



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 12

Committee on Committees.....September 16

Employee Benefits.....August 20

Highway Commission.....August 12



BUDGET COMMITTEE MINUTES
August 12, 2013
6:00 p.m.

MEMBERS PRESENT
Jerry Stone, Chairman
Paul Freels
Mike Guthrie
Ben Harris
Shawn Utley
Jim Vaughn

OTHERS PRESENT
David Lawing
Leah Dennen
Kim Ark

- I. CALL TO ORDER - at 6:30 pm by Chairman Stone in Room 112 of the County Administration Building in Gallatin, Tennessee.
 - A. Approval of Agenda – Chairman Stone requested to move item V.B.4.b. under the Report of the County Executive. Motion to approve by Mr. Vaughn, seconded by Mr. Guthrie, unanimous approval.
 - B. Recognition of Public - None
 - C. Approval of Minutes—June 10, 2013 (no July meeting) - Motion to approve minutes by Mr. Vaughn, seconded by Mr. Utley, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN – None
 - A. Report from the Assessor of Property (no report)
- III. REPORT OF THE COUNTY EXECUTIVE – Mr. Holt requested an additional \$200 be added to his budget to cover second Civil War marker at Hazel Path. Motion to approve by Mr. Vaughn, seconded by Mr. Guthrie, unanimously approved.

(Listed on agenda as V.B.4.b.) Clean Tennessee Energy Grant Program--\$74,488.50 with match of same - Ms. Ark disclosed the CTAS survey results for the Jail Facility's lighting and HVAC improvements. An estimated annual savings of \$49,000 will be achieved by replacing all fluorescent tubes with LEDS (Light Emitting Diodes) and sodium lights with LEPS (Light Emitting Plasma) along with purchasing and installing building automated system software, central processor, controllers, wiring and sensors. Matching funds will come from the 2013 Bond. Motion to approve by Mr. Harris, seconded by Mr. Vaughn, unanimously approved.
- IV. OLD BUSINESS – None
- V. NEW BUSINESS
 - A. Education
 1. Budget amendments (for informational purposes only)
 2. Lighting Retrofit (PHS--\$367; RMS--\$6,513; NSE--\$1,929) – Motion by Mr. Utley, seconded by Mr. Harris to defer to the Education Committee; unanimously approved.
 - B. Appropriations
 1. Health Dept DGA--\$19,213 increase in contract – Mr. Lawing stated that this is pass through money, no local funding involved and is adjusted each year to match actuals which are not normally received until July. Motion to approve by Mr. Vaughn, seconded by Mr. Guthrie, unanimously approved.
 2. Hendersonville Library--\$6,250 FOALS contribution - Pass through money. Motion to approve by Mr. Vaughn, seconded by Mr. Harris, unanimous approval.
 3. Judge Gray--\$10,846 from FY13 – Mr. Lawing explained the purchase order was obtained but the equipment was not ordered prior to the end of the fiscal year. Requesting the committee to re-approve the appropriation. Motion by Mr. Utley, seconded by Mr. Guthrie; unanimous approval.
 4. Sheriff's Office—
 - a. \$9,995 within Capital Projects Fund for voice recording system – Mr. Lawing stated the equipment has quit working and recommended the money be appropriated from the Capital Projects local funding. Motion to approve by Mr. Vaughn, seconded by Mr. Harris, unanimously approved.
 - c. GHSO High Visibility Grant--\$5,000 – Flow through grant for electronic speed limit sign. Motion to approve by Mr. Utley, seconded by Mr. Vaughn, unanimous approval.

