



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.....	April 11
Education Committee.....	April 4
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Employee Benefits Committee.....	March 22
Financial Management/Purchasing Committee.....	April 18
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General Operations Committee.....	April 11
Highway Commission.....	April 5
Law Enforcement Subcommittee.....	April 4
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MINUTES
SUMNERCOUNTY BUDGET COMMITTEE
April 11, 2011

Members Present:

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

Also:

Anthony Holt	David Lawing	Leah Dennen	Beth Browning	Merrol Hyde
Maryanne Durski				

Chairman Moser called the Budget Committee to order on Monday, April 11, 2011 at 7:00 p.m., in Room 112 at the County Administration Building in Gallatin, Tennessee.

AGENDA: Mr. Moser stated that under New Business #A, Principal Schreiner has asked to be removed from tonight's agenda. Also, Mr. Isbell has requested to speak about Tax Matters (New Business #E) during his report from the Assessor of Property (Report of the Committee Chairman #B). Mr. Satterfield requested to add Car & Reimbursement to New Business (#H). Motion to approve the agenda made by Mr. Satterfield, seconded by Mr. Vaughn, motion passed unanimously.

RECOGNITION OF PUBLIC: None

APPROVAL OF THE MINUTES: Motion to approve the minutes of March 14, 2011 made by Mr. Taylor, seconded by Mr. Freels; motion passed with Mr. Moser abstaining

REPORT OF THE COUNTY EXECUTIVE: None

REPORT OF THE COMMITTEE CHAIR:

- A. Report from the County Trustee – Not available.
- B. Report from the Assessor of Property – Mr. Isbell wanted to bring everyone up to speed on Life Point and putting them on the tax roll. They have completed the first phase of that, which is getting the real and personal property tax on there. The real property, after discussing with them and going through with their tax people, for 2010/2011 the amount was \$96,318,500. Which means for 2010 they will go back and do prorated taxes amount of \$242,268. The tax matter on the report for around \$56,000 is for a leasehold interest that went away through the purchase. Going forward, the tax will be \$778,562. For the personal property, they turned in a schedule at 17.8M. Mr. Isbell has told Life Point that we will audit them the first year. Motion to approve the tax matter made by Mr. Utley, seconded by Mr. Stone; motion passed unanimously.

OLD BUSINESS:

A. Schneider Electric – Mr. Moser recommended that this be deferred indefinitely until General Ops has a chance to review it. No objections were made.

NEW BUSINESS:

- A. REMOVED
- B. Board of Education:
 1. 3 General Purpose budget amendments – Mrs. Durski stated the first is for Union Elementary – to put a canopy over the car dismissal areas. The second is to transfer from the maintenance budget to the building improvements budget. This is to pay the balance of the Hendersonville High School iron bunker roof. The third is to amend in funds received from the State Department of Education to pay for training for the teachers and principals under the new teacher evaluation law. Motion to approve made by Mr. Stone, seconded by Mr. Vaughn; motion passes unanimously.
 2. 8 Federal Projects budget amendments – Per Mrs. Durski, these are all 100% federal funds. The first two are additional grants received from the state for special education students. The first is specifically for autistic students and the second is to assist students who are having difficulty meeting adequate yearly progress under the No Child Left Behind mandates. The next 5 are

"carryover" amendments. They are funds that were appropriated in the fiscal year 2009/2010. The funds were not all spent in that fiscal year, so Mrs. Durski is re-budgeting them for this fiscal year. The last amendment is an additional grant the school board received in connection with Race to the Top. These are funds targeted to help two schools with students who are having trouble meeting the adequate yearly progress. Motion to group and approve made by Mr. Vaughn, seconded by Mr. Freels; motion passed unanimously.

3. Gene Brown Elementary drainage project - \$1,000 appropriation for reimbursable/additional expenses - Per Mrs. Durski, this is not for any additional work. It is to cover such costs as consulting, travel, copying plans, etc.
4. R T Fisher project - \$500 appropriation for reimbursable/additional expenses - Per Mrs. Durski, this is not for any additional work. It is to cover such costs as consulting, travel, copying plans, etc. Motion made by Mr. Satterfield to group and approve, seconded by Mr. Utley, opposed by Mr. Stone; motion passed 6-1.

Mrs. Durski also stated that school board is still receiving information later than normal from the Trustee's office due to the transfer from one software system to another. Mrs. Durski wanted this committee to know that the school board has from June 30 to July 31 to get their end of the year financials in order for the state department of education. If they miss the August 1st deadline, they will hold their August BEP payment; which Mrs. Durski estimates to be between \$11M - \$11.5M. Therefore, if they miss their deadline, the school board may need help with cash flow.

C. Appropriations

1. EMS - \$24,500 increase in ambulance revenue for Intermedix System expenses - Per Mr. Vaughn, this is a transfer from Ambulance Fees over to Debt Collection Services. The ambulance fee revenues are expected to exceed budget. It is currently \$153,000. Motion to approve made by Mr. Vaughn, seconded by Mr. Stone; motion passed unanimously.
2. Highway - State Bridge Program and May 2010 Flood Disaster Relief Funds - Mrs. Hardin stated the Highway Department has received money from the state bridge program along with \$22,000 from FEMA for last May's flood and she would like to distribute this money out for the following: position changes, adding 2 part time positions for equipment operator, seasonal laborers, engineering service on bridge and mud slide and overtime due to snow. Motion to approve made by Mr. Satterfield, seconded by Mr. Vaughn; motion passed unanimously.
3. Judicial Magistrates - \$7,000 from General Fund Undesignated Balance for additional expenses - Per Ms. Dennen, all the Judicial Magistrates have been working like crazy; and we are just out of money. Also, the state requires they all have 12 hours of training, which they didn't put in any money for so they can pay for it. They have done the training pretty much at no cost, but she has had to pay the people to come in. Motion to approve made by Mr. Vaughn, seconded by Mr. Utley; motion passed unanimously.
4. Libraries
 - (a) Hendersonville - \$1,500 Erate Rebate to Data Processing Equipment expense line
 - (b) Portland - \$810 Memorial Contributions to Library Books expense lineMotion to group and approve made by Mr. Stone, seconded by Mr. Utley; motion passed unanimously.
5. Sheriff's Office - \$1,235.77 Sex Offender Federal Funds for registry enforcement expense - Motion to approve made by Mr. Vaughn, seconded by Mr. Satterfield; motion passed unanimously.

