



# 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:**

**Audit Committee.....February 23**

**Budget Committee.....February 9**

**Committee on Committee.....February 23**

**Education Committee.....February 2**

**Emergency Services Committee.....February 2**

**Employee Benefits Committee.....January 27**

**2002 Financial Management Committee..... February 23**

**2012 Financial Management Committee..... February 23**

**General Operations Committee..... February 9**

**Highway Commission.....February 3**

**Investment Committee.....February 23**

**Legislative Committee.....February 9**

**Purchasing Committee.....February 23**



AUDIT COMMITTEE MINUTES  
February 23, 2015

MEMBERS PRESENT  
Scott Langford, Chairman  
Trisha LeMarbre, Vice-Chairman  
Paul Decker  
Paul R. Goode  
Steve Graves  
OTHERS PRESENT  
Anthony Holt  
David Lawing  
Leah Dennen  
Erika Porter

- I. CALL TO ORDER by Commissioner Decker at 5:00pm in Room 104 of the Sumner County Administration Building in Gallatin, TN.
  - A. Approval of Agenda-Motion to approve by Mr. Langford, second by Mr. Goode, unanimous approval.
  - B. Recognition of Public-None
- II. ELECT CHAIRMAN-Motion to elect Mr. Langford as Chairman by Mr. Goode, second by Mr. Decker, unanimous approval.
- III. ELECT VICE CHAIRMAN-Motion to elect Ms. LeMarbre as Vice Chairman by Mr. Decker, second by Mr. Goode. Motion passes 4-1 with Ms. LeMarbre opposing.
- IV. NEW BUSINESS
  - A. 2012-2013 Audit- Mr. Lawing explained the audit findings that were included in the packet. Mr. Holt spoke to the audit finding regarding joint ownership of Hendersonville Library. Mr. Holt recommended City of Hendersonville retain ownership of the library and the county continue to operate in the manner it does now. Ms. Dennen recommended a separate resolution be written for this. Motion to forward to Legislative Committee by Mr. Decker, second by Ms. LeMarbre, unanimous approval.
    1. Adequate Facilities Tax-Mr. Lawing sent attached recommended policy to Mr. Hammock and has now forwarded to Mr. Wright. Mr. Hammock was not able to retrieve the building permits information from the cities of Hendersonville or Gallatin. Mr. Wright is continuing to try and obtain this information. Mr. Lawing recommended a sample audit monthly or weekly comparing building permits issued by Gallatin and Hendersonville to adequate facilities tax paid.
  - B. 2013-2014 Audit-In Progress-Mr. Lawing explained the audit is still in progress and briefly explained the potential findings.
- V. ADJOURNMENT- Motion to adjourn at 5:25pm by Ms. LeMarbre.



BUDGET COMMITTEE MINUTES  
February 9, 2015

MEMBERS PRESENT

Paul R. Goode  
Chris Taylor  
Jerry Becker  
Jerry Foster  
Scott Langford  
Bob Pospisil  
Bill Taylor

OTHERS PRESENT

David Lawing  
Leah Dennen  
Erika Porter  
Anthony Holt  
Kim Ark  
Moe Taylor  
Kevin Baigert  
Laura Baigert  
Don Scruggs

- I. CALL TO ORDER by Chairman Goode at 6:00pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
  - A. Approval of Agenda-Motion to approve by Mr. Langford, second by Mr. Chris Taylor, unanimous approval.
  - B. Recognition of Public-
    - Kevin Baigert, 424 AB Wade Rd. Portland, TN discussed his concerns regarding purchasing land for potential new school.
    - Don Scruggs, 141 Bush Ln. Gallatin, TN discussed his concerns regarding location of potential new school.
    - Laura Baigert, 424 AB Wade Rd. Portland, TN discussed her concerns regarding purchasing land for potential new school.
  - C. Approval of Minutes—January 12, 2015-Motion to approve by Mr. Foster, second by Mr. Becker, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN
  - A. Assessor of Property exemption list-Included in packet.
- III. REPORT OF THE COUNTY EXECUTIVE- None
- IV. OLD BUSINESS-None
- V. NEW BUSINESS
  - A. Education
    1. Budget amendments (needs approval)-Motion to approve by Mr. Foster, second by Mr. Chris Taylor, unanimous approval.
    2. Budget amendments (for informational purposes only)
    3. Land Purchase
      - a. Land purchase from restricted fund balance--\$375,000-Motion to approve by Mr. Foster, second by Mr. Chris Taylor, unanimous approval.
      - b. Land purchase from 2015 Bond--\$3,075,000-Commissioner Moe Taylor discussed his concerns regarding the two \$50,000 land options. Motion to approve by Mr. Pospisil, second by Mr. Bill Taylor, unanimous approval.
  - B. Appropriations
    1. Circuit Court Clerk--\$26,000 from restricted fund balance for data processing equipment-Motion to approve by Mr. Pospisil, second by Mr. Bill Taylor, unanimous approval.
    2. EMA-Motion to group and approve items V. B. 2-6 by Mr. Foster, second by Mr. Pospisil, unanimous approval.
      - a. FY14 Homeland Security Grant--\$123,775 for equipment and supplies
      - b. FY13 Homeland Security Grant--\$6,015 for miscellaneous supplies
      - c. EMPG Grant--\$46,350 for salaries and equipment

