



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 Lungford
Bill Taylor

Twelfth District
Michael Guthrie
Bob Pospisil

The following minutes are included in this packet:

Budget Committee.....	September 12
Committee on Committees.....	September 19
General Operations Committee.....	September 12
Investment, Purchasing, 2012 Financial Management, 2002 Financial Management.....	September 19
Legislative Committee.....	September 12
Sumner Enterprise Ad Hoc Committee.....	September 19



BUDGET COMMITTEE AGENDA
September 12, 2016

MEMBERS PRESENT
Kevin Pomeroy, Chairman
Jerry Foster, Vice-Chairman
Billy Geminden
Paul Goode
Bill Taylor
Chris Taylor
OTHERS PRESENT
Leah Dennen
Lauren Walker
Anthony Holt
Rhonda Lea
Mike Cook
Moe Taylor
Joe Wallace
Earl Fischer
Donna Desoto
Laura Baigert
Kevin Baigert
Darold Boucher

- I. CALL TO ORDER by Chairman Pomeroy at 7:00pm in the Commission Chambers of the Sumner County Administration Building in Gallatin, TN.
 - A. Invocation-Led by Commissioner Geminden.
 - B. Approval of Agenda- Chairman Pomeroy removed items V.B.1 and items V.E-F. Motion to approve by Mr. Goode, second by Mr. Chris Taylor, unanimous approval.
 - C. Recognition of Public- Chairman Pomeroy explained that an ad-hoc committee may be formed for questions regarding the industrial park and the public could comment if they were for or against this.
 - Joe Wallace- 445 Wallace Road Gallatin, TN-He is for the committee.
 - Earl Fischer-1038 Isaac Franklin Drive Gallatin, TN-He is for the committee.
 - Donna Desoto-101 Chambers Court Hendersonville, TN-She is for the committee.
 - Laura Baigert- 424 AB Wade Road Portland, TN- She is for the committee.
 - Kevin Baigert- 424 AB Wade Road Portland, TN-He is for the committee.
 - Darold Boucher- Gallatin, TN-He is for the committee.
 - D. Approval of Minutes—August 8, 2016- Motion to approve by Mr. Chris Taylor, second by Mr. Goode, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN
 - A. October meeting date (Monday, October 10 is a county holiday) - Chairman Pomeroy informed the committee that they would meet at 7:00pm on October 3rd.
- III. REPORT OF THE COUNTY EXECUTIVE-Mr. Holt requested to add back items V.E-F. Motion to add items V.E-F back to the agenda by Mr. Foster, second by Mr. Geminden, unanimous approval.
- IV. OLD BUSINESS
- V. NEW BUSINESS
 - A. Education
 1. Budget Amendments- Motion to approve by Mr. Goode, second by Mr. Chris Taylor, unanimous approval.
 - B. Appropriations
 1. ~~Election Commission--\$6,500 for police officers to patrol parking lot during early voting~~
 2. Sheriff--\$26,637.99 state inmate medical reimbursement- Motion to approve by Mr. Foster, second by Mr. Geminden, unanimous approval.
 3. Emergency Communications Center--\$236,096 FY17 additional operational and capital funding-Mr. Lawing requested that this be separated into two motions. Motion by Mr. Foster, to appropriate \$800k, in the capital projects fund, with \$160k to be taken from unassigned fund balance, and the remainder to be funded from an increase in estimated revenues, seconded by Mr. Goode, unanimous approval.

Motion by Mr. Foster to approve half of operational requests at \$118,900, in the general fund, with \$38,048 to be funded from unassigned fund balance, with the remainder to be funded with an increase in estimated revenues, second by Mr. Goode, unanimous approval.

