



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.....April 18

Beer Board.....May 16

Budget Committee.....April 27, April 29, May 9, May 11

Committee on Committees..... May 16

Education Committee..... May 2

Emergency Services Committee..... May 2

Employee Benefits Committee.....February 23

General Operations Committee..... May 9

Highway Commission.....March 8

Investment, Purchasing, 2002 Financial Management,

2002 Financial Management.....April 18

Legislative Committee.....May 9

AD HOC

Engineering and Architectural Fees Ad Hoc Committee.....May 3



AUDIT COMMITTEE MINUTES
April 18, 2016

MEMBERS PRESENT
Scott Langford, Chairman
Jerry Foster
Caroline Krueger
Leslie Schell
OTHERS PRESENT
David Lawing
Leah Dennen
Erika Porter
Jeff Bailey
Katie Armstrong

- I. CALL TO ORDER by Chairman Langford at 6:00pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Approval of Agenda- Motion to approve by Ms. Schell, second by Ms. Krueger, unanimous approval.
 - B. Recognition of Public- None
 - C. Approval of Minutes—October 19, 2015- Motion to approve by Ms. Krueger, second by Ms. Schell, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN-None
- III. REPORT OF THE COUNTY EXECUTIVE-None
- IV. OLD BUSINESS-None
- V. NEW BUSINESS
FY2015 Audit Discussion—Mr. Lawing introduced Mr. Bailey and Ms. Armstrong. They discussed the finding, "THE COUNTY'S BUDGETARY AND PURCHASING PROCESSES WERE CIRCUMVENTED". Mr. Lawing, Ms. Dennen, and Ms. Armstrong explained the finding to the committee.
- VI. REPORT OF THE FINANCE DIRECTOR-None
- VII. ADJOURNMENT- Motion to adjourn at 6:05PM by Ms. Schell.

**MINUTES
MAY 16, 2016
BEER BOARD
CHAIRMAN, MIKE AKINS**

Present:

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

Also Present:

Leah Dennen, County Attorney
Anthony Holt, County Executive
Kevin Luman

The regular meeting of the Beer Board was brought to order on Monday, May 16, 2016, at 6:15 p.m. in the Sumner County Administration Building in Gallatin.

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

Minutes. Upon motion of Comm. Moe Taylor, seconded by Comm. Krueger, the Board approved the minutes for April 18, 2016.

Recognition of the Public. There was none.

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

- Kevin Wayne Luman to operate K and L Market at 3212 Highway 76, Cottontown, TN 37048. The application is for OFF PREMISES only.

County Law Director Leah Dennen stated that Mr. Luman provided a letter from New Deal Church of Christ stating that the church is not operating and for sale, therefore, the distance requirement does not apply and Mr. Luman's permit can be approved. The measurement from building to building from the church is 373 feet, which is under the 500 foot distance requirement. The store to Oakmont Elementary School is .91 miles away.

Comm. Pospisil moved, seconded by Comm. Graves, to approve the beer permit. The motion carried.

Comm. Pospisil moved, and was duly seconded by Comm. Graves, to adjourn the meeting at 6:25 p.m.

Prepared by Maria Savage



BUDGET COMMITTEE MINUTES
April 27th, 2016

MEMBERS PRESENT
Jerry Foster, Chairman
Chris Taylor, Vice-Chairman
Jerry Becker
Billy Geminden
Paul Goode
Kevin Pomeroy
OTHERS PRESENT
Leah Dennen
Erika Porter
David Lawing
Anthony Holt

