



SUMNER COUNTY COMMISSION

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

Commissioners

First District
Mike Akins
Moe Taylor

Second District
Billy Geminden
Shawn Utley

Third District
Steve Graves
David Satterfield

Fourth District
Frank E. Freels
Joe C. Matthews

Fifth District
Ben Harris
Baker Ring

Sixth District
Paige Brown-Strong
Jim Vaughn

Seventh District
Trisha LeMarbre
Kirk Moser

Eighth District
Paul Decker
Merrol N. Hyde

Ninth District
Chris Hughes
David Kimbrough

Tenth District
Paul R. Goode
Jo Skidmore

Eleventh District
Paul D. Freels
Jerry F. Stone

Twelfth District
Michael Guthrie
Bob Pospisil

The following minutes are included in this packet:

| | |
|--------------------------------------------|----------------------------------|
| Budget Committee..... | February 13 |
| Committee on Committees..... | March 19 |
| Employee Benefits Committee..... | February 28, March 15 |
| Financial Management Committee..... | February 27 March 19 |
| General Operations Committee..... | March 12 |
| Highway Commission..... | March 8 |
| Investment Committee..... | February 27 March 19 |
| Legislative Committee..... | March 12 |
| Purchasing Committee..... | February 27 March 19 |

MINUTES
SUMNER COUNTY BUDGET COMMITTEE
February 13, 2012

Members Present:

Jerry Stone, Vice Chairman Paul Freels Moe Taylor Shawn Utley
Chris Hughes Jim Vaughn

Also:

Anthony Holt David Lawing Leah Dennen Beth Browning Jim Young John Isbell

Vice Chairman Stone called the Budget Committee to order on Monday, February 13, 2012 at 7:00 p.m., in Room 112 at the County Administration Building in Gallatin, Tennessee.

AGENDA: Mr. Stone stated he would like to add #7 TIF Consulting under New Business #B. Motion to approve the agenda made by Mr. Vaughn, seconded by Mr. Taylor, motion passed unanimously.

RECOGNITION OF PUBLIC: None

APPROVAL OF THE MINUTES: Motion to approve the minutes of January 9, 2011 made by Mr. Hughes, seconded by Mr. Freels; motion passed unanimously.

REPORT OF THE COMMITTEE CHAIRMAN:

A. Report from the Assessor of Property

1. GIS Technology Fund – Mr. Isbell stated he would like to recreate this fund by working with a company called Maps & Deeds. They will market our GIS data, which will give us an opportunity to generate significant revenues that can go for GIS work. Mr. Isbell also stated there will be no cost to the county to do this. Motion to approve the concept made by Mr. Utley, seconded by Mr. Taylor; motion passed 5-1 with Mr. Hughes opposing. Mr. Isbell was asked to bring back a contract for final approval.

REPORT OF THE COUNTY EXECUTIVE: Mr. Holt had no report at this time.

REPORT OF THE DIRECTOR OF SCHOOLS: Dr. Phillips was not in attendance; however, Mr. Young stated that they started on their budget today.

OLD BUSINESS: None.

NEW BUSINESS:

A. Education

1. BHS and SCHS Poles and Lights -- \$209,099 - Motion to approve made by Mr. Vaughn, seconded by Mr. Utley; motion passed 5-1 with Mr. Hughes opposing.
2. Budget Adjustments – Mr. Young stated this is all pass thru money. Motion to approve made by Mr. Vaughn, seconded by Mr. Taylor; motion passed unanimously.

B. Appropriations

1. Interpreter Expenses, -- \$420 from Unassigned Fund Balance to Judges Discretionary expense line – Mr. Lawing stated this is to pay for the court ordered interpreter expenses. Motion to approve made by Mr. Vaughn, seconded by Mr. Freels, motion passes unanimously.
2. Civil War Trails -- \$200 “Adopt-a-Sign” fee – This will come from other state funding. Motion to approve made by Mr. Vaughn, seconded by Mr. Utley; motion passes unanimously.
3. Lower Station Camp Greenway Phase 3 -- \$701,000 (\$560,800 Federal/\$140,200 Local) – Mr. Holt stated this is the MPO Active Transportation Program Grant and local match.

Motion to approve made by Mr. Vaughn, seconded by Mr. Freels; motion passed unanimously.

