

SUMNER COUNTY COMMISSION

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

Commissioners

First District
Mike Akins
Moe Taylor

Second District
Billy Geminden
Shawn Utley

Third District
Steve Graves
David Satterfield

Fourth District
Frank E. Freels
Joe C. Matthews

Fifth District
Ben Harris
Baker Ring

Sixth District
Paige Brown Strong
Jim Vaughn

Seventh District
Trisha LeMarbre
Kirk Moser

Eighth District
Paul Decker
Merrol N. Hyde

Ninth District
Chris Hughes
David Kimbrough

Tenth District
Paul R. Goode
Jo Skidmore

Eleventh District
Paul D. Freels
Jerry F. Stone

Twelfth District
Michael Guthrie
Bob Pospisil

The following minutes are included in this packet:

Budget Committee..... November 8

Committee on Committees..... November 15

Education Committee..... November 1

Emergency Services Committee..... November 1

Employee Benefits Committee.....October 19, November 16

Financial Management..... November 15

General Operations Committee..... November 8

Highway Commission..... November 2

Investment and Purchasing Committee.....November 15

Law Enforcement Subcommittee..... November 1

Legislative Committee..... November 8

Rules and Procedures..... November 1

Ad Hoc Catastrophe Activity Fund..... November 15

MINUTES
SUMNER COUNTY BUDGET COMMITTEE
MEETING
November 8, 2010
7:00 P.M.

Members Present:

Kirk Moser - Chairman	Shawn Utley	Jim Vaughn	David Satterfield
Jerry Stone - Vice Chairman	Moe Taylor	Paul Freels	

Also:

Anthony Holt	David Lawing	Leah Dennen	Beth Browning	John Isbell	Paul Goode
Keith Douglas	Don Long	Glenn Gregory	Maryanne Durski		

Chairman Moser called the Budget Committee to order on Monday, November 8, 2010 at 7:00 P.M., in Room 112 at the County Administration Building in, Gallatin, Tennessee.

AGENDA:

Chairman Moser moved item (VI) Report of the Committee Chair (D) Tax Matters to item (IV) Report of the Committee Chair (B) Report from the Assessor of Property. Chairman Moser added item (VI) New Business (D) Portland Ambulance. Motion to approve the agenda, as amended; made by Mr. Vaughn, seconded by Mr. Stone, motion passed 5-2 with Mr. Freels and Mr. Satterfield voting against.

MINUTES:

Motion to approve the minutes of October 12, 2010 made by Mr. Taylor, seconded by Mr. Utley, motion passed 7-0.

REPORT OF THE COUNTY EXECUTIVE:

Mr. Holt requested the committee revisit the Hazard Mitigation Flood Buyout Program. Mr. Holt asked for guidance from the committee on the direction Sumner County should continue. Mr. Holt stated that he anticipates the local match of 12.5% be matched by the homeowner. Mr. Holt stated he would like to make this option available to the citizens of Sumner County. Mr. Holt reminded the committee all homeowners seeking the buyout option must apply. Mr. Holt stated the property, once bought by the county, will be removed from the tax rolls and can never be rebuilt upon. Mr. Vaughn stated he does not feel that the pre-flood values are fair assessments. Mr. Vaughn stated that he would like for a FEMA representative to come to Sumner County to answer more questions. Mr. Vaughn said he has many concerns with this program. Mr. Satterfield has concerns over the maintenance of the property after Sumner County buys out the property. Mr. Taylor echoed the same concerns as Mr. Vaughn and Mr. Satterfield on the true financial impact to Sumner County. Mr. Holt responded this may be the only option some of the citizens of Sumner County have to recover any financial loss suffered. Commissioner Paul Goode was recognized by the committee. Mr. Goode stated he still has several questions that need to be answered by FEMA. Motion made by Mr. Stone for the County Executive to participate in the program with the criteria of no county funds being used for the purchase of the property, seconded by Mr. Satterfield, motion fails 2-5, with Mr. Stone and Mr. Satterfield voting for and Mr. Utley, Mr. Taylor, Mr. Moser, Mr. Vaughn and Mr. Freels voting against.

REPORT OF THE COMMITTEE CHAIR:

Report from the County Trustee - included in packet

Report from the Assessor of Property - included in packet

Tax Matters

1. Sale of Delinquent Tax Committee Property - Motion to approve made by Mr. Satterfield, seconded by Mr. Taylor, motion passed 7-0.
2. Hendersonville Nominee LP - \$7,634.58 - Mr. Isbell noted this was a ruling by the state board. Motion to approve made by Mr. Vaughn, seconded by Mr. Freels, motion passed 7-0.
3. Mobil Mini Inc - \$2610.63 - Mr. Isbell noted the company and all assets moved to Davidson County in 2009. Davidson County back assessed the company for 2009. The company is now asking for a refund for the 2009 taxes paid in Sumner County. Motion to approve made

by Mr. Stone, seconded by Mr. Freels, motion passed 5-2, with Mr. Moser and Mr. Vaughn voting against.

4. Shoemaker, James E. etux Faye - \$70.22 - Motion to approve made by Mr. Vaughn, seconded by Mr. Satterfield, motion passed 7-0.

General Sessions Judge Report - Chairman Moser, also a member of the General Sessions Judge Ad Hoc Committee, asked for this to be placed on December's Budget Committee Agenda.

