



CITY OF SPARTA
6 Liberty Square
P.O. Box 30
Sparta, Tennessee 38583
931.836.3248
931.836.3941 fax
www.sparta.tn.gov

AGENDA

BOARD OF MAYOR AND ALDERMEN

Thursday, February 1, 2024 - 5:00 PM
Sparta City Hall, 2nd Floor

1. Approval of the Minutes of the January 4, 2024 regular meeting.

ORDINANCE

2. Ordinance No. 24-969, an Ordinance authorizing the rezoning of 305 S. Young Street from (R-A) Residential "A" to (C-D) Commercial "D", on first reading. This was approved by the Sparta Planning Commission on January 2, 2024.
3. Ordinance No. 24-970, an Ordinance to establish an updated occupational safety and health program plan, devise rules and regulations, and to provide for a safety director and the implementation of such program plan. (TN Dept of Labor & Workforce Required).
4. Ordinance No. 24-971, an Ordinance to make amendments to Title 12, Chapter 4 of the Sparta Municipal Code pertaining to Residential Sprinklers.

RESOLUTIONS

5. Resolution No. 24-590, a resolution to sell certain items on GovDeals.
6. Resolution No. 24-591, a resolution to amend the Human Resource Manual, Section XI adding Part R, pertaining to GPS in City Vehicles.

LEASES AND CONTRACTS

7. Approve Statement of Work with Patterson & Dewar Engineers, Inc. for HMI (Human-Machine interface) & Alarm at Substation RTAC and a SMS gateway that will send text messages on alarm conditions.

PERSONNEL

8. Authorize the solicitation of employment applications for Truck Driver for Street Department.
9. Approve the application for volunteer firefighter, Dalton Wilson for the Fire Department.

FINANCE

10. Approve Finance Director's financials.



PURCHASING

11. Approve the purchase of 100 tons of road salt from Morton Salt in the amount of \$11,513.00.
12. Approve the purchase of three (3) Sewer Grinders for manholes at the Justice Center for the Sewer Department.

MISCELLANEOUS

13. Approve the recommendation of a requested Street Light on Sugar Hill Drive.
14. Department heads reports.
15. Other NEW business.
16. UNFINISHED business.
17. Citizen Comments from Sparta Citizens (3minute limit).
18. Adjourn.

There will be a work session immediately following the board meeting.

The City of Sparta is an equal opportunity provider and employer.

MINUTES

January 4, 2024

The Board of Mayor and Aldermen of the City of Sparta, White County, Tennessee, met in a scheduled meeting at Sparta City Hall, at 5:00 PM on the 4th day of January 2024, with Mayor Jerry Lowery presiding.

<u>Members Present</u>	<u>Members Absent</u>
Vice-Mayor Bobby Officer	
Alderman Jim Floyd	
Alderman Brian Jones	
Alderman Travis McBride	
Alderman Judy Payne	
	Alderman Brent Young

Status of other city staff members were:

Tonya R. Tindle	City Administrator / City Recorder	Present
Dillard Quick	Public Works Director	Present
Caroline Sapp	City Attorney	Present
Nick Dunn	Police Chief	Present
Kirk Young	Fire Chief	Present
Mike O'Neal	Codes Enforcement	Present
Tonia Wilson	Finance Director	Present
Belva Bess	Electric Manager	Present

A quorum was present and notice had been previously mailed to all members and the news media. Mayor Lowery called the meeting to order. Brian Jones opened with a prayer. Travis McBride led the Pledge of Allegiance by request of the mayor.

There was a motion by Alderman Payne with a second by Alderman McBride to approve the minutes of the December 21, 2023 regular called meeting which had been previously mailed to all board members and read by each member prior to the meeting. All voted "Aye" by voice vote. Motion passed.

There was a motion by Alderman Floyd with a second by Alderman McBride to approve Resolution No. 23-589, a resolution calling for a city election to be held on August 1, 2024, for the purpose of electing three alderman each for four-year terms to the Sparta board of Mayor and Alderman. The roll call was as follows:

Alderman Floyd.....	Yes
Alderman Jones.....	Yes
Alderman McBride.....	Yes
Vice-Mayor Officer.....	Arrived Late
Alderman Payne.....	Yes
Alderman Young.....	Absent
Mayor Lowery.....	Yes
The motion passed.	

There was a motion by Alderman Payne with a second by Alderman McBride to authorize the Amendment and Restatement of the Interlocal Agreement of the Upper Cumberland Regional Airport. The roll call was as follows:

Alderman Floyd.....	Yes
Alderman Jones.....	Yes
Alderman McBride.....	Yes
Vice-Mayor Officer.....	Arrived Late
Alderman Payne.....	Yes
Alderman Young.....	Absent
Mayor Lowery.....	Yes

The motion passed.

There was a motion by Alderman Payne with a second by Alderman Floyd to approve the Finance Director's financials. All voted "Aye" by voice vote. Motion passed.

There was a motion by Alderman Floyd with a second by Alderman Jones to appoint Barbara Lancaster to the Senior Citizens Board. All voted "Aye" by voice vote. Motion passed.

Department heads placed their reports in the agenda and Aldermen asked questions.

The mayor declared the Board in session as the Beer Board.

There was a motion by Vice-Mayor Officer with a second by Alderman Payne to approve the applications for Off-Premises Beer permits for Pintubhai Patel d/b/a EZ Express Mart #2 located at 470 W. Bockman Way. All voted "Aye" by voice vote. Motion passed.

The mayor declared the session of the Beer Board closed.

No citizens comments were heard.

No additional items were discussed.

There being no further business, there was a motion to adjourn by Alderman Payne with a second by Alderman McBride. All voted "Aye" by voice vote. Motion passed. The meeting was adjourned at 5:14 P.M.

Read and approved this _____ day of _____, 2023

Jerry Lowery, Mayor

ATTEST

Tonya R. Tindle, City Recorder

AGENDA ITEM #2

ORDINANCE

<p>AN ORDINANCE AUTHORIZING THE REZONING OF 305 SOUTH YOUNG STREET FROM (R-A) RESIDENTIAL “A” TO (C-D) COMMERCIAL “D”</p>	ORDINANCE # 24-969
	Requested By: Sparta Municipal Planning Commission
	Prepared By:
	Approved as to form and correctness:
	<div></div>
	(City Attorney)
	Passed 1 st Reading:
	Passed 2 nd Reading:
Minute Book	Page

WHEREAS, the Sparta Board of Mayor and Aldermen, in accordance with Section 13-7-203 and 13-7-204 of the Tennessee Code Annotated, may from time to time, amend the zoning ordinance and related maps; and

WHEREAS, the Sparta, Tennessee Municipal Planning Commission met on January 2, 2024 and voted to recommend to the Board of Mayor and Aldermen that the Zoning Map of Sparta, Tennessee be changed from R-A to C-D for a certain parcel of property; and

WHEREAS, the Sparta, Tennessee Board of Mayor and Aldermen held a public hearing on February 15, 2024, after adequate public notice; and

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF SPARTA, TENNESSEE THAT:

Section 1. The Zoning Map, Sparta, Tennessee March 2012” is hereby amended by changing the zoning classification of property on 305 S. Young St (parcel 072.00 on Tax Map 059H, Group B) from Residential R-A to Commercial C-D and;

Section 2. This ordinance shall take effect upon final passage, subsequent to a necessary public hearing, the public welfare requiring it.



Map/Data For Illustrative Purposes Only.

City of Sparta is not responsible for misuse, misinterpretation, or inaccuracy of data.

Not a substitute for OneCall.

12/13/2023

Proposed Rezoning

305 S Young St

Map: 059H Group: B Parcel: 072.00

R-A to C-D



1 inch = 200 feet

AGENDA ITEM #3

Tonya Tindle

To: Ashley Dugan
Subject: RE: TOSHA request for updated safety and health plan

From: Ashley Dugan
Sent: Tuesday, September 5, 2023 1:02 PM
To: Brad Hennessee <b.hennessee@spartatn.gov>; l.jeffries@spartatn.gov
Subject: TOSHA request for updated safety and health plan

Good afternoon. We are needing an updated safety and health plan for Sparta. The most recent plan we have is dated September 2016. I have attached the plan to this e-mail. You are required to update your plan at least every 7 years and whenever there are changes. I have included a blank plan (ordinance) and a blank org chart. Please let me know if you have any questions about what is needed.

Thank you,



Ashley Dugan | Public Sector Manager
Tennessee OSHA
220 French Landing Drive, Floor-3A
Nashville, TN 37243
p. 615-253-6672 f. 615-741-3325
Ashley.Dugan@tn.gov
www.tnosha.gov

ORDINANCE

ORDINANCE TO ESTABLISH AN UPDATED OCCUPATIONAL SAFETY AND HEALTH PROGRAM PLAN, DEVISE RULES AND REGULATIONS, AND TO PROVIDE FOR A SAFETY DIRECTOR AND THE IMPLEMENTATION OF SUCH PROGRAM PLAN	ORDINANCE # 24-970
	Requested By: TN Dept of Labor & Workforce Dev
	Prepared By:
	Approved as to form and correctness:
	<div style="border-top: 1px solid black; width: 80%; margin: 0 auto;"></div> (City Attorney)
	Passed 1 st Reading:
	Passed 2 nd Reading:
	<div style="display: flex; justify-content: space-between;"> Minute Book Page </div>

WHEREAS, in compliance with Public Chapter 561 of the General Assembly of the State of Tennessee for the year 1972, the Sparta Board of mayor and Aldermen hereby updates the Occupational Safety and Health Program Plan for our employees.

WHEREAS, due to various changes in subsequent years, it has become necessary to amend the program plan to comply with more recent state requirements.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF SPARTA that Title 4, Chapter 4 of the Sparta Municipal Code pertaining to the Occupational Safety and Health program is hereby amended as follows:

SECTION 1:

The current wording of Title 4, Chapter 4 of the Sparta Municipal Code is hereby deleted in its entirety and replaced with the following wording:

4-401. Creation. This section shall be known as “The Occupational Safety and Health Program Plan” for the employees of the City of Sparta.

4-402. Purpose. The City of Sparta in electing to update the established Program Plan and will maintain an effective and comprehensive Occupational Safety and Health Program Plan for its employees and shall:

- 1) Provide a safe and healthful place and condition of employment that includes:
 - a) Top Management Commitment and Employee Involvement;
 - b) Continually analyze the worksite to identify all hazards and potential hazards;

- c) Develop and maintain methods for preventing or controlling the existing or potential hazards; and
 - d) Train managers, supervisors, and employees to understand and deal with worksite hazards.
- 2) Acquire, maintain and require the use of safety equipment, personal protective equipment and devices reasonably necessary to protect employees.
- 3) Record, keep, preserve, and make available to the Commissioner of Labor and Workforce Development, or persons within the Department of Labor and Workforce Development to whom such responsibilities have been delegated, adequate records of all occupational accidents and illnesses and personal injuries for proper evaluation and necessary corrective action as required.
- 4) Consult with the Commissioner of Labor and Workforce Development with regard to the adequacy of the form and content of records.
- 5) Consult with the Commissioner of Labor and Workforce Development, as appropriate, regarding safety and health problems which are considered to be unusual or peculiar and are such that they cannot be achieved under a standard promulgated by the State.
- 6) Provide reasonable opportunity for the participation of employees in the effectuation of the objectives of this Program Plan, including the opportunity to make anonymous complaints concerning conditions or practices injurious to employee safety and health.
- 7) Provide for education and training of personnel for the fair and efficient administration of occupational safety and health standards, and provide for education and notification of all employees of the existence of this Program Plan.

4-402. Coverage. The provisions of the Occupational Safety and Health Program Plan for the employees of the City of Sparta shall apply to all employees of each administrative department, commission, board, division, or other agency whether part-time or full-time, seasonal or permanent.

4-403. Standard Authorized. The Occupational Safety and Health standards adopted by the City of Sparta are the same as, but not limited to, the State of Tennessee Occupational Safety and Health Standards promulgated, or which may be promulgated, in accordance with Section 6 of the Tennessee Occupational Safety and Health Act of 1972 (T.C.A. Title 50, Chapter 3).

4-404. Variances. Upon written application to the Commissioner of Labor and Workforce Development of the State of Tennessee, the City of Sparta may request an order granting a temporary variance from any approved standards. Applications for variances shall be in accordance with Rules of Tennessee Department of Labor and Workforce Development Occupational Safety and Health, VARIANCES FROM OCCUPATIONAL SAFETY AND HEALTH STANDARDS, CHAPTER 0800-01-02, as authorized by T.C.A., Title 50. Prior to requesting such temporary variance, the city administrator will notify or serve notice to our employees, their designated representatives, or interested parties and present them with an opportunity for a hearing. The posting of notice on the main bulletin board shall be deemed sufficient notice to employees.

4-405. Administration. For the purposes of this ordinance, the city administrator for the City of Sparta is designated as the Safety Director of Occupational Safety and Health to perform duties and to exercise powers assigned to plan, develop, and administer this Program Plan. The Safety Director shall develop a plan of

operation for the Program Plan in accordance with Rules of Tennessee Department of Labor and Workforce Development Occupational Safety and Health, SAFETY AND HEALTH PROVISIONS FOR THE PUBLIC SECTOR, CHAPTER 0800-01-05, as authorized by T.C.A., Title 50.

4-406. Funding the Program. Sufficient funds for administering and staffing the Program Plan pursuant to this ordinance shall be made available as authorized by the Sparta Board of Mayor and Aldermen.

4-407. Severability. If any section, sub-section, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

AMENDMENTS, ETC:

SECTION 3. BE IT FURTHER ORDAINED that this ordinance shall take effect from and after the date it shall have been passed by the Sparta Board of mayor and Aldermen, properly signed, certified, and has met all other legal requirements, and as otherwise provided by law, the general welfare of the City of Sparta requiring it.

Passed 1st reading _____, 20__

Passed 2nd reading _____, 20__

Publication date _____, 20__

CITY OF SPARTA

Jerry Lowery, Mayor

ATTEST:

Tonya R. Tindle, City Recorder



**City of Sparta,
Tennessee**

Occupational Safety and Health Program

Adopted September 2023

PLAN OF OPERATION FOR THE OCCUPATIONAL SAFETY AND HEALTH
PROGRAM PLAN FOR THE EMPLOYEES OF THE CITY OF SPARTA

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I. PURPOSE AND COVERAGE

The purpose of this plan is to provide guidelines and procedures for implementing the Occupational Safety and Health Program Plan for the employees of the City of Sparta.

This plan is applicable to all employees, part-time or full-time, seasonal or permanent.

The City of Sparta in electing to update and maintain an effective Occupational Safety and Health Program Plan for its employees,

- a. Provide a safe and healthful place and condition of employment.
- b. Require the use of safety equipment, personal protective equipment, and other devices where reasonably necessary to protect employees.
- c. Make, keep, preserve, and make available to the Commissioner of Labor and Workforce Development, his designated representatives, or persons within the Department of Labor and Workforce Development to whom such responsibilities have been delegated, including the Safety Director of the Division of Occupational Safety and Health, adequate records of all occupational accidents and illnesses and personal injuries for proper evaluation and necessary corrective action as required.
- d. Consult with the Commissioner of Labor and Workforce Development or his designated representative with regard to the adequacy of the form and content of such records.
- e. Consult with the Commissioner of Labor and Workforce Development regarding safety and health problems which are considered to be unusual or peculiar and are such that they cannot be resolved under an occupational safety and health standard promulgated by the State.
- f. Assist the Commissioner of Labor and Workforce Development or his monitoring activities to determine Program Plan effectiveness and compliance with the occupational safety and health standards.
- g. Make a report to the Commissioner of Labor and Workforce Development annually, or as may otherwise be required, including information on occupational accidents, injuries, and illnesses and accomplishments and progress made toward achieving the goals of the Occupational Safety and Health Program Plan.
- h. Provide reasonable opportunity for and encourage the participation of employees in the effectuation of the objectives of this Program Plan, including the opportunity to make anonymous complaints concerning conditions or practices which may be injurious to employees' safety and health.

II. DEFINITIONS

For the purposes of this Program Plan, the following definitions apply:

- a. COMMISSIONER OF LABOR and Workforce Development means the chief executive officer of the Tennessee Department of Labor and Workforce Development. This includes any person appointed, designated, or deputized to perform the duties or to exercise the powers assigned to the Commissioner of Labor and Workforce Development.
- b. EMPLOYER means the City of Sparta and includes each administrative department, board, commission, division, or other agency of the City of Sparta.
- c. SAFETY DIRECTOR OF OCCUPATIONAL SAFETY AND HEALTH or SAFETY SAFETY DIRECTOR means the person designated by the establishing ordinance, or executive order to perform duties or to exercise powers assigned so as to plan, develop, and administer the Occupational Safety and Health Program Plan for the employees of the City of Sparta.
- d. INSPECTOR(S) means the individual(s) appointed or designated by the Safety Director of Occupational Safety and Health to conduct inspections provided for herein. If no such compliance inspector(s) is appointed, inspections shall be conducted by the Safety Director of Occupational Safety and Health.

