



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
Danny Sullivan
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 11

Committee on Committee.....December 18

Emergency Services Committee.....December 4

Legislative Committee.....December 11



BUDGET COMMITTEE MINUTES
December 11, 2017

MEMBERS PRESENT
Kevin Pomeroy, Chairman
Billy Geminden
Paul Goode
Bill Taylor
Chris Taylor
OTHERS PRESENT
David Lawing
Leah Dennen
Ben Allen
Jimmy Johnston
Keith Douglas

- I. CALL TO ORDER by Chairman Pomeroy at 6:00pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Invocation- Led by Commissioner Geminden.
 - B. Approval of Agenda- Motion to approve by Commissioner Goode, second by Commissioner Chris Taylor, unanimous approval.
 - C. Recognition of Public- None
 - D. Approval of Minutes—November 13, 2017- Motion to approve by Commissioner Chris Taylor, second by Commissioner Bill Taylor, unanimous approval.

- II. REPORT OF THE COMMITTEE CHAIRMAN- Chairman Pomeroy requested that Jimmy Johnston from Forward Sumner come back to give his quarterly report under the report of the committee chairman. Jimmy Johnston briefly spoke about the attached handout. Mr. Johnston informed the committee that an out of state company will be visiting a site this Thursday, in Sumner County, that could potentially bring 50-100 manufacturing jobs if they decide to re-locate. Chairman Pomeroy requested that Mr. Johnston let the committee know when the company makes a decision.

- III. REPORT OF THE COUNTY EXECUTIVE- None.

- IV. OLD BUSINESS
 - A. Second Readings
 1. Juvenile Court - \$100,000 from County General Unassigned Fund Balance for increase in annual expenses (juvenile detention housing) - Motion to approve by Commissioner Chris Taylor, second by Commissioner Goode, unanimous approval.
 2. EMA - \$33,919.15 for communication equipment repairs- Motion to approve by Commissioner Goode, second by Commissioner Chris Taylor, unanimous approval.
 3. Habitat for Humanity - \$1,553.11 donation for fees paid- Motion to approve by Commissioner Bill Taylor, second by Commissioner Chris Taylor, unanimous approval.
 4. Judge Carter's hall addition - \$21,064.17- Motion to approve by Commissioner Geminden, second by Commissioner Chris Taylor, unanimous approval.
 5. Justice Planning Associates update – up to \$350,000 for next phase of jail project plans and project consultant- Motion to approve by Commissioner Goode, second by Commissioner Chris Taylor, unanimous approval.
 6. Castalian Springs Community Center improvements - \$28,000 for roof and other renovations- Motion to approve by Commissioner Geminden, second by Commissioner Chris Taylor, unanimous approval.

- V. NEW BUSINESS
 - A. Education- Motion to group and approve items V.A.1 and 2 by Commissioner Chris Taylor, second by Commissioner Goode, unanimous approval.
 1. Budget Amendments (for approval)
 2. Budget Amendments (for information only)

 - B. Appropriations
 1. Drug Court - \$25,000 additional DMHSAS grant funding for part-time personnel- Motion to approve by Commissioner Chris Taylor, second by Commissioner Goode, unanimous approval.
 2. Sheriff's Office
 - a. \$11,192.35 + \$40,323.32 state inmate medical reimbursements- Motion to approve by Commissioner Chris Taylor, second by Commissioner Goode, unanimous approval.
 - b. \$133,155.47 from unassigned fund balance for inmate medical bills- Motion to suspend the rules for a second reading and approve by Commissioner Chris Taylor, second by Commissioner Bill Taylor, unanimous approval.

- c. \$24,107 Homeland Security (THSO) Grant for overtime pay and benefits and data processing equipment- Motion to approve by Commissioner Bill Taylor, second by Commissioner Chris Taylor, unanimous approval.
3. Portland EMS Station staffing and medical reimbursement - \$397,318.04- Chief Douglas explained to the committee that Portland EMS only has one twenty four hour ambulance after 7:00pm. He stated by adding two new personnel, this would eliminate this problem. White House and Gallatin EMS are having to pick up these calls when they occur, which increases response times in some areas. Mr. Douglas explained legislation change with TennCare/Medicaid provides EMS with an additional \$140 per each processed claim. He stated that by the end of June 2018, EMS will have collected \$225K. After discussion with the finance office, it will take \$66K for the first six months for salary and benefits for two additional personnel. He pointed out to the committee that he was asked to bring this back to the committee mid-year when he saw this revenue coming in. Chief Douglas explained there is a sunset provision; however, he believes that the legislation will be extended indefinitely. Finance Director Lawing directed the committee to the request for budget adjustment sheet included in the packet for details. Motion to approve two additional personnel and budget amendment attached and not require a second reading by Commissioner Geminden, second by Commissioner Goode, unanimous approval.