Discussion of Contingency Funds and PEMS project - Mr. Moser noted the School Board recommended 3 items, outside lighting, gutters and exterior security doors. The Education committee passed the gutters and the security doors. The gutters cost \$29,540 and \$10,314 for the exterior doors. Mr. Lawing stated the problem is in the Contingency Funds and change orders. Mr. Lawing stated it is the Finance Office Policy to track change orders with the budget minutes. Mr. Lawing stated there was a \$10,398 change order in his office that can not be accounted for; questioning what change orders Finance has been reviewing. Mr. Lawing stated that his department was under the impression that all change orders were to be reported and sent to the budget committee. Mr. Lawing stated the school's impression is only a change order over \$25,000 or any change order increasing or decreasing the overall total project must be presented to budget. Mr. Lawing stated there are three change orders that can not be traced. Mr. Lawing asked for clarification on the change order policy. Mr. Moser responded the Commission's intent was to have all change orders reported; however, change orders over \$25,000 must be approved by the County Commission and the Budget Committee, and all change orders that change the overall project total must also be reported. Mr. Lawing stated the change orders from the contingency fund have not been reported. Mr. Lawing stated there are 12 change orders on the PEMS project contingency funds. Mr. Lawing stated 2 of the 12 are over \$25,000 and only one can be traced. Mr. Lawing states he feels the miscommunication is due to the fact the change orders are coming from the contingency fund, therefore not increasing the overall total project. Mr. Lawing stated they could add a contingency fund line item to all projects to make sure that all financials match. Mr. Moser stated all change orders must be reported; however, change orders over \$25,000 and those that change the overall project total must be approved by the Education and Budget Committees before spending the money. Mrs. Durski noted if the contingency fund has a shortfall, then all change orders must be approved. Mrs. Durski stated there is a \$650,000 shortfall for the PEMS project. Mrs. Durski requested the committee fund the shortfall from the 2010 Bond. Mrs. Durski noted there was intent to fund added to the 2010 bond for the remaining PEMS project. Mrs. Durski is requesting the \$650,000 be appropriated, from the intent to fund portion in the 2010 bond, to finish the PEMS project. Motion made by Mr. Satterfield, seconded by Mr. Utley to approve and fund items #4 and #5 on the Portland East Middle additional renovation work list, motion passed unanimously.

OLD BUSINESS:

Payroll timekeeping system- postpone to December meeting -

Westmoreland Expo Center - George Carter - Mr. Carter was not present to speak about this matter. Mr. Moser stated the committee would have a "field trip" to visit the Westmoreland Ag/Expo center, Tuesday, November 9, 2010.

NEW BUSINESS:

Board of Education -

Update on 2007 bond (as of 8/31/10) - Mrs. Durski stated this bond has an approximate \$350,000 shortfall.

Update on 2010 bond (as of 8/31/10) - These projects are being bid and appropriations are being requested as needed.

Appropriation from 2010 Bond for BHS Annex HVAC Upgrade - \$568,400 - Mrs. Durski noted this was the lowest and best bid. Motion made by Mr. Utley to approve, seconded by Mr. Stone, motion passed 7-0.

Discussion of additional renovation work at PEMS - Previously discussed.

9 Federal Projects Budget amendments - Mrs. Durski noted this is no local money. Motion to approve made by Mr. Taylor, seconded by Mr. Utley, motion passed 7-0.

3 General Purpose Budget amendments - Mrs. Durski noted one is for the Vena Stewart Superstars program, one is for the HHS Band Boosters, and the last one is federal and is generated from the food stamp program. Motion to approve the 3 General Purpose Budget amendments made by Mr. Satterfield, seconded by Mr. Taylor, motion passed 7-0.

Discussion/Action on Education Jobs Funds - Mrs. Durski noted this is the Federal funds received that must be used for benefits and salary for personnel. Mrs. Durski said the board has set aside \$1(M) as a retirement incentive, \$237,748 in Salary Supplements, \$300,000 for the Academic Coaching FY 11 - 12,

\$46,500 for a Transition Coordinator at RT Fisher, and \$4.8(M) for bonuses for employees. Mrs. Durski reported the bonus amounts as follows:

- \$1,500 Full-time classified, Full-time certified over 20 years;
- \$750 Part-time certified over 20 years;
- \$400 Full-time teachers less than 20 years; and
- \$200 Part-time classified, Part-time certified.

Mr. Moser questioned Mrs. Durski about the \$220,913 from the School General Purpose Budget anticipated to be used for bonuses. Mrs. Durski replied that the funds were reduced from the budgets earlier in the year. Mrs. Durski noted no money would be taken from education to fund the bonuses. Mrs. Durski stated the federal funds have to be used for the employees at the schools. Therefore, the central office employee's can not receive the federal funds. Mr. Don Long, school board chairman, informed the committee this will insure all employees receive a bonus and are treated equally. Mr. Glenn Gregory echoed Mr. Long's comments to make sure all staff receives the same treatment. Commissioner Utley informed the committee due to a direct conflict, he would not be voting on this item. Motion made by Mr. Stone to approve the Federal portion and deny the General Purpose (local fund transfer) portion, seconded by Mr. Vaughn, motion passed 6-0.

Appropriations

Chancery Court \$7,733.39 from Chancery Reserve to Chancery Data Processing Equipment expense line to purchase computers and printer per AOC and Local Government - Motion to approve made by Mr. Freels, seconded by Mr. Taylor, motion passed 7-0.

Registrar of Voters -\$51,000 Grant for voting equipment - Motion to approve and forward to Financial Management made by Mr. Stone, seconded by Mr. Satterfield, motion passed 7-0.

Sheriff's Office - \$5,000 GHSO Grant (reimbursement grant to purchase radars) - Motion made by Mr. Stone, seconded by Mr. Vaughn to approve, motion passed 7-0.

Animal Control - \$128,473.96 for contents - Mr. Holt noted that Animal Control was constructed with the funds appropriated. However, there are no contents in the building (i.e. kennel, lights, security cameras). Motion to approve and fund from 2010 Bond made by Mr. Vaughn, seconded by Mr. Utley, motion passes 4-3, with Mr. Vaughn, Mr. Utley, Mr. Stone and Mr. Moser voting for and Mr. Freels, Mr. Taylor and Mr. Satterfield voting against.

Transfers

Various transfers to correct chart of accounts (see attached) - Motion to approve made by Mr. Stone, seconded by Mr. Vaughn, motion passed 7-0.

Portland Ambulance - Mr. Vaughn requested this item be moved to next month's agenda.

REPORT OF FINANCE DIRECTOR:

Monthly Revenue Analysis -

- Adequate Facilities - 130.083% of budget
- Wheel Tax - 102.987% of budget
- SCEMS Transportation Revenue - 88.872% of budget - trend skew due to receivables
- Sales Tax - 100.919% of budget
- Business Tax - 70.439% of budget - trend skew due to State of TN collections

Being there were no further items before the committee, motion to adjourn at 8:50 p.m. made by Mr. Vaughn, seconded by Mr. Freels, motion passed 7-0.

