



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..... March 14

Education Committee.....March 7

General Operations Committee.....March 14

Legislative Committee.....March 14

AD HOC

Long Hollow Corridor Plan Ad Hoc Committee.....March 8



BUDGET COMMITTEE MINUTES
March 14, 2016

MEMBERS PRESENT
Jerry Foster, Chairman
Chris Taylor, Vice-Chairman
Jerry Becker
Billy Geminden
Kevin Pomeroy
Bill Taylor
OTHERS PRESENT
Beth Browning
Leah Dennen
Erika Porter
Del Phillips
Moe Taylor
Kim Ark
Mayor Wilbur

- I. CALL TO ORDER by Chairman Foster at 6:35pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Approval of Agenda-Motion to approve by Mr. Chris Taylor, second by Mr. Pomeroy, unanimous approval.
 - B. Recognition of Public-None
 - C. Approval of Minutes—February 8, 2016- Motion to approve by Mr. Chris Taylor, second by Mr. Pomeroy, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN-Chairman Foster explained Mr. Lawing expected to be done with projections for FY17 by the first week in April. He also encouraged the committee to clear their calendars for the second and third week of April as much as possible to schedule budget meetings.
- III. REPORT OF THE COUNTY EXECUTIVE-None
- IV. OLD BUSINESS-None
- V. NEW BUSINESS
 - A. Education-Dr. Phillips spoke briefly about each project. He explained he will come back next month to request \$133,000 to be appropriated for a canopy for Jack Anderson Elementary. Motion to group and approve items V.A.1 through 2e by Mr. Chris Taylor, second by Mr. Geminden, unanimous approval.
 1. Budget Amendments (need approval)
 2. Projects to be funded from 2015 Bond
 - a. Guild Elementary Addition/Renovation--\$5,010,000
 - b. Balance of Guild Elementary architect fees--\$61,125
 - c. Jack Anderson Elementary Addition--\$2,455,000
 - d. Balance of Jack Anderson Elementary architect fees--\$47,750
 - e. Window and Door Replacements (Madison Creek Elementary, HB Williams Elementary, White House Middle)--\$1,262,000
 - B. Appropriations
 1. Sheriff
 - a. \$20,000 from unassigned fund balance for veterinary services-Motion to approve by Mr. Chris Taylor, second by Dr. Taylor, unanimous approval.
 - b. \$69,897.71 state reimbursement for inmate medical services-Motion to approve by Mr. Pomeroy, second by Mr. Geminden, unanimous approval.
 - c. \$250,000 unassigned fund balance for additional medical services-Motion to approve by Mr. Geminden, second by Mr. Chris Taylor, unanimous approval.
 2. Health Department--\$72,479.70 Tobacco Grant year 3-Motion to approve by Mr. Pomeroy, second by Mr. Chris Taylor, unanimous approval.
 3. Portland Library--\$2,500 additional funding from City of Portland for books- Motion to approve by Mr. Geminden, second by Mr. Chris Taylor, unanimous approval.
 4. Capital Projects--\$21,174.60 carryover of FY15 funding for school architect fees- Motion to approve by Mr. Chris Taylor, second by Mr. Geminden, unanimous approval.

5. Courthouse and Jail Maintenance--\$33,061 insurance recovery proceeds and projected recovery from gate damage- Ms. Dennen explained that there would be no recovery from the gate damage. Motion by Mr. Geminden for \$12,050 from insurance proceeds to be placed into heat and air equipment, second by Mr. Becker, unanimous approval.
 6. Additional Maintenance Funding Issues- The amount requested is \$703,500. Mr. Becker explained this has already been passed through the General Ops Committee. Ms. Ark briefly spoke to these items. Motion to approve \$678,000 to be appropriated from the 2015 bond proceeds and the remaining \$25,500 to be appropriated from county general fund unassigned fund balance by Mr. Chris Taylor, second by Dr. Taylor, motion passes 5-1 with Mr. Pomeroy opposing.
- C. Transfers- Motion to group and approve items V.C.1.a and b by Mr. Geminden, second by Mr. Chris Taylor, unanimous approval.
1. Inter-budgetary
 - a. Greater than \$2,500
 - b. \$2,500 or less
- D. Tax Refunds- Motion to group and approve items V.D.1-5 by Mr. Geminden, second by Mr. Becker, unanimous approval. No action taken on V.D.6.
1. Lowery, Donald Ray & Theresa--\$298
 2. Matthew Thomson Insur--\$48
 3. Royal Cup Inc--\$2,067
 4. Sumner Farmers Co-Op--\$108
 5. White House Temple Baptist Church--\$33
 6. Dalamar Homes--\$1,617 adequate facilities taxes paid July 2015 and December 2015
- E. Gallatin Library—request approval to issue purchase order for \$1,470.94 for FY2017- Motion to approve by Chris Taylor, second by Dr. Taylor, unanimous approval.
- F. Assessor of Property--\$50,960.85 aerial photo project from Financial Management Committee- Mr. Chris Taylor briefly explained this. Motion to approve by Mr. Chris Taylor, second by Mr. Pomeroy, unanimous approval.
- G. Portland Airport--commitment for grant matching- Mr. Geminden and Mayor Wilbur spoke to this. Motion to approve and to include with FY17 budget discussing up to \$250,000 from the hospital funds for the next 10 years to match grants starting in FY16-17 by Mr. Chris Taylor, second by Mr. Pomeroy, unanimous approval.

