

Oak Ridge Reservation Communities Alliance

June 28, 2012

Location of meeting: Roane County Courthouse

Members Present: Tom Beehan, Mayor, City of Oak Ridge; Don Edwards, Executive, Morgan County; Myron Iwanski, Mayor, Anderson; Ron Woody, Executive, Roane County.

Members Absent: Jonathan Griswold, Representing Knox County Mayor Burchett; Garland Lankford, Executive, Meigs County; George Thacker, Rhea County

Others Present: Amy Fitzgerald, City of Oak Ridge; Dale Rector, TDEC; Scott Stout, Roane County OES; Stephen Kenworthy, OR-EQAB and Citizens Oversight Panel; Norman Mulvenon, Citizens Oversight Panel

(A sign-in sheet is attached and a file with the minutes.)

PURPOSE OF MEETING:

See attached agenda

CALL TO ORDER:

Mayor Tom Beehan called the meeting to order at 4:06 p.m.

WELCOME AND OPENING COMMENTS:

Mayor Beehan welcomed everyone to the meeting and announced the items on the agenda.

APPROVAL OF MINUTES:

Executive Woody distributed a copy of the May 16, 2012 minutes to the group. The minutes had been previously emailed to the board.

Motion by Woody to approve the minutes as submitted, **second** by Iwanski. On a voice vote the **motion passed**.

TDEC GRANT SCOPE OF WORK 2012-2016

Amy Fitzgerald distributed a copy of the TDEC Grant Scope of Work to the group. Fitzgerald reported that the City of Oak Ridge would be the Fiscal Agent and the Grantee of the TDEC Grant. The Scope of Work will be submitted to TDEC for the funding. A minor change was made to the document on page 2 under heading III. Organization under A. Board of Mayors/Executive. The second sentence will now read: The Board consist of the Mayors/Executives of each affected local governments.

Motion by Edward, **second** by Iwanski, to approve the TDEC Grant Scope of Work. On a voice vote, the **motion passed**.

2012 Budget

Executive Woody explained the fiscal budget ending on June 30, 2012 was being closed out. The budget for 2011-12 fiscal was \$155,124.

Motion by Woody, **second** by Edwards, to amend the 2011-12 fiscal budget which would be reflecting the former LOC expenditures and the new board's expenditures. On a voice vote the **motion passed**.

Steve Kenworthy and Norman Mulvenon ask the board to increase the severance pay for the former executive director. Mayor Beehan stated he was taking the advice of the attorney.

INVOICE TO TDEC

Executive Woody discussed that an itemized invoice of \$56,086.95 would be going to TDEC. Woody mention it was a multi-item invoice (see attachment).

Motion by Iwanski, **second** by Edwards, to send the invoice to TDEC. On a voice vote, the **motion passed**.

NAMING THE ORGANIZATION

Executive Woody moved to name the new organization the Oak Ridge Reservation Communities Alliance (ORRCA), **second** by Iwanski. On a voice vote, **motion passed**.

COMMENTS:

Mr. Kenworthy stated he was like to know the future plans and projects for the ORRCA. Mr. Kenworthy was interested in the Citizens Oversight Panel working with the ORRCA. Executive Woody told Mr. Kenworthy for Roane County information will be send out by Scott Stout. Mayor Beehan confirmed the City of Oak Ridge contact would be Amy Fitzgerald. Mayor Beehan said he would send out the timeline information when it was ready.

Dale Rector asked how many members it takes to make a quorum. Mayor Beehan said four.

ADJOURNMENT:

The meeting adjourned at 4:39 p.m.

