



SUMNER COUNTY COMMISSION

355 N. Belvedere Drive – Room 111
Gallatin, Tennessee 37066-5410

Commissioners

First District
Mike Akins
Moe Taylor

Second District
Billy Geminden
Larry Hinton

Third District
Steve Graves
Alan Driver

Fourth District
Jerry Foster
Leslie Schell

Fifth District
Ben Harris
Baker Ring

Sixth District
Jim Vaughn
Kevin T. Pomeroy

Seventh District
JoAnne Kemp
Trisha LeMarbre

Eighth District
Paul Decker
Merrol N. Hyde

Ninth District
Jerry F. Becker
Chris Taylor

Tenth District
Paul R. Goode
Caroline S. Krueger

Eleventh District
Scott Langford
Bill Taylor

Twelfth District
Michael Guthrie
Bob Pospisil

The following minutes are included in this packet:

Audit Committee.....June 15

Beer Board.....July 20

Budget Committee.....July 13

Committee on Committees.....July 20

Education Committee.....July 6

Employee Benefits Committee.....May 19

Financial Management CommitteeJuly 20

Investment CommitteeJuly 20

Legislative Committee.....July 13

Purchasing CommitteeJuly 20



AUDIT COMMITTEE MINUTES
June 15, 2015

MEMBERS PRESENT
Trisha LeMarbre, Vice-Chairman
Paul Decker
Paul R. Goode
Steve Graves
OTHERS PRESENT
David Lawing
Leah Dennen
Erika Porter
Anthony Holt

- I. CALL TO ORDER by Commissioner Paul Decker at 6:00 p.m. in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Approval of Agenda- Motion to approve by Mr. Graves, second by Mr. Goode, unanimous approval.
 - B. Recognition of Public-None
 - C. Approval of Minutes-April 20, 2015- Motion to approve by Mr. Goode, second by Mr. Graves, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN-None
- III. REPORT OF THE COUNTY EXECUTIVE- Mr. Holt stated some of the County's audit findings have been corrected.
- IV. OLD BUSINESS-None
- V. NEW BUSINESS
 - A. 2013-2014 Audit Findings- Auditors Katie Armstrong and Teryn McNeal explained the county's audit findings. Mr. Lawing explained how the findings have been corrected.
 1. Finding 2014-001- Mr. Wright has corrected the finding and started the recommended procedures from finance.
 2. Finding 2014-002- Commission approved the transfer of \$3M and transferred in December leaving the fund with a positive balance.
 3. Finding 2014-003- It has been the policy of the Sumner County Finance Department to issue two purchase orders (one to the contractor and one to the bank for retainage [an escrow account]), when applicable, in order to ensure proper payment. However, on February 9, 2012, we were apprised by the Tennessee Department of Transportation (TDOT) to no longer withhold retainage on TDOT grants based on 49CFR26.29(b)(1)-(3).

The new emergency response complex involves a \$2,000,000 Community Development Block Grant, which may be subject to 49CFR26. 29(b) (1)-(3). Before the first payment was made on the contract, we were notified that the contractor's funds had been assigned to Northern Escrow, Inc., per the company's bond agreement. Therefore, there were two issues with the retainage payments: (1) should it be withheld, and (2) if withheld, what name should appear on the account (the contractor or the escrow company). Before any resolution was reached on the disposition of the \$11,911, payments were stopped by the county due to failure to perform. Subsequently, the county filed suit and made a claim against the contractor's bond.
- VI. REPORT OF THE FINANCE DIRECTOR- No additional report.
- VII. ADJOURNMENT- Motion to adjourn at 6:10 p.m. by Mr. Goode.

**MINUTES
JULY 20, 2015
BEER BOARD
CHAIRMAN, MIKE AKINS**

Present:

Mike Akins, Chairman
Larry Hinton, Vice-Chairman
Merrol Hyde
Moe Taylor
Kevin Pomeroy, Absent

Also Present:

Leah Dennen, County Attorney
Erika Porter, County Law Office
Anthony Holt, County Executive

The regular meeting of the Beer Board was brought to order on Monday, July 20, 2015, at 6:15 p.m. in the Sumner County Administration Building in Gallatin.

