



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
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.....August 13

Committee on Committees.....September 17

Education Committee..... September 4

Emergency Services Committee.....August 6

Employee Benefits.....August 21

Financial Management Committee.....August 20

General Operations Committee..... September 10

Highway Commission.....September 4

Investment Committee.....August 20

Legislative Committee.....September 10

Purchasing Committee.....August 20

MINUTES
SUMNER COUNTY BUDGET COMMITTEE
August 13, 2012

Members Present:

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

Also:

Anthony Holt David Lawing Leah Dennen Dr. Del Phillips Hal Hendricks Judge Hunter

Chairman Moser called the Budget Committee to order on Monday, August 13, 2012 at 6:30 p.m., in Room 112 at the County Administration Building in Gallatin, Tennessee.

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

RECOGNITION OF PUBLIC: None

APPROVAL OF THE MINUTES: Motion to group and approve the following minutes made by Mr. Hughes, seconded by Mr. Freels; motion passed unanimously.

1. July 10, 2012
2. August 6, 2012

REPORT OF THE COMMITTEE CHAIRMAN:

- A. Report from the Assessor of Property (migrating to new system; no report) – No report

REPORT OF THE COUNTY EXECUTIVE: No report.

REPORT OF THE DIRECTOR OF SCHOOLS: Dr. Phillips stated they have one issue that this committee has already discussed. It is regarding Ellis roofs. They have the hard bids and they will be forwarded to the committee after the board approves them.

OLD BUSINESS: None

NEW BUSINESS:

- A. Education – Dr. Phillips stated they made two adjustments. They put BEP growth funds in and they took out the counselors. They removed the Adult Ed, roughly a \$400,000 reduction in expenditures, and they made some line item cuts at the central office. Dr. Phillips stated they all totaled up to over \$1M in reduced expenditures. Mr. Vaughn asked if they made any adjustments to the raises. Dr. Phillips replied no. Mr. Vaughn asked if it was still at the 3%. Dr. Phillips replied yes. Mr. Stone stated that at the last meeting they talked about new positions; at that time, I believe Dr. Phillips stated there were 16. Dr. Phillips stated he believes that is correct. Mr. Stone asked if eight of those were the counselors. Dr. Phillips confirmed that eight of those were counselors at the high schools. Mr. Stone asked what the other positions were. Dr. Phillips stated five were class size reduction teachers and one counselor at Station Camp Elementary. Mr. Stone replied that was only six, what were the others? A lady in the audience stated they added three teacher assistants. Mr. Lawing stated they also added an RN. Mr. Moser asked if they added a new Director of Technology. Dr. Phillips stated they just replaced someone in that position; it was not a new position. Dr. Phillips stated they also reduced some positions. They consolidated some administrative positions for Adult Ed at EB Wilson because of retirement. Mr. Stone stated he's trying to make the numbers add up, but it isn't working. Dr. Phillips stated there are five CSR's, one counselor at Station Camp, three BEP assistants, one RN and one roofer. Mr. Stone stated that they hired eight counselors so that's nineteen positions. Mr. Moser asked how many part time people the school system has that are receiving full time benefits. Dr. Phillips replied that the only people they have left are the bus drivers, but he will get the figures together and get back with Mr. Moser. Mr. Vaughn stated that we may possibly want

to change the rules of the Self Insurance. Mr. Vaughn stated he would like to make a motion to have the Law Director bring us back some information on how we need to go about changing the Self Insurance. Mr. Moser stated we can just ask the Law Director to do that. Ms. Dennen replied she would be glad to do that. Mr. Utley made a motion for a 14 cent property tax increase for the school budget shortfall and to take back the \$2.2M. The allocation would be 4 cents to the county and 10 cents to the schools. That would generate \$4M for schools and approximately \$1.6M for the county.

