

Carter County Commission

Minutes of:

Buildings & Grounds Committee Zoom Meeting

November 5, 2020 6:00 PM

Members:

Isaiah Grindstaff - absent

Ginger Holdren - present

Robert Acuff - present

Randall Jenkins - present

Mike Hill - present

Sonja Culler - present

Brad Johnson - present

Thomas Proffitt - present

I. Call to Order

The Building & Grounds Committee was called to order by Vice Chair Ginger Holdren at 6:00 pm.

II. Approval of Agenda

A motion was made by Mike Hill, second by Robert Acuff to approve the agenda.

Roll Call

Randall Jenkins – yes

Mike Hill – yes

Robert Acuff – yes

Brad Johnson – yes

Isaiah Grindstaff – absent

Ginger Holdren – yes

Sonja Culler – yes

Thomas Proffitt – yes

The motion was approved.

III. Approval of October Minutes

A motion was made by Mike Hill, second by Sonja Culler to accept the minutes from the previous meeting.

Roll Call:

Randall Jenkins – yes

Mike Hill – yes

Robert Acuff – yes

Brad Johnson – yes

Isaiah Grindstaff – absent

Ginger Holdren – yes

Sonja Culler – yes

Timothy Proffitt – yes

The motion was approved.

IV. Public Comments

None

V. New Business

a. Discussion of lease with Probation office



RECEIVED

11-13-2020

8:25 Am *AT*

State representatives contacted Mayor Woodby about renewing the lease for the Probation Office for another five years. The current lease ends December 31, 2020. The lease comparison is attached. Several issues have been reported including drug paraphernalia being found in the parking lot, people coming from the Probation Office going to the Planning Office to use the facilities and making messes. There have also been issues reported to the committee by Abby Frye about keys needing to be made repeatedly at the county's cost, and them being difficult to work with. Sonja Culler stated that while looking at the comparison it looks like they will be getting the property for not much more than free. Robert Acuff stated that he agreed with Ms. Culler and is not in favor of renewing the lease. Something else could be done with the building. Possibly moving the Planning Office into the building, demolishing that office and paving the area, or even demolishing both properties and looking at building something on the site. The Probation building is not up to ADA and the question was asked how much it would cost to bring it up to code. Mr. Johnson stated that an analysis would need to be done of the building to see if it would be worth doing the upgrades on. It may not be worth doing anything with. Ms. Culler stated that maybe it could be used for storage. Mayor Woodby stated that it may be best to just demolish both the Probation building and the Planning building and build a structure that can be used for Planning.

Robert Acuff made a motion, second by Sonja Culler to not renew the lease with the State for the Probation Office and seek other alternatives.

Ms. Holdren asked Dr. Acuff what he meant by seek other alternatives. He clarified that it should be another discussion to decide what could be done with the property, storage, made ADA compliant for the Planning office or demolish. But, to clarify, not to renew the lease under these terms. Ms. Culler asked if this would give enough time to leave. Attorney Hardin stated that it would need to be at least 90 days. They may need longer and that can be worked with. Sonja Culler asked if that should be an amendment added to the motion. Robert Acuff made the amendment to the motion to add a 90-day notice to the Probation Office.

Roll Call:

Randall Jenkins – yes

Mike Hill – yes

Robert Acuff – yes

Brad Johnson – yes

Thomas Proffitt – yes

Ginger Holdren – yes

Sonja Culler – yes

Isaiah Grindstaff – absent

Motion passed.

Dr. Acuff asked if there had been any conversation about the Probation Office using the old jail? No one has spoken to them about another property.

b. Discussion of Carter Co-owned property on Indian Creek Road – Commissioner Aaron Frazier (attached)

Commissioner Frazier came to the committee with the request to have a piece of property that the county owns surveyed. The property is off Hwy 19 E the property is 22 acres. He stated that he believed that the Park & Rec might be interested in using it. Randall Jenkins stated that he would be happy to take the map of the property to the Park & Rec meeting.

