS, the Family Justice Center (FJC) received a one-time flexible spending award through a partner agency; and

WHEREAS, this resolution recognizes contributions received in 2025; now

THEREFORE, the Claiborne County Commission must approve the following budget amendment in order for these monies to be expended.

		<u>Expense</u>	<u>Revenue</u>
101-53600-499	Other Supplies & Materials	\$2,500	
101-48130	Contributions		\$2,500
	Total	\$2,500	\$2,500

NOW THEREFORE, BE IT RESOLVED, by the Claiborne County Commission, meeting in regular session on the 15th day of December 2025 that this resolution is approved.

BE IT FURTHER RESOLVED, that this resolution will take effect upon its passage, the public welfare requiring it. Duly passed and approved this 15th day of December 2025.



JOE BROOKS, COUNTY MAYOR

/s/ Sherry McCreary
SPONSOR

ATTEST:



KAREN HURST, CLERK

FILED 12-1-25
KAREN HURST, COUNTY CLERK
BY: 3:25 pm D.C.

12/15/2025

ITEM #4 – RES. 2025-128 – SHERIFF'S OFFICE HVE GRANT (budget amendment)

ITEM #5 – RES. 2025-129 – SHERIFF – MENTAL HEALTH TRANSPORTATION (budget amendment)

ITEM #6 – RES. 2025-130 – SHERIFF'S OFFICE SRO GRANT (budget amendment)

ITEM #7 – RES. 2025-131 – FUND 101 SHERIFF (budget amendment)

MOTION: Commissioner Shrout – to combine items #4 thru 7 and approve

SECOND: Commissioner Epperson

ROLL CALL VOTE: 19 for; 0 against / Motion carried

(Resolutions as follows)

RESOLUTION NO. 2025- 128

BUDGET AMENDMENT FOR SHERIFF'S OFFICE HVE GRANT

WHEREAS, the State of Tennessee Department of Safety and Homeland Security has provided a \$10,000 High Visibility Enforcement of Tennessee Traffic Safety Laws (HVE) grant to the Sheriff's Office for the period from October 1, 2025 through October 1, 2026; and

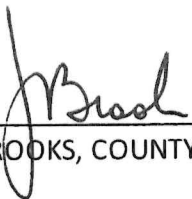
WHEREAS, the grant will fund law enforcement activities to decrease the number of driving under the influence (DUI) crashes;

THEREFORE, the Claiborne County Commission must approve the following budget amendment in order for the funds to be expended.

	<u>Expense</u>	<u>Revenue</u>
101-54110-187-HVE Overtime-HVE	\$4,456	
101-54110-201-HVE Social Security-HVE	277	
101-54110-204-HVE State Retirement-HVE	262	
101-54110-212-HVE Employer Medicare-HVE	65	
101-54110-499-HVE Other Supplies and Materials	\$4,940	
<u>101-46290-HVE Other Public Safety Grants</u>		<u>\$10,000</u>
Total	\$10,000	\$10,000

NOW THEREFORE, BE IT RESOLVED, by the Claiborne County Commission, meeting in regular session on the 15th day of December 2025, that this resolution is approved.

BE IT FURTHER RESOLVED, that this resolution will take effect upon its passage, the public welfare requiring it. Duly passed and approved this 15th day of December 2025.

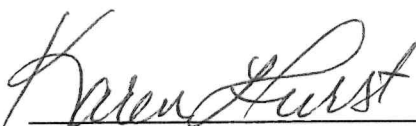


JOE BROOKS, COUNTY MAYOR

/s/ Tim Shrout
SPONSOR

FILED 12-1-25
KAREN HURST, COUNTY CLERK
BY: 3:25 pm D.C.

ATTEST:



KAREN HURST, CLERK

RESOLUTION NO. 2025- 129

BUDGET AMENDMENT FOR SHERIFF – MENTAL HEALTH TRANSPORTATION

WHEREAS, the Claiborne County Sheriff's Office has received Mental Health Transportation funding from the State of Tennessee; and the Sheriff's Office wants to use these funds to purchase a vehicle for transporting inmates; and


WHEREAS, unspent Mental Health Transportation funds received by the County in prior fiscal years can be carried over to support this expense;

NOW, THEREFORE, the Claiborne County Commission approves the following budget amendment in order for these monies to be expended:

		<u>Revenue</u>	<u>Expense</u>
101-46980-MHT	Prisoner Transportation	\$47,658	
101-39000	Fund Balance	\$ 62	
101-54220-718-MHT	Workhouse-Motor Vehicles		\$47,720

NOW THEREFORE, BE IT RESOLVED, by the Claiborne County Commission, meeting in regular session on the 15th day of December 2025, that this resolution is approved.

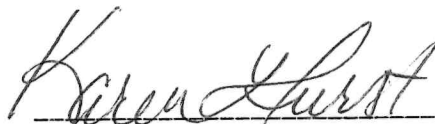
BE IT FURTHER RESOLVED, that this resolution will take effect upon its passage, the public welfare requiring it. Duly passed and approved this 15th day of December 2025.



JOE BROOKS, COUNTY MAYOR

/s/ Tim Shrout
SPONSOR

ATTEST:



KAREN HURST, COUNTY CLERK

FILED 12-1-25
KAREN HURST, COUNTY CLERK
BY: 3:25 pm B.C.