**COMMITTEE ON COMMITTEES
MINUTES
NOVEMBER 15, 2010**

Present:

Jerry Stone, Chairman
Shawn Utley, V. Chairman
Trisha LeMarbre
Jo Skidmore
Paul Goode

Also Present:

Leah Dennen, Law Director
Anthony Holt, County Executive
Merrol Hyde, Commission Chairman

The meeting of the Committee on Committees was brought to order on Monday, November 15, 2010, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman Stone was presiding.

Agenda. Upon motion of Comm. LeMarbre, seconded by Comm. Utley, the Committee voted to approve the agenda.

Minutes. Upon motion of Comm. LeMarbre, seconded by Comm. Utley, the committee voted to approve the minutes of October 18, 2010.

Recognition of the Public. There was none.

County Executive's Report. There was none.

Health and Safety Board. Chairman Stone brought forth the appointment of Mac Curtis to serve on the Health and Safety Board. Upon motion of Comm. Utley, seconded by Comm. Goode, the Committee voted to appoint Mr. Curtis to the Health and Safety Board.

Airport Authority. Chairman Stone stated that the appointments were deferred.

Planning Commission. Chairman Stone announced the remaining two commissioner appointments were deferred for one month.

Board of Construction Appeals. Upon motion of Comm. Goode, seconded by Comm. Utley, the committee voted to approve the re-appointment of all members of the Board of Construction Appeals.

Industrial Development Board. Chairman Stone brought forth the expiring terms on the Industrial Development Board of Mac McKinley and Tom Glass. Upon motion of Comm. Skidmore, seconded by Comm. LeMarbre, the committee voted to approve the re-appointments of Mr. McKinley and Mr. Glass to the Industrial Development Board.

Next Month.

The following appointments for next month were announced as follows:

Emergency 911 Communications District
Sumner County Regional Planning Commission
Health and Safety Standards Board

Upon motion of Comm. LeMarbre, seconded by Comm. Goode, the Committee adjourned at 6:40 p.m.

Prepared by Maria Savage

MINUTES
EDUCATION COMMITTEE
November 1, 2010

Present:

Trisha LeMarbre, Vice-Chairman
Billy Geminden
Paul R. Goode
Ben Harris
Joe Matthews
Kirk Moser
Absent: Paul Decker, Chairman

Also Present:

Benny Bills, Director of Schools
Maryanne Durski, Schools Finance Director
Bill Kemp, County Clerk
Leah Dennen, Law Director
Commission Chairman Merrol Hyde
Judy Wheeler, School System
Board of Education members
David Lawing, Finance Director

Vice-Chairman LeMarbre brought the Education Committee meeting to order on Monday, November 1, 2010, at 6:00 p.m. in the Sumner County Administration Building in Gallatin. A quorum was present to do business.

Agenda. Upon motion of Comm. Matthews, seconded by Comm. Geminden, the Committee members approved the agenda.

Minutes. Upon motion of Comm. Matthews, seconded by Comm. Goode, the Committee approved the minutes of August 26, 2010, as written. Commissioners Harris, Moser and Geminden abstained from the vote.

Recognition of the Public. There was none.

Report of Chairman. Vice-Chairman LeMarbre reported that Chairman Decker had surgery and could not be present. Vice-Chairman LeMarbre recognized in-coming members to the Committee.

County Executive. County Executive Anthony Holt had no report.

Director of Schools. Benny Bills, Director of Schools said that Portland East Middle School was beautiful. He thanked the Committee for their support.

Report on 2007 Bond Issue. Mrs. Maryanne Durski reported on the 2007 Bond Issue of August 31, 2010, stating that the shortfall was \$327,439.50, which is to be paid for out of the 2010 Bond Issue. She said the Hendersonville High School roofing project and the Drakes Creek Utility project were nearly completed.

Report on 2010 Bond Issue. Mrs. Durski reported that the projects are underway with much of the funds unappropriated. She said tonight they will request a Beech High Annex appropriation. The Beech High School bleachers in the gym are not on the list for funding. She said the Hendersonville High School Iron Bunker was underway.

Portland East Additions. Mrs. Durski reported that the Board is requesting an appropriation in the amount of \$184,074 for security lighting, replacement of gutters and

exterior doors out of the 2010 Bond Issue. Without objection, Vice-Chairman LeMarbre recognized Harold Gregory, Board of Education member, who stated that the area is used for parking at ball games and other night functions and is very dark. He said the existing lighting is old.

Vice-Chairman LeMarbre recognized Executive Holt who stated that the funds are limited and many projects are underway. He urged the Committee to err on the side of caution by not adding more projects.

After discussion, Comm. Moser moved, seconded by Comm. Goode, to approve the guttering for \$29,540.00; and the replacement of the exterior doors for \$10,314.00. The motion carried (4-2) with Commissioners Harris and Geminden voting no.

Disclosure of Change Orders. Ms. Durski reported that she was reporting two change orders for \$8,674.00 (No. 13) and \$10,000.00 (No. 14) that were under the \$25,000.00 minimum required for Commission approval. The funds were taken from the contingency of the Portland Middle East Middle School project.

Beech School Annex Upgrade. Ms. Durski reported that the Board has accepted the bid of \$568,400.00 from Anderson Piping Company, Inc. for the Beech School Annex HVAC upgrade. The lowest bid did not meet the specifications. Upon motion of Comm. Harris, seconded by Comm. Matthews, the Committee voted to approve the bid and forward the matter to the Budget Committee.

Federal Projects Amendments. Upon motion of Comm. Matthews, seconded by Comm. Moser, the Committee voted to approve the Federal Projects Budget amendments. Comm. Goode abstained from the vote.

General Purpose School Amendments. Upon motion of Comm. Matthews, seconded by Comm. Moser, the Committee voted to approve one of the General Purpose School Fund amendments pertaining to Federal funds allocated through the Department of Education. Comm. Goode abstained from the vote.

Upon motion of Comm. Goode, seconded by Comm. Matthews, the Committee voted to approve the two General Purpose School Fund amendments pertaining to Hendersonville High School football stadium repair and a Vena Stuart Elementary grant from the Memorial Foundation.

Education Jobs Funds. Ms. Durski introduced the Education Jobs Funds about which the Board of Education met and approved a plan for bonuses to its employees. Of the \$5.8 million \$4.2 million was set aside for employees; \$1 million was set aside for retirement incentives; \$237,748.00 for salary supplements; \$300,000.00 for partial continuation of academic coaching program FY11-12; and \$46,000.00 for Transition Coordinator for RTF (remainder of FY10-11). For those employees not qualified to receive the bonuses out of the Federal funds, the Board of Education set aside \$220,913.00 from the General Purpose Budget.