Prepared by: Scott Stout, Roane County OES

Sign-in

| Name | Representation |
|---|--------------------------------------|
| Stephen Kenworthy | OR-EQAB Citizens' Oversight Panel |
| NORMAN B. ^{MURPHY} MURPHY | Citizens Oversight Panel |
| Dale Reardon | TDEL |
| Amy Fitzgerald | City of OR |
| Uyen Stecher | Morgan Co |
| Ms. Leung | Asst Co. |
| Rachel Stewart | Polk County |
| Sam Bell | Oak Ridge |
| B. Dunn | Roane County |

Tennessee Oversight Agreement Board of Mayors

June 28, 2012

Location of meeting: Roane County Courthouse

Agenda

Call to Order

Welcome and Opening Comments

Approval of Minutes (May 16, 2012)

TDEC Grant Scope of Work 2012-2016

2012 Budget

Invoice to TDEC

Naming the Organization

Public Comment

Adjournment

TDEC GRANT SCOPE 2012-2016

The U.S. Department of Energy (DOE) and State of Tennessee (State) have adopted a new 5-year Tennessee Oversight Agreement (TOA) to promote state and local government involvement in environmental management and emergency response planning for the Oak Ridge Reservation and environs. Local governing bodies in the vicinity of the Oak Ridge Reservation have adopted the Tennessee Oversight Interlocal Agreement (TOIA) that will serve as a framework for local government interaction with the Department of Energy and the State of Tennessee on TOA environmental management and emergency response issues related to the DOE facilities in Oak Ridge. A copy of the agreement is attached.

SCOPE OF SERVICES

The City of Oak Ridge shall serve as the Grantee. The grant scope is for the provision of local government involvement and public information related to environmental restoration, waste management activities and emergency response planning on the Oak Ridge Reservation and environs.

1. The Grantee shall support implementation of the attached Tennessee Oversight Interlocal Agreement (TOIA)
2. The Grantee shall provide all service and deliverables as required, described, and detailed in the grant contract provided by TDEC.
3. The Grantee shall promote local government involvement and public awareness in the continued operations of the Oak Ridge Reservation facilities, including, but not limited to the environmental restoration process.
4. The Grantee shall disseminate accurate and factual information concerning present or proposed activities related to continued operations of the Oak Ridge Reservation facilities.
5. The Grantee shall identify local concerns and issues relevant to the operation of the Oak Ridge Reservation and environs and present concerns to the State of Tennessee, the Department of Energy and the Department of Energy during the selection of annual work and budget priorities.
6. The Grantee shall prepare special studies and reports, as needed, to educate local officials and further public information.

City of Oak Ridge

Grant Budget Period End: 6/30/12
TN Oversight Interlocal Agreement

Attachment 1

| | Expense Object Line Item Category | Original Grant Contract | Revised Grant Contract | TOTAL PROJECT |
|---------------|---|-------------------------|------------------------|---------------------|
| 1,2 | Salaries, Benefits & Taxes | 124,084.00 | 64,661.25 | 64,661.25 |
| 4,15 | Professional Fees Grant Administration | 6,280.00 | 10,028.17 | 10,028.17 |
| | Professional Fees Accounting and Legal | | \$8,000.00 | \$8,000.00 |
| | Professional Fees/Contract Govt Agency | | \$54,546.93 | \$54,546.93 |
| 5,6,7,8,9,10 | Supplies, Phone, Postage & Shipping | 18,020.00 | \$8,502.38 | \$8,502.38 |
| | Occupancy, Equipment Rental Maintenance | | | |
| | Printing & Publications | | | |
| 11,12 | Travel, Conferences & Meetings | 4,500.00 | \$1,260.27 | \$1,260.27 |
| 14 | Insurance | 1,240.00 | \$625.00 | \$625.00 |
| 18 | Other Non-Personnel | 1,000.00 | \$7,500.00 | \$7,500.00 |
| | Memberships @ \$7500 | | | |
| TOTAL: | | 155,124.00 | \$155,124.00 | \$155,124.00 |

Invoice to TDEC-DOE Oversight for
Expenses Related to TN Oversight Interlocal Agreement June 28, 2012

| Expense Object Line Item | Amount |
|--|-------------|
| Professional Fees Grant Administration | 5,558.17 |
| Professional Fees Accounting and Legal | \$2,000.00 |
| Professional Fees/Contract Govt Agency | \$39,828.78 |
| Other Non-Personnel Memberships | \$7,500.00 |
| Travel | \$1,200.00 |

TOTAL: **\$56,086.95**

Remit to:
City of Oak Ridge
P.O. Box 1
Oak Ridge, TN 37831
Attn: Thomas L. Beehan, Mayor