



Municipal Technical Advisory Service  
INSTITUTE for PUBLIC SERVICE

# MUNICIPAL E-NEWS

DECEMBER 2021 | QUARTER 4 | ISSUE 102

## Selected New MTAS Resources

Guidelines for Open Burning of Natural Disaster Debris | [View](#)

Ordinance to Add New Official Holidays and a Sick Leave Policy for Municipal Employees | [View](#)

Tennessee Fire Department Needs Assessment Survey 2020 | [View](#)

Salary and Benefits for Firefighter 1, Firefighter 2 and Patrol Officer in Selected Tennessee Cities | [View](#)

New **Knowledgebase** materials can be found here: [View](#)

New **MRLn** materials can be found here: [View](#)

New **MORE** materials can be found here: [View](#)

## UPCOMING TRAINING CLASSES

**Municipal Technical Advisory Service  
Institute for Public Service**

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**MTAS will be closed  
for UT winter holidays  
December 22-31, 2021.**

**Merry Christmas and  
Happy New Year!**



# Message from MTAS Executive Director

Welcome to the fourth quarter, the end of the calendar year and your last opportunity to get those January resolutions resolved. Last year seemed to drag on forever, and this year seems to have flown by in a flash. Here is a quote from Dr. Seuss that summarizes my 2021:

“How did it get so late so soon? It’s night before it’s afternoon. December is here before it’s June. My goodness how the time has flown. How did it get so late so soon?”— *How Did it Get So Late So Soon?*

You can find references to time in songs, movies, books, and religion. Here are a few samples, which one resonates with you?

“An inch of time is an inch of gold, but you can’t buy that inch of time with an inch of gold.” — Chinese Proverb

“Time moves slowly, but passes quickly.” — Alice Walker, *The Color Purple*

“Lost time is never found again.” — Benjamin Franklin, *Poor Richard’s Almanac*

“Time stays long enough for anyone who will use it.” — Leonardo da Vinci

“Time is long but life is short.” — Stevie Wonder

“The future is something which everyone reaches at the rate of sixty minutes an hour, whatever he does, whoever he is.” — C.S. Lewis

“It’s five o’clock somewhere.” — Jimmy Buffett and Alan Jackson

As you begin to close out your activities at work and at home, please spare a few moments to reflect on your accomplishments over the last twelve months. Perhaps for some, the best thing they did was to succeed in achieving a personal goal (remember those resolutions?). For others, the triumph might be finishing a project started long ago or marking off a bucket list item. Then, for others, the main accomplishment is being here today because they have fought and won a battle.

While Thanksgiving is already behind us, I ask you to stop for gratitude. Yes, time is a precious commodity, and it is worth the investment of time to appreciate and celebrate how far you have come. With this recognition and a firm pat on the back, you set yourself up for success next year, a whole other 525,600 minutes with which to do great things for yourself, your family, your community, and maybe even the planet. MTAS is here to help you make the most out of those minutes; and we might even be able to save you a few of those precious blocks of sixty seconds. Please call on us in 2022 and thank you for all you’ve done this year to improve the lives of others.

“There’s only one thing more precious than our time and that’s who we spend it on.” — Leo Christopher

**Margaret Norris**  
Executive Director



# All the Best to Our Retirees



Sharon Rollins will be retiring from MTAS at the end of December 2021 after 37 years of service to the University of Tennessee and the cities and towns of Tennessee.

Sharon is the supervisor for the technical and legal consultants at MTAS and she also serves as a public works consultant for cities in East Tennessee. Sharon is also the longest serving member on the MTAS leadership team having served in a leadership and managerial role for over 20 years. Her knowledge, wisdom, compassion, and sharp analytical skills will be greatly missed by her customers, employees, and leadership team members. Sharon's career was recently celebrated by the Tennessee Chapter of the American Public Works Association (TCAPWA). MTAS joins with TCAPWA in honoring Sharon and her tremendous public service career. Congratulations Sharon!



Pat Hardy, MTAS Management Consultant Retires from MTAS After 32 plus years serving the communities of Tennessee as a municipal management consultant, Pat Hardy will be retiring at the end of January 2022. Pat served as the program manager for the municipal management and finance consultants for nine years in addition to various other leadership roles. Before joining MTAS, Pat was the city administrator for the city of Blue Earth, Minn. Pat's positive energy, love for government and its people and highly effective strategic planning skills will be missed by MTAS and the customers he serves. He leaves MTAS to begin serving as the Tennessee City Management Association Executive Director. Good luck with your new endeavor and congratulations Pat!