- I. CALL TO ORDER by Chairman Foster at 9:00am in Room 112 of the Sumner County Administration Building in Gallatin, TN. Chairman Foster led the committee in prayer.
 - A. Approval of Agenda- Motion to approve by Mr. Pomeroy, second by Mr. Chris Taylor, unanimous approval.
 - B. Recognition of Public-None
- II. REPORT OF THE COMMITTEE CHAIRMAN- Chairman Foster explained this was an information only meeting; no action will be taken. He requested that the committee keep questions and comments brief because this meeting of the time schedule.
- III. REPORT OF THE FINANCE DIRECTOR- Mr. Lawing explained the attached memo in detail. He informed the committee where various items in the memorandum resided in the budget. Mr. Lawing pointed out the importance of the difference of the (\$2,730,530) in the budgetary assignment on page two. He explained to make the budgetary disparity comparable to FY16, the FY17 appropriations need to be cut by approximately this amount or revenue enhanced. Mr. Lawing went into depth on various items in the memorandum.
- IV. BUDGET HEARINGS-DEPARTMENTS
 - A. County Clerk- Bill Kemp presented budget.
 - B. Sheriff- Sonny Weatherford presented budget.
 - C. EMS-Keith Douglas presented budget.
 - D. Election Commission- Lori Atchley presented budget.
 - E. Highway- Judy Hardin presented budget.
 - Mr. Holt discussed the Courthouse and Jail Maintenance Fund. Mr. Lawing discussed various approaches to handle the issue of this fund and other capital needs. The committee requested Mr. Lawing bring back his recommendation. Mr. Holt briefly discussed the budgets for County Executive, County Buildings, and Archives.
 - Mr. Lawing discussed the Finance and Communications budgets. He also briefly discussed the Debt Service fund.

A quorum was lost at 1:00pm.

 - F. Agricultural Extension- Bob Ary presented budget.
 - G. Register of Deeds- Cindy Briley presented budget.
 - H. County Attorney/Judicial Magistrates/Risk Management- Leah Dennen presented budgets.
 - I. Soil Conservation- Debbie Rippey presented budget.
 - J. Health Department- Hal Hendricks presented budget.
 - K. Planning & Stormwater- Rodney Joyner presented budget.
 - L. Libraries (Gallatin, Hendersonville, Portland, Westmoreland, Millersville)- Jim Young presented budgets.
 - M. Chancery Court-Darlene Daughtry presented budget.
 - N. Veterans Services- Darryl Eubanks presented budget.
 - O. Circuit Court Clerk- Kathryn Stong presented budget.
 - P. Emergency Management Agency- Ken Weidner presented budget. Mr. Lawing asked Mr. Weidner if his budget request was made by March 1, Mr. Weidner stated yes.

- Q. Trustee- Marty Nelson presented budget.
- R. General Sessions Judge II- Judge Brown presented budget.
- S. General Sessions Judge I- Judge Hunter presented budget. John Merryman had a question regarding salaries from the Drug Court Grant. Mr. Lawing verified that Mr. Merryman had confirmed the amounts to be correct earlier via email. Mr. Lawing forwarded this back to Ms. Browning in finance to review for any possible issues.
- T. General Sessions Judge III- Judge Carter presented budget.

The meeting ended at 4:30pm.



BUDGET COMMITTEE MINUTES
April 29th, 2016

MEMBERS PRESENT
Jerry Foster
Jerry Becker
Billy Geminden
Paul Goode
Kevin Pomeroy
Bill Taylor
OTHERS PRESENT
David Lawing
Leah Dennen
Erika Porter

