



SUMNER COUNTY COMMISSION

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

Commissioners

First District
Moe Taylor
Terry Wright

Second District
Billy Geminden
Larry Hinton

Third District
Alan Driver
Steve Graves

Fourth District
Jerry Foster
Leslie Schell

Fifth District
Baker Ring
Danny Sullivan

Sixth District
Deanne DeWitt
Luke Tinsley

Seventh District
Gene Rhodes
Brian Stewart

Eighth District
Merrol N. Hyde
Shellie Young Tucker

Ninth District
Jerry F. Becker
Chris Taylor

Tenth District
Paul R. Goode
Caroline S. Krueger

Eleventh District
Scott Langford
Jeremy Mansfield

Twelfth District
Michael Guthrie
Justin Nipper

The following minutes are included in this packet:

Budget Committee.....	April 12
Committee on Committees.....	April 19
Education Committee.....	April 5
Emergency Services Committee.....	April 5
Historic Committee.....	April 12
Legislative Committee.....	April 12



BUDGET COMMITTEE MINUTES
April 12, 2021

MEMBERS PRESENT Chris Taylor, Chairman Jerry Foster, Vice Chairman Deanne DeWitt Billy Geminden Paul Goode Justin Nipper OTHERS PRESENT Leah Dennen Ben Allen David Lawing Anthony Holt Dennis Cary Josh Suddath Lori Atchley

- I. CALL TO ORDER by Chairman Taylor at 6:00 pm 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 Foster, second by Commissioner DeWitt, unanimous approval.
 - C. Recognition of Public- None
 - D. Approval of Minutes-Motion to group and approve items I.D.1.and 2 by Commissioner Goode, second by Commissioner Nipper, unanimous approval.
 1. March 8, 2021
 2. March 22, 2021

II. REPORT OF THE BUDGET COMMITTEE CHAIRMAN

- A. FY2022 budget hearing dates- Chairman Taylor proposed the second and third week in May. Chairman Taylor asked Finance Director Lawing to coordinate.
- B. Benchmarking- Finance Director Lawing briefly spoke to this. He informed the committee that the finance department will provide information for the following counties as initial benchmarks: Montgomery, Wilson, Rutherford, and Williamson.

Administrator of Elections Atchley informed the committee there was a possibility that the legislature could pass requiring purchase of new voting machines. She also pointed out that two, possibly three, employees will be retiring this year. Administrator of Elections Atchley stated she would need to hire new employees prior to retirements for training purposes.

III. REPORT OF THE COUNTY MAYOR- None

IV. REPORT OF THE FINANCE DIRECTOR

- A. Printed vs electronic agendas- The budget committee agreed to use electronic agendas.
- B. Financial statement memo- Included in packet.
- C. Highway/Public Works Fund analysis (to be sent to county commission)- Included in packet.
- D. Human Resources Director- Motion to appropriate up to \$110,000 annually, with the attached sheet showing the amount for 33 days in fiscal year 2021, by Commissioner Goode, second by Commissioner Nipper, unanimous approval.

V. OLD BUSINESS

- A. Building and Codes – proposal for county to assume environmental services; deferred from February to April. Discussion to table unless further action is needed. – Tabled until further action taken.

VI. NEW BUSINESS

- A. Education-Motion to group and approve items VI.A.1 through 3 by Commissioner Goode, second by Commissioner Foster, unanimous approval.
 1. Budget amendments (for approval)

2. Budget amendments (for information only)
3. Liberty Creek campus off-site sewer bids

B. Appropriations

1. Sheriff's Office
 - a. \$250,000 from general fund unassigned fund balance for inmate medical services- Motion to approve and fund from the jailer's salary line instead of unassigned fund balance by Chairman Taylor, second by Commissioner Foster, unanimous approval.
 - b. \$34,126.10 (\$424.02 + \$33,702.08) state inmate medical reimbursement- Motion to approve by Chairman Taylor, second by Commissioner Nipper, unanimous approval.
2. Health Department - \$12,000 from City of Hendersonville for Hendersonville clinic upgrades- Motion to approve by Chairman Taylor, second by Commissioner Geminden, unanimous approval.
3. Portland Library - \$540 TSLA tech grant- Motion to approve by Commissioner Foster, second by Commissioner Nipper, unanimous approval.