4. EMPG --\$35,404 – Mr. Lawing stated this is from the Homeland Security Grant so Mr. Weidner can purchase a vehicle. Motion to approve made by Mr. Vaughn, seconded by Mr. Taylor; motion passed unanimously.
5. SCAAP – Mr. Lawing stated this is a federal reimbursement program that reimburses for housing foreign born inmates in the county jail. This program reimburses for costs that the jail has already incurred in the previous years. They are asking to appropriate \$16,437. Motion to approve made by Mr. Vaughn, seconded by Mr. Taylor; motion passed unanimously.
6. Major repair projects (county-wide)--\$309,163 – Mr. Holt stated the Courthouse and Jail Maintenance fund is out of money. The report attached to the agenda lists some repairs that are mandatory throughout the county. Mr. Lawing stated items 2, 3 & 4 would be funded from the 2012 bond and leave a balance of \$1,477. We also have \$81,758 of the county's share of the bond proceeds that have never been committed. These two remaining amounts total \$83,235, which could be used to funds items 5 & 6. We would like to send items 7 & 8 out to bid and would like to have them funded from Local Funding also. Motion to approve items 2, 3, & 4 made by Mr. Hughes, seconded by Mr. Vaughn; motion passed unanimously. Mr. Holt asked the committee to please approve items 5 & 6. Motion to approve items 5 & 6 up to \$100,000 made by Mr. Hughes, seconded by Mr. Vaughn; motion passed 5-1 with Mr. Taylor opposing. Mr. Vaughn made a motion to set aside \$100,000 from the capital projects fund for any upcoming expenses, seconded by Mr. Utley; motion passed 5-1 with Mr. Hughes opposing.
7. TIF Consulting – Ms. Dennen stated some issues have arisen about the TIF that are purely contractual/accounting/bond questions. She went to Mr. Bucy who helped with the hospital project and he has been very gracious to let her pay him a little bit, but now that we've gotten into this, there are a lot more details that need to be investigated. Ms. Dennen stated that Legislative, at her recommendation, has put up to \$25,000 in her Other Contracted Services line so we can have Mr. Bucy look at this so we can continue our investigation into how the bond money has been spent. Motion to approve made by Mr. Taylor, seconded by Mr. Utley; motion passed 5-1 with Mr. Hughes opposing.

C. Transfers

1. Inter-budgetary – Motion to group and approve all items made by Mr. Hughes, seconded by Mr. Taylor; motion passed unanimously.
 - a. Greater than \$1,500
 - b. \$1,500 or less

D. Tax Matters – Motion to approve all items made by Mr. Hughes, seconded by Mr. Vaughn; motion passed unanimously.

1. Cumberland Crisis Pregnancy Center--\$59.56 refund
2. Industrial Development Board, City of Portland--\$160.33
3. Morneau, Gregory etux Michelle--\$108.62

E. Convention and Visitors Bureau – FY2012 Funding – Mr. Lawing stated they are requesting additional funds in the amount of \$5,086. There was no motion – moved on to next item.

F. Administrator of Election's Salary – Mr. Lawing stated Mrs. Atchley is requesting to be back paid \$741 since she was certified within a month of starting her position. However, Mr. Lawing stated he has already paid Mrs. Atchley this amount; therefore, we would have to take \$741 out of her next pay check if this is not approved. Motion by Mr. Vaughn to approve the back pay, seconded by Mr. Taylor; motion failed with a 3-3 vote. Voting yes was Mr. Vaughn, Mr. Taylor and Mr. Stone. Voting no were Mr. Utley, Mr. Freels and Mr. Hughes.

G. Building Commissioner's Salary – Ms. Dennen stated Mr. Matthews contacted her stating that last year Mr. Hammock received a \$10,000 salary increase for running the Construction and Development department. Mr. Matthews thought Mr. Hammock would also receive the 3% pay increase that was given to the employees, but that was not the case. Mr. Matthews is

asking the committee to make the additional appropriation that can be transferred from another spot from within Mr. Hammock's budget. It will just need to be done to allow him to receive the raise. Mr. Stone stated he remembered discussing this at budget time last year, and it was his understanding the Budget Committee decided not to give him the 3% raise. Motion to approve the 3% raise made by Mr. Hughes, seconded by Mr. Utley; motion failed with a 3-3 vote. Voting yes was Mr. Hughes, Mr. Utley and Mr. Taylor. Voting no were Mr. Freels, Mr. Vaughn and Mr. Stone.

REPORT OF THE FINANCE DIRECTOR

- A. Revenue Analysis (passed out at meeting)
- Adequate Facilities – 117.274%
 - Sales Tax – 105.014%
 - Wheel Tax – 100.238%
 - EMS – 92.347%
 - Business Tax – 116.491%
- B. Financial Reports – January (available at meeting, if requested) – Mr. Lawing stated they are also available on the website.

ADJOURNMENT – Being there was no more discussion; Mr. Stone adjourned the meeting at 8:03 pm.

**COMMITTEE ON COMMITTEES
MINUTES
March 19, 2012**

| | |
|-------------------------|--------------------------------------|
| Present: | Merrol Hyde, Commission Chairman |
| Jerry Stone, Chairman | Leah May Dennen, County Law Director |
| Moe Taylor, V. Chairman | |
| Jo Skidmore | |
| Billy Geminden | |
| Trisha LeMarbre- Absent | |

The meeting of the Committee on Committees was brought to order on Monday, March 19, 2012, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman Stone was presiding.

Agenda. Upon motion of Comm. Skidmore, seconded by Comm. Geminden, the Committee voted to approve the agenda as amended.

Minutes. Upon motion of Comm. Taylor, seconded by Comm. Geminden, the committee voted to approve the minutes of February 27, 2012.

Recognition of the Public. There was none.