- I. CALL TO ORDER by Chairman Foster at 9:00am in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Approval of Agenda- Motion to approve by Mr. Geminden, second by Mr. Becker, unanimous approval.
 - B. Recognition of Public- None
- II. REPORT OF THE COMMITTEE CHAIRMAN- Chairman Foster explained the non-profits had a limited amount of time to present to please keep questions and comments to a minimum. He also pointed out to the committee that he had prepared a spreadsheet and requested all non-profit agencies to provide the members with a copy to help them understand exactly what they do and how many citizens they serve.
- III. REPORT OF THE FINANCE DIRECTOR-None
- IV. BUDGET HEARINGS-NON PROFITS
 - A. Homesafe- Adriana Gonzolez presented budget. Template was not provided as requested.
 - B. Gallatin Volunteer Fire Department- No one was present to present their budget.
 - C. Highland Volunteer Fire Department (Station 1 and 2) - Robert Plumber presented budget.
 - D. Number One Volunteer Fire Department- Ian Durham presented budget.
 - E. Oak Grove Community Fire District (Station 1 and 2) - Denise Green presented budget. Template was not provided as requested.
 - F. Westmoreland Volunteer Fire Department- Mark Jenkins presented budget.
 - G. White House Community Volunteer Fire Department- Gerald Wakefield presented budget.
 - H. Shackle Island Volunteer Fire Department-Steve Frost presented budget.
 - I. Cottontown Fire Association-Patrick McLaughlin presented budget.
 - J. Salvus Center- Shelly Ames presented budget.
 - K. Gallatin Senior Citizens-Nona Yates presented budget.
 - L. White House Senior Citizens- Kevin Whitaker presented budget.
 - M. Westmoreland Senior Citizens- Debbie Lyles presented budget.
 - N. Ashley's Place- Amy Burke-Salyers presented budget.
 - O. Sumner County Tourism- Barry Young and Brittany Baldwin presented budget.
 - P. VSCC Adult Education- Hillary Marabeti presented budget.
 - Q. Sumner Teen Center- Dustin Hanby presented budget.
 - R. Sumner County CASA- Sonya Manfred presented budget. Template was not provided as requested.
 - S. Mid-Cumberland (Dues, Meals on Wheels, Homemaker Services, Ombudsman, Transportation, YouthCAN) - Jane Hamrick and Tommy Decker presented budget.
 - T. Sumner County Museum- Jannan Dorris, Brim Stone, Luke Tinsley, and John Garrott spoke on behalf of the Sumner County Museum. They gave a short presentation and a few artifacts were passed around.
 - U. Cumberland Crisis Pregnancy Center- Laura Stehl presented budget.
 - V. Habilitation and Training Services (H.A.T.S.)-Ben Minnix presented budget.
 - W. Forward Sumner- Jimmy Johnson presented budget.
 - X. State of TN Division of Rehabilitation Services- Linda Suddarth presented budget.
 - Y. TN Small Business Development Center- Charles Alexander presented budget.

V. BUDGET HEARINGS-DEPARTMENT

- A. Building and Codes- Marshall Wright presented budget. Mr. Wright requested a raise for two employees; he is withdrawing one of those requests. He informed Mr. Lawing which one he withdrew.
- B. Property Assessor/Reappraisal- John Isbell presented budget.

- Mr. Lawing informed the committee that Mr. Weidner's budget, including the capital request, was not provided by the March 1 deadline as Mr. Weidner earlier told the committee. Mr. Lawing provided the email dated March 8, 2016 that clearly stated he had not submitted a budget on time. Additionally, they were informed he was the only office that had failed to submit a budget by the deadline.
- Mr. Lawing informed the committee he would present the budget for the capital projects fund on Monday, May 9. Mr. Lawing explained a possible plan of action regarding the Courthouse and Jail Maintenance Fund. The committee asked him to bring back a proposal.

VI. ADJOURNMENT- Motion to adjourn at 3:00pm by Mr. Pomeroy, second by Mr. Becker, unanimous approval.



BUDGET COMMITTEE MINUTES
May 9, 2016

MEMBERS PRESENT
Jerry Foster, Chairman
Chris Taylor, Vice-Chairman
Jerry Becker
Billy Geminden
Paul Goode
Bill Taylor
OTHERS PRESENT
David Lawing
Leah Dennen
Erika Porter
Anthony Holt
Judy Hardin
Moe Taylor
Kim Ark