RESOLUTION NO. 2025- 130

BUDGET AMENDMENT FOR SHERIFF'S OFFICE SRO GRANT

WHEREAS, the Claiborne County Sheriff's Office was awarded a Statewide School Resource Officer (SRO) grant from the State of Tennessee Department of Safety and Homeland Security for Fiscal Year 2026; and


WHEREAS, the FY 2026 County budget includes \$975,000 in SRO grant revenue, but the actual grant award is \$1,125,000, which requires amending the County budget to include the \$150,000 in additional revenue and adding \$150,000 in additional appropriation authority for eligible grant expenses;

THEREFORE, the Claiborne County Commission must approve the following budget amendment in order for the SRO grant funds to be expended.

		<u>Expense</u>	<u>Revenue</u>
101-54110-170	School Resource Officer	\$79,250	
101-91130-718	Motor Vehicles	\$70,750	
101-46240	School Resource Officer Grants		\$150,000
	Total	\$150,000	\$150,000

NOW THEREFORE, BE IT RESOLVED, by the Claiborne County Commission, meeting in regular session on the 15th day of December 2025, that this resolution is approved.

BE IT FURTHER RESOLVED, that this resolution will take effect upon its passage, the public welfare requiring it. Duly passed and approved this 15th day of December 2025.



JOE BROOKS, COUNTY MAYOR

/s/ Tim Shrout
SPONSOR

FILED 12-15-25
KAREN HURST, COUNTY CLERK
BY: 3:25 pm P.C.

ATTEST:



KAREN HURST, CLERK

RESOLUTION NO. 2025- 131

BUDGET AMENDMENT FOR FUND 101 Sheriff

WHEREAS, Fund 101 (Sheriff Dept.) has received a payment of \$14,870.42, for insurance recovery related to an accident that occurred with a vehicle; and

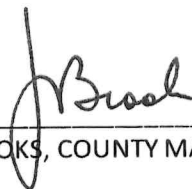
WHEREAS, this payment can be placed into the Fund 101 budget to replace funds that were spent to make repairs related to the accident; and

NOW, THEREFORE, the Claiborne County Commission must approve the following budget amendment in order for this money to be expended:

		<u>Revenue</u>	<u>Expense</u>
101-49700	Insurance Recovery	\$14,870.42	
101-54110-338	Site Development		\$14,870.42

NOW, THEREFORE, BE IT RESOLVED by the Claiborne County Commission, meeting in regular session on the 15th day of December 2025, that this resolution is approved.

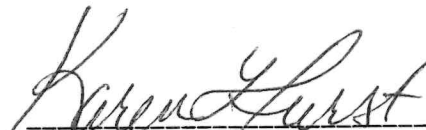
BE IT FURTHER RESOLVED that this resolution will take effect upon its passage, the public welfare requiring it. Duly passed and approved this 15th day of December 2025.



JOE BROOKS, COUNTY MAYOR

/s/ Tim Shrout
SPONSOR

ATTEST:



KAREN HURST, COUNTY CLERK

FILED 12-1-25
KAREN HURST, COUNTY CLERK
BY 3:25 pm D.C.

ITEM #8 – RES. 2025-132 – ACCEPTING ETHRA-00A GRANT FY26

MOTION: Commissioner Mundy – to approve

SECOND: Commissioner Cosby

ROLL CALL VOTE: 19 for; 0 against / Motion carried
(Resolution as follows)

Resolution 2025 - 132
A RESOLUTION ACCEPTING ETHRA-00A GRANT FY26

Sponsor: David Mundy

WHEREAS, Claiborne County has been awarded a grant from the East Tennessee Human Resources Agency's Office On Aging for building improvements at the Harrogate and Tazewell Senior Centers; and,

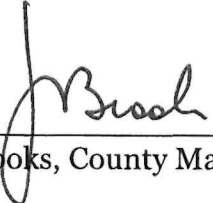
WHEREAS, Claiborne County has been awarded \$40,000; \$20,000 to each center.

NOW, THEREFORE, BE IT RESOLVED, the following line items are to be adjusted as follows:

	Increase
101-56300-335-00A26	\$40,000.00

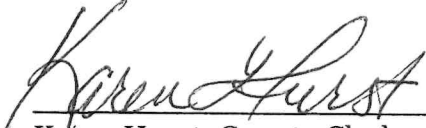
IT IS FURTHER RESOLVED, this resolution shall take effect upon its passage, the public welfare requiring it.

PASSED AND APPROVED, this the 15th day of December, 2025.



Joe Brooks, County Mayor

ATTEST:



Karen Hurst, County Clerk

FILED 12-3-25
KAREN HURST, COUNTY CLERK
BY: 12:25 pm D.C.

12/15/2025

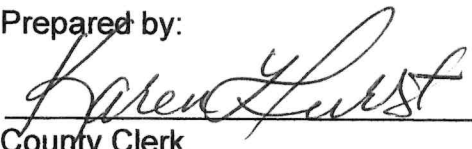
ITEM #9 – ADJOURNMENT

MOTION: Commissioner Mundy– to adjourn

SECOND: Commissioner Cosby

Motion carried by aye vote / Meeting adjourned.

Prepared by:



County Clerk