4. Health Department--Tobacco Grant carryover from FY16- Motion to approve by Mr. Foster, second by Mr. Geminden, unanimous approval.
5. Funding carryovers from FY16- Motion to group and approve items V.B.5.a-b by Mr. Goode, second by Mr. Foster, unanimous approval.
 - a. General Fund
 - b. Capital Projects Fund
- C. Transfers- Motion to group and approve items V.C.1.a-b by Mr. Goode, second by Mr. Chris Taylor, unanimous approval.
 1. Inter-budgetary
 - a. Greater than \$2,500
 - b. \$2,500 or less
- D. Sumner Enterprise Park—~~attachments will be passed out and discussed at meeting~~ for ad hoc committee formation-Chairman Pomeroy formed an ad-hoc committee and read the members off as Bill Taylor, Chris Taylor, Paul Goode, Jerry Foster, Caroline Krueger, JP Powell, Earl Fischer, Moe Taylor, Billy Geminden, Larry Hinton, Steve Graves, Benjamin Harris, Kevin Pomeroy, Jim Vaughn, and Paul Decker. Commissioner Moe Taylor suggested more members, but Mr. Pomeroy explained that due to time constraints and the large size of the committee already, he did not intend to add any additional members.
- E. First Baptist Church parking area paving at South Water and East Bledsoe- Two projects were discussed: the church owned parking lot and an additional piece of property owned by the county that could be converted into a parking lot. A motion was made by Mr. Chris Taylor and seconded by Mr. Paul Goode to obtain bids for both projects for a cost comparison. The motion stated the cost comparison should include all costs for converting the county owned property to a parking lot (i.e. cost of a storage building and demolition of two existing houses). It also included an appropriation for \$30K for any required architectural fees. Motion failed 2-4, with Mr. Chris Taylor and Mr. Goode voting in the affirmative.
- F. Other repair projects (K. Ark) - The committee determined no action necessary and informed Mr. Holt to proceed with projects.
 1. Roof repairs/replacements
 - a. Jail/Sheriff/Court Building
 - b. Hendersonville Clerk/Care Here Building
 2. Sealing and striping/paving projects (see attachment; bid paving in spring)
 3. Courthouse boiler replacement (asking for approval to bid)
- G. Establishing “matching funds” account-Mr. Chris Taylor pointed out that he would like to establish a reserve fund for grant matching. No action taken.
- H. Updated outside agency funding request application- Mr. Foster’s requests will be incorporated by Ms. Walker into the updated form.

VI. REPORT OF THE FINANCE DIRECTOR

- A. Prior year encumbrance report- Mr. Lawing explained the attached report is for informational purposes only. It is a budgetary amendment posted by the new ERP. These amounts, for external reporting, are budgetary expenditures for the prior year. At this time, it is unclear if we will need to post these amendments or handle it by modifying internal reporting. Mr. Lawing will make the committee aware in the following months.
- B. Monthly budget agenda information- Mr. Lawing explained this was for informational purposes. The committee was in agreement with the rules.
- C. Fiscal Year 2017 Raises- Motion by Mr. Goode to place this memorandum in payroll and place on the finance website, second by Mr. Foster, unanimous approval.

VII. ADJOURNMENT- Motion to adjourn at 9:00pm by Mr. Goode.

**COMMITTEE ON COMMITTEES
MINUTES
SEPTEMBER 19, 2016**

Present:

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

Absent:

Caroline Krueger

Also Present:

Leah May Dennen, County Law Director
Anthony Holt, County Executive
Lauren Walker, County Law Department

The regular meeting of the Committee on Committees was brought to order with an invocation by Comm. LeMarbre on Monday, September 19, 2016, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman LeMarbre was presiding.

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

Approval of Minutes Upon motion of Comm. Ring, and duly seconded by Comm. Goode, the Committee approved the minutes of August 15, 2016.

Public Recognition. There was none.

Report of the Chairman. Chairman LeMarbre had no report.

Report of the County Executive. No report.

Old Business. None

9. New Business.

Audit Committee, Delinquent Tax Committee and Sumner County Library Board. Chairman LeMarbre brought forth the appointment to fill the expiring terms of the following:

Audit Committee: Caroline Krueger and Bob Pospisil

Delinquent Tax Committee: Kevin Pomeroy, JoAnne Kemp, Mike Akins and Alan Driver

Library Board: Ken Cox, Mary Anne Mudd and Amy Eller

Upon motion of Comm. Goode, seconded by Comm. Ring, the Committee voted to group and approve the re-appointments. The motion carried unanimously.

10. Adjournment. Upon motion of Comm. Goode, and duly seconded, the Committee adjourned at 6:33 p.m.

MINUTES
GENERAL OPERATIONS COMMITTEE
LESLIE SCHELL, CHAIRMAN
September 12, 2016

Present:

Leslie Schell, Chairman
Caroline Krueger, Vice-Chairman
Jerry Becker
Larry Hinton
Joanne Kemp
Baker Ring
Moe Taylor

Also Present:

Leah Dennen, County Law Director
Anthony Holt, County Executive
Lauren Walker, Law Director's Office
Kim Ark, Grant Writer
Jimmy Johnson, Forward Sumner

The scheduled meeting of the General Operations Committee was brought to order on Monday, September 12, 2016, at 5:00 p.m. in the Sumner County Administration Building. Chairman Schell opened the meeting with an invocation and declared a quorum present to conduct business.