- 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- Chairman Foster added item III. B. White House Utility Department request. Item V. C. 1. A. was being removed and replaced with a separate attachment. Motion to approve by Mr. Geminden, second by Mr. Chris Taylor, unanimous approval.
 - B. Recognition of Public- None
 - C. Approval of Minutes- Motion to group and approve items I. C. 1. through 3. by Mr. Chris Taylor, second by Dr. Taylor, unanimous approval.
 1. April 11, 2016
 2. April 27, 2016
 3. April 29, 2016
- II. REPORT OF THE COMMITTEE CHAIRMAN- Chairman Foster reminded everyone of the Wednesday, May 11th special called budget hearing beginning at 1:00pm. Chairman Foster pointed out that there is approximately \$2.7M reductions needed from the current requests.
- III. REPORT OF THE COUNTY EXECUTIVE
 - A. Courthouse Architect- Mr. Holt explained the General Operations Committee had recessed and will reconvene following budget. Mr. Holt informed the committee that three different architectural firms will give presentations on their considerations for renovating the courthouse. Mr. Holt requested the committee to include this in the capital projects fund before approving the FY17 budget.
 - B. White House Utility District- Ms. Dennen explained that the White House Utility District requested the county to waive \$100 for demolition permit and up to \$5,800 for reconstruction fees. Motion to approve by Mr. Goode, second by Mr. Chris Taylor, unanimous approval.
- IV. OLD BUSINESS-None
- V. NEW BUSINESS- Motion to group and approve items V. A. 1. and 2. by Mr. Geminden, second by Mr. Goode, unanimous approval.
 - A. Education
 1. Budget Amendments (need approval)
 2. Budget Amendments (for information only)
 - B. Appropriations
 1. Sheriff's Office--\$193,850.31 state inmate medical reimbursement- Motion to approve by Mr. Becker, second by Mr. Chris Taylor, unanimous approval.
 2. EMA-2016 PSGP Grant (for Hydratrek)-Motion to defer until Wednesday, May 11th budget meeting by Dr. Taylor, second by Mr. Geminden, unanimous approval.

C. Transfers

1. Inter-budgetary

- a. Highway adjustments- This was handed out as a separate attachment. Ms. Hardin spoke briefly regarding the adjustments. Motion to approve by Mr. Goode, second by Mr. Chris Taylor, unanimous approval.
- b. Greater than \$2,500- Motion to group and approve items V. C. 1. b. and c. by Mr. Chris Taylor, second by Mr. Goode, unanimous approval.
- c. \$2,500 or less

D. Tax Issues

1. Holleman Hydroseeding & Erosion--\$90- Motion to approve by Mr. Geminden, second by Mr. Chris Taylor, unanimous approval.
2. 318 Thurman Kepley Road- Ms. Dennen handed out additional documents regarding items V. D. 2. and 3. Motion by Mr. Goode to approve numbers 1, 3, and 4 on additional sheet, second by Mr. Chris Taylor, unanimous approval. Motion to approve number 2 on the additional sheet by Mr. Chris Taylor, second by Mr. Geminden, unanimous approval.
3. 1050 Gadwell Circle

E. VUMC offer to settle inmate medical bill- Ms. Dennen requested this to be moved to June's agenda.

F. Capps Gap- Mr. Lawing explained he would bring this back in June. Currently, the expenditures are running at least \$60,000 above appropriations. He informed the committee that this will need to be re-evaluated to see if the amount requested for FY17 is sufficient.

G. Application for Litter and Trash Collecting Grant- Motion to approve by Mr. Geminden, second by Dr. Taylor, unanimous approval.

H. FY2017 DGA- Motion to approve by Mr. Goode, second by Mr. Chris Taylor, unanimous approval.

VI. REPORT OF THE FINANCE DIRECTOR

- A. FY2017 Capital Projects Budget- Mr. Lawing explained the Capital Projects proposed budget was included in the packet for review. He informed the committee he would present the budget on Wednesday, May 11th. Commissioner Moe Taylor and Kim Ark spoke briefly about grant matching for the water lines. Mr. Chris Taylor requested that Mr. Lawing add this in the Capital Projects budget to present on Wednesday, May 11th.
- B. Courthouse and Jail Maintenance Report- Mr. Lawing explained this fund should have enough money to complete this fiscal year if nothing unexpected happens. Mr. Lawing informed the committee that any non-emergency maintenance is not being performed at this time.