3. Gallatin Library--\$1,403 TSLA Technology Grant for data processing equipment
4. Hendersonville Library--\$5,510.16 FOALS donation for teen reading room furniture
5. Portland Library--\$3,073 TSLA Technology Grant for data processing equipment
6. Westmoreland Library--\$1,335 TSLA Technology Grant for data processing equipment
7. Jail Renovation Project--additional funding- Ms. Ark discussed two projects that are currently in progress at the Sumner County Criminal Justice Center, the HVAC replacement and the Energy Conservation Lighting Retrofit Project. Ms. Ark explained she would also be applying for a \$12,000 incentive. The total additional funding requested is \$125,000. Mr. Lawing recommended it be funded from the 2015 bond and there was enough cash flow from local funding until the bond is issued. Motion to approve by Mr. Chris Taylor, second by Pospisil, unanimous approval.

C. Transfers

1. Inter-budgetary-Motion to group and approve items C. 1. a-b by Mr. Foster, second by Mr. Chris Taylor, unanimous approval.
  - a. Greater than \$2,500
  - b. \$2,500 or less

D. Tax Refunds-Motion to group and approve items D. 1-7 by Mr. Foster, second by Mr. Chris Taylor, unanimous approval.

1. Sandra H Blackmore--\$410 (\$148+\$262)
2. Mary Love Fowler Carter--\$3,576
3. Suzanne J DiCero--\$27
4. Frederick and Janice Graves--\$822.15
5. Mabel K Law--\$82
6. Richard H Rowlett--\$464
7. TN Housing Dev Agency--\$329

E. 2015 Bond-Motion to group and approve items E. 1-3 by Mr. Langford, second by Mr. Chris Taylor, unanimous approval.

1. Resolutions
2. Preliminary Bond Schedules
3. Preliminary Contracts for Professional Services

F. Retire Tennessee Program (Reggie Mudd)- Mr. Holt recommended that the committee move this item to the FY16 Budget discussions. No objections.

VI. REPORT OF THE FINANCE DIRECTOR

- A. Local Revenue Analysis- Mr. Lawing stated the county is running conservatively slightly under 1% above projections. Mr. Lawing explained if current path continues, best estimate would be 1-1 ½% above projection.
- B. Financial Reports—January (available at Commission meeting if requested)

VII. ADJOURNMENT-Motion to adjourn at 7:10pm by Mr. Pospisil.

**COMMITTEE ON COMMITTEES  
MINUTES  
FEBRUARY 23, 2015**

**Present:**

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

**Also Present:**

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

The regular meeting of the Committee on Committees was brought to order with an invocation by Comm. LeMarbre on Monday, February 23, 2015, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman Goode was presiding.

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

Approval of Minutes Upon motion of Comm. Kemp, and duly seconded by Comm. LeMarbre, the Committee approved the minutes of January 26, 2015.

Public Recognition. There was none.

Report of the Chairman. Chairman Goode had no report other than the items on the agenda.

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

Zoning Board of Appeals. Chairman Goode brought forth the citizen appointment to serve and replace Marsh Ragland on the Zoning Board of Appeals as follows:

- John Wesley Jones

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

Upon motion of Comm. Kemp, and duly seconded by Comm. Ring, the Committee adjourned at 6:34 p.m.

Prepared by Maria Savage

**MINUTES  
EDUCATION COMMITTEE  
FEBRUARY 2, 2015**

**Present:**

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

**Also Present:**

Bill Kemp, County Clerk  
Dr. Del Phillips  
Paul Decker, Commission Chairman

Chairman LeMarbre brought the regular Education Committee to order with an invocation on Monday, February 2, 2015, at 5:57 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 by voice vote.