Dennis Wolf, MTAS Fire Management Consultant Retires After a 44-plus year fire service career, Dennis Wolf is retiring December 31, 2021. Thirty-four years of Dennis' career was with the city of Germantown, where he started as a volunteer in 1977 and finished as fire chief from 1995 to 2011. He then began work for MTAS in 2011 as a fire management consultant stationed in Memphis.

Dennis is known and respected by fire professionals throughout Tennessee and beyond for his deep passion for his profession, his knowledge and experience and for his dedication to top-notch service. Dennis' strong work ethic, extensive experience, relationships with fire service personnel and his communication, consulting and writing skills have served MTAS customers well. Tennessee city officials regularly express their appreciation for and satisfaction with Dennis' work. Dennis will be missed. We wish him a long and happy retirement. Thank you, Dennis, for your many years of distinguished public service.

# MTAS Welcomes New Employees



## ***Travis Bishop, Finance and Accounting Consultant***

Travis Bishop will serve as a finance and accounting consultant for MTAS in the Johnson City office.

Most recently, Bishop was the city recorder for the town of Erwin and prior to that he was an audit manager for Rodefer Moss & Co., PLLC in Johnson City. He is a certified public accountant who received his bachelor's in business administration from East Tennessee State University and his master's in accountancy from Liberty University.



## ***Jessica Harris, Training and Development Coordinator***

Jessica joins MTAS as a training and development coordinator in the Nashville office. She recently worked as a coordinator in the taxpayer services area of the Tennessee Department of Revenue. Jessica has a bachelor's degree in psychology from the University of Alabama in Huntsville and a master's in adult education and training from Strayer University.



## ***Brandon Insko, New MTAS Public Management Fellow***

MTAS and the Tennessee City Management Association have partnered with the cities of Sevierville, Maryville, and Clinton to hire a recent master's in public administration graduate to serve as a Public Management Fellow. For the next two years, Brandon Insko will rotate among the three participating cities, serving each community in various projects and roles assigned by each city manager.

Brandon is a recent graduate of the master's of public policy and administration program at UT Knoxville. He also served as a public service graduate intern last spring with the city of Athens. He has a bachelor's degree in political science from UTK.



## ***Tonya Davis, Finance and Accounting Consultant***

Tonya Travis joins MTAS as a finance and accounting consultant in Nashville. Most recently, she served as director of finance for Spring Hill. From 2007 to 2018, she served as finance director for Fayetteville. She has a bachelor's degree in accounting from Middle Tennessee State University and is a Certified Municipal Finance Officer.



## ***Cassie Wheeler, Finance and Accounting Consultant***

Cassie joins MTAS as a finance and accounting consultant, working in the Nashville office. Most recently she worked in the internal audit department with the city of Clarksville. She received her degree from Austin Peay State University and is a Certified Municipal Finance Officer.



## ***Donald Pannell, Fire Management Consultant***

Donald Pannell joins MTAS as a fire management consultant serving Middle and West Tennessee and is based in MTAS' Memphis office. Donald fills the position being vacated by Dennis Wolf who will retire at the end of 2021.

Recently retired from the Memphis Fire Department, Donald holds a bachelor's degree in double majors of political science and journalism from the University of Mississippi, a master's in operations management from the University of Arkansas, and he is an Executive Fire Officer Program graduate of the National Fire Academy in Emmitsburg, MD. Donald holds numerous State of Tennessee certifications.

# TCAPWA Honors Sharon Rollins, Abb Oglesby

Sharon Rollins was presented with a certificate honoring her 16 years as the secretary for the Tennessee Chapter of the American Public Works Association (TCAPWA) and for her 37 years of service to Tennessee cities and towns as an MTAS public works consultant. Congratulations Sharon!

MTAS Training Manager Abb Oglesby was presented with the Meritorious Service Award. Established in Frank Kirk's honor, the Meritorious Service Award acknowledges the important role that APWA members in private enterprise and academic institutions play in providing public works facilities and services. This award is based on the quality, efficiency or cost-effectiveness of services provided by public agencies.

Oglesby was honored for the successful production and hosting of the first-ever virtual conference for the TCAPWA. The conference was held over two days in December 2020 and was attended by 190 members. More can be read on the conference here in the Tennessee Public Works Magazine:

<http://tnpublicworks.com/magazines/Jan-Feb2021/mobile/index.html#p=6>



**Justin Holland, TCAPWA  
President and Oglesby**



**John Chlarson, MTAS Public  
Works Consultant and  
Sharon Rollins**



**John Chlarson, Sharon Rollins  
and Abb Oglesby**

## TREEDC Member Small Town of Stanton Prepares for New Neighbor “Blue Oval City”

**F**ord Motor Company and battery maker SKI Innovation plan to pump billions of dollars into the West Tennessee economy and bring thousands of jobs with its plans for a new electric vehicle and battery manufacturing plant.