Mr. Jenkins stated that there had been discussion about finding property to use as a firing range. Mr. Frazier stated that the property would be good for that purpose.

Randall Jenkins made a motion to have the property surveyed. Mr. Hill asked if they could find out if the Park & Rec would be interested in the property first? Mr. Frazier stated that he had spoken to Ken Gough about the property, but he said he didn't want to proceed till after it was surveyed.

No second. Vice Chair Holdren advised Mr. Frazier that he could bring it back at another time and see if there was any interest then.

c. Discussion of potential property acquisitions including Linda Whitehead's property appraisal

Vice Chairwoman Holdren brought the appraisal for the property located at 829 E. Elk Ave. owned by Linda Whitehead to the committee for discussion. She stated that the Mayor Woodby, Vickie Clark with the UT Extension Office and herself toured the property and report that the property looked to be in good shape. Ms. Clark was extremely interested in the commercial kitchen at the property. Vice Chairwoman Holdren stated that she believes there could be several uses for the property other than the Extension Office use of the kitchen.

The property consists of an older two-story historic home (5,877 sq feet) and 3.71 acres of land situated in the northeast corner of the intersection of E. Elk Ave. and Highway 19 E. The appraisal for the property is \$588,000.00 for the homeplace and 1.06 acres, and \$577,000.00 for the undeveloped 2.65 acres. The total value is \$1,135,000.00. Ms.

Whitehead is disputing the appraisal, stating that the house is in the 7000 sq ft range so is worth more than is being reported. Vice Chair Holdren asked Attorney Hardin if she were correct in saying that the county would only be able to offer Ms. Whitehead 5% over the appraisal. He stated that that had been the guild line followed previously. Ms. Holdren stated to the committee that her experience in real estate has shown her that property bordering your property is more valuable than it would be to others. Ms. Clark stated again that the kitchen at the property would be a great asset to the extension office. The property has meeting and office space that would also benefit the county. Brad Johnson asked if Ms. Clark had been to the Workforce Development Complex and looked over some of the spaces there that could be renovated to fit the extension office needs. He stated that with the Whitehead property being a historic property it would take a lot of maintenance to keep it in good repair. Sonja Culler asked if the Whitehead property was a historic property. Attorney Hardin informed her that it was. Randall Jenkins asked if the property were large enough that a hotel could be placed on it. He reminded the committee that there has been talk of a hotel coming into the county. Mr. Johnson stated that the property isn't large enough for a hotel and parking. Mayor Woodby told Mr. Jenkins and the committee that a hotel has already been approved and is a go. Mr. Jenkins stated that he agreed with Mr. Johnson that the up keep on the house would be huge and they needed to be aware that the appliances in the commercial kitchen are not something that can be acquired without spending a lot of money. If they needed to be replaced it would cost thousands of dollars. The county needed to be prepared for this likelihood. Dr. Acuff also agreed with Mr. Johnson and Mr. Jenkins, historic homes can be hard to maintain. He reminded the committee that when former Chairman Jaynes brought this to the committee several months ago, time was of the essence. Has this changed? Vice Chair Holdren stated that in conversation with Ms. Whitehead, she has been in negotiations with another entity about the purchase of first the land only then the house and land. Mike Hill brought up again the

possibility of a partnership with the Friends of Sycamore Shoals, would they like to be involved. Dr. Acuff said he would be happy to bring it to the board meeting to see if there was interest. Ms. Culler asked to be clear on what this partnership would look like. Mr. Hill stated that he didn't really know what it would look like. Ms. Culler stated that if the extension office wanted to use the kitchen the Friends of Sycamore Shoals wouldn't want to pay for it. Mr. Hill stated that he didn't know if the extension office would be best for the house.

Mike Hill made a motion, second by Sonja Culler to contact the Friends of Sycamore Shoals to see what interest they have in a partnership with the county to purchase the property.