Upon motion of Comm. Harris, seconded by Comm. Matthews, the Committee voted to approve the matter, with Commissioners Moser and Goode abstained.

The meeting was adjourned at 6:52 p.m. after a motion by Comm. Matthews.

Prepared by Maria A. Savage

**MINUTES
EMERGENCY SERVICES COMMITTEE**

November 1, 2010

Present:

Jim Vaughn, Chairman
Michael Guthrie, Vice-Chairman
Mike Akins
Steve Graves
Ben Harris
Jerry Stone
Moe Taylor

Also Present:

Anthony Holt, County Executive
Keith Douglas, EMS Director
Leah Dennen, County Law Director
Sonny Weatherford, Sheriff
Bill Kemp, County Clerk

Chairman Vaughn called the Emergency Services Committee to order on Monday November 1, 2010 at 5:30 PM in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Comm. Stone made a motion, seconded by Comm. Harris. The agenda was unanimously approved.

Approval of Minutes of October 4, 2010. Comm. Graves made a motion, seconded by Vice-Chairman Guthrie. The minutes of October 4, 2010 were unanimously approved.

Public Comments None.

Report from the Chairman. None.

Report from the County Executive. None.

Report from the Sheriff Sheriff Sonny Weatherford referred to the October 2010 Report that included the following:

- Sheriff's Office October 2010 Financial Report.
- Local Revenue Figures
- Sumner County Sheriff's Office Animal Control Division Statistics.

Report from the Director Director Douglas referred to the November 2010 Report. Responses and Transports are in line with each other. The Director stated that revenue was 1.2 million for the year, and was right on line with the projected revenue for this year. Receivables Distribution goes back one year and

shows collections for each month. This also takes into account mandatory write offs.

Old Business. The concern about response time in Portland had been discussed in the October meeting. Director Douglas followed up with these three options:

- (1) Hire 2 medics and 2 EMT's (no changes to current system)
- (2) Hire 2 medics and promote 2 part-time EMT's. (close 1 BLS unit)
- (3) Reduce 1 current ALS (911) ambulance-hire 1 medic and 1 EMT

Director Douglas's recommendation would be Option #2. There was some discussion.

Vice-Chairman Guthrie made a motion to approve Option 2 to go to the Budget Committee. Comm. Graves seconded. The vote was as follows: (5) Yes (2) No. Comm. Stone and Comm. Harris voted No. Motion carried.

New Business None.

Comm. Graves made a motion to adjourn, seconded by Comm. Taylor. The committee adjourned at 5:55pm.

Prepared by Sheila Ashton

MINUTES
EMPLOYEE BENEFITS COMMITTEE

October 19, 2010

9:00 A.M.

Members Present:

Merrol Hyde	Maryanne Durski	Bob Pospisil	Anthony Holt
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Also:

Leah Dennen	Bob Shupe	Kedree Marsh	Shannon Eubanks
Debbie Robertson	Kathy Courtelis	Ernie Clevenger	Serpil Gilbert

Mr. Hyde called the SIB Employee Benefits Committee meeting to order on Tuesday, October 19, 2010 at 9:00 a.m. in Room 112, County Administration Building, Gallatin, Tennessee.

Agenda: Motion was made by Mr. Pospisil to approve the agenda; seconded by Mrs. Durski; unanimous approval.

Public Recognition: None

Minutes: Motion was made by Mrs. Durski to approve the September 21, 2010 minutes; Mr. Hyde seconded motion; Mr. Pospisil abstained since he was not present at last meeting; minutes were approved.

Report of Committee Chair: none

Report of Consultant: Mr. Shupe noted that the Trustee's office was having problems with their new computer system so the numbers are scattered and he is not comfortable with the numbers. The dental is showing a flat line this month, whereas, last month it had an upward trend. The medical side shows a gain but not where he would like it to be. The trend is still at 4% which is good. Employee count is down from last year by two.

Mr. Shupe noted that we do not have to report Health coverage cost on the W-2's by 2011. The government has withdrawn that deadline.

CareHere: Mr. Clevenger reported that CareHere has to pay sales tax on items, whereas the County does not. The county needs to pay these places directly to avoid sales taxes.

Ms. Marsh gave us two scenarios to show how they could move clinic hours to be better utilized at the appropriate clinics. She recommended the second scenario. Mrs. Durski made a motion to accept Scenario #2 as our reassignment plan and to implement it as soon as possible; seconded by Mr. Pospisil; unanimous approval.

Ms. Marsh reported that they are getting ready to implement 2 new doctors into the County system - Dr. Bigham and Dr. Linn.

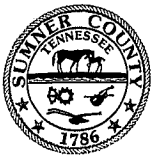
Ms. Marsh stated that the clinic had a few inquiries into having 2 additional locations open above the ridge for the flu shot clinic. Mrs. Durski made a motion to open the new locations above the ridge for the flu shot schedule on November 1st and November 4th; seconded by Mr. Pospisil; unanimous approval.

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Ms. Eubanks reported that the trend in the utilization of the pharmacy is inclining. Utilization is holding steady overall. Rebates are reported as a credit.

Old Business: None

New Business: Mrs. Durski made a motion to approve the bariatric surgery for the county employee; seconded by Mr. Pospisil; unanimous approval.

There was no further business and Mr. Pospisil made a motion to adjourn the meeting; seconded by Mrs. Durski; the meeting was adjourned by Mr. Hyde at 9:40 A.M.