- e. APPOINTING AUTHORITY means any official or group of officials of the employer having legally designated powers of appointment, employment, or removal there from for a specific department, board, commission, division, or other agency of this employer.
- f. EMPLOYEE means any person performing services for this employer and listed on the payroll of this employer, either as part-time, full-time, seasonal, or permanent. It also includes any persons normally classified as volunteers provided such persons received remuneration of any kind for their services. This definition shall not include independent contractors, their agents, servants, and employees.
- g. PERSON means one or more individuals, partnerships, associations, corporations, business trusts, or legal representatives of any organized group of persons.
- h. STANDARD means an occupational safety and health standard promulgated by the Commissioner of Labor and Workforce Development in accordance with Section VI (6) of the Tennessee Occupational Safety and Health Act of 1972 which requires conditions or the adoption or the use of one or more practices, means, methods, operations, or processes or the use of equipment or personal protective equipment necessary or appropriate to provide safe and healthful conditions and places of employment.
- i. IMMINENT DANGER means any conditions or practices in any place of employment which are such that a hazard exists which could reasonably be expected to cause death or serious physical harm immediately or before the imminence of such hazard can be eliminated through normal compliance enforcement procedures.
- j. ESTABLISHMENT or WORKSITE means a single physical location under the control of this employer where business is conducted, services are rendered, or industrial type operations are performed.
- k. SERIOUS INJURY or HARM means that type of harm that would cause permanent or prolonged impairment of the body in that:
 - 1. A part of the body would be permanently removed (e.g., amputation of an arm, leg, finger(s); loss of an eye) or rendered functionally useless or substantially reduced in efficiency on or off the job (e.g., leg shattered so severely that mobility would be permanently reduced), or
 - 2. A part of an internal body system would be inhibited in its normal performance or function to such a degree as to shorten life or cause reduction in physical or mental efficiency (e.g., lung impairment causing shortness of breath).

On the other hand, simple fractures, cuts, bruises, concussions, or similar injuries would not fit either of these categories and would not constitute serious physical harm.

- l. ACT or TOSH Act shall mean the Tennessee Occupational Safety and Health Act of 1972.
- m. GOVERNING BODY means the County Quarterly Court, Board of Aldermen, Board of Commissioners, City or Town Council, Board of Governors, etc., whichever may be applicable to the local government, government agency, or utility to which this plan applies.
- n. CHIEF EXECUTIVE OFFICER means the chief administrative official, County Judge, County Chairman, County Mayor, Mayor, City Manager, General Manager, etc., as may be applicable.

III. EMPLOYERS RIGHTS AND DUTIES

Rights and duties of the employer shall include, but are not limited to, the following provisions:

- a. Employer shall furnish to each employee conditions of employment and a place of employment free from recognized hazards that are causing or are likely to cause death or serious injury or harm to employees.
- b. Employer shall comply with occupational safety and health standards and regulations promulgated pursuant to Section VI (6) of the Tennessee Occupational Safety and Health Act of 1972.
- c. Employer shall refrain from and unreasonable restraint on the right of the Commissioner of Labor and

Workforce Development to inspect the employers place(s) of business. Employer shall assist the Commissioner of Labor and Workforce Development in the performance of their monitoring duties by supplying or by making available information, personnel, or aids reasonably necessary to the effective conduct of the monitoring activity.

- d. Employer is entitled to participate in the development of standards by submission of comments on proposed standards, participation in hearing on proposed standards, or by requesting the development of standards on a given issue under Section 6 of the Tennessee Occupational Safety and Health Act of 1972.
- e. Employer is entitled to request an order granting a variance from an occupational safety and health standard.
- f. Employer is entitled to protection of its legally privileged communication.
- g. Employer shall inspect all worksites to insure the provisions of this Program Plan are complied with and carried out.
- h. Employer shall notify and inform any employee who has been or is being exposed in a biologically significant manner to harmful agents or material in excess of the applicable standard and of corrective action being taken.
- i. Employer shall notify all employees of their rights and duties under this Program Plan.

IV. EMPLOYEES RIGHTS AND DUTIES

Rights and duties of employees shall include, but are not limited to, the following provisions:

- a. Each employee shall comply with occupational safety and health act standards and all rules, regulations, and orders issued pursuant to this Program Plan and the Tennessee Occupational Safety and Health Act of 1972 which are applicable to his or her own actions and conduct.
- b. Each employee shall be notified by the placing of a notice upon bulletin boards, or other places of common passage, of any application for a permanent or temporary order granting the employer a variance from any provision of the TOSH Act or any standard or regulation promulgated under the Act.
- c. Each employee shall be given the opportunity to participate in any hearing which concerns an application by the employer for a variance from a standard or regulation promulgated under the Act.
- d. Any employee who may be adversely affected by a standard or variance issued pursuant to the Act or this Program Plan may file a petition with the Commissioner of Labor and Workforce Development or whoever is responsible for the promulgation of the standard or the granting of the variance.
- e. Any employee who has been exposed or is being exposed to toxic materials or harmful physical agents in concentrations or at levels in excess of that provided for by any applicable standard shall be provided by the employer with information on any significant hazards to which they are or have been exposed, relevant symptoms, and proper conditions for safe use or exposure. Employees shall also be informed of corrective action being taken.
- f. Subject to regulations issued pursuant to this Program Plan, any employee or authorized representative of employees shall be given the right to request an inspection and to consult with the Safety Director or Inspector at the time of the physical inspection of the worksite.
- g. Any employee may bring to the attention of the Safety Director any violation or suspected violations of the standards or any other health or safety hazards.
- h. No employee shall be discharged or discriminated against because such employee has filed any complaint or instituted or caused to be instituted any proceeding or inspection under or relating to this Program Plan.
- i. Any employee who believes that he or she has been discriminated against or discharged in violation of subsection (h) of this section may file a complaint alleging such discrimination with the Safety Director. Such employee may also, within thirty (30) days after such violation occurs, file a complaint with the

Commissioner of Labor and Workforce Development alleging such discrimination.

- j. Nothing in this or any other provisions of this Program Plan shall be deemed to authorize or require any employee to undergo medical examination, immunization, or treatment for those who object thereto on religious grounds, except where such is necessary for the protection of the health or safety or others or when a medical examination may be reasonably required for performance of a specific job.
- k. Employees shall report any accident, injury, or illness resulting from their job, however minor it may seem to be, to their supervisor or the Safety Director within twenty-four (24) hours after the occurrence.

V. ADMINISTRATION

- a. The Safety Director of Occupational Safety and Health is designated to perform duties or to exercise powers assigned so as to administer this Occupational Safety and Health Program Plan.
 - 1. The Safety Director may designate person or persons as he deems necessary to carry out his powers, duties, and responsibilities under this Program Plan.
 - 2. The Safety Director may delegate the power to make inspections, provided procedures employed are as effective as those employed by the Safety Director.
 - 3. The Safety Director shall employ measures to coordinate, to the extent possible, activities of all departments to promote efficiency and to minimize any inconveniences under this Program Plan.
 - 4. The Safety Director may request qualified technical personnel from any department or section of government to assist him in making compliance inspections, accident investigations, or as he may otherwise deem necessary and appropriate in order to carry out his duties under this Program Plan.
 - 5. The Safety Director shall prepare the report to the Commissioner of Labor and Workforce Development required by subsection (g) of Section 1 of this plan.
 - 6. The Safety Director shall make or cause to be made periodic and follow-up inspections of all facilities and worksites where employees of this employer are employed. He shall make recommendations to correct any hazards or exposures observed. He shall make or cause to be made any inspections required by complaints submitted by employees or inspections requested by employees.
 - 7. The Safety Director shall assist any officials of the employer in the investigation of occupational accidents or illnesses.
 - 8. The Safety Director shall maintain or cause to be maintained records required under Section VIII of this plan.
 - 9. **The Safety Director shall, in the eventuality that there is a fatality or an accident resulting in the hospitalization of three or more employees, insure that the Commissioner of Labor and Workforce Development receives notification of the occurrence within eight (8) hours. All work-related inpatient hospitalizations, amputations, and loss of an eye must be reported to TOSHA within 24 hours.**
- b. The administrative or operational head of each department, division, board, or other agency of this employer shall be responsible for the implementation of this Occupational Safety and Health Program Plan within their respective areas.
 - 1. The administrative or operational head shall follow the directions of the Safety Director on all issues involving occupational safety and health of employees as set forth in this plan.
 - 2. The administrative or operational head shall comply with all abatement orders issued in accordance with the provisions of this plan or request a review of the order with the Safety Director within the abatement

period.

3. The administrative or operational head should make periodic safety surveys of the establishment under his jurisdiction to become aware of hazards or standards violations that may exist and make an attempt to immediately correct such hazards or violations.
4. The administrative or operational head shall investigate all occupational accidents, injuries, or illnesses reported to him. He shall report such accidents, injuries, or illnesses to the Safety Director along with his findings and/or recommendations in accordance with APPENDIX IV of this plan.

VI. STANDARDS AUTHORIZED

The standards adopted under this Program Plan are the applicable standards developed and promulgated under Section VI (6) of the Tennessee Occupational Safety and Health Act of 1972. Additional standards may be promulgated by the governing body of this employer as that body may deem necessary for the safety and health of employees. Note: 29 CFR 1910 General Industry Regulations; 29 CFR 1926 Construction Industry Regulations; and the Rules of Tennessee Department of Labor and Workforce Development Occupational Safety and Health, CHAPTER 0800-01-1 through CHAPTER 0800-01-11 are the standards and rules invoked.

VII. VARIANCE PROCEDURE

The Safety Director may apply for a variance as a result of a complaint from an employee or of his knowledge of certain hazards or exposures. The Safety Director should definitely believe that a variance is needed before the application for a variance is submitted to the Commissioner of Labor and Workforce Development.

The procedure for applying for a variance to the adopted safety and health standards is as follows:

- a. The application for a variance shall be prepared in writing and shall contain:
 1. A specification of the standard or portion thereof from which the variance is sought.
 2. A detailed statement of the reason(s) why the employer is unable to comply with the standard supported by representations by qualified personnel having first-hand knowledge of the facts represented.
 3. A statement of the steps employer has taken and will take (with specific date) to protect employees against the hazard covered by the standard.
 4. A statement of when the employer expects to comply and what steps have or will be taken (with dates specified) to come into compliance with the standard.
 5. A certification that the employer has informed employees, their authorized representative(s), and/or interested parties by giving them a copy of the request, posting a statement summarizing the application (to include the location of a copy available for examination) at the places where employee notices are normally posted and by other appropriate means. The certification shall contain a description of the means actually used to inform employees and that employees have been informed of their right to petition the Commissioner of Labor and Workforce Development for a hearing.
- b. The application for a variance should be sent to the Commissioner of Labor and Workforce Development by registered or certified mail.
- c. The Commissioner of Labor and Workforce Development will review the application for a variance and may deny the request or issue an order granting the variance. An order granting a variance shall be issued only if

it has been established that:

1. The employer:
 - i. Is unable to comply with the standard by the effective date because of unavailability of professional or technical personnel or materials and equipment required or necessary construction or alteration of facilities or technology.
 - ii. Has taken all available steps to safeguard employees against the hazard(s) covered by the standard.
 - iii. Has as effective Program Plan for coming into compliance with the standard as quickly as possible.
 2. The employee is engaged in an experimental Program Plan as described in subsection (b), section 13 of the Act.
- d. A variance may be granted for a period of no longer than is required to achieve compliance or one (1) year, whichever is shorter.
 - e. Upon receipt of an application for an order granting a variance, the Commissioner to whom such application is addressed may issue an interim order granting such a variance for the purpose of permitting time for an orderly consideration of such application. No such interim order may be effective for longer than one hundred eighty (180) days.
 - f. The order or interim order granting a variance shall be posted at the worksite and employees notified of such order by the same means used to inform them of the application for said variance (see subsection (a)(5) of this section).

VIII. RECORDKEEPING AND REPORTING

Recording and reporting of all occupational accident, injuries, and illnesses shall be in accordance with instructions and on forms prescribed in the booklet. You can get a copy of the Forms for Recordkeeping from the internet. Go to www.osha.gov and click on Recordkeeping Forms located on the home page.

The position responsible for recordkeeping is shown on the SAFETY AND HEALTH ORGANIZATIONAL CHART, Appendix IV to this plan.

Details of how reports of occupational accidents, injuries, and illnesses will reach the recordkeeper are specified by ACCIDENT REPORTING PROCEDURES, Appendix IV to this plan. The Rule of Tennessee Department of Labor and Workforce Development Occupational Safety and Health, OCCUPATIONAL SAFETY AND HEALTH RECORD-KEEPING AND REPORTING, CHAPTER 0800-01-03, as authorized by T.C.A., Title 50.

IX. EMPLOYEE COMPLAINT PROCEDURE

If any employee feels that he is assigned to work in conditions which might affect his health, safety, or general welfare at the present time or at any time in the future, he should report the condition to the Safety Director of Occupational Safety and Health.

- a. The complaint should be in the form of a letter and give details on the condition(s) and how the employee believes it affects or will affect his health, safety, or general welfare. The employee should sign the letter but need not do so if he wishes to remain anonymous (see subsection (h) of Section 1 of this plan).

- b. Upon receipt of the complaint letter, the Safety Director will evaluate the condition(s) and institute any corrective action, if warranted. Within ten (10) working days following the receipt of the complaint, the Safety Director will answer the complaint in writing stating whether or not the complaint is deemed to be valid and if no, why not, what action has been or will be taken to correct or abate the condition(s), and giving a designated time period for correction or abatement. Answers to anonymous complaints will be posted upon bulletin boards or other places of common passage where the anonymous complaint may be reasonably expected to be seen by the complainant for a period of three (3) working days.
- c. If the complainant finds the reply not satisfactory because it was held to be invalid, the corrective action is felt to be insufficient, or the time period for correction is felt to be too long, he may forward a letter to the Chief Executive Officer or to the governing body explaining the condition(s) cited in his original complaint and why he believes the answer to be inappropriate or insufficient.
- d. The Chief Executive Officer or a representative of the governing body will evaluate the complaint and will begin to take action to correct or abate the condition(s) through arbitration or administrative sanctions or may find the complaint to be invalid. An answer will be sent to the complainant within ten (10) working days following receipt of the complaint or the next regularly scheduled meeting of the governing body following receipt of the complaint explaining decisions made and action taken or to be taken.
- e. After the above steps have been followed and the complainant is still not satisfied with the results, he may then file a complaint with the Commissioner of Labor and Workforce Development. Any complaint filed with the Commissioner of Labor and Workforce Development in such cases shall include copies of all related correspondence with the Safety Director and the Chief Executive Officer or the representative of the governing body.
- f. Copies of all complaint and answers thereto will be filed by the Safety Director who shall make them available to the Commissioner of Labor and Workforce Development or his designated representative upon request.

X. EDUCATION AND TRAINING

- a. Safety Director and/or Compliance Inspector(s):
 - 1. Arrangements will be made for the Safety Director and/or Compliance Inspector(s) to attend training seminars, workshops, etc., conducted by the State of Tennessee or other agencies. A list of Seminars can be obtained.
 - 2. Access will be made to reference materials such as 29 CFR 1910 General Industry Regulations; 29 CFR 1926 Construction Industry Regulations; The Rules of Tennessee Department of Labor and Workforce Development Occupational Safety and Health, and other equipment/supplies, deemed necessary for use in conducting compliance inspections, conducting local training, wiring technical reports, and informing officials, supervisors, and employees of the existence of safety and health hazards will be furnished.
- b. All Employees (including supervisory personnel):

A suitable safety and health training program for employees will be established. This program will, as a minimum:

- 1. Instruct each employee in the recognition and avoidance of hazards or unsafe conditions and of standards and regulations applicable to the employees work environment to control or eliminate any hazards, unsafe conditions, or other exposures to occupational illness or injury.