Agenda. Comm. Hinton moved to approve the agenda; Comm. Ring seconded the motion, and the Committee voted to approve.

Minutes. Upon motion of Comm. Becker, seconded by Comm. Ring, the Committee voted to approve the minutes of August 8, 2016 regular meeting. Commissioners Moe Taylor and Kemp abstained.

Report of Chairman. Chairman Schell noted the signup sheet to speak on agenda items.

County Executive. County Executive spoke about the First Baptist Church's wish to move the entrance of its parking lot and close the County entrance in exchange for a permanent easement to the County. The Church members will appeal to the City of Gallatin for this change.

Recognition of the Public. Chairman Schell recognized the following speakers:

Joe Wallace of 445 Wallace Road in Gallatin, who spoke in favor of the proposed industrial park.

Laura Baigert of 424 A. B. Wade Road in Portland spoke against moving forward with the industrial park

Kevin Baigert of 424 A.B. Wade Road in Portland spoke against the industrial park site.

Old Business. None

New Business.

9a. Sumner Enterprise Park. Chairman Schell announced that the Committee would not vote on this matter, but the Budget Committee would appoint an ad hoc committee to study the matter. Chairman Schell recognized Jimmy Johnson of Forward Sumner who spoke in favor of the Sumner Enterprise Park, stating that there were grant opportunities for this project.

9b. October Meeting on Columbus Day. Without objection, Chairman Schell changed the October 10 meeting to October 3 at 6:00 p.m. due to the Columbus Day holiday.

9c. Roof Repairs/roof replacement projects:

- 1) Jail/Sheriff Court Building
- 2) Hendersonville Clerk's Office/CareHere Offices

Chairman Schell recognized Executive Holt who stated that he was in the process of getting the jobs bid out for each of the above-stated projects.

9d. Sealing and Striping projects. Chairman Schell recognized Kim Ark, County Grant Writer, who referred to the following projects that need to be done in the next few months:

Sealing and Striping Projects:

- Administration Building (needs reseal and stripe)
- Animal Control (needs reseal and stripe)
- Rehabilitation building (little patch work needed, reseal and stripe)
- Gallatin Health Department (resealing and striping)
- Portland Health Department (reseal and stripe)
- Odoms Bend (some patchwork, reseal and stripe)

Comm. Ring moved, seconded by Comm. Becker, to move Items 9c (1) (2) and 9d (roofing and paving/sealing) to the Budget Committee. Comm. Hinton moved, seconded by Comm. Becker, to amend the motion to say to the bidders that each will need to supply their own architect and engineering certificate.

County Attorney Leah Dennen stated that the amendment to request engineering/architectural certificates could be worked out as part of the bid.

Comm. Ring left the meeting and Ms. Dennen requested Comm. Becker to stand in as the one making the motion. He agreed and Comm. Kemp seconded. The motion carried (4-2) with Commissioner Moe Taylor and Hinton voting no.

9e. Courthouse Boiler Replacement project. Upon motion of Comm. Hinton, seconded by Comm. Krueger, the Committee voted to approve bidding the boiler in the Courthouse and move it forward to Budget Committee. Executive Holt stated that he plans to bid the project.

9f. Paving projects. These items were presented for information only:

Paving and Striping Projects:

- Juvenile Court/Adult Probation (no lines marked in rear, paving)
- County Extension Office (lines remarked last fall, needs paving)
- Castalian Springs Ambulance Building (paving)
- Westmoreland Ambulance Building (paving)
- Oak Grove Ambulance Building (paving)

9.g For Discussion First Baptist Parking Area, South Water and East Bledsoe. Executive Holt requested that approval of a 15-year contract that will require the First Baptist Church to indemnify the County were the Church to take the property back after the County pays to have the parking lot paved. Comm. Krueger moved, seconded by Comm. Hinton, to approve the arrangement with the First Baptist Church for the parking lot and move it forward. The motion carried unanimously.

The Committee adjourned at 6:00 p.m. after a motion by Comm. Hinton, seconded by Comm. Becker.