VII. ADJOURNMENT- Motion to adjourn at 6:38pm by Mr. Geminden, second by Mr. Chris Taylor, unanimous approval.



BUDGET COMMITTEE MINUTES
May 11, 2016

MEMBERS PRESENT
Jerry Foster, Chairman
Chris Taylor, Vice-Chairman
Jerry Becker
Billy Geminden
Paul Goode
Kevin Pomeroy
Bill Taylor
OTHERS PRESENT
David Lawing
Leah Dennen
Anthony Holt

- I. CALL TO ORDER by Chairman Foster at 1:10pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Approval of Agenda- Motion to approve by Mr. Pomeroy, second by Mr. Geminden, unanimous approval.
 - B. Recognition of Public- None
- II. REPORT OF THE COMMITTEE CHAIRMAN- Chairman Foster explained the committee's task for today is to reduce the proposed budget by \$2.7M to have a manageable budget. Chairman Foster recommended that no motions be made until the end of the meeting. He explained that Mr. Lawing has created an interactive sheet that will reflect a close approximation of any changes made. Mr. Lawing informed the committee that the sheet contains thousands of formulas that he and his staff have worked diligently to make sure are correct; however, he recommended that all changes be sent back to the departments for verification and clarification.
- III. REPORT OF THE COUNTY EXECUTIVE- None
- IV. FISCAL YEAR 2017 BUDGETS
 - The committee discussed the Sheriff's requests with the Sheriff. He agreed not to fill 10 jailer positions if the jailers' hourly rate is increased by \$2.50/hour.
 - Mr. Lawing explained functioning of the attached sheet.
 - The cell labeled "change in disparity" is how much more of the unassigned fund balance is budgeted to be used in the 2017 fiscal year than in the 2016 fiscal year. To assure stability in the unassigned fund balance, this disparity needs to be decreased by at least \$2.7M.
 - Anything that is added to the "current" column is a reduction in disparity. Anything that is a negative is an increase in disparity.
 - To the far right, there are two boxes labeled "raises" and "jail dollar amount". By changing the amounts in these boxes, it will instantly show the results in the applicable cells.
 - Also, all of the other salary adjustments are listed as well as other large items and non-profit increases.
 - The committee made adjustments in raises and other various items. They requested Mr. Lawing to adjust the budget as attached. The following clarifications for the attached sheet are provided below.
 - Planning and Stormwater - request for a new admin position was reduced by \$11K plus benefits
 - Sheriff's - decrease from two new deputies and two new SRO officers to one of each
 - Long Hollow Corridor Study and Capps Gap closure - the appropriations will be funded from the hospital sale proceeds committed funds in-lieu-of the unassigned fund balance
 - Forward Sumner - \$85K of the total contribution of \$100K will be funded from the budgeted interest earnings of the hospital sale proceeds committed reserve. The remaining \$15k will come from unassigned fund balance.
 - Circuit Court Clerk - appropriations for "salary clerk personnel" was increased to \$1,044,610 and the related benefits as necessary.
 - Librarians - appropriations were decreased by \$38,425
 - EMS - appropriations totaling \$98,888 were removed for IT personnel that is now part of consolidated dispatch budget
 - EMS - appropriations were increased by \$150K total for salary adjustments contingent upon a county commission approved increase in fees that will generate at least an additional \$150K annually

- Sheriff - jailers' salary increases were approved for \$2.50/hour subject to two litigation taxes for \$25 each being approved by the county commission, which would net an estimated \$547,500 annually; otherwise, the raises will be reduced to \$1.25/hour.
- Mr. Lawing presented the attached memorandum (plan) for the courthouse and jail maintenance fund. The committee approved Mr. Lawing to incorporate this in the budget without any additional appropriations in the general fund.
- Mr. Lawing informed the committee that the Tennessee Consolidated Retirement System rate had been received, and the minimum rate is 8.98% instead of the budgeted, prior year rate, of 13.96%. Mr. Lawing recommended, due to the current situation which he explained, to budget and pay TCRS at the prior year's rate.
- Mr. Lawing informed the committee that the school department is no longer agreeing to reimburse the county for finance personnel related to school finances. Mr. Lawing requested, in light of this development, to remove the reimbursement revenue and offsetting appropriations from the general fund.
- Mr. Lawing presented a proposal for \$9,995 to replace the controls at the courthouse. Mr. Lawing requested for the appropriations to be included in the capital projects fund.

Motion to approve all of the above by Mr. Pomeroy, second by Mr. Chris Taylor, unanimous approval.