2. Instruct employees who are required to handle or use poisons, acids, caustics, toxicants, flammable liquids, or gases including explosives, and other harmful substances in the proper handling procedures and use of such items and make them aware of the personal protective measures, person hygiene, etc., which may be required.
3. Instruct employees who may be exposed to environments where harmful plants or animals are present, of the hazards of the environment, how to best avoid injury or exposure, and the first aid procedures to be followed in the event of injury or exposure.
4. Instruct all employees of the common deadly hazards and how to avoid them, such as Falls; Equipment Turnover; Electrocution; Struck by/Caught In; Trench Cave In; Heat Stress and Drowning.
5. Instruct employees on hazards and dangers of confined or enclosed spaces.
 - i. Confined or enclosed space means space having a limited means of egress and which is subject to the accumulation of toxic or flammable contaminants or has an oxygen deficient atmosphere. Confined or enclosed spaces include, but are not limited to, storage tanks, boilers, ventilation or exhaust ducts, sewers, underground utility accesses, tunnels, pipelines, and open top spaces more than four feet (4) in depth such as pits, tubs, vaults, and vessels.
 - ii. Employees will be given general instruction on hazards involved, precautions to be taken, and on use of personal protective and emergency equipment required. They shall also be instructed on all specific standards or regulations that apply to work in dangerous or potentially dangerous areas.
 - iii. The immediate supervisor of any employee who must perform work in a confined or enclosed space shall be responsible for instructing employees on danger of hazards which may be present, precautions to be taken, and use of personal protective and emergency equipment, immediately prior to their entry into such an area and shall require use of appropriate personal protective equipment.

XI. GENERAL INSPECTION PROCEDURES

It is the intention of the governing body and responsible officials to have an Occupational Safety and Health Program Plan that will insure the welfare of employees. In order to be aware of hazards, periodic inspections must be performed. These inspections will enable the finding of hazards or unsafe conditions or operations that will need correction in order to maintain safe and healthful worksites. Inspections made on a pre-designated basis may not yield the desired results. Inspections will be conducted, therefore, on a random basis at intervals not to exceed thirty (30) calendar days.

- a. In order to carry out the purposes of this Ordinance, the Safety Director and/or Compliance Inspector(s), if appointed, is authorized:
 1. To enter at any reasonable time, any establishment, facility, or worksite where work is being performed by an employee when such establishment, facility, or worksite is under the jurisdiction of the employer and;
 2. To inspect and investigate during regular working hours and at other reasonable times, within reasonable limits, and in a reasonable manner, any such place of employment and all pertinent conditions, processes, structures, machines, apparatus, devices, equipment, and materials therein, and to question privately any supervisor, operator, agent, or employee working therein.
- b. If an imminent danger situation is found, alleged, or otherwise brought to the attention of the Safety Director or Inspector during a routine inspection, he shall immediately inspect the imminent danger situation in accordance with Section XII of this plan before inspecting the remaining portions of the establishment,

facility, or worksite.

- c. An administrative representative of the employer and a representative authorized by the employees shall be given an opportunity to consult with and/or to accompany the Safety Director or Inspector during the physical inspection of any worksite for the purpose of aiding such inspection.
- d. The right of accompaniment may be denied any person whose conduct interferes with a full and orderly inspection.
- e. The conduct of the inspection shall be such as to preclude unreasonable disruptions of the operation(s) of the workplace.
- f. Interviews of employees during the course of the inspection may be made when such interviews are considered essential to investigative techniques.
- g. Advance Notice of Inspections.
 - 1. Generally, advance notice of inspections will not be given as this precludes the opportunity to make minor or temporary adjustments in an attempt to create misleading impression of conditions in an establishment.
 - 2. There may be occasions when advance notice of inspections will be necessary in order to conduct an effective inspection or investigation. When advance notice of inspection is given, employees or their authorized representative(s) will also be given notice of the inspection.
- h. The Safety Director need not personally make an inspection of each and every worksite once every thirty (30) days. He may delegate the responsibility for such inspections to supervisors or other personnel provided:
 - 1. Inspections conducted by supervisors or other personnel are at least as effective as those made by the Safety Director.
 - 2. Records are made of the inspections, any discrepancies found and corrective actions taken. This information is forwarded to the Safety Director.
- i. The Safety Director shall maintain records of inspections to include identification of worksite inspected, date of inspection, description of violations of standards or other unsafe conditions or practices found, and corrective action taken toward abatement. Those inspection records shall be subject to review by the Commissioner of Labor and Workforce Development or his authorized representative.

XII. IMMINENT DANGER PROCEDURES

- a. Any discovery, any allegation, or any report of imminent danger shall be handled in accordance with the following procedures:
 - 1. The Safety Director shall immediately be informed of the alleged imminent danger situation and he shall immediately ascertain whether there is a reasonable basis for the allegation.
 - 2. If the alleged imminent danger situation is determined to have merit by the Safety Director, he shall make or cause to be made an immediate inspection of the alleged imminent danger location.

3. As soon as it is concluded from such inspection that conditions or practices exist which constitutes an imminent danger, the Safety Director or Compliance Inspector shall attempt to have the danger corrected. All employees at the location shall be informed of the danger and the supervisor or person in charge of the worksite shall be requested to remove employees from the area, if deemed necessary.
4. The administrative or operational head of the workplace in which the imminent danger exists, or his authorized representative, shall be responsible for determining the manner in which the imminent danger situation will be abated. This shall be done in cooperation with the Safety Director or Compliance Inspector and to the mutual satisfaction of all parties involved.
5. The imminent danger shall be deemed abated if:
 - i. The imminence of the danger has been eliminated by removal of employees from the area of danger.
 - ii. Conditions or practices which resulted in the imminent danger have been eliminated or corrected to the point where an unsafe condition or practice no longer exists.
6. A written report shall be made by or to the Safety Director describing in detail the imminent danger and its abatement. This report will be maintained by the Safety Director in accordance with subsection (i) of Section XI of this plan.

b. Refusal to Abate.

1. Any refusal to abate an imminent danger situation shall be reported to the Safety Director and Chief Executive Officer immediately.
2. The Safety Director and/or Chief Executive Officer shall take whatever action may be necessary to achieve abatement.

XIII. ABATEMENT ORDERS AND HEARINGS

- a. Whenever, as a result of an inspection or investigation, the Safety Director or Compliance Inspector(s) finds that a worksite is not in compliance with the standards, rules or regulations pursuant to this plan and is unable to negotiate abatement with the administrative or operational head of the worksite within a reasonable period of time, the Safety Director shall:
 1. Issue an abatement order to the head of the worksite.
 2. Post or cause to be posted, a copy of the abatement order at or near each location referred to in the abatement order.
- b. Abatement orders shall contain the following information:
 1. The standard, rule, or regulation which was found to violated.
 2. A description of the nature and location of the violation.
 3. A description of what is required to abate or correct the violation.
 4. A reasonable period of time during which the violation must be abated or corrected.
- c. At any time within ten (10) days after receipt of an abatement order, anyone affected by the order may advise the Safety Director in writing of any objections to the terms and conditions of the order. Upon receipt of such objections, the Safety Director shall act promptly to hold a hearing with all interested and/or responsible

parties in an effort to resolve any objections. Following such hearing, the Safety Director shall, within three (3) working days, issue an abatement order and such subsequent order shall be binding on all parties and shall be final.

XIV. PENALTIES

- a. No civil or criminal penalties shall be issued against any official, employee, or any other person for failure to comply with safety and health standards or any rules or regulations issued pursuant to this Program Plan.
- b. Any employee, regardless of status, who willfully and/or repeatedly violates, or causes to be violated, any safety and health standard, rule, or regulation or any abatement order shall be subject to disciplinary action by the appointing authority. It shall be the duty of the appointing authority to administer discipline by taking action in one of the following ways as appropriate and warranted:
 1. Oral reprimand.
 2. Written reprimand.
 3. Suspension for three (3) or more working days.
 4. Termination of employment.

XV. CONFIDENTIALITY OF PRIVILEGED INFORMATION

All information obtained by or reported to the Safety Director pursuant to this plan of operation or the legislation (ordinance, or executive order) enabling this Occupational Safety and Health Program Plan which contains or might reveal information which is otherwise privileged shall be considered confidential. Such information may be disclosed to other officials or employees concerned with carrying out this Program Plan or when relevant in any proceeding under this Program Plan. Such information may also be disclosed to the Commissioner of Labor and Workforce Development or their authorized representatives in carrying out their duties under the Tennessee Occupational Safety and Health Act of 1972.

XVI. DISCRIMINATION INVESTIGATIONS AND SANCTIONS

The Rule of Tennessee Department of Labor and Workforce Development Occupational Safety and Health, DISCRIMINATION AGAINST EMPLOYEES EXERCISING RIGHTS UNDER THE OCCUPATIONAL SAFETY AND HEALTH ACT OF 1972 0800-01-08, as authorized by T.C.A., Title 50. The agency agrees that any employee who believes they have been discriminated against or discharged in violation of Tenn. Code Ann § 50-3-409 can file a complaint with their agency/safety Safety Director within 30 days, after the alleged discrimination occurred. Also, the agency agrees the employee has a right to file their complaint with the Commissioner of Labor and Workforce Development within the same 30 day period. The Commissioner of Labor and Workforce Development may investigate such complaints, make recommendations, and/or issue a written notification of a violation.

XVII. COMPLIANCE WITH OTHER LAWS NOT EXCUSED

- a. Compliance with any other law, statute, ordinance, or executive order, which regulates safety and health in

employment and places of employment, shall not excuse the employer, the employee, or any other person from compliance with the provisions of this Program Plan.

- b. Compliance with any provisions of this Program Plan or any standard, rule, regulation, or order issued pursuant to this Program Plan shall not excuse the employer, the employee, or any other person from compliance with the law, statute, ordinance, or executive order, as applicable, regulating and promoting safety and health unless such law, statute, ordinance, or executive order, as applicable, is specifically repealed.

Signature: Safety Director, Occupational Safety and Health and Date

**APPENDIX - I WORK LOCATIONS
(ORGANIZATIONAL CHART)**

City Hall..... 6 Liberty Square Sparta TN 38583 931-836-3248	7 Employees
Police Department 323 E Bockman Way Sparta TN 38583 931-836-3734	16 Employees
Animal Control 443 E Bronson St Sparta TN 38583 931-836-6476	1 Employee
Fire Department..... 715 N Spring St Sparta TN 38583 931-738-7380	5 Employees
East Side Fire Hall 303 E Bockman Way Sparta TN 38583	1 Employee
Public Works and Electric Department..... 545 E Bockman Way Sparta TN 38583 931-738-2281	28 Employees
Water Treatment Plant W Bronson St Sparta TN 38583	4 Employee
Sewer Treatment Plant..... 1099 McMinnville Hwy Sparta TN 38583	3 Employee
City Garage/Transfer Station..... 167 S Carter St Sparta TN 38583	16 Employee

APPENDIX – II NOTICE TO ALL EMPLOYEES

NOTICE TO ALL EMPLOYEES OF CITY OF SPARTA

The Tennessee Occupational Safety and Health Act of 1972 provide job safety and health protection for Tennessee workers through the promotion of safe and healthful working conditions. Under a plan reviewed by the Tennessee Department of Labor and Workforce Development, this government, as an employer, is responsible for administering the Act to its employees. Safety and health standards are the same as State standards and jobsite inspections will be conducted to insure compliance with the Act.

Employees shall be furnished conditions of employment and a place of employment free from recognized hazards that are causing or are likely to cause death or serious injury or harm to employees.

Each employee shall comply with occupational safety and health standards and all rules, regulations, and orders issued pursuant to this Program Plan which are applicable to his or her own actions and conduct.

Each employee shall be notified by the placing upon bulletin boards or other places of common passage of any application for a temporary variance from any standard or regulation.

Each employee shall be given the opportunity to participate in any hearing which concerns an application for a variance from a standard.

Any employee who may be adversely affected by a standard or variance issued pursuant to this Program Plan may file a petition with the Safety Director or through the City of Sparta's grievance procedures in Title 4, Chapter 2, paragraph 4-241 of the Sparta Municipal Code.

Any employee who has been exposed or is being exposed to toxic materials or harmful physical agents in concentrations or at levels in excess of that provided for by an applicable standard shall be notified by the employer and informed of such exposure and corrective action being taken.

Subject to regulations issued pursuant to this Program Plan, any employee or authorized representative(s) of employees shall be given the right to request an inspection.

No employee shall be discharged or discriminated against because such employee has filed any complaint or instituted or caused to be instituted any proceedings or inspection under, or relating to, this Program Plan.

Any employee who believes he or she has been discriminated against or discharged in violation of these sections may, within thirty (30) days after such violation occurs, have an opportunity to appear in a hearing before the city administrator for assistance in obtaining relief or to file a complaint with the Commissioner of Labor and Workforce Development alleging such discrimination.

A copy of the Occupational Safety and Health Program Plan for the Employees of the City of Sparta is available for inspection by any employee at City Hall during regular office hours.

Signature: Mayor

Date

APPENDIX - III PROGRAM PLAN BUDGET

STATEMENT OF FINANCIAL RESOURCE AVAILABILITY

Be assured that the City of Sparta has sufficient financial resources available or will make sufficient financial resources available as may be required in order to administer and staff its Occupational Safety and Health Program Plan and to comply with standards.

APPENDIX – IV ACCIDENT REPORTING PROCEDURES

- (1-15) Employees shall report all accidents, injuries, or illnesses directly to the Safety Director as soon as possible, but not later than twenty-four (24) hours after the occurrence. Such reports may be verbal or in writing. All fatalities or accidents involving the hospitalization of three (3) or more employees shall be reported to the Safety Director and/or record keeper immediately, either by telephone or verbally, and will be followed by a written report within four (4) hours after their occurrence. The Safety Director will insure completion of required reports and records in accordance with Section VIII of the basic plan.
- (16-50) Employees shall report all accidents, injuries, or illnesses to their supervisor as soon as possible, but not later than two (2) hours after the occurrence. All fatalities or accidents involving the hospitalization of three (3) or more employees shall be reported to the Safety Director and/or record keeper immediately, either by telephone or verbally, and will be followed by a written report within four (4) hours after their occurrence. The supervisor will investigate the accident or illness, complete an accident report, and forward the accident report to the Safety Director and/or record keeper within twenty-four (24) hours of the time the accident or injury occurred or the time of the first report of the illness.
- (51-250) Employees shall report all accidents, injuries, or illnesses to their supervisors as soon as possible, but not later than two (2) hours after the occurrence. The supervisor will provide the Safety Director and/or record keeper with the name of the injured or ill employee and a brief description of the accident or illness by telephone as soon as possible, but not later than four (4) hours, after the accident or injury occurred or the time of the first report of the illness. All fatalities or accidents involving the hospitalization of three (3) or more employees shall be reported to the Safety Director and/or record keeper immediately, either by telephone or verbally, and will be followed by a written report within four (4) hours after their occurrence. The supervisor will then make a thorough investigation of the accident or illness (with the assistance of the Safety Director or Compliance Inspector, if necessary) and will complete a written report on the accident or illness and forward it to the Safety Director within seventy-two (72) hours after the accident, injury, or first report of illness and will provide one (1) copy of the written report to the recordkeeper.
- (251-Plus) Employees shall report all accidents, injuries, or illnesses to their supervisors as soon as possible, but not later than two (2) hours after their occurrence. The supervisor will provide the administrative head of the department with a verbal or telephone report of the accident as soon as possible, but not later than four (4) hours, after the accident. If the accident involves loss of consciousness, a fatality, broken bones, severed body member, or third degree burns, the Safety Director will be notified by telephone immediately and will be given the name of the injured, a description of the injury, and a brief description of how the accident occurred. The supervisor or the administrative head of the accident within seventy-two (72) hours after the accident occurred (four (4) hours in the event of accidents involving a fatality or the hospitalization of three (3) or more employees).

Since Workers Compensation Form 6A or OSHA NO. 301 Form must be completed; all reports submitted in writing to the person responsible for recordkeeping shall include the following information as a minimum:

1. Accident location, if different from employer's mailing address and state whether accident occurred on premises owned or operated by employer.
2. Name, social security number, home address, age, sex, and occupation (regular job title) of injured or ill employee.
3. Title of the department or division in which the injured or ill employee is normally employed.
4. Specific description of what the employee was doing when injured.
5. Specific description of how the accident occurred.
6. A description of the injury or illness in detail and the part of the body affected.
7. Name of the object or substance which directly injured the employee.
8. Date and time of injury or diagnosis of illness.
9. Name and address of physician, if applicable.
10. If employee was hospitalized, name and address of hospital.
11. Date of report.

NOTE: A procedure such as one of those listed above or similar information is necessary to satisfy Item Number 4 listed under PROGRAM PLAN in Section V. ADMINISTRATION, Part b of the Tennessee Occupational Safety and Health Plan. This information may be submitted in flow chart form instead of in narrative form if desired. These procedures may be modified in any way to fit local situations as they have been prepared as a guide only.

The four (4) procedures listed above are based upon the size of the work force and relative complexity of the organization. The approximate size of the organization for which each procedure is suggested is indicated in parenthesis in the left hand margin at the beginning, i.e., (1-15), (16-50), (51-250), and (251 Plus), and the figures relate to the total number of employees including the Chief Executive Officer but excluding the governing body (County Court, City Council, Board of Directors, etc.).

