



SUMNER COUNTY COMMISSION

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

Commissioners

First District
Mike Akins
Moe Taylor

Second District
Billy Geminden
Larry Hinton

Third District
Steve Graves
Alan Driver

Fourth District
Jerry Foster
Leslie Schell

Fifth District
Ben Harris
Baker Ring

Sixth District
Jim Vaughn
Kevin T. Pomeroy

Seventh District
JoAnne Kemp
Trisha LeMarbre

Eighth District
Paul Decker
Merrol N. Hyde

Ninth District
Jerry F. Becker
Chris Taylor

Tenth District
Paul R. Goode
Caroline S. Krueger

Eleventh District
Scott Langford
Bill Taylor

Twelfth District
Michael Guthrie
Bob Pospisil

The following minutes are included in this packet

Budget Committee.....September 4, 8 and 15

Committee on Committee.....October 20

Education Committee.....October 14

Emergency Services Committee.....October 6

Employee Benefits Committee.....September 16

2002 Financial Management Committee.....August 18

2012 Financial Management Committee.....August 18
September 15

General Operations Committee.....October 14

Highway Commission.....August 5

Investment Committee..... August 18

Legislative Committee.....October 14

Purchasing Committee..... August 18



BUDGET COMMITTEE NOTES
Sumner County Administration Building
Chambers
September 4, 2014
5:00 pm

MEMBERS
Paul Goode, Chairman
Chris Taylor, Vice-Chairman
Jerry Becker
Jerry Foster
Scott Langford
Bob Pospisil
Bill Taylor

There was a special called meeting for the Budget and Education Committee's to present the school's budget for Fiscal Year 2015.



BUDGET COMMITTEE MINUTES
Sumner County Administration Building
Conference Room #112
September 8, 2014

MEMBERS PRESENT
Paul Goode, Chairman
Chris Taylor, Vice-Chairman
Jerry Becker
Jerry Foster
Scott Langford
Bob Pospisil
Bill Taylor
OTHERS PRESENT
David Lawing
Leah Dennen
Erika Porter
Anthony Holt
Del Phillips

- I. CALL TO ORDER by Chairman Goode at 6:10 pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Approval of Agenda- Motion to approve by Mr. Pospisil, second by Mr. Langford, unanimous approval.
 - B. Recognition of Public-None
 - C. Approval of Minutes—August 11, 2014-Motion to approve by Mr. Langford, second by Mr. Chris Taylor, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN- Chairman Goode stated that Mr. Pigna will be working on getting an up to date website for the county. Also, the next Budget Committee meeting will be on October 14, 2014 at 6:00pm due to October 13, 2014 being a holiday.
 - A. Report from the Assessor of Property-None.
- III. REPORT OF THE COUNTY EXECUTIVE-None
- IV. OLD BUSINESS-None
- V. NEW BUSINESS
 - A. Board of Education
 1. FY2015 Budgets (separate attachment)-Motion to approve by Mr. Pospisil, second by Mr. Chris Taylor, unanimous approval.
 2. FY2015 Budget Resolution (separate attachment)-Mr. Lawing stated that Resolution will be completed upon approval.
 - B. Appropriations
 1. Election Commission--\$61,355 from fund balance for increase in salaries as originally requested for FY2015 budget-Motion to approve by Mr. Pospisil, second by Mr. Bill Taylor, unanimous approval.
 2. Surety Bonds--\$20,900 from fund balance due to increase in cost of bonds for officials- Motion to approve by Mr. Pospisil, second by Mr. Chris Taylor, unanimous approval.
 3. Drug Court
 - a. \$58,646.18 TDOT Grant
 - b. \$70,000 DMHSAS GrantMotion to group and approve items a. and b. by Mr. Pospisil, second by Mr. Langford, unanimous approval.
 - C. Transfers
 1. Inter-budgetary
 - a. Greater than \$2,500- Motion to approve by Mr. Pospisil, second by Mr. Langford, unanimous approval.
 - b. \$2,500 or less- Motion to approve by Mr. Langford, second by Mr. Chris Taylor, unanimous approval.

D. Tax Matters

1. Refunds

- a. Clark Distributions--\$82
- b. Hendersonville Hospital--\$2,274
- c. Hospital Disposables--\$69
- d. Sumner Farmers Co-Op--\$265-

Motion to group and approve a. through d. by Mr. Pospisil, second by Mr. Becker, unanimous approval.

- 2. Taxes for Ollie Ralph Property purchased by Highway Department-Motion to forgive the taxes due to the county by Mr. Pospisil, second by Mr. Chris Taylor, unanimous approval.

- E. Three-year capital outlay note extension- Motion to approve by Mr. Pospisil, second by Mr. Chris Taylor, unanimous approval.

- F. CDBG Grant approval-Motion to approve by Mr. Pospisil, second by Mr. Foster, unanimous approval.

- G. Request for approval of multi-year voice contract for the jail- Motion to approve by Mr. Pospisil, second by Mr. Chris Taylor, unanimous approval.

VI. REPORT OF THE FINANCE DIRECTOR

- A. Self-Insurance Fund- Mr. Lawing stated the self-insurance fund will split December 31st, i.e. the classified employees will leave the fund as of January 1, 2015. Mr. Pospisil requested that Mr. Lawing go into additional detail. The Health sub-fund an ending balance of (\$2,409,937.41) compared to a budget of (\$2,448,093). The Dental sub-fund had an ending balance of \$463,192.21 compared to a budget of \$418,030. The OJI-Liability sub-fund had an ending balance of \$1,084,830.73 compared to a budget of \$978,816. The county did better than budgeted projections. Dr. Phillips wanted to accept run off claims; however, Mr. Lawing's opinion was that the school self-insurance fund is not capable of handling run off claims. If they are not accepted, this will cause major cash flow issues in January 2015.

