



# 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:

**Beer Committee..... January 25**

**Budget Committee..... January 11**

**Committee on Committees..... January 25**

**Emergency Services Committee..... January 4**

**Employee Benefits Committee..... January 4**

**Financial Management Committee 2012, Financial**

**Management Committee 2002, Investment Committee.**

**Purchasing Committee..... January 25**

**General Operations Committee..... January 11**

**Highway Committee..... January 11**

**Legislative Committee.....January 11**

## **AD HOC**

**Long Hollow Corridor Plan Ad Hoc Committee.....January 5**

**Engineering and Architectural Fees Ad Hoc Committee...January 5**

**MINUTES**  
**JANUARY 25, 2016**  
**BEER BOARD**  
**CHAIRMAN, MIKE AKINS**

**Present:**

Mike Akins, Chairman  
Steve Graves, Vice-Chairman  
Moe Taylor  
Bob Pospisil  
Absent: Caroline Krueger

**Also Present:**

Leah Dennen, County Attorney  
Erika Porter, County Law Office  
Anthony Holt, County Executive

The regular meeting of the Beer Board was brought to order on Monday, January 25, 2016, at 6:15 p.m. in the Sumner County Administration Building in Gallatin.

Agenda. Upon motion of Comm. Moe Taylor, seconded by Comm. Graves, the Board voted to approve the agenda.

Minutes. Upon motion of Comm. Pospisil, seconded by Comm. Moe Taylor, the Board approved the minutes for October 19, 2015.

Recognition of the Public. There was none.

Beer Applications. The Beer Board considered the following permit application:

- Ricky Douglas Johns to operate Sugar Grove Tavern at 4227 Old Highway 31E Westmoreland, TN 37186

The application is for ON PREMISES only.

Erika Porter stated that Sheriff Weatherford had performed a background check on the owner and the distance requirements for a beer permit were met. The business is 4.3 miles from the nearest school and one mile from the nearest church. The applicant was found to be in compliance.

Upon motion of Comm. Moe Taylor, seconded by Comm. Pospisil, the Committee voted unanimously to approve the beer permit application for Ricky Douglas Johns, owner, to operate the Sugar Grove Tavern at 4227 Old Highway 31E in Westmoreland, TN 37186.

Comm. Moe Taylor moved, and was duly seconded by Comm. Graves, to adjourn the meeting at 6:20 p.m.

Prepared by Maria Savage



BUDGET COMMITTEE MINUTES  
January 11, 2016

MEMBERS PRESENT  
Jerry Foster, Chairman  
Jerry Becker  
Billy Geminden  
Paul Goode  
OTHERS PRESENT  
David Lawing  
Leah Dennen  
Erika Porter  
Anthony Holt

- I. CALL TO ORDER by Chairman Foster at 6:00pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
  - A. Approval of Agenda- Motion to approve by Mr. Becker, second by Mr. Geminden, unanimous approval.
  - B. Recognition of Public- None
  - C. Approval of Minutes—December 14, 2015- Motion to approve by Mr. Becker, second by Mr. Goode, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN- Chairman Foster pointed out to the committee that budget hearings will be held between April 1<sup>st</sup> and May 30<sup>th</sup>. He asked the members to review their personal calendars and to be available for as many meetings as possible.
- III. REPORT OF THE COUNTY EXECUTIVE-None
- IV. OLD BUSINESS-None
- V. NEW BUSINESS
  - A. Appropriations
    1. Juvenile Court—requesting appropriation for replacement of ceiling tiles- Mr. Holt spoke briefly to this. No action taken at this time.
    2. Sheriff's Office—\$4,933 SCAAP funds to purchase mattresses for jail- Motion to approve by Mr. Goode, second by Mr. Geminden, unanimous approval.
    3. Libraries—LSTA Technology Grants- Motion to group and approve items V.A.3.a-c by Mr. Becker, second by Mr. Geminden, unanimous approval.
      - a. Hendersonville--\$2,553 for data processing equipment
      - b. Portland--\$4,646 for data processing equipment
      - c. Millersville--\$2,518 for data processing equipment
  - B. Transfers- Motion to group and approve items V.B.1.a-c by Mr. Goode, second by Mr. Geminden, unanimous approval.
    1. Inter-budgetary
      - a. Between major categories
      - b. Greater than \$2,500
      - c. \$2,500 or less
  - C. Tax Refunds
    1. Sarah and Michael Finn--\$105-Motion to approve by Mr. Becker, second by Mr. Goode, unanimous approval.
- VI. REPORT OF THE FINANCE DIRECTOR- Mr. Lawing explained sales tax was at 99.89%. This month sales tax was received at 100.11% and everything is going according to plan for budget.
- VII. ADJOURNMENT- Motion to adjourn at 6:15pm by Chairman Foster.