C. Transfers-

1. Inter-budgetary

- a. Greater than \$2,500- Motion to approve by Commissioner Chris Taylor, second by Commissioner Goode, unanimous approval.
- b. \$2,500 or less- Motion to approve by Commissioner Goode, second by Commissioner Chris Taylor, unanimous approval.

D. Tax Refunds- Motion to group and approve items V.D.1. and 2 by Commissioner Goode, second by Commissioner Bill Taylor, unanimous approval.

1. Habitat for Humanity of Sumner County - \$36
2. Sitcone Landscape Supply LLC - \$113
3. Quality Home Painting - \$529.06- No action taken.

VI. REPORT OF THE FINANCE DIRECTOR

- A. Revenue Monitoring- Finance Director Lawing pointed out revenues are 100.94%, which means we are 94/100th of 1% higher than where we are expected to be, so we are right on track.
- B. FY2019 Budgetary Time-line- Motion to approve by Commissioner Chris Taylor, second by Commissioner Goode, unanimous approval.
- C. Financial Statement memo- Finance Director Lawing informed the committee the financial statements through November 2017 will be posted on the county website by December 18, 2017.
- D. Highway/Public Works Fund analysis- Finance Director Lawing stated any fund that is less than one-month's average spend requires a copy of the cash flow statements be given to the county commission. This budget shows this because the gas tax increase was not budgeted in the revenues.
- E. Board of Education (link to financials) - Finance Director Lawing informed the committee that this is the link where the financial statements for the schools are located.

VII. ADJOURNMENT- Motion to adjourn at 6:30pm by Commissioner Goode.

**COMMITTEE ON COMMITTEES
MINUTES
DECEMBER 18, 2017**

Present:

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

Also Present:

Leah May Dennen, County Law Director
Ben Allen, Staff Attorney
Anthony Holt, County Executive
Scott Langford, Commission Chairman

The regular meeting of the Committee on Committees was brought to order with an invocation by Comm. LeMarbre on Monday, December 18, 2017, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman LeMarbre declared a quorum to conduct business.

Agenda. Upon motion of Comm. Goode, seconded by Comm. Kemp, the Committee approved the agenda unanimously.

Approval of Minutes of November 20, 2017. Upon motion of Comm. Kemp, and duly seconded by Comm. Goode, the Committee approved unanimously the minutes of November 20, 2017.

Public Recognition. There was none.

Report of the Chairman. Chairman LeMarbre had no report.

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

Old Business. None

New Business.

Financial Management. Chairman LeMarbre brought forth the nomination of Danny Sullivan, Fifth District Commissioner, to replace Ben Harris on the Financial Management Committee. Upon motion of Comm. Goode, seconded by Comm. Kemp, the Committee voted unanimously to approve the appointment of Mr. Sullivan to the Financial Management Committee for the 2017-2018 year.

Emergency Services Committee. Chairman LeMarbre brought forth the nomination of Danny Sullivan, Fifth District Commissioner, to replace Ben Harris on the Emergency Services Committee. Upon motion of Comm. LeMarbre, seconded by Comm. Kemp, the Committee voted unanimously to approve the appointment of Mr. Sullivan to the Emergency Services Committee for the 2017-2018 year.

Sumner County Emergency 911 Communication Board. Chairman LeMarbre brought forth the following appointments to the Emergency 911 Communication Board to fill the expiring, four-year terms of Jerry Stone and Archie P. McKinnis, citizen.

- Paul Harbsmeier to replace Jerry Stone
- Archie P. McKinnis, Citizen to be reappointed

Upon motion of Comm. Ring, seconded by Comm. Goode, the Committee voted unanimously to approve the appointment of Mr. Harbsmeier and the re-appointment of Mr. McKinnis to the Emergency 911 Communication Board.