- B. Property Taxes

- C. Cash Flows-Mr. Lawing stated the county was in good shape until the end of December

- D. Financial Reports—August (available at Commission meeting if requested)

- VII. ADJOURNMENT- Motion to adjourn at 6:58pm by Mr. Pospisil, second by Mr. Chris Taylor, unanimous approval.



BUDGET COMMITTEE MINUTES
Sumner County Administration Building
Conference Room #112
September 15, 2014

MEMBERS PRESENT
Paul R. Goode, Chairman
Chris Taylor, Vice-Chairman
Jerry Becker
Jerry Foster
Scott Langford
Bill Taylor
OTHERS PRESENT
David Lawing
Leah Dennen
Erika Porter
Dr. Phillips

- I. CALL TO ORDER by Chairman Paul Goode at 6:00pm in Room 112 of the County Administration Building in Gallatin, TN.
 - A. Approval of Agenda-
 - B. Recognition of Public-None
- II. NEW BUSINESS
 - A. Discuss/Vote any necessary action arising from the decision, recommendations, or outcome of the September 12, 2014 meeting with the State Comptroller and/or the Tennessee Board of Equalization. - Motion to open Resolution up for discussion by Mr. Langford, second by Mr. Chris Taylor. Discussion was made among members and Mr. Holt concerning the reappraisal. Motion to present resolution to County Commission by Mr. Langford, second by Mr. Chris Taylor, unanimous approval.
- III. ADJOURNMENT- Motion to adjourn by Mr. Langford, second by Mr. Chris Taylor, unanimous approval.

**COMMITTEE ON COMMITTEES
MINUTES
October 20, 2014**

Present:

Paul Goode, Chairman
JoAnne Kemp, Vice-Chairman
Trisha LeMarbre
Baker Ring
Absent: Caroline Krueger

Also Present:

Anthony Holt, County Executive
Leah May Dennen, County Law Director
Erika Porter, Law Director's Office

The regular meeting of the Committee on Committees was brought to order on Monday, October 20, 2014, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman Goode was presiding.

Agenda. Upon motion of Comm. LeMarbre, and duly seconded by Comm. Kemp, the Committee approved the agenda.

Approval of Minutes. Chairman Goode noted a correction to the September 2 minutes which stated that Kevin Pomeroy was a member of the Financial Management Committee. Upon motion of Comm. Ring, and duly seconded by Comm. LeMarbre, the Committee approved the minutes of September 2 and September 15, 2014 as amended.

Report of the Chairman. Chairman Goode had no report.

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

Airport Authority. Chairman Goode brought forth the recommendation of County Executive Anthony Holt to appoint Mary Jane Isham to the Sumner County Airport Authority. Comm. Kemp presented information on a potential candidate, Charles Burnham, for the Airport Authority appointment. County Executive stated that the Authority needed someone with a financial background. He mentioned expanding diversity of the Authority as a factor in his recommendation.

Upon motion of Comm. LeMarbre, and duly seconded by Comm. Ring, the Committee approved the appointment of Mrs. Isham with a request that the County Executive retain information about Charles Burnham for future consideration.

Audit Committee. Chairman Goode brought forth the appointments of Commissioners LeMarbre and Steve Graves to serve on the Audit Committee.

Upon motion of Comm. Goode, and duly seconded by Comm. Ring, the Committee approved the appointments of Commissioners Graves and LeMarbre to the Audit Committee.

Delinquent Tax Committee. Chairman Goode brought forth the appointments of three commissioners to serve on the Delinquent Tax Committee as follows:

- Kevin Pomeroy
- Joanne Kemp
- Mike Akins

Upon motion of Comm. Ring, and duly seconded by Comm. LeMarbre, the Committee approved the appointments of Commissioners Akins, Kemp and Pomeroy to the Audit Committee. Chairman Goode deferred the fourth Commission appointment until next month.

Planning Commission Regional. Chairman Goode brought forth the recommendations of Executive Holt to appoint Commissioner Steve Graves to the Planning Commission to represent the Gallatin area and Commissioner Bill Taylor to represent the Hendersonville area. Upon motion of Comm. LeMarbre, and duly seconded by Comm. Ring, the Committee approved the appointments of Mr. Graves and Dr. Taylor.

Public Records Commission. Chairman Goode brought the appointments of Comm. Ring to serve on the Public Records Commission, as well as the presiding judge, Dee Gay.

Upon motion of Comm. LeMarbre, and duly seconded by Comm. Kemp, the Committee approved the appointments of Judge Gay and Mr. Ring.

Resource Authority. Chairman Goode recognized County Executive Holt who stated that the private act prohibited him from serving on the Sumner County Resource Authority and, as a result, he resigned from the Authority, recommending Comm. Goode to finish a six-year term ending June 2015.

Upon motion of Comm. LeMarbre, and duly seconded by Comm. Ring, the Committee approved the appointment of Mr. Goode.

Zoning Appeals Board. Chairman Goode brought the reappointment of Don Dickerson on the Zoning Appeals Board.

Upon motion of Comm. LeMarbre, and duly seconded by Comm. Kemp, the Committee approved the reappointment of Mr. Dickerson.