D. Transfers

1. between major categories
 - (a) Highway Department
 - (b) Sheriff's Office

Committee reviewed and motion was made to group and approve by Mr. Vaughn, seconded by Mr. Utley; motion passed unanimously.

2. Inter-budgetary transfers
 - (a) Greater than \$1,500
 - (b) Less than \$1,500

Committee reviewed and motion was made to group and approve by Mr. Satterfield, seconded by Mr. Utley; motion passed unanimously.

E. Tax Matters

1. Sumner Medical Plaza LLC - \$56,575.06 – Mr. Isbell already discussed this matter.

F. Costs savings using technology – Jim Vaughn discussed the possibilities of using iPads instead of mailing out all the agendas to help cut costs. Mr. Kemp stated that the agendas are already in an electronic format. Mr. Hyde agreed that the agendas have increased in size and agreed that something needs to be done to cut the costs of copying and postage. Mr. Utley suggested that we need to look at a cheaper product such as HP, Motorola and others. Mr. Holt stated it was a great idea, but we need to be competitive and look at what is going to fit our needs. Mr. Moser set up a 3 member committee to research the different hardware devices out there. Mr. Moser appointed Mr. Vaughn as Chairman of this committee, along with Mr. Utley and Mr. Hyde serving on this committee. Motion made by Mr. Satterfield to have this new committee research and report back their findings, seconded by Mr. Freels; motion approved unanimously.

G. Visionair Equipment – Sheriff's Office and E-911 – Ms. Dennen stated that this is the public service software that will start the process of coordinated dispatch. E-911 has spent over a year researching this. The money was going to be loaned to them through a financing organization that was going to charge us in excess of 4% interest and it was not working out in a manner that Ms. Dennen would define as legally good. So they came up with the idea to lend the money to E-911 with a promissory note that it could not be forgiven, it had to be paid back, at a 4% interest rate. This was embraced wholeheartedly by the E-911 committee. Also, the Sheriff's office, on a much smaller scale is going to be another piece of this. So there will be two resolutions. One for \$1,870,871.63 for E-911, and one for \$190,608.19 for the Sheriff's office. The Sheriff's office will actually pay theirs back through phone fees. This will earn the county 4% interest, instead of the rate we are currently getting. This will also go to the Financial Management Committee because it is more of an investment instead of a purchase, but it does need approval from the Budget Committee. Motion to approve made by Mr. Vaughn, seconded by Mr. Freels; motion approved unanimously.

H. Car & Reimbursement – Mr. Satterfield asked Mr. Lawing what the county was paying the Medical Examiner, instead of providing him a car. Mr. Lawing stated that the county is paying him \$15,000 a year. Mr. Satterfield stated the reason he brought this up is because the County Executive picked up that vehicle and is now using it as his personal vehicle. Mr. Satterfield made a motion that the County Executive should reimburse the county for four months at \$100 per month, for the use of the vehicle. Or, we need to sell the vehicle. Motion was seconded by Mr. Taylor – just for clarification purposes. Mr. Moser asked Mr. Holt if he traveled to Nashville and surrounding areas for business purposes. Mr. Holt advised that he does travel to areas outside of Gallatin (Sumner County) for business purposes. Mr. Holt stated that he never asked for a vehicle, this vehicle was already in the fleet, so if it's a problem and that's what this committee wants to do and you don't think his services are worthy of going downtown and other places, then he's not going to sit here and argue about it. Mr. Moser asked Mr. Holt who pays for the fuel for this vehicle (Chrysler 300). Mr. Holt stated that it comes out of his budget if he's doing business; otherwise he pays for the gas out of his pocket. Mr. Vaughn stated he could not support this decision and doesn't think we need to change anything. Mr. Stone asked Mr. Holt if he drives the vehicle home. Mr. Holt replied that sometimes he does, depending on what business he has to take care of the next morning. If he has to go to Nashville the next morning, then Mr. Holt stated he drives it home. Mr. Holt stated he will do what the Committee instructs him to do and if they want to take it away from him, then that's fine. Mr. Satterfield stated that he does not have a problem with him driving it downtown to meetings, but he has a problem with any county employee driving a county vehicle home, out to lunch, or for any personal reason. Mr. Stone amended the motion to instruct the County Executive not to drive the vehicle home. Mr. Satterfield seconded the motion. Mr. Vaughn stated he could not support this amendment. Amendment to the motion passed 4-3 with Mr. Satterfield, Mr. Taylor, Mr. Freels and Mr. Stone voting for and Mr. Utley, Mr. Vaughn and Mr. Moser opposing. The original motion was voted on and passed 4-3 with Mr. Satterfield, Mr. Taylor, Mr. Stone and Mr. Freels voting for.

REPORT OF THE FINANCE DIRECTOR

A. Revenue Analysis (to be passed out at meeting) – Mr. Lawing stated that the revenues we've been tracking all look really good. Mr. Hyde commented that we need to be mindful of the fact that this needs to be a very conservative year when we are preparing budgets and not let an optimistic report like this make us feel like we have a lot of extra money to spend. A good report today may be a bad report tomorrow.