Prepared by Maria Savage



INVESTMENT, PURCHASING, 2002 FINANCIAL
MANAGEMENT, AND 2012 FINANCIAL
MANAGEMENT COMMITTEES MINUTES
September 19, 2016

MEMBERS PRESENT
Jerry Becker
Judy Hardin
Ben Harris
Anthony Holt
Caroline Krueger
Chris Taylor
OTHERS PRESENT
David Lawing
Leah Dennen
Lauren Walker

- I. CALL TO ORDER by Executive Holt at 5:30pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Invocation- Led by Mr. Taylor.
 - B. Election of Committee Chairman- Motion to elect Mr. Taylor by Mr. Becker, second by Mr. Harris, unanimous approval.
 - C. Election of Committee Vice Chairman- Motion to elect Mr. Becker by Mr. Taylor, second by Mr. Harris, unanimous approval.
 - D. Approval of Agenda- Motion by Mr. Harris, second by Mr. Becker, unanimous approval.
 - E. Recognition of Public- None
 - F. Approval of Minutes—August 15, 2016- Motion to approve by Mr. Holt, second by Mr. Becker, unanimous approval.

- II. REPORT OF THE COMMITTEE CHAIRMAN- None

- III. REPORT OF THE COUNTY EXECUTIVE
 - A. Munis Status Report- Mr. Holt explained everything was moving ahead and looking good.

- IV. REPORT OF THE TRUSTEE-None

- V. REPORT OF THE FINANCE DIRECTOR/PURCHASING AGENT
 - A. Prior year encumbrance report- Mr. Lawing referred the committee to the attached "Schedule of Revenues, Expenditures, and Changes in Fund Balance-Actual (Budgetary Basis) and Budget, Courthouse and Jail Maintenance Fund" (exhibit G-3) on page 5. He pointed out the way the financials are presented externally in the "Annual Financial Report, Sumner County, Tennessee". The actual expenditures for the fiscal year less prior year encumbrances (generally, prior year purchase orders) plus current year encumbrances (generally, current year purchase orders) are compared to the final budget (amended budget) for budget variances. The old system posted prior year encumbrances to a reserve account, and audit corrected it on the audited "Annual Financial Report, Sumner County, Tennessee". The Munis system posts prior year encumbrances to actual expenditures, as it should be. However, it does not have a prior year encumbrance column for internal or external reporting to remove these for budgetary comparison. Instead, it amends the budget, as shown on the attached, for prior year encumbrances (Mr. Lawing referenced pages 3-4 on the agenda). Mr. Lawing explained, at this time, he has a request to Munis for a custom report that backs out prior year encumbrances for a comparison similar to "G-3" attached. If this report is created by Munis, the finance office will reverse the budget adjustments (amendments) that are presented. However, if Munis cannot supply or create the reports needed, these amendments will need to be approved by the budget committee and county commission.

- VI. REPORT OF THE LAW DIRECTOR- None

- VII. OLD BUSINESS-None

- VIII. NEW BUSINESS
 - A. Investment Committee
 1. Trustee's Report-Included in packet.
 - B. Purchasing Committee
 1. Purchase Order Exceptions report- Motion to approve by Mr. Holt, second by Mr. Harris, unanimous approval.

C. 2002 Financial Management Committee- None

D. 2012 Financial Management Committee-None

IX. ADJOURNMENT- Motion to adjourn at 5:40pm by Mr. Becker.

**MINUTES
LEGISLATIVE COMMITTEE
PAUL GOODE, CHAIRMAN
SEPTEMBER 12, 2016**

Present:

Paul Goode, Chairman
Kevin Pomeroy, Vice-Chairman
Paul Decker
Steve Graves
Trisha LeMarbre
Leslie Schell

Absent:

Scott Langford, Commission Chairman
Jim Vaughn

Also Present:

Leah Dennen, Law Director
Lauren Walker, Law Office
Anthony Holt, County Executive
Jimmy Johnson, Forward Sumner

Chairman Goode brought the Legislative Committee meeting to order with an invocation by Comm. Decker on Monday, September 12, 2016, at 6:05 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Comm. Pomeroy moved, Comm. Graves seconded, to approve the agenda. The motion carried.

Minutes. Upon motion of Comm. Graves, seconded by Comm. Pomeroy, the Committee voted to approve the August 8, 2016, minutes as to content and not to form. Commissioners Decker and Schell abstained.

Public Comments. Chairman Goode recognized the following speakers:

Joe Wallace of 445 Wallace Road in Gallatin spoke in favor of the Sumner Enterprise Park development.

Laura Baigert of 424 A. B. Wade Road in Portland spoke against moving forward with the industrial park

Kevin Baigert of 424 A.B. Wade Road in Portland spoke against the industrial park site.