Agenda. Upon motion of Comm. Hinton, seconded by Comm. Moe Taylor, the Board voted to approve the agenda.

Minutes. Upon motion of Comm. Moe Taylor, seconded by Comm. Hinton, the Board approved the minutes for June 15, 2015.

Recognition of the Public. There was none.

Beer Applications. The Beer Board considered the following permit application:

- Off premises permit - A & N LLC DBA Twin Valley Express to operate at 1200 Center Point Road in Hendersonville

Erika Porter reported the Sheriff's Chief Deputy Jeff Pucinni performed a background check on the owner and measured the location for the distance requirement from the churches nearby and any school. The applicant was found to be in compliance. She said there was no cause to deny the application.

Upon motion of Comm. Hinton, seconded by Comm. Moe Taylor, the Committee voted (3-1) to approve the beer permit application for A & N LLC DBA Twin Valley Express. Comm. Hyde voted no stating that he had a religious conviction concerning alcohol.

Comm. Moe Taylor moved, and was duly seconded by Comm. Hinton, to adjourn the meeting at 6:20 p.m.

Prepared by Maria Savage



BUDGET COMMITTEE MINUTES
July 13, 2015

MEMBERS PRESENT
Paul R. Goode, Chairman
Chris Taylor, Vice-Chairman
Jerry Becker
Jerry Foster
Scott Langford
Bob Pospisil
Bill Taylor
OTHERS PRESENT
David Lawing
Leah Dennen
Erika Porter
Anthony Holt
Lori Atchley
Moe Taylor
Steve Graves

- I. CALL TO ORDER by Chairman Goode at 6:00 p.m. in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Approval of Agenda- Chairman Goode stated a budget adjustment for Hendersonville Library will be added to V.A.4. Motion to approve by Mr. Langford, second by Mr. Foster, unanimous approval.
 - B. Recognition of Public-None
 - C. Approval of Minutes- Motion to group and approve items I. C.1 and 2 by Mr. Foster, second by Mr. Pospisil, unanimous approval.
 1. June 1, 2015
 2. June 8, 2015
- II. REPORT OF THE COMMITTEE CHAIRMAN-None
 - A. Assessor of Property report- Included in packet.
- III. REPORT OF THE COUNTY EXECUTIVE
 - A. Excess funds (\$7,500) from construction of Gallatin Library for library equipment and books-Motion to approve by Mr. Langford, second by Mr. Foster, unanimous approval.
- IV. OLD BUSINESS-None
- V. NEW BUSINESS
 - A. Education- Motion to group and approve items V.A.1-3 by Mr. Foster, second by Mr. Pospisil, unanimous approval.
 1. Addition/Renovation to Beech High School--\$12,910,000 from 2015 Bond
 2. Addition/Renovation to White House High School--\$6,899,000 from 2015 Bond
 3. Budget amendments (for informational purposes only)
 4. Hendersonville Public Library--\$426- Motion to approve by Mr. Pospisil, second by Mr. Foster, unanimous approval.
 - B. Appropriations
 1. EMS--\$7,590 from unassigned fund balance for Portland EMS facility rental-Motion to approve by Mr. Chris Taylor, second by Mr. Langford, unanimous approval.
 2. Sheriff--\$6,363 litter grant reimbursement for jail mattresses-Motion to approve by Mr. Chris Taylor, second by Mr. Langford, unanimous approval.
 3. Capital Projects
 - a. \$23,261 from 2015 Bond for UPS battery back-up-Motion to approve by Mr. Pospisil, second by Mr. Chris Taylor, unanimous approval.
 - b. For waterlines up to \$250,000- Commissioners Moe Taylor and Steve Graves spoke to this. Motion by Mr. Chris Taylor for waterlines, up to \$250,000 from the 2015 bond (new monies) and to carryover unspent appropriations of \$316,540 from prior year local funding and unspent CDBG appropriations and corresponding budgeted revenues of \$408,548.34, second by Mr. Pospisil, motion passes 5-2-0 with Chairman Goode and Mr. Becker abstaining.