Generally, the more simple an accident reporting procedure is, the more effective it is. Please select the one procedure listed above, or prepare a similar procedure or flow chart, which most nearly fits what will be the most effective for your local situation. Note also that the specific information listed for written reports applies to all three of the procedures listed for those organizations with sixteen (16) or more employees.

AGENDA ITEM #4

ORDINANCE

AN ORDINANCE TO MAKE AMENDMENTS TO TITLE 12 CHAPTER 4 OF THE SPARTA MUNICIPAL CODE PERTAINING TO RESIDENTIAL SPRINKLERS	ORDINANCE # 24-971
	Requested By:
	Prepared By: Codes Enforcement Officer
	Approved as to form and correctness:
	_____ (City Attorney)
	Passed 1 st Reading:
	Passed 2 nd Reading:
	Minute Book Page

SECTION 2 - Title 12 of the Sparta Municipal Code is hereby amended as follows:

1. **Paragraph 12-401.**

Paragraph 12-403 is hereby amended adding the following wording:

12-401. Residential code adopted. Pursuant to authority granted by Tennessee Code Annotated, §§ 6-54-501 through 6-54-506, and for the purpose of regulating the construction, alteration, repair, use, occupancy, location, maintenance, removal, and demolition of every building or structure or any residential structure, the International Residential Code, 2018 edition developed and published by International Code Council, is hereby adopted and incorporated by reference as a part of this code, and is hereinafter referred to as the residential code. **Single family dwellings shall be exempt from the requirement of an automatic sprinkler.**

2. **Paragraph 12-403.**

Paragraph 12-403 is hereby deleted in its entirety and replaced with the following wording:

12-403. Code Sections Not Included. Part II, Chapter R108, Fees, Part II, Chapter R112, Board of Appeals, N1103.3.3 (R403.3.3) Duct Testing (Mandatory), and N1102.4.1.2 (R402.4.1.2) Testing are hereby excluded from adoption by this ordinance.

SECTION III. This ordinance shall become effective immediately upon final adoption thereof, the public welfare requiring it.

AGENDA ITEM #5

RESOLUTION

A RESOLUTION OF THE CITY OF SPARTA, TENNESSEE TO DECLARE CERTAIN PROPERTY OWNED BY THE CITY TO BE SURPLUS TO THE CITY'S NEEDS AND DIRECTING DISPOSAL OF SAME.	RESOLUTION # 24-590
	Requested By: Department Heads
	Prepared By: Tonya Tindle, City Administrator
	Approved as to form and correctness: _____ Caroline Sapp, City Attorney
	Date Passed:
	Minute Book Page

WHEREAS, the City of Sparta has identified some city-owned property as being surplus to the needs of the City and has determined it to be in the public interest to offer them for sale.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Board of Aldermen as follows:

Section 1. Property declared surplus to the needs of the City Government. The following described property is hereby declared to be surplus to the needs of the city.

- a) Green/Tan Camper Trailer- Drug Fund – Police
- b) 1999 Chevy Blazer vin# 1GNDDT13W1X2246592 - Police
- c) 2009 Ford Pick-up vin# 1FTNF21539EA11763 – Electric

Section 2. Mayor directed to dispose of surplus property. The mayor is hereby directed to allow the sale of above items on Govdeals.com auction site.

READ AND ADOPTED THIS _____ DAY OF _____, 2024.

CITY OF SPARTA

Jerry Lowery, Mayor

ATTEST:

Tonya R. Tindle, City Recorder

Good day, City of Sparta Tennessee Police Department,

I have received the "Abandoned Vehicle Notice" via certified mail regarding Case #2305470 RE: Green/Tan Camper Trailer that was impounded on May 21st, 2023, as stolen property belonging to Philip McCaffrey.

As the next of kin, regarding the late Philip McCaffrey, I would like to donate all proceeds of the mentioned camper and all its contents to the Sparta Police Drug Fund from the sale in auction with the exception of any personal family photos and or obvious sentimental possessions that could be inside. As agreed, upon in my communication with Chief Dunn on December 6, 2023, we will have further communications on the actual contents of the camper when the time comes to explore what does remain inside and intact.

As always, I appreciate the services that you provide for the community and am happy to help in the future with anything that I can.

Sincerely,

Sarah McCaffrey
12/12/23.

Sarah McCaffrey
1225 Wintergreen St,
East Tawas, MI 48730
(989) 305-8619

Deposit into
Drug Fund 126



STATE OF TENNESSEE
NOTICE OF FORFEITURE WARRANT HEARING

1999 Chevrolet Blazer 1ENDT13W1X2246592
PROPERTY SEIZED (YR - MAKE - MODEL - VIN NO. if applicable)

Travis L. Scott
PERSON IN POSSESSION

Spokane Police Department
SEIZING AGENCY

7/28/2023
DATE OF SEIZURE

You are entitled to appear and give testimony and present evidence to contest the issuance of a forfeiture warrant before a judge on:

Date: 8/01/2023	Time: 0900 AM/PM
Location: White County, TN, Dept. of Social Services [Courthouse, Street Address, and Courtroom (if known)]	

This is a **civil** hearing pursuant to T.C.A. § 40-33-204(b) to determine only if there is probable cause to issue a forfeiture warrant against the seized property. Under T.C.A. § 40-33-204(b)(3) only the party in possession of the property at the time of its seizure and the officer from the seizing agency will be afforded an opportunity to give testimony before and present evidence to the judge.

Failure to appear at the hearing may result in a forfeiture warrant being issued against the property and the property being subject to the forfeiture process set forth in T.C.A § 40-33-201, et. seq. and as stated in the Notice of Property Seizure and Forfeiture of Conveyances (SF-0539).

This hearing shall be under oath and any determination of the Judge shall be final and binding as to the issuance of a forfeiture warrant.

X. L. Scott
Person in Possession

A. Edwards / Spokane Police
Seizing Officer/Agency

7/28/23
Date

Notice of Property Seizure and Forfeiture of Conveyances (SF-0539) should be attached.

AGENDA ITEM #6

RESOLUTION

A RESOLUTION AMENDING THE CITY OF SPARTA HUMAN RESOURCES MANUAL, SECTION XI ADDING PART R GPS IN CITY VEHICLES	RESOLUTION # 24-591
	Requested By: City Administrator Tonya Tindle
	Prepared By:
	Approved as to form and correctness:
	_____ (City Attorney)
	Date Passed:
Minute Book	Page

WHEREAS, the City of Sparta has adopted a Human Resources Manual which may need revisions from time to time; and

WHEREAS, the City of Sparta Human Resources Manual needs an amendment to Section XI, adding part R GPS in city vehicles.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Sparta that the Human Resources Manual for the City of Sparta be and is hereby amended by editing the following section:

R. GPS IN CITY VEHICLES

GPS devices are authorized for use in city vehicles in accordance with administrative policies established by the personnel policies. Operators of vehicles equipped with GPS devices shall in no way tamper with such devices. Personnel tampering with such devices could be subject to disciplinary action. Personnel authorized to utilize GPS data are to be authorized by the mayor and/or city administrator.

READ AND ADOPTED THIS _____ DAY OF _____, 2024.

CITY OF SPARTA

Jerry Lowery, Mayor

ATTEST:

AGENDA ITEM #7

**STATEMENT OF WORK TO THE MASTER SERVICES AGREEMENT
BETWEEN CITY OF SPARTA ELECTRIC SYSTEM
AND PATTERSON & DEWAR ENGINEERS, INC. FOR**

SUBSTATION HMI REMOTE COMMUNICATIONS

City of Sparta Electric System ("Client" or "Sparta") and Patterson & Dewar Engineers, Inc. ("P&D"), collectively referred to as "Parties", enter into this Statement of Work ("SOW") on _____. This SOW shall be governed by the Master Services Agreement dated January 5, 2023 ("Agreement") between Client and P&D. Unless otherwise defined in this SOW, capitalized terms shall have the same meaning established for such terms in the Agreement. P&D agrees to complete the following project in accordance with the Agreement and in accordance with the following terms:

I. Project Understanding

Client would like to add remote monitoring and control to their electric substation. A prior project upgraded the substation with a human-machine interface (HMI) in the substation RTAC and a SMS gateway that will send text messages on alarm conditions. This project will assist with getting a communication link in place between the substation and the Sparta electric office/service center as well as in the setup of a dedicated PC and remote laptop for SCADA monitoring and control. The project will conclude with training for Sparta personnel.

The project will involve some configuration changes to the other substation RTAC owned by Caney Fork Electric Cooperative (CFEC). All work on that device will be coordinated with both Sparta and CFEC.

II. Scope of Services

P&D will perform the work as outlined in the following:

- Work with Sparta and Ben Lomand Connect to implement and test the communication link between the substation and the Sparta electric office/service center
- Order any necessary cables to connect the Sparta RTAC to the Ben Lomand equipment
- Configure and test the Reinhausen TAPCON controller that is currently installed in the transformer cabinet in order to display LTC tap position
- Configure the RTAC network connection per the Ben Lomand network requirements and the tap position points. Add tap position points to the HMI
- Work with Sparta to setup a dedicated PC at the electric department office and a laptop capable of establishing a secure connection into the office with the capability of accessing the substation HMI
- Review the SMS alarm configuration with Sparta and make changes as necessary
- Review and recommend any changes with regard to cybersecurity of the remote setup
- Provide detailed training on the system so that Sparta would feel comfortable relying on the substation HMI as a day-to-day operational tool

III. Basis of Scope and Fee Development

P&D has made the following assumptions in developing the fee and scope of services:

- RTAC is presently communicating with all of the substation relays and meters; the SMS gateway is fully commissioned and providing SMS text on alarms
- This project incorporates additional tasks from the prior project that were not originally in the scope, but that P&D and Sparta determined were critical to the situational awareness of the substation. Specifically, establishing a fiber optic cable link to the SEL-2414 transformer monitor and reconfiguring the RTAC.
- Private communication between the substation and office will be provided by Sparta Electric via Ben Lomand Connect
- P&D will make recommendations on the office IT environment including secure remote laptop access, but it will be the responsibility of Sparta to implement this setup within their IT infrastructure

- Includes two (2) site visits – the first focused on the Ben Lomand communications, the second on additional substation work and training

IV. Schedule

P&D is prepared to begin work in February 2024.

V. Payment Terms

P&D shall submit monthly invoices to Client based on work completed to date. Payment terms are specified in the Master Services Agreement. P&D shall provide estimated effort levels upon request. Expenses will be billed in accordance with the payment terms of the Agreement.

VI. Total Fees

Services under this Agreement will be provided on a time and expense basis not to exceed a maximum of Nineteen Thousand Five Hundred Dollars (\$19,500), based on the scope of services outlined in this SOW and the anticipated level of effort. Notwithstanding anything to the contrary herein, P&D will not be required to furnish services or incur expenses for work not included in this SOW without written authorization (including email confirmation) from the Client committing to additional funding.

This SOW may be executed in counterparts or duplicate originals and facsimile, electronic and digital copies, including properly executed PDF versions and all shall be regarded as an original instrument by the Parties.

IN WITNESS WHEREOF, the Parties have executed this SOW on the date specified above.

CITY OF SPARTA ELECTRIC SYSTEM

PATTERSON & DEWAR ENGINEERS, INC.

Signed _____
Name _____
Title _____
Date Signed _____

Signed *Michael Thesing*
Name Michael Thesing
Title Manager, Smart Grid Engineering
Date Signed January 9, 2024

AGENDA ITEM #9



Sparta Fire Department
715 N Spring St
Sparta, TN 38583
k.young@spartatn.gov

Volunteer Application

Applicant Information

Full Name: Wilson Dutton T Date: 11-30-23
Last First M.I.

Address: 434 Linville Rd
Street Address Apartment/Unit #

Sparta TN 38583
City State ZIP Code

Phone: 931-510-2917 Email: frostt.silent@gmail.com

Date Available: 12-1-23 Asap DL: [REDACTED]

Position Applied for: Volunteer firefighter

Are you a citizen of the United States? YES ☒ NO ☐ If no, are you authorized to work in the U.S.? YES ☐ NO ☐

Have you ever volunteered for this department? YES ☐ NO ☒ If yes, when? _____

Have you ever been convicted of a felony? YES ☐ NO ☒

If yes, explain: _____

Education

High School: Wh. Co. H.S. Address: 267 Allen Drive

From: _____ To: _____ Did you graduate? YES ☒ NO ☐ Diploma: _____

College: AARON Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

Other: _____ Address: _____

AGENDA ITEM #10

UTILITY PLANT

Description		Item	December 2023	December 2022
Electric Plant		1	\$13,582,245.74	\$13,140,587.32
Less Depreciation		2	\$7,012,260.44	\$6,641,562.09
TOTAL		3	\$6,569,985.30	\$6,499,025.23
Unamortized Acquisition Adjustment		4		
Other Utility Plant - Net		5		
TOTAL PLANT - NET		6	\$6,569,985.30	\$6,499,025.23

OTHER PROPERTY AND INVESTMENTS

Description		Item	December 2023	December 2022
Non-Utility Property - Net		7		
Other Investments		8	\$19,202.41	\$15,922.02
Sinking Funds		9		
Depreciation Funds		10		
Other Special Funds		12	\$4,597,553.69	\$3,033,251.85
TOTAL		13	\$4,616,756.10	\$3,049,173.87

CURRENT AND ACCRUED ASSETS

Description		Item	December 2023	December 2022
General Cash and Temporary Cash Investments		14	\$2,863,568.42	\$3,983,966.01
Accounts Receivable		15	\$1,246,831.17	\$1,131,452.23
Materials and Supplies		16	\$504,658.93	\$363,372.04
Prepayments		17	\$930,443.05	\$1,712,438.92
Other Current Assets		18	\$462,709.10	\$518,880.68
TOTAL		19	\$6,008,210.67	\$7,710,109.88

DEFERRED DEBITS

Description		Item	December 2023	December 2022
Debt Expense		20		
Preliminary Survey		21		
Clearing Accounts		22		
Energy Service Loans Receivables		24	\$739.78	\$3,250.61
Deferred Costs on TVA Leases		25		
Other Deferred Debits		26	\$404,592.70	\$487,219.00
TOTAL		27	\$405,332.48	\$490,469.61

TOTAL ASSETS AND OTHER DEBITS

Description		Item	December 2023	December 2022
TOTAL ASSETS AND OTHER DEBITS		28	\$17,600,284.55	\$17,748,778.59

ADDITIONAL INFORMATION

Description	Amount
CFC or CoBank Investments Included in Item No. 8	
Construction Work In-Progress Included in Item No. 1	\$2,936.67
Construction Fund Included in Item No. 12	
Total Miles of Distribution Lines	100.00
Total Miles of Transmission Lines	

CAPITAL

Description		Item	December 2023	December 2022
Membership Certificates		30		

UNAPPROPRIATED EARNINGS

Description		Item	December 2023	December 2022
End of Previous Year		--	\$14,302,755.15	\$12,877,264.70
Retained Earnings Adjustment		--		
Beginning of Year		33A	\$14,302,755.15	\$12,877,264.70
Current Year		34A	\$618,542.40	\$664,530.79
TOTAL		35A	\$14,921,297.55	\$13,541,795.49

UNAPPROPRIATED UNDISTRIBUTED SUBSIDIARY EARNINGS

Description		Item	December 2023	December 2022
End of Previous Year		--		
Retained Earnings Adjustment		--		
Beginning of Year		33B		
Current Year		34B		
TOTAL		35B		

TOTAL UNAPPROPRIATED EARNINGS AND UNAPPROPRIATED UNDISTRIBUTED SUBSIDIARY EARNINGS

Description		Item	December 2023	December 2022
Total		--	\$14,921,297.55	\$13,541,795.49

LONG-TERM DEBT

Description		Item	December 2023	December 2022
RUS		36		
CFC		37		
CoBank		38		
Bonds and Other Long-Term Debt		39.1		
TVA		39.3		
Debt Premium and Discount		40		
TOTAL		41		

OTHER NON-CURRENT LIABILITIES

Description		Item	December 2023	December 2022
Postretirement Benefits		39.2	(\$78,670.37)	(\$388,457.32)
Energy Service Loans - Advances		42		
Energy Service Loans - Other		43	\$739.78	\$3,250.61
TOTAL		44	(\$77,930.59)	(\$385,206.71)

CURRENT AND ACCRUED LIABILITIES

Description		Item	December 2023	December 2022
TVA Notes Payable		45.1		
Other Notes Payable		45.2		
Accounts Payable		46	\$1,899,590.52	\$3,351,738.42
Customer Deposits		47	\$618,120.00	\$561,785.00
Taxes and Equivalents Accrued		48		
Interest Accrued - RUS		49		
Interest Accrued - CFC		50		
Interest Accrued - CoBank		51		
Interest Accrued - TVA		52.1		
Interest Accrued - Other		52.2		
Other Current Liabilities		53	\$131,247.25	\$119,151.53
TOTAL		54	\$2,648,957.77	\$4,032,674.95