EMPLOYEE BENEFITS COMMITTEE MINUTES
County Administration Building
Conference Room #112
November 16, 2010

MEMBERS PRESENT
Merrol Hyde, Chairman
Anthony Holt
Bob Pospisil

OTHERS PRESENT
Kathy Courtelis
Serpil Gilbert
David Lawing
Kedree Marsh
Bob Shupe
Beth Browning

- I. CALL TO ORDER—Mr. Hyde called the meeting to order at 9:00 a.m.
 - A. Approval of Agenda—Mr. Pospisil motioned to approve, seconded by Mr. Hyde, unanimous approval.
 - B. Recognition of Public—none
- II. APPROVAL OF MINUTES
 - A. October 19, 2010—Mr. Pospisil motioned, seconded by Mr. Hyde, unanimous approval.
- III. REPORT OF THE COMMITTEE CHAIR—none
- IV. REPORT OF THE CONSULTANT
 - A. Monthly Projections—Mr. Shupe reported that an RFP has been sent out for the eligibility audit and is due on November 22. The timeline for the audit to begin is after the first of the year if a contract is approved.
 - (a) Dental—Mr. Shupe reported that the dental reserve is continuing to pick up and is in good shape. This program is run as close to breakeven as possible.
 - (b) Medical—Mr. Shupe noted that no COBRA premiums had been listed on the reports he receives even though COBRA participants are listed and asked the Finance Department personnel to check on this. He reported that October was a good month and that income was more than expenses. He stated he is expecting the reserves to come in better than last year. He also reported that the county has saved \$138,718 in reinsurance premiums this year (compared to last year), and there are no claims to-date over \$150,000. The trend is running at 3% which is good.
 - B. CareHere Reports—Mr. Lawing questioned Ms. Marsh if there is any way to verify dependents for the flu shots. Ms. Marsh responded that if the shots are not given in the clinics, there is no way to verify dependents; but this may be something to check into for next year. Ms. Marsh stated the utilization of the clinics and pharmacy is strong, and that a drug rebate will be forthcoming. Ms. Marsh reported the shredder at the pharmacy needs to be replaced or a shredder service needs to be hired (recommended). Mr. Holt motioned for the county to purchase a better shredder, Mr. Pospisil seconded, unanimous approval. Ms. Marsh also discussed the training for the tobacco cessation nurse and asked for approval for eight hours of training at \$17.04 an hour. Mr. Pospisil motioned and Mr. Holt seconded, unanimous approval.
- V. OLD BUSINESS—none
- VI. NEW BUSINESS—none
- VII. ADJOURNMENT—at 9:30 by Mr. Hyde.

MINUTES
SUMNER COUNTY FINANCIAL MANAGEMENT COMMITTEE
November 15, 2010
5:10 P.M.

Members Present:

Frank Freels - Chairman	Anthony Holt	Benny Bills
Kirk Moser – Vice Chairman	Judy Hardin	David Kimbrough

Also:

David Lawing	Leah Dennen	Beth Browning	Maryanne Durski
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Chairman Freels called the Financial Management Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, September 20, 2010 at 5:10 p.m. Mr. Vaughn was not present for the meeting.

AGENDA: Motion made by Mr. Kimbrough to approve the agenda, seconded by Mr. Bills, motion passed 6-0.

APPROVAL OF THE MINUTES: Motion to approve the minutes of October 18, 2010, made by Mr. Bills, seconded by Mr. Kimbrough, motion passed 6-0.

RECOGNITION OF PUBLIC:

Ms. Kimberly Fakes and Ms. Jennifer Givens, students at Volunteer State Community College attended this meeting. The committee welcomed the students.

REPORT OF THE COMMITTEE CHAIR:

Capital Projects Fund (171) Financials - Mr. Lawing reviewed the information in the packet.

2007 Bonds Reconciliation – Mr. Lawing reported the 2007 bond is showing a negative (deficit) balance of (\$670,719.07) before contingencies and (\$436,987.51) net of known contingencies (if all contingencies known are unspent & used to cover deficit).

- The first four encumbrances have been in question as to the actual balances.
- The Drakes Creek Utility Project was funded 50% Sumner School Department, 30% Hendersonville Utility District, and 20% Davidson Academy. Therefore, if the project has any remaining balances, only 50% will be realized. Currently, the budget includes a receivable from HUD for \$300,962.48 that may or may not be realized. In addition, Davidson Academy has paid based on 100% of the project's cost; therefore, amounts may be due back to them. Any deficit balances (\$670,719.07 or \$436,987.51) would increase (deficit get larger) by any unrealized receivables or any returned funds.

REPORT OF THE FINANCE DIRECTOR:

Monthly Revenue Analysis –

- Adequate Facilities – 130.083% of budget
- Wheel Tax – 103.078% of budget
- SCEMS Transportation Revenue – 88.872% of budget – trend skew due to receivables
- Sales Tax - 101.542% of budget
- Business Tax – 108.182% of budget – trend skew due to State of TN collections

Financial Reports (Funds 101,112,131, and 151) – Included in packet.

NEW BUSINESS:

Purchase Order Matters – Mr. Lawing noted this was just an oversight. Motion to approve for payment made by Mr. Holt, seconded by Mr. Bills, motion passed 6-0.

Election Commission Grant - Mr. Lawing noted the grant was not received in the Finance Department until October 8, 2010 and the Finance Department was unaware of some situations. Mr. Lawing noted the grant term is from September 4, 2010 to June 30, 2011. Mr. Lawing stated the state requested the extra voting machines be supplies in August and November. Mr. Lawing stated his office contacted the State of TN Administrator of Elections and was advised the grant was based upon the cash disbursement instead of when the liability was created. Mr. Lawing stated he has not heard of this happening before with a grant. Mr. Lawing was informed by the State of TN, that out of the 95 counties in TN that were following this

procedure, only 8 had not sent in a final report. Mr. Lawing stated it has not been paid because of failure to receive an appropriation by the County Commission. Mr. Lawing recommended a PO be issued, after the fact because the services have been performed. Mr. Lawing stated this was on the Commission agenda. Motion to approve the issuance of a PO and payment of the services made by Mr. Moser, seconded by Mr. Kimbrough, motion passed 6-0.

Being that there was no more business, Mr. Holt motioned to adjourn at 5:23 p.m., seconded by Mr. Bills, motion passed 6-0.

MINUTES
GENERAL OPERATIONS COMMITTEE
CHRIS HUGHES, CHAIRMAN
November 8, 2010

Present:

Chris Hughes, Chairman
Shawn Utley, Vice-Chairman
Steve Graves
Baker Ring
Paige Brown Strong
Moe Taylor
Jo Skidmore

Also Present:

David Pigna, Communications Director
Leah Dennen, County Law Director
Merrol Hyde, Commission Chairman
David Lawing, Director of Finance
Bill Kemp, County Clerk
Anthony Holt, County Executive

The regular meeting of the General Operations Committee was brought to order on Monday, November 8, at 5:00 p.m. in the Sumner County Administration Building. Chairman Hughes declared a quorum present to conduct business.