New Business

Next Month - Board of Equalization. Committee members discussed the upcoming appointments to the Board of Equalization. Currently serving, commission-appointed members are Terry Nichols, James Ramsey, and Richard Cummings. Michelle Haynes is serving from Gallatin and Don Spitters from Hendersonville.

Upon of Comm. Taylor, seconded by Comm. Skidmore, the Committee adjourned at 6:33 p.m.

Prepared by Maria Savage

MINUTES
EMPLOYEE BENEFITS COMMITTEE
February 28, 2012
9:00 A.M.

Members Present:

Joe Matthews Bob Pospisil Anthony Holt

Also:

Leah Dennen Bob Shupe David Lawing
Debbie Robertson Merrol Hyde Shawn Curtis
Kedree Marsh Serpil Gilbert

Mr. Pospisil called the SIB Employee Benefits Committee meeting to order on Tuesday, February 28, 2012 at 9:00 a.m. in Room 112, County Administration Building, Gallatin, Tennessee.

Agenda: Motion was made by Mr. Holt to approve the agenda; seconded by Mr. Matthews; unanimous approval.

Mr. Hyde took this opportunity to inform everyone that he was stepping down from the committee and to bid everyone farewell. He reported that Mr. Joe Matthews had been voted in as a member of the committee. Mr. Pospisil made a motion to nominate Mr. Matthews as new chairman of the committee; seconded by Mr. Holt; Mr. Matthews abstained; motion was approved. Mr. Matthews then took his seat as new chairman of the Employee Benefits Committee.

Public Recognition: Ms. Susan Garner-Sherill was introduced from Community Health Charities. She gave us a presentation of her program to see if it would be something we would be interested in offering our employees at no cost to us. Besides the wellness programs that the employees can take advantage of, they can also contribute to their favorite charities through payroll deduction. This organization would handle everything for the employee. Mr. Holt stated we should check with the BOE and see if they would be interested. Ms. Dennen suggested we may want to wait until next year to get the new payroll system worked out.

Minutes: Motion was made by Mr. Pospisil to approve the minutes of January 24, 2012; seconded by Mr. Holt; unanimous approval.

Report of Committee Chair: None

Report of Consultant: Mr. Shupe reported that the dental side is continuing to do well and by the end of June we will have increased our fund to over \$418,000. On the medical side, he noted that the actuary report stated that the reserve should be at a minimum of 13.7% at all times so he has adjusted his figures accordingly. We had a positive claim month in January. He is projecting that we will have an annual trend of 4.13%. Large losses are doing exceptionally well. Our cost to administer our plan is 4.09% which is very good.

CareHere: Ms. Marsh reported that there was a 3.2% increase in clinic utilization in January. The Pharmacy had a large increase in utilization for January. Ms. Marsh brought quotes and a request to purchase surgical instruments and an autoclave for sterilization for use by Dr. Christina Foster to perform podiatry and dermatology procedures. We would be looking at around \$4000.

Ms. Dennen asked that Ms. Marsh email her all the information and quotes and she and the committee would look at it and think about it.

Ms. Marsh requested the committee to allow the Pharmacy to close an hour for lunch. They have 1 full-time pharmacist working a 10-hour shift each day, 1 full-time certified tech, and 1 part-time pharmacy assistant. Ms. Dennen brought the idea back up about closing the pharmacy on a slow day during the week and opening on Saturdays. Mr. Holt made a motion that Ms. Marsh make up a schedule showing the change in hours during the week and adding Saturday and including the lunch hour and bring it back to the committee for review; seconded by Mr. Matthews; unanimous approval.

Mr. Lawing discussed a memo he prepared concerning the cash flow on the insurance fund. In 2009, the schools were deducting premiums on a 10-month basis but paying on 12 months. There was a question between the consultant and schools as to whether they were pre-paid health insurance premiums or whether they were in arrears. The schools thought they were paying in advance. There was a question of whether \$1.9M was due or not. We also need a 13.7% reserve for run-offs. We are looking at these funds being about \$5M in the red. He showed his projections using a 10% increase in premiums because we could have a significant cash flow problem well before 2014.

Mr. Holt asked for more solutions from Mr. Shupe instead of going with premium increases to the employees. Mr. Shupe stated that they are just cost-shifting. He has a report to hand out that would answer Mr. Holt's questions but it requires cooperation on the part of everyone.

Mr. Matthews called for a 5 minute recess at 10:00 a.m. with unanimous approval.

Mr. Matthews called the meeting back in session at 10:05 a.m.

Mr. Lawing continued with informing the committee that there was a big difference in the 2-Person enhanced dental premium between the County and the BOE. He recommends increasing the County premium by 8.3% and lowering the BOE premium 2.9% which will include the 1% increase and have all premiums the same. Ms. Dennen recommended we go ahead and do that effective August 1st, 2012.

On the casualty side, Mr. Lawing reported that funding has not increased since 1988. He recommends at least a 10-15% increase in funding.

Old Business: Mr. Shupe handed out flow charts showing annual premiums in the past years. He also had projections showing a 7% and 10% increase in premiums for the next year.

