



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:

Budget Committee.....December 14

Committee on Committees..... December 21

Emergency Services Committee..... December 7

Financial Management Committee 2012, Financial

Management Committee 2002, Investment Committee.

Purchasing Committee..... December 21

General Operations Committee.....December 14

Legislative Committee.....December 14



BUDGET COMMITTEE MINUTES
November 9, 2015

MEMBERS PRESENT
Jerry Foster, Chairman
Chris Taylor, Vice-Chairman
Jerry Becker
Billy Geminden
Paul Goode
Kevin Pomeroy
Bill Taylor
OTHERS PRESENT
David Lawing
Leah Dennen
Erika Porter
Dana Swinea
Fredia Carter
John Isbell
Mike Martin
Kim Ark
Dr. Victoria McGrath

- I. CALL TO ORDER by Chairman Foster at 6:10pm in the Chambers in the Sumner County Administration Building in Gallatin, TN.
 - A. Approval of Agenda- Mr. Foster added the Chancery Courthouse renovation for \$58,200 from the 2015 bond under the report of the Committee Chairman. Motion to approve by Mr. Pomeroy, second by Mr. Chris Taylor, unanimous approval.
 - B. Recognition of Public- None
 - C. Approval of Minutes—October 13, 2015- Motion to approve by Mr. Chris Taylor, second by Mr. Pomeroy, unanimous approval.

- II. REPORT OF THE COMMITTEE CHAIRMAN-
 - A. Ms. Ark and Mike Martin from Cassetty Architecture discussed Chancery Court renovations for \$58,200. Motion to approve to be funded from 2015 bond proceeds by Mr. Chris Taylor, second by Mr. Goode, unanimous approval.
 - B. Mr. Foster started a discussion of why tax billing was late. First, Ms. Swinea from the City of Hendersonville discussed issues with the 671 file and the lateness of notices. Then, Ms. Carter from the City of Westmoreland discussed the lateness of the taxes and the resulting financial difficulties. Ms. Carter explained approximately 45% of the city's revenues were property taxes. Mr. Isbell explained the process of tax billing, issues, and potential resolutions. Various commissioners made inquiries and observations.
 - C. The joint meeting was called by Commissioner Guthrie, Chairman of Emergency Services. Dr. Victoria McGrath presented a PowerPoint presentation showing her study of the EMS's salaries compared to the market rate. She discussed various aspects, including strategies for increasing wages through step increases over time. Various commissioners made inquiries and observations. Mr. Foster requested Mr. Douglas to provide ways to reduce overtime and other costs to help fund potential hourly rate increases and bring back at December's budget meeting. Joint meeting was dismissed by Emergency Services Committee.

- III. REPORT OF THE COUNTY EXECUTIVE-No report.

- IV. OLD BUSINESS-None

- V. NEW BUSINESS- Motion to group and approve items V.A.1 through V.C.1.b, item V.B.5 with the boiler project to be funded at \$85,000 and items V. B.5 and 6 to be funded from the 2015 bond by Mr. Goode, second by Dr. Taylor, unanimous approval.
 - A. Education-
 1. Budget amendments (need approval)
 2. Budget amendments (for information only)
 - B. Appropriations
 1. Drug Court--\$60,000.01 TDOT grant for salary and benefits (appropriate \$43,814.01 for FY16)
 2. Sheriff's Office
 - a. \$52,498.17 pass through funds for state inmate medical expenses
 - b. \$31,874.50 TDOT Impaired Driving Enforcement Grant

3. Hendersonville Library--\$25 contribution for purchase of book
4. Clark House--\$100,716.17 carryover of FY15 funding for building improvements
5. County Administration Building Boiler Replacement (info to be passed out at meeting)
6. Paving/Sealing Projects--\$70,550 (Hendersonville Clerk's Office paving; Gallatin and Hendersonville Libraries sealing)
7. Capital Projects--carryover of FY15 funding
 - a. Enhancement Grant--\$40,734.04
 - b. Portland EMS Station and Clean TN Grant--\$1,104,680
 - c. Greenway TIP Grant and Clark House--\$821,562
 - d. Greenway MPO Grant--\$187,177.45
 - e. Portland Vocational Center and Burrus Elementary--\$26,018.20

C. Transfers

- l. Inter-budgetary
 - a. Greater than \$2,500
 - b. \$2,500 or less

VI. REPORT OF THE FINANCE DIRECTOR-No report.

VII. ADJOURNMENT- Motion to adjourn at 8:35pm by Mr. Goode.

**COMMITTEE ON COMMITTEES
MINUTES
DECEMBER 21, 2015**

Present:

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

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, December 21, 2015, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman Goode was presiding.