**COMMITTEE ON COMMITTEES  
MINUTES  
JANUARY 25, 2016**

**Present:**

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

**Also Present:**

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

The regular meeting of the Committee on Committees was brought to order with an invocation by Comm. LeMarbre on Monday, January 25, 2016, 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. Ring, 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 December 21, 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.

Old Business None

9. New Business

Next Month. Chairman Goode brought forth the Agricultural Extension Service Committee, Two-Year Terms as follows:

Baker Ring, County Commissioner

Charlie Carr, Farmer

Edie Kirkpatrick, Farm Woman

Joanne Kemp to replace Ben Harris, County Commissioner

Ken Brazel resigned, term expires January 2017 to be replaced by Dwight Dixon

Comm. Kemp stated that Mr. Dixon retired from the from his position as head of the Sumner County Co-op.

Upon motion of Comm. LeMarbre, and duly seconded by Comm. Krueger, the Committee voted to approve the reappointments and appointments to the Agricultural Extension Committee.

Next Month. Highway Commission- expiring term of Tom Neal, citizen, two year term

10. Adjournment. Upon motion of Comm. LeMarbre, and duly seconded by Comm. Krueger, the Committee adjourned at 6:37 p.m.

Prepared by Maria Savage

**MINUTES  
EMERGENCY SERVICES COMMITTEE  
January 4, 2016**

**Present:**

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

**Also Present:**

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

Chairman Guthrie called the meeting of the Emergency Services Committee to order with an invocation by Comm. Chris Taylor on Monday, January 4, 2016, at 5:00 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. County Law Director Leah Dennen requested an addition to the agenda concerning the Sheriff's personnel policy. Upon motion of Comm. Chris Taylor, seconded by Comm. Harris, the Committee unanimously approved the agenda as amended.

Approval of Minutes of December 7, 2015 Chairman Guthrie noted a correction to the minutes under 13a., second paragraph. The correction is as stated:

The motion failed (3-3) with Commissioners Vaughn, Moe Taylor and Harris voting in favor and Commissioners Foster, Guthrie and Driver voting against the measure.

Upon motion of Comm. Chris Taylor, seconded by Comm. Moe Taylor, the Committee approved the minutes of December 7 as amended.

Public Comments. There were no comments.

Report from the Chairman Chairman Guthrie had no report.

Report from the County Executive. County Executive Anthony Holt reserved comments to agenda items.

Report from the Sheriff. Sheriff Sonny Weatherford handed out the December, 2015 financial report from the Sheriff's Department. The jail population was 647 in December.

Sheriff Weatherford presented a 2015 annual report regarding the Animal Control Division. The in-take of animals for the year was 2,722 and the out-take was 2,667. Total calls for service for the Animal Control Division in 2015 were 2,902.

Change in Personnel Policy. Sheriff Weatherford stated that a change in his personnel policy will bring more equity to time off. Upon motion of Comm. Vaughn, seconded by Comm. Chris Taylor, the Committee forwarded the matter for docketing to the Legislative Committee and the Commission.