V. ADJOURNMENT- Motion to adjourn at 6:50pm by Mr. Goode, second by Mr. Geminden, unanimous approval.

**COMMITTEE ON COMMITTEES
MINUTES
MAY 16, 2016**

Present:

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

Also Present:

Leah May Dennen, County Law Director
Anthony Holt, County Executive

The regular meeting of the Committee on Committees was brought to order with an invocation by Comm. LeMarbre on Monday, May 16, 2016, 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. Ring, the Committee approved the agenda as amended.

Approval of Minutes Upon motion of Comm. LeMarbre, and duly seconded by Comm. Kemp, the Committee approved the minutes of April 18, 2016.

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. None

Old Business. None

9. New Business Board of Equalization.

Board of Equalization. Chairman Goode introduced the following expiring two-year terms on the Equalization Board:

Jonathan Hayes to replace Don Spitters (Hendersonville); and
Phillip Bradshaw (Recommendation of County Executive)
to replace Richard Cummings on the Board of Equalization

Upon motion of Comm. LeMarbre, and duly seconded by Comm. Krueger, the Committee voted unanimously to approve the re-appointments of Mr. Hayes and Mr. Bradshaw to serve two-year terms on the Equalization Board.

Health Education and Housing Facilities Board. Without objection, Chairman Goode deferred the appointments to the Health Education and Housing Facilities Board created by the resignations of Jack Smith (term expires September 2021) and James Gourley (term expires October 2017).

Solid Waste Board. Chairman Goode brought forth the expiring, six-year term appointments of the following:

Mark Bristol (Hendersonville) and Ben Harris (County Commission Gallatin)

County Executive recommendation was to re-appoint both members and Comm. LeMarbre so moved; seconded by Comm. Ring. Chairman Goode declared Mr. Bristol and Mr. Harris re-appointed to another term on the Solid Waste Board.

Health Board. Chairman Goode brought forth the recommended re-appointments to the Health Board, 4-year terms, of the following:

Andrew Finney (Pharmacist), Jan Alexander (RN) and Dr. Randall Collins (Veterinarian)

Upon motion of Comm. Ring, seconded by Comm. Krueger, the Committee voted to approve the re-appointments of Mr. Finney, Ms. Alexander and Dr. Collins.

Committee Preference Sheets. Chairman Goode requested the clerk to have the 2016-17 committee preference sheets prepared by next month's meeting.

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

Prepared by Maria Savage

**MINUTES
EDUCATION COMMITTEE
MAY 2, 2016**

Present:

Trisha LeMarbre, Chairman
Paul Decker, Vice-Chairman
Alan Driver
Michael Guthrie
Paul Goode

Absent:

Billy Geminden
Leslie Schell

Also Present:

Erika Porter, Staff Attorney
Dr. Del Phillips, Director BOE
Anthony Holt, County Executive

Chairman LeMarbre brought the meeting of the Education Committee to order with an invocation on Monday, May 2, 2016, at 5:30 p.m. in the Sumner County Administration building in Gallatin. A quorum was present.

Adoption of the Agenda. Upon motion of Comm. Guthrie, seconded by Comm. Driver, the Committee members approved the agenda by unanimous voice vote.

Minutes of April 4, 2016. Chairman LeMarbre requested the minutes reflect a correction referring to Jerry L. Faulkner, President of Volunteer State Community College, as Dr. Faulkner instead of Mr. Faulkner. Upon motion of Comm. Goode, seconded by Comm. Decker, the Committee members approved the April 4, 2016, minutes by voice vote.

Recognition of the Public. There was none.

Report of the Chairman. Chairman LeMarbre had no report.

Report of County Executive. No report

Report of Director of Schools. Dr. Phillips reported that there was one action item to approve amendments that were routine. He said the budget would be presented in the near future.

Old Business. There was none.

New Business

10a. Sumner County Board of Education Amendments (for approval).
Upon motion of Comm. Goode, seconded by Comm. Decker, the Committee voted unanimously to approve the Board of Education amendments.

Comm. Goode motioned to adjourn and was duly seconded by Comm. Geminden. The Committee adjourned at 5:36 p.m.