VI. REPORT OF THE FINANCE DIRECTOR-None

VII. ADJOURNMENT- Motion to adjourn at 8:20pm by Mr. Pomeroy, second by Dr. Taylor, unanimous approval.

MINUTES
EDUCATION COMMITTEE
March 7, 2016

Present:

Trisha LeMarbre, Chairman

Alan Driver

Billy Geminden

Michael Guthrie

Leslie Schell

Absent:

Paul Decker, Vice-Chairman

Paul Goode

Also Present:

Bill Kemp, County Clerk

Leah Dennen, County Law Director

Erika Porter , Staff Attorney

Dr. Del Phillips. Director BOE

Anthony Holt, County Executive

Chairman LeMarbre brought the meeting of the Education Committee to order with an invocation on Monday, March 7, 2016, at 5:30 p.m. in the Sumner County Administration building in Gallatin. A quorum was present.

Adoption of the Agenda. Without objection, Chairman LeMarbre added an announcement by Comm. Geminden to the heel of the agenda. Upon motion of Comm. Geminden, seconded by Comm. Guthrie, the Committee members approved the agenda by unanimous voice vote.

Minutes of February 1, 2016. Upon motion of Comm. Schell, seconded by Comm. Guthrie, the Committee members approved the February 1, 2016, minutes by voice vote.

Recognition of the Public. There was none.

Report of the Chairman. Chairman LeMarbre had no report.

Report of County Executive. No report

Report of Director of Schools. Dr. Phillips reported that the Sumner County School system is under consideration for advanced accreditation. He said he would update the Committee on any new developments regarding this matter.

Old Business. There was none.

New Business

10a.Sumner County Board of Education Amendments (for approval).

Upon motion of Comm. Schell, seconded by Comm. Driver, the Committee voted unanimously to group and approve the Board of Education amendments.

10b. Bids for Guild Elementary Addition/Renovation Project #2714-14.

Chairman LeMarbre recognized Dr. Del Phillips who presented the low bid for Guild Elementary addition/renovation project from Boger Construction, LLC of Hendersonville. The recommended bid was \$5,010,000. Dr. Phillips said the project was bid twice before altering the specifications with the result of lowering cost and coming under the estimate of \$5,050,000.

Upon motion of Comm. Geminden, seconded by Comm. Schell, the Committee voted unanimously to approve the bid for the addition and renovation at Guild Elementary School.

10c. Bids for Jack Anderson Elementary Addition Project #2718-14.

Dr. Phillips presented the low bid from Robert S. Biscan Construction of Franklin, TN for the Jack Anderson Elementary addition. The recommended bid was \$2,455,000. Again, reworking the specifications and rebidding the project resulted in an overall cost reduction.

Upon motion of Comm. Schell, seconded by Comm. Driver, the Committee voted unanimously to approve the bid for the addition at Jack Anderson Elementary School.

An alternate #2 for an aluminum canopy was bid at \$188,994. Dr. Phillips said a separate bidding resulted in a lower cost of \$133,000 and will be brought to the Committee next month.

10d. Bids for Window/Door Project #2773-16.

Dr. Phillips presented bids for the first run of window and door replacements at the following schools:

- Madison Creek Elementary School
- H. B. Williams Elementary School
- White House Middle School

Chairman LeMarbre recognized Dr. Del Phillips who represented the low bid from Pride Concrete and Construction of Erin, TN. The recommended bid was \$1,262,000 including the design fee of \$28,000.