Next Month. Chairman Goode announced appointments for next month as follows:

- Industrial Development Board, six-year terms of Clifford Ernst, Michael Carter and Thomas Neal, Jr.
- Board of Construction Appeals, two-year terms of Doug Cowden, Bob Goodall, Robert Hill, Millard Bridges; alternates Larry Brown and Ted Williams, one-year terms

Upon motion of Comm. LeMarbre, and duly seconded by Comm. Kemp, the Committee adjourned at 6:42 p.m.

Prepared by Maria Savage

MINUTES
EDUCATION COMMITTEE
October 14, 2014

Present:

Trish LeMarbre, Chairman
Paul Goode, Vice-Chairman
Alan Driver
Billy Geminden
Caroline Krueger
Baker Ring
Leslie Schell

Also Present:

Leah Dennen, County Law Director
Ericka Porter, Law Director's Office
Anthony Holt, County Executive
Bill Kemp, County Clerk
Dr. Del Phillips, Director of Schools
Paul Decker, Commission Chairman

Chairman LeMarbre brought the special Education Committee to order on Monday, October 14, 2014, at 4:30 p.m. in the Sumner County Administration building in Gallatin. A quorum was present.

Adoption of the Agenda. Upon motion of Comm. Goode, seconded by Comm. Ring, the Committee members approved the agenda.

Minutes of September 4 and September 8. Comm. Goode moved to group and approve the minutes of September 4 and 8, 2014. Comm. Ring seconded the motion and the Committee voted to approve.

Recognition of the Public. There was none.

Report of the Chairman. Chairman LeMarbre reported that she had put together an ad hoc committee to work together with the Board of Education and Dr. Phillips to keep everyone on the same page. The Chairman appointed Commissioners LeMarbre, Goode, Ring, Schell, Geminden, Guthrie and Krueger, with the option of appointing two citizens at a later time. Comm. Ring declined to serve being employed by the BOE. No action was required.

County Law Director stated that for purposes of calling meetings, it would be named the Education Coordination Ad Hoc Committee.

Dr. Del Phillips appreciated the Chairman's action and said he would relay that to the BOE.

Report of County Executive. He had none.

Report of Director of Schools. Dr. Phillips reported on the current school enrollment. He cautioned that the enrollment number fluctuates and presented a report titled "Membership at End of Month by Grade" (ending 8/29/14) with student enrollment recorded at 28,705. He stated that the standard growth curve of student population was around a 300-student increase per year.

Chairman LeMarbre recognized County Executive Holt who stated that the Four Lakes Regional Authority may have a grant available to defray the cost of the new college of technology in Portland. He further stated that including five other counties - Macon, Wilson, Trousdale, Macon and Smith- strengthens the grant process.

Dr. Phillips stated that the time line for soft opening the college would be March, 2015, with the recruiting to begin soon for enrollees.

Chairman LeMarbre recognized Comm. Geminden who announced the Education Foundation annual fundraising event on November 6 at 6:00 p.m. at 5 Chefs Restaurant.

Comm. Goode motioned to adjourn and was duly seconded Comm. Schell. The Committee adjourned at 5:55 p.m.

Prepared by Maria Savage

**MINUTES
EMERGENCY SERVICES COMMITTEE**

October 6, 2014

Present:

Michael Guthrie, Chairman
Alan Driver, V. Chairman
Mike Akins
Jerry Foster
Ben Harris
Jim Vaughn
Absent:
Chris Taylor

Also Present:

Anthony Holt, County Executive
Sonny Weatherford, Sheriff
Keith Douglas, EMS Director
Leah Dennen, County Law Director
Bill Kemp, County Clerk
Ken Weidner, EMA Director
Chief Earlywine, Volunteer firefighters
Don Lindsey, Sheriff's Department
Sony Troutt, Jail Administrator

Chairman Guthrie called the Emergency Services Committee to order with an invocation on Monday, October 6, 2014 at 5:00 PM in the Sumner County Administration Building. A quorum was present.

Approval of Agenda . Upon motion of Comm. Harris, seconded by Comm. Akins, the committee unanimously approved the agenda.

Approval of Minutes of July 7, 2014. Upon motion of Comm. Akins, seconded by Comm. Foster, the Committee approved the minutes of July 7, 2014.

Public Comments. None.

Report from the Chairman Chairman Guthrie had no report.

Report from the County Executive The County Executive had no report.

Report from the Sheriff. Sheriff Sonny Weatherford handed out the September 2014 report. He reviewed some of the figures on the Financial Report, as well as the Animal Control numbers. The Sheriff introduced the following members of his staff: Sergeant Ryan (animal control), Major Don Lindsey and Sonya Troutt, Jail Administrator. Chairman Guthrie congratulated the Sheriff and his staff for recent achievements.

Report from the Director Keith Douglas, EMS Director, gave a detailed explanation of the figures and diagrams in his report. (In file) EMS was slightly ahead in revenue for the Fiscal Year 2014-2015 . Mr. Douglas said collections were good in the past fiscal year due to the opening of an emergency room in Portland.

He stated that the County has contracted with the Portland hospital for transport from Portland to Hendersonville. He said the increased number of transports has stressed response times.