Minutes of January 5, 2015. Comm. Geminden moved to approve the minutes of January 5, 2015. Comm. Ring seconded the motion and the Committee voted to approve by voice vote.

Recognition of the Public. There was none.

Report of the Chairman. Chairman LeMarbre had no report.

Report of County Executive. There was none.

Report of Director of Schools. Dr. Phillips commented on the budget amendments on the agenda.

Old Business. There was none.

New Business

- a. Sumner County Board of Education Federal Amendments (Information Only)
- b. Sumner County Board of Education General Amendments (Approval)

Upon motion of Comm. Goode, seconded by Comm. Krueger, the Committee voted unanimously to approve the Board of Education General budget amendments and forward the matter to the Budget Committee.

Comm. Goode motioned to adjourn and was duly seconded by Comm. Driver. The Committee adjourned at 6:02 p.m.

Prepared by Maria Savage

**MINUTES**  
**EMPLOYEE BENEFITS COMMITTEE**  
**January 27, 2015**  
**9:00 A.M.**

**Members Present:**

Bob Pospisil  
Michael Guthrie

**Also:**

Leah Dennen  
Bob Shupe  
Debbie Robertson

Brittany Spradling  
Ernie Clevenger  
Teresa Terry

Ked Marsh  
Ben Baker  
Melanie Sharp

Mr. Pospisil called the SIB Employee Benefits Committee meeting to order on Tuesday, January 27, 2015 at 9:00 a.m. in Room 112, County Administration Building, in Gallatin, Tennessee.

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

**Public Recognition:** None

**Minutes:** Motion was made by Mr. Guthrie to approve the minutes of December 16, 2014; seconded by Mr. Pospisil; unanimous approval.

**Report of Committee Chair:** None

**Report of Consultant:** Mr. Shupe handed out his cash report broken out by department for the first six months and stated that it shows the funds that came in and claims that were paid. This report shows what our true loss ratio is. On the second report, he noted that BCBS claim payments started out with a couple of harsh months but since then they have really drawn down. If the trend continues, we will ease through this pretty well. On a cash basis, this report tells us what our ending balance is at the end of each month. Our fund balance should be in excellent shape by the end of June. The dental is going well and has an ending balance of \$61,000.

**CareHere:** Ms. Sharp handed out her reports and stated that they did the Sumner/Wilson Share the first part of January. This will show up on our weekly and monthly reports. Clinics are at a 90% utilization or above. The HRA events are beginning February 3, 2015. Ms. Marsh added that they are also adding the nicotine testing in with the blood draw. She informed us that Ms. Sharp is our new director and contact person. Mr. Clevenger stated that Ms. Marsh also got a promotion.

**Finance Director:** Mr. Lawing was not present but he had his reports attached and everything was all good.

**Old Business:** None

**New Business:** Mr. Pospisil asked that we move the meeting time to 8:00 a.m. beginning with the February 2015 meeting.

There was no further business so Mr. Pospisil adjourned the meeting at 9:15 a.m.

**MINUTES  
EMERGENCY SERVICES COMMITTEE**

**February 2, 2015**

**Present:**

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

**Also Present:**

Anthony Holt, County Executive  
Sonny Weatherford, Sheriff  
Keith Douglas, EMS Director  
Leah Dennen, County Law Director  
Erika Porter, Office of Law Director  
Chief Earlywine, Volunteer Fire Dept.  
Ken Widener, EMA Director

Chairman Guthrie called the Emergency Services Committee to order with an invocation on Monday, February 2, 2015 at 5:00 PM in the Sumner County Administration Building. A quorum was present.

Approval of Agenda . Without objection, Chairman Guthrie moved Item 13D from New Business to Report of the Chairman. Comm. Vaughn requested discussion on upgrades to a community center under 13D. Upon motion of Comm. Chris Taylor, seconded by Comm. Foster, the Committee unanimously approved the agenda.

Approval of Minutes of December 1, 2014. Upon motion of Comm. Driver, seconded by Comm. Chris Taylor, the Committee approved the minutes of December 1, 2014.

Public Comments. David Cochran of 236 Raymond Hodges Road in Cross Plains asked that the Committee to consider letting the Cross Plains Fire Department service his area, which is within five miles of the fire hall. The fire hall serving his area is 10 miles away.

Chip Helman of 1250 Madison Creek in Goodlettsville and City Manager in Cross Plains spoke on the same issue.

County Law Director Leah Dennen said that decisions on these matters were made by the individual fire departments.