Upon motion of Comm. Schell, seconded by Comm. Geminden, the Committee voted unanimously to approve the bids for the window and door replacements. Dr. Phillips stated that next month he should have bids for projects at Howard Elementary School and Hawkins Middle School.

Comm. Geminden announced an informational event regarding the Reconnect grant for April 2 at the Sumner County Middle Technical College High School at Portland.

Comm. Schell motioned to adjourn and was duly seconded by Comm. Geminden. The Committee adjourned at 6:03 p.m.

Prepared by Maria Savage

**MINUTES
GENERAL OPERATIONS COMMITTEE
JERRY BECKER, CHAIRMAN
MARCH 14, 2016**

Present:

Jerry Becker, Chairman
Baker Ring, Vice-Chairman
Ben Harris
Larry Hinton
Caroline Krueger
Leslie Schell
Absent: Bob Pospisil

Also Present:

Leah Dennen, County Law Director
Erika Porter, Staff Attorney
Dr. Del Phillips, Director of Schools
Kim Ark, County Grant Writer
Jamie Muncy, County Executive's Office

The scheduled meeting of the General Operations Committee was brought to order on Monday, March 14, 2016, at 5:00 p.m. in the Sumner County Administration Building. Comm. Ring gave the invocation and Chairman Becker declared a quorum present to conduct business.

Agenda. Chairman Becker recognized County Law Director Leah Dennen who requested under Item G maintenance funding issues for the Sumner County Jail. Without objection, Chairman Becker added a reported on maintenance evaluations from Dr. Del Phillips under Old Business. Comm. Ring moved to approve the agenda; Comm. Schell seconded the motion, and the Committee approved the agenda as amended.

Minutes. Upon motion of Comm. Ring, seconded by Comm. Harris, the Committee voted to approve the minutes of February 8, 2016, regular meeting.

Report of Chairman. Chairman Becker yielded the floor to Comm. Hinton, Chairman of the Engineering and Architectural Ad Hoc Committee who stated the March meeting was cancelled. The next meeting is scheduled for April 5, 2016, at 5:15 p.m.

County Executive. County Executive Anthony Holt was not present.

Recognition of the Public. There was none.

8a. Update on County Building Inspection. Dr. Del Phillips, Director of Schools submitted a written report on maintenance issues at the Sumner County Administration Building. The evaluations were performed by Board of Education maintenance employees at the request of the General Operations Committee. Several areas were highlighted as issues in need of attention and some were deemed okay for the near future. The compilation included the following:

- Windows were in good shape

- For security reasons, change locks to a better grade - Estimate \$10,000
- Unmatched hinges - \$200
- Flam Locker - \$1,000
- Carpets replaced in 5 to 10 years- Estimate \$80,000 (4,000 Yards)
- Boiler being replaced
- Air handlers 1, 2 and 3 - 10+ year of life - \$8-10,000
- Chiller expected life 10 to 15 years - \$30-\$50,000
- Taco loop pumps 5-10 years - Materials for 4 pumps - \$14,000
- Loop water system should have chemical treatment contract to protect systems and insure proper heat transfer
- Delta Building Automation Controls - very limited control and scheduling replace \$30-\$50,000
- Telephone system outdated - parts no longer made - Estimate \$116,000
- Fire alarm upgrade - \$17,997
- Roof damage - Duralast 7-10 years with areas in need of repair - \$225,000-\$270,000
- Shingles with areas in need of repair 10-15 years - \$237,500-\$312,500

New Business.

9a-f. Surplus Items

Upon motion of Comm. Harris, seconded by Comm. Schell, the committee voted to group and approve the following requests for disposal of surplus property:

- Surplus various items Sumner County Highway Department
- Surplus various items Sumner County Sheriff's Office
- Surplus various items Sumner County U.T. Extension Office
- Surplus various items Sumner County Emergency Services
- Surplus various items Sumner County Executive's Office
- Surplus one item for Sumner County Code's Department

9g. Additional Maintenance Funding Issues (information provided by Finance Director)

Chairman Becker recognized County Law Director Leah Dennen who explained that during the remodel process of the Sumner County Courthouse and the Adult Probation building (behind the Juvenile Justice Complex) asbestos was discovered in varying stages. Kim Ark, County Grant Writer, stated that asbestos was found in tile, pipe wrapping, around two air handler units and in insulation. To fix the heat and air issues, asbestos abatement was deemed to be necessary.