Mr. Douglas stated that there is an active search to relocate the ambulance service in Portland, since the current location at the hospital has become untenable. Leah Dennen, County Law Director, stated that the hospital is dealing with compliance issues concerning a "Safe Harbor" provision of law that prohibits the hospital from giving an unfair competitive advantage to other medical care providers. She said the hospital is required to charge rent for the ambulance location in their building. County Executive Holt said that grants for a new building are unlikely at this point. He suggested the chairman put together an ad hoc committee to study the feasibility of funding a facility with the assistance of the City of Portland.

Report from the Fire Department. Volunteer Fire Chief Earlywine reported that the insurance rates have fallen in Highland and Number 1 fire districts. The average number of calls were 260 per month. Mr. Earlywine addressed the laws regarding fire hydrants.

Report of the Emergency Management Agency. Ken Weidner, Emergency Management Director, introduced himself and stated that he had an upcoming grant for next month.

Old Business. None

New Business. Ms. Dennen stated that the Public Protection Classification Summary Report for Highland and Number One Volunteer Fire Departments were included in the packet for review.

With a motion by Comm. Akins, seconded by Comm. Driver, the Committee adjourned at 5:27 pm.

Approved _____
Prepared by Maria Savage

2012 FINANCIAL MANAGEMENT COMMITTEE MINUTES
08/18/2014



MEMBERS PRESENT
Frank Freels, Chairman
Steve Graves, Vice-Chairman
Judy Hardin
Anthony Holt
OTHERS PRESENT
David Lawing
Leah Dennen
Erika Porter
Marty Nelson

- I. CALL TO ORDER by Chairman Freels at 5:54 pm in Room 112 of the County Administration Building in Gallatin, TN.
 - A. Approval of Agenda- Motion to approve by Ms. Hardin, second by Mr. Holt, unanimous approval.
 - B. Recognition of Public-None
 - C. Approval of Minutes—February 24, 2014- Motion to approve by Mr. Graves, second by Ms. Hardin, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN-None
- III. REPORT OF THE COUNTY EXECUTIVE-None
- IV. REPORT OF THE FINANCE DIRECTOR
 - A. Status Report- Mr. Lawing stated that Accounts Payable employees will be transitioning to the Finance Department by December 31, 2014 and that Payroll employees will transition from that point until June 30, 2015. Mr. Lawing stated that all Payroll and AP employees are already being paid through the County General Fund. Mr. Lawing stated we are working hard with the IT Department to integrate old software into new and pull the two databases together; other than that issue, everything is going well with the transition.
- V. REPORT OF THE LAW DIRECTOR-None
- VI. OLD BUSINESS-None
- VII. NEW BUSINESS- None
- VIII. ADJOURNMENT –Motion to adjourn at 5:57 pm by Mr. Holt, second by Ms. Hardin, unanimous approval.

MINUTES
EMPLOYEE BENEFITS COMMITTEE
September 16, 2014
9:00 A.M.

Members Present:

Bob Pospisil Del Phillips Michael Guthrie Anthony Holt

Also:

Leah Dennen	Karen Tokarz	Ernie Clevenger	Michelle Alford
Bob Shupe	Teresa Terry	April Harrod	Erika Porter
Debbie Robertson	Brittany Spradling	David Lawing	

Mr. Pospisil, Vice-Chairman, called the SIB Employee Benefits Committee meeting to order on Tuesday, September 16, 2014 at 9:05 a.m. in Room 112, County Administration Building, in Gallatin, Tennessee. Dr. Phillips made a motion for Mr. Pospisil to serve as Chairman; seconded by Mr. Guthrie; unanimous approval. Dr. Phillips made a motion for Mr. Guthrie to serve as Vice-Chairman; seconded by Mr. Pospisil; unanimous approval.

Agenda: Dr. Phillips made a motion to approve the agenda; seconded by Mr. Guthrie; unanimous approval.

Public Recognition: None

Minutes: Motion was made by Dr. Phillips to approve the minutes of August 19, 2014; seconded by Mr. Guthrie; unanimous approval.

Report of Committee Chair: Mr. Pospisil noted that there was a conflict with our meeting rooms for the October 21st meeting. Early voting will be occupying Room 112 and CareHere flu shots will be occupying the Commission Chambers. Dr. Phillips made a motion to use Mr. Holt's Conference Room for the October 21st meeting due to conflict; seconded by Mr. Guthrie; unanimous approval.

Report of Consultant: Mr. Shupe stated that he and Mr. Lawing had been discussing how the reporting needs to look once the change has been made. They are working on some formats. ESP brought Brittany Spradling on board with her expertise in database. They would like to know what is important to the Board Members so they can get the data to them that they really want to see. Mr. Shupe handed out a report that showed the same numbers that was included in the agenda. It is just broken down by departments. The BOE numbers did not go up like the County because they did not have the 10% increase in August like the County did. The dental program is in good shape. The claim over \$150,000 for the County has been termed so no other claims will be filed against this large loss.

Mr. Pospisil asked that Mr. Shupe get his report to the members at least a day ahead of the meeting time. Mr. Shupe said when he gets the report completed, he will send it to Mrs. Robertson and she will send it out to the Committee members.

Mr. Lawing noted that these numbers on the report may be somewhat skewed since BCBS has not gotten the deductibles reset as of yet.

Mr. Shupe reported that the Health/RX and Dental was put up for bid and the bids are supposed to be turned in as of September 30, 2014. There is to be a study session and he will be able to let us know the results of the bids at the October meeting. He has had several large groups to turn in bids already. Mr. Shupe stated that we would get reinsurance bids on stop loss so we would know what the costs are.