B. Annual Health Insurance Analysis – Mr. Lawing reviewed this report. No discussion.

C. Salary Changes for March and April 2011 – Committee reviewed. No discussion.

D. Discussion of FY12 Budget – Mr. Moser asked Mr. Lawing where we are on the request from the Departments and for projections for revenue. Mr. Lawing stated he has entered the revenues. He has received all of the departments except for one's request right now, but it's in a separate fund. He is finishing reconciling out and has a few small questions for the Committee.

1. Do we want to use the same tax levy as last year? Mr. Moser replied yes.
2. Because of the debt refunding, there will be an additional \$5.6M in there. Do we want to leave this money in there or levy it into the Capital Projects Fund which will make it a budgetary fund? Mr. Moser stated the Committee will review that when they go through the figures. Mr. Moser asked Mr. Lawing when the figures will be available for the Committee. Mr. Lawing stated hopefully by the end of the week.

Mr. Moser stated that in the past, the Committee has taken all the figures and we've had a meeting here that would last all day instead of coming in the evening and staying until the wee hours of the morning. Mr. Moser proposed that the Committee approach this budget the same way as in the past; where the Committee will schedule each department to come in and review the figures during the day. Mr. Moser asked the Committee how they felt about it. All agreed. Mr. Moser stated he will contact the Committee members and try to get some dates from everyone. Once a meeting date has been set, the Committee will give everyone a week notice.

ADJOURNMENT – Motion made by Mr. Vaughn to adjourn at 8:27 p.m., seconded by Mr. Taylor; motion passed unanimously.

MINUTES
EDUCATION COMMITTEE
April 4, 2011

Present:

Paul Decker, Chairman
Billy Geminden
Paul Goode
Ben Harris
Joe Matthews
Kirk Moser

Absent:

Trisha LeMarbre, Vice-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

Chairman Decker brought the Education Committee meeting to order with a prayer on Monday, April 4, 2011, 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. Harris, the Committee members approved the agenda.

Minutes. Upon motion of Comm. Matthews, seconded by Comm. Geminden, the Committee approved the minutes of March 7, 2011. Comm. Moser abstained.

Recognition of the Public. There was none.

Report of Chairman. Chairman Decker reported that Comm. LeMarbre would not attend.

County Executive. County Executive Anthony Holt was not present due to damage to his property.

Director of Schools. Benny Bills, Director of Schools, reported that there was minor wind damage at some schools.

Report on 2007 Bond Issue. Mrs. Maryanne Durski, School Director of Finance, reported there were no changes.

Report on 2010 Bond Issue. Mrs. Durski stated that the projects are nearing completion.

General Purpose School Amendments. Upon motion of Comm. Matthews, seconded by Comm. Harris, the Committee voted to approve three General Purpose School Fund amendments as submitted. The motion carried with Comm. Goode abstaining.

Federal Projects School Amendments. Upon motion of Comm. Geminden, seconded by Comm. Harris, the Committee voted to approve eight Federal Projects School Fund amendments as submitted. Comm. Goode abstained from the vote.

Gene Brown Elementary School. Upon motion of Comm. Goode, seconded by Comm. Matthews, the Committee voted to approve an additional \$1,000.00 for the Gene Brown Elementary School Gene Brown Elementary School drainage project.

R.T. Fisher Alternative School. Upon motion of Comm. Matthews, seconded by Comm. Goode, the Committee voted to approve an additional \$500.00 for the additional expenses at the R.T. Fisher Alternative School HVAC project, including engineering fees and materials.

New Director of Schools. Mr. Bills reported that the committee is working with 52 applicants for the Director of Schools position with a nearing deadline. Sometime in April 2011 the interview process will begin.

The meeting was adjourned at 6:20 p.m. after a motion by Comm. Harris, seconded by Comm. Matthews.

Prepared by Maria A. Savage

**MINUTES
EMERGENCY SERVICES COMMITTEE**

April 4, 2011

Present:

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

Also Present:

Keith Douglas, EMS Director
Bill Kemp, Clerk
Leah Dennen, Law Director
Chief Deputy Puccini
Sonya Troutt, Jail Administrator
Detective Don Linzy
Comm. Joe Matthews

Chairman Vaughn called the Emergency Services Committee to order on Monday April 4th, 2011 at 5:35 PM in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Three items were added to the agenda under the Sheriff's Report: (1) Visionair System (2) Inmate Population (3) State Salary Supplement. Comm. Harris made a motion, seconded by Comm. Akins. The agenda was unanimously approved.

Approval of Minutes of March 7, 2011 Comm. Graves made a motion, seconded by Vice-Chairman Guthrie. The minutes of March 7, 2011 were unanimously approved. Comm. Taylor abstained due to his absence.

Public Comments None.

Report from the Chairman. None.

Report from the County Executive None.

Report from the Sheriff . Approval was requested on the following items:

- Visionair System- Detective Linzy explained the Visionair System, and how it would be beneficial to the Sumner County Sheriff's Department. This system would integrate dispatch centers, EMS, the Fire Department, and eight different law enforcement agencies. The total cost as outlined in the proposal handed out is \$190,681.91. Comm. Harris made a motion, seconded by Comm. Akins. There was some discussion. Motion carried.
- Inmate Population- Ms. Troutt advised there are times when the jail has been above the certified amount in capacity. The Jail Administrator stated that it was time to look at some other housing. Comm. Matthews also

stated that it was passed in Law Enforcement to bring it before the EMS Committee and look at the process, and if approved would go to the General Operations Committee. There is additional space at the facility that can be used. Comm. Harris made a motion for this to go to General Operations, seconded by Comm. Akins. There was some discussion. Motion carried.