Motion failed for lack of a second. Mr. Hughes asked Mr. Lawing if the county's portion of sales taxes goes to Debt Services, which basically pays for construction projects at the schools. Is that correct? Mr. Lawing replied yes. Mr. Hughes asked if it would be possible to redirect it to where the schools get all the sales tax. Is it a) possible, b) could it work out or c) is it something we should look at? Mr. Lawing replied they are both numbers in the MOE so if we netted the same amount of property tax and moved the sales tax it would net zero in the Debt Service and the General Purpose School Funds. It wouldn't help with the current budget problem, but it would net zero. We have received our first payment for sales tax and based on my projections, I projected receiving about \$1.74M for the month of July. We have received \$1.746. Mr. Stone asked if Mr. Hughes wanted to put all the sales tax revenue in the school budget on the front end and nothing into Debt Service and replace that with property tax pennies. Mr. Hughes replied that David would have to work the numbers, but once you give them all the sales tax revenues, then the property tax allocation would have to be adjusted to make up the difference. At first it would be a wash on the front end, but the hopes would be that the more businesses that come online, the more sales tax that generate revenue, then that's more money going directly to the school system. Mr. Moser asked how our Debt Services would be funded. Mr. Lawing replied by moving 16.3 cents out of GPS over to Debt Service. Mr. Hughes wanted to have a list for the budget committee of what the money can and can't be spent on. Also, he would like to look at the TIF. Is it a good thing to pay it off or not? It may not be, but whatever we do, once that is paid off, it starts generating revenues. We need to have that plan and have the Finance Director come up with that plan and maybe brief the Budget Committee and send it to the full commission for a briefing and maybe vote. Mr. Moser stated the TIF is something we do need to get back on track with. As far as the reserve funds, I believe that is a question for the Law Director as to what those can and cannot be used for. Ms. Dennen replied that originally there was \$10M awarded to us from the hospital sale; that money had no ties to it. There is about \$3M left in there now. The \$15M we received from the bankruptcy court settlement is tied to the fact that that was a public good hospital and you have the issue of anything we use it for would have to be for the public good. There is not any specific definition, but one the one thing we have been able to address with the public good question is if it's a one-time expenditure, such as the construction of a building, replacing a roof or replacing a fire truck, those types of things have been deemed to be for the public good. Things such as salaries or reoccurring items are not so much.

B. Appropriations

1. Health Department -- \$64,880 additional DGA funds – Mr. Moser asked Mr. Hendricks if this was just pass through grant money? Mr. Hendricks replied yes. Motion to approve made by Mr. Taylor, seconded by Mr. Utley; motion passed unanimously.
2. Grant Adjustments from FY12 – Mr. Lawing stated these are carry-over from the fiscal year 2012 grants. Motion to approve made by Mr. Stone, seconded by Mr. Hughes; motion passed unanimously.
3. Capital Projects Fund Adjustments from FY12 – Mr. Lawing stated these items are increasing the beginning estimated reserves and the appropriations. Motion to approve made by Mr. Vaughn, seconded by Mr. Freels; motion passed unanimously.

C. Transfers – Mr. Moser asked Judge Hunter to come forward. Mr. Lawing stated Judge Hunter has an inter-budgetary transfer item. Judge Hunter stated their probation officer just had her fourth baby so she's going to quit, but she still wants to work part time. Judge Hunter has someone that can fill that position for less money and use the difference to pay her for the part time position. So it's a position change, with no new money. Motion to approve made by Mr. Vaughn, seconded by Mr. Freels; motion passed unanimously.

1. Inter-budgetary – Motion to group and approve items a, b and c made by Mr. Hughes, seconded by Mr. Utley; motion passed unanimously.
 - a. Greater than \$2,500
 - b. \$2,500 or less

c. Payroll items

D. Tax Matters

1. First Baptist Church -- \$69.15 refund – Motion to approve made by Mr. Vaughn, seconded by Mr. Taylor; motion passed unanimously.
2. Sale of Delinquent Tax Committee property – Motion to approve made by Mr. Stone, seconded by Mr. Hughes; motion passed unanimously.

E. Phone System – Ms. Dennen stated this will be deferred till next month.

REPORT OF THE FINANCE DIRECTOR:

A. Revenue Analysis

1. Adequate Facilities Tax – 115.789 %
2. Sales Tax – 107.271%
3. Wheel Tax – 100.019%
4. EMS Transportation – 97.539%
5. Business Tax – 111.619%

B. Self-Insurance Fund projections and financial statements – Mr. Lawing stated the attached statements are the inserts out of the budget you had last month. The only thing he changed was the estimated actual to actual. So the FY11/12 numbers are the actual numbers and FY12/13 is about the best projections you're going to receive. Mr. Lawing stated his best estimate is we're going to need about \$4M to fix the fund.