5. Finance Dept--\$273,744 adjustments between FY13 and FY14 budgets (Capital Projects Fund) – Mr. Lawing stated these were carry over projects from prior year. Motion to approve by Mr. Vaughn, seconded by Mr. Utley, motion passed unanimously.
 6. County Executive--\$340,630.42 Greenway Grant adjustments – Carry over projects from FY13. Motion to approve by Mr. Guthrie, seconded by Mr. Harris, unanimously approved.
 7. Westmoreland Library--\$243,100 carryover of FY13 funding – Carry over project from FY13. Motion to approve by Mr. Vaughn, seconded by Mr. Utley, motion passed unanimously.
 8. Drug Task Force--\$5,383 additional K9 Officer Supplement - Motion to approve by Mr. Harris, seconded by Mr. Vaughn, unanimous approval.
 9. Cottontown Community Center Maintenance--\$1,500 from General Fund – for foundation repairs. Motion to approve by Mr. Harris, seconded by Mr. Guthrie, unanimous approval.
 10. Ocana Community Center Maintenance--\$1,500 from General Fund – for foundation repairs. Motion to approve by Mr. Harris, seconded by Mr. Guthrie, unanimous approval.
- C. Transfers
1. Inter-budgetary

Group and approve items a. and b.; motion by Mr. Utley, seconded by Mr. Vaughn, motion unanimously approved.

 - a. Greater than \$2,500
 - b. \$2,500 or less
 - c. Payroll items- Group and approve items (i) and (ii); motion by Mr. Vaughn, seconded by Mr. Guthrie, unanimous approval.
 - (i) Archives
 - (ii) Sheriff's Office
 - d. Courthouse and Jail Maintenance Fund--\$4,500 for visitation system software (Commission approval required) - Motion to approve by Mr. Harris, seconded by Mr. Guthrie, unanimous approval.
- D. Tax Refunds – Motion to group and approve by Mr. Vaughn, seconded by Mr. Utley, unanimously approved.
1. Buy My House LLC & Faith James--\$216.11
 2. Andrea S. Jones--\$335.73

VI. REPORT OF THE FINANCE DIRECTOR

- A. Revenue Analysis - Mr. Lawing reviewed the prior year's revenue report and stated that the total local revenues were approximately 102% of budget.
- B. Financial Reports—June and July (available at Commission meeting if requested)

VII. ADJOURNMENT – Meeting adjourned at 7pm by Chairman Stone.

**COMMITTEE ON COMMITTEES
MINUTES
SEPTEMBER 16, 2013**

Present:

Moe Taylor, Chairman

Trisha LeMarbre, V. Chairman

Jo Skidmore

Billy Geminden

Kirk Moser - Absent

Anthony Holt, County Executive

Leah May Dennen, County Law Director

Merrol Hyde, Commission Chairman

Frank Freels and Joe Matthews, Commissioners

The meeting of the Committee on Committees was brought to order on Monday, September 16, 2013, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Comm. Moe Taylor was presiding.

Agenda. Without objection, Chairman Taylor added the election of Commission Chairman under New Business, Item A. Upon motion of Comm. Skidmore, seconded by Comm. Geminden, the Committee voted to approve the agenda with the change.

Minutes. Upon motion of Comm. LeMarbre, seconded by Comm. Geminden, the Committee approved the minutes of August 19, 2013.

Recognition of the Public. There was none.

Report of the County Executive. County Executive Anthony Holt asked to comment on the appropriate items.

Report of the Chairman. Chairman Taylor had no comment.

Library Board. Chairman Taylor introduced the recommendation of John Bradley to serve another term on the Library Board. Upon motion of Comm. Geminden, seconded by Comm. Skidmore, the Committee voted unanimously to approve the re-appointment of Mr. Bradley.

Regional Library Board. Executive Holt noted that the Library Board requested deferral on the appointment to replace Virginia Duffett on the Regional Library Board. Without objection, Chairman Taylor deferred the matter.

Sumner County Airport Authority. Executive Holt recommended Camden McConnell to fill the expired July term of Charles Moore on the Sumner County Airport Authority. Upon motion of Comm. LeMarbre, seconded by Comm.

Geminden, the Committee voted unanimously to approve the appointment of Mr. McConnell.

New Business.

Election of Commission Chairman. Chairman Taylor called for nominations to elect a Commission Chairman. Comm. Geminden moved the nomination of Commissioner Merrol Hyde. Comm. Skidmore seconded the nomination and Chairman Taylor declared Comm. Hyde the nominee from the Committee.

Ethics Committee. Chairman Taylor recognized County Law Director Leah Dennen who stated that the Ethics Committee is comprised of an elected official, a committee person who is not an elected official and three county commissioners. She recommended the re-appointment of the following: Marty Nelson, Trustee; Jim Williams, Citizen; Paige Brown, Chris Hughes and Jim Vaughn, commissioners.