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

Approval of Minutes Upon motion of Comm. Ring, and duly seconded by Comm. LeMarbre, the Committee approved the minutes of November 16, 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.

Old Business None

9. New Business

Industrial Development Board, 6-Year Term. Chairman Goode introduced the appointment of Earl Fischer to the Industrial Development Board to replace Cliff Ernst who resigned his position. Upon motion of Comm. Kemp, and duly seconded by Comm. Ring, the Committee approved the appointment of Mr. Fischer to the Industrial Development Board.

Ethics Committee, 1-Year Term. Chairman Goode introduced the appointment of Register of Deeds Cindy Briley to the Ethics Committee to fill a vacancy created with the passing of Pam Whitaker. Upon motion of Comm. LeMarbre, and duly seconded by Comm. Kemp, the Committee approved the appointment of Mrs. Briley to the Ethics Board to fulfill the one-year term of the late Mrs. Whitaker.

Health, Safety Standards Board, 4-Year Term, Citizen or Official. Chairman Goode brought forth the recommendation to re-appoint Daniel Koulianos and James Flockencier (County Executive recommendation). Upon motion of Comm. Ring, and duly seconded by Comm. Kemp, the Committee approved the appointment of Mr. Koulianos and Mr. Flockencier to the Health, Safety and Standards Board.

Next Month. Agricultural Extension, Two-Year Terms:

Baker Ring, County Commissioner

Charlie Carr, Farmer

Edie Kirkpatrick, Farm Woman

Ben Harris, County Commissioner

10. Adjournment

Upon motion of Comm. LeMarbre, and duly seconded by Comm. Krueger, the Committee adjourned at 6:37 p.m.

Prepared by Maria Savage

**MINUTES
EMERGENCY SERVICES COMMITTEE
DECEMBER 7, 2015**

Present:
Michael Guthrie, Chairman
Alan Driver
Jerry Foster
Ben Harris
Moe Taylor
Jim Vaughn
Absent:
Chris Taylor, V. Chairman

Also Present:
Leah Dennen, County Law Director
Sheriff Sonny Weatherford
Erika Porter, Staff Attorney
Keith Douglas, Director EMS

Chairman Guthrie called the meeting of the Emergency Services Committee to order with an invocation by Comm. Vaughn on Monday, December 7, 2015, at 5:00 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Upon motion of Comm. Harris, seconded by Comm. Foster, the Committee unanimously approved the agenda.

Approval of Minutes of November 9, 2015 Upon motion of Comm. Vaughn, seconded by Comm. Moe Taylor, the Committee approved the minutes of November 9.

Public Comments. There were no comments.

Report from the Chairman Chairman Guthrie had no report.

Report from the County Executive. County Executive Anthony Holt reserved comments to agenda items.

Report from the Sheriff. Sheriff Sonny Weatherford handed out the November, 2015 financial report from the Sheriff's Department. The jail population was 652. Sheriff Weatherford stated the Animal Control Division had 192 calls, a number which fluctuates with the seasons.

Fire Departments. Chairman Guthrie recognized Comm. Vaughn who distributed the Volunteer Fire Departmental report. Comm. Harris noted the passing of Gallatin Fire Chief Billy Crook and asked for a resolution in memoriam, honoring Chief Crook's service to the community. Law Director Leah Dennen stated that she would forward the matter to the appropriate committee.

Report from the Emergency Management Agency. There was no report.

Report from the Director.

Mr. Douglas submitted a report on the Sumner County Emergency Medical Services responses and transports. Revenue analysis showed a significant drop in revenue because a November insurance payment was not credited until December 1. He said the call volume continues to run high.

Mr. Douglas thanked the committee members' attention to the pay study presented last month by Victoria McGrath of McGrath Human Resources. Mr. Douglas stated that an employee leaving to work fulltime in Davidson County provided a written exit interview.

Mr. Douglas discussed a shortage in payroll due to an increase in hours. He said this was attributed to field training new employees. He stated that there was no additional funding needed at this time.

Mr. Douglas proposed ways to counteract the problem with attrition in his department with bonus leave, but Ms. Dennen said the plan was potentially in conflict with federal wage standards.

Old Business None

New Business

13a. Portland-County Firehall and EMS Station. Chairman Guthrie recognized County Executive Holt who stated that the bid for the Portland-County Firehall-EMS Station in Portland had come in over project estimates. The County's additional portion of the cost came in at \$496,000.00 for additional funding and architectural fees. The total lump sum of the project was \$3,092,000.00, with the bid awarded to R. G. Anderson Company, Inc.

Comm. Vaughn moved, seconded by Comm. Moe Taylor, to defer the matter with the presentation of more information in January for the Committee's review. The motion failed (3-3) with Commissioners Vaughn, Moe Taylor and Harris voting no and Commissioners Foster, Guthrie and Driver voting in favor.