ADJOURNMENT: Motion to adjourn at 7:10 pm made by Mr. Hughes, seconded by Mr. Taylor; motion passed unanimously.

**COMMITTEE ON COMMITTEES
MINUTES
SEPTEMBER 17, 2012**

Present:	Anthony Holt, County Executive
Jerry Stone, Chairman	Leah May Dennen, County Law Director
Trisha LeMarbre	Kirk Moser & Steve Graves, Commissioners
Jo Skidmore	Merrol Hyde, Commission Chairman
Billy Geminden	
Moe Taylor, V. Chairman	

The meeting of the Committee on Committees was brought to order on Monday, September 17, 2012, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman Stone was presiding.

Minutes. Upon motion of Comm. Geminden, seconded by Comm. Skidmore, the Committee voted to approve the minutes of August 20, 2012. Comm. Taylor abstained from the vote.

Recognition of the Public. There was none.

Ethics Committee. Chairman Stone confirmed with Commissioners Vaughn, Hughes and Brown that they would be willing to serve another term on the Ethics Committee. The County Executive's office contacted Marty Nelson, Trustee and Jim Williams who have also agreed to serve another term. Upon motion of Comm. LeMarbre, seconded by Comm. Geminden, the Committee voted to approve the recommendations for re-appointment to the Ethics Committee.

Library Board. Chairman Stone reported that he spoke with Larry Hinton who said Shelly Ames would like to be re-appointed to the Library Board for another three-year term. Upon motion of Comm. LeMarbre, seconded by Comm. Geminden, the Committee voted to approve the recommendation of Ms. Ames for re-appointment.

Highway Commission. Chairman Stone reported that Commissioners Mike Guthrie and David Kimbrough declined a nomination to serve on the Highway Commission, resulting in two vacancies. Chairman Stone stated that he had talked to Commissioners Paige Brown and Joe Matthews, who said they would serve. Chairman Stone heard from Commissioner Graves who indicated he would like to see Commissioners Ben Harris and David Satterfield serve on the Highway Commission. Upon motion of Comm. Taylor, seconded by Comm. Skidmore, the Committee voted to nominate Commissioners Brown and Matthews to serve on the Highway Commission.

Civil Service Board. Chairman Stone brought forth the appointment of William Moudy on the Sheriff's Civil Service Board. Upon motion of Comm. Taylor, seconded by Comm. Geminden, the Committee voted to nominate Mr. Moudy for re-appointment.

Next Month. Chairman Stone announced the following business for next month:

- 1) Election of Zoning Board of Appeals member – Mark McKee, Sr.

County Executive Holt stated that he would contact Mr. McKee to see if he is interested in serving another term.

Commission Chairman. Chairman Stone opened the floor for nominations for Commission Chairman. Comm. Skidmore nominated Commissioner Merrol Hyde. Comm. Geminden seconded the motion. The motion carried.

Upon motion of Comm. Skidmore, seconded by Comm. LeMarbre, the Committee adjourned at 6:38 p.m.

Prepared by Maria Savage

**MINUTES
EDUCATION COMMITTEE**

September 4, 2012

Present:

Paul Decker, Chairman
Trish LeMarbre, Vice-Chairman
Jerry Stone
Joe Matthews
Billy Geminden
Jim Vaughn
Kirk Moser

Also Present:

Anthony Holt, County Executive
Leah Dennen, County Law Director
David Lawing, Finance Director
Merrol Hyde, Commission Chairman
Jim Hawkins, Citizen
Mike Marshall, Director of
Maintenance
Norma Dam, Director for Pupil
Services
Jennifer Holdren, Adult Education
Supervisor
Esther Wright, Retired Adult
Education Supervisor
Marla Rye, Director for Work Force
Essentials

Chairman Decker called the Education Committee to order with an invocation on Tuesday September 4, 2012, at 6:00 pm, in the Sumner County Administration Building in Gallatin. A quorum was present.

Adoption of the Agenda Upon motion of Comm. Matthews, seconded by Vice-Chairman LeMarbre, the Committee members approved the agenda.

Approval of Minutes of August 6, 2012 Upon motion of Comm. Matthews, seconded by Comm. Geminden, the Committee approved the minutes of August 6, 2012. Vice-Chairman LeMarbre abstained.