Next Month. Chairman LeMarbre announced the appointments for January 2018 meeting:

-Agricultural Extension Service- expiring two-year terms of Baker Ring, County Commissioner; JoAnne Kemp, County Commissioner; Carl Cooper, Farmer; and Edie Kirkpatrick, Farm Woman.

-Health Board- expiring four-year terms of Dr. Glenn Jones, Dentist; Dr. Robert Phillips and Dr. Wayne Hooper.

10. Adjournment. Upon motion of Comm. Goode, and duly seconded by Comm. Ring, the Committee adjourned at 6:34 p.m.

MINUTES
EMERGENCY SERVICES COMMITTEE
Chairman Chris Taylor
December 4, 2017

Present:

Chris Taylor, Chairman
Michael Guthrie, V. Chairman
Paul Decker
Alan Driver
Jim Vaughn
Jerry Foster-absent

Also Present:

Keith Douglas, E-911 Director
Jay Austin, Assistance E-911 Director
Anthony Holt, County Executive
Leah Dennen, County Law Director
Ben Allen, Staff Attorney
Rhonda Lea, Emergency Communications
Danny Sullivan, Commissioner

Chairman Chris Taylor called the meeting of the Emergency Services Committee to order with an invocation on Monday, December 4, 2017, at 5:00 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Chairman Taylor announced cancellation of the January meeting with a special meeting to be called if necessary. Upon motion of Comm. Guthrie, seconded by Comm. Decker, the Committee unanimously approved the agenda.

Approval of Minutes of November 6, 2017. Upon motion of Comm. Vaughn, and duly seconded, the Committee approved unanimously the minutes of November 6, 2017.

Public Comments. None

Report from the Chairman. Chairman Chris Taylor had no report.

Report from the County Executive. County Executive Anthony Holt stated that he would reserve comment until discussion of New Business.

Report from the Sheriff. Chief Deputy Sheriff Aaron Pickard distributed and discussed the November, 2017 financial reports and the Animal Control Division statistics. The jail population was 745 in November.

Report from the EMS Director. Emergency Medical Services Director Keith Douglas and Jay Austin, Assistant Director EMS, presented the EMS reports, stating that November activity increased significantly.

Monthly revenue for November was \$718,734.00. The net transport revenue for November, 2017 was \$2,051,065.00. Responses for the month of November were 2,155 with 1,671 transports.

In the November meeting, Mr. Douglas suggested the County phase out non-emergency transports to create more emergency personnel and equipment to handle the increasing emergency traffic and shorten response times.

He said annual call volume increase is projected to be around 23,000 for all responses in 2017, with 17,049 emergency and 6,956 non-emergencies. He said there were zones unprotected at certain times.

Mr. Douglas presented an EMS Operational Change Proposal Summary to non-emergency transports. Chairman Taylor asked that he hold discussion on the proposal.

Chairman Taylor presented a memo with an analysis from David Lawing, Director of Finance, regarding non-emergency calls. He recommended continuing non-emergency calls based on budgetary information provided by EMS. Factors such as liability insurance costs, on-the-job injury program costs or capital replacement costs were not considered in the calculations.

Chairman Taylor stated that the County pays 35 to 45 percent for each emergency run. The revenue generated by non-emergency calls is most likely breaking even or even making a profit, offsetting the cost of EMS operations.

Mr. Douglas stated that during peak hours it is going to get to a point where EMS will have ambulance calls holding because of the increased volume and the lack of resources to handle them. He suggested looking at ways to lessen the impact of phasing out non-emergency.

Chairman Taylor asked Mr. Douglas to supply numbers, such as how often non-emergency resources are used for emergency calls. To justify more staff, Chairman Taylor requested an evaluation of calls for service showing how many calls are impacted by longer response times and lack of coverage. Mr. Douglas said the data on ambulance shortages in certain areas is hard to obtain from the CAD system.

Mr. Douglas reported that an interlocal agreement with White House and Robertson County to change ambulance coverage in the White House and Portland City limits would not impact the bottom line or response times.

Fire Departments. Joe McGlothlin reported that the Volunteer Fire Departments responded to 3,547 total calls for the 11 months of 2017. The number of November calls was 314.