DEFERRED CREDITS

Description		Item	December 2023	December 2022
Advances for Construction - Refundable		55	\$18,180.00	\$0.00
Other Deferred Credits		56	\$89,779.82	\$559,514.86
TOTAL		57	\$107,959.82	\$559,514.86

TOTAL LIABILITIES AND OTHER CREDITS

Description		Item	December 2023	December 2022
TOTAL LIABILITIES AND OTHER CREDITS		58	\$17,600,284.55	\$17,748,778.59

OPERATING REVENUE

Description		Item	December 2023	Year to Date
Electric Sales Revenue (Page 7, Item 332)		59	\$920,616.94	\$6,366,224.50
Revenue From Late Payments		60	\$13,736.59	\$28,462.05
Miscellaneous Service Revenue		61	\$2,278.62	\$14,078.79
Rent From Electric Property		62	\$24,910.63	\$148,430.25
Other Electric Revenue		63	\$2,425.81	\$6,013.19
TOTAL OPERATING REVENUE		64	\$963,968.59	\$6,563,208.78

PURCHASED POWER

Description		Item	December 2023	Year to Date
TOTAL POWER COST (PAGE 7, ITEM 342)		65	\$730,578.13	\$4,974,830.47

OPERATING EXPENSE

Description		Item	December 2023	Year to Date
Transmission Expense		66		
Distribution Expense		67	\$29,188.14	\$141,457.26
Customer Accounts Expense		68	\$18,141.44	\$95,844.14
Customer Service and Informational Expense		69	\$416.66	\$2,699.96
Sales Expense		70	\$57.00	\$9,385.50
Administrative and General Expense		71	\$37,980.25	\$242,307.09
OPERATING EXPENSE		72	\$85,783.49	\$491,693.95

MAINTENANCE EXPENSE

Description		Item	December 2023	Year to Date
Transmission Expense		73		
Distribution Expense		74	\$60,386.88	\$349,442.58
Administrative and General Expense		75	\$1,266.20	\$9,385.78
MAINTENANCE EXPENSE		76	\$61,653.08	\$358,828.36

OTHER OPERATING EXPENSE

Description		Item	December 2023	Year to Date
Depreciation Expense		77	\$29,754.79	\$178,528.74
Amortization of Acquisition Adjustment		78		
Taxes and Tax Equivalents		79	\$13,901.89	\$83,596.42
OTHER OPERATING EXPENSE		80	\$43,656.68	\$262,125.16

TOTAL OPERATING EXPENSE AND PURCHASED POWER

Description		Item	December 2023	Year to Date
TOTAL OPERATING EXPENSE AND PURCHASED POWER		81	\$921,671.38	\$6,087,477.94

INCOME

Description		Item	December 2023	Year to Date
Operating Income (Item 64, Less Item 81)		82	\$42,297.21	\$475,730.84
Other Income		83	\$25,071.50	\$143,195.71
TOTAL INCOME		84	\$67,368.71	\$618,926.55
Miscellaneous Income Deductions		85		
NET INCOME BEFORE DEBT EXPENSE		86	\$67,368.71	\$618,926.55

DEBT EXPENSE

Description		Item	December 2023	Year to Date
Interest on Long-Term Debt - RUS		87		
Interest on Long-Term Debt - CFC		88		
Interest on Long-Term Debt - CoBank		89		
Interest on Long-Term Debt - Other		90.1		
Interest - TVA		90.2		
Other Interest Expense		92	\$93.95	\$384.15
Amortization of Debt Discount and Expense		93		
Amortization of Premium on Debt - Credit		94		
TOTAL DEBT EXPENSE		95	\$93.95	\$384.15

NET INCOME

Description		Item	December 2023	Year to Date
Net Income Before Extraordinary Items and Subsidiary Earnings (Item 86, Less Item 95)		96	\$67,274.76	\$618,542.40
Extraordinary Items		97		
Subsidiary Earnings		97.1		
NET INCOME		98	\$67,274.76	\$618,542.40

CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES

Description	December 2023	December 2022
Net Income	\$618,542.40	\$664,530.79
Adjustments to Reconcile Net Income to Net Cash:		
Depreciation	\$178,528.74	\$167,506.20
Amortization of:		
Acquisition Adjustment		
Additions to TVA Leases		
Debt Premium or Discount		
Changes in Current and Deferred Items:		
Accounts Receivable	\$479,122.78	\$242,386.99
Materials and Supplies	(\$126,426.04)	(\$68,183.39)
Prepayments and Other Current Assets	\$212,338.78	(\$773,131.73)
Deferred Debits	\$0.00	\$0.00
Accounts Payable	(\$1,222,994.25)	\$701,047.32
Customer Deposits	(\$4,074.00)	\$52,640.00
Taxes and Interest Accrued		
Other Current Liabilities	\$3,751.04	(\$872.76)
Deferred Credits	\$14,346.63	(\$2,064.99)
Retained Earnings Adjustments		
NET CASH PROVIDED BY (USED IN) OPERATING ACTIVITIES	\$153,136.08	\$983,858.43

CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES

Description	December 2023	December 2022
Change in Net Plant	(\$37,290.92)	(\$285,323.08)
Net Change in Other Property and Investment	(\$983,651.58)	(\$40,559.06)
Energy Service Loans Receivable	\$426.61	\$1,989.89
NET CASH PROVIDED BY (USED IN) INVESTING ACTIVITIES	(\$1,020,515.89)	(\$323,892.25)

CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES

Description	December 2023	December 2022
Change in Long-Term Debt		
Notes Payable		
Memberships		
Energy Service Loans Advances	(\$426.61)	(\$1,989.89)
Post Retirement Benefit Adjustments	\$0.00	\$0.00
NET CASH PROVIDED BY (USED IN) FINANCING ACTIVITIES	(\$426.61)	(\$1,989.89)

NET INCREASE (DECREASE) IN CASH AND TEMPORARY INVESTMENTS

Description	December 2023	December 2022
NET INCREASE (DECREASE) IN CASH AND TEMPORARY INVESTMENTS	(\$867,806.42)	\$657,976.29
CASH AND TEMPORARY INVESTMENTS BEGINNING OF YEAR	\$3,731,374.84	\$3,325,989.72
CASH AND TEMPORARY INVESTMENTS END OF YEAR	\$2,863,568.42	\$3,983,966.01

TRANSMISSION

Acct.	Operating Expense Description	Expenses December 2023	Expenses December 2022	Payroll December 2023	Payroll December 2022
560	Supervision and Engineering				
561	Load Dispatching				
562	Station Expense				
563	Overhead Line Expense				
564	Underground Line Expense				
566	Miscellaneous				
567	Rents				
(600)	TOTAL TRANSMISSION OPERATING EXPENSE (PAGE 3, ITEM 66)				

DISTRIBUTION

Acct.	Operating Expense Description	Expenses December 2023	Expenses December 2022	Payroll December 2023	Payroll December 2022
580	Supervision and Engineering	\$13,212.88	\$13,463.55		
581	Load Dispatching				
582	Station Expense				
583	Overhead Line Expense	\$8,602.10	(\$400.00)		
584	Underground Line Expense				
585	Street Lighting and Signal System Expense	\$350.90	\$907.20		
586	Meter Expense	\$79.57	\$110.00		
587	Customer Installation Expense	\$766.08	\$0.00		
588	Miscellaneous	\$6,049.30	\$8,000.96		
589	Rents	\$127.31	\$127.31		
(605)	TOTAL DISTRIBUTION OPERATING EXPENSE (PAGE 3, ITEM 67)	\$29,188.14	\$22,209.02		

CUSTOMER ACCOUNTS EXPENSE

Acct.	Operating Expense Description	Expenses December 2023	Expenses December 2022	Payroll December 2023	Payroll December 2022
901	Supervision				
902	Meter Reading Expense	\$4,830.60	\$4,941.20		
903	Customer Records and Collection Expense	\$12,763.58	\$11,457.15		
904	Uncollectible Accounts	\$547.26	\$561.04		
905	Miscellaneous				
(610)	TOTAL CUSTOMER ACCOUNTS EXPENSE (PAGE 3, ITEM 68)	\$18,141.44	\$16,959.39		

CUSTOMER SERVICES & INFORMATIONAL EXPENSE

Acct.	Operating Expense Description	Expenses December 2023	Expenses December 2022	Payroll December 2023	Payroll December 2022
907	Supervision				
908	Customer Assistance Expense	\$416.66	\$416.66		
909	Informational and Instructional Advertising Expense				
910	Miscellaneous Customer Service and Informational Expense				
(615)	TOTAL CUSTOMER SERVICES AND INFORMATIONAL EXPENSE (PAGE 3, ITEM 69)	\$416.66	\$416.66		

SALES EXPENSE

Acct.	Operating Expense Description	Expenses December 2023	Expenses December 2022	Payroll December 2023	Payroll December 2022
911	Supervision				
912	Demonstrating and Selling Expense				
913	Advertising Expense	\$57.00	\$0.00		
916	Miscellaneous				
(620)	TOTAL SALES EXPENSE (PAGE 3, ITEM 70)	\$57.00	\$0.00		

ADMINISTRATIVE & GENERAL

Acct.	Operating Expense Description	Expenses December 2023	Expenses December 2022	Payroll December 2023	Payroll December 2022
920	Administrative and General Salaries	\$5,766.00	\$6,113.72		
921	Office Supplies and Expense	\$4,654.43	\$5,437.38		
922	Administrative Expense Transferred - Credit				
923	Outside Services Employed	\$1,231.91	\$1,650.00		
924	Property Insurance	\$1,851.11	\$1,330.88		
925	Injuries and Damages	\$4,147.22	\$5,174.63		
926	Employee Pensions and Benefits	\$19,989.04	\$22,586.96		
927	Franchise Requirements				
928	Regulatory Commission Expense				
929	Duplicate Charges - Credit	(\$278.62)	(\$330.23)		
930	Miscellaneous General Expense	\$619.16	\$0.00		
931	Rents				
(625)	TOTAL ADMINISTRATIVE AND GENERAL EXPENSE (PAGE 3, ITEM 71)	\$37,980.25	\$41,963.34		
(630)	TOTAL OPERATING EXPENSE (PAGE 3, ITEM 72)	\$85,783.49	\$81,548.41		

ADMINISTRATIVE & GENERAL

Acct.	Maintenance Expense Description	Expenses December 2023	Expenses December 2022	Payroll December 2023	Payroll December 2022
935	Maintenance of General Plant (Page 3, Item 75)	\$1,266.20	\$4,968.37		
(645)	TOTAL MAINTENANCE EXPENSE (PAGE 3, ITEM 76)	\$61,653.08	\$68,189.55		
(650)	TOTAL OPERATING AND MAINTENANCE EXPENSE	\$147,436.57	\$149,737.96		
(655)	Total Direct and Indirect Payroll Charged to Construction and Retirements				
(660)	Payroll Charged to Other Accounts				
(662)	Fiscal Year Net Change in Accrued Leave Account - (Increase) Decrease				
(665)	TOTAL PAYROLL DISTRIBUTION FOR YEAR				

TRANSMISSION

Acct.	Maintenance Expense Description	Expenses December 2023	Expenses December 2022	Payroll December 2023	Payroll December 2022
568	Supervision and Engineering				
569	Maintenance of Structures				
570	Maintenance of Station Equipment				
571	Maintenance of Overhead Lines				
572	Maintenance of Underground Lines				
573	Miscellaneous				
(635)	TOTAL TRANSMISSION MAINTENANCE EXPENSE (PAGE 3, ITEM 73)				

DISTRIBUTION

Acct.	Maintenance Expense Description	Expenses December 2023	Expenses December 2022	Payroll December 2023	Payroll December 2022
590	Supervision and Engineering				
591	Maintenance of Structures				
592	Maintenance of Station Equipment		\$3,048.93		
593	Maintenance of Overhead Lines	\$47,125.41	\$45,517.98		
594	Maintenance of Underground Lines	\$3,084.02	\$1,406.82		
595	Maintenance of Line Transformers				
596	Street Lighting and Signal Systems	\$3,416.59	\$3,781.63		
597	Maintenance of Meters	\$6,459.89	\$7,228.49		
598	Maintenance of Miscellaneous Distribution Plant	\$300.97	\$2,237.33		
(640)	TOTAL DISTRIBUTION MAINTENANCE EXPENSE (PAGE 3, ITEM 74)	\$60,386.88	\$63,221.18		

STATISTICAL DATA - REVENUE

Class of Service	Item	December 2023	Year to Date
Residential	100	\$226,456.08	\$1,516,337.75
Gen. Power - 50 kW & Under	101	\$100,784.62	\$711,936.85
Gen. Power - Over 50 kW	102	\$565,060.50	\$3,967,974.29
Electric Vehicles	102.1		
Street and Athletic - Codes 72, 73 & 74	103	\$13,167.60	\$77,420.34
Outdoor Lighting - Codes 75, 77 & 78	104	\$15,148.14	\$92,555.27
SUBTOTAL	330	\$920,616.94	\$6,366,224.50
Unbilled Revenue	331		
TOTAL (PAGE 3, ITEM 59)	332	\$920,616.94	\$6,366,224.50

STATISTICAL DATA - KILOWATT-HOURS SOLD

Class of Service	Item	December 2023	Year to Date
Residential	107	1,881,427	12,861,721
Gen. Power - 50 kW & Under	108	711,312	5,190,939
Gen. Power - Over 50 kW	109	5,928,633	41,593,062
Electric Vehicles	109.1		
Street and Athletic - Codes 72, 73 & 74	110	134,771	773,526
Outdoor Lighting - Codes 75, 77 & 78	111	102,226	625,114
TOTAL	335	8,758,369	61,044,362
Kilowatt-hours for Own Use	113	9,735	69,732
TOTAL KILOWATT-HOURS SOLD AND USED	114	8,768,104	61,114,094
Kilowatt-hours in Unbilled Revenue (Items 331) Above	336		

STATE & LOCAL SALES TAX ON ABOVE REVENUE (OPTIONAL)

	State	Sales Tax
Total		

AMOUNTS EXCLUDED FROM RATE SCHEDULE REVENUE

Description	Item	Credits	Green Power Revenue
Green Power-Res	807		
Green Power-GP < 50kW	808		
Green Power-GP > 50kW	809		
Gen Partners-Res	800	\$96.27	
Gen Partners-GP < 50kW	801		
Gen Partners-GP > 50kW	802		
SMC/GMC	803	\$46,126.74	
EGC	804		
VCP	805	\$0.00	
VII/VIP (IC)	806	\$6,340.00	

PURCHASED POWER - AMOUNT

Description	Item	December 2023	Year to Date
Purchased Power (TVA)	115	\$730,578.13	\$4,974,830.47
Facilities Rental (TVA)	116		
Other Charges/Credits (TVA)	117		
TOTAL FROM TVA	118	\$730,578.13	\$4,974,830.47
Other Purchased Power	218		
SUBTOTAL	340	\$730,578.13	\$4,974,830.47
Unbilled Purchases	341		
TOTAL (PAGE 3, ITEM 65)	342	\$730,578.13	\$4,974,830.47

PURCHASED POWER - KILOWATT-HOURS PURCHASED

Description	Item	December 2023	Year to Date
Purchased Power (TVA)	119	9,670,586	63,363,363
TOTAL FROM TVA	122	9,670,586	63,363,363
Other Purchased Power	222		
TOTAL	345	9,670,586	63,363,363
Less Kilowatt-hours Sold and Used (Item 114)	123	8,768,104	61,114,094
Line Losses and Kilowatt-hours Unaccounted for	124	902,482	2,249,269
Percent of Losses to Purchases (2 Decimal Places)	125	9.33%	3.55%
Cost per Kilowatt-hour Including Facilities Rental (cents)	127	7.55	7.85
Kilowatt-hours in Unbilled Purchases (Item 341) Above	346		

OTHER PURCHASED POWER

Purchased Power From	Contract No.	Dates

NUMBER OF CUSTOMERS

Class of Service	Item	December 2023	December 2022
Residential	675	2,250	2,236
Gen. Power - 50 kW & Under	680	682	683
Gen. Power - Over 50 kW	685	114	110
Electric Vehicles	685.1		
Street and Athletic - Codes 72, 73 & 74	690	27	32
Outdoor Lighting - Code 78	693	8	7
TOTAL	694	3,081	3,068
Special Outdoor Lighting - Code 75	696	0	
Outdoor Lighting - Code 77	697	390	389