Recognition of the Public Jim Hawkins of 475 Bay Point Drive, Gallatin, spoke to the Committee concerning Adult Education and school enrollment. Mr. Hawkins stated that Sumner County Schools experienced an unprecedented increase in enrollment this year, causing a strain on class sizes and the need for more teachers. Mr. Hawkins also stated the importance of Adult Education in that it creates employability, and an increase in earnings. Mr. Hawkins advised there would be a significant impact on the county if Adult Education is not funded.

Report from the Chairman Chairman Decker stated that Dr. Phillips was not present due to a meeting with the School Board. The budget would be fine tuned at the School Board meeting, and would go directly to the Budget Committee. It

would be a balanced budget. Comm. Vaughn requested some specifics on the budget. Commission Chairman Hyde stated Dr. Phillips was to provide a detailed report on the part time people receiving benefits. Comm. Stone asked about enrollment. Norma Dam, Director for Pupil Services stated there were 1200 new students compared to this time last year. There was some discussion and questions concerning enrollment.

Report from the County Executive No Report.

Report from the Director of Schools Dr. Phillips not present.

Old Business

Board of Education Budget Report from Dr. Phillips.-Dr. Phillips will be presenting the budget report before the Budget Committee.

Ellis Middle School Partial Reroof.-Mike Marshall, Director of Maintenance handed out a breakdown of the bids for this project. The lowest bidder was Maxwell Roofing & Sheet Metal, Inc with a Base Bid of \$815,200. An additional \$28,500 for architect and engineering fees would be added to that, with a total of \$843,700. Mr. Marshall stated that the bids could be higher if there is a re-bid. The Finance Director stated the \$28,500 is from last year's budget, and \$515,000 was originally appropriated. That would be a difference of \$300,200. The Finance Director also stated that there was approximately 2.6 million in the Capital Project Fund. There was some discussion.

Comm. Stone made a motion to re-bid. There was no second. Comm. Matthews made a motion to accept the bid from Maxwell Roofing & Sheet Metal. Vice-Chairman LeMarbre seconded it. There was further discussion. The vote was as followed (6) yes, and (1) opposed. Comm. Stone opposed. Motion carried.

New Business

Adult Education Presentation- Chairman Decker stated the Board of Education cut the Adult Education with a focus on K through 12. Around \$396,000 was cut from Adult Education.

Norma Dam, Director for Pupil Services stated that Adult Education was still operating with funds from a State Grant. The local portion of the funds was removed. Ms. Holdren passed out a print-out showing the various programs of Adult Education. Ms. Holdren also explained these programs. Comm. Chairman Hyde stated he had a misunderstanding in that the entire Adult Education was abolished due to a lack of any funds. There was some discussion on the success rate, the various functions of the programs, and the misunderstanding of there being no funds for Adult Education.

County Executive Holt introduced Marla Rye, director for Work Force Essentials, a non-profit organization. Work Force Essentials runs Adult Education in Robertson County. Ms. Rye commended Sumner County Adult Education. Robertson County had asked Work Force Essentials to take over the Adult Education, and Ms. Rye explained that Work Force Essentials designed a program to work with Robertson County, as well as save the county money.

County Executive Holt stated bringing Ms. Rye here was not a reflection on anyone in Adult Education. He thought it was very important to preserve Adult Education. He also was not aware of grant money being available. Mr. Holt advised we need to have some type of solution to keep the program going, and that Work Force Essentials is something that we may want to look into.

There was discussion on the oversight and lack of communication concerning the grant money (\$327,000), and the importance of keeping Adult Education. Also it was discussed that any money allocated is determined by the Board of Education as to how it will be spent. Grants are specifically targeted for a program, and have to be spent on that program. Ms. Dam stated there was enough money until the end of September, and without additional funds, there would have to be some cuts. There was further discussion.

Chairman Decker suggested Adult Education come before the committee in October with a plan showing what impact not having the local funds would have on the program. Ms. Dam requested that it be brought before the Budget Committee, so that it was resolved before her deadline of having to lay off people. Comm. Moser, chairman of the Budget Committee, stated it would have to go through the Education Committee before going to the Budget Committee.

Comm. Chairman Hyde requested a monthly ledger balance sheet showing what is spent, comparable with last year's. Also he requested an attendance sheet from the first month that the report goes to the state, as well as an annual breakdown as to how the state is funding the system. Mr. Hyde requested information on the retirement system.