- State Salary Supplement for the Sheriff's Department- Comm. Harris made a motion for approval, seconded by Comm. Akins. Motion carried.

Report from the Director The Director referred to the April 2011 Emergency Services Committee Report. No major changes in Transports and Responses. The Revenue is close to \$200,000 ahead of projection. With the Affordability Care Act, within the Medicare Law there was an increase in the ambulance reimbursement rate. This was made effective January 2010. Every claim was being reviewed that was submitted last year. There has been additional payment received. Part of the increased revenue is coming from this.

The Director requested approval of the Intermedix System that was discussed in the March 2011 EMS meeting. The Budget Committee had wanted to verify that it was the sole source. Comm. Harris made a motion, seconded by Comm. Akins. Motion carried.

The Director advised the Committee of a new program called Miles for Memory, where hospice patients can be transported to special events that they otherwise would not be able to attend by regular transportation. No action taken.

Old Business None

New Business None

There was a motion to adjourn. The committee adjourned at 6:05pm

Prepared by Sheila Ashton

MINUTES
EMPLOYEE BENEFITS COMMITTEE

March 22, 2011

9:00 A.M.

Members Present:

Merrol Hyde Maryanne Durski Bob Pospisil Anthony Holt

Also:

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

Mr. Hyde called the SIB Employee Benefits Committee meeting to order on Tuesday, March 22, 2011 at 9:00 a.m. in Room 112, County Administration Building, Gallatin, Tennessee.

Agenda: Mr. Hyde added C) BCBS Renewal under New Business; he also added that a county employee wished to speak and he could do so after approval of the minutes. Motion was made by Mrs. Durski to approve the agenda; seconded by Mr. Pospisil; unanimous approval.

Public Recognition: None

Minutes: Motion was made by Mrs. Durski to approve the minutes of January 25, 2011; seconded by Mr. Pospisil; unanimous approval. Motion was made by Mrs. Durski to approve the minutes of the Special Called Meeting of February 14, 2011; seconded by Mr. Pospisil; unanimous approval. Mrs. Durski made a motion to approve the minutes of the Special Called Meeting of March 3, 2011; seconded by Mr. Pospisil; unanimous approval.

Report of Committee Chair: None

A county employee came before the committee requesting the bariatric surgery. Mr. Pospisil made a motion to approve the surgery; seconded by Mrs. Durski; unanimous approval.

Report of Consultant: Mr. Shupe noted that the dental side is continuing to do what we want it to do. On the medical side, we are continuing to reduce the deficit in the cash balance. It was reduced drastically by a past accounting situation from years ago when BOE went from 12 months to 10 months by removing money from one side to the other. He states that this is a very positive report. After dropping the reinsurance last year, we have saved \$278,000 in premiums that we would have paid out. Mrs. Durski made a motion to keep this money accounted separately that we save from not paying the reinsurance; seconded by Mr. Pospisil; unanimous approval.

Mr. Shupe stated that on the medical loss ratio, we are only allowed to spend 15%. Our self-funded group only spends a little over 4%. He said that was a huge deal and he congratulated us and said he told Washington about us.

CareHere: Mr. Clevenger presented the CareHere annual report as requested by the committee. We had an increase in spend for February which is normal after the winter. The Pharmacy is on a general trend up. The 5 clinics are robust as well.

Old Business: None

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New Business: Mr. Shupe presented his recommendation for increase of dental insurance premiums by either 1% or 3%. Mrs. Durski made a motion to increase dental insurance premiums by 1% effective August 1, 2011; seconded by Mr. Pospisil; unanimous approval. Mr. Shupe then presented his recommendations for increase of medical insurance premiums by either 5% or 10%. After some discussion, Mrs. Durski made a motion to increase medical insurance premiums by 7% effective August 1, 2011; seconded by Mr. Pospisil; unanimous approval.

Mr. Shupe brought a copy of the document dated 9/15/1982 outlining who was covered on insurance and gave it to Ms. Dennen. It shows the wording on how bus drivers and cafeteria workers are covered. Mr. Shupe recommended they decide who they want to cover on insurance and change the plan document language. This would terminate our grandfather status. Mr. Pospisil made a motion to change the eligibility of the other classes and state that an employee who works 32 hours per week or more and is classified as full-time by their employer will be eligible for insurance; change "or" in the wording to "and"; delete "B", "C" and "D"; this was all seconded by Mr. Hyde; Mrs. Durski abstained; motion was passed.

Mr. Shupe and Mrs. Courtelis discussed the BCBS renewal. Mr. Shupe recommended the Committee go with the standard package which includes BCBS handling the Level I and Level II grievances and the external review. He recommends we add the language "if covered" on the precertification requirements. The medical administration service fee will be \$41.64 per employee per month. The dental administration service fee will be \$4.25 per employee per month. Mrs. Durski made a motion to accept the renewal as presented; seconded by Mr. Pospisil; unanimous approval.

Mr. David Talley introduced himself as a new employee with CareHere. He discussed the flu shots for the upcoming year. He recommends ordering 800 vaccines since we ran short last year with 700 vaccines. He also recommends using the exact same schedule from last year. Mrs. Durski commented that since the bus drivers are rolling off the insurance this time, we may not need that many vaccines. Mr. Hyde recommended ordering 750 vaccines; seconded by Mrs. Durski; unanimous approval.

There was no further business so Mr. Pospisil made a motion to adjourn; seconded by Mrs. Durski; Mr. Hyde adjourned the meeting at 10:25 a.m.