The contractor has stopped work until the asbestos is abated.

The boiler room at the Courthouse had an asbestos problem that was taken care of with the help of a Board of Education maintenance crew. This action allowed the remodel to proceed. However, the water piping system original to the Courthouse has to be replaced after the asbestos abatement and would be considered during budget time.

Presented were the following list of needs:

- Asbestos remediation (eligible for 2015 Bond) \$200,000
- Hendersonville Library (sewage) \$7,500
- Gallatin Health Department (water damage) \$10,000
- Courtroom furnishings/mold remediation (eligible for 2015 Bond) \$36,000
- Courtroom camera repairs \$8,000
- Jail issues - control boards and roof (eligible for 2015 Bond) \$442,000

Comm. Ring moved, seconded by Comm. Harris, to pass all items requested. The motion failed to carry by a (3-3) vote as follows:

Ayes: Ring, Hinton, Harris
Nays: Becker, Schell, Krueger

Comm. Hinton moved, seconded by Comm. Ring, to approve the \$200,000 for asbestos remediation (eligible for 2015 Bond). The motion carried (4-2) with Commissioners Ring, Harris, Becker and Hinton voting in favor and Commissioners Krueger and Schell voting against.

Comm. Hinton moved, seconded by Comm. Ring, to approve Hendersonville Library (sewage) \$7,500. The motion carried (4-2) with Commissioners Ring, Harris, Becker and Hinton voting in favor and Commissioners Krueger and Schell voting against.

Comm. Ring moved, seconded by Comm. Harris, to approve Gallatin Health Department (water damage) \$10,000. The motion carried (4-2) with Commissioners Ring, Harris, Becker and Hinton voting in favor and Commissioner Krueger and Schell voting against.

Comm. Ring moved, seconded by Comm. Harris, to approve jail control boards and roof (eligible for 2015 bond). The motion carried (4-2) with Commissioners Ring, Harris, Becker and Hinton voting in favor and Commissioners Krueger and Schell voting against.

Comm. Hinton moved, seconded by Comm. Ring, to approve Courtroom furnishings/mold remediation (eligible for 2015 Bond), \$36,000. The motion carried (4-2) with Commissioners Ring, Harris, Becker and Hinton voting in favor and Commissioners Krueger and Schell voting against.

Comm. Ring moved, seconded by Comm. Harris, to approve Courtroom Camera repairs, \$8,000. The motion carried unanimously.

The meeting adjourned at 6:30 p.m. after a motion by Comm. Krueger, seconded by Comm. Harris.

Prepared by Maria Savage

**MINUTES
LEGISLATIVE COMMITTEE
CHRIS TAYLOR, CHAIRMAN
MARCH 14, 2016**

Present:
Chris Taylor, Chairman
Steve Graves
Jerry Foster
Michael Guthrie
Trisha LeMarbre

Also Present:
Erika Porter, Staff Attorney

Absent:
Paul Goode, Vice-Chairman
Jerry Becker
Scott Langford, Commission Chairman

Chairman Chris Taylor brought the Legislative Committee meeting to order with an invocation by Comm. Guthrie on Monday, March 14, 2016, at 5:30 p.m. in the Sumner County Administration Building. A quorum was present.

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

Minutes. Upon motion of Comm. Foster, seconded by Comm. Graves, the Committee voted to approve the February 8, 2016, minutes. Comm. LeMarbre abstained from the vote.

Public Comments. None

Report of Chairman. None

Report of County Executive. None

Old Business. None

New Business.

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

9b. Sumner County Annual Report by Magistrates. Without objection, item docketed for March 21 Commission meeting.

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

- Honoring memory of J.D. Elliott
- Douglas Hunter

11a. Zoning Request.

11b. Robert C. Helson and Danny Hurst are requesting to have their property rezoned from Commercial A to Agricultural. Subject property is located on Highway 31-E, on Tax Map 106, Parcel 18 p/o. contains 40,000 square feet and is zoned Commercial (Commercial A), (First Reading) By consensus, the Committee docketed the zoning request for March 21, 2016.

Adjournment. Upon motion of Comm. Graves and duly seconded, the Committee adjourned at 5:34 p.m.