13b. Emergency Management Agency Resolution. Upon motion of Comm. Foster, seconded by Comm. Vaughn, the Committee voted to create a resolution for defining the responsibilities of the Emergency Management Agency and designating the agency for emergency preparedness.

With a motion by Comm. Vaughn and duly seconded, the Committee adjourned at 5:45 pm.

Prepared by Maria Savage



INVESTMENT, PURCHASING, 2002 FINANCIAL
MANAGEMENT, AND 2012 FINANCIAL
MANAGEMENT COMMITTEES MINUTES
December 21, 2015

MEMBERS PRESENT
Leslie Schell, Chairman
Paul Decker, Vice Chairman
Judy Hardin
Anthony Holt
JoAnne Kemp
Chris Taylor
OTHERS PRESENT
David Lawing
Leah Dennen
Erika Porter
Marty Nelson

- I. CALL TO ORDER at 5:30 pm in room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Invocation-Led by Mr. Taylor.
 - B. Approval of Agenda- Motion to approve by Ms. Kemp, second by Mr. Taylor, unanimous approval.
 - C. Recognition of Public-None
 - D. Approval of Minutes—November 16, 2015-Motion to approve by Ms. Kemp, second by Mr. Taylor, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN-None
- III. REPORT OF THE COUNTY EXECUTIVE-None
- IV. REPORT OF THE TRUSTEE-Ms. Nelson informed the committee that 35% of taxes have been collected.
- V. REPORT OF THE FINANCE DIRECTOR- Mr. Lawing explained the handout provided is the budget approval from the comptroller's office. He requested this to be placed under the report of this committee at the county commission meeting. He will place a copy on each commissioner's desk. Mr. Lawing gave a report on local revenues. He explained if the collectability holds true, the county will be slightly under 1% over projections on property taxes. Year-to-date, all other revenues are running as expected. He specifically mentioned that sales tax is at 98.9%, which equates to an approximate \$10K shortfall in the projection for the year-to-date collections of almost \$10M. Wheel taxes are at approximately 103% of projections that equates to approximately \$98K surplus.
- VI. REPORT OF THE LAW DIRECTOR-None
- VII. OLD BUSINESS-None
- VIII. NEW BUSINESS-None
- IX. ADJOURNMENT-Motion to adjourn at 5:38pm by Mr. Taylor.

**MINUTES
GENERAL OPERATIONS COMMITTEE
JERRY BECKER, CHAIRMAN
DECEMBER 14, 2015**

Present:

Jerry Becker, Chairman
Baker Ring, Vice-Chairman
Larry Hinton
Caroline Krueger

Absent:

Leslie Schell
Bob Pospisil
Ben Harris

Also Present:

Leah Dennen, County Law Director
Erika Porter, Staff Attorney
Bill Kemp, County Clerk
Anthony Holt, County Executive

The scheduled meeting of the General Operations Committee was brought to order on Monday, December 14, 2015, at 5:04 p.m. in the Sumner County Administration Building. Comm. Ring gave the invocation and Chairman Becker declared a quorum present to conduct business.

Agenda. Comm. Krueger moved to approve the agenda; Comm. Hinton seconded the motion, and the Committee approved the agenda.

Minutes. Upon motion of Comm. Ring, seconded by Comm. Krueger, the Committee voted to approve the minutes of November 9, 2015, regular meeting.

Report of Chairman. Chairman Becker yielded to Comm. Hinton, Chairman of the Engineering and Architectural Ad Hoc Committee, who gave a report on the initial meeting of the Ad Hoc Committee. Another meeting is scheduled for January.

County Executive. County Executive Anthony Holt reported that the Budget Committee will consider additional construction and architectural fees for the new Portland EMS facility.

The new boiler for the Sumner County Administration Building will be delivered in January. In the meantime, the existing boiler has been patched as a temporary measure.

Recognition of the Public. There was none.

Old Business. None

New Business.

9a. Surplus Items Sumner County Law Office

Upon motion of Comm. Hinton, seconded by Comm. Krueger, the committee voted to approve the following request for disposal of surplus property:

- County Law Director's Office

9b. Quarterly Airport Report County Law Director Leah Dennen stated that the report needs to be pushed to the January meeting.

Parking at General Sessions Court Building. Executive Holt stated that he is in negotiations with the First Baptist Church of Gallatin to define the parking area with the help of Highway Superintendent Judy Hardin.

The meeting adjourned at 5:14 p.m. after a motion by Comm. Hinton, seconded by Comm. Krueger.