Agenda. Chairman Hughes added two items regarding space allocation: one from the County Executive and one from Congressman-elect Diane Black. Upon motion of Comm. Skidmore, seconded by Comm. Graves, the committee approved the agenda.

Minutes. Upon motion of Comm. Utley, seconded by Comm. Ring, the committee approved the minutes of October 12, 2010. Comm. Skidmore abstained.

Recognition of the Public. There was none.

Report of Chairman. Chairman Hughes reported that the school system will provide a report on the disposition of the school bus garage for next month's meeting. He said the committee needs to look at alternatives to voting in the Administration Building and the committee discussed it.

County Executive's Report. County Executive Holt requested approximately \$130,000.00 to complete the interior of the new Animal Control Facility. Exec. Holt stated that the Sheriff has used inmate labor to help build the facility, which will be completed mid-December.

County Finance Director David Lawing stated that if the \$128,000.00 were expended from the 2010 Bond Issue, the remaining balance would be \$831,345.00.

Comm. Skidmore moved, seconded by Comm. Graves, to appropriate \$128,473.96 from the 2010 Bond Issue. The motion carried with Comm. Taylor voting no.

Diane Black Headquarters. Chairman Hughes stated that Congressman-elect Diane Black has requested the use of the old Human Resources office in the Sumner County Administration Building as County headquarters. Comm. Graves moved, seconded by Comm. Ring, to allow the request with the caveat that there is no sign in front of the building. The motion carried unanimously. Chairman Hughes stated that a lease agreement will be signed and brought back through the committee.

Storage Space. The Executive requested a space of 20 by 30 for his office to storage items. Upon motion of Comm. Utley, seconded by Comm. Brown, the Committee voted unanimously to approve the request.

Delinquent Tax Property. Ms. Dennen reported on a piece of property the City of Millersville is requesting the County quitclaim its interest. This will enable the city to perform flood control measures on the piece of land. Comm. Taylor moved to approve, seconded by Comm. Ring, the request. The motion carried.

Surplus Property. Purchasing Director David Pigna requested that the Committee approve a resolution to surplus property presented from other departments:

- Hendersonville Library
- Westmoreland Library and books

Upon motion of Comm. Taylor, seconded by Comm. Skidmore, the Committee voted to group all the items and declare the items as surplus and salvage.

The meeting adjourned at 5:30 p.m. after a motion by Comm. Graves.

Prepared by Maria Savage

SUMNER COUNTY HIGHWAY COMMISSION.

NOVEMBER 2, 2010

MINUTES

MEMBERS PRESENT:

Frank Freels, Commissioner
Billy Geminden, Commissioner
Steve Graves, Chairman
Judy Harden, Road Superintendent
Anthony Holt, County Executive Tom
Neal, Citizen Member
Bob Pospisil, Vice Chairman
Paul Freels, Commissioner
Leah Dennen, Law Director

MEMBERS ABSENT:
OTHERS PRESENT:

PALL TO ORDER

Chairman Graves called the regular monthly meeting of the Sumner County Highway Commission to order, Tuesday, November 2, 2010 at 4:00 P.M. in Conference Room #112 at the Sumner County Administration building.

AD4t7'IQN TO AGENDA

Road Superintendent:
Chairman:

Discussion of backfill at Gregory Road
White side stripes on the roads

APPROVAL OF AGENDA

Motion to approve:

Commissioner Neal

Seconded by:

Vice Chairman

Pospisil Motion passed:

APPROVAL OF MINUTES

Motion by Road Superintendent Hardin to approve the October 2010 minutes.

Seconded by Commissioner F. Freels. **Motion passed** unanimously.

PUBLIC RECOGNITION - None

REPORT OF CHAIRMAN: OLD BUSINESS

A. Cragfont Estates Water Problem

Chairman Graves reported that he and Road Superintendent Hardin visited Cragfont Estates that we discussed last month. There is not a lot more we can do at this point. Road Superintendent Hardin is going to keep an eye on it.

REPORT OF CHAIRMAN NEW BUSINESS**A. White Side Stripes on the Road**

Commissioner F. Freels called attention to the need for a right turning lane onto Long Hollow Pike from 386. Long Hollow Pike is a state road and this request will need to be directed to Mike Brown at T. D. O, T.. Commissioner F. Freels will talk to Mike Brown and about Village Green off Hwy 25, too. Road Superintendent Graves inquired about the standard of putting white side stripes on a road. Road Superintendent Hardin explained that it depended on the width of the road. The road surface must be at least 16' wide to put a white line on it. The Paint is \$6.97 per gallon and the glass beads are .33/lb.. State Aid Road Grants require yellow and white stripes. Road Superintendent Graves remarked on Browning Branch Road he had seen in Trousdale County, The road had intermittent stripes of 10'. He wondered if that was a cost saving measure, and he was not sure if it was a state road.

REPORT OF ROAD SUPERINTENDENT T: OLD BUSINESS - None**REPORT OF ROAD SUPERINTENDENT: NEW BUSINESS.****A. State Aid Grant Bridge**

Road Superintendent Hardin referred to progress under a State Aid Grant. A bridge on Gregory Road that requires 3,430 cubic yards of backfill, which is part of the in-kind work, that Sumner County is responsible for. Road Superintendent Hardin called around and priced backfill and the cheapest she could find delivered was \$34,780. Dr. Warren Rose in Westmoreland has a piece of property behind the Dollar Store that he will donate in exchange for 25-30 tandem loads carried to his piece of property which is on Hwy 52 (just across the Macon County line where he is building a runway). Road Superintendent Hardin's thoughts on this is to contract that out just for the haul, so that way the public does not foresee the County delivering on private property regardless of what he is giving to us. Road Superintendent Hardin suggested Bud McDole who has hauled for Dr. Rose before and he has quoted a price of \$60. per load, not to exceed \$2160. The County would load his truck as we load ours. When we are finished, we will be finished with him. All together, it will cost the County about \$15,640 + the 2160. = \$17,800 totals. Law Director Dennen will draw up the contract and all parties involved will have to sign. Dr. Rose's brother (co-owner) will stake the boundaries and the depth we can excavate. County Executive Holt **motioned** to approve this exchange. There was discussion. Commissioner F. Freels **seconded**. **Motion passed** unanimously.