- C. Transfers- Motion to group and approve items V.C. I. a-c by Mr. Pospisil, second by Mr. Chris Taylor, unanimous approval.
 - 1. Inter-budgetary
 - a. Between major categories
 - b. Greater than \$2,500
 - c. \$2,500 or less

- D. Tax Refunds-Motion to group and approve items V.D. 1-3 by Mr. Langford, second by Mr. Bill Taylor, unanimous approval.
 - 1. Shelby Cassetty--\$224
 - 2. Goodall Builders Inc--\$8,011
 - 3. David and Susan Woodland--\$226

- E. FY2015-2016 Tax Levy Resolution- Motion to approve by Mr. Langford, second by Mr. Foster, unanimous approval.

- F. Election Commission budget reporting (Lori Atchley) - Ms. Atchley discussed early voting.

- G. Road fee refund (Leah Dennen)-Motion to refund \$750 to Don Wilkinson by Mr. Chris Taylor, second by Mr. Langford, unanimous approval.

VI. REPORT OF THE FINANCE DIRECTOR

- A. Voluntary Tax Act report- Included in packet.

- VII. ADJOURNMENT-Motion to adjourn at 7:38 p.m. by Mr. Langford.

**COMMITTEE ON COMMITTEES
MINUTES
JULY 20, 2015**

Present:

Paul Goode, Chairman
JoAnne Kemp, Vice-Chairman
Trisha LeMarbre
Baker Ring
Caroline Krueger

Also Present:

Leah May Dennen, County Law Director
Erika Porter, Law Director's Office
County Executive Anthony Holt

The regular meeting of the Committee on Committees was brought to order with an invocation by Comm. LeMarbre on Monday, July 20, 2015, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman Goode was presiding.

Agenda. Upon motion of Comm. LeMarbre, and duly seconded by Comm. Kemp, the Committee approved the agenda.

Approval of Minutes. Upon motion of Comm. LeMarbre, and duly seconded by Comm. Kemp, the Committee approved the minutes of June 15, 2015.

Public Recognition. There was none.

Report of the Chairman. Chairman Goode had no report other than the items on the agenda.

Report of the County Executive. County Executive Holt had no report.

Chairman Goode brought forth the following appointments to the Sumner County Regional Airport Authority:

- John Berwin- recommended replacement Jack Patterson
- Doug Brown- recommended for reappointment

Upon motion of Comm. LeMarbre, and duly seconded by Comm. Kemp, the Committee voted to approve the appointment of Mr. Patterson and the reappointment of Mr. Brown.

Chairman Goode brought forth the following appointment to the Sumner County Library Board:

- Larry Hinton

Upon motion of Comm. LeMarbre, and duly seconded by Comm. Krueger, the Committee voted to approve the reappointment of Mr. Hinton.

Upon motion of Comm. LeMarbre, and duly seconded by Comm. Ring, the Committee voted to approve Paul Goode as representative of the Hendersonville Chamber of Commerce on the Sumner County Tourism Board.

Chairman Goode brought forth the slate of commissioners for the 2015-2016 Committee on Committees membership:

- Paul Goode
- Trisha LeMarbre
- JoAnne Kemp
- Caroline Krueger
- Baker Ring

Without objection, Chairman Goode declared the nominations approved by the body.

- Next month - Appointment of membership to 2015-16 Commission Standing Committees

Upon motion of Comm. Kemp, and duly seconded by Comm. Ring, the Committee adjourned at 6:41 p.m.

Prepared by Maria Savage

**MINUTES
EDUCATION COMMITTEE
July 6, 2015**

Present:

Trisha LeMarbre, Chairman
Paul Goode, Vice-Chairman
Alan Driver
Leslie Schell
Baker Ring

Absent:

Billy Geminden
Caroline Krueger

Also Present:

Bill Kemp, County Clerk
Leah Dennen, County Law Director
Erika Porter, Staff Attorney
David A. Brown, Kaatz Binkley Architects
Tim Williams, School system

Chairman LeMarbre brought the regular meeting of the Education Committee to order on Monday, July 6, 2015, at 5:30 p.m. in the Sumner County Administration building in Gallatin. A quorum was present.