Date: 1/29/2024

Time: 09:25

User: TTINDLE

CITY OF SPARTA
Summary Expenditure Report
December 2023

Page: 1

Id: GL6660

Fund: 110-GENERAL FUND

Monthly Comparative % 50.0000

-----Account Name-----	ORIGINAL BUDGET	AMENDED BUDGET	YTD EXPENDITURE	BALANCE	% EXPENDED	MTD EXPENDITURE
TOTAL BOARD OF ALDERMEN	21,793.00	21,793.00	10,988.47	10,804.53	50.42	1,449.41
TOTAL CITY COURT	68,520.00	68,520.00	39,635.53	28,884.47	57.85	5,199.21
TOTAL MAYOR	36,429.00	36,429.00	11,691.29	24,737.71	32.09	2,908.71
TOTAL BOARD AND COMMISSIONS	1,700.00	1,700.00	610.00	1,090.00	35.88	610.00
TOTAL CITY ADMINISTRATOR	257,819.00	257,819.00	57,298.49	200,520.51	22.22	9,710.00
TOTAL FINANCIAL ADMINISTRATION	26,500.00	26,500.00	16,906.00	9,594.00	63.80	125.00
TOTAL CITY RECORDER	104,118.00	104,118.00	115,645.04	-11,527.04	111.07	18,867.61
TOTAL CITY ATTORNEY	15,479.00	15,479.00	3,794.70	11,684.30	24.52	364.91
TOTAL PERSONNEL ADMINISTRATION	1,000.00	1,000.00	0.00	1,000.00	0.00	0.00
TOTAL GIS	102,852.00	102,852.00	42,787.13	60,064.87	41.60	5,499.81
TOTAL PLANNING AND ZONING	15,000.00	15,000.00	8,750.00	6,250.00	58.33	3,750.00
TOTAL CITY HALL BUILDINGS	72,396.00	72,396.00	25,900.91	46,495.09	35.78	4,181.61
TOTAL INDUSTRIAL PARKS	2,200.00	2,200.00	281.04	1,918.96	12.77	47.20
TOTAL OTHER GEN GOV EXPENSE	261,325.00	261,325.00	154,535.51	106,789.49	59.14	3,964.97
TOTAL POLICE	1,347,040.00	1,347,040.00	713,890.56	633,149.44	53.00	97,950.77
TOTAL TRAFFIC CONTROL	5,500.00	5,500.00	986.74	4,513.26	17.94	258.47

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CITY OF SPARTA
Summary Expenditure Report
December 2023

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Id: GL6660

Fund: 110-GENERAL FUND

Monthly Comparative % 50.0000

-----Account Name-----	ORIGINAL BUDGET	AMENDED BUDGET	YTD EXPENDITURE	BALANCE	% EXPENDED	MTD EXPENDITURE
TOTAL DONATION TO E-911	88,954.00	88,954.00	88,954.00	0.00	100.00	0.00
TOTAL FIRE PROTECTION & CONTRO	597,583.00	597,583.00	283,948.89	313,634.11	47.52	65,378.11
TOTAL PROTECTIVE INSPECTION	114,791.00	114,791.00	42,003.59	72,787.41	36.59	6,723.41
TOTAL EMERGENCY SERVICES	3,800.00	3,800.00	0.00	3,800.00	0.00	0.00
TOTAL PUBLIC WORKS	158,526.00	158,526.00	72,980.42	85,545.58	46.04	12,147.11
TOTAL HIGHWAYS AND STREETS	862,768.00	862,768.00	453,124.17	409,643.83	52.52	59,121.51
TOTAL SANITATION	55,000.00	55,000.00	0.00	55,000.00	0.00	0.00
TOTAL WEED AND MOSQUITO CONTRO	5,000.00	5,000.00	3,247.99	1,752.01	64.96	0.00
TOTAL RABIES AND ANIMAL CONT	76,574.00	76,574.00	24,962.37	51,611.63	32.60	4,302.90
TOTAL DIRECT ASSISTANCE	87,190.00	87,190.00	26,865.57	60,324.43	30.81	1,151.81
TOTAL OLD BAKER PARK SCHOOL	1,700.00	1,700.00	454.45	1,245.55	26.73	50.21
TOTAL SENIOR CITIZEN ACT	7,500.00	7,500.00	11,718.13	-4,218.13	156.24	423.26
TOTAL CIVIC CENTER	32,575.00	32,575.00	10,533.99	22,041.01	32.34	860.40
TOTAL RECREATION CENTER-OLDHAM	18,620.00	18,620.00	4,246.58	14,373.42	22.81	900.30
TOTAL LITTLE LEAGUE PARKS	9,300.00	9,300.00	2,501.11	6,798.89	26.89	0.00
TOTAL SWIMMING POOL NO. 1	62,220.00	62,220.00	21,943.66	40,276.34	35.27	6,035.54

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CITY OF SPARTA
Summary Expenditure Report
December 2023

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Id: GL6660

Fund: 110-GENERAL FUND

Monthly Comparative % 50.0000

-----Account Name-----	ORIGINAL BUDGET	AMENDED BUDGET	YTD EXPENDITURE	BALANCE	% EXPENDED	MTD EXPENDITURE
TOTAL SOCK HOP	3,500.00	3,500.00	0.00	3,500.00	0.00	0.00
TOTAL CELEBRATIONS	20,000.00	20,000.00	20,000.00	0.00	100.00	0.00
TOTAL AMPHITHEATER CONCERTS	10,950.00	10,950.00	8,463.45	2,486.55	77.29	84.00
TOTAL PARKS	110,250.00	110,250.00	54,693.26	55,556.74	49.61	2,989.10
CABOOSE	10,000.00	10,000.00	9,023.97	976.03	90.24	0.00
TOTAL WEB SITE	11,000.00	11,000.00	475.50	10,524.50	4.32	0.00
TOTAL INSURANCE EMPLOYERS SHR	379,492.00	379,492.00	162,800.76	216,691.24	42.90	27,444.80
TOTAL TRANSFERS TO SPEC REV	200,000.00	200,000.00	19,043.60	180,956.40	9.52	0.00
OPERATING TRANSFER TO CAPITAL	950,000.00	950,000.00	1,375,221.17	-425,221.17	144.76	1,695.00
TRANSFER TO CAPITAL 313	0.00	0.00	420,974.61	-420,974.61	0.00	0.00
TOTAL MUNICIPAL AIRPORT	35,000.00	35,000.00	35,000.00	0.00	100.00	0.00
Fund Total	8,558,464.00	8,558,464.00	5,642,729.37	2,915,734.63	65.93	344,195.80

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SPARTA WATER

Balance Sheet

December 2023

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Id: GL6650

Fund: 413-Water & Sewer

---Account Number---	-----Account Name-----	-----Amount-----
Assets		
413-11213	WATER FUND CHECKING ACCT	1,031,848.72
413-12120	LGIP - INVESTMENTS	4,285,934.16
413-12121	LGIP-SERIES'17 RESTRICTED 2034	279,001.36
413-13210	ACCOUNTS REC	5,646.00
413-13212	ACCOUNTS RECEIVABLE ELECT	379,607.87
413-13215	UNBILLED REVENUE	205,661.37
413-14130	PLANT MATERIALS	264,899.18
413-15110	PREPAID INSURANCE	139,256.38
413-15290	LGIP - CUSTOMER DEPOSITS	202,923.56
413-15490	DEFERRED OUTFLOWS OF RESOURCE	498,410.00
413-16513	ARPA SEWERY SYSTEM REHAB	4,800.00
413-16515	AMI METERS	2,750.00
413-16517	2022 CDBG GRANT	58,949.63
413-16610	WATER PLANT	16,897,293.80
413-16611	DEPREICIATION - WATER PLANT	-8,076,003.99
413-16620	SEWER PLANT	22,195,975.86
413-16621	DEPRECIATION - SEWER PLANT	-10,274,370.93
413-16716	2023 SEWER FLOW MONITORING ST	48,816.00
	Total Assets	28,151,398.97
Liabilities and Equity		
413-21120	ACCOUNTS PAYABLE	-59,026.61
413-21125	ACCOUNTS PAYABLE ELECTRIC	17,061.07
413-21224	BLUE CROSS/BLUE SHIELD FAMILY	1,108.52
413-21225	DELTA DENTAL	245.03
413-21228	VISION	28.39
413-21229	LTD - LINCOLN	525.59
413-21610	ORIGINAL ISSUE PREMIUM	-19,006.56
413-21619	2013 USDA LOAN	-1,340,874.98
413-21620	2017 BOND	-3,030,000.00
413-21810	ACCRUED INTEREST PAYABLE	-12,521.27
413-21820	ACCRUED PAYROLL	-25,734.91
413-21825	EMPLOYEE ACCRUED VACATION	-73,742.09
413-21911	CUSTOMER DEPOSITS	-204,630.00
413-21920	AUDITORS CHARGE	-6,750.00
413-23900	DEFERRED INFLOWS OF RESOURCES	-115,867.00
413-23901	NET PENSION LIABILITY	60,855.96
	Total Liabilities and Equity	-4,808,328.86

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SPARTA WATER
Profit & Loss Statement
December 2023

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Id: GL6670

Fund: 413-Water & Sewer

Monthly Comparative % 50.0000

Acct Number	-----Account Name-----	MTD Actual	Total Budget	YTD Actual	Budget Balance
REVENUES					
34220	PUBLIC FIRE PROTECTION	1,723.19	8,500.00	10,295.39 <	1,795.39>
36210	RENT	967.30	10,000.00	5,805.68	4,194.32
36320	SALE OF BUILDINGS	0.00	0.00	0.00	0.00
36330	SALE OF SURPLUS ITEMS	0.00	0.00	0.00	0.00
36350	INSURANCE RECOVERIES	0.00	0.00	831.22 <	831.22>
36360	SALE OF ASSETS	0.00	0.00	0.00	0.00
36960	TRANSFER FOR SALARIES	0.00	0.00	0.00	0.00
37110	METERED WATER SALES	239,742.07	2,800,000.00	1,491,730.38	1,308,269.62
37111	UNBILLED REVENUE	0.00	0.00	0.00	0.00
37191	FORFEITED DISCOUNTS	2,759.39	30,000.00	16,687.71	13,312.29
37193	MISC SERVICE REVENUE	1,160.00	15,000.00	7,170.00	7,830.00
37196	WATER TAP FEES	1,900.00	5,000.00	15,988.34 <	10,988.34>
37198	WATER TESTING REVENUE	525.00	6,000.00	5,445.49	554.51
37199	OTHER REVENUE	0.00	56,500.00	15,689.53	40,810.47
37210	SEWER REVENUE	111,258.68	1,400,000.00	702,276.97	697,723.03
37290	MISC SEWER REVENUE	2,360.00	10,000.00	10,265.00 <	265.00>
37291	MISC INDUSTRIAL SEWER	2,300.00	27,600.00	13,800.00	13,800.00
37296	SEWER TAP FEES	1,525.76	1,000.00	4,986.00 <	3,986.00>
37300	INTEREST INCOME	21,804.85	50,000.00	104,765.20 <	54,765.20>
37310	FUND BALANCE BUDGETED	0.00	0.00	0.00	0.00
37950	DUCK POND STATE FUNDS	0.00	0.00	0.00	0.00
37951	HAMPTONS CROSSROADS GRANT	0.00	0.00	0.00	0.00
37952	CDBG GRANT REVENUE	20,242.53	0.00	24,498.36 <	24,498.36>
37953	TACO METALS GRANT	0.00	0.00	0.00	0.00
37954	USDA GRANT	0.00	0.00	0.00	0.00
	TOTAL OPERATING INCOME	408,268.77	4,419,600.00	2,430,235.27	1,989,364.73
WATER OPERATING					
52110-111	REGULAR SALARIES	29,767.30	296,546.00	170,378.91	126,167.09
52110-112	OVERTIME SALARIES	0.00	0.00	0.00	0.00
52110-114	TEMPORARY SALARIES	90.72	1,000.00	907.20	92.80
52110-117	ON CALL PAY	570.00	6,500.00	3,397.50	3,102.50
52110-118	PERSONAL DAYS	0.00	1,539.00	0.00	1,539.00
52110-119	HOLIDAY & BIRTHDAY	575.84	18,472.00	7,649.65	10,822.35
52110-122	OVERTIME	1,265.23	22,500.00	10,724.81	11,775.19
52110-132	EMPLOYEE BONUS	0.00	0.00	0.00	0.00
52110-134	CHRISTMAS BONUS (\$50/EMPLOYEE	0.00	550.00	0.00	550.00
52110-141	FICA	2,380.47	26,512.00	14,720.73	11,791.27
52110-142	HEALTH INSURANCE	6,325.18	68,831.00	37,881.94	30,949.06
52110-143	RETIREMENT	4,344.51	48,378.00	26,816.32	21,561.68
52110-144	LONG TERM DISABILITY	172.93	2,161.00	1,029.46	1,131.54
52110-145	DENTAL BENEFITS	229.21	2,791.00	1,371.89	1,419.11
52110-146	WORKER'S COMP	0.00	0.00	0.00	0.00
52110-147	VISION INSURANCE	41.47	505.00	250.65	254.35

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SPARTA WATER
Profit & Loss Statement
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Id: GL6670

Fund: 413-Water & Sewer

Monthly Comparative % 50.0000

Acct Number -----	Account Name-----	MTD Actual	Total Budget	YTD Actual	Budget Balance
52110-148	EMPLOYEE TRAINING	195.00	2,000.00	195.00	1,805.00
52110-149	HEALTH INS REIMBURSEMENTS	0.00	10,000.00	492.42	9,507.58
52110-159	VISION INSURANCE	0.00	0.00	0.00	0.00
52110-200	CONTRACT SERVICES	2,198.65	15,640.00	4,552.93	11,087.07
52110-211	POSTAGE	120.00	500.00	239.98	260.02
52110-212	ADVERTISEMENT	0.00	0.00	0.00	0.00
52110-231	PUBLICATION OF LEGAL NOTICES	0.00	750.00	0.00	750.00
52110-235	MEMBERSHIPS, REGISTRATION FEES	0.00	2,000.00	0.00	2,000.00
52110-236	PUBLIC RELATIONS	0.00	3,500.00	1,250.00	2,250.00
52110-240	NATURAL GAS	25.92	1,200.00	54.42	1,145.58
52110-241	ELECTRIC	335.61	6,500.00	2,099.87	4,400.13
52110-242	WATER	0.00	0.00	0.00	0.00
52110-243	SEWER	0.00	0.00	0.00	0.00
52110-245	TELEPHONE	499.48	7,500.00	2,988.73	4,511.27
52110-252	LEGAL & PROFESSIONAL	165.00	2,000.00	915.00	1,085.00
52110-253	AUDITORS CHARGE	187.50	3,000.00	1,125.00	1,875.00
52110-254	ENGINEERING ANCILLARY SERVICES	0.00	10,000.00	19,406.00 <	9,406.00>
52110-255	COMPUTER SERVICES	1,540.40	35,000.00	14,432.97	20,567.03
52110-261	REPAIR & MAINTENANCE - VEHICLE	3,066.06	15,000.00	3,503.56	11,496.44
52110-262	REPAIR & MAINTENANCE - OTHER	0.00	10,000.00	1,961.73	8,038.27
52110-269	REPAIR & MAINTENANCE - OTHER	0.00	4,000.00	140.00	3,860.00
52110-280	TRAVEL	0.00	1,500.00	0.00	1,500.00
52110-310	OFFICE SUPPLIES & EQUIPMENT	224.84	5,500.00	1,168.89	4,331.11
52110-312	SMALL ITEMS OF EQUIPMENT	2,120.00	7,000.00	4,242.57	2,757.43
52110-315	WATER METERS & SUPPLIES	0.00	0.00	0.00	0.00
52110-320	OPERATING SUPPLIES	183.00	9,000.00	4,465.46	4,534.54
52110-322	LAB TESTING	0.00	1,500.00	289.26	1,210.74
52110-324	JANITORIAL SUPPLIES	261.06	800.00	261.06	538.94
52110-326	UNIFORMS	585.34	5,000.00	2,074.26	2,925.74
52110-329	OTHER OPERATING SUPPLIES	0.00	0.00	0.00	0.00
52110-331	FUEL & OIL	1,122.47	30,000.00	9,535.87	20,464.13
52110-332	MOTOR VEHICLE PARTS	421.87	7,500.00	2,726.01	4,773.99
52110-333	MACHINERY & EQUIPMENT PARTS	0.00	5,000.00	240.17	4,759.83
52110-334	TIRES, TUBES, & ETC.	0.00	5,000.00	756.99	4,243.01
52110-338	WATER LINES (INVENTORY ITEMS)	3,353.40	80,000.00	24,197.92	55,802.08
52110-339	WATER LINES - (NON-INVENTORY)	54.00	3,000.00	1,131.01	1,868.99
52110-340	OTHER REPAIR & MAINT SUPPLIES	0.00	0.00	0.00	0.00
52110-341	TOOL EXPENSE	0.00	3,000.00	3,548.64 <	548.64>
52110-344	SAFETY SUPPLIES	0.00	2,500.00	659.06	1,840.94
52110-353	WATER PURCHASED	1,068.81	22,000.00	6,067.12	15,932.88
52110-391	WATER METERS	1,796.00	35,000.00	2,694.00	32,306.00
52110-392	FIRE HYDRANTS	0.00	0.00	0.00	0.00
52110-412	READY MIXED CONCRETE	0.00	2,500.00	0.00	2,500.00
52110-429	OTHER METAL PRODUCTS	0.00	0.00	0.00	0.00
52110-451	CRUSHED STONE	0.00	8,000.00	1,516.70	6,483.30
52110-454	SODIUM CHLORIDE	0.00	1,500.00	0.00	1,500.00
52110-471	ASPHALT	0.00	3,500.00	1,081.00	1,619.00
52110-510	INSURANCE	2,888.89	30,000.00	16,469.84	13,530.16