Roll Call:

Randall Jenkins – yes

Mike Hill – yes

Robert Acuff – yes

Brad Johnson – yes

Thomas Proffitt – yes

Ginger Holdren – yes

Sonja Culler – yes

Isaiah Grindstaff – absent

The motion was approved. Dr. Acuff stated that he will be happy to take it to the board.

Vice Chairwoman Holdren stated that she wants the committee to understand that Ms. Whitehead will sell the property and a business will go on the land. She wants them to remember that once it sold, we won't have another chance.

Vice Chairwoman Holdren stated that she wanted to present several other properties for the committee to think about.

The Chamber of Commerce Building across 19 E.

The lease for the Chamber of Commerce was \$10.00 per year with the chamber responsible for the maintenance. Mayor Woodby stated that she was told that the building was in horrible condition but after doing a walk through with Ms. Holdren they believe that it isn't too bad. The city was going to tear it down but would be interested in working with the county. Ms. Woodby suggested Economic Development and Tourism. Mayor Woodby stated that could be something that the city will want to help with and possibly the help with the building as well. A discussion needs to happen. Ms. Holdren stated that at \$10.00 we would have to do all the maintenance. Mr. Hill stated that Mr. Kirby used to do the maintenance on the building. Ms. Holdren said that during the walk through she noticed some issues that would have to be addressed. There looks to be a drainage issue, some rot or termite damage to the exterior and some floor damage. There is also a broken seal on the large window in the front of the building. Mayor Woodby asked Attorney Hardin about a title search. Attorney Hardin replied, the property was transferred to the housing and development and back to the city, no appraisal since it has belonged to the city for so long. Mike Hill made a motion, second by Robert Acuff to set up a round table with the city to discuss Economic Development and Tourism the broadband issues, along with the building.

Roll Call:

Randall Jenkins – yes

Mike Hill – yes

Robert Acuff – yes

Brad Johnson – yes

Thomas Proffitt – yes

Ginger Holdren – yes

Sonja Culler – yes

Isaiah Grindstaff – absent

The motion passed.

Mayor Woodby stated that she would set up the meeting with the city.

The Cowan Residence

Vice Chairwoman Holdren and Mayor Woodby made an appointment with Ms. Cowan to meet with her to do a walk through of the residence. Ms. Holdren reported that the property is beautiful. It isn't a historical building. The property also seems to be in particularly good condition. She noted that she saw a little mold in one area and some discoloration around some lights on the 3rd floor. There seemed to be a little rot on the outside as well. Ms. Holdren asked for the opinion of the committee. Ms. Culler asked how big the house is. Randall Jenkins looked it up on property viewer and informed the committee that it was 6000 sq ft. Ms. Holdren stated that while Ms. Cowen didn't give her a price and stated that she would like to hear what the county would offer, Ms. Holdren stated that she has heard two different prices, \$1.1 million and \$900k. Ms. Woodby stated that there are architectural drawings of buildings that had been planned for the sides of the property as well. Ms. Holdren stated that she believes it has 1.66 acres of land.

Randall Jenkins made a motion, second by Mike Hill for Vice Chair Holdren to set up another site visit with Ms. Cowen.

Roll Call:

Randall Jenkins – yes

Mike Hill – yes

Robert Acuff – yes

Brad Johnson – yes

Thomas Proffitt – yes

Ginger Holdren – yes

Sonja Culler – yes

Isaiah Grindstaff – absent

The motion passed.

Vice Chair Holdren stated that she would reach out to Ms. Cowen to schedule a visit and email those who are interested.

Mayor Woodby stated that she was approached about another piece of property that will be on the market soon. Judge Lisa Rice came to the mayor and informed her that the office she owns will be available and asked if she would like to do a walk through. Mayor Woodby went to the property located on the other side of Memorial Funeral Home on Friday. Mayor Woodby suggested that it may be a good location for the Finance Department and Brad Burke. Vice Chair Holdren commented that there are four properties available near the courthouse, while we may not need all four, we should consider what is available. Mayor Woodby stated that the county is growing, and we need more space now. Vice Chair asked Mayor Woodby if Judge Rice would be open to letting the committee do a walk through. Mayor Woodby stated she was sure that could happen, and she would be happy to set that up if it was the committee's wish. Ms. Culler stated that the Rice property should be looked at and brought back to committee in December, but we wouldn't be able to decide till January. Mayor Woodby stated that she would speak to Judge Rice and see if she would be

willing to wait. Vice Chair Holdren asked if Mayor Woodby if she would set up a walk through and email those who would like to see it.