Upon motion of Comm. LeMarbre, seconded by Comm. Skidmore, the Committee voted unanimously to approve the re-appointment of the members.

Health, Education & Housing Facilities Board. Chairman Taylor deferred appointments to the Health, Education & Housing Facilities Board for one month, without objection.

County Library Appointments. Chairman Taylor recognized Executive Holt who brought forth the expiring terms of Ken Cox, Mary Anne Mudd and Betty Kingery on the Library Board. Upon motion of Comm. Geminden, seconded by Comm. LeMarbre, the Committee voted unanimously to approve the re-appointment of Mr. Cox and Mrs. Mudd and the replacement of Ms. Kingery with Amy Eller.

Tourism Board. County Executive reported that the County Commission terms are coterminous with their Commission terms. The citizen appointments expiring terms were that of Chris Williams and Kim Beardon. The recommendations for the citizen appointments are as follows:

Jaska C. Russell, two year appointment; and Tami I. Wallace, the three-year term.

Upon motion of Comm. Geminden, seconded by Comm. LeMarbre, the Committee voted unanimously to approve the appointments of Ms. Russell and Ms. Wallace.

Next Month. Chairman Taylor announced the following appointments for next month:

Board of Zoning Appeals - Sandy Webster

Upon motion of Comm. LeMarbre, seconded by Comm. Geminden, the Committee adjourned at 6:39 p.m.

Prepared by Maria Savage

MINUTES
EMPLOYEE BENEFITS COMMITTEE
August 20, 2013
9:00 A.M.

Members Present:

Joe Matthews Bob Pospisil Dr. Del Phillips Anthony Holt

Also:

Leah Dennen Bob Shupe Ernie Clevenger Erika Porter
David Lawing Kathy Courtelis Kedree Marsh
Debbie Robertson Jeremy Shupe Karen Tokarz

Mr. Matthews called the SIB Employee Benefits Committee meeting to order on Tuesday, August 20, 2013 at 9:05 a.m. in Room 112, County Administration Building, in Gallatin, Tennessee.

Agenda: Mr. Matthews added A. Request for Out of Pocket Payment under New Business. Mr. Pospisil made a motion to approve the agenda with the addition; seconded by Dr. Phillips; unanimous approval.

Public Recognition: None

Minutes: Motion was made by Dr. Phillips to approve the minutes of July 16, 2013; seconded by Mr. Pospisil; unanimous approval.

Report of Committee Chair: None

Report of Consultant: Mr. Shupe reported that the dental started out with \$533,000 and we are projected to end with \$557,000. The utilization trend increase should level out by the end of the year. He stated on the medical side that we should maintain cost on claims the same as last year and reserve should begin to build significantly.

CareHere: Ms. Marsh reported that there is a decrease in utilization in clinics since the HRA events are over. There is about 86% utilization and they will be dropping hours as needed in the clinics. About 64 employees did not participate in the HRA events. We have about 359 current tobacco users out of the 2368 that participated.

Mr. Lawing and Ms. Dennen are negotiating the contract with CareHere. Mr. Matthews asked them to report back with the committee when they are ready with the contract.

Report of Finance Director: Mr. Lawing had nothing new to report.

Old Business: Ms. Dennen and Mr. Shupe are going over the BCBS contract at this time but are not ready to discuss anything as of now.

Ms. Dennen stated that we need to see what the BOE is going to do concerning changes on their insurance and then put our insurance and RX up for bid in the spring. The committee decided we need to have the RFP back by March.

Ms. Dennen stated we need to put the RFP back on the agenda for next month. She also asked Mr. Shupe to go ahead and get someone for the actuarial.

New Business: Mr. Shupe reported a request by a member that they were going out of the country to study for 1 year. They requested getting a 1 year supply of their medicine to take with them. A motion was made by Mr. Matthews to not grant this request; seconded by Dr. Phillips; unanimous approval.

Mr. Lawing reported we could not find enough employees in the County building to form a study group for the TN Drug Card. CareHere provided a list consisting of all BOE employees. It was decided to let the BOE have the cards to see if they helped them out on their medications any.