Ms. Rye advised the only way Work Force Essential could take over Adult Education would be if Sumner County did not want to do it.

There was a motion to adjourn. The Committee adjourned at 7:55pm.

Prepared by
Sheila Ashton

MINUTES
EMPLOYEE BENEFITS COMMITTEE
August 21, 2012
9:00 A.M.

Members Present:

Joe Matthews

Dr. Del Phillips

Anthony Holt

Also:

Leah Dennen

Bob Shupe

David Lawing

Debbie Robertson

Kathy Courtelis

Jeremy Shupe

Kedree Marsh

Serpil Gilbert

Ernie Clevenger

Mr. Matthews called the SIB Employee Benefits Committee meeting to order on Tuesday, August 21, 2012 at 9:18 a.m. in Room 112, County Administration Building, in Gallatin, Tennessee.

Agenda: Mr. Matthews moved the bariatric surgery appeal to the top of the agenda. Mr. Holt made a motion to approve the agenda; seconded by Dr. Phillips; unanimous approval.

Public Recognition: None

Minutes: Motion was made by Mr. Matthews to approve the minutes of July 17, 2012; seconded by Mr. Holt; unanimous approval.

Appeals: A county employee made an appeal for the bariatric surgery. He assured the committee he understood the stipulations and that we only pay for up to \$30,000 total. Mr. Holt made a motion to approve the surgery; seconded by Dr. Phillips; unanimous approval.

Report of Committee Chair: Mr. Matthews brought to the committee's attention that we may need to revisit the drug copays. He has had several complaints from employees concerning their diabetic supplies going way up to hundreds of dollars a month. Mrs. Courtelis is going to do some research and get the facts to present to the committee.

Report of Consultant: Mr. Shupe pointed out that the dental enrollment for the BOE was reported wrong so the dental report is inaccurate. He will get the correct figure and correct the dental report. Otherwise, everything is going good on the dental side. On the medical side, Mr. Shupe noted that if we started with a zero reserve, we would project building up a \$1.1M reserve over this next year. Trend over last month was great. Current trends are running about 3.5% over the year. We should have a flat renewal next year.

Mr. Shupe handed out a timeline draft for the benefit re-design. He made us aware of the CareHere Connect program that is a new online wellness program for the employees. Mr. Shupe is to meet with the schools in September to go over this re-design program.

CareHere: Mr. Clevenger asked the Board how much time could they allot them for their annual reports in September. Mr. Matthews stated they could have 30-45 minutes. Mr. Clevenger said he would do a 20 minute presentation and allow time for questions. He handed out graphs concerning the utilization of the clinics and pharmacy and stated they were moving as expected.

CareHere was asked to present a report on 3 areas of drugs: Vitamin D, fibrates for Triglycerides, and Proton Pump Inhibitors. Mr. Clevenger reported that their recommendation was to A) add prescription strength Vitamin D to both CareHere Pharmacy and onsite clinic formularies, B) add generic Lofibra (Fenofibrate)160mg to both the CareHere Pharmacy and onsite clinic formularies, and C) keep pantoprazole 40mg on both CareHere clinic and pharmacy formularies and add omeprazole 20mg on both the clinic and pharmacy formularies. Mr. Matthews made a motion to accept these recommendations; seconded by Dr. Phillips; unanimous approval.

Ms. Marsh reported that they are starting to get the Walking Challenge underway. They can get pedometers to hand out to employees for free but it would cost the Trust \$5.75 per pedometer if you order 100 or more. The committee said no to this. Mrs. Courtelis said BCBS could send us pedometers for free. Mrs. Robertson will contact her to inform her how many to send.

Finance Director: Mr. Lawing went over the financial reports attached to the agenda. He stated we need a significant increase in premiums or a one-time infusion and the one-time infusion is looking more realistic at this point. Ms. Dennen stated her recommendation would be to do a budget transfer for \$3.5M and do an accounting adjustment; have Mr. Lawing put on the budget agenda for September. Mr. Holt wanted to know if we could wait until the first of the year and what would be the minimum we could get by with. Mr. Lawing stated the full amount would be best but \$2M would definitely be a big help. Mr. Matthews wants to push for the \$3.5M.