Randall Jenkins stated that he would like to look at it one day next week. Vice Chair asked Ms. Woodby to set that up for next week and email the committee and those who can or want to can go.

VI. Old Business

a. Courthouse security update

Mayor Woodby updated that the project had stopped, and they were waiting on materials to come in. Finish date is mid-January. Temporary wall is up, and everything is secure.

b. Sluder property update

Ms. Woodby stated that nothing has really changed, water and electricity need to be finished, also, need to find and place an outbuilding for the vehicles that will be placed there.

c. ADA transition plan

Vice Chair Holdren stated that she has no update from Captain Smith

d. Paving at Planning /Probation offices

Mayor Woodby updated that the drainage and grading has been done but not the paving.

e. County Archive Dept location

This is getting ready to be discussed in the Records Committee.

f. Building & Grounds Supervisor – deferred till December.

g. Northeast State contract – deferred till December

h. Forestry Service Workforce Development Complex update

There current landlord let them stay there so they will not need to go to the Workforce Development Complex.

i. Workforce Development Complex as a CTE site for Carter County Schools

The data from Dr. McAbee is attached concerning the tech classes at each of the county high schools. Vice Chair stated that she hopes he will be able to attend next month.

VII. Commissioner Comments

Attorney Hardin sent out an email with a map on a piece of land owned by the father of Charles LaPorte who is deceased and Louie Green. The property is small and blocks off any access to the property bordering in. Mr. LaPorte informed Attorney Hardin that he was not going to pay the property taxes any longer. He didn't know if Mr. Green would pay his portion or not. Attorney Hardin stated that he told Mr. LaPorte that he would bring it to the committee to see what if anything needed to be done.

VIII. Adjournment

A motion to adjourn was made by Mike Hill, second by Sonja Culler. The motion was unanimously approved. The meeting was adjourned at 8:00 pm.

Respectfully submitted by

Gwen Crowe

Lease Comparisons

	Probation & Parole	Northeast State	AB&T - 1st Floor	AB&T - 2nd Floor
Annual Lease Rate	\$9,679	\$177,066	\$24,999.96	\$35,000
Square Footage	1,776	27,758	3,120	5,239
Rate per Sq.Ft.	\$5.45 (\$3.15 adjusted)	\$6.38	\$8.01	\$6.68
Utilities	County Pays (Prior 12 months County Paid \$4,090.02)	Renter Pays	Renter Pays	Renter Pays

Lease Agreement Analysis for 836 E. Second St.

Property currently leased by the County to State of Tennessee for Probation & Parole office

Annual Lease Rate: \$9,679.00

Leased Space: 1,776 Square Feet

Rate Per Square Foot: \$5.45

State does not pay any utility costs for this building. Per the lease agreement, the annual rate is supposed to include \$1, 879.00 estimated utilities that is included in the total lease rate of \$9,679.00. Other county lease agreements require the renter to pay their own utilities.