MINUTES
SUMNER COUNTY 1981 FINANCIAL MANAGEMENT COMMITTEE
April 4, 2011

Members Present:

Frank Freels - Chairman Benny Bills
Merrol Hyde- Vice Chairman Judy Hardin Paul Goode

Also:

David Lawing Leah Dennen Maryanne Durski Beth Cox

Chairman Freels called the 1981 Financial Management Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, April 4, 2011 at 7:00 p.m.

AGENDA: Motion made by Mr. Bills to approve the agenda, seconded by Mr. Goode, motion passed unanimously.

RECOGNITION OF PUBLIC: Ms. Beth Cox spoke regarding the 1981 Act. She stated that she talked with a Lincoln County school representative who stated that ever since they passed the 1981 Act, they have been out of the loop; it's ineffective and if you are a larger school system, this plan will not work. She also stated she talked with Hickman County. They have 8 schools and 4000 students. Again, it's not a fair comparison to Sumner County. She spoke with Dr. Nash who said the 1981 Act is ineffective, terrible for schools, you don't want it, they constantly have bad audits and ever since they started working under the 1981 Act, he has been trying to look for a way out of it. Ms. Cox again stated that Sumner County schools do not want this.

APPROVAL OF THE MINUTES: Motion to approve the minutes of March 16, 2011, made by Mrs. Hardin, seconded by Mr. Hyde, motion passed with Mr. Good and Mr. Bills abstaining. Motion to approve the minutes of March 30, 2011, made by Mr. Bills, seconded by Mr. Hyde, motion passed.

REPORT OF THE CHAIRMAN: None. However, Mr. Freels would like for Mr. Lawing to give his status report on the implementation before moving on to the Plan.

OLD BUSINESS: Deferred for discussion after New Business.

NEW BUSINESS: Mr. Lawing read over the Status Report on Implementation, which was included in the packet. Some of the items discussed were:

Potential Savings – annual savings, including additional rebates, should range from \$145,000 to in excess of \$300,000 annually.

Accounts Payable Savings – by utilizing Bank of America's Comprehensive Check to Electronic Payment Services and Purchasing Cards (P-cards), it will minimize processing costs and generate additional revenues. The combined savings are estimated to range from \$120,000 to \$175,000 annually. During the discussion, Mrs. Hardin asked if we can kick it in now (P-cards) so that County General and Highway can start getting rebates. Mr. Lawing stated that they are currently looking at getting switched over to Bank of America.

Accounting Software Savings – Once the offices are combined, the accounting software vendor will consider them now as one office. This means we will have only one support contract. The estimated savings on the software is in excess of \$5,000 to \$20,000 annually.

Payroll Savings – Kronos is currently in the process of attempting to gain access to perform a cost savings analysis. It is estimated that the net savings in the finance office will range from \$20,000 to \$50,000 annually. Additional savings may be achieved at the county office and/or school level many times greater than this amount. During the discussion on this matter, Mr. Lawing stated that Mr. Herndon of Kronos informed him that he has tried to contact Mrs. Durski several times regarding this. Mrs. Durski stated that Mr. Herndon has only contacted her for sales calls and not for anything pertaining to this issue. Mr. Freels requested that Mr. Lawing have Mr. Herndon contact Mr. Bills directly regarding this matter.

Progress to date – The process of bidding the additional furniture is currently waiting upon refined furniture specifications, which will be determined after a site visit to the school finance department. A site visit is planned for April 5th. If all school board finance department employees are moved, the estimated cost is \$87,575 for furniture, \$3,200 for finishes/drywall/cabinetry and \$750 for an electrician. The County Administration Building currently has two dedicated T1 lines, which may need to be replaced with fiber optics. Representatives from Local Government Data Processing Corporation have been trying to contact

school department technology personnel to obtain specific details. During the discussion on this matter, Mr. Bills asked why would they be moving the school board computers over, and why would the school board have to pay for new computers. Mr. Lawing stated because those computers are used for school board information and processing. Mr. Bills stated they can put those computers in some of the schools in the county. Mr. Bills does not want to move them to the county finance department, nor will he pay to replace them at the finance department. Mrs. Hardin asked Mr. Lawing about the \$100,000 estimated cost of the build out. Mr. Lawing stated that he could not hear Mrs. Hardin's question because of the discussion going on at the end of the table between Mrs. Durski and several of the school board employees. Mr. Freels responded to Mrs. Hardin's question by stating that the \$100,000 does include the estimated cost for the cubicles.

Critical Items – All items previously requested will be needed for development of the final operational procedures for the combined office and determining the physical location of employees.

Salary Issues – Paying an employee \$15 a day for sick time and counting it as years of service is specifically forbidden by TCRS's rules and regulations (a copy of the TCRS's rules was included in the packet).

OLD BUSINESS/ADJOURNMENT: Being that there was no more discussion on New Business, Mr. Freels asked if the Committee wanted to start discussing the Implementation Plan. Motion was made by Mr. Bills to adjourn at 7:43 p.m., seconded by Mr. Goode, motion passed unanimously.

MINUTES
SUMNER COUNTY 2002 FINANCIAL MANAGEMENT COMMITTEE
April 18, 2011

Members Present:

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

Also:

David Lawing Leah Dennen Beth Browning Buddy Shafer

Chairman Freels called the 2002 Financial Management Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, April 18, 2011 at 5:37 p.m.

AGENDA: Motion made by Mr. Bills to approve the agenda, seconded by Mr. Vaughn, motion passed unanimously.

RECOGNITION OF PUBLIC: There was no public recognition.

APPROVAL OF THE MINUTES: Motion to approve the minutes of March 21, 2011, made by Mr. Vaughn, seconded by Mr. Moser, motion passed; with Mrs. Hardin abstaining

REPORT OF THE COMMITTEE CHAIRMAN: There was no report.

REPORT OF THE COUNTY EXECUTIVE: There was no report.