REPORT OF COUNTY EXECUTIVE E None**COMMISSION BUSINESS - None****REPORT OF LAW DIRECTOR**

Law Director Dennen mentioned the lawsuit that had been pending. The good news is - we won at the Trial Court level. They appealed it saying that the case needs to be tried completely. The members may receive some phone calls.

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

MINUTES
SUMNER COUNTY INVESTMENT COMMITTEE
MEETING
November 15, 2010
5:04 P.M.

Members Present:

Frank Freels - Chairman	Benny Bills	Judy Hardin
Kirk Moser – Vice Chairman	Anthony Holt	David Kimbrough

Also:

David Lawing Beth Browning Leah Dennen Maryanne Durski

Chairman Freels called the Investment Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, November 15, 2010 at 5:04 p.m. Mr. Vaughn was not present for this meeting.

AGENDA:

Motion made by Mr. Kimbrough to approve the agenda, seconded by Mr. Bills, motion passed 6-0.

RECOGNITION OF PUBLIC:

Ms. Kimberly Fakes and Ms. Jennifer Givens, students at Volunteer State Community College attended this meeting. The committee welcomed the students.

APPROVAL OF THE MINUTES: Mr. Kimbrough made a motion to approve the minutes of September 20, 2010, seconded by Mr. Bills, motion passed 6-0.

NEW BUSINESS

CAP Policy - Motion to recommend and approve the CAP Policy included in packet made by Mr. Moser, seconded by Mr. Kimbrough, motion passed 6-0.

Investment Policy - The committee agreed to accept and approve as amended the Investment Policy. The change made in the policy is on pg. 3 under Standard of Care; changing the verbiage from "prudent person" to "prudent investor".

Being there was no further business before the committee, motion to adjourn at 5:10 p.m. made by Mr. Bills, seconded by Mr. Kimbrough, motion passed 6-0.

MINUTES
SUMNER COUNTY PURCHASING COMMITTEE
MEETING
November 15, 2010
5:00 P.M.

Members Present:

Frank Freels –Chairman	Anthony Holt	Benny Bills
Kirk Moser – Vice Chairman	David Kimbrough	Judy Hardin

Also:

David Lawing Leah Dennen Beth Browning Maryanne Durski

Chairman Freels called the Purchasing Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, November 15, 2010 at 5:00 p.m. Mr. Vaughn was not present for this meeting.

AGENDA:

Motion made by Mr. Kimbrough to approve the agenda, seconded by Mr. Bills, motion passed 6-0.

RECOGNITION OF PUBLIC:

The committee recognized two Vol – State students, Ms. Kimberly Fakes and Ms. Jennifer Givens.

APPROVAL OF THE MINUTES: Mr. Bills made a motion to approve the minutes of September 20, 2010, seconded by Mr. Holt, motion passed 6-0.

Motion to adjourn at 5:04 p.m. made by Mr. Bills, seconded by Mr. Moser, motion passed 6-0.

MINUTES
LAW ENFORCEMENT SUBCOMMITTEE
November 1, 2010
5:00 p.m.

Present:

Joe Matthews, Chairman
Michael Guthrie, Vice-Chairman
Ben Harris
Baker Ring
Paige Brown Strong
Sonny Weatherford, Sheriff
Absent: Paul Decker

Also Present:

Leah Dennen, Law Director
Bill Kemp, County Clerk
Merrol Hyde, Commission Chairman
Anthony Holt, County Executive
Jim Vaughn, Commissioner

The meeting of the Law Enforcement Subcommittee was called to order November 1, 2010, at 5:00 p.m. in the Sumner County Administration Building. Chairman Matthews declared a quorum present.

Agenda. Comm. Guthrie moved, seconded by Comm. Ring, to approve the agenda.

Minutes. Comm. Harris moved, seconded by Comm. Brown, to approve the minutes of October 4, 2010, as written. The motion carried.

Report of Chairman. Chairman Matthews welcomed Comm. Guthrie and Comm. Ring to the Committee.

Public Recognition. There was none.

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

Sheriff's Report October, 2010. Sheriff Weatherford reported on the following:

- Sheriff Weatherford gave a financial report month ending October 2010: Other charges for services were \$1,332.02; Other Local Revenue, \$11,397.18; and Disbursements, \$8,237.00.
- Sheriff Weatherford reported 239 animal-control related calls for service. Animal Control Division Shelter Statistics for the month as follows:

October	Cats	Dogs
Total animals submitted	145	151
Total euthanized	72	62
Adoption Groups	6	25
Returned to Owner	5	26

The committee discussed the opening of the Animal Control Facility.

The committee adjourned at 5:10 p.m. after a motion from Comm. Harris, seconded by Comm. Guthrie.

Prepared by Maria Savage

**MINUTES
LEGISLATIVE COMMITTEE
BOB POSPISIL, CHAIRMAN
November 8, 2010**

Present:

Bob Pospisil, Chairman
Paul Goode, Vice-Chairman
Paul Decker
Chris Hughes
Jerry Stone
Kirk Moser
Jim Vaughn
Steve Graves
Merrol Hyde, Chairman Commission

Also Present:

Bill Kemp, County Clerk
Leah Dennen, County Law Director
Baker Ring, Commissioner
Shawn Utley, Commissioner
Anthony Holt, County Executive
Paige Brown Strong, Commissioner
Ben Harris, Commissioner

The regular meeting of the Legislative Committee was called to order on Monday, November 8, 2010, at 6:00 p.m. in the Sumner County Administration Building in Gallatin. Chairman Pospisil declared a quorum present.

Invocation. Comm. Jim Vaughn gave the invocation.

Agenda. Chairman Pospisil added a Financial Management Act of 1981 to the agenda without objection. County Law Director Leah Dennen requested deferral of the resolution honoring Katy Legg until next month. Comm. Goode moved, seconded by Comm. Vaughn, to approve the agenda as amended. The motion carried.

Minutes. Comm. Graves moved, seconded by Comm. Goode, to approve the minutes of October 12, 2010. The motion carried. Commissioner Decker abstained.

Recognition of the Public. There was none.