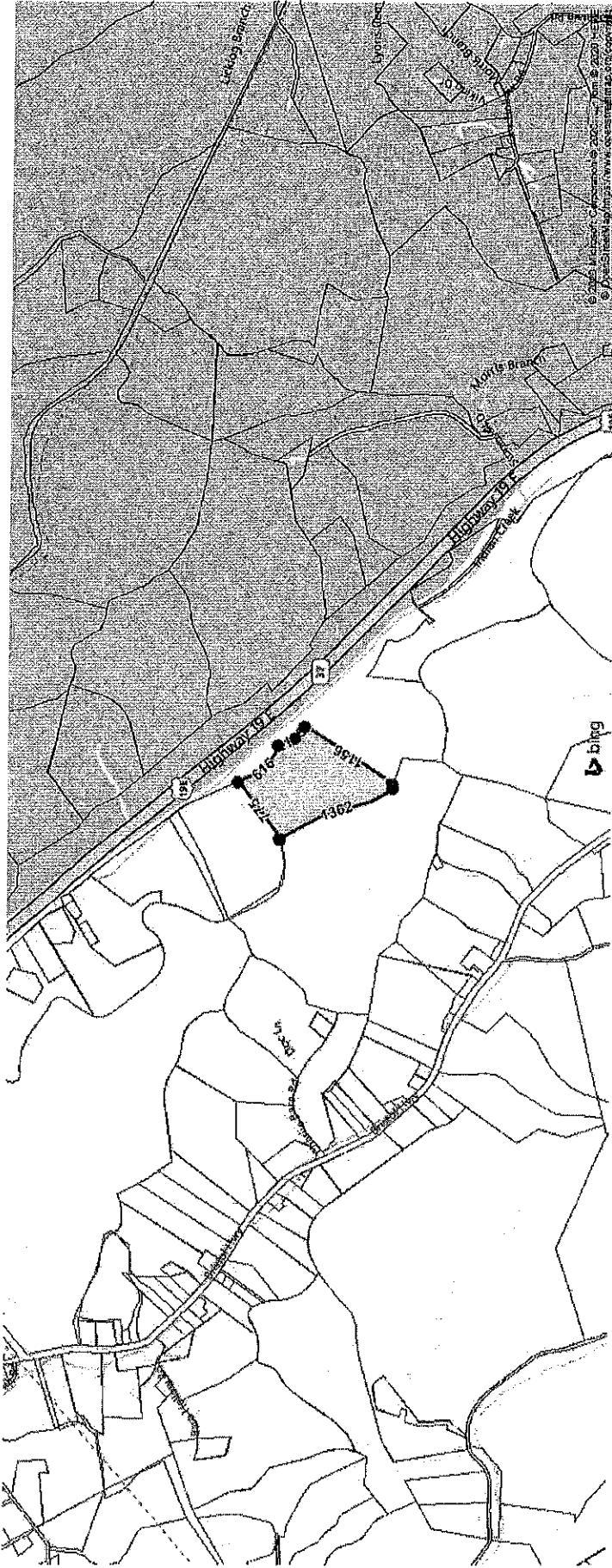
County pays for the following utilities/services for the property:

- All maintenance to structure, grounds, and heating and air equipment.
- Electricity
- Water/Sewer
- Natural Gas
- Pest Control

Utilities/Services Cost Analysis:

- Electricity – per the Elizabethton Electric Department, the electric bills for the prior 12 months totaled \$2,220.26.
- Water/Sewer – per the Elizabethton Water Department, the water/sewer bills for the prior 12 months totaled \$604.00
- Natural Gas – per Atmos the natural gas bills for the prior 12 months totaled \$857.76
- Pest Control – the contract with McClain’s Pest Control is \$34 per month for a 12-month total of \$408.
- Total utilities/services cost for 1 year: \$4,090.02

If you deduct the annual cost of utilities from the annual lease rate, the actual rental payment is \$5,588.98 which calculates out to a rate of approximately \$3.15 per square foot of leased space.