Mr. Shupe noted that they are working with the Finance Department on some Affordable Care Act issues. One is to get an Identifier number which has become a chore since their website is down. Another issue is the Transitional Reinsurance Fee which is to be paid through Pay.gov and they are working on that issue. In 2016, there will be two forms that have to be filled out every year. They are not available at this time. One form will be given to all employees every year to prove to the government that they have insurance. The other form is for the employer to show that they comply with the employer mandate.

Our current plan now has our medical with one group and the RX with another group. Next year if the medical and RX are under one group, if an individual pays a lot of out of pocket for their drugs, it will all go toward our out-of-pocket maximum. We could have additional claims cost. Mr. Lawing suggested we might want to see about increasing the out-of-pocket maximums.

CareHere: Ms. Harrod reported that utilization was up in the clinics. Since our last meeting in August, it is up 84%. The CareHere Annual Review Presentation will be held on November 19, 2014 at 1:00 p.m. in Room 112.

Ms. Harrod asked when we would need the Compliance Report once the year ended on December 31st. Mr. Lawing stated we would need it in 30 days after that.

Ms. Harrod asked about the Wellness Incentive to see if there is anything we need to change. The committee stated we would get back to them on that. She said if we decide to do the nicotine testing, they can offer the tobacco cessation program.

Finance Director: Mr. Lawing stated we have the August financials included in the agenda but he would not rely on those very heavily. They are covered at 100% with the deductible not being updated at this time. The most accurate indicator would be the June financials which shows the health plan did \$38,155 better than the amount included in budget but it was still down \$284,000 from the prior year. The only thing that will vary from the plan that was sent to the budget committee is the split which needs to be discussed sometime in the near future.

Mr. Pospisil said we need to take a look at the split. Ms. Dennen stated we may have to have a special called meeting. Dr. Phillips said he would know more about what the BOE will be doing before the next October meeting. Mr. Pospisil asked that Mr. Lawing get some information to the Committee members ahead of time when he finds out what the BOE will be doing.

Old Business: None

New Business: None

There was no further business so Dr. Phillips made a motion to adjourn the meeting; seconded by Mr. Pospisil; meeting was adjourned at 9:28 a.m.



FINANCIAL MANAGEMENT COMMITTEE MINUTES

Sumner County Administration Building
Conference Room #112
September 15, 2014

MEMBERS PRESENT

Anthony Holt
JoAnne Kemp
Scott Langford
Dr. Phillips
Leslie Schell
Chris Taylor

OTHERS PRESENT

David Lawing
Leah Dennen
Erika Porter
Marty Nelson
Paul R. Goode

- I. CALL TO ORDER by Leah Dennen at 5:30pm in Room 112 of the County Administration Building in Gallatin, TN.
 - A. Approval of Agenda- Motion to approve by Dr. Phillips, second by Mrs. Kemp, unanimous approval. Motion to approve to meet on the third Monday of each month at 5:30pm by Mr. Chris Taylor, second by Mrs. Kemp, unanimous approval.
 - B. Recognition of Public-None
- II. ELECTION OF CHAIRMAN- Motion to elect Mr. Langford as Chairman of the Financial Management Committee by Dr. Phillips, second by Mr. Chris Taylor, unanimous approval.
- III. ELECTION OF VICE CHAIRMAN- Motion to elect Mrs. JoAnne Kemp as Vice Chairman of the Financial Management Committee by Dr. Phillips, second by Mr. Holt, unanimous approval.
- IV. ADJOURNMENT- Motion to approve by Dr. Phillips, second by Mrs. Kemp, unanimous approval.

2002 FINANCIAL MANAGEMENT COMMITTEE MINUTE
08/18/2014



MEMBERS PRESENT
Frank Freels, Chairman
Steve Graves, Vice-Chairman
Judy Hardin
Anthony Holt
OTHERS PRESENT
David Lawing
Leah Dennen
Erika Porter
Marty Nelson

- I. CALL TO ORDER by Chairman Freels at 5:50 pm in Room 112 of the County Administration Building in Gallatin, TN.
 - A. Approval of Agenda- Motion to approve by Mr. Graves, second by Ms. Hardin, unanimous approval.
 - B. Recognition of Public-None
 - C. Approval of Minutes—February 24, 2014- Motion to approve by Mr. Holt, second by Ms. Hardin, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN-None
- III. REPORT OF THE COUNTY EXECUTIVE-None
- IV. REPORT OF THE FINANCE DIRECTOR
 - A. Monthly Revenue Analysis- Mr. Lawing stated the overall local revenue was at 104%. This fiscal year had a 97% collectability and the county did very well overall.
- V. REPORT OF THE LAW DIRECTOR-None
- VI. OLD BUSINESS-None
- VII. NEW BUSINESS
 - A. County Vehicle Policy- Mr. Lawing stated that there is a \$350,000 limit on insurance and needs to be amended down to \$300,000 due to taking a greater tort limit being an issue. Mr. Lawing stated the vehicles are used for commuting purposes only and it will be used as a tax benefit. Motion to approve by Mr. Holt, second by Mr. Graves, unanimous approval.
- VIII. ADJOURNMENT –Motion to adjourn at 5:54 pm by Ms. Hardin.