David Cummings of 1514 Highway 259 in Portland spoke against the industrial park.

Donna Desopo of 101 Chandlers Court in Hendersonville spoke against the industrial park.

Ben Murphy of 267 Sunset Boulevard in Gallatin expressed his concern about having an industrial park adjacent to his home.

Lee-Anna Thomas of 902 Wallace Road in Gallatin spoke about the environmental concerns and the location of houses and cemeteries. She suggested spending \$20 million in other areas.

Report of Chairman. Chairman Goode reported that the Committee will not vote on the Sumner Enterprise Park at this time.

Comm. Schell moved the nomination of Comm. Pomeroy to serve as vice-chairman of the Committee. Comm. Graves moved to cease nominations and Comm. Pomeroy was elected by acclamation.

Report of County Executive. County Executive had no report.

Old Business. None.

New Business.

9a. Sumner Enterprise Park. This was for informational purposes only.

9b. Reappoint Leah May Dennen as Law Director.

Upon motion of Comm. Decker, seconded by Comm. LeMarbre, the Committee approved and forwarded the resolution approving Leah May Dennen as the Law Director.

9c. October Meeting on Columbus Day. By consensus, Chairman Goode set the next meeting for October 3 at 6:30 p.m. due to the holiday schedule.

9d. Amendment to Standing Rules – All committee agendas, once finalized, will be emailed to all county commissioners.

Upon motion of Comm. Decker, seconded by Comm. Graves, the Committee approved and forwarded the resolution to approve an amendment to the rules stating that all commissioners get the Committee agendas.

9e. Resolution for National Recovery Month.

Upon motion of Comm. Pomeroy, seconded by Comm. Decker, the Committee approved and forwarded the resolution recognizing National Recovery Month.

10a-d. Certificates of Recognition. Upon motion of Comm. LeMarbre, seconded by Comm. Decker, the Committee voted to group and approve the following certificates of recognition:

- Honoring 2016 Mayor of the Year- Mayor Ken Wilber
- HolidayFest October 1, 2016 through January 31, 2017
- Honoring Westmoreland High School
- Honoring Sumner County 2016 Tennessee 4-H Roundup and All Star Conference Delegates

11a. Zoning Request. None

Adjournment. Upon motion of Comm. LeMarbre and duly seconded by Comm. Schell, the Committee adjourned at 6:46 p.m.

Prepared by Maria Savage



SUMNER COUNTY COMMISSION

355 N. Belvedere Drive
Gallatin, Tennessee 37066-5410

MEMBERS PRESENT:

Kevin Pomeroy, Chairman
Paul Decker
Earl Fischer
Jerry Foster
Billy Geminden
Paul R. Goode
Steve Graves
Ben Harris
Larry Hinton
Caroline Krueger

Chris Taylor
Moe Taylor
Jim Vaughn
OTHERS PRESENT:
David Lawing
Leah Dennen
Lauren Walker

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MINUTES SUMNER ENTERPRISE AD HOC COMMITTEE September 19th, 2016

1. **Call to Order by Chairman Pomeroy at 5:45pm in the Commission Chambers of the Sumner County Administration Building in Gallatin, TN.**
2. **Invocation- Led by Mr. Vaughn.**
3. **Report of the Chairman- Mr. Pomeroy explained this meeting is for gathering information only. He stated no public comments would be made or any questions asked because no one had any information at this time.**
 - **Mr. Jimmy Johnson from Forward Sumner gave a presentation. See attached.**
 - **Mr. Holt informed the committee that investing in Sumner County was very important to create higher paying jobs.**
4. **Business:**
 - **Committee Goals- Chairman Pomeroy explained the goals for this committee are to receive public involvement, to gather information, and to make a decision if investing in an industrial site is what's best for Sumner County.**
 - **Future Meetings- The Sumner Enterprise Ad Hoc Committee will meet on Tuesday, October 4th at 5:30pm. Motion by Mr. Graves, second by Mr. Chris Taylor, unanimous approval.**
 - **Other Business- Mr. Pomeroy explained that this agenda, with Mr. Johnson's presentation, will be placed on the county clerk's website. He also explained that any questions could be emailed to Mr. Holt's office. Mr. Goode suggested Mr. Holt's office place all questions in a template and bring back to the committee.**
5. **Adjournment- Motion to adjourn at 6:30pm by Mr. Goode.**