State of Tennessee  Comptroller of the Treasury
Real Estate Assessment Data

Home	About	New Search	Return to List
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County Number: 010

County Name: CARTER

Tax Year: 2020

Property Owner and Mailing Address

Jan 1 Owner:
 CARTER COUNTY
 801 E ELK AVE
 ELIZABETHTON, TN 37643

Property Location

Address: INDIAN CREEK RD

Map: 019 Grp: Ctrl Map: 019 Parcel: 080.00 PI: S/I: 000

Value Information

Reappraisal Year: 2016

Land Mkt Value: \$51,000
 Improvement Value: \$0
 Total Market Appraisal: \$51,000
 Assessment %: 0
 Assessment: \$0

General Information

Class: 01 - COUNTY
 City #: 000 City: 000
 SSD1: 000 SSD2: 000
 District: 08 Mkt Area: B99
 # Bldgs: 0 # Mobile Homes: 0
 Utilities - Water / Sewer: 00 - PUBLIC / NONE Utilities - Electricity: 01 - PUBLIC
 Utilities - Gas / Gas Type: 00 - NONE Zoning:

Subdivision Data

Subdivision:
 Plat Bk: Plat Pg: Block: Lot:

Additional Description

Building Information

Extra Features

Sale Information

Sale Date	Price	Book	Page	Vac/Imp	Type Instrument	Qualification
11/07/1964	\$0	219	331			

Land Information

Deed Acres: 0.00 Calc Acres: 0.00 Total Land Units: 22.00
Land Type: 62 - WOODLAND 2 Soil Class: P Units: 22.00

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[Glossary of Terms](#)
Division of Property Assessments
[Home Page](#)

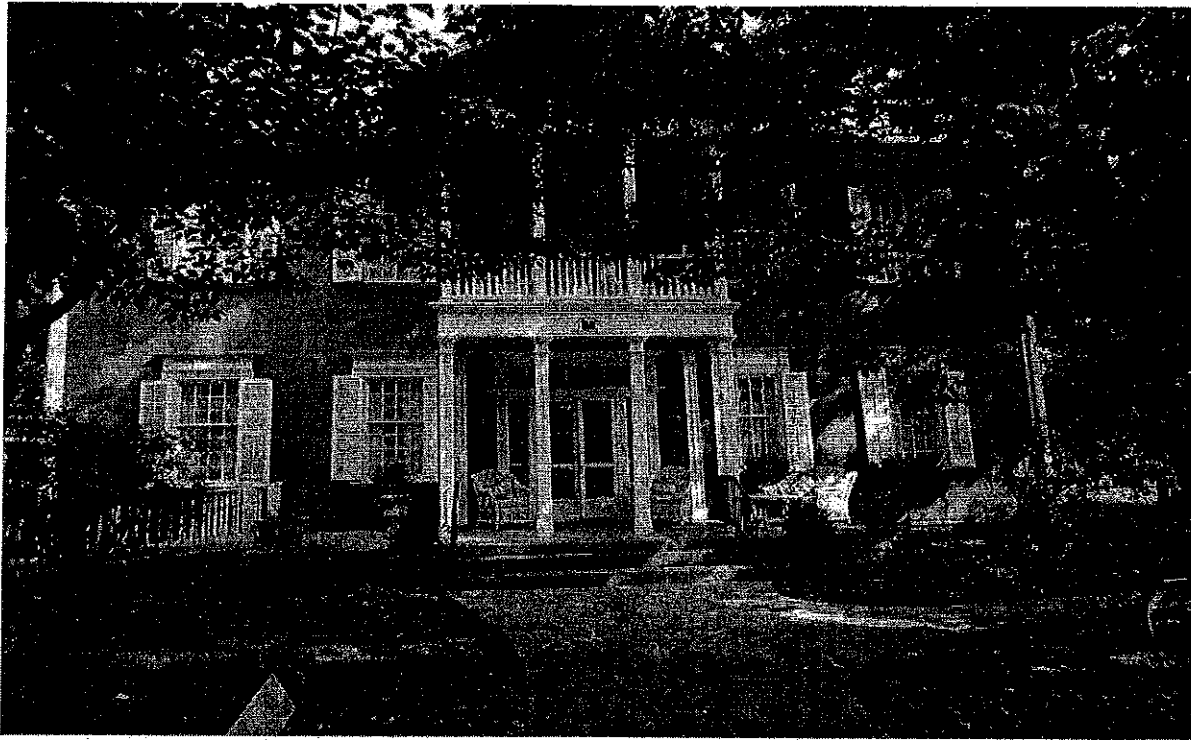
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REAL ESTATE APPRAISAL REPORT