Fire Departments. There was no report.

Report from the Emergency Management Agency. There was no report.

Report from the Director.

Mr. Douglas submitted a report on the Sumner County Emergency Medical Services responses and transports. Reports showed revenue on target to reach projections. Call volume hit a record of 2050 for December, 2015.

Old Business None

New Business

13a. Gate Damage at Jail. Chairman Guthrie recognized Ms. Dennen who stated that the jail gate was damaged during an attempted escape. She said the County's position was that the Westmoreland officer was reckless in his activity that allowed the detained person to get control of a vehicle. The damage was \$19,300, for which a claim was made to the City of Westmoreland who then turned it into insurance. The insurance company denied payment because of the intervening criminal activity.

County Executive Anthony Holt stated that Ms. Dennen has been thorough in pursuing payment from the insurance company. He recommended not filing suit against the City of Westmoreland.

Comm. Vaughn moved, seconded by Moe Taylor, to move forward with suing the individual who tried to escape custody, not the City of Westmoreland.

Ms. Dennen was in favor of asking the courts to add restitution and not necessarily filing suit. She recommended pulling the matter and placing it on the agenda for next month, pending more negotiations with the City and the insurance company about the matter.

Comm. Chris Taylor moved to amend the motion to ask for the courts for restitution. He later withdrew his motion.

Comm. Vaughn's motion passed (4-3) with Commissioners Vaughn, Harris, Guthrie and Moe Taylor voting in favor and Commissioners Foster, Chris Taylor and Driver voting against the motion.

With a motion by Comm. Vaughn and duly seconded, the Committee adjourned at 5:26 pm.

Prepared by Maria Savage



**MINUTES**  
**EMPLOYEE BENEFITS COMMITTEE**  
**November 17, 2015**  
**8:00 A.M.**

**Members Present:**

Bob Pospisil  
Michael Guthrie  
Dr. Del Phillips  
Anthony Holt

**Also:**

Leah Dennen  
Erika Porter  
Debbie Robertson  
David Lawing

Bob Shupe  
Brittany Spradling  
Ernie Clevenger  
Melanie Sharp

Karen Tokarz  
Teresa Terry  
Lauren Heath

Mr. Pospisil called the SIB Employee Benefits Committee meeting to order on Tuesday, November 17, 2015 at 8:00 a.m. in Room 112, County Administration Building, in Gallatin, Tennessee.

**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 September 22, 2015; seconded by Mr. Guthrie; unanimous approval.

**Report of Committee Chair:** Mr. Pospisil recommended we change the meeting time back to 9:00 a.m. each month effective December 2015; he also recommended we cancel the December meeting. Dr. Phillips made a motion to approve these two changes; seconded by Mr. Guthrie; unanimous approval.

**Report of Consultant:** Mr. Shupe reported that he began receiving reports this month from the new financial system and that we need to get up to speed for the year on reporting. They are going to redesign the report and asked for any suggestions of what all would be helpful to the Committee. Dr. Phillips suggested total RX, total Admin, total Medical, large loss, money in and money out and year-to-date totals. He also likes the employee count to be included.

Mr. Shupe reported that only the Medicare Advantage Plan is excluding Vanderbilt Hospital as being part of the BCBS plan. It does not affect our plan.

Mr. Shupe stated that we had 3 large losses to hit in October. The largest claim has been termed. We are still in good shape on this.

**CareHere:** Ms. Sharp stated that the utilization of clinics for September was high but has decreased a little in October. Coming in to the flu season, the utilization is holding in the high 80's and low 90's. Both groups have completed the off-site flu clinics. There is still an opportunity to come in to the clinics for a flu shot until mid-January.

**Finance Director:** Mr. Lawing reported that we had \$5.1M in cash at the end of October and slightly under \$1M in liabilities in the health insurance fund. We have had a good claims year and large rebates from BCBS. Dental has \$583,000 in assets and \$36,000 in liabilities. We had

an overall good claims year in dental also. We may want to weigh our risks over benefits in the reinsurance.