REPORT OF THE FINANCE DIRECTOR/PURCHASING AGENT:

A. Monthly Revenue Analysis – Mr. Lawing reviewed the following:

- Adequate Facilities Tax – 106.899%
- Sales Tax - 102.015%
- Wheel Tax – 102.123%
- EMS Transportation – 104.727%
- Business Tax – 122.554%

REPORT OF THE LAW DIRECTOR:

Ms. Dennen stated that since the last meeting, they have filed delinquent tax notices totaling \$1.4 million. However, collections continue to come in extremely well.

REPORT OF THE BUDGET COMMITTEE: There was no report.

OLD BUSINESS: Mr. Vaughn asked Mr. Bills about the information that the schools needed from the Trustee. Mr. Bills stated that the school board does not know how they stand. Mr. Lawing stated that we don't have that; the Trustee is a separate office.

NEW BUSINESS:

Visionair Equipment – Sheriff's Office and E-911: Mr. Lawing stated the Committee would be acting as the Investment Committee for this item. Per Ms. Dennen, this is for the loans to purchase software. Mr. Shafer with E-911 was present at the meeting and available for questions. Ms. Dennen stated that E-911 will actually have loan documents, but the Sheriff's Department will not need the loan documents. That will be handled with the resolution. Mr. Kimbrough asked Ms. Dennen if this would be done as a loan to the Sheriff. Ms. Dennen replied that it will not be a loan. The Sheriff's amount is actually a wash; that money will come from telephone funds. Mr. Kimbrough also asked if the Sheriff could use this money (the telephone funds) for anything else. Ms. Dennen stated that he cannot. This is an investment of CAP funds. Mr. Kimbrough suggested that resolutions 6 & 13 be pulled off the Consent Agenda and moved to the Budget Committee reports. Mr. Kimbrough also wanted the wording changed to "any changes or forgiveness would have to go through the CAP Rules and Procedures". Ms. Dennen stated she would make those changes before the commission meeting. Mr. Lawing stated that this item will probably need the approval of Ron Queen, the Director of Local Finance. Motion made by Mr. Vaughn to approve, seconded by Mr. Kimbrough; motion passed unanimously.

Being that there was no more business; Mr. Freels adjourned the meeting at 5:55 p.m.

MINUTES
SUMNERCOUNTY PURCHASING COMMITTEE
April 18, 2011

Members Present:

Frank Freels - Chairman Judy Hardin
Kirk Moser – Vice Chairman Benny Bills Jim Vaughn

Also:

David Lawing Leah Dennen Beth Browning

Chairman Freels called the Purchasing Committee to order in Room 112 of the SumnerCo.AdministrationBuilding, on Monday, April 18, 2011 at 5:34 p.m.

AGENDA: Motion made by Mr. Bills to approve the agenda, seconded by Mr. Vaughn, motion passed unanimously.

RECOGNITION OF PUBLIC:

There was no public recognition.

APPROVAL OF THE MINUTES: Motion to approve the minutes of March 21, 2011, made by Mr. Moser, seconded by Mr. Vaughn; motion passed, with Mrs. Hardin abstaining.

REPORT OF THE COMMITTEE CHAIRMAN:

Mr. Freels had no report.

REPORT OF THE COUNTYEXECUTIVE:

Mr. Holt was not present.

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:

Purchase Order Matters - Motion made by Mr. Moser to approve all Purchase Order Matters, seconded by Mr. Bills, motion passed unanimously.

Being that there was no more business, Mr. Freels adjourned the meeting at 5:37 p.m.

**MINUTES
GENERAL OPERATIONS COMMITTEE
CHRIS HUGHES, CHAIRMAN
APRIL 11, 2011**

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

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
Joe Matthews, Commissioner

The regular meeting of the General Operations Committee was brought to order on Monday, April 11, 2011, at 5:00 p.m. in the Sumner County Administration Building. Chairman Hughes declared a quorum present to conduct business.

Agenda. Chairman Hughes added the following to the agenda: 1) Report on County General telephone system. Upon motion of Comm. Graves, seconded by Comm. Brown Strong, the committee approved the agenda as amended.

Minutes. Upon motion of Comm. Skidmore, seconded by Comm. Taylor, the committee approved the minutes of March 14, 2011.

Recognition of the Public. There was none.

Report of Chairman. Chairman Hughes reviewed the agenda items.

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

Surplus Property. There was none.

Obsolete Telephone System. David Pigna, Purchasing and Internet Technology Director, stated that the current telephone system in use by County General is obsolete and the maintenance agreement ceases as of June 30, 2011. The reasons are that the company does not support this system and parts are no longer manufactured. After discussion, Comm. Ring moved, seconded by Comm. Skidmore, to go ahead and collect information about the specifications and return with the information next month. The motion carried.

EMS/EMA Facility. Ken Widener, Director of the Emergency Management Agency, and Keith Douglas, Director of the Emergency Services Department, provided detail information on the EMS/EMA facility, the land and the proposed \$8 million grant. The County has purchased 10 acres with an option (expiring December 15, 2011) to buy another 10 acres near the intersection of Highway 386 and Long Hollow Pike. Mr. Widener stated that the grant award should be announced no later than July, 2011. The hardened building would encompass 63,800 square feet and the first \$5 million phase should be enough to complete the underground portion of the facility with an ability to withstand an F5 tornado. The building would house centralized dispatching and EMS/EMS functions.

Mr. Widener stated that this week's storm damage assessment may qualify for federal public assistance.