Mr. Shupe gave other suggestions that the County could do. Included in these suggestions are: raising the deductible and out-of-pocket, reduce the coinsurance, increase emergency room co-pay, change RX co-pay, smoking cessation, and develop two health plans.

Ms. Dennen suggested that CareHere Pharmacy should not have drugs on their formulary that CareMark did not cover. Ms. Eubanks will get together some information on that and get back with the committee.

Mr. Holt suggested we have a Special-Called Meeting to review these recommendations made by Mr. Shupe and determine what we need to do concerning the Trust. He also believes that the county-elected officials should be made aware of the shape that the Trust is in. The date set for

the Special-Called meeting will be March 15th at 9:00 a.m. Ms. Dennen said she would send out a notice to everyone.

Mr. Lawing reported that we had received the Actuary report concerning the CareHere Clinics and Pharmacy. They recommended a 13.7% for run-off claims. He said they covered most of the questions they had.

New Business: None

There was no further business and the meeting was adjourned by Mr. Matthews at 11:00 a.m.

MINUTES
SPECIAL CALLED MEETING
EMPLOYEE BENEFITS COMMITTEE
March 15, 2012

Members Present:

Joe Matthews
Bob Pospisil
Anthony Holt

Also Present:

Leah Dennen
David Lawing
Bob Shupe

Debbie Robertson
Serpil Gilbert
Shawn Curtis

Kedree Marsh
Shannon Eubanks
Bill Kemp

The SIB Employee Benefits Committee met on March 15, 2012 for a Special Called Meeting in the Law Director's Conference Room, County Administration Building, Gallatin, Tennessee. Mr. Matthews called the meeting to order at 9:08 a.m to discuss the Trust Fund. He wanted it on the table that one of the reasons the Trust Fund is off is because of the question of premium arrearages with the Board of Education.

Mr. Holt commented that we don't need to just band-aid the problem, but we need to come up with something to fix the problem for the next 10-15 year period.

Mr. Shupe discussed ways for Claim Reductions:

Mr. Pospisil made a motion to change the ER copay to \$200 effective 5/1/2012 or as soon as possible; seconded by Mr. Holt; unanimous approval.

Mr. Matthews made a motion to change the RX co-pays and adopt what is on the page presented by Mr. Shupe effective 7/1/2012. This would include generic drugs -10% with a low of \$10 or a max of \$30 or the actual cost of the drug whichever is less; preferred brand-25% with a low of \$35 or a max of \$70 or the actual cost of the drug whichever is less; non-preferred brand-35% with a low of \$50 or a max of \$120 or the actual cost of the drug whichever is less. Mr Pospisil seconded the motion; unanimous approval.

Mr. Lawing pointed out to the committee that this would be more than the state and local government plans co-payments.

Mr. Holt made a motion for CareHere to follow BCBS formulary on all drugs; the clinic is not to carry any prior authorization and non-covered drugs effective 5/1/2012; they can dispense the drugs that they have in stock until gone unless they are returnable without losing money; seconded by Mr. Pospisil; unanimous approval.

Mr. Holt made a motion to eliminate all erectile dysfunction drugs effective 5/1/2012; seconded by Mr Pospisil; unanimous approval.

Mr. Pospisil made a motion to eliminate all OTC (over the counter) drugs effective 5/1/2012; seconded by Mr. Matthews; unanimous approval.

Mr. Lawing discussed eliminating proton pump inhibitors but no decision was made on that. He also discussed our 3-tier system. He suggested adding a 4th tier and making employee and 1 child one amount and charging a little more for employee and spouse. He was asked to bring information on the tier system to the next meeting for further discussion.

There was some discussion on not letting the spouse get insurance with the county if it was offered to them through their job. No decision was made.

A 5-minute recess was called by Mr. Matthews at 10:30 and he brought the meeting back in session at 10:35.

Mr. Shupe requested giving CareHere time to produce a cost-analysis report including staffing, administrative costs, and drugs purchased. A motion was made by Mr. Holt for CareHere to have this report within the next 30 days and submit to the committee by the April 17th meeting if not before; seconded by Mr. Pospisil; unanimous approval.

There was some discussion of having the HRA again.

There was discussion on having a standard plan and a preferred plan including smoking cessation. We could give them 1 year notice to stop using tobacco products or else they would have to pay more. Also, there was a discussion on a 10% surcharge to be paid by the employee. Motion was made by Mr. Pospisil to leave this for now and discuss it more at the next meeting; seconded by Mr. Matthews; unanimous approval.

Mr. Matthews mentioned thinking about having a campaign to promote the CareHere Clinics.

Meeting was dismissed at 11:15.

MINUTES
SUMNER COUNTY FINANCIAL MANAGEMENT COMMITTEE
February 27, 2012

Members Present:

Frank Freels - Chairman Anthony Holt Kirk Moser Bob Pospisil
Steve Graves - Vice Chairman Judy Hardin Del Phillips

Also:

David Lawing Leah Dennen Beth Browning

Chairman Freels called the Financial Management Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, February 27, 2012 at 5:36 p.m. (Mrs. Hardin arrived)

AGENDA: Motion made by Mr. Pospisil to approve the agenda, seconded by Mrs. Hardin, motion passed unanimously.