Old Business: None

New Business: None

There was no further business and Dr. Phillips made a motion to adjourn the meeting; seconded by Mr. Holt; Mr. Matthews adjourned the meeting at 10:08.

MINUTES
SUMNER COUNTY 2002 FINANCIAL MANAGEMENT COMMITTEE
August 20, 2012

Members Present:

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

Also:

David Lawing Leah Dennen

Chairman Freels called the 2002 Financial Management Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, August 20, 2012 at 5:39 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: Mr. Moser asked to be added to the minutes of July 16, 2012. Motion to approve the minutes of July 16, 2012, made by Mr. Pospisil, seconded by Mr. Graves, motion passed 5-1-0 with Mrs. Hardin abstaining.

REPORT OF THE COMMITTEE CHAIRMAN: There was no report.

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

REPORT OF THE FINANCE DIRECTOR/PURCHASING AGENT:

A. Monthly Revenue Analysis

- Adequate Facilities Tax – 115.789%
- Sales Tax - 107.271%
- Wheel Tax – 100.019%
- EMS Transportation – 97.539%
- Business Tax – 111.619%

REPORT OF THE LAW DIRECTOR: There was no report

REPORT OF THE BUDGET COMMITTEE: Mr. Moser stated the Budget Committee has had several meetings. They discussed several school items last week that went on to the special called meeting. Tonight on our full commission agenda we have a grant for the Health Department for \$64,880 to help offset some of their personnel cost; and I would encourage the commissioners to approve that. There are three items on the consent agenda.

OLD BUSINESS: None

NEW BUSINESS: Mr. Lawing stated this is just for information purposes.

- A. Public Finance Criteria
- B. Sumner County Bond Ratings

ADJOURNMENT: Mr. Holt made a motion to adjourn the meeting at 5:48 pm, seconded by Mr. Graves; motion passed unanimously.

MINUTES
GENERAL OPERATIONS COMMITTEE
JO SKIDMORE, CHAIRMAN
September 10, 2012

Present:

Jo Skidmore, Chairman
Paige Brown String, Vice-Chairman
Steve Graves
Ben Harris
Bob Pospisil
David Satterfield
Moe Taylor - absent

Also Present:

David Pigna, Communications Director
Leah Dennen, County Law Director
Anthony Holt, County Executive

The regular meeting of the General Operations Committee was brought to order on Monday, September 10, 2012, at 5:00 p.m. in the Sumner County Administration Building. Chairman Skidmore declared a quorum present to conduct business.

Agenda. Comm. Satterfield requested that parking be placed under New Business. Upon motion of Comm. Graves, seconded by Comm. Pospisil, the Committee approved the agenda as amended.

Minutes. Upon motion of Comm. Pospisil, seconded by Comm. Graves, the Committee voted to approve the minutes of August 13, 2012, as to form and not content.

Recognition of the Public. There was none.

Report of Chairman. Chairman Skidmore reported that, without objection, meetings were cancelled for October 8 and November 12 due to the holidays, unless otherwise notified. Upon motion of Comm. Pospisil, seconded by Comm. Harris, the Committee voted to cancel the meetings. County Law Director Leah Dennen stated that surplus items would go directly to the full Commission during these two months.

County Executive's Report. County Executive Anthony Holt had no report.

Surplus Property. Chairman Skidmore recognized Mr. Pigna who noted there was an item to be declared surplus property for the month as follows:

- Various items from the Trustee's Office

Upon motion of Comm. Harris, seconded by Comm. Graves, the Committee declared the above-mentioned items as surplus property.

Parking Administration Building. Comm. Satterfield requested the Committee consider designating the west (front) or south (Tulip Poplar) sides of the County Administration Building for customer parking only. These parking spots would be

marked for visitors only. Upon motion of Comm. Satterfield, seconded by Comm. Pospisil, the Committee voted to approve the measure.

Telephone System. Mr. Pigna reported to the Committee that the funds for the new telephone systems in the Courthouse, Adult Probation, Jail and General Sessions complex and the Administration were being considered by the Budget Committee.

The meeting adjourned at 5:15 p.m. after a motion by Comm. Pospisil, seconded by Comm. Graves.