Financial Management Act. Finance Director David Lawing was present to report on the implementation of the Financial Management Act of 1981. The furnishings costs were estimated at \$91,525.00, including \$87,575 for cubicles; \$3,200.00 for dry wall and other related work; and \$750.00 for power to individual cubicles. Mr. Lawing stated that the Board of Education and the Schools Finance Department share a high volume copier with a replacement cost of \$5,000.00. Mr. Lawing stated that 10 cubicles and chairs would be needed with about 20 file cabinets. Mr. Lawing stated that a fiber optic cable will be needed to connect the Board of Education with the County Administration building costing either \$1,187.00 per month or \$1,520.00 per month at approximately \$18,000.00 annually. New computers were estimated to be \$100,000.00. Chairman Hughes stated that a ballpark figure for the cost of furnishings, office chairs, cabinets and computers would be \$230,000.00. Mr. Lawing stated that three sources of funding other than a tax levy would be County General Fund, the remainder of the Bond Issue (\$74,345.00) or Courthouse and Jail Maintenance.

Mr. Lawing stated that savings from the implementation would be through attrition of personnel. He stated that about 12 Board of Education employees would be moving eventually. Mr. Lawing said combining some software rebates and accounting methods would save money.

Mr. Lawing stated that 1981 Act is the centralization of finance operations. Purchasing is something that is implemented in cooperation with the Board of Education, Highway and County General. If the centralization of purchasing takes place, then it would be under the auspices of the Finance Director.

Chairman Hughes requested Mr. Lawing and Mr. Pigna get together to write specifications for the items needed and come back with the information next month.

County Administration HVAC Repair. Mr. Pigna stated that the problem with the County Administration HVAC is resolved and paid for.

County Courthouse. Mr. Pigna stated that the Courthouse renovation will be completed next month. He stated there was a request to replace the remaining old carpet at a cost of \$1,850.00. Comm. Ring moved, seconded by Comm. Utley, to approve the request. The motion failed with Comm. Ring voting in favor; Commissioners Utley, Skidmore, Graves and Hughes voting against; and Comm. Taylor abstaining.

The committee discussed the need for caulking cracks in the inner walls of the Courthouse but no action was taken.

The meeting adjourned at 6:15 p.m. after a motion by Comm. Ring, seconded by Comm. Taylor.

Prepared by Maria Savage

SUMNER COUNTY HIGHWAY COMMISSION

April 5, 2011

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
OTHERS PRESENT: Leah Dennen, Law Director
Sandra Lee Hesson, Assessor of Property Adm. Assistant

MEMBERS ABSENT:

CALL TO ORDER

Chairman Graves called the regular monthly meeting of the Sumner County Highway Commission to order, Tuesday, April 5, 2011 at 4:00 P.M. in Conference Room #112 at the Sumner County Administration building.

ADDITION TO AGENDA

USDA Grant
Gotech Engineer

APPROVAL OF MINUTES

Motion by Commissioner F. Freels to approve the March 2011 minutes. **Seconded** by Citizen Member Neal. **Motion passed** with Vice Chairman Pospisil abstaining.

PUBLIC RECOGNITION

A. Larry Sexton owns property on **Cook Lane**, which was to be an extension of Poplar Woods at one time. He has paved 1/3 of a mile for his use and would like to own it. Road Superintendent Hardin pointed out that this was a stubbed off road in a subdivision that was never developed off Winding Way. There was discussion. Law Director Dennen requested letters from all adjoining property owners relinquishing their interest in this ROW that was never developed. County Executive Holt **motioned** to authorize Law Director Dennen drawing up a deed Quit Claiming Sumner County's interest in the stubbed off road known as Cook Lane (private road) contingent upon Mr. Sexton bringing in the documents of the other adjoining property owners. **Seconded** by Chairman Graves. **Motion passed** unanimously.

REPORT OF CHAIRMAN: OLD BUSINESS - None**REPORT OF CHAIRMAN: NEW BUSINESS****A. Branham Mill Road**

Chairman Graves had a request from Gary Pickard wanting .5-.6 mile widened. There are several semis up and down this narrow road. Road Superintendent Hardin visited Branham Mill Road and found the fences come right up to the edge of the road. Upon checking the deeds, several of them call for them owning to the center of the road. Commissioner F. Freels **motioned**, County Executive Holt **seconded** for Chairman Graves to go out with Gary Pickard and try to get signatures of all the property owners to give more ROW for widening the road. **Motion passed** unanimously.

REPORT OF ROAD SUPERINTENDENT: OLD BUSINESS - None**REPORT OF ROAD SUPERINTENDENT: NEW BUSINESS****A. Budget Amendments**

Road Superintendent Hardin submitted amendments to her budget (see attached) for approval. There was discussion. **Motion** by Vice Chairman Pospisil to approve the budget amendments as submitted. Commissioner F. Freels **seconded**. **Unanimously passed**.

B. 2011-12 Proposed Budget

Road Superintendent Hardin submitted the proposed 2011-12 Budget for discussion. The budget includes 3% employee raises. The Highway department is in need of a new lube truck, a service truck, 2-tandem dump trucks, 3-tractors (1-with a boom mower, 2-with side mowers). County Executive Holt noted that several years ago, there was a 2-cent tax added and dedicated for purchasing equipment. He would check into that. There was discussion. Vice Chairman Pospisil **motioned** to defer approving the 2011-12 Proposed Budget for one month to give the committee members time to look over it. **Seconded** by Commissioner Geminden. **Motion passed** unanimously.

C. GOTECH Engineer

Road Superintendent Hardin explained the results of the GOTECH Engineer's finding. We will need to dig out 8' deep, 20' wide by 150-300' for minimum repair. A concrete retention wall could be built if necessary. We will replace the drain, as the County Engineer recommends a French drain, parallel to the road and several smaller drains to help.

D. USDA Grant

Road Superintendent Hardin reported having received \$203,145.68 from a USDA Grant for soil conservation (refunding 90% of what we spent for the 2010 flood).