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SPARTA WATER
Profit & Loss Statement
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Id: GL6670

Fund: 413-Water & Sewer

Monthly Comparative % 50.0000

Acct Number -----	Account Name-----	MTD Actual	Total Budget	YTD Actual	Budget Balance
52110-530	RENT/PROPERTY EXPENSES	713.00	9,000.00	4,278.00	4,722.00
52110-533	MACHINERY & EQUIPMENT RENTAL	0.00	10,000.00	0.00	10,000.00
52110-540	DEPRECIATION	7,756.73	93,110.00	46,540.38	46,569.62
52110-560	STATE OF TN FEES	450.00	7,500.00	5,795.60	1,704.40
52110-565	PERMITS	0.00	500.00	0.00	500.00
52110-592	TAX EQUIVALENT	1,333.33	16,000.00	7,999.98	8,000.02
52110-595	DUES AND SUBSCRIPTIONS	0.00	0.00	0.00	0.00
52110-599	REFUNDS ON ACCOUNTS	0.00	0.00	0.00	0.00
52110-630	INTEREST (SHORT TERM)	0.00	0.00	0.00	0.00
52110-631	PRINCIPAL	0.00	0.00	0.00	0.00
52110-640	CUSTOMER DEPOSIT INTEREST	37.80	2,000.00	150.94	1,849.06
52110-740	TRANSFER TO FUND 311 CAPITAL P	0.00	0.00	0.00	0.00
52110-760	TRANSFERS TO GF FOR SALARIES	0.00	13,046.00	33,219.04 <	20,173.04>
52110-762	DONATIONS - CHAMBER OF COMMERC	0.00	0.00	0.00	0.00
52110-940	EQUIPMENT	0.00	0.00	0.00	0.00
52110-941	GEN PURPOSE MACHINERY	0.00	115,000.00	0.00	115,000.00
52110-942	CONSTRUCTION & MAINT EQUIPMENT	0.00	0.00	0.00	0.00
52110-944	TRANSPORTATION EQUIPMENT	0.00	40,000.00	46,164.10 <	6,164.10>
52110-945	COMMUNICATION EQUIPMENT	0.00	0.00	0.00	0.00
52110-947	OFFICE EQUIPMENT	0.00	0.00	0.00	0.00
52110-948	COMPUTER EQUIPMENT	0.00	0.00	99.00 <	99.00>
52110-949	OTHER IMPROVEMENTS	0.00	0.00	0.00	0.00
	WATER OPERATING TOTAL	78,467.02	1,199,831.00	556,659.54	643,171.46
WATER TREATMENT PLANT					
52111-111	REGULAR SALARIES	18,422.09	188,233.00	103,681.76	84,551.24
52111-112	SALARIES - OVERTIME	0.00	0.00	0.00	0.00
52111-117	ON CALL PAY	0.00	0.00	0.00	0.00
52111-118	PERSONAL DAYS	0.00	762.00	0.00	762.00
52111-119	HOLIDAY & BIRTHDAY	352.07	9,145.00	3,759.42	5,385.58
52111-122	OVERTIME	0.00	10,000.00	4,681.07	5,318.93
52111-132	BONUS	0.00	0.00	0.00	0.00
52111-141	FICA	1,289.52	15,923.00	8,479.93	7,443.07
52111-142	HEALTH INSURANCE	3,172.80	37,296.00	19,021.95	18,274.05
52111-143	RETIREMENT	2,330.71	29,140.00	15,083.37	14,056.63
52111-144	LONG TERM DISABILITY	88.08	1,070.00	512.60	557.40
52111-145	DENTAL BENEFITS	121.64	1,460.00	702.80	757.20
52111-146	WORKER'S COMP	0.00	0.00	0.00	0.00
52111-147	VISION INSURANCE	22.01	264.00	127.17	136.83
52111-148	EMPLOYEE EDUCATION	0.00	2,000.00	1,519.00	481.00
52111-149	HEALTH INS REIMBURSEMENTS	0.00	7,500.00	190.83	7,309.17
52111-159	VISION INSURANCE	0.00	0.00	0.00	0.00
52111-200	CONTRACT SERVICES	39.90	55,000.00	539.40	54,460.60
52111-211	POSTAGE	0.00	500.00	340.83	159.17
52111-212	ADVERTISEMENT	0.00	0.00	0.00	0.00
52111-231	PUBLICATION OF LEGAL NOTICES	0.00	0.00	0.00	0.00

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SPARTA WATER
Profit & Loss Statement
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Fund: 413-Water & Sewer

Monthly Comparative % 50.0000

Acct Number -----Account Name-----	MTD Actual	Total Budget	YTD Actual	Budget Balance
52111-240 UTILITIES	0.00	0.00	0.00	0.00
52111-241 ELECTRIC	11,648.14	175,000.00	74,971.54	100,028.46
52111-242 WATER	0.00	0.00	0.00	0.00
52111-243 SEWER	0.00	0.00	0.00	0.00
52111-244 GAS	419.76	4,000.00	603.54	3,396.46
52111-245 TELEPHONE	169.36	2,000.00	1,014.63	985.37
52111-249 TRASH	83.00	1,100.00	554.00	546.00
52111-252 LEGAL & PROFESSIONAL	0.00	0.00	0.00	0.00
52111-254 ARCHITECTURAL, ENGINEERING	1,908.50	5,000.00	1,908.50	3,091.50
52111-261 VEHICLE MAINTENANCE	0.00	1,000.00	9.38	990.62
52111-265 R & M - GROUNDS	0.00	5,000.00	77.14	4,922.86
52111-266 R & M - BUILDINGS	380.00	4,000.00	1,681.00	2,319.00
52111-269 REPAIR AND MAINTENANCE OTHER	31.99	30,000.00	3,323.95	26,676.05
52111-280 TRAVEL	0.00	6,000.00	1,160.74	4,839.26
52111-310 OFFICE SUPPLIE & EQUIP	169.31	1,500.00	583.14	916.86
52111-320 OPERATING SUPPLIES	1.60	2,500.00	619.88	1,880.12
52111-321 CHEMICALS	0.00	0.00	0.00	0.00
52111-322 CHEMICALS & LAB TESTING	4,846.87	225,000.00	75,578.74	149,421.26
52111-324 HOUSEHOLD & JANITORIAL	55.32	750.00	150.71	599.29
52111-326 UNIFORMS	138.60	2,000.00	958.90	1,041.10
52111-329 WATER TESTING SUPPLIES	0.00	0.00	0.00	0.00
52111-331 FUEL & OIL	22.38	1,000.00	421.81	578.19
52111-333 MACHINERY & EQUIP PARTS	0.00	5,000.00	219.96	4,780.04
52111-334 TIRE, TUBES, ETC	0.00	250.00	0.00	250.00
52111-338 CONTRACT REPAIR OF EQUIP	0.00	0.00	0.00	0.00
52111-340 OTHER R & M SUPPLIES	0.00	0.00	0.00	0.00
52111-341 CONSUMABLE TOOLS	0.00	500.00	580.26 <	80.26>
52111-344 SAFETY SUPPLIES	80.91	500.00	407.32	92.68
52111-412 READY MIXED CONCRETE	0.00	0.00	0.00	0.00
52111-451 CRUSHED STONE	0.00	0.00	0.00	0.00
52111-510 INSURANCE	2,716.19	35,000.00	17,060.14	17,939.86
52111-533 MACHINERY & EQUIPMENT RENTAL	0.00	0.00	0.00	0.00
52111-540 DEPRECIATION	20,744.65	249,633.00	124,467.90	125,165.10
52111-560 PERMITS & FEES	250.00	7,000.00	810.00	6,190.00
52111-565 PERMITS	0.00	500.00	0.00	500.00
52111-599 FINES	0.00	0.00	0.00	0.00
52111-613 17 BOND FEE EXPENSE	< 118.05>	0.00 <	708.30>	708.30
52111-630 N/P INTEREST (04,06,08)	7,615.42	87,965.00	45,692.52	42,272.48
52111-631 PRINCIPAL	0.00	180,000.00	0.00	180,000.00
52111-650 06 BOND EXPENSE	0.00	0.00	0.00	0.00
52111-651 08 BOND EXPENSE	0.00	0.00	0.00	0.00
52111-934 COVER FOR SETTLING BASINS	0.00	0.00	0.00	0.00
52111-939 OTHER IMPROVEMENTS (GATE)	0.00	0.00	0.00	0.00
52111-940 PLANT EQUIPMENT	0.00	0.00	0.00	0.00
52111-947 OFFICE EQUIPMENT	0.00	0.00	0.00	0.00
52111-948 COMPUTER EQUIPMENT	0.00	0.00	0.00	0.00
WATER TREATMENT PLANT TOTAL	77,002.77	1,390,491.00	510,787.53	879,703.47

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SPARTA WATER
Profit & Loss Statement
December 2023

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Fund: 413-Water & Sewer

Monthly Comparative % 50.0000

Acct Number -----	Account Name-----	MTD Actual	Total Budget	YTD Actual	Budget Balance
SEWER OPERATING					
52310-111	REGULAR SALARIES	24,455.59	268,010.00	138,391.96	129,618.04
52310-112	SALARIES - OVERTIME	0.00	0.00	0.00	0.00
52310-114	TEMPORARY SALARIES	90.72	1,000.00	907.20	92.80
52310-117	ON CALL PAY	570.00	7,500.00	3,397.50	4,102.50
52310-118	PERSONAL DAYS	0.00	1,424.00	0.00	1,424.00
52310-119	HOLIDAY & BIRTHDAY	352.36	17,085.00	5,028.08	12,056.92
52310-122	OVERTIME	1,197.77	20,000.00	9,666.20	10,333.80
52310-132	EMPLOYEE BONUS	0.00	0.00	0.00	0.00
52310-134	CHRISTMAS BONUS (\$50/EMPLOYEE)	0.00	550.00	0.00	550.00
52310-141	FICA	1,914.20	24,099.00	11,908.23	12,190.77
52310-142	HEALTH INSURANCE	5,267.91	64,687.00	31,538.34	33,148.66
52310-143	RETIREMENT	3,491.84	43,963.00	21,676.40	22,286.60
52310-144	LONG TERM DISABILITY	172.49	1,999.00	1,026.84	972.16
52310-145	DENTAL BENEFITS	188.67	2,629.00	1,128.64	1,500.36
52310-146	WORKER'S COMP	0.00	0.00	0.00	0.00
52310-147	VISION INSURANCE	34.13	476.00	206.61	269.39
52310-148	EMPLOYEE TRAINING	0.00	1,550.00	0.00	1,550.00
52310-149	HEALTH INS REIMBURSEMENTS	0.00	7,000.00	492.42	6,507.58
52310-159	VISION INSURANCE	0.00	0.00	0.00	0.00
52310-200	CONTRACT SERVICES	11,672.32	35,080.00	12,250.43	22,829.57
52310-211	POSTAGE	120.00	500.00	239.99	260.01
52310-212	ADVERTISEMENT	0.00	0.00	0.00	0.00
52310-231	PUBLICATION OF PUBLIC NOTIECES	0.00	500.00	0.00	500.00
52310-235	MEMBERSHIPS, REGISTRATIONS	0.00	1,500.00	0.00	1,500.00
52310-236	PUBLIC RELATION	0.00	3,250.00	1,250.00	2,000.00
52310-240	NATURAL GAS	25.92	500.00	54.39	445.61
52310-241	ELECTRIC	4,956.64	92,500.00	33,029.65	59,470.35
52310-242	WATER	32.84	450.00	213.95	236.05
52310-243	SEWER	0.00	110.00	0.00	110.00
52310-245	TELEPHONE	168.71	3,000.00	1,009.62	1,990.38
52310-252	LEGAL & PROFESSIONAL	0.00	20,000.00	11,937.10	8,062.90
52310-253	AUDITORS CHARGE	187.50	3,000.00	1,125.00	1,875.00
52310-254	ENGINEERY ANCILLARY SERVICES	0.00	20,000.00	27,386.55 <	7,386.55>
52310-255	COMPUTER SERVICE	1,540.40	23,000.00	14,065.68	8,934.32
52310-259	OTHER PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00
52310-261	R & M - VEHICLE	0.00	7,000.00	87.50	6,912.50
52310-262	R & M OTHER MACHINE & EQUIP	0.00	0.00	0.00	0.00
52310-269	R & M - OTHER	453.00	30,000.00	31,450.26 <	1,450.26>
52310-280	TRAVEL	0.00	750.00	0.00	750.00
52310-310	OFFICE SUPPLIES & EQUIPMENT	0.00	2,500.00	100.00	2,400.00
52310-312	SMALL ITEMS OF EQUIPMENT	0.00	3,500.00	428.63	3,071.37
52310-320	OPERATING SUPPLIES	423.96	7,000.00	2,262.86	4,737.14
52310-321	CHEMICALS BIOXIDE	0.00	0.00	0.00	0.00
52310-322	LAB TESTING	0.00	500.00	10,085.07 <	9,585.07>
52310-324	JANITORIAL SUPPLIES	0.00	1,000.00	79.81	920.19
52310-326	UNIFORMS	585.33	3,500.00	2,074.23	1,425.77

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SPARTA WATER
Profit & Loss Statement
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Fund: 413-Water & Sewer

Monthly Comparative % 50.0000

Acct Number	Account Name	MTD Actual	Total Budget	YTD Actual	Budget Balance
52310-329	OTHER OPERATING SUPPLIES	0.00	0.00	0.00	0.00
52310-331	FUEL & OIL	754.59	17,000.00	6,167.61	10,832.39
52310-332	MOTOR VEHICLE PARTS	81.89	5,000.00	681.24	4,318.76
52310-333	MACHINERY & EQUIPMENT PARTS	0.00	7,500.00	23.93	7,476.07
52310-334	TIRES	0.00	2,000.00	904.10	1,095.90
52310-338	SEWER LINES, MANHOLES, PUMPS	630.52	17,500.00	6,065.00	11,435.00
52310-339	SEWER LINES - (NON-INVENTORY)	1,767.46	2,500.00	1,878.60	621.40
52310-340	OTHER REPAIR & MAINT SUPPLIES	0.00	0.00	0.00	0.00
52310-341	TOOL EXPENSE	47.25	3,000.00	2,559.11	440.89
52310-344	SAFETY SUPPLIES	293.55	1,500.00	989.08	510.92
52310-353	WATER PURCHASED	0.00	0.00	0.00	0.00
52310-412	READY MIXED CONCRETE	0.00	500.00	0.00	500.00
52310-451	CRUSHED STONE	0.00	3,000.00	913.41	2,086.59
52310-471	SEWER - COLD MIX	0.00	1,000.00	0.00	1,000.00
52310-510	INSURANCE	2,888.89	35,000.00	16,469.84	18,530.16
52310-530	RENT/PROPERTY EXPENSES	713.00	8,556.00	4,278.00	4,278.00
52310-533	MACHINERY & EQUIPMENT RENTAL	0.00	0.00	0.00	0.00
52310-535	SANITARY MANHOLES PRE-CAST	0.00	0.00	0.00	0.00
52310-540	DEPRECIATION	23,638.04	283,656.00	141,828.24	141,827.76
52310-560	STATE OF TN FEES	100.00	500.00	100.00	400.00
52310-565	PERMITS	0.00	0.00	0.00	0.00
52310-592	TAX EQUIVALENT	1,333.33	16,000.00	7,999.98	8,000.02
52310-595	ANNUAL DUES	0.00	0.00	0.00	0.00
52310-630	INTEREST (SHORT TERM)	3,195.81	36,002.00	19,174.86	16,827.14
52310-631	PRINCIPAL	0.00	30,635.00	0.00	30,635.00
52310-740	LOSS ON BAD ACCOUNTS	0.00	0.00	0.00	0.00
52310-760	TRANSFERS TO GP FOR SALARIES	0.00	136,046.00	33,219.04	102,826.96
52310-762	DONATIONS - CHAMBER OF COMMERCE	0.00	0.00	0.00	0.00
52310-900	EQUIPMENT	0.00	0.00	0.00	0.00
52310-934	CDBG SEWER IMPROVEMENTS	0.00	140,000.00	0.00	140,000.00
52310-940	MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00
52310-941	OTHER MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00
52310-944	TRANSPORTATION EQUIPMENT	0.00	0.00	0.00	0.00
52310-945	COMMUNICATION EQUIPMENT	0.00	0.00	0.00	0.00
52310-947	OFFICE EQUIPMENT	0.00	0.00	0.00	0.00
52310-948	COMPUTER EQUIPMENT	0.00	0.00	0.00	0.00
52310-949	OTHER IMPROVEMENTS	0.00	0.00	0.00	0.00
	SEWER OPERATING TOTAL	93,346.63	1,468,007.00	617,751.18	850,255.82