**MINUTES
GENERAL OPERATIONS COMMITTEE
BAKER RING, CHAIRMAN
October 14, 2014**

Present:

Baker Ring, Chairman
Leslie Schell Vice-Chairman
Jerry Becker
Billy Geminden
Steve Graves
Ben Harris
Jim Vaughn

Also Present:

David Pigna, Communications Director
Leah Dennen, County Law Director
Erika Porter, County Law Office
Anthony Holt, County Executive
Paul Decker, Commission Chairman
Bill Kemp, Clerk
Steve Graves, Commissioner

The regular meeting of the General Operations Committee was brought to order on Monday, October 14, 2014, at 5:00 p.m. in the Sumner County Administration Building. Chairman Ring declared a quorum present to conduct business.

Agenda. Upon motion of Comm. Graves, seconded by Comm. Harris, the Committee approved the agenda as presented.

Minutes. Upon motion of Comm. Geminden, seconded by Comm. Schell, the Committee voted to approve the minutes of September 8, 2014, regular meeting.

Report of Chairman. Chairman Ring had no report.

County Executive. County Executive Anthony Holt had no report.

Recognition of the Public. There was none.

Surplus Property. Chairman Ring announced the following surplus property to be declared for sale:

- Surplus various Items for Law Office
- Surplus various Items for Maintenance Department
- Surplus various Items for Highway Department

Upon motion of Comm. Harris, seconded by Comm. Vaughn to group the items and approve, the Committee voted unanimously by voice to approve the surplus property for sale.

The meeting adjourned at 5:02 p.m. after a motion by Comm. Graves, seconded by Comm. Vaughn.

Prepared by Maria Savage

SUMNER COUNTY HIGHWAY COMMISSION**August 5, 2014****MINUTES****MEMBERS PRESENT:**

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

MEMBERS ABSENT:**OTHERS PRESENT:**

Leah Dennen, Law Director
Erica Porter, Assistant Law Director
Sandra Lee Hesson, Assessor of Property Adm. Assistant

CALL TO ORDER

Chairman Graves called the regular monthly meeting of the Sumner County Highway Commission to order, Tuesday, August 5, 2014 at 4:00 P.M. in Conference Room #112 at the Sumner County Administration building.

ADDITION TO AGENDA

Under Law Director: State Project SR109
Under Law Director: Peach Valley Road

APPROVAL OF AGENDA

Motion to approve: Commissioner Freels
Seconded by: Commissioner Akins
Motion passed: Unanimously

APPROVAL OF MINUTES

Motion by Commissioner Akins to approve the July 2014 minutes. **Seconded** by Commissioner Freels. **Motion passed** unanimously.

PUBLIC RECOGNITION - None

SUMNER COUNTY HIGHWAY COMMISSION**08/05/14****PAGE 2****REPORT OF CHAIRMAN: OLD BUSINESS** - None**REPORT OF CHAIRMAN: NEW BUSINESS****A. NEW SHACKLE ISLAND & DRAKES CREEK TRAFFIC**

County Executive Holt had a request from a constituent to discuss the intersection of New Shackle Island and Drakes Road. She is not present. County Executive Holt **motioned** to defer this discussion until next month's meeting. **Seconded** by Road Superintendent Hardin. **Motion passed** unanimously.

B. ROCK BRIDGE & HWY 31E TRAFFIC LINES

Chairman Graves stated he had been trying to get in touch with Mike Brown with the State Road Department about the lines painted on the new pavement at Rock Bridge and Hwy 31E. There was discussion. Road Superintendent Hardin and Commissioner Freels gave Chairman Graves a couple of names locally that could help him.

REPORT OF ROAD SUPERINTENDENT: OLD BUSINESS - None**REPORT OF ROAD SUPERINTENDENT: NEW BUSINESS****A. RESOLUTION HONORING BENNIE WELLS**

Road Superintendent Hardin requested a resolution honoring Bennie Wells after 31 years of service. There will be a reception for him on August 22, 2014 from 2-4 P.M.. Law Director Dennen will draw up the resolution.

B. UTILITY RIGHT OF WAY REGULATIONS

Road Superintendent Hardin explained the (attached) forms:

- 1) **UTILITY PERMIT FORM**
- 2) **UTILITY GUIDELINE LIST**
- 3) **REQUEST ACCEPTANCE OF RESOLUTION REGULATING
USE OF COUNTY ROAD RIGHT-OF-WAY**

This will hopefully keep the Highway Department informed of who and where any work is being done on County roads. Commissioner Freels **motioned** to approve these forms and once approved by the full Commission, send them to all Utility and any Companies that uses our Right-of-Ways. There was discussion. **Motion passed** unanimously.

**C. BIG STATION CAMP BLVD. (OWNERSHIP OF AREAS BETWEEN HWY 386
AND LOWER STATION CAMP CREEK RD.**

Road Superintendent Hardin noted several pieces of "orphaned road tracts" that have been left out of City annexations. She is not allowed to work on these pieces because they are not on the road list due to annexation. The city left it off, so it is out there in "no man's land". There was discussion. County Executive Holt **motioned**, Chairman Graves **seconded**, to adopt these "orphan road tracts" between Hwy 386 and Lower Station Camp Creek Road and including sections of (see attached) Peach Valley Road. **Motion passed** unanimously.

SUMNER COUNTY HIGHWAY COMMISSION**08/05/14****PAGE 3****REPORT OF COUNTY EXECUTIVE** - None**COMMISSION BUSINESS** - None**REPORT OF LAW DIRECTOR: OLD BUSINESS** - NONE**REPORT OF LAW DIRECTOR: OLD BUSINESS****A. Request For Approval To Have A Portion Of State Route 109 Named After Mike McDonald**

Law Director Dennen has a request for a portion of SR 109N (from Scotty Parker Road at Old 109N to Hwy 52) to be named after former State Representative Mike McDonald. There was discussion. Vice Chairman Geminden **motioned**, Citizen Member Neal **seconded** to request the State to name said portion of SR 109N after former State Representative Mike McDonald. **Motion passed** unanimously.