C. Other

1. Development Services – Sumner County's Comprehensive Plan- Development Services Director Suddath briefly spoke to this. Motion to approve and fund \$251,131 from local capital projects restricted fund balance by Commissioner Goode, second by Chairman Taylor, unanimous approval.
2. IT Department – various IT-related issues- IT Director Cary presented new information, including the new county website on the TV in room 112. See attached.
3. Westmoreland Fire Department- Motion to make checks payable to the City of Westmoreland for the Westmoreland Volunteer Fire Department by Chairman Taylor, second by Commissioner Goode, unanimous approval.
4. Portland Airport grant matches- Commissioner Geminden- Commissioner Geminden spoke to this and presented a presentation on the TV. Motion to appropriate the remaining balance from the hospital funds that is designated for the Portland Airport grant matches.

D. Transfers

1. Between major categories- Motion to group and approve items VI.D.1.a. and b by Commissioner Goode, second by Commissioner Foster, unanimous approval.
 - a. \$9,482.26 from courthouse contingency for jail pod plan review and permit fees
 - b. \$99,972 from courthouse contingency for jail pod detention table replacement
2. Within payroll lines for ECC 1% bonus- Motion to approve by Chairman Taylor, second by Commissioner DeWitt, unanimous approval.
3. \$34,400 from ECC "Other Charges-Additional Funding" line to various accounts (pending review of all items by the IT Director)- Motion to approve by Chairman Taylor, second by Commissioner Goode, unanimous approval.
4. \$9,999 from "Building Improvements" to "Consultants" for consulting services to quantify structural repairs and complete a cost analysis for the Comer Barn- Motion to approve by Commissioner DeWitt, second by Commissioner Goode, unanimous approval.
5. \$150,000 from SR-258 Transportation Improvement project to Upper Station Camp/Long Hollow Pike Intersection Improvement project- Motion to approve by Commissioner Foster, second by Commissioner Goode, unanimous approval.
6. Other inter-budgetary- Included in packet.

E. Tax Matters- Motion to group and approve items VI.E.1. through 3 by Chairman Taylor, second by Commissioner Goode, unanimous approval.

1. NASTC Inc - \$227
2. Donald and Leah Thomas - \$450
3. Jackie Tucker – request to waive \$552.21 of penalties and interest (from law director's office)

VII. ADJOURNMENT- Motion to adjourn at 6:58 pm by Chairman Taylor.

Employee	Title	Full-time (F) or Part-time (P)	2021- 2022 Adj	Total	Eval.	Longevity	Health	Dental	Life	TCRS	SS	Med	Total
Vacant	Director	F	\$ 13,908	\$ 13,908	Jul-21	\$ -	\$ -	\$ -	\$ 24	\$ 1,530	\$ 611	\$ 143	\$ 16,216
	Ledger Subtotal- Human Resource Director		\$ 13,908	\$ 13,908		\$ -	\$ -	\$ -	\$ 24	\$ 1,530	\$ 611	\$ 143	\$ 16,216

33 days in FY2021

Beth Browning

On Apr 5, 2021, at 3:03 PM, Dennis Cary <DCary@sumnercountytn.gov> wrote:

Chris,

I have a few items I would like to discuss either in person or at the next budget meeting.

1. Ensuring departments do not get approval for new phone or security camera systems or upgrades. This will ensure the growth of the single county-wide solution.
2. As we move forward with transferring IT budgets from departments into the ITD budget, I would like to find a way to prevent a department from transferring funds into an IT line; this would force all IT-related items through ITD. Without this in place, departments can still purchase items by transferring funds and purchasing hardware. It is necessary to prevent this action to ensure standards are met, asset tagging is completed, and hardware rotation is in place. All three will help cut county IT costs. The lines in question are listed below
 - a. 547100.....Software
 - b. 531700.....Data Processing Services (Comcast, GoDaddy, Sprint)
 - c. 530700.....Communication (Comcast phones)
 - d. 570900.....Data Processing Equipment(keyboards, mice, hard drives, etc.)
3. When considering moving IT lines, the ITD is providing 100% IT support for departments listed in green below:

Departments and Offices (Supported as a part of the SC network)

Department	On Network	AD	Email	Web	Phones	Camera	Note
Finance	Yes	Yes	Yes		Yes	Pending	
Risk Management	Yes	Yes	Yes		Yes	Pending	
Law Office	Yes		Yes		Yes	Pending	Apple computers in use cannot be added to the AD
Codes	Yes	Yes	Yes		Yes	Pending	
Planning	Yes	Yes	Yes		Yes	Pending	
Assessor of properties	Yes	Yes	Yes		Yes	Pending	
Mayor's office	Yes	Yes	Yes		Yes	Pending	
Trustees office	Yes	Yes	Yes		Yes	Pending	
Veterans office	Yes	Yes	Yes		Yes	Pending	
EMS / EMA	Yes	Trusted	Yes		No	Pending	Rebuild and design pending Q1 of 2021 (Site has local IT person), but ITD manages all server/network-related services.

Archives	Yes	Yes	Yes	Pending	Yes	Pending	
Portland Library	Yes	Yes	Yes		No		
Gallatin Library	Yes	Yes	Yes		No		
Westmoreland Library	Yes	Yes	Yes		No		
Millersville Library	Yes	Yes	Yes		No		
Hendersonville Library	Yes	Yes	Yes		No		
Voting					Yes		Department strongly rejected the move to the SC network
Deeds					Yes		Department strongly rejected the move to the SC network
Clerk	Yes	No	Yes		Yes	Pending	Holding due to connections to the state network, we will re-access in the second quarter of 2021
ECC	No	No	No	No	No	No	We have started to shadow the IT manager at ECC
Sheriff Office	No	No	No	No	No	No	Department strongly rejected the move to the SC network (Includes all SO related locations)
Temporary Justice	No	No		No	No	No	ITD provides support for this group, but the network is a State Network
Courthouse on Square	No	No	No	No	Yes	No	ITD provides support for this group, but the network is a State Network

- AD (Active Directory) - Authentication along with all network security services and auditing is in place if listed as yes.
- Trusted - There is trust between networks, but only for basic network services; security is not enforced from the central SC network
- Email - Is using the sumnercountyn.gov email addresses
- Web - Is a part of the new sumnercountyn.gov web site
- Phones - Is connected to the county-wide phone system
- Cameras - Is connected to the county-wide camera system

Thank you,

Dennis Cary
PGP Encryption Key upon Request / Telegram @Z1Ruz
Director of Information Technology
Sumner County Government
355 N Belvedere Drive #306 Gallatin TN 37066
Main: 615-575-0511

**COMMITTEE ON COMMITTEES
MINUTES
PAUL R. GOODE, CHAIRMAN
APRIL 19, 2021**

Present:
Paul R. Goode, Chairman
Deanne DeWitt, Vice-Chairman
Jerry Becker
Brian Stewart
Shellie Young Tucker

Also Present:
Leah Dennen, County Law Director
Ben Allen, Staff Attorney
Anthony Holt, County Mayor

The regular meeting of Committee on Committees was brought to order with an invocation by Comm. DeWitt on Monday, April 19, 2021, at 6:30 p.m. Chairman Goode declared a quorum to conduct business.

Agenda. Upon motion of Comm. Tucker, seconded by Comm. Becker the Committee voted unanimously to approve the agenda.

Approval of Minutes of March 22, 2021. Upon motion of Comm. Becker, seconded by Comm. Tucker the Committee voted unanimously to approve the minutes of March 22, 2021.

Public Recognition. None

Report of the Chairman. No report

Report of the County Mayor. No report

8.Old Business. None

9. New Business.

Chairman Goode announced the following appointments to the Equalization Board:

- Recommendation of Judi Bell to replace Earl Fischer, alternate, resigned

Upon motion of Comm. DeWitt, seconded by Comm. Stewart, the Committee voted unanimously to approve the appointment of Judi Bell.