Chairman Guthrie advised the speakers to discuss this matter with Chief Earlywine and the local fire hall.

Report from the Chairman Chairman Guthrie reported on the meeting of an Portland Ad Hoc Committee meeting concerning the potential consolidation of



resources for an EMS/Fire Department facility adjacent to J. W. Wiseman school. He said the result of the meeting was a plan to split the cost the building cost of a new facility. Chairman Guthrie yielded the floor to Keith Douglas, Emergency Medical Services Director, who distributed and explained a site plan and building design.

Mr. Douglas said that the site required additional acreage but the Board of Education would likely provide the requested total 3.8 acres. County Executive Holt said he spoke to Director of Schools Del Phillips who said it would be no problem. Mr. Holt stated that Mayor Ken Wilber will get the property surveyed and submit the legal description to the Board of Education.

The County's estimated cost would be close to \$1.15 million. Ms. Dennen stated that the County will have to start paying rent on its current facility that was previously available at no cost. Mr. Holt said that the police and sheriff's departments would have a desk at the new site and access to the facilities.

Mr. Holt stated that the County would be applying for a Memorial Foundation Grant as soon as the other funding components were in place. The funding matter is scheduled to go before the Portland City Council February 17. Other considerations by the Council would be waiving the building fees associated with the project.

Comm. Vaughn remarked that there were other needs in the County, including the Number One Fire Hall that has no restrooms. He asked for a new or renovated fire hall to be included in the upcoming bond issue. He requested that the matter be placed on next month's committee agenda and the Chairman agreed.

Comm. Chris Taylor moved, seconded by Comm. Foster, to approve the project, contingent upon the Portland City Council passing a resolution that it would go into partnership and split the estimated cost of the \$2.3 million project. Other contingencies would include the County approving \$1.5 million in the new bond issue for its portion of the cost.

The motion carried unanimously.

Chairman Guthrie stated that he had spoken with Mr. Holt and Sheriff Weatherford regarding safety protocol at the Sumner County Commission meetings. He asked the Sheriff to provide additional deputies for security measures. Sheriff Weatherford stated that he would be meeting with officials to establish the safety needs and the solutions.

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

Report from the Sheriff. Sheriff Sonny Weatherford handed out the January, 2015 report. He reviewed some of the figures on the Financial Report, as well as the Animal Control numbers.

Sheriff Weatherford reported that the daily jail population of 561 is manageable compared to over 700 two years ago. He stated that current renovations to the jail have caused a drop in the jail population, as well as the holidays. He praised his staff for their hard work administering all aspects of law enforcement.

Sheriff Weatherford welcomed the Committee to tour the facilities to see the renovations and operations.

Comm. Foster commended the Sheriff and his department for winning the MADD award for the fourth year in a row, noting that a certificate honoring the department would be presented at the next Commission meeting.

Fire Departments. Chief Earlywine reported that the volunteer fire departments had a chiefs' meeting last week and are working on a number of issues. He said that the calls were averaging around 250.

Mr. Earlywine presented a resolution encouraging the federal government to approve a tax deduction in the amount of \$6,000.00 for volunteer fire fighters. He said the retention level of volunteers is critical to efficient operations. Upon motion of Comm. Harris, seconded by Chris Taylor, the Committee voted to approve and forward to the Legislative Committee.

Report from the Emergency Management Agency. Ken Widener requested approval of a pass-through appropriation for Homeland Security grant funds that are 100 percent non-matching. They are as follows:

FY-2013 Grant for \$6,015.00:

- Enclosed operations trailer with generator
- K-9 Equipment

FY-2014 Grant for \$123,755.00:

- Miltigas monitors for fire department/EMA use
- Nerve antidote kits
- Equipment for County-wide ERT and Hendersonville SWAT Teams
- Pre-Cast Repeater building for County communications sites

EMPG 2015 for \$46,350.00:

- Salaries (next budget year)
- Building improvements
- Truck lighting

Upon motion of Comm. Foster, seconded by Comm. Chris Taylor, the Committee voted to approve and forward to the Budget Committee.

Report from the Director Keith Douglas, EMS Director, gave a detailed explanation of the figures and diagrams in his report. (In file) Mr. Douglas stated that claims issues were affecting revenue because of paper work issues with Medicaid.

Mr. Douglas stated that for the first time the call volume exceeded 2,000 in December.

Mr. Douglas presented a 2015 Strategic Plan for the committee's review.

Old Business. None

New Business.