There was no further business so Mr. Matthews adjourned the meeting at 9:40 a.m.

SUMNER COUNTY HIGHWAY COMMISSION

AUGUST 6, 2013

MINUTES

MEMBERS PRESENT: Steve Graves, Chairman
 Billy Geminden, Vice-Chairman
 Mike Akins, Commissioner
 Frank Freels, Commissioner
 Paige Brown Strong, Commissioner
 Tom Neal, Citizen Member
 Anthony Holt, County Executive
 Judy Hardin, Road Superintendent

MEMBERS ABSENT: Joe Matthews, Commissioner

OTHERS PRESENT: Leah May Dennen, Law Director
 Erica Porter, Law Clerk
 Lisa DiOrlo, C & D Department Administrative Assistant

Chairman Graves called the regular monthly meeting of the Sumner County Highway Commission to order, Tuesday, August 6, 2013 at 4:00 P.M. conference room #112 in the Sumner County Administration Building.

ADDITION TO THE AGENDA

Road Superintendent Hardin: Under report of Road Superintendent: New Business: Discuss road name change of Circle Drive, by Highway 76 in the White House area.

Law Director Dennen introduced Ms. Erica Porter, Law Clerk who is working with her.

APPROVAL OF MINUTES

Motion by Commissioner Freels to approve the July 2013 minutes, seconded by Mr. Akins.
Motion passed unanimously.

PUBLIC RECOGNITION: NONE

REPORT OF CHAIRMAN: OLD BUSINESS NONE

REPORT OF CHAIRMAN: NEW BUSINESS NONE

**SUMNER COUNTY HIGHWAY COMMISSION MINUTES
AUGUST 6, 2013****PAGE 2****REPORT OF ROAD SUPERINTENDENT: OLD BUSINESS****High Grass Concerns:**

Chairman Graves stated that he had received some calls stating their concerns about the height of the Johnson grass on Scotty Parker Road. He explained that he was not exactly sure what area on Scotty Parker Road, but they said it was pretty grown up.

Road Superintendent Hardin stated that they are mowing and spraying. She stated that we have a situation on the old highway which is now Scotty Parker Road and Academy Road. Our larger mowers will not get the large right-of-way. About two weeks ago the State mowed that large right-of-way for us. Mr. Holt stated that on that Kirk Lane there is also very high Johnson grass on it, but this is due to all the rain we have been having. He said he did not know how the highway department could keep it all mowed.

Road Superintendent Hardin stated if any one has any complaints regarding high grass please tell them to call me and I will be glad to take care of it. Especially if it is a site distance problem, we will take care of it immediately.

Surplus:

Road Superintendent Hardin explained that they had received a grant for a new used oil burning stove and they are in the process of completing the grant. The oil burning stove is in place, but we have not received the tank nor the new oil filter. Once we receive these we will submit all of this to the State as part of that grant. The old oil burning stove was one that we received from a grant back in 1996. I would like to declare old oil burning stove surplus, in order for us to put it on GOV deals and possibly we can get a little salvage money out of it.

Motion by Mr. Freels, **seconded** by Mr. Geminden to declare the old oil burning stove surplus. **Motion passed** unanimously.

REPORT OF ROAD SUPERINTENDENT: NEW BUSINESS**Rename Part of Circle Drive**

Road Superintendent Hardin stated that the 911 communications staff asked her discuss renaming part of Circle Drive. They want to leave part of the road named Circle Drive and rename the other part West Circle Drive. The total road length for Circle Drive was .44 and this will still be the same. The length of Circle Drive will be 0.37 and the length of West Circle Drive is 0.07.

Motion for approval by Mr. Geminden, **seconded** by Mr. Freels. **Motion passed** unanimously.

**SUMNER COUNTY HIGHWAY COMMISSION MINUTES
AUGUST 6, 2013**

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REPORT OF COUNTY EXECUTIVE: NONE

COMMISSION BUSINESS: NONE

REPORT OF LAW DIRECTOR: NONE

MEETING ADJOURNED: 4:15 P.M.

Prepared by: L. Williams