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

Certificates of Recognition. Upon motion of Comm. Vaughn, seconded by Comm. Decker, the committee voted unanimously to approve the certificate of recognition for Hendersonville High School golf team.

Trustee's Policies. Upon motion of Comm. Stone, seconded by Comm. Graves, the Committee voted to approve the policies of the Office of Trustee, Marty Nelson.

Ethics Laws. Upon motion of Comm. Stone, seconded by Comm. Vaughn, the Committee voted to approve and forward to the full Commission a resolution called for the General Assembly to adhere to the same ethics laws as legislated to counties.

General Sessions Ad Hoc Report. Ms. Dennen and Comm. Moser reported on the findings of the General Session Ad Hoc Committee. The report showed the need for an additional General Sessions Court judge. At present the cost of funding an additional judge is not possible but may be in the future with increases in litigation

taxes. The total cost to add a judge was stated as approximately \$500,000.00, half of which could be covered by litigation taxes. Comm. Moser reported that General Session Court Judge Jim Hunter is doing the job of two or three judges in comparison to other counties. Comm. Moser stated that the cost included funding new attorneys for the Public Defender and for the District Attorney.

Comm. Hughes moved, seconded by Comm. Decker, to request the Budget Committee to review the report for consideration in the next fiscal year.

Comm. Vaughn moved, seconded by Comm. Goode, to amend the motion to send a request to the Budget Committee to implement litigation fees as soon as possible. Ms. Dennen stated that some litigation taxes can be raised now but not all of them. Comm. Goode amended the motion, with the maker's approval, to request Ms. Dennen and the County Finance Director get together and bring the information back on implementation of litigation taxes. The amendment was approved with Commissioners Graves, Hyde and Hughes opposed. The main motion as amended was approved with Commissioners Graves, Hyde and Hughes opposed.

Financial Management Act of 1981. Comm. Hyde recommended a resolution be approved to include an Economic Feasibility Ad Hoc Committee of seven members to look at further ways of operating county government, including maintenance and purchasing services.

Comm. Moser moved, seconded by Comm. Vaughn, to approve the resolution approving an ad hoc committee and the Financial Management Act of 1981. Comm. Decker moved to defer until December, but the motion did not get a second.

The motion carried with Comm. Decker voting no because of the timing of the presentation of the resolution.

Charles Carter Rezoning. Upon motion of Comm. Hughes, seconded by Comm. Stone, the Committee voted to docket the Charles Randall Carter rezoning for November 15.

Upon motion of Comm. Goode, seconded by Comm. Hughes, the Committee adjourned at 6:50 p.m.

Prepared by Maria Savage

MINUTES
RULES AND PROCEDURES COMMITTEE
November 1, 2010

Present:

Merrol Hyde, Chairman
Paige Brown Strong, Vice-Chairman
Chris Hughes
Joe Matthews
Jim Vaughn
David Kimbrough
Absent: Paul Decker

Also Present:

Leah Dennen, Law Director
Frank E. Freels, Commissioner
Bill Kemp, County Clerk

Chairman Hyde brought the meeting of the Rules and Procedures Committee meeting to order on Monday, November 1, 2010, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. A quorum was present to do business.

Upon motion of Comm. Kimbrough, seconded by Comm. Vaughn, the Committee voted to amend Section II, Standing Committee and Sub-Committees; paragraph a.) Committee on Committees, striking the phrase "(Rule II, Section D, paragraph 1)".

Upon motion of Comm. Matthews, seconded by Comm. Vaughn, the Committee voted to amend b.) Education Committee to add the following paragraph:

The Education Committee shall request and obtain any information necessary to review and evaluate the performance and progress of the Sumner County School System.

Also added was to third paragraph was "The duties of the committee are", replacing "its purpose".

Upon motion of Comm. Kimbrough, seconded by Comm. Hughes, the Committee voted to strike the last section of paragraph two under c.) Legislative Committee that refers to the duty of the Committee to review rules and procedures of the Commission and to recommend changes; to assist the Chairman of the Commission in preparing the agenda; and disseminating information to news sources.

Upon motion of Comm. Matthews, seconded by Comm. Kimbrough, the Committee voted to amend Section d. Highway Committee, striking "whose duties and "plus and", substituting "as well as any". Added also was "the Road and" in place of "transportation of".

Upon motion of Comm. Matthews, seconded by Comm. Hughes, the Committee changes a. Public Works Committee to reflect the enacted Resolution 1009-03, which changed the scope and name and makeup of the Committee. Part of the motion was to

Rules and Procedures Committee

MINUTES
SUMNER COUNTY AD HOC CATASTROPHE ACTIVITY PROCEDURE
(CAP) FUND MEETING
(formerly "Rainy Day" Fund)
November 15, 2010
4:30 P.M.

Members Present:

Paul Goode - Chairman	Kirk Moser
Jerry Stone - Vice Chairman	David Kimbrough

Also:

David Lawing Beth Browning Leah Dennen Anthony Holt

Chairman Goode called the CAP Fund Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, November 15, 2010 at 4:30 p.m. Mr. Hyde was not present for this meeting.

CALL TO ORDER:

Agenda - Motion made by Mr. Moser to approve the agenda, seconded by Mr. Stone, motion passed unanimously.

Approval of Minutes - Mr. Stone made a motion to approve the minutes of November 4, 2010, seconded by Mr. Kimbrough, motion passed 4-0.

Recognition of Public - Mr. Goode noted there was no one from the public wanting to be recognized.

NEW BUSINESS

Finalizing CAP Policy - Motion to approve the CAP Policy as amended made by Mr. Stone, seconded by Mr. Kimbrough, motion passed 4-0.

Investment Policy - The committee agreed to accept the following changes to the Investment Policy. The change made in the policy is on pg. 3 under (IV) Standard of Care; changing the verbiage from "prudent person" to "prudent investor". Motion made by Mr. Stone, seconded by Mr. Moser to accept the policy, as amended, and to forward to Financial Management as amended, motion passed 4-0.

Chairman Goode questioned Mr. Holt, Mr. Lawing, and Ms. Dennen to make sure there were no financial or legal objections to the policies made. The three agreed with the committee's decision.

Being there was no further business before the committee, motion to adjourn at 4:46 p.m. made by Mr. Moser, seconded by Mr. Goode, motion passed 4-0.