RECOGNITION OF PUBLIC: There was no public recognition.

APPROVAL OF THE MINUTES: Motion to approve the minutes of January 23, 2011, made by Mrs. Hardin, seconded by Mr. Pospisil, motion passed unanimously.

REPORT OF THE COMMITTEE CHAIRMAN: Mr. Freels wanted to let the committee know that he has been working with Mrs. Hardin and Dr. Phillips to have the highway department pave the school parking lots. All the bids have come in and the Highway Department came in at \$359,999.45, which was the lowest bid, saving us over half a million dollars. Mr. Moser asked where the money is coming from. Mr. Freels replied that Mr. Moser is the chairman of the Budget Committee so he'll have to figure it out.

REPORT OF THE COUNTY EXECUTIVE: Mr. Holt stated they had their exit interview with the state auditors. There were some minor findings. One of the big findings that we are going to incur this year is the lack of implementing the 1981 Act. Hopefully we are going to resolve that this evening. By large, I believe the exit interview went really well.

REPORT OF THE FINANCE DIRECTOR:

A. Monthly Revenue Analysis

- Adequate Facilities Tax - 117.274%
- Sales Tax - 105.014%
- Wheel Tax - 100.238%
- EMS Transportation - 92.347%
- Business Tax - 116.491%

B. Capital Projects Fund report - Mr. Lawing stated the detail financial statements for the capital projects fund are attached.

REPORT OF THE LAW DIRECTOR: Ms. Dennen had no report.

REPORT OF THE BUDGET COMMITTEE: No report.

OLD BUSINESS:

- A. Personnel Policy - Mr. Lawing stated this was passed out last month for review. Ms. Dennen stated she hopes to have this finalized for the March or April Commission meeting.

NEW BUSINESS:

- A. Finance Director's Bond - Motion to approve made by Mr. Moser, seconded by Mr. Holt; motion passed unanimously.
- B. Purchasing Card Policies and Procedures - Mr. Lawing stated that Mrs. Browning has been working on this for the past several months and has done a great job. This is the first step in the E-Payables.

ADJOURNMENT: Being that there was no more business; Mr. Freels adjourned the meeting at 5:57 p.m.

MINUTES
SUMNER COUNTY FINANCIAL MANAGEMENT COMMITTEE
March 19, 2012

Members Present:

Frank Freels - Chairman Anthony Holt Kirk Moser Bob Pospisil
Steve Graves – Vice Chairman Judy Hardin Del Phillips

Also:

David Lawing Leah Dennen Beth Browning

Chairman Freels called the Financial Management Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, March 19, 2012 at 5:36 p.m.

AGENDA: Motion made by Mr. Holt to approve the agenda, seconded by Mr. Pospisil, motion passed unanimously.

RECOGNITION OF PUBLIC: There was no public recognition.

APPROVAL OF THE MINUTES: Motion to approve the minutes of February 27, 2012, made by Mr. Pospisil, seconded by Mr. Graves, motion passed unanimously.

REPORT OF THE COMMITTEE CHAIRMAN: Mr. Freels had no report.

REPORT OF THE COUNTY EXECUTIVE: Mr. Holt stated he talked with the Chairman of the school board to find out how the 2012 Financial Management Act was coming along, and he hasn't heard anything. Dr. Phillips stated he has not talked with Representative Maggart, but he will check with her and see where it stands. Ms. Dennen stated she received an email from her staff this morning stating it was still in legal. Ms. Dennen also stated that every Monday morning she checks with their office.

REPORT OF THE FINANCE DIRECTOR:

- A. Monthly Revenue Analysis
 - Adequate Facilities Tax – 114.582%
 - Sales Tax - 105.773%
 - Wheel Tax – 101.008%
 - EMS Transportation – 90.841%
 - Business Tax – 114.593%
- B. Capital Projects Fund report – Mr. Lawing went over the attached reports.

REPORT OF THE LAW DIRECTOR: Ms. Dennen had no report.

REPORT OF THE BUDGET COMMITTEE: Mr. Moser stated there are a couple of items on tonight's agenda that he wanted to call their attention to. There is \$230,000 for a technology center over at the old Fleetwood building, which is now the Rigsby building. That's going to be a facility to put all the servers and it will be climate controlled. That's going to come out of the capital projects fund. There is some pass thru money for Mrs. Whitaker's office. There is \$45,000 of medical expenses that's going to have to come out of the reserve fund for the jail inmates. There is also \$43,000 of pass thru money that we have to appropriate that has come in from the state. Then there's a \$95,000 adjustment for health and dental insurance premiums. All of these items passed through the Budget Committee with no problems, and when they come up tonight I'd like to ask the county commissioners to support those.

OLD BUSINESS: None

NEW BUSINESS: None

ADJOURNMENT: Being that there was no more business; Dr. Phillips made a motion to adjourn the meeting at 5:45 p.m., seconded by Mr. Graves; motion passed unanimously.