Prepared by Maria Savage

SUMNER COUNTY HIGHWAY COMMISSION

September 4, 2012

MINUTES

MEMBERS PRESENT:

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

OTHERS PRESENT:

Leah Dennen, Law Director
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, Sept. 4, 2012 at 4:00 P.M. in Conference Room #112 at the Sumner County Administration building.

ADDITION TO AGENDA

Under Commission Business: Bridge on Rock Springs Rd to be named after Steve's Grandmother

APPROVAL OF MINUTES

Motion by Vice Chairman Geminden to approve the August 2012 minutes. **Seconded** by Citizen Member Neal. **Motion passed** with Commissioner Akins abstaining as he was not a member of this committee at that time.

PUBLIC RECOGNITION - None

REPORT OF CHAIRMAN: OLD BUSINESS - None

REPORT OF CHAIRMAN: NEW BUSINESS

A. Widening of Mutton Hollow Hill Road Bridge

Road Superintendent Hardin visited the site, measured distance for tree from road and showed (see attached) pictures. Citizen Member Neal suggested painting yellow markings on/at the bridge.

B. Rock Springs Road

Chairman Graves asked about Rock Springs Road. Road Superintendent Hardin made known that Rock Springs Road is a State Aid Road, is on the list to be paved, and depending on the weather, will probably be paved in the fall or spring.

REPORT OF ROAD SUPERINTENDENT: OLD BUSINESS – None

REPORT OF ROAD SUPERINTENDENT: NEW BUSINESS

A. Roads to be Accepted

Road Superintendent Hardin recommended the following roads (see attached) all in Somerset Downs Subdivision, to be accepted by the Highway Commission.

- Dorset Drive .17 miles
- Heathrow Drive .05 miles
- Somerset Downs Blvd. .19 miles

Citizen Member Neal **motioned** to approve the above mentioned roads as county roads. Seconded by Commissioner Akin. **Motion passed** unanimously.

REPORT OF COUNTY EXECUTIVE – None

COMMISSION BUSINESS

A. Jerry Stone requested a recommendation by this committee to name Hwy 31W, Sec 1, after John W. Reynolds, Sr. Road Superintendent Hardin **motioned** to approve this recommendation. **Seconded** by Commissioner Akin. **Motion passed** unanimously.

B. Chairman Graves requested a bridge on Rock Springs Road (Bethpage end) be named after his Grandmother Beuna Mai Carter. Commissioner Akin **motioned** to approve this request. **Seconded** by Vice Chairman Geminden.

REPORT OF LAW DIRECTOR – None

MOTION TO ADJOURN:

Vice Chairman Geminden

SECONDED BY:

Commissioner Akin

ADJOURNMENT:

4:20 P.M.

MINUTES
SUMNER COUNTY INVESTMENT COMMITTEE
August 20, 2012

Members Present:

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

Also:

David Lawing Leah Dennen

Chairman Freels called the Investment Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, August 20, 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: Mr. Moser asked to be added to the minutes for July 16, 2012. Motion to approve the minutes of July 16, 2012, made by Mr. Pospisil, seconded by Mr. Graves, 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: Mr. Lawing had no report.

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

OLD BUSINESS: There is no old business to discuss.

NEW BUSINESS: There was no new business.

ADJOURNMENT: Being that there was no more business, Mr. Pospisil motioned to adjourn at 5:31 p.m., seconded by Mr. Moser, motion passed unanimously.

**MINUTES
LEGISLATIVE COMMITTEE
September 10, 2012**

Present:

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

Also Present:

Leah Dennen, County Law Director
Anthony Holt, County Executive

Chairman Pospisil called the Legislative Committee to order on Monday, September 10, 2012, at 6:00 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. County Law Director Leah Dennen noted an amended agenda with the addition of an Assessor of Property bond under New Business and Gene Brown Elementary School under Certificates of Recognition. Comm. Decker made a motion to approve, seconded by Comm. Graves. The agenda was unanimously approved as amended.

Report of Chairman. Chairman Pospisil noted that due to the holiday schedule the meetings for October and November would be moved to Tuesday, October 9 and November 13, respectively, at 5:30 p.m. Upon motion of Comm. Moser, and duly seconded by Comm. Graves, the time changes were approved by the body.

Approval of Minutes. Upon motion of Comm. Hyde, and duly seconded by Comm. Graves, the August 13, 2012, minutes were approved by the body.

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

Public Comments. There was none.