**Old Business:** None

**New Business:** Mr. Lawing brought before the Committee to change the County HRA events from February to May and change it to July to September for the upcoming years to prevent the mass confusion from the employees. These events are being scheduled 18 months before the plan year actually starts. Ms. Porter and Mr. Holt would like the events to coincide with the BOE HRA events. The BOE has already completed their HRA events for the year. They are on a calendar year and the County is on a fiscal year. After much discussion, Mr. Pospisil suggested that the County and BOE get together to discuss further and come to a consensus and then bring it back before the Board. It was decided to go ahead with the HRA events in February 2016 and discuss changing later.

CareHere asked when the Committee would like the Annual CareHere Report presented. Mr. Pospisil suggested CareHere present the report at the February meeting.

Ms. Dennen reminded everyone that the January and February meetings would be held on the 4<sup>th</sup> Tuesday of the month following the Commission meetings due to the holidays in each month.

There was no further business so Mr. Pospisil adjourned the meeting at 8:40 a.m.



INVESTMENT, PURCHASING, 2002 FINANCIAL  
MANAGEMENT, AND 2012 FINANCIAL  
MANAGEMENT COMMITTEES AGENDA

Sumner County Administration Building

Conference Room #112

January 25, 2016

5:30 p.m.

MEMBERS

Leslie Schell, Chairman

Paul Decker, Vice Chairman

Judy Hardin

Anthony Holt

JoAnne Kemp

Del Phillips

Chris Taylor

- I. CALL TO ORDER
  - A. Invocation
  - B. Approval of Agenda
  - C. Recognition of Public
  - D. Approval of Minutes—December 21, 2015
- II. REPORT OF THE COMMITTEE CHAIRMAN
- III. REPORT OF THE COUNTY EXECUTIVE
  - A. Munis Status Report
- IV. REPORT OF THE TRUSTEE
- V. REPORT OF THE FINANCE DIRECTOR/PURCHASING AGENT
  - A. Financial Assessment
- VI. REPORT OF THE LAW DIRECTOR
- VII. OLD BUSINESS
- VIII. NEW BUSINESS
  - A. Investment Committee
  - B. Purchasing Committee
  - C. 2002 Financial Management Committee
  - D. 2012 Financial Management Committee
- IX. ADJOURNMENT

**MINUTES  
GENERAL OPERATIONS COMMITTEE  
JERRY BECKER, CHAIRMAN  
JANUARY 11, 2016**

**Present:**

Jerry Becker, Chairman  
Baker Ring, Vice-Chairman  
Larry Hinton  
Caroline Krueger  
Leslie Schell  
Bob Pospisil  
Absent: Ben Harris

**Also Present:**

Leah Dennen, County Law Director  
Erika Porter, Staff Attorney  
Bill Kemp, County Clerk  
Anthony Holt, County Executive  
Commissioner Steve Graves

The scheduled meeting of the General Operations Committee was brought to order on Monday, January 11, 2016, at 5:00 p.m. in the Sumner County Administration Building. Comm. Ring gave the invocation and Chairman Becker declared a quorum present to conduct business.

Agenda. Comm. Schell requested the addition of discussion on the County maintenance list. Comm. Pospisil moved to approve the agenda; Comm. Ring seconded the motion, and the Committee approved the agenda as amended.

Minutes. Upon motion of Comm. Schell, seconded by Comm. Pospisil, the Committee voted to approve the minutes of December 14, 2015, regular meeting.

Report of Chairman. Chairman Becker yielded to Comm. Hinton, Chairman of the Engineering and Architectural Ad Hoc Committee, who gave a report on the January meeting of the Ad Hoc Committee, in which Hewlett Spencer, LLC. representatives spoke about a design-build, owner advocate type of company. Another meeting is scheduled for February 2, 2016, at 5:15 p.m.