SEWER TREATMENT PLANT

52311-111	REGULAR SALARIES	15,072.48	171,458.00	86,251.83	85,206.17
52311-112	SALARIES - OVERTIME	0.00	0.00	0.00	0.00
52311-117	ON CALL PAY	435.00	7,800.00	2,580.00	5,220.00
52311-118	PERSONAL DAYS	0.00	659.00	0.00	659.00
52311-119	HOLIDAY & BIRTHDAY	319.03	7,913.00	3,120.52	4,792.48
52311-122	OVERTIME	2,265.52	17,500.00	10,410.73	7,089.27

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SPARTA WATER

Profit & Loss Statement

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Monthly Comparative % 50.0000

Acct Number -----	Account Name-----	MTD Actual	Total Budget	YTD Actual	Budget Balance
52311-132	BONUS	0.00	0.00	0.00	0.00
52311-141	FICA	1,170.99	15,052.00	7,537.73	7,514.27
52311-142	HEALTH INSURANCE	2,469.29	29,008.00	14,815.73	14,192.27
52311-143	RETIREMENT	2,299.21	27,546.00	14,111.20	13,434.80
52311-144	LONG TERM DISABILITY	76.07	926.00	456.42	469.58
52311-145	DENTAL BENEFITS	94.61	1,135.00	567.66	567.34
52311-146	WORKER'S COMP	0.00	0.00	0.00	0.00
52311-147	VISION INSURANCE	17.10	205.00	706.20	501.20
52311-148	EMPLOYEE EDUCATION	357.00	2,000.00	1,119.00	881.00
52311-149	HEALTH INSURANCE REIMBURSEMENT	0.00	5,000.00	0.00	5,000.00
52311-159	VISION INSURANCE	0.00	0.00	0.00	0.00
52311-200	CONTRACT SERVICES	6,626.50	50,560.00	19,059.00	31,501.00
52311-211	POSTAGE	0.00	1,500.00	779.31	720.69
52311-212	ADVERTISEMENT	0.00	0.00	0.00	0.00
52311-236	PUBLIC RELATIONS	0.00	0.00	0.00	0.00
52311-240	UTILITIES	0.00	0.00	0.00	0.00
52311-241	ELECTRIC	7,087.60	95,000.00	38,253.06	56,746.94
52311-242	WATER	0.00	0.00	0.00	0.00
52311-243	SEWER	0.00	0.00	0.00	0.00
52311-245	TELEPHONE	155.64	2,200.00	932.31	1,267.69
52311-249	TRASH	71.00	1,000.00	426.00	574.00
52311-252	LEGAL & PROFESSIONAL	0.00	0.00	0.00	0.00
52311-254	ARCHITECTURAL, ENGINEERING	0.00	25,000.00	0.00	25,000.00
52311-261	R & M - MOTOR VEHICLES	0.00	2,500.00	1,137.41	1,362.59
52311-265	R & M - GROUNDS	0.00	2,500.00	0.00	2,500.00
52311-266	R & M - BUILDINGS	79.99	22,500.00	3,684.59	18,815.41
52311-269	R & M - OTHER	0.00	18,000.00	10,086.00	7,914.00
52311-280	TRAVEL	0.00	1,500.00	111.42	1,388.58
52311-310	OFFICE SUPPLIES & EQUIPMENT	0.00	3,000.00	1,212.90	1,787.10
52311-312	SMALL ITEMS OF EQUIPMENT	0.00	3,500.00	0.00	3,500.00
52311-320	MATERIALS & SUPPLIES	0.00	6,500.00	1,011.09	5,488.91
52311-321	CHEMICALS	0.00	0.00	0.00	0.00
52311-322	LAB EXPENSE	6,607.28	80,000.00	47,633.54	32,366.46
52311-324	JANITORIAL SUPPLIES	395.83	2,500.00	421.82	2,078.18
52311-326	UNIFORMS	111.32	1,800.00	1,033.58	766.42
52311-331	FUEL & OIL	807.99	7,500.00	3,948.92	3,551.08
52311-333	MACHINERY & EQUIPMENT PARTS	0.00	30,000.00	938.37	29,061.63
52311-334	TIRES, TUBES	0.00	1,500.00	0.00	1,500.00
52311-338	CONTRACT REPAIR - MACHINERY	0.00	0.00	0.00	0.00
52311-340	OTHER R & M SUPPLIES	0.00	0.00	0.00	0.00
52311-341	CONSUMABLE TOOLS	41.49	1,500.00	1,035.09	464.91
52311-344	SAFETY SUPPLIES	156.06	1,500.00	643.41	856.59
52311-487	TESTING	0.00	0.00	0.00	0.00
52311-510	INSURANCE	2,716.17	32,500.00	16,297.02	16,202.98
52311-533	MACHINERY & EQUIP RENTAL	0.00	0.00	0.00	0.00
52311-540	DEPRECIATION	13,141.47	157,698.00	78,848.82	78,849.18
52311-560	FEES	1,480.00	8,000.00	1,480.00	6,520.00
52311-565	PERMITS	0.00	0.00	0.00	0.00

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SPARTA WATER
Profit & Loss Statement
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Monthly Comparative % 50.0000

Acct Number	Account Name	MTD Actual	Total Budget	YTD Actual	Budget Balance
52311-595	DUES	0.00	0.00	0.00	0.00
52311-630	INTEREST	0.00	0.00	0.00	0.00
52311-631	PRINCIPAL	0.00	0.00	0.00	0.00
52311-640	INTEREST LONG TERM DEBT	0.00	0.00	0.00	0.00
52311-650	INTEREST LONG TERM DEBT	0.00	0.00	0.00	0.00
52311-651	05 BOND EXPENSE	0.00	0.00	0.00	0.00
52311-934	SLUDGE DISPOSAL	0.00	0.00	0.00	0.00
52311-935	GRIT DISPOSAL	0.00	0.00	0.00	0.00
52311-936	SLUDGE PROCESSING	0.00	0.00	0.00	0.00
52311-938	PRETREATMENT	0.00	0.00	0.00	0.00
52311-940	MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00
52311-941	GENERAL PURPOSE MACHINERY	0.00	0.00	0.00	0.00
52311-944	TRANSPORTATION EQUIPMENT	0.00	40,000.00	0.00	40,000.00
52311-947	OFFICE EQUIPMENT	0.00	0.00	0.00	0.00
52311-948	COMPUTER EQUIPMENT	0.00	0.00	0.00	0.00
	SEWER TREATMENT PLANT TOTAL	63,340.64	885,960.00	370,650.68	515,309.32
52323-540	DEPRECIATION NOT FUNDED	0.00	0.00	0.00	0.00
	Net Profit or (-Loss)	96,111.71 <	524,689.00>	374,386.34 <	899,075.34>

AGENDA ITEM #11

10[#] 7394

Requisition # 8816

Order #

DEPARTMENT: Street

Morton Salt

Journal of Management Inquiry 20(6) 798–814
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TO BE DELIVERED TO:

- 1167 S Carter St

Jul	11,513.00
-----	-----------

APPROVED:

* State Contract

Jonny Sineles
City Administrator



MORTON SALT

City of Sparta
PO Box 30
Sparta, TN 38583

Dear Sir/Madam:

Morton Salt, Inc. is pleased to offer you the following pricing and quantities of bulk rock salt for deicing purposes for the 2023-2024 winter season. Please review, sign and return by email to alorenzini@mortonsalt.com. All terms & conditions from the Tennessee SWC #507 apply.

Description	Valid from	Valid to	Delivered	Min Order	
Bulk Safe-T-Salt	June 1, 2023	May 31, 2024			22 TON
KNOXVILLE STOCKPILE		75 TON			115.13 USD

Total: \$8,634.75

+ 25 tons @ 115.13 + 2,878.25
\$11,513.00

Per the SWC #507, there is a 0/120% minimum-maximum purchasing provision for the estimate listed above. Any tonnage requests above 120% for the estimate listed above will be based on product availability. If you would like to increase this estimate next season, please contact your Morton Salt representative.

Delivered prices are based upon full truckload quantities specific to the delivery address shown below.

Please review your account information and advise if any changes are needed.

Delivery Address:

167 S CARTER ST
SPARTA, TN 38583-1946
CUSTOMER #3653610

Acceptance:

Approved by: Joseph J. Jurek Date: 1/22/24

444 West Lake Street, Suite 2900
Chicago, IL 60606

TEL 312.807.2000
WEB mortonsalt.com

MORTON SALT, INC.

AGENDA ITEM #12

Due to the increase issues with the sewage that is coming from the White County Justice Center, we need to purchase 3 manhole grinders that will hopefully help with the problems at the larger pump stations.

Prices will be made available when received.

Miscellaneous Information

REQUEST FOR STREET LIGHT(S)

BY:

Greta Dunn

Name

110 Sugar Hill Dr.

Location of requested light

ROUTING:



City Administrator



Public Works Director



Electric Department Director



Police Chief

A worksheet for your use is enclosed. Please make comments concerning this request as needed. Forward the entire file to another committee member as soon as possible.

Return the completed file to the City Administrator
(See minutes 12/3/87 for authority.)

Departmental Review

CITIZEN REQUEST FOR STREET LIGHTING

City Administrator

COMMENTS:

I am in agreement light needs to be installed.

RECOMMENDATION:

Install inbetween other lights

Joyce Duvell
Signature

Departmental Review

CITIZEN REQUEST FOR STREET LIGHTING

Public Works Director

COMMENTS:

I agree light needs to be installed

RECOMMENDATION:

Install light between 110 & 140



Signature

Departmental Review

CITIZEN REQUEST FOR STREET LIGHTING

Electric Department

COMMENTS:

3 new houses have been built in this area in the last few years. It is probably around 500 ft. to the nearest street light

RECOMMENDATION:

We recommend putting a street light on pole #1093B this is between 110 & 140 Sugar Hill Dr.



Signature

Departmental Review

CITIZEN REQUEST FOR STREET LIGHTING

Police Department

COMMENTS:

Kirk + I agree there needs to
be another light in between the
other two lights

RECOMMENDATION:

Install a light in between the
other two lights



Signature

Sparta Electric System

12/29/23 TO 1/26/24

- Outages- 348 Burley St- bad lug in Meter Base, 226 Gillen – Breaker, line down – Roberts St, Golden Mtn. Rd – Service Wire Connection, 425 Cherokee Circle – Limb blew down on line, Officer Dr- limb pulled service line down, 143 S Camp Heights- Weather-Head torn loose from building, Luther Rd- Tree fell broke secondary line, 110 N Main St- tree fell broke service line, 41 Whispering Pines- tree fell broke pole, 411 Turntable Rd.- broke pole, Sugar Hill Dr- Squirrel, 11 S Spring St- Connection, Traffic Light – Taft Church – Monitor froze replaced load switch, Traffic Light- S Spring- Conflict Monitor, 104 Hearthwood Dr- Customer Brea
- Removing lights, poles and wire- Old Little League Field
- Removed Oil Breaker – Ballfield on Fairgrounds. Using Primary to switch on ballfield lights from Oil Breaker. Breaker went bad, customer will install new breaker before service able to be restored.
- Replaced 1 Security Light pole and removed one pole – Bolster Hardware
- Met with electrician for Deltoro Apts. He is making proper adjustments in order to run underground service.
- Re-numbering poles
- Took down Christmas Lights
- Checking trees for line clearance – contacting property owners for possible removal verses trimming and getting signature on Tree Removal/ Replacement Agreements. Marking trees appropriately for tree trimmers.
- 2 attended Foreman/ Engineering J T & S Safety Conference
- Set up new Green Flex Purchase and Valley Investment Credit – Inca / Dometic

- Re-Connected service- Officer Dr. – Customer rebuilt weather-head
- Re-Connected service- 143 S Camp Heights- Customer rebuilt weather-head and meter base
- Run new service to 110 N Main St.
- Replaced Broke Pole- Rescue Squad
- Dropped power to individual buildings daily for four days at Altium Healthcare- Altium Electricians and Lee Electricians completed required Preventive Maintenance on Switch Gears, 800 amp breakers, bus panels and sub panels
- Dropped power for Inca Products to complete their required Preventive Maintenance on Switch Gears and breakers
- Ran new underground service- New Construction- 106 S Camp Heights
- Repaired numerous street and security lights
- Underground Locates
- TVA reached an all time peak on 1/17/2024 – 34,500 MW

Public Works

February 1, 2024

WATER OPERATING

- Repaired several main line leaks.
- Replaced two meter boxes.
- Repaired yards due to leaks.
- Maintenance on trucks and equipment.
- Meter change out program ingoing.
- Helped at water plant when power was off.
- Working with customers on new taps and services.
- Completed the 2024 Calkiller river study per TDEC.
- 90% completion on system wide cross connection inspections.
- Cut off over 50 customers due to frozen pipes.
- 5 year TDEC cross connection inspections near completion.
- Serviced equipment.

WATER PLANT

- Repaired floc drive on the Flocculator. Needing a new Flocculator soon.
- Number 1 pump is having some electrical issues. Bob Hart to check.
- Plant was running 24 hrs a day due to water demand to customers and neighboring utilities.

SEWER OPERATING

- Locates for contractors and utilities.
- Checked pump stations daily. Maintenance on above and underground stations as well.
- 8 work orders.
- Serviced Bioxide tank pumps at Hwy 111 and South Carter.
- Cleaned check valves at South Carter.
- Maintenance on vehicles.
- Used contractor to pump out South Carter pump station, Mayberry pump station and Headworks at the sewer plant.

Sewer pump at South Carter was taken out to rebuild due to excess debris in station due to muffin monster not operational.

SEWER PLANT

Plant is operating at normal capacities.

Still contracting out sludge to be hauled to Red Boiling Springs.

STREET DEPARTMENT

Leaf removal has ended until the spring. We will pick leaves up for one week in March.

Stripped lights off snow flakes to install new lights.

Patched roads with cold mix.

Installed bollards at South Carter garage shed.

Cleaned buildings and sheds.

Continued painting Stop bars, lines and crosswalks.

Maintenance on equipment.

Salted and plowed roads.

SANITATION

Trash service was delayed last week due to road conditions.

Still having problems with rats chewing wires on trash trucks. Midstate Pest Control has installed traps. We also have more cats.

All brush on call in list has been picked up. Customers need to call 738-2281 to make sure their brush is on the list to be picked up.

For extra trash pick up customers should call PW office to make work order for tracking.

Back up front load truck in at International to install ring and pinion in rear end.

Kirk's Notes January 18 thru Feb 1st

Calls:

Jan 18 th	Fire Alarm	271 Mayberry St
Jan 18 th	Fire Alarm	327 Turntable Rd
Jan 18 th	Fire Alarm	271 Mayberry St
Jan 20 th	Vehicle Fire	Hwy 111 @ Mayberry St
Jan 21 st	Structure Fire	3703 Roberts Matthews Hwy
Jan 21 st	Medical	124 Dibrell St
Jan 23 rd	Medical	400 Thompson Weiman Rd
Jan 23 rd	Structure Fire	99 Masonic Dr

Total:

Fire Alarm – 3
Vehicle Fire – 1
Structure Fire – 2
Medical – 2

Other:



CITY OF SPARTA

POLICE DEPARTMENT

TENNESSEE

323 E. Bockman Way Sparta, TN 38583
P (931) 836-3734 F (931) 836-3086



Board Notes

YTD 2024 Calls - 498

We have applied for a Body Worn Camera Grant through the Office of Criminal Justice Programs.

We have applied for an animal control grant through the American Humane Association.

One of the new trucks is being outfitted with emergency equipment this week.

We are waiting for the remainder of the vests from the VCIF grant to come in for the rest of the officers.