Adoption of the Agenda. Upon motion of Comm. Goode, seconded by Comm. Schell, the Committee members approved the agenda by voice vote.

Minutes of April 6 and June 1, 2015. Comm. Goode moved, seconded by Comm. Schell, to approve the minutes of April 6 and June 1, 2015. The motion carried.

Recognition of the Public. There was none.

Report of the Chairman. Chairman LeMarbre has no report.

Report of County Executive. No report

Report of Director of Schools. Dr. Phillips was not present.

Old Business. There was none.

New Business

a. Sumner County Board of Education Federal Amendments (Information Only)

Upon motion of Comm. Ring, seconded by Comm. Goode, the Committee voted unanimously to approve for docketing and forward the Board of Education Federal Amendments (Information Only).

b. Addition/Renovation to White House High School, Project #2712-14

Requested for approval was the bid of \$6,899,000.00 submitted by Boger Construction, LLC of Hendersonville.

Chairman LeMarbre recognized Tim Williams of the school system who stated that the White House High School bid was under budget projections by \$261,000.00.

Upon motion of Comm. Goode, seconded by Comm. Schell, the Committee voted unanimously to approve and forward the bid for the White House High School.

c. Addition/Renovation to Beech High School, Project #2579-12

Requested for approval was the bid of \$12,910,000.00 submitted by Biscan Construction of Nashville.

Mr. Williams stated that the Beech High School project was over budget projections by \$748,000.00.

Chairman LeMarbre recognized David A. Brown of Kaatz, Binkley, Jones & Morris Architects, Inc., who said the overage amount could not be tied to any single line item increase. Mr. Brown said that both jobs will stretch throughout the school year and involve the entire buildings. The White House remodel will last approximately 12 months and Beech High School remodel 15 months.

Upon motion of Comm. Ring, seconded by Comm. Goode, the Committee voted unanimously to approve and forward to the Budget Committee the bid for Beech High School.

Comm. Goode motioned to adjourn and was duly seconded by Comm. Schell. The Committee adjourned at 5:36 p.m.

Prepared by Maria Savage

MINUTES
EMPLOYEE BENEFITS COMMITTEE
May 19, 2015
8:00 A.M.

Members Present:

Bob Pospisil
Michael Guthrie
Del Phillips
Anthony Holt

Also:

Leah Dennen
Erika Porter
Debbie Robertson

Brittany Spradling
Melanie Sharp
Teresa Terry

David Lawing
Bob Shupe
Karen Tokarz

Mr. Pospisil called the SIB Employee Benefits Committee meeting to order on Tuesday, May 19, 2015 at 8:00 a.m. in Room 112, County Administration Building, in Gallatin, Tennessee.

Agenda: Mr. Guthrie made a motion to approve the agenda; seconded by Dr. Phillips; unanimous approval.

Public Recognition: A BOE employee was recognized to speak on behalf of their medical insurance concerning their son. They believed that the out-of-pocket max as well as the deductible was on 18 months from January 2013 until June 2014. They felt like they were charged too much during this time. BCBS is to check into the situation and have a resolution by the June meeting.

Minutes: Motion was made by Mr. Guthrie to approve the minutes of April 21, 2015; seconded by Dr. Phillips; unanimous approval.

Report of Committee Chair: None

Report of Consultant: Mr. Shupe handed out his reports and noted that the loss ratio on County and Highway is good. The medical and RX are both included in these numbers. He said this month is looking very good. The large loss is trending very well. On the dental side, the claims have caught up to the income. We have still gained some for the year.

CareHere: Ms. Sharp handed out her report and stated that the April utilization is between 95%-100% due to the HRA follow-ups. She expects this trend to continue through June and the first part of July for the County and BOE to complete their follow-up participation period.

Mr. Lawing asked the Committee if they are approving any extensions after the May 7th deadline for the blood draw. The Committee stated no more extensions. If someone goes on-line and they have all green on their 5 benchmarks, they do not have to go in for a follow-up. CareHere is going to identify the steps for the County and the steps for the BOE and bring before the Committee at the June meeting.

Finance Director: Mr. Lawing stated we had a couple of good months. Reserves are where we want them to be.