County Executive. County Executive Anthony Holt discussed problems with limitations of always taking the lowest bid.

Recognition of the Public. Kevin Baigert of AD Wade Road in Portland commended the Committee for forming an ad hoc committee to study the architectural/engineering costs to the County.

Chairman Becker recognized Comm. Steve Graves who said there are savings that can be realized in the design/construction process.

Old Business. List of County Buildings.

Chairman Becker recognized Comm. Schell who brought forth discussion on the list of County buildings provided by the County Executive several months ago. Her suggestion was to get help from the maintenance staff at the Board of Education, which has more employees with defined skill sets to lend to the County. In talking with Dr. Del Phillips, she said Dr. Phillips was amenable to the BOE staff inspecting the County buildings and determining maintenance needs, rather than hiring a company to do the same. This would help in the formulation of a maintenance schedule for County Buildings.

By consensus, the Committee agreed to authorize Comm. Schell and the Executive Holt to meet with school representatives to work with the BOE to use their maintenance employees for this project.

New Business.

9a. Surplus Items

Upon motion of Comm. Schell, seconded by Comm. Ring, the committee voted to approve the following request for disposal of surplus property:

- Sumner County Health Department

9b. Quarterly Airport Report Doug Brown, Airport Authority Board member, submitted a written report from the Sumner County Regional Airport Authority with the following points:

- \$2 million in contracts to relocate utilities along Airport Road signed.
- City of Gallatin passed required resolutions for road work. FAA approved land swap
- \$2 million to rehabilitate apron. Requires matching of 95/5.
- Consultant to lobby for Federal grants for sewer installation

The meeting adjourned at 5:30 p.m. after a motion by Comm. Schell, seconded by Comm. Krueger.

Prepared by Maria Savage

**SUMNER COUNTY HIGHWAY COMMISSION****December 1, 2015****MINUTES****MEMBERS PRESENT:**

Steve Graves, Chairman  
Larry Hinton, Vice-Chairman  
Judy Hardin, Road Superintendent  
Tom Neal, Citizen Member  
Kevin Pomeroy, Commissioner  
Bill Taylor, Commissioner

**MEMBERS ABSENT:**

Anthony Holt, County Executive  
Merroll Hyde, Commissioner

**OTHERS PRESENT:**

Leah Dennen, Law Director  
Erika Porter, Assistant Law Director

**CALL TO ORDER**

Chairman Graves called the regular monthly meeting of the Sumner County Highway Commission to order, Tuesday, December 1, 2015 at 4:31 P.M. in Conference Room #112 at the Sumner County Administration building.

**ADDITION TO AGENDA****APPROVAL OF AGENDA**

**Motion to approve:** Bill Taylor  
**Seconded by:** Judy Hardin  
**Motion passed:** Unanimously

**APPROVAL OF MINUTES**

**Motion** by Tom Neal to approve the October 2015 minutes. **Seconded** by Kevin Pomeroy.  
**Motion passed** unanimously.

**PUBLIC RECOGNITION**

A. None

**SUMNER COUNTY HIGHWAY COMMISSION****12/1/15****PAGE 2****REPORT OF CHAIRMAN: OLD BUSINESS**

No one has contacted Mr. Suhr concerning the letter from the U T Extension regarding the injury/death of magnolia trees due to the roadside herbicide. Leah said to let it go unless Mr. Suhr contacts us. Kevin Pomeroy motioned to deny payment. Bill Taylor second the motion. Leah Dennen stated that this does not need a motion.

**REPORT OF CHAIRMAN: NEW BUSINESS**

Would like to see money set aside for extra mowing. New shoulder mowers bought to get better mowing season. Can't do 3 mows per season due to budget. Weed eating can be done by liter crew in emergency cases. This issue was brought up by Veit Spero of 276 Alexander Lane. Mr. Spero did not show up at meeting.