REPORT OF COUNTY EXECUTIVE**A. Storm Damage**

County Executive Holt talked to EMA Ken Weidner today, to see if there is enough damage from the recent storm to declare Sumner County is a disaster area. Road Superintendent Hardin does not feel there is enough damage (many trees) in the county to file. County Executive Holt noted they were waiting on Gallatin and Hendersonville to report how much damage they received.

COMMISSION BUSINESS – None**REPORT OF LAW DIRECTOR - None**

MOTION TO ADJOURN: Vice Chairman Pospisil
SECONDED BY: Citizen Member Neal
ADJOURNMENT: 4:45 P.M.

MINUTES
LAW ENFORCEMENT SUBCOMMITTEE
April 4, 2011
5:00 p.m.

Present:

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

Also Present:

Leah Dennen, Law Director
Bill Kemp, County Clerk
Anthony Holt, County Executive
Jim Vaughn, Commissioner
Chief Deputy Al Puccini
Major Don Linsy
Major Sonya Troutt, Jail Administrator

The meeting of the Law Enforcement Subcommittee was called to order on April 4, 2011, at 5:00 p.m. in the Sumner County Administration Building. Chairman Matthews declared a quorum present.

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

Minutes. Comm. Brown Strong moved, seconded by Comm. Ring, to approve the minutes of March 7, 2011. The motion carried.

Public Recognition. There was none.

Sheriff's Report. Chief Deputy Al Pucinni reported on the financial report for the month of March, 2011. Revenue was \$15,607.70 with disbursements being \$6,766.00. The Animal Control Division statistics reported on the number of cats and dogs processed through the facility and that number of service calls at 248.

Major Sonja Trout reported that the average jail population in March was 639 and the jail is certified for 662.

Salary Supplement. Upon motion of Comm. Harris, seconded by Comm. Ring, the Committee voted to approve the annual state salary supplement to Sheriff's deputies.

Visionair Jail Management. Sheriff's Major Don Linzy read a letter addressed to County Commissioners outlining the need and availability of a jail management system that tracks inmate from the time of arrest until time of release. Under this new system every law enforcement agency in the county will share this information as it is taking place. Mr. Linzy enumerated benefits to the system including the following:

- Integration with laptops in patrol cars
- Eliminates paperwork duplication
- Arrest information transfers to booking
- Integrates with N.C.I.C
- Allows numerous bookings at the same time from different stations
- Determines best inmate housing

- Red flags for inappropriate housing of inmates
- New 911 Computer Aided Dispatch

The total cost as outlined in the proposal is \$190,680.91.

Comm. Decker moved, seconded by Comm. Ring, to adopt and approve the request. The motion carried.

County Law Director Leah Dennen requested a brief recess. The Committee reconvened at 5:24 p.m. Discussion ensued regarding the financing component of the Visionair package. Upon motion of Comm. Baker, seconded by Comm. Harris, the Committee voted to send the financing portion of the project to Budget Committee.

Jail Overcrowding. Major Troutt stated that in the near future the jail will become overcrowded and new measures will have to be taken to house inmates. Upon motion of Comm. Ring, seconded by Comm. Harris, the Committee voted to pass the information on to Emergency Services and General Operations Committees.

The committee adjourned at 5:32 p.m. after a motion from Comm. Ring, seconded by Comm. Harris.

Prepared by Maria Savage

**MINUTES
LEGISLATIVE COMMITTEE
BOB POSPISIL, CHAIRMAN
April 11, 2011**

Present:

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

Also Present:

Bill Kemp, County Clerk
Leah Dennen, County Law Director
Anthony Holt, County Executive
CASA & Ashley's Place Representatives

The regular meeting of the Legislative Committee was called to order on Monday, April 11, 2011, at 6:20 p.m. in the Sumner County Administration Building in Gallatin. Vice-Chairman Goode declared a quorum present.

Agenda. Comm. Graves moved, seconded by Comm. Hughes, to approve the agenda. The motion carried.

Minutes. Comm. Hughes moved, seconded by Comm. Graves, to approve the minutes of March 14, 2010. The motion carried with Comm. Moser abstaining.

Recognition of the Public. Representatives from CASA and Ashley's Place were present to request implementation of the Victim's Assessment Movement which allows for an increase of litigation fees to funds these services. Both agencies, which serve child abuse victims, are in jeopardy of a state funding loss. The representatives stated that the agencies have agreed to split any proceeds resulting from the adoption of this law. The committee discussed the fee impact of creating a new General Sessions Court judgeship. Upon motion of Comm. Moser, seconded by Comm. Stone, the Committee voted to defer the matter for 60 days to allow the representatives to present this matter to the Budget Committee for consideration.

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

Certificates of Recognition. There were none.

Tennessee Voter Confidence Act. Upon motion of Comm. Stone, seconded by Comm. Goode, the Committee voted to forward for consideration a repeal of the Tennessee Voter Confidence Act which would require the purchase of new machines that can read paper ballots.

12th District Constable Bond. Upon motion of Comm. Goode, seconded by Comm. Hughes, the Committee voted to approve the 12th District Constable bond and move it to the floor.

7th District Constable. Ms. Dennen stated the matter needed to be placed on the Commission agenda for the purposes of filling a vacancy of the Constable in the 7th District. Upon motion of Comm. Stone, seconded by Comm. Goode, the Committee

voted to move the election of the 7th District Constable to the floor of the full Commission.

Zoning Amendment. Ms. Dennen stated that a zoning amendment regarding regulations governing the health and safety of residential and nonresidential properties is docketed for April Commission meeting. Comm. Hughes moved, seconded by Comm. Goode, to move the matter forward. The motion carried.

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

Prepared by Maria Savage