B. Project 109

Law Director Dennen has received a "work on the road project" from the State (see attached) that we need to sign off on. This one is called "Project 109" (from N of Cumberland River Bridge to State Route 109 By-Pass, South of Gallatin). **Motion** by Commissioner Akins, **seconded** by Commissioner Strong, to approve signing. **Motion passed** unanimously.

MOTION TO ADJOURN:**SECONDED BY:****ADJOURNMENT:**

Commissioner Akins

Chairman Graves

4:45 P.M.



INVESTMENT COMMITTEE MINUTES
08/18/2014

MEMBERS PRESENT
Frank Freels, Chairman
Steve Graves, Vice-Chairman
Judy Hardin
Anthony Holt
OTHERS PRESENT
David Lawing
Leah Dennen
Erika Porter
Marty Nelson

- I. CALL TO ORDER by Chairman Freels at 5:40 pm in Room 112 of the County Administration Building in Gallatin, TN.
 - A. Approval of Agenda- Motion to approve by Ms. Hardin, second by Mr. Graves, unanimous approval.
 - B. Recognition of Public-None
 - C. Approval of Minutes—February 24, 2014- Motion to approve by Mr. Holt, second by Mr. Graves, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN-None
- III. REPORT OF THE COUNTY EXECUTIVE-None
- IV. REPORT OF THE TRUSTEE
 - A. Current bank depository contract- Mrs. Nelson chose to re-evaluate banking services. First State Bank was the only bank willing to write a proposal, offering zero finance charges and 0.2% on balances. First Tennessee Bank net the county more money by offering 0.4%. Ms. Nelson recommended that the county stay with First Tennessee Bank. Motion to approve by Mr. Holt, second by Ms. Hardin, unanimous approval.
- V. REPORT OF THE LAW DIRECTOR-Ms. Dennen stated that there was a passage of an Investment committee last month. Ms. Dennen stated that this committee was actually a sub-committee and the Investment Committee is still the standing committee for the county. Ms. Dennen stated that she will correct the minutes.
- VI. OLD BUSINESS-None
- VII. NEW BUSINESS
- VIII. ADJOURNMENT –Motion to adjourn at 5:43 pm by Ms. Hardin.

**MINUTES
LEGISLATIVE COMMITTEE
OCTOBER 14, 2014**

Present:

Ben Harris, Chairman
Michael Guthrie, Vice-Chairman
Paul Goode
Steve Graves
Trisha LeMarbre
Baker Ring
Bill Taylor
Chairman Paul Decker

Also Present:

Leah Dennen, County Law Director
Erika Porter, Law Director's Office
County Executive Anthony Holt
Bill Kemp, County Clerk
George Phillips, Attorney
representing Welch College

Chairman Harris brought the Legislative Committee meeting to order with an invocation by Comm. Ring on October 14, 2014, at 5:30 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Comm. Goode moved to add a certificate of recognition for Sheriff Deputy J. D. Thomas. Comm. LeMarbre made a motion, seconded by Comm. Goode, to approve the agenda with the change. The motion carried.

Approval of Minutes. Upon motion of Comm. Goode, and duly seconded, the September 8, 2014, minutes were approved by the body unanimously.

Public Comments. Chairman Harris recognized George J. Phillips, attorney for Welch College, who stated that negotiations had been underway for a number of years with the County with regard to acquiring land owned by Welch College for completion of the Greenway. Mr. Phillips said there are three roadblock issues stalling progress with the County. They are as follows:

- More than one utility easement along the 2,800 linear feet of the Greenway
- Assurance of the date of substantial completion in the agreement
- Reversionary interest in the event that the property ceases to be used as a Greenway

Chairman Harris recognized Erin Barnett, 1054 Pittman Drive, President of the Stone Creek Homeowners Association, who urged the County to come to some resolution for the safety of the homeowners.

Report of Chairman. Chairman Harris had no report.

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

New Business.

Judge Ad Hoc Committee. Chairman Harris recognized Laura Frost, Past President of the Sumner County Bar Association(SCBA) and Brandon Meridith, President, who reported on the progress of selecting a committee and defining a process to select a new General Sessions court judge. Ms. Frost and Mr. Meridith, members of the ad hoc committee, put together an eleven-member committee composed of three citizens who are not lawyers and six lawyers not seeking the position or working closely with anyone who has employment connections with the candidate.

The criteria and a selection process for the judgeship was set out as follows:

- October 22 deadline for ad hoc committee to accept resume submissions
- October 29 poll SCBA members to ascertain their recommendations
- October 29 meet and interview candidates at Volunteer State Community College from 4:30 p.m. to 8:00 p.m.
- November 12 SCBA poll results due and subsequently tabulated by November 20
- November 20 ad hoc committee meets to share SCBA results and recommend top three candidates using the weight of the interviews, SCBA polling results and resumes
- December 8 meeting of Legislative Committee to present results

Membership of ad hoc committee is as follows:

- Ms. Frost
- Mr. Meridith
- Sally Wade Brown, retired Assistant District Attorney General
- Bob Depew, retired Public Defender
- Thomas J. Martin, attorney
- John Pellegrin, attorney
- Lance Ray, attorney
- Key Bryant McCormick, attorney
- Citizen-Brad Schreiner
- Citizen-Jane Wheatcraft, retired Criminal Court judge
- Citizen-John Grubb

No action was taken.