**REPORT OF ROAD SUPERINTENDENT: OLD BUSINESS**

None

**REPORT OF ROAD SUPERINTENDENT: NEW BUSINESS**

New bond for Doubletree Lane. New road will be about 1/2 mile long. Will not issue bond unless construction road is added. Construction vehicles will ruin new road. Judy Hardin ask commissioner to approve new bond with above conditions. Kevin Pomeroy motioned to approve. Larry Hinton second the motion. Approved Unanimously.

**REPORT OF COUNTY EXECUTIVE**

None

**COMMISSION BUSINESS**

None

**REPORT OF LAW DIRECTOR**

None

**MOTION TO ADJOURN:** Kevin Pomeroy  
**SECONDED BY:** Tom Neal  
**ADJOURNMENT:** 4:51 P. M.

**MINUTES  
LEGISLATIVE COMMITTEE  
CHRIS TAYLOR, CHAIRMAN  
JANUARY 11, 2016**

**Present:**

Paul Goode, Vice-Chairman  
Steve Graves  
Jerry Foster  
Michael Guthrie  
Jerry Becker  
Scott Langford, Commission Chairman

**Absent:**

Trisha LeMarbre  
Chris Taylor, Chairman

**Also Present:**

Leah Dennen, County Law Director  
Bill Kemp, County Clerk  
Erika Porter, Staff Attorney  
Anthony Holt, County Executive  
Commissioner Caroline Krueger

Vice-Chairman Paul Goode brought the Legislative Committee meeting to order with an invocation by Comm. Langford on Monday, January 11, 2016, at 5:30 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Comm. Langford moved, Comm. Becker seconded, to approve the agenda. The motion carried.

Minutes. Upon motion of Comm. Graves, seconded by Comm. Becker, the Committee voted to approve the December 14, 2015, minutes.

Public Comments. None

Report of Chairman. Vice-Chairman Goode yielded the floor to Commissioner Caroline Krueger who reported on the initial meeting of the ad hoc committee studying the Long Hollow Pike corridor. She stated that a planner, The Walker Collaborative, was chosen to negotiate with the County Executive the final details of the contract between the Company and the County. The Ad Hoc Committee meets next on February 2, 2016 at 6:00 p.m.

Report of County Executive. County Executive Anthony Holt deferred comments to matters on the agenda.

Old Business. None



New Business.

9a. Veterans Service Report. Presented for docketing purposes only.

9b. Amendment to Sheriff's Personnel Policy. Upon motion of Comm. Guthrie, seconded by Comm. Foster, the Committee voted to approve and forward the amendments to the Sheriff's Personnel policy to the full Commission.

9c. Resolution to establish an updated OSHA Program Plan. County Law Director Leah Dennen stated that the OSHA Program Plan has to be updated periodically. Upon motion of Comm. Becker, seconded by Comm. Guthrie, the Committee voted to approve the OSHA Program Plan.

10b. Certificates of Recognition. Upon motion of Comm. Becker, seconded by Comm. Guthrie, the Committee voted to group and approve the following certificates of recognition:

- Chief Billy Crook
- Sumner County Schools for Advanced Placement District Honor Roll
- Tennessee United Soccer Club 2001 Boys Red Team

11a. Zoning Request. Buchanan Estates f/k/a Crystal Creek Estates (Second Reading)

- Agenda request by applicant

Upon motion of Comm. Langford, and duly seconded by Comm. Graves, the Committee voted unanimously to allow the representatives of Buchanan Estates f/k/a Crystal Creek Estates a 10-minute initial presentation before Public Recognition and five minutes afterward for a question- and-answer session.

The zoning matter was docketed for the January, 2016 meeting of the County Commission in the previous meeting

11b. Jane Sturgill, Trustee is requesting to have her property rezoned from Estate A to Industrial and are requesting Preliminary Site Plan approval. Subject property is located at 310 and 310A Lower Station Camp Creek Road, Gallatin, Tennessee, contains 13.45 acres, is on Tax Map 137, Parcel 10 and 10.02 and is zoned Estate A. (First reading).