Emergency Management Agency. Ken Weidner, Director of Emergency Management Agency, reported that every year an MTAS report is filed. It incorporates an evaluation of general preparedness, resolutions and training. Mr. Weidner said that he is starting the winter awareness program.

Comm. Guthrie stated that the County needs to take a hard look at upgrading the radio system for safety reasons. He said there are too many dead spots around the County, jeopardizing the lives of emergency workers. Mr. Weidner said the infrastructure is up to par, for the most part, but there are 40 channels being monitored and that is problematic. It would be a big undertaking to get the most appropriate system for the County. Chairman Taylor asked Mr. Weidner to prepare a report for Ms. Dennen to send out to all agencies describing the scope of the project.

Report of the Emergency Communications Center. Rhonda Lea, Emergency Communications Director, reported on staffing needs. There are 41 fulltime employees. There are six open positions.

13. Old Business.

14. New Business.

a. Decide about January meeting (next scheduled meeting is New Year's Day). Chairman Taylor noted the cancellation of the January 2018 committee meeting. If necessary, there will be a special called meeting.

b. Request for Fire evaluation by CTAS.

Upon motion of Comm. Decker, seconded by Comm. Driver, the Committee voted unanimously to approve an evaluation of fire services in Sumner County. The initial survey is free of charge and should take one year.

c. Ambulance services swap with Robertson County (attached).

Chairman Taylor recognized County Executive Anthony Holt who introduced the resolution to allow out-of-county ambulance services to swap territory. Sumner County would service territory inside the city limits of Millersville and Portland. Robertson County would service inside the city limits of White House. Mr. Holt said this intergovernmental agreement would result in shorter response times more efficient service. The agreement would take effect August 1, 2018.

Upon motion of Comm. Decker moved, seconded by Comm. Driver, the Committee voted unanimously to approve the agreement and forward the matter to the full Commission.

d. Repealing Resolution 0907-07 (attached) No action taken.

15. Adjournment.

With a motion by Comm. Vaughn, and duly seconded by Comm. Driver, the Committee adjourned at 5:40 p.m.

Prepared by Maria Savage

**MINUTES
LEGISLATIVE COMMITTEE
PAUL R. GOODE, CHAIRMAN
December 11, 2017**

Present:

Paul R. Goode, Chairman
Kevin Pomeroy, Vice Chairman
Paul Decker
Steve Graves
Chris Taylor
Leslie Schell
Trisha LeMarbre
Scott Langford, Commission Chairman

Also Present:

Leah Dennen, Law Director
Ben Allen, Staff Attorney
Anthony Holt, County Executive
Bill Kemp, County Clerk

Chairman Goode brought the Legislative Committee meeting to order with an invocation by Comm. Chris Taylor on Monday, December 11, 2017, at 5:30 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Upon motion of Comm. Schell, seconded by Comm. Chris Taylor, the Committee voted unanimously to approve the agenda.

Minutes of November 13, 2017 for approval. Upon motion of Comm. Langford, seconded by Comm. Chris Taylor, the Committee voted unanimously to approve the minutes of November 13, 2017. Commissioners LeMarbre and Langford abstained from the vote.

Recognition of the Public. Chairman Goode recognized County Clerk Bill Kemp who stated that the new voting system has a five second lag time between a commissioner pushing the microphone button to speak and the camera switching to the speaker. He asked the respective chairmen of Standing Committees to turn on the microphone prior to the Commission Chairman recognizing them to speak during a Commission meeting.

Report of Chairman. Chairman Goode had no report.

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

8. Old Business.

9. New Business.

9a. Veterans Service Report. Upon motion of Comm. LeMarbre, seconded by Comm. Chris Taylor, the Committee voted to approve unanimously the docketing of the Veterans Service report.

9b. Naming Kenneth Thompson as Sumner County Historian. County Executive Anthony Holt recommended Kenneth Thompson to serve as Sumner County Historian. Mr. Kemp said Mr. Thompson was thoroughly knowledgeable about local history. Upon motion of Comm. Chris Taylor, seconded by Comm. Langford, the Committee voted to approve unanimously the naming of Mr. Thompson as Sumner County Historian.

9c. Change in Election Commission Pay Calculation. Upon motion of Comm. LeMarbre, seconded by Comm. Chris Taylor, the Committee voted unanimously to approve a change in how the Election Commission calculates payments to election workers.