- Radford Garrott, alternate - reappointment

Upon motion of Comm. Stewart, seconded by Comm. DeWitt, the Committee voted unanimously to approve the reappointment of Radford Garrott.

Next Month, May 2021

No appointment

10. Adjournment. Upon motion of Comm. Becker, seconded by Comm. Dewitt, the Committee adjourned at 6:35 p.m.

Prepared by Jennifer Mitchell

**MINUTES
EDUCATION COMMITTEE
APRIL 5, 2021**

Present:

Danny Sullivan, Chairman
Baker Ring, Vice-Chairman
Alan Driver
Billy Geminden
Caroline Krueger
Brian Stewart

Absent:

Paul R. Goode

Also Present:

Leah Dennen, County Law Director
Ben Allen, Staff Attorney
Dr. Del Phillips, Director of Schools
Anthony Holt, County Mayor
Commissioner Moe Taylor

Chairman Sullivan brought the regular meeting of the Education Committee to order with an invocation by Comm. Stewart on Monday, April 5, 2021 at 5:30 p.m. in the Sumner County Administration building in Gallatin.

Adoption of the Agenda. Upon motion of Comm. Driver, seconded by Comm. Krueger, the Committee members approved the agenda by unanimous voice vote.

Approval Minutes March 8, 2021. Upon motion of Comm. Krueger, seconded by Comm. Stewart, the Committee members approved unanimously the minutes of March 8, 2021.

Recognition of the Public. None

Report of the Chairman. None

Report of County Mayor. None

Report of Director of Schools. None

Old Business. None

New Business

10a. Upper Station Camp Creek Extension (attached).

Upon motion by Comm. Geminden, seconded by Comm. Ring, the Committee voted unanimously to approve the extension.

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

Upon motion by Comm. Ring, seconded by Comm. Kreuger, the Committee voted unanimously to approve the BOE amendments.

10c. Sumner County Board of Education Amendments (for information only) (attached).

No action taken

11. Adjournment.

Chairman Sullivan declared the Committee adjourned at 5:45 p.m. upon motion of Comm. Ring and seconded by Comm. Krueger.

Prepared by Jennifer Mitchell

**MINUTES
EMERGENCY SERVICES COMMITTEE
CHAIRMAN, ALAN DRIVER
APRIL 5, 2021**

Present:

Alan Driver, Chairman
Jerry Foster, Vice-Chairman
Michael Guthrie
Caroline Krueger
Luke Tinsley
Terry Wright
Absent:
Merrol N. Hyde

Also Present:

Leah Dennen, County Law Director
Ben Allen, Staff Attorney
Aaron Pickard, Sheriff Chief Deputy
Ken Weidner, Emergency Management Agency
Marilyn Anderson, ECC Director
Joe McLaughlin, Cottontown Volunteer Fire
Greg Miller, EMS Chief
Commissioner Moe Taylor

Chairman Alan Driver called the meeting of the Emergency Services Committee to order with an invocation by Comm. Guthrie on Monday, April 5, 2021 at 5:00 p.m. in the Sumner County Administration Building. A quorum was present.

3. Approval of Agenda. Comm. Foster moved, seconded by Comm. Guthrie, to approve the agenda. The motion carried unanimously.

4. Approval of Minutes of March 1, 2021. Comm. Foster moved, seconded by Comm. Tinsley, to approve the minutes of March 1, 2021. The motion carried unanimously.

5. Recognition of the Public. None

6. Report of the Chairman. None

7. Report of the County Mayor. None

8. Report of the Sheriff. Chief Deputy Aaron Pickard of the Sheriff's Office reported on March's financials for the Office. The animal control report was not available. The average jail population for March 2021 was 511. He reported on the progress of the new jail expansion construction project.

9. Report of the Fire Department.

Joe McLaughlin reported 326 calls for the month of February, no report from Shackle Island. He is still accumulating numbers for March.

10. Report of the Emergency Services Director.

Greg Miller, Emergency Medical Services Chief, reported on revenue numbers for March. He reported right at 2,200 response calls and 1,800 transports in the month of March.