Old Business: None

New Business: Mr. Lawing stated we received the actuarials from BCBS. He recommends leaving the dental premiums the same with no increase and raising the medical premiums by 7% effective August 1, 2015. Dr. Phillips made a motion to increase the medical premiums by 7% and the dental premiums at 0% effective August 1, 2015; seconded by Mr. Guthrie; unanimous approval.

There was no further business so Mr. Pospisil adjourned the meeting at 8:40 a.m.



2012 FINANCIAL MANAGEMENT MINUTES
July 20, 2015

MEMBERS PRESENT
Scott Langford, Chairman
JoAnne Kemp, Vice-Chairman
Judy Hardin
Anthony Holt
Del Phillips
Leslie Schell
Chris Taylor
OTHERS PRESENT
David Lawing
Leah Dennen
Erika Porter

- I. CALL TO ORDER by Chairman Langford at 5:58 p.m. in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Approval of Agenda-Motion to approve by Ms. Kemp, second by Dr. Phillips, unanimous approval.
 - B. Recognition of Public-None
 - C. Approval of Minutes—June 15, 2015-Motion to approve by Ms. Schell, second by Dr. Phillips, motion passes 5-2-0 with Mr. Langford and Ms. Hardin abstaining.
- II. REPORT OF THE COMMITTEE CHAIRMAN-None
- III. REPORT OF THE COUNTY EXECUTIVE-None
- IV. REPORT OF THE FINANCE DIRECTOR
 - A. Status Report- Mr. Lawing explained Financials went live on July 1 and everything is going as planned with the exception of a few minor glitches. Mr. Lawing explained the Highway Department had not requested any purchase orders in Munis as required by the 2012 Private Act. Motion by Chairman Langford to get a legal opinion and bring back to the committee, second by Ms. Kemp, unanimous approval.
- V. REPORT OF THE LAW DIRECTOR-None
- VI. OLD BUSINESS-None
- VII. NEW BUSINESS
 - A. Possible change order for payroll/human resources project-Mr. Lawing explained Dr. Phillips and he would like to meet with Tyler Munis personnel and discuss more in depth before bringing back to the commission.
- VIII. ADJOURNMENT- Motion to adjourn at 6:07 p.m. by Ms. Kemp.



2002 FINANCIAL MANAGEMENT MINUTES
July 20, 2015

MEMBERS PRESENT
Scott Langford, Chairman
JoAnne Kemp, Vice-Chairman
Judy Hardin
Anthony Holt
Del Phillips
Leslie Schell
Chris Taylor
OTHERS PRESENT
David Lawing
Leah Dennen
Erika Porter

- I. CALL TO ORDER by Chairman Langford at 5:35 p.m. in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Approval of Agenda- Motion to approve by Ms. Kemp, second by Dr. Phillips, unanimous approval.
 - B. Recognition of Public-None
 - C. Approval of Minutes—June 15, 2015- Motion to approve by Ms. Schell, second by Dr. Phillips, motion passes 5-2-0 with Mr. Langford and Ms. Hardin abstaining.
- II. REPORT OF THE COMMITTEE CHAIRMAN-None
- III. REPORT OF THE COUNTY EXECUTIVE-None
- IV. REPORT OF THE FINANCE DIRECTOR-None
- V. REPORT OF THE LAW DIRECTOR-None
- VI. OLD BUSINESS-None
- VII. NEW BUSINESS
 - A. Resolution authorizing swap of airport note for former EMA building- Motion to move forward with the resolution authorizing the swap of the airport note for former EMA building by Mr. Taylor, second by Ms. Kemp, motion passed 6-1 with Ms. Hardin opposing.
- VIII. ADJOURNMENT-Motion to adjourn at 5:58 p.m. by Ms. Kemp, second by Mr. Chris Taylor, unanimous approval.