MINUTES
GENERAL OPERATIONS COMMITTEE
JO SKIDMORE, CHAIRMAN
March 12, 2012

Present:

Jo Skidmore, Chairman
Shawn Utley, Vice-Chairman
Steve Graves
Ben Harris
Mike Guthrie
Moe Taylor
Joe Matthews

Also Present:

David Pigna, Communications Director
Leah Dennen, County Law Director
David Lawing, County Finance Director

The regular meeting of the General Operations Committee was brought to order on Monday, March 12, 2012, at 5:00 p.m. in the Sumner County Administration Building. Chairman Skidmore declared a quorum present to conduct business.

Agenda. Comm. Matthews requested the addition of the jail to the agenda. Upon motion of Comm. Matthews, seconded by Comm. Taylor, the committee approved the agenda as amended.

Minutes. Upon motion of Comm. Graves, seconded by Comm. Taylor, the committee approved the minutes of February 13, 2012. Comm. Matthews abstained from the vote.

Recognition of the Public. There was none.

Report of Chairman. There was none.

County Executive's Report. County Executive Anthony Holt was not present.

Surplus Property. Chairman Skidmore noted that a LaserJet printer from General Sessions Court needed to be sold as surplus. Upon motion of Comm. Matthews, seconded by Comm. Graves, the Committee voted to declare the item as surplus.

Flexible Pricing Options. David Pigna, Purchasing and Communications Director, stated that the methods of remuneration for items sold on GovDeals.com were in the form of cash, cashier's check or money orders, only. He stated that the County pays a 71/4 or 71/2 percent fee for all items sold on Gov.Deals. The flexible pricing option would allow credit cards to be used with the buyers paying the fee. Mr. Pigna stated that GovDeal.com would sent a statement detailing what had been sold and for what amount. Comm. Graves moved, seconded by Comm. Harris, to approve the new system of collecting funds for surplus items sold on GovDeals.Com. The motion carried.

Sumner County Jail. Chairman Skidmore recognized Comm. Matthews who suggested appointing a subcommittee in reference to the upkeep and number of inmates held at the jail. He stated the subcommittee would research and look for solutions to the problems at the jail. County Law Director Leah Dennen suggested having the County Executive and the Sheriff and others meet and bring back an update on the maintenance and repair of the jail to the Committee. Comm. Graves moved, seconded by Comm. Matthews, to direct Chairman Skidmore to meet with the County Executive and the Sheriff and report to the Committee. The motion carried.

Additional Finance Department Space. David Lawing, County Director of Finance, stated that the empty space adjacent to his department has been temporarily used to process new employees. He requested that the Committee assign the empty space to the Finance Department. Upon motion of Comm. Matthews, seconded by Comm. Harris, the Committee voted to approve the request for the additional space.

The meeting adjourned at 5:26 p.m. after a motion by Comm. Graves, seconded by Comm. Taylor.

Prepared by Maria Savage

SUMNER COUNTY HIGHWAY COMMISSION

March 6, 2012

MINUTES

MEMBERS PRESENT:

Paul Decker, Commissioner
Frank Freels, Commissioner
Billy Geminden, Vice Chairman
Steve Graves, Chairman
Judy Hardin, Road Superintendent
Anthony Holt, County Executive
Tom Neal, Citizen Member

MEMBERS ABSENT:

Paul Goode, Commissioner
Leah Dennen, Law Director

OTHERS PRESENT:

Ramona Thackxton, Law Director Adm. Assistant
Sandra Lee Hesson, Assessor of Property Adm. Assistant

CALL TO ORDER

Chairman Graves called the regular monthly meeting of the Sumner County Highway Commission to order, Tuesday, March 6, 2012 at 4:00 P.M. in Conference Room #112 at the Sumner County Administration building.

APPROVAL OF MINUTES

Motion by Commissioner F. Freels to approve the February 2012 minutes.
Seconded by Vice Chairman Geminden. **Motion passed** unanimously.

PUBLIC RECOGNITION - None

REPORT OF CHAIRMAN: OLD BUSINESS - None

REPORT OF CHAIRMAN: NEW BUSINESS - None

REPORT OF ROAD SUPERINTENDENT: OLD BUSINESS - None

SUMNER COUNTY HIGHWAY COMMISSION**03/06/12****PAGE 2****REPORT OF ROAD SUPERINTENDENT: NEW BUSINESS****A. Budget Amendments and Appropriations**

Road Superintendent Hardin presented the budget transfers (see attached) for the Highway Department. There was discussion. Citizen Member Neal **motioned** to defer the attached transfers until next month. **Seconded** by Commissioner Decker. **Motion passed** unanimously.

B. City of Gallatin Milling Machine Lease Request

Road Superintendent Hardin made known a request from the City of Gallatin to lease the Highway Department's milling machine with their own operator at \$250./hour. There was discussion.

C. 2012-13 Budget

Road Superintendent Hardin handed out the Proposed 2012-13 Budget (see attached) for the members to have time to look over, discuss, and vote at the April meeting.

D. Hours/Days

Road Superintendent Hardin disclosed the Highway Department will start the four (4) 10 hour days on Monday.