PREPARED FOR

**Carter County, TN
County Mayor's Office
801 E. Elk Ave.
Elizabethton, TN 37643
ATTN: Ms. Patty Woodby**



PROPERTY APPRAISED

**Linda Whitehead Property
829 E. Elk Ave.
Elizabethton, TN**

PREPARED BY

**William A. Miller
Certified General Real Estate Appraiser
Tennessee License #CG-154
The William A. Miller Company
268 Christian Church Rd., Suite 4
Johnson City, Tennessee**

October 9, 2020
Page 2

As a result of my investigation and findings and in giving due consideration to the location, size, and present overall utility as offered by the subject property as observed, it is my opinion that it has an estimated market value as of September 9, 2020 in the amount of:

***** ONE MILLION ONE HUNDRED & THIRTY FIVE THOUSAND DOLLARS *****

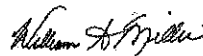
(\$1,135,000.00)

Of the total value conclusion, \$588,000.00 is allocated to the homeplace and 1.06 acres, and \$577,000.00 is allocated to the undeveloped 2.65 acres.

The work agreement was made between the appraiser and client. Intended users other than the client must accept the assignment parameters set out in the request for service by the client. The appraiser will not be responsible for responding to issues or concerns of the client or of other intended user(s) which the appraiser had no knowledge of at the time of engagement. The appraiser will make corrections to any significant errors that are identified by the client, and will correct, of possible, any deficiencies from the requirements of the engagement agreement which were specifically identified and communicated to the appraiser at the time of engagement. The appraiser will respond, in like manner, to any written review of the appraisal presented to the appraiser. However, the appraiser will not perform additional work to conform to some underwriting or review criteria not part of the engagement agreement, or to satisfy the subjective opinions of reviewers (issues that do not affect the value, or USPAP and supplemental standards compliance).

Attached, please find a copy of my appraisal report which presents a review of the facts and findings upon which the final value conclusion is predicted. Should any questions arise, or if I can be of future assistance with this or other matters, please do not hesitate to call. The opportunity to be of service is appreciated.

Respectfully submitted,



William A. Miller
TN Certified General Real
Estate Appraiser, Lic. #CG-154

WAM: kp
Attachment

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William A. Miller – Appraiser
268 Christian Church Road, Suite 4
Johnson City, TN 37615-4475
Tax I.D. 62-1427400
(423) 283-4178 Office
(423) 283-4132 Facsimile
bill@wamappraisals.com

INVOICE

October 9, 2020

Carter County, TN
County Mayor's Office
801 E. Elk Ave.
Elizabethton, TN 37643
ATTN: Ms. Patty Woodby

REF: APPRAISAL OF MARKET VALUE
Linda Whitehead Property
829 E. Elk Ave.
Elizabethton, TN

FOR SERVICES RENDERED.....\$1,500.00

*** Balance Due upon Receipt ***

School :

Unaka High School

	A	B	C	D	E	F
1	School :					
2	Teacher	Program	Shop Area Space (sq. ft.)	Secured Storage Area Space (sq. ft.)	Classroom Space (sq. ft.)	Total Space for all areas: shop, classroom, & storage (sq. ft.)
3	Loveless, Melissa	Business Management	N/A	145	1520	1665
4	Anderson, Sandy	Health Science	N/A	325	1620	1945
5	Burton, Theresa	Human Services	N/A	300	1200	1500
6	Johnson, Scotty	Collision Repair	7700	1450	1000	10150
7	Ayers, Cody	Agriculture	2850	2000	750	5600
8						
9	Scotty Johnson's Shop Area includes his Paint Bay					
10	Theresa Burton's Classroom Area includes her Cooking Stations					
11	Cody Ayers' Shop Area includes his Meat Shop, Freezer, Fridge areas					
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