9d. Meeting Dates for Commission Year. Upon motion of Comm. Chris Taylor, seconded by Comm. Graves, the Committee voted unanimously to approve the Commission meeting dates for 2018.

9e Magistrate Appointment. Upon motion of Comm. Schell, seconded by Comm. Decker, the Committee voted unanimously to approve the appointments for Sumner County Magistrates.

9f. Anti-discrimination policy. Upon motion of Comm. LeMarbre, seconded by Comm. Graves, the Committee voted unanimously to approve an anti-discrimination resolution.

9g. Adoption of ADA Transition letter for TDOT. Chairman Goode recognized Executive Holt who said to ensure government contracts for Sumner County, the Commission will need to hire a consultant to evaluate and report on compliance with the Americans with Disabilities Act on all County building including school properties. Deficiencies would need correcting over time as renovations are scheduled.

Upon motion of Comm. Pomeroy, seconded by Comm. Decker, the Committee voted unanimously to approve hiring a consultant and forwarded the matter to the Budget Committee.

9h. Naming of Brickey Park. Upon motion of Comm. Pomeroy, seconded by Comm. Schell, the Committee voted unanimously to approve the naming of Sumner County Brickey Park at the Historic Bridal House.

10. Certificates of Recognition. Chairman Good introduced the certificates of recognition honoring the following:

- White House High School Girls Soccer Team
- White House High School Girls Soccer Coach Mike Felzien
- Merrol Hyde Magnet School Cross Country Team-Girls
- Merrol Hyde Magnet School Cross Country Team- Boys
- Merrol Hyde Magnet School Robotics Team
- 4-H Horse Judging Team
- Jeramy Martin – SkillsUSA State Officer
- Barry Brown Retirement

The Committee discussed the manner in which to proceed with certificates of recognition. Comm. Chris Taylor moved, seconded by Comm. Schell, to set a standard form for certificates of recognition. He further stated that the requirements would be submission one month in advance and to include the necessary information to create a certificate. Chairman Goode asked if Comm. Taylor would include a limit to the number of certificates in one month in his motion. Comm. Taylor said that he preferred not to add the amendment to the motion. Comm. Decker noted that a form exists but is not used. The motion and second were later withdrawn.

Commission Chairman Langford he would make a statement at the next Commission meeting and suggested the Law Director recreate the form and distribute it to commissioners.

Upon motion of Comm. Pomeroy, seconded by Comm. Langford, the Committee voted to group and approve 10. a-g under Certificates of Recognition, moving the Barry Brown retirement to the top of the list and reviewing the process at the next meeting.

11. Zoning.

11a. New Highway 109N and Old Highway 109N. Interchange requesting rezoning of 1623 Scotty Parker Road P/O Map 104 Parcel 005.00; 140 Rainear Lane Map 104 Parcel 028.01; 199 Rainear Lane Map 104 Parcel 028.04, rezone from residential 1A to C2 PUD sent back to Planning Commission by County Commission on October 24, 2017. Heard by Planning Commission again on October 24, 2017, voted to send back to County Commission. (Second Reading)

Upon motion of Comm. Langford, seconded by Comm. Chris Taylor, the Committee voted unanimously to docket the request for rezoning the New Highway 109N and Old Highway 109N for the December meeting.

11b. Somerset Downs PUD requesting to have property on Long Hollow Pike and an extension of Luxborough Drive rezoned from residential 1A to Planned Unit Development, Low Density, Map 123 Parcel 035.01. Planning Commission voted on October 24, 2017 to move on to County Commission. (Second Reading)

Upon motion of Comm. LeMarbre, seconded by Comm. Chris Taylor, the Committee voted unanimously to docket the request for rezoning the Somerset Downs PUD on Long Hollow Pike for the December meeting.

11c. Ricky McGuire requesting to have P/O property at 3200 Highway 25 rezoned from residential to C2 PUD, Map 074 Parcel 039.00 Planning Commission voted on October 24, 2017 to move on to County Commission. (First Reading)

Upon motion of Comm. Chris Taylor, seconded by Comm. Schell, the Committee voted unanimously to docket the request for rezoning at 3200 Highway 25 for the January, 2018 meeting.

12. Adjournment. Upon motion of Comm. LeMarbre, the Committee adjourned at 5:55 p.m.

Prepared by Maria Savage