Prepared by Maria Savage

**MINUTES
LONG HOLLOW CORRIDOR PLAN
AD HOC COMMITTEE
CAROLINE KRUEGER, CHAIRMAN
MARCH 8, 2016**

Present:

Caroline Krueger, Chairman
Bill Taylor, Vice-Chairman
Steve Graves
Leslie Schell
Jerry Foster

Also Present:

Erika Porter, Staff Attorney
Leah Dennen, County Law Director
Anthony Holt, County Executive
Rodney Joyner, Planning Director

The meeting of the Long Hollow Corridor Plan Ad Hoc Committee was brought to order on Tuesday, March 8, 2016, at 6:00 p.m. in the Sumner County Administration Building. Vice-Chairman Bill Taylor gave the invocation and declared a quorum present to conduct business.

Agenda. Comm. Schell moved, seconded by Comm. Foster, to approve the agenda. The motion carried.

Minutes. Upon motion of Comm. Schell, seconded by Comm. Foster, the Committee voted to approve the minutes of February 2, 2016.

Report of Chairman. Vice-Chairman Taylor stated that The Walker Collaborative is planning an event for the public to explain what they have done so far and how to decide a path forward.

Old Business. None

New Business.

a .Jeff Parnell, Civil Engineer - Guest Speaker

Jeff Parnell, PE, a Senior Water Resources Engineer with Amec Foster Wheeler, gave a presentation on the benefits and costs of hiring a county engineer versus contracting for engineer services.

Mr. Parnell said the best of both worlds was to have a staff engineer who facilitates a contract with outside engineers when needed and oversees the contractor's work. His recommendation was to hire a county engineer for the ability to work with many agencies and departments to include the following:

- planning director
- codes department
- TDOT
- Utility companies
- land developers
- economic development coordinators

Specific tasks that engineer can lend expertise to include some of the following:

- Codes development and updates
- oversight of development and compilation of a Capital Improvement Projects list
- liaison to staff
- help prioritize projects (Mr. Parnell said this was very important.)
- promote Sumner County through grants, MPO and TDOT and lobbying efforts
- contribute to federally mandated water and wastewater plans
- traffic concerns and other growth concerns
- construction projects

Mr. Parnell stated that the down side of not having an engineer are as follows:

- Paying too much for professional services
- development done wrong requiring expensive fixes
- missing out on grant dollars

Mr. Parnell suggest these considerations regarding the engineering position:

- Hire an engineer full time
- Hire someone with civil engineering training
- Hire an engineer with a Professional Engineer certification
- Hire a more seasoned individual with experience in many facets of engineering

If a county engineering position were filled, it was suggested the engineer be supervised by Mr. Joyner.

b. Review previous research done by Rodney and Erika on Engineering.

The Committee discussed the survey of engineering staff from similar or surrounding counties as follows:

- Montgomery County- one civil engineer, salary \$84,158+benefits; one administrative employee; 2015-16 budget, \$188,500.00
- Robertson County - Engineer on contract
- Rutherford County- One County engineer, salary \$80-90,-000.00; two project engineers, one engineering inspector and administrative support
- Williamson County - One County engineer, \$98,134 and 4 support personnel
- Wilson County- One County engineer, salary \$50,000-\$60,000 with privilege to work on own to offset lower salary and other personnel support

The report stated that most Counties have some contract engineering money budgeted (mostly less than \$50,000) in the County Executive or Highway Department budgets. Further noted was that most of the county engineers were involved in the storm water program.

Mr. Joyner presented documents regarding the Rutherford County Fiscal Year 2015-16. Records showed the Rutherford County Planning budget was \$800,194.00 and Storm Water Management, \$214,095. The Rutherford County Planning and Engineering office staffing includes 9 employees in 2016 and in Storm Water, 2 fulltime and 3 part time.

Sumner County Planning Department currently has two employees in Storm Water and in the Planning Department there are two employees and one part time. Without the Land Use Plan, the 2015-2016 Sumner County Planning Department budget was around \$550,000.

Mr. Joyner said Rutherford County was ahead of Sumner in terms of growth, but Sumner is quickly catching up.

The Committee discussed making a decision in time to present a request for engineering services/engineer to the Budget Committee for consideration in Fiscal Year 2016-17. Ms. Dennen stated that her office would prepare a job description for review at the next meeting. Mr. Holt brought up office space considerations for the engineer, who would supervise the person and whether to hire a consultant at first. Comm. Foster said there is still time to include engineering services/engineer in next year's budget.

Chairman Krueger set the next meeting Tuesday, April 5, 2016 at 6:00 p.m.

The meeting adjourned at 7:06 p.m. after a motion by Comm. Bill Taylor, seconded by Comm. Foster.

Prepared by Maria Savage