Upon motion of Comm. Langford, and duly seconded by Comm. Graves, the Committee voted to docket the Sturgill rezoning for February 22, 2016, Commission meeting.

Adjournment. Upon motion of Comm. Langford and duly seconded, the Committee adjourned at 5:50 p.m.

**MINUTES  
LONG HOLLOW CORRIDOR PLAN  
AD HOC COMMITTEE  
CAROLINE KRUEGER, CHAIRMAN  
JANUARY 5, 2016**

**Present:**

Caroline Krueger, Chairman  
Bill Taylor, Vice-Chairman  
Steve Graves  
Leslie Schell  
Jerry Foster

**Also Present:**

Erika Porter, Staff Attorney  
Leah Dennen, County Law Director  
Anthony Holt, County Executive  
Rodney Joyner, Planning Director

The called meeting of the Long Hollow Corridor Plan Ad Hoc Committee was brought to order on Tuesday, January 5, 2016, at 6:30 p.m. in the Sumner County Administration Building. Comm. Schell gave the invocation. Chairman Krueger declared a quorum present to conduct business.

Agenda. Comm. Schell moved, seconded by Comm. Bill Taylor, to approve the agenda. The motion carried.

Vice-Chairman of Committee. Upon motion of Comm. Graves, seconded by Comm. Foster, the committee voted to elect Comm. Bill Taylor as Vice-Chairman.

Chairman Krueger stated the first charge of the Ad Hoc Committee was to choose a firm that fits Sumner County's land use needs to provide an update to the Long Hollow Pike Corridor plan and review of zoning revisions related to the study area. Those were as follows:

- The Walker Collaborative: \$94,580 to \$134,580
- Ragan-Smith/Kimley Horn: \$180,000 to \$290,000
- Lose and Associates: \$149,000 to \$160,000

County Executive Holt stated that Planning Director Rodney Joyner and Grant Administrator Kim Ark were present to answer any questions.

County Law Director Leah Dennen stated that these were professional services. The criteria for selection of a planner was what the Ad Hoc Committee deems which company is best qualified to provide the services. Ms. Dennen stated that the Committee needs to set out what it wants the company chosen to do, i.e. time lines.

Ms. Dennen stated that the charge of the Ad Hoc Committee, in addition to hiring the planner, would be to look at amending the planning regulations. She said the County has an overall plan that can be refined to deal with specific issues.

Comm. Bill Taylor stated there were three objectives:

- Hiring Long Hollow Corridor planner
- Monitor the progress of the planner
- Revisit zoning regulations and update

Chairman Krueger stated that the goal of the Ad Hoc Committee is not to appear to be adverse to development but to make developments citizen friendly while encouraging economic growth.

Comm. Schell suggested the goal of the Ad Hoc Committee could be to set the County to a higher standard and look beyond managed growth just in Tennessee.

Other key issues identified during the discussion were public engagement and drainage issues. Executive Holt pointed out that Tennessee Department of Transportation controls the widening of Long Hollow Pike. He said the Pike is not a priority for State road projects, likely pushing out any improvements to 2040. Road priorities include completing the Highway 109 project and widening and lengthening Highway 386 to connect to Highway 31E.

Discussed were some of the following:

- Emergency traffic moving through the area quickly
- Traffic concerns related to road connectivity through subdivisions
- Greenways and bike trails
- More green space in developments added together to create a park

Comm. Foster moved, seconded by Comm. Bill Taylor, to approve the Walker Cooperative as the planner, authorizing the County Executive and his staff to negotiate services and price with the firm, bringing the contract back to the Ad Hoc Committee next month. The motion carried unanimously.

Chairman Krueger recognized Lois Coile of 1028 Sugar Tree Lane who requested the Ad Hoc Committee look to the examples of Leipers Fork, Tennessee and Marietta, Georgia - two areas that limited growth in order to maintain the beauty and originality of the area.