Donation of Medical Supplies. Mr. Douglas stated that a local doctor requested outdated medical supplies and medicines to supply a Lipscomb University medical mission trip in March. Upon motion of Comm. Harris, seconded by Comm. Vaughn, the Committee voted to approve the donation of expired medical supplies.

Transfer to Line Item. Mr. Douglas requested a transfer of \$10,070.00 from the sale of Gov Deals items (cots/ambulances) into Health Equipment line item. Upon motion of Comm. Harris, seconded by Comm. Vaughn, the Committee voted to approve the request and forward to the Budget Committee.

With a motion by Comm. Harris, seconded by Comm. Foster, the Committee adjourned at 5:46 pm.

Approved \_\_\_\_\_  
Prepared by Maria Savage



2002 FINANCIAL MANAGEMENT  
COMMITTEE MINUTES  
February 23, 2015

MEMBERS PRESENT  
Scott Langford, Chairman  
JoAnne Kemp, Vice-Chairman  
Anthony Holt  
Del Phillips  
Leslie Schell  
Chris Taylor  
OTHERS PRESENT  
David Lawing  
Leah Dennen  
Erika Porter

- I. CALL TO ORDER by Chairman Langford at 5:38pm in Room 104 of the Sumner County Administration Building in Gallatin, TN.
  - A. Approval of Agenda-Motion to approve by Ms. Kemp, second by Mr. Taylor, unanimous approval.
  - B. Recognition of Public-None
  - C. Approval of Minutes—January 26, 2015-Motion to approve by Mr. Taylor, second by Ms. Kemp, 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 explained if the current path continues, we will be slightly under 1% over budget. Mr. Lawing explained property taxes will be conservatively around 1% over projections.
- V. REPORT OF THE LAW DIRECTOR-None
- VI. OLD BUSINESS-None
- VII. NEW BUSINESS
  - A. Resolution 1502-08- Initial Resolution Authorizing the Issuance of not to Exceed Nine Million (\$9,000,000)... Motion to approve by Ms. Kemp, second by Dr. Phillips, unanimous approval.
  - B. Resolution 1502-09- Initial Resolution Authorizing the Issuance, in One or More Series, of General Obligation School and Public Improvement Bonds of Sumner County, Tennessee, in the Aggregate Principal Amount Not to Exceed Seventy Million Dollars (\$70,000,000)...Motion to group and approve items B. 1-3 subject to the County Commission approving the overall bond by Dr. Phillips, second by Mr. Holt, unanimous approval.
    1. Exhibit A- Estimated Amortization Schedule and Bond Debt Service/Cost
    2. Exhibit B- Proposed Form of Financial Advisory Agreement
    3. Exhibit C- Proposed Form of Engagement Letter of Bond Counsel
  - C. Additional Details on Cost-Mr. Lawing asked the committee if they felt they had materially followed the bond issuance rules or if they need to seek an exception, Mr. Holt stated the rules were followed. Motion to group and approve items C.-E. by Dr. Phillips, second by Mr. Holt, unanimous approval.
  - D. Debt Management Policy
  - E. Bond Issuance Rules
- VIII. ADJOURNMENT-Motion to adjourn at 5:45pm by Dr. Phillips, second by Mr. Taylor, unanimous approval.



2012 FINANCIAL MANAGEMENT  
COMMITTEE MINUTES  
February 23, 2015

MEMBERS PRESENT  
Scott Langford, Chairman  
JoAnne Kemp, Vice-Chairman  
Anthony Holt  
Del Phillips  
Leslie Schell  
Chris Taylor  
OTHERS PRESENT  
David Lawing  
Leah Dennen  
Erika Porter

- I. CALL TO ORDER by Chairman Langford at 5:45pm in Room 104 of the Sumner County Administration Building in Gallatin, TN.
  - A. Approval of Agenda-Motion to approve by Mr. Holt, second by Mr. Taylor, unanimous approval.
  - B. Recognition of Public-None
  - C. Approval of Minutes—January 26, 2015-Motion to approve by Mr. Taylor, second by Ms. Schell, 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 explained Financials are still expected to go live July 1, 2015 and Payroll on January 1, 2016. Phase 3 of the project, which is Risk Management will start after Payroll goes live. Mr. Lawing explained he will be receiving a quote on how much it will cost to add building permits into the ERP.
- V. REPORT OF THE LAW DIRECTOR-None
- VI. OLD BUSINESS-None
- VII. NEW BUSINESS-None
- VIII. ADJOURNMENT-Motion to adjourn at 5:47pm by Ms. Kemp, second by Mr. Goode, unanimous approval.