E. Portland Lake Road

Road Superintendent Hardin mentioned a request for Portland Lake Road to be paved. She found it in rough shape and has it on the wish list, but cannot make any promises.

F. Bridge Replacement

Commissioner Decker wondered if Road Superintendent Hardin inspected a bridge and found it needing to be replaced, who decides. Road Superintendent Hardin explained the State inspects 20' or longer bridges every year, gives a report, and we post the tonnage. The road department has an in house person who does our bridges.

G. Compliment

Vice Chairman Geminden commented that every time he has had calls/complaints about roads, Road Superintendent Hardin is always right there to check things out.

H. School Parking Lots

Road Superintendent Hardin pointed out the coordination with Portland Middle School for paving their parking lots/drives is going very well. They will pave when the funds (\$360,000) become available and school is out. Also possibly George Whitten School in Hendersonville, but no figures yet.

SUMNER COUNTY HIGHWAY COMMISSION

03/06/12

PAGE 3

REPORT OF COUNTY EXECUTIVE

A. Clubb Road Request

County Executive Holt brought up request for Clubb Road (off Hwy 52) to be paved. There was discussion. Road Superintendent Hardin will check to see if Clubb Road is in the City or Is a County Road.

B. Bridge on Upper Station Camp Blvd.

County Executive Holt called attention to the bridge on Upper Station Camp Blvd. before you get to Kirk Lane. There is an area that is washing out. There was discussion. Road Superintendent Hardin will check on that area.

C. Center Point Bridge

County Executive Holt referred to the Center Point Road Bridge sitting at the wrong angle to the road. Road Superintendent Hardin pointed out this bridge is in the City of Hendersonville's city limit.

D. Helicopter Request

County Executive Holt remarked to the committee that City of Gallatin called and was upset because a fellow wanted to land a helicopter on County property, behind the Methodist Church, to pick a couple up that was getting married. He denied the request.

COMMISSION BUSINESS - None

REPORT OF LAW DIRECTOR - None

MOTION TO ADJOURN: Citizen Member Neal
SECONDED BY: Vice Chairman Decker
ADJOURNMENT: 4:35 P. M.

MINUTES
SUMNER COUNTY INVESTMENT COMMITTEE
February 27, 2012

Members Present:

Frank Freels - Chairman Kirk Moser Anthony Holt Del Phillips
Steve Graves - Vice Chairman Bob Pospisil

Also:

David Lawing Leah Dennen Beth Browning

Chairman Freels called the Investment Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, February 27, 2012 at 5:30.p.m.

AGENDA: Motion made by Mr. Graves to approve the agenda, seconded by Mr. Pospisil; motion passed unanimously.

RECOGNITION OF PUBLIC: There was no public recognition.

APPROVAL OF THE MINUTES: Motion to approve the minutes of January 23, 2011, made by Mr. Holt, seconded by Mr. Pospisil; motion passed unanimously.

REPORT OF THE COMMITTEE CHAIR: Chairman Freels had no report.

REPORT OF THE COUNTY EXECUTIVE: There was no report.

REPORT OF THE TRUSTEE: There was no report.

REPORT OF THE FINANCE DIRECTOR: No report.

REPORT OF THE LAW DIRECTOR: Ms. Dennen had no report.

OLD BUSINESS: There was no old business to discuss.

NEW BUSINESS: There was no new business.

ADJOURNMENT: Being that there was no more business; Mr. Pospisil made a motion to adjourn at 5:33 pm, seconded by Mr. Graves; motion passed unanimously.

MINUTES
SUMNER COUNTY INVESTMENT COMMITTEE
March 19, 2012

Members Present:

Frank Freels - Chairman Kirk Moser Anthony Holt Del Phillips
Steve Graves – Vice Chairman Bob Pospisil Judy Hardin

Also:

David Lawing Leah Dennen Beth Browning Marty Nelson

Chairman Freels called the Investment Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, March 19, 2012 at 5:30 p.m.

AGENDA: Motion made by Mr. Pospisil to approve the agenda, seconded by Mr. Graves; motion passed unanimously.

RECOGNITION OF PUBLIC: There was no public recognition.

APPROVAL OF THE MINUTES: Motion to approve the minutes of February 27, 2012, made by Mr. Pospisil, seconded by Mr. Graves; motion passed 6-0-1 with Mrs. Hardin abstaining. (Dr. Phillips arrived at 5:32)

REPORT OF THE COMMITTEE CHAIR: Chairman Freels had no report.

REPORT OF THE COUNTY EXECUTIVE: There was no report.

REPORT OF THE TRUSTEE: Mrs. Nelson stated the percentage of taxes collected for 2010 is 98.296% and the percentage collected for 2011 is at 94.168%.

REPORT OF THE FINANCE DIRECTOR: No report.

REPORT OF THE LAW DIRECTOR: Ms. Dennen had no report.

OLD BUSINESS: There was no old business to discuss.

NEW BUSINESS: There was no new business.

ADJOURNMENT: Being that there was no more business; Mr. Pospisil made a motion to adjourn at 5:34 pm, seconded by Mr. Graves; motion passed unanimously.