Veterans Service Report. Presented for docketing purposes only.

Greenway-Welch College. Chairman Harris recognized Kim Ark, Grant Administrator, who presented a Phase 1 Project Description and costs as follows:

Federal Costs Transportation Improvement Program FYs 2014-17	\$699,520
Local Costs	<u>\$250,000</u>
Total	\$949,520

Phase 1 picks up at Phase 2 Stone Creek Subdivision trailhead and runs adjacent to Lower Station Camp Creek Road for a total length of 4,100 linear feet ending at Bison Trail.

Negotiations for the Greenway extension with Welch College have resulting in the following options available to County:

- Accept Welch College offer which is the following:
 1. Cash for easement area 2.659 acres=\$58,498
 2. Land on Bison Trail - value unknown at this time would need to complete survey/appraisal (approximately \$100,000.00)
 3. Cost of road in easement area (approximately \$30,000.00)
 4. Trees (136 trees - average bid price \$105 per tree - \$14,280, planting/gator bags/mulch/shipping/watering- \$10,000= Total approximate tree cost \$24,280)
 5. Two, 40-foot connectors from Lower Station Camp Creek Road
 6. Utility rights throughout easement
 7. Reversionary Interest

Total Welch Offer Amount would be approximately \$212,778.00

- Mediation with the State of Tennessee
- Condemnation Proceedings
- Do nothing Regarding Welch College Property
 1. Construct the Stone Creek Subdivision section to the existing Phase 2 trailhead parking area. Cost Estimate provided by Wise Company: \$175,356
 2. Plant trees along Stone Creek Section -approximately 20 trees to include trailhead parking - estimated \$4,000

Total estimate to construction only Stone Creek Subdivision Section approximately \$279,356

Ms. Ark said the land on Bison Trail and the number of trees were sticking points. Chairman Harris recognized Anthony Holt who offered his perspective on the Bison Trail land. Mr. Holt stated that, in his opinion, the County either accepts the terms offered by Welch College or moves forward with condemnation.

Ms. Dennen asked Mr. Phillips if his client would agree to mediation under the direction of the State of Tennessee. Mr. Phillips said his client would do that.

Comm. Decker moved, seconded by Comm. Graves, to move the matter forward to the full Commission with the Law Director to take whatever steps are necessary to get the project completed.

Comm. Ring moved to amend that mediation be the first option. The motion died for lack of a second.

The original motion carried unanimously by voice vote.

Amendment One. Upon motion of Comm. Goode, seconded by Comm. LeMarbre, the Committee voted (6-2) to approve the endorsement of Amendment 1. Commissioners Decker and Graves voted no.

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

- 1) Recognizing Portland High School's one
-hundredth anniversary
- 2) Sheriff's Office Law Enforcement Challenge Award
- 3) Honoring J. D. Thomas

Upon motion of Comm. Decker, seconded by Comm. LeMarbre, the Committee voted to group and approve the certificates of recognition.

Register of Deeds and Circuit Court Clerk Policies. Upon motion of Comm. Goode, seconded by Comm. Ring, the Committee voted unanimously to group and approve the Register of Deeds and the Circuit Court Clerk Personnel Policies.

Zoning Request. Ms. Dennen said the Committee needs to docket the following zoning request:

Eddie Smith is requesting to have his property rezoned from Agricultural to Commercial 2 Planned Unit Development and Preliminary Master Development approval. Subject property is located at 1660 Highway 31-W, Goodlettsville, TN., is on Tax Map 99K, Group B, Parcel 23, contains 0.99 acres and is zoned Agricultural.

Upon motion of Comm. Goode, seconded by Comm. Ring, the Committee voted unanimously to approve the rezoning request for docketing on the November Commission agenda.

Report of the Law Director. There was no report.

Adjournment. Comm. LeMarbre made a motion to adjourn, seconded by Comm. Graves. The Committee adjourned at 6:40 p.m.

Prepared by Maria Savage

PURCHASING COMMITTEE MINUTES
08/18/2014



MEMBERS PRESENT
Frank Freels, Chairman
Steve Graves, Vice-Chairman
Judy Hardin
Anthony Holt
OTHERS PRESENT
David Lawing
Leah Dennen
Erika Porter
Marty Nelson

- I. CALL TO ORDER by Chairman Freels at 5:43 pm in Room 112 of the County Administration Building in Gallatin, TN.
 - A. Approval of Agenda- Motion to approve by Mr. Graves, second by Ms. Hardin, unanimous approval.
 - B. Recognition of Public-None
 - C. Approval of Minutes—February 24, 2014- Motion to approve by Ms. Hardin, second by Mr. Holt, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN-None
- III. REPORT OF THE COUNTY EXECUTIVE-None
- IV. REPORT OF THE FINANCE DIRECTOR/PURCHASING AGENT- None
- V. REPORT OF THE LAW DIRECTOR-None
- VI. OLD BUSINESS-None
- VII. NEW BUSINESS
 - A. Purchase Order Issues
 1. Exceptions (approved)
 2. Courthouse & Jail Maintenance- Motion to group and approve by Ms. Hardin, second by Mr. Graves, unanimous approval.
- VIII. ADJOURNMENT –Motion to adjourn at 5:50 pm by Mr. Graves, second by Ms. Hardin, unanimous approval.