Chairman Krueger set the next meeting Tuesday, February 2, 2016 at 6:00 p.m.

The meeting adjourned at 7:20 p.m. after a motion by Comm. Schell, seconded by Comm. Bill Taylor.

**MINUTES  
ENGINEERING AND ARCHITECTURAL FEES  
AD HOC COMMITTEE  
LARRY HINTON, CHAIRMAN  
JANUARY 5, 2016**

**Present:**

Larry Hinton, Chairman  
Paul Decker  
Caroline Krueger  
Kevin Pomeroy  
Absent: Chris Taylor

**Also Present:**

Erika Porter, Staff Attorney  
Leah Dennen, County Law Director  
Anthony Holt, County Executive  
Bill Taylor, Commissioner  
Ron Bargatze, Hewlett Spencer

The meeting of the Engineering and Architectural Fees Ad Hoc Committee was brought to order with an invocation on Tuesday, January 5, 2016, at 5:15 p.m. in the Sumner County Administration Building. Chairman Hinton declared a quorum present to conduct business.

Agenda. Comm. Pomeroy moved, seconded by Comm. Decker, to approve the agenda. The motion carried.

Agenda. Comm. Decker moved, seconded by Comm. Pomeroy, to approve the minutes of November 30, 2015. The motion carried.

Report of the Chairman. Chairman Hinton led discussion by comparing Sumner County's cost of architectural services to the Montgomery County architect fee schedule. Based on his comparative analysis, Mr. Hinton suggested there may be a better way to do County business. County Executive Holt stated that the Davis Clark House and the waterline projects were state grant projects that carried stipulations limiting local discretion in hiring architects and engineers.

Chairman Hinton recognized Comm. Decker who introduced Steve Hewlett and Ron Bargatze of Hewlett Spencer, LLC. Mr. Hewlett discussed with the Ad Hoc Committee his company's model as a design-build company that serves as an "owner's advocate" specializing in the construction of high-quality government buildings at a savings to taxpayers. His company utilizes the "Guaranteed Maximum Price" process, eliminating the risk of cost overruns and delays. The Hewlett Spencer brochure stated that all Hewlett Spencer projects have been completed on time, under budget, and with no change orders.

Mr. Hewlett stated that it is essential the County have someone who represents their interests throughout a construction project. One of the advantages his company has over local governments is the ability to negotiate the contracts with the bidders in a legal and ethical way. He said market factors depend on the percentage savings on various projects.

Mr. Hewlett further stated about 20 years ago the private sector stopped using the process of hiring an architect to design a building, then putting it out for bid. He said the big companies hire an owner's advocate or representative.

Mr. Hewlett described construction management and construction management at risk systems as models in which someone is hired to work with the architect to bring the project to bid and arrive at a price. The construction manager would be responsible for delivering the project at that price. The construction manager at risk is liable for meeting budgetary restraints, as well.

Mr. Hewlett referred to a document called the General Conditions of Construction, which gives the architect and the construction managers a way out, primarily in the form of change orders and cost overruns. He said most commercial operations do not use the construction manager at risk much anymore.

He said the three systems of management are design build, but his company's method, working within State statutes, cannot go back and ask for money. Mr. Hewlett stated that his company's profit margin depends on the size and complexity of the project. The average savings on his company's projects are 5.7 percent including the fees and the company's share of the savings.

Mr. Hewlett said that lack of proper oversight on projects is the biggest problem in the building process. He said without someone watching the job it is hard to guarantee the best product. Many times jobs with the lowest bid have the poorest on-the-job superintendent.

Chairman Hinton thanked Mr. Hewlett for his appearance before the Ad Hoc Committee. He scheduled the next meeting for February 2, 2016, at 5:15 p.m.

The meeting adjourned at 6:10 p.m. after motion by Comm. Decker, seconded by Comm. Pomeroy.

Prepared by Maria Savage