INVESTMENT COMMITTEE MINUTES
July 20, 2015

MEMBERS PRESENT
Scott Langford, Chairman
JoAnne Kemp, Vice-Chairman
Judy Hardin
Anthony Holt
Del Phillips
Leslie Schell
Chris Taylor
OTHERS PRESENT
David Lawing
Leah Dennen
Erika Porter

- I. CALL TO ORDER by Chairman Langford at 5:30 p.m. in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Approval of Agenda- Motion to approve by Ms. Kemp, second by Mr. Taylor, unanimous approval.
 - B. Recognition of Public-None
 - C. Approval of Minutes—June 15, 2015- Motion to approve by Ms. Schell, second by Dr. Phillips, motion passes 5-2-0 with Mr. Langford and Ms. Hardin abstaining.
- II. REPORT OF THE COMMITTEE CHAIRMAN-None
- III. REPORT OF THE COUNTY EXECUTIVE-None
- IV. REPORT OF THE TRUSTEE-None
- V. REPORT OF THE FINANCE DIRECTOR-None
- VI. REPORT OF THE LAW DIRECTOR-None
- VII. OLD BUSINESS-None
- VIII. NEW BUSINESS-None
- IX. ADJOURNMENT-Motion to adjourn at 5:32 p.m. by Mr. Holt.

**MINUTES
LEGISLATIVE COMMITTEE
JULY 13, 2015**

Present:
Ben Harris, Chairman
Michael Guthrie, Vice-Chairman
Paul Goode
Steve Graves
Trisha LeMarbre
Bill Taylor
Baker Ring
Absent:
Paul Decker, Commission Chairman

Also Present:
Leah Dennen, County Law Director
Erika Porter, Law Director's Office
County Executive Anthony Holt

Chairman Harris brought the Legislative Committee meeting to order with an invocation on July 13, 2015, at 5:30 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Comm. Guthrie moved, Comm. LeMarbre seconded, to approve the agenda. The motion carried.

Approval of Minutes. Upon motion of Comm. Graves, and duly seconded by Comm. Goode, the June 8, 2015, minutes were approved by the body.

Public Comments. None

Report of Chairman. None

Report of County Executive. County Executive Anthony Holt had no report.

Old Business. No business to conduct

New Business.

Veterans Service Report. Presented for docketing purposes only.

Certificates of Recognition. Chairman Harris introduced the certificates of recognition:

- Rock Castle for "Historic Sumner County" Book
- Lakeside Park Elementary Academic Award

Upon motion of Comm. Graves, and duly seconded by Comm. Goode, the Committee voted to group and approve the certificates of recognition.

Zoning Request. There were none.

Report of the Law Director. There was no report.

Adjournment. Comm. Goode made a motion to adjourn, seconded by Comm. Graves. The Committee adjourned at 5:34 p.m.

Prepared by Maria Savage



PURCHASING COMMITTEE MINUTES
July 20, 2015

MEMBERS PRESENT
Scott Langford, Chairman
JoAnne Kemp, Vice-Chairman
Judy Hardin
Anthony Holt
Del Phillips
Leslie Schell
Chris Taylor
OTHERS PRESENT
David Lawing
Leah Dennen
Erika Porter

- I. CALL TO ORDER by Chairman Langford at 5:33 p.m. in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Approval of Agenda- Motion to approve by Ms. Kemp, second by Mr. Taylor, unanimous approval.
 - B. Recognition of Public-None
 - C. Approval of Minutes—June 15, 2015- Motion to approve by Ms. Schell, second by Dr. Phillips, motion passes 5-2-0 with Mr. Langford and Ms. Hardin abstaining.
- II. REPORT OF THE COMMITTEE CHAIRMAN-None
- III. REPORT OF THE COUNTY EXECUTIVE-None
- IV. REPORT OF THE FINANCE DIRECTOR/PURCHASING AGENT-None
- V. REPORT OF THE LAW DIRECTOR-None
- VI. OLD BUSINESS-None
- VII. NEW BUSINESS
 - A. Purchase Order Issues
 1. EMS (FY2015) - Mr. Lawing explained proper procedures were not followed to obtain a purchase order but recommended paying and he would speak with Mr. Douglas regarding the issue. Motion to pay by Mr. Taylor, second by Ms. Hardin, unanimous approval.
- VIII. ADJOURNMENT- Motion to adjourn at 5:35 p.m. by Ms. Kemp, second by Mr. Taylor, unanimous approval.