That’s going to mean big changes in the small town of Stanton, home to a little over 400 people, and the closest municipality to the Memphis Regional Megasite. Since 2009, Stanton has been the site of the University of Tennessee 5-megawatt solar farm and exhibition center.

Tennessee Renewable Energy and Economic Development Council (TREEDC) Member Stanton’s Mayor Allan Sterbinsky, says the town has been positioning itself to prosper from the development for the past decade. The mayor said, “Stanton is close enough you could ride a bike — or a horse — to work at the Ford plant.”

‘We’re hoping to reap all the benefits we can, not just for Stanton, but for all of West Tennessee,’ he said “The flow will go not just to Stanton but to Jackson and Memphis and Covington and Brownsville and all the other places as well. And we’re delighted.”

The challenge will be balancing the town’s small-town vibe, which could be attractive to many buyers, with tremendous growth. TREEDC West Coordinator/Bolivar Mayor Julian McTizic said that this project will be a wonderful opportunity to keep our area youth in our communities for years to come given the fact that this development will create many jobs and opportunities in West Tennessee. TREEDC President Dwain Land added that TREEDC is eager to work with state officials and West Tennessee cities to ensure a successful development of this electric vehicle and battery manufacturing plant.



# UT IPS Tennessee Language Center Translation and Interpretation Services

**A**s the limited-English proficient (LEP) population in Tennessee continues to grow, so does its linguistic diversity. According to the 2020 Census, 486,000 Tennesseans speak a language other than English at home, and 200,000 of them have limited English proficiency.

Language translation and interpretation services have become increasingly critical for government agencies to be able to deliver public services in a way that all citizens are able to easily understand and comprehend. When language barriers exist, the ability for government agencies to convey information is hindered, and when this happens there's a cost to both the individuals and the agency themselves.

MTAS' sister agency the Tennessee Language Center is experienced in helping local governments and school systems communicate important information about health, safety, education, and government policies in languages their communities can understand. TLC can provide you with professional translators and interpreters to help you communicate effectively through written translation of documents and in-person, over video, or telephonic spoken interpretation services.

The Tennessee Language Center is an agency of the UT Institute for Public Service. For more information, contact Janice Rodriguez, executive director, at [Janice.rodriguez@tennessee.edu](mailto:Janice.rodriguez@tennessee.edu) or 615-741-7579.



Tennessee Language Center  
INSTITUTE *for* PUBLIC SERVICE

# Guidelines for Open Burning Natural Disaster Debris

The Tennessee Department of Environment and Conservation Division of Air Pollution Control has recently created a new webpage that outlines the process for governmental agencies to follow when proposing a governmental collective site for the open burning of natural disaster debris.

Visit the new webpage to view the current and upcoming resources from TDEC.



<https://www.tn.gov/environment/program-areas/apc-air-pollution-control-home/apc/guidelines-for-open-burning-of-natural-disaster-debris.html>

## Upcoming Conferences and Webinars

### Tennessee City Management Association

**Spring Conference | April 6-8, 2022 | Franklin**

**Fall Conference | October 26-28, 2022 | Gatlinburg**

### Tennessee Association of Municipal Clerks and Recorders

**Spring Conference | April 27, 2022 | Murfreesboro | Embassy Suites**

**Fall Conference | September 14, 2022 | Murfreesboro | Embassy Suites**

## N.F.I.P. Flood Webinars

Join TEMA & FEMA during 2022 for the following series of Floodplain Management focused topics.

**Invites will be sent three weeks in advance for each event.**

**January 25<sup>th</sup>** | NFIP 101 Refresher

**February 22<sup>nd</sup>** | NFIP Updates 2022

**March 22<sup>nd</sup>** | NFIP Risk Rating 2.0: Risk Rating & Policy Owners

**April 12<sup>th</sup>** | Elevation Certificate: Parts 1 & 2

**May 31<sup>st</sup>** | Administrators & Engineers: Certifying H&H studies

**June 21<sup>st</sup>** | Joining the Community Rating System

**July 12<sup>th</sup>** | HMGP: 2022 Grant Programs Overview

**August 9<sup>th</sup>** | BRIC & CRS: How to boost your community rating?

**September 13<sup>th</sup>** | HMGP: Step by Step

**October 4<sup>th</sup>** | Non-Residential Structures & Floodproofing

**November 8<sup>th</sup>** | Floodways, Encroachments, and elusive No-Rises

**December 6<sup>th</sup>** | Mapping: Flood Zones, PMR's & Expectations



*Season's Greetings from  
MTAS!*

*Have a Merry Christmas  
and a Happy New Year  
in 2022!*

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