11. Report of the Emergency Management Agency.

Ken Weidner, Director of the Emergency Management Agency, reported on the severe weather from March 29, 2021. He stated there was approximately \$5,200,000.00 in damages within a 4 mile stretch in the Portland area. He updated the Committee about the change over to the new communications system.

12. Report of the Emergency Communications Center. Marilyn Anderson, Director of ECC, reported on the progress at the Center. Ms. Anderson said they have no positive cases of COVID at this time. They have interviewed 13 candidates, 9 of those have been made offers.

13. Old Business. There was further discussion about the Westmoreland Fire Department. Without objection, Chairman Driver asked Chief Jenkins to speak about the misinformation received concerning the department being part of the city. Chief Jenkins confirmed that they are part of the City of Westmoreland even though they cover areas in the County. There was also discussion about the coverage areas of this department.

14. New Business

- a. Discussion of ISO Reports. Chairman Driver addressed the drop in rating for Highland Volunteer Department and stated they are working to correct the issues. He also explained some of the items that effect the ratings for the departments.

15. Adjournment. Chairman Driver declared the meeting adjourned at 5:30 p.m. upon motion by Comm. Foster and duly seconded by Comm. Krueger.

**MINUTES
HISTORIC COMMISSION
DEANNE DEWITT, CHAIRMAN
APRIL 12, 2021**

Present:

Deanne DeWitt, Chairman
Larry Hinton, Vice-Chairman
Jonathan Hayes, Hendersonville City Alderman
Shawn Fennell, Gallatin City Councilman
Barry Young, Tourism Director
Gene Rhodes, Commissioner
Luke Tinsley, Commissioner

Also Present:

Leah Dennen, Law Director
Ben Allen, Staff Attorney

Chairman Deanne DeWitt brought the regular scheduled meeting of the Historic Commission meeting to order with an invocation by Alderman Hayes on April 12, 2021 at 5:00 p.m. in the Sumner County Administration Building.

3. Agenda.

Upon motion of Alderman Hayes, seconded by Comm. Hinton, the Committee voted unanimously to approve the agenda.

4. Approval of the Minutes – February 2, 2021.

Upon motion of Comm. Rhodes, seconded by Comm. Tinsley, the Committee voted unanimously to approve the minutes of February 2, 2021.

5. Report of the Chairman. None

6. Recognition of the Public. None

7. Old Business.

8. New Business.

a. GNRC Report.

Chairman DeWitt gave an overview of a report completed by GNRC after a gathering hosted by the Sumner County Preservation Foundation. The report narrowed down ideas for possible uses for the property. The three main ideas listed were agriculture, education and music.

b. Budget Transfer (attached).

Chairman DeWitt explained that a transfer of up to \$9,999.00 to be requested for consulting services to evaluate structural repairs and complete a cost analysis. Roof improvements will be made in the process to build upon when the full project is bid out again.

Upon motion of Comm. Hinton, seconded by Councilman Fennell, the Committee voted unanimously to approve the budget transfer.

9. Adjournment.

Chairman DeWitt declared the meeting adjourned at 5:35 p.m. upon motion of Comm. Hinton, and duly seconded by Councilman Hayes.

Prepared by Jennifer Mitchell

**MINUTES
LEGISLATIVE COMMITTEE
BAKER RING, CHAIRMAN
APRIL 12, 2021**

Present:

Baker Ring, Chairman
Danny Sullivan, Vice-Chairman
Alan Driver
Paul Goode
Larry Hinton
Scott Langford, Commission Chairman
Chris Taylor

Absent:

Leslie Schell

Also Present:

Leah Dennen, Law Director
Ben Allen, Staff Attorney
Anthony Holt, County Mayor
Josh Suddath, Planning Director
Dennis Cary, IT Director
Commissioners: Moe Taylor and Mansfield

Chairman Baker Ring brought the regular scheduled Legislative Committee meeting to order with an invocation by Comm. Sullivan on April 12, 2021, at 5:30 p.m. Chairman Ring declared a quorum present to conduct business.

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

4. Minutes of March 8, 2021 for approval. Upon motion of Comm. Chris Taylor, seconded by Comm. Langford, the Committee voted unanimously to approve the minutes of March 8, 2021.