**MINUTES  
GENERAL OPERATIONS COMMITTEE  
BAKER RING, CHAIRMAN  
FEBRUARY 9, 2015**

**Present:**

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

**Also Present:**

Leah Dennen, County Law Director  
Erika Porter, County Law Office  
Anthony Holt, County Executive  
Kim Ark, Grant Coordinator  
Jim Hunter, General Sessions Div. I Judge  
Joe Thompson, Circuit Court Judge  
Kathryn Strong, Circuit Court Clerk

The regular meeting of the General Operations Committee was brought to order on Monday, February 9, 2015, at 5:00 p.m. in the Sumner County Administration Building. Vice-Chairman Schell declared a quorum present to conduct business. Chairman Ring assumed the chairmanship later in the meeting.

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

Minutes. Upon motion of Comm. Vaughn, seconded by Comm. Harris, the Committee voted to approve the minutes of January 12, 2015, regular meeting.

Report of Chairman. There was no report.

County Executive. County Executive Anthony Holt reported that Judge Jim Hunter was on his way to discuss the courthouse remodel.

Recognition of the Public. There was none.

Old Business. None

New Business.

Surplus. Comm. Graves moved, seconded by Comm. Geminden, to group and declare the following items as surplus property:

- Various items from the Emergency Management Agency
- Various items from the Clerk & Master
- Various items from the County Executive

The motion carried by unanimous voice vote.

Renovation of Space for Juvenile, Chancery Courtroom. The following estimates for renovations were presented:

- Chancery Court Proposal Fee Summary

Proposed Architectural Fees:	\$5,000.00
Proposed renovations to Courtroom	\$25,385.00
New Window treatments and curtains	\$8,000.00
Office Furnishings (tables, chairs, podiums):	\$4,758.00
Sound system	\$5,700.00
Total	\$48,843.00

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- Juvenile Justice Center, 1st Floor renovation

Proposed Architectural Fees:	\$31,000.00
Proposed Renovation Costs:	\$292,578.00
Total	\$323,578.00

This renovation would move provide a courtroom for David Howard, juvenile magistrate, so that he can vacate the courtroom for the new judge. The basement area was ruled out due to cost of adding restroom facilities.

The scope of the work includes the following:

- Upgrade an existing FIRST FLOOR area that is approximately 3,000 SF.
- Resolve exterior roof drain and storm drain issue at existing basement retaining wall
- A preliminary space program includes the following:
  1. Judge's office
  2. 3 to 4 staff offices
  3. Additional toilet rooms (to meet code)
  4. Consultation rooms or areas dedicated to client/attorney private meetings
  5. Courtroom with Bench, Witness Box, Recorder and accessory space
  6. Courtroom seating is anticipated to be 75 persons worse case
  7. New HVAC equipment, new electrical as required

Cassetty Architecture, P.C. proposed architectural services in the initial phase to include schematic plans and reviewing existing conditions of the building, as well as field measure and provide a building layout base documenting existing conditions.

Second phase is design development, adding details and more defined and coordinated information based upon final owner approval of schematic plans.

Third phase is construction document development.  
Fourth phase is construction

Lump sum fee: (using existing drawings)	\$26,000.00
Fee to field measure and document existing building due to lack of existing drawings	\$4,500.00

<b>TOTAL FEE</b>	<b>\$31,000.00 (estimated)</b>
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(Additional services and Expenses are in addition to lump sum fees.)

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Vice-Chairman Schell recognized Executive Anthony Holt who reported that the Ad Hoc General Operations Committee met with judges and toured the Juvenile Justice Center, the Sumner County Courthouse and the General Sessions Complex, where Criminal Court Judge Dee Gay and General Sessions Division I Jim Hunter hold court. The third courtroom at the General Sessions building is used presently by David Howard, the Judicial Juvenile Magistrate.

County Law Director Leah Dennen stated that State law requires an architect to render services on work exceeding \$25,000.00 to any government building.

Comm. Geminden suggested that the school maintenance department at the Board of Education bid the project.

Comm. Vaughn moved, and was duly seconded, to suspend the rules to allow the judges and the Circuit Court Clerk Kathryn Strong to speak. The motion carried.

Circuit Court Judge Joe Thompson spoke on the limited availability of the basement courtroom in the Sumner County Courthouse. He said that the courtroom is used 2 to 6 times per month, but could be used for juvenile cases on a short-term basis. Judge Thompson requested that the Committee take into account the wear and tear on an old facility to add more foot traffic.