**MINUTES
LEGISLATIVE COMMITTEE**

March 12, 2012

Present:

Bob Pospisil, Chairman
Paul Decker, Vice-Chairman
Jo Skidmore
Shawn Utley
Jerry Stone
Steve Graves
Jim Vaughn
Kirk Moser

Absent: Merrol Hyde, Commission Chair

Also Present:

Joe Matthews, Commissioner
Leah Dennen, County Law Director
David Lawing, Finance Director
Bill Kemp, Clerk
Frank E. Freels
Moe Taylor

Chairman Pospisil called the Legislative Committee to order on Monday, March 12, 2012, at 6:00 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Comm. Moser made a motion to approve, seconded by Comm. Vaughn. The agenda was unanimously approved.

Approval of Minutes of February 13, 2012. Comm. Utley made a motion, seconded by Comm. Graves. The minutes of February 13, 2012, were unanimously approved.

Report of County Executive. County Executive Anthony Holt was not present.

Public Comments. None.

Certificate of Recognition Chairman Pospisil introduced the following certificates of recognition:

- Christian Kissinger –student at Merrol Hyde Magnet School
- Hendersonville Christian Academy Basketball Team Champs
- Hendersonville Christian Academy's Basketball Most Valuable Player, Ethan Fields
- Sumner County Bulldogs Basketball Team

Comm. Vaughn moved, seconded by Comm. Graves, to approve the certificates of recognition. The motion carried.

Old Business

There was none.

New Business

Finance Director's Bond. Upon motion of Comm. Decker, seconded by Comm. Vaughn, the Committee voted to approve the bond for David Lawing, County Finance Director.

Purchasing Card Policies. Upon motion of Comm. Moser, seconded by Comm. Vaughn, the Committee voted to approve purchasing card policies.

Zoning. There is none.

Adjournment- Comm. Vaughn made a motion to adjourn, seconded by Comm. Skidmore. The Committee adjourned at 6:05 p.m.

Prepared by
Maria Savage

MINUTES
SUMNER COUNTY PURCHASING COMMITTEE
February 27, 2012

Members Present:

Frank Freels - Chairman Kirk Moser Anthony Holt Bob Pospisil
Steve Graves – Vice Chairman Del Phillips

Also:

David Lawing Leah Dennen Beth Browning

Chairman Freels called the Purchasing Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, February 27, 2012 at 5:33 p.m.

AGENDA: Motion made by Mr. Pospisil to approve the agenda, seconded by Mr. Graves, motion passed unanimously.

RECOGNITION OF PUBLIC: There was no public recognition.

APPROVAL OF THE MINUTES: Motion to approve the minutes of January 23, 2011, made by Mr. Moser, seconded by Mr. Holt, motion passed unanimously.

REPORT OF THE COMMITTEE CHAIRMAN: Mr. Freels had no report.

REPORT OF THE COUNTY EXECUTIVE: Mr. Holt had no report.

REPORT OF THE FINANCE DIRECTOR: No report.

REPORT OF THE LAW DIRECTOR: Ms. Dennen had no report.

OLD BUSINESS: There is no old business to discuss.

NEW BUSINESS:

A. Purchase order matters

1. C & D – Mr. Lawing stated that Mr. Hammock did not think the charges would be over \$500; therefore the purchase order was obtained after the fact. Motion to approve made by Mr. Graves, seconded by Mr. Pospisil; motion passed unanimously.

ADJOURNMENT: Being that there was no more business; Mr. Pospisil made a motion to adjourn the meeting at 5:36 pm, seconded by Mr. Graves; motion passed unanimously.

MINUTES
SUMNER COUNTY PURCHASING COMMITTEE
March 19, 2012

Members Present:

| | | | |
|------------------------------|--------------|--------------|--------------|
| Frank Freels - Chairman | Kirk Moser | Anthony Holt | Bob Pospisil |
| Steve Graves – Vice Chairman | Del Phillips | Judy Hardin | |

Also:

David Lawing Leah Dennen Beth Browning

Chairman Freels called the Purchasing Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, March 19, 2012 at 5:34 p.m.

AGENDA: Motion made by Mr. Pospisil to approve the agenda, seconded by Mr. Graves, motion passed unanimously.

RECOGNITION OF PUBLIC: There was no public recognition.

APPROVAL OF THE MINUTES: Motion to approve the minutes of February 27, 2012, made by Mr. Moser, seconded by Dr. Phillips, motion passed 6-1-0 with Mrs. Hardin abstaining.

REPORT OF THE COMMITTEE CHAIRMAN: Mr. Freels had no report.

REPORT OF THE COUNTY EXECUTIVE: Mr. Holt had no report.

REPORT OF THE FINANCE DIRECTOR: No report.

REPORT OF THE LAW DIRECTOR: Ms. Dennen had no report.

OLD BUSINESS: There is no old business to discuss.

NEW BUSINESS: There is no new business to discuss.

ADJOURNMENT: Being that there was no more business; Mr. Pospisil made a motion to adjourn the meeting at 5:36 pm, seconded by Dr. Phillips; motion passed unanimously.