5. Recognition of the Public. None

6. Report of Chairman. Chairman Ring had no report.

7. Report of County Mayor. County Mayor Anthony Holt had no report.

8. Old Business.

9. New Business.

a. Veterans' Service report (attached). Upon motion by Comm. Sullivan, seconded by Comm. Driver, the Committee voted unanimously to forward the report to the full Commission.

b. General Personnel Policies and Procedures (attached). Upon motion of Comm. Chris Taylor, seconded by Comm. Langford, the Committee voted unanimously to approve general personnel policies and procedures.

- c. Surplus various items Development Services (attached).
- d. Surplus various items County Mayor's Office (attached).

Comm. Langford moved to group and approve items 9c and 9d, seconded by Comm. Goode, the committee voted unanimously to approve surplus items.

- e. Adopting the Amendment to the County Commissioner Rules and Procedures (attached). Comm. Goode moved, seconded of Comm. Chris Taylor, the Committee voted unanimously to forward on to the full Commission.
- f. Accepting the Three-Star Program (attached). Upon motion of Comm. Goode, seconded by Comm. Sullivan, the Committee voted unanimously to approve the resolution accepting the three-star program.
- g. Dennis Cary, I.T. Director – Update on Projects. Mr. Cary talked about the Disaster Recovery Plan that his department has begun building. He stated that any department that is not part of the network would not be part of the disaster recovery system. Mr. Cary asked the Committee for ways to resolve so every office would be included in back up. Comm. Taylor asked Mr. Cary to email who is not covered so Budget Committee can reach out and review their IT budget. County Mayor Anthony Holt agreed that each office needs to be notified.

10. Certificates of Recognition.

- a. Teachers of the Year
- b. Sonya Troutt - retirement
- c. April – Fair Housing Month
- d. April 30 – National Therapy Animal Day
- e. Honoring Joseph and Joshua Rodriguez – Eagle Scouts

Comm. Langford moved to group and approve items 10a through 10e, seconded by Comm. Goode, the Committee voted unanimously to approve the Certificates or Recognition.

11. Zoning.

- a. The Gravel Company PUD – Rezoning and Concept Plan – Jason Canon, represented by GreenLID Design – 4th Commission Voting District – Applicant is seeking a rezoning from Rural Residential (RR) to Planned Unit Development (PUD) for the purpose of constructing and operating a landscaping material sales business as depicted upon the submitted Concept Plan. Subject property is located at 1415 Old Highway 109N, Gallatin, TN 37066, is on Tax Map 104, Parcel

- b. 083.00, contains 11.5 acres and is zoned Rural Residential (RR). (Second reading) (attached). Upon Motion of Comm. Langford, seconded by Comm. Goode, the Committee voted unanimously to approve the rezoning of The Gravel Company.

- c. The Goat farm PUD – Rezoning and Concept Plan – Stratos Development/MC2 Group, represented by Lose Design – 6th Commission Voting District – Applicant is seeking a rezoning from rural Residential (RR) to Planned Unit Development (PUD) in order to construct and operate an indoor sports facility and associated services and uses, as depicted upon the submitted Concept Plan. Subject property is located on Shute Lane, Hendersonville, TN 37075, is Tax Map 146, Parcel 069.01 contains 28.65 acres and is zoned Rural Residential (RR). (First reading) (attached). Comm. Sullivan asked Director of Development Services Josh Suddath to go over the results of the traffic study. Mr. Suddath explained the option chosen for the connection of Vaughn Road into the Hunt Club. He also discussed improvements for Shute Lane. Chairman Ring asked about any drainage issues. Mr. Suddath said the site plan approval occurs after approval for rezoning.

Comm. Driver mentioned concerns from Number One Volunteer Fire about being able to cover the county side adequately. County Mayor Anthony Holt stated the City of Gallatin will serve the county side of the property.

Upon motion of Comm. Goode, seconded by Comm. Chris Taylor, the Committee voted unanimously to approve the rezoning of The Goat Farm.

12. Adjournment. Chairman Ring declared the meeting adjourned at 5:55 p.m. upon motion of Comm. Goode, and seconded by Comm. Langford.