Circuit Court Clerk Kathryn Strong stated that juvenile cases are confidential and do not lend well to mixing with adult cases. Ms. Strong remarked on the challenges of collecting fees with courtrooms in several locations apart from the Clerk's offices.

Jim Hunter, General Sessions Division I Judge, said that the General Session Court complex on Smith Street had no need of renovations. He said previous judges have used the Commission Chambers on Belvedere Drive and it could serve as a short-term remedy to hear juvenile cases.



Upon discussion, Comm. Vaughn moved, seconded by Comm. Harris, to approve the bidding of both remodel projects with the matter to be forwarded to the Budget Committee. The motion included inviting the school system to bid the projects. The motion carried unanimously.

The meeting adjourned at 5:41 p.m. after a motion by Comm. Becker, seconded by Comm. Geminden.

Prepared by Maria Savage

**SUMNER COUNTY HIGHWAY COMMISSION****February 3, 2015****MINUTES****MEMBERS PRESENT:**

Mike Akins, Vice-Chairman  
Steve Graves, Chairman  
Michael Guthrie, Commissioner  
Judy Hardin, Road Superintendent  
Larry Hinton, Commissioner  
Anthony Holt, County Executive  
JoAnn Kemp, Commissioner  
Tom Neal, Citizen Member

**MEMBERS ABSENT:**

Kevin Pomeroy, Commissioner

**OTHERS PRESENT:**

Leah Dennen, Law Director  
Erika 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, February 3, 2015 at 4:35 P.M. in Conference Room #112 at the Sumner County Administration building.

**ADDITION TO AGENDA**

Hinton: 2 cent tax that goes to Highway Department

**APPROVAL OF AGENDA**

**Motion to approve:** Commissioner Guthrie  
**Seconded by:** Vice-Chairman Akin  
**Motion passed:**

**APPROVAL OF MINUTES**

**Motion** by Vice-Chairman Akin to approve the January 2015 minutes. **Seconded** by Commissioner Kemp. **Motion passed** unanimously.

**PUBLIC RECOGNITION** - None**REPORT OF CHAIRMAN: OLD BUSINESS**

Commissioner Kemp reported all State Representatives and Senator Haile met about the piece mill nature of our roads from annexations. Mr. Carmichael with the State was present and addressed the issues of these roads. This issue will have to be addressed on a State level when annexations occur.

**SUMNER COUNTY HIGHWAY COMMISSION****02/03/15****PAGE 2****REPORT OF CHAIRMAN: NEW BUSINESS** - None**REPORT OF ROAD SUPERINTENDENT: OLD BUSINESS** -None**REPORT OF ROAD SUPERINTENDENT: NEW BUSINESS****A. Highway Department's 2 Cent Tax Rate**

Commissioner Hinton remembers passing a 2 cents tax rate increase years ago to go to the Highway Department for equipment. Today it is down to 1 ¾ cents. Why? Road Superintendent Hardin blamed Commissioner Jerry Stone on the Budget Committee 6 years ago for lowering it because he could, as long as it matched the 5 year maintenance of effort. There was much discussion.

**FYI: 2015-16 Proposed Budget**

Next meeting the Finance Department has asked for the Proposed 2015-16 Budget. Road Superintendent Hardin will bring before this Committee in March along with transfers for approval.

**FYI: Bridge Funding**

Road Superintendent Hardin reported this year only, if a bridge qualifies, the State will fund it at 98% and the County @ 2%.

**REPORT OF COUNTY EXECUTIVE** - None**COMMISSION BUSINESS** - None**REPORT OF LAW DIRECTOR** - None**MOTION TO ADJOURN:****SECONDED BY:****ADJOURNMENT:**

Citizen Member Neal  
Vice-Chairman Akin  
5:03 P.M.



INVESTMENT COMMITTEE MINUTES  
February 23, 2015

MEMBERS PRESENT  
Scott Langford, Chairman  
JoAnne Kemp, Vice-Chairman  
Anthony Holt  
Del Phillips  
Leslie Schell  
Chris Taylor  
OTHERS PRESENT  
David Lawing  
Leah Dennen  
Erika Porter

- I. CALL TO ORDER by Chairman Langford at 5:35pm in Room 104 of the Sumner County Administration Building in Gallatin, TN.
  - A. Approval of Agenda-Motion to approve by Mr. Taylor, second by Ms. Kemp, unanimous approval.
  - B. Recognition of Public-None
  - C. Approval of Minutes—January 26, 2015-Motion to approve by Mr. Taylor, second by Mr. Holt, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN-None
- III. REPORT OF THE COUNTY EXECUTIVE-None
- IV. REPORT OF THE TRUSTEE-None
- V. REPORT OF THE FINANCE DIRECTOR-None
- VI. REPORT OF THE LAW DIRECTOR-None
- VII. OLD BUSINESS-None
- VIII. NEW BUSINESS-None
- IX. ADJOURNMENT-Motion to adjourn at 5:36pm by Mr. Holt, second by Ms. Schell, unanimous approval.