Prepared by Maria Savage

**MINUTES
LEGISLATIVE COMMITTEE
CHRIS TAYLOR, CHAIRMAN
DECEMBER 14, 2015**

Present:

Chris Taylor, Chairman
Paul Goode, Vice-Chairman
Steve Graves
Jerry Foster
Michael Guthrie
Jerry Becker

Absent:

Trisha LeMarbre
Scott Langford, Commission Chairman

Also Present:

Leah Dennen, County Law Director
Bill Kemp, County Clerk
Erika Porter, Staff Attorney
Anthony Holt, County Executive

Chairman Chris Taylor brought the Legislative Committee meeting to order with an invocation by Comm. Guthrie on Monday, December 14, 2015, at 5:30 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Comm. Goode moved, Comm. Becker seconded, to approve the agenda. The motion carried.

Minutes. Comm. Becker noted a correction to the November 9 minutes, which incorrectly stated the absence of Commissioners Becker and Langford. Upon motion of Comm. Goode, seconded by Comm. Guthrie, the Committee voted to approve the November 9, 2015, minutes as amended.

Public Comments. None

Report of Chairman. Chairman Chris Taylor noted that he planned to form an ad hoc committee on the Long Hollow Land Use Plan.

Report of County Executive. County Executive Anthony Holt deferred comments to matters on the agenda.

Old Business. None

New Business.

9a. Veterans Service Report. Presented for docketing purposes only.

9b. Cindy Briley's Bond \$100,000.00. Upon motion of Comm. Goode, seconded by Comm. Graves, the Committee voted to approve the \$100,000.00 bond of Cindy Briley, who was elected as Register of Deeds upon the death of Pam Whitaker.

9c. Magistrate Re-appointment. County Law Director Leah Dennen presented of list of Judicial Commissioners for the Committee's approval. Upon motion of Comm. Graves, seconded by Comm. Guthrie, the Committee voted to approve the list of Judicial Commissioners.

9d. Anti-Discrimination. Upon motion of Comm. Becker, seconded by Comm. Foster, the Committee voted to approve the anti-discrimination resolution.

9e. County Commission Meeting Dates. Upon motion of Comm. Goode, seconded by Comm. Foster, the Committee voted to approve the 2016 County Commission meeting dates.

9f. Emergency Management Agency Resolution. Ms. Dennen stated that the EMA Emergency Plan Resolution has to be adopted every five years. Upon motion of Comm. Graves, seconded by Comm. Foster, the Committee voted to approve the EMA Emergency Plan Resolution.

9g. TCRS Resolution. Ms. Dennen stated an opportunity has been presented by the State for commissioners to be part of the Tennessee Consolidated Retirement System. Upon motion of Comm. Goode, seconded by Comm. Foster, the Committee voted to approve the TCRS resolution.

9h. Hiring Firm for Long Hollow Corridor Plan. Chairman Chris Taylor stated that he would appoint an ad hoc committee to work hand in hand with the company hired to design a Long Hollow Corridor Plan. Commissioners appointed were Caroline Krueger, Leslie Schell, Jerry Foster, Bill Taylor and Steve Graves, with Comm. Krueger serving as Chairman of the ad hoc committee.

County Executive Anthony Holt stated that this area will experience significant growth in the near future. He said the amount requested was up to \$160,000.00 for the design group's services.

Commissioner Krueger suggested that the ad hoc committee examine the current problems and study what solutions are available in the near future.

Upon motion of Comm. Graves, seconded by Comm. Goode, the Committee voted to approve funding up to \$160,000.00 to hire a company to design and study a Long Hollow Land Use Plan under the direction of an ad hoc committee appointed by Chairman Chris Taylor.

9i. New Voting Board System (information only). Chairman Taylor recognized County Clerk Bill Kemp who stated that the voting system is aging and parts are increasingly difficult to find. He requested the Committee begin the process to look at a new system. He invited the Legislative Committee to view the presentations from vendors and participate in the selection process. Commissioners requested Mr. Kemp to bring recommendations to the General Operations Committee.

10a. Upon motion of Comm. LeMarbre, seconded by Comm. Graves, the Committee voted to approve a certificate of recognition honoring the Emergency Management Assistance Compact (EMAC) deployment to South Carolina.

10b. Certificates of Recognition. Upon motion of Comm. Graves, seconded by Comm. Goode, the Committee voted to group and approve the following certificates of recognition:

- Sheriff's Deputies engaged in line of duty
- Joy Plank, Administrator of "Backpack Ministry"
- Tennessee United Soccer Club 2002 Girls Blue Team

11a. Zoning Request. Buchanan Estates f/k/a Crystal Creek Estates (First Reading) Upon motion of Comm. Goode, and duly seconded, the zoning matter was docketed for the January, 2016 meeting of the County Commission.

Adjournment. Comm. Goode made a motion to adjourn and was duly seconded. The Committee adjourned at 5:57 p.m.

Prepared by Maria Savage