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

- Michael Barnard
- Zack Freels
- Steve Fox
- Mike McDonald

Comm. Stone pointed out that several schools were in the top five percent. Comm. Graves asked for deferral on honoring the schools until the October meeting of the County Commission. Ms. Dennen stated that Mr. Fox and Mr. McDonald would not be present at the Commission meeting.

Upon motion of Comm. Hyde, seconded by Comm. Stone, the Committee voted to approve the certificates of recognition.

Old Business

New Business.

Re-appointment of Law Director. Upon motion of Comm. Moser, seconded by Comm. Vaughn, the Committee re-appointed the Law Director to another four-year term.

Re-Appointment of TIF Ad Hoc Committee. Chairman Pospisil stated that the TIF Ad Hoc Committee needed re-appointment for another year. The members are Commissioners Utley, Skidmore, Stone, Graves and Pospisil. Upon motion of Comm. Stone, seconded by Comm. Vaughn, the Committee re-appointed the TIF Ad Hoc Committee members to another term.

John Isbell's Bond. County Law Director Leah Dennen presented the bond rider of John C. Isbell, Assessor of Property. Upon motion of Comm. Hyde, seconded by Comm. Graves, the Committee voted to approve and forward the rider of the official's bond to the full Commission.

SR 109 Corridor Management Agreement. County Executive Anthony Holt reported that the State of Tennessee is requesting the County to enter a non-binding agreement to approve a study along the SR 109 Corridor that would look at limiting the number of curb cuts along the road with the goal of keeping the flow of traffic open. Ms. Dennen stated that the Planning Commission has agreed with the plan to study the area. Upon motion of Comm. Moser, seconded by Comm. Vaughn, the Committee voted to defer the matter for 30 days until the Committee receives a copy of the agreement.

Zoning. There was no report.

Report of the Law Director. There was no report.

Adjournment. Comm. Graves made a motion to adjourn, seconded by Comm. Vaughn. The Committee adjourned at 6:20 p.m.

Prepared by Maria Savage

MINUTES
SUMNER COUNTY PURCHASING COMMITTEE
August 20, 2012

Members Present:

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

Also:

David Lawing Leah Dennen

Chairman Freels called the Purchasing Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, August 20, 2012 at 5:31 p.m.

AGENDA: Motion made by Mr. Moser to approve the agenda, seconded by Mr. Pospisil, motion passed unanimously. (Mrs. Hardin arrived at 5:32 p.m.)

RECOGNITION OF PUBLIC: There was no public recognition.

APPROVAL OF THE MINUTES: Mr. Moser requested that he be shown as present at last month's meeting. Motion to approve the minutes of July 16, 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 had no report.

REPORT OF THE FINANCE DIRECTOR: Mr. Lawing stated it is listed under New Business.

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 – Motion to approve items 1-7 made by Mr. Pospisil, seconded by Mr. Holt; motion passed unanimously.
1. Assessor of Property – Mr. Lawing stated they received bids, but failed to get a purchase order.
 2. General Sessions/Drug Court – Mr. Lawing stated they failed to get the purchase order ahead of time.
 3. Election Commission (3) – Mr. Lawing stated they have three invoices that they did not request a purchase order for.
 4. Emergency Management Agency – Mr. Lawing stated that lightning struck several towers and Mr. Weidner is expecting insurance recovery and we don't have an appropriation at this time. He is expecting a deductible of about \$250.
 5. Hendersonville Library – Mr. Lawing stated they failed to get a purchase order on an emergency repair for their HVAC.
 6. Portland Library – Mr. Lawing stated they only have \$8,000 for their cleaning services and it's about \$925 a month. They failed to get a purchase order and they are coming to Budget next month to request to transfer money into the line item because they don't have enough to do the entire year.
 7. Sheriff's Office – Mr. Lawing stated they failed to get a purchase order.
 8. Courthouse and Jail Maintenance – Mr. Lawing stated an employee called about the fire alarm. However, the company decided while they were here they would replace the fire alarm. Mr. Lawing stated he does not recommend we pay this one. Mr. Freels asked Ms. Dennen what we should do. Ms. Dennen suggest we just sit tight for now.

ADJOURNMENT: Being that there was no more business, Mr. Pospisil made a motion to adjourn the meeting at 5:39 p.m., seconded by Mr. Graves; motion passed unanimously.