**MINUTES  
LEGISLATIVE COMMITTEE  
FEBRUARY 9, 2015**

**Present:**

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

**Also Present:**

Leah Dennen, County Law Director  
Erika Porter, Law Director's Office  
County Executive Anthony Holt  
Commissioner Moe Taylor  
Bill Kemp, Clerk

Chairman Harris brought the Legislative Committee meeting to order with an invocation by Comm. Ring on February 9, 2015, at 5:30 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Comm. Decker requested the addition of a report. Comm. Graves moved, Comm. Guthrie seconded, to approve the agenda with the additions. The motion carried.

Approval of Minutes. Upon motion of Comm. Goode, and duly seconded by Comm. Graves, the January 12, 2015, minutes were approved by the body.

Public Comments. Kevin Beigart, 424 A. B. Wade Road of 1514 in Bethpage rose to speak, but had no comment on agenda items.

Report of Chairman. Chairman Harris had no report.

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

Old Business.

New Business.

Veterans Service Report. Presented for docketing purposes only.

Bond Finance Director. Ms. Dennen stated the annual bond of the Director of Finance is up for renewal. Upon motion of Comm. Graves, and duly seconded by Comm. Goode, the Committee voted to approve the bond for David Lawing, Director of Finance.

General Sessions Judge. Ms Dennen reported that a forum is scheduled for Wednesday, February 18 at 6:00 p.m. to hear from the nominees for the new General Sessions judgeship. She said each candidate will have five minutes to speak followed by a question-and-answer session.

Clerk Kemp stated that the voting board display is limited, so initial voting will be done on a spreadsheet. The rules on how candidates are dropped will be determined before the vote starts. To elect a judge requires 13 votes.

First Responder Tax Deduction Legislation. Ms. Dennen reported that the Emergency Services Committee approved and forwarded a resolution encouraging the federal government to approve a tax deduction in the amount of \$6,000.00 for volunteer fire fighters.

Upon motion of Comm. Ring, and duly seconded by Comm. Guthrie, the Committee voted to approve the resolution and forward it to the full Commission.

Certificates of Recognition. Chairman Harris introduced the certificates of recognition:

- Honoring the Sumner County Sheriff's Office for earning the Mothers Against Drunk Driving Hero Award for the fourth consecutive year.
- Hawkins Middle School Girls Championship

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

Zoning Request. There were none.

Report of the Law Director. There was no report.

Report from Commission Chairman. Comm. Decker stated, given the large crowd at this past Commission meeting, safety concerns were a recent topic of discussion among himself, County Executive Holt, Sheriff Sonny Weatherford, Major Carl Edison and Commissioner Michael Guthrie. The group implemented the following:

- Uniform Sheriff's deputies at every meeting
- a television in the lobby with a sound bar for access to the meeting
- Chairman Harris said parking needs to be addressed
- Violation of fire regulations was another topic.

Adjournment. Comm. Goode made a motion to adjourn, seconded by Comm. Graves. The Committee adjourned at 5:54 p.m.

Prepared by Maria Savage



PURCHASING COMMITTEE MINUTES  
February 23, 2015

MEMBERS PRESENT  
Scott Langford, Chairman  
JoAnne Kemp, Vice-Chairman  
Anthony Holt  
Del Phillips  
Leslie Schell  
Chris Taylor  
OTHERS PRESENT  
David Lawing  
Leah Dennen  
Erika Porter

- I. CALL TO ORDER by Chairman Langford at 5:36pm in Room 104 of the Sumner County Administration Building in Gallatin, TN.
  - A. Approval of Agenda-Motion to approve by Mr. Taylor, second by Ms. Kemp, unanimous approval.
  - B. Recognition of Public-None
  - C. Approval of Minutes—January 26, 2015-Motion to approve by Mr. Taylor, 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-None
- VIII. ADJOURNMENT-Motion to adjourn at 5:38pm by Ms. Kemp, second by Mr. Taylor, unanimous approval.