Prepared by Maria Savage

MINUTES
EMERGENCY SERVICES COMMITTEE
May 2, 2016

Present:

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

Absent:

Jerry Foster

Also Present:

Erika Porter, County Assistant Attorney
Sheriff Sonny Weatherford
Keith Douglas, Director EMS
Ken Weidner, EMA Director

Chairman Guthrie called the meeting of the Emergency Services Committee to order with an invocation by Comm. Chris Taylor on Monday, May 2, 2016, at 5:00 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Upon motion of Comm. Chris Taylor, seconded by Comm. Moe Taylor, the Committee unanimously approved the agenda.

Approval of Minutes of April 4, 2016 Upon motion of Comm. Chris Taylor, seconded by Comm. Harris, the Committee approved the minutes of April 4, 2016.

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 distributed and discussed the April, 2016 financial reports and the Animal Control Division statistics. The jail population was 665 in April.

Sheriff Weatherford answered questions on the excessive number of open positions at the jail. He said jail employees are leaving for other counties that pay more than Sumner County.

Fire Departments. There was no report.

Report from the EMS Director.

Mr. Douglas submitted a report on the Sumner County Emergency Medical Services responses and transports. He said collections were on track to exceed projections. He said that call volume is increasing consistently. His staff is catching up on accounts receivable.

Report of the Emergency Management Agency. Ken Weidner, Director of Emergency Management Services, presented an application for Nashville Port grant money to purchase a Hydratrek, a 8 x8 tracked amphibious unit with water propulsion used in flooding situations. The unit and the trailer are around \$114,000 and the matching county portion could be spread over a three year period.

Comm. Chris Taylor moved, seconded by Comm. Vaughn, to direct Mr. Weidner to go forward the grant request to the Budget Committee, with the suggestion to spread the cost over three years. The motion carried.

Old Business None

New Business None

With a motion by Comm. Moe Taylor and duly seconded, the Committee adjourned at 5:12 pm.

Prepared by Maria Savage

MINUTES
EMPLOYEE BENEFITS COMMITTEE
February 23, 2016
9:00 A.M.

Members Present:

Bob Pospisil
Michael Guthrie
Dr. Del Phillips
Anthony Holt

Also:

Leah Dennen
David Lawing
Debbie Robertson

Bob Shupe
Brittany Spradling
Ernie Clevenger
Melanie Sharp

Karen Tokarz
Teresa Terry
Lauren Heath
Sharon Benson

Mr. Pospisil called the SIB Employee Benefits Committee meeting to order on Tuesday, February 23, 2016 at 9:00 a.m. in Room 104, County Administration Building, in Gallatin, Tennessee.

Agenda: Mr. Pospisil added A) BCBS Renewal under New Business. Dr. Phillips made a motion to approve the agenda with the addition; seconded by Mr. Guthrie; unanimous approval.

Public Recognition: None

Minutes: Motion was made by Mr. Guthrie to approve the minutes of January 26, 2016; seconded by Dr. Phillips; unanimous approval.

Report of Committee Chair: None

Report of Consultant: Mrs. Spradling passed out their report which shows the monthly report and the year-to-date figures. We have a \$1.3M increase for the year. There are no large losses for this calendar year.

CareHere: Ms. Sharp handed out the utilization report which is a rolling 12 months. January is around 88% utilization on all clinics but she expects that to trend up.

Mr. Clevenger handed out their Annual CareHere report and went over some of the figures. Ms. Heath pointed out the Wellness Statistics. Mr. Clevenger believes that the on-site clinics are having a favorable impact on trends and it is financially sound.

Mr. Shupe stated that Data and Behavior impacts health care costs. Our group has done very well in accomplishing this goal. He reported that he does not have the claims data as of yet and cannot give us the RX report today.

Mr. Shupe informed us that we are in a multi-year agreement with BCBS so the administrative fees they charge for medical and dental will not change. The medical is currently at \$42.31 per employee per month and dental is \$4.25 PEPm.

Mr. Shupe stated he went through a big data book and outlined it on one page for us. The inpatient paid claims have gone up from 2014 into 2015. This is a bad year to try and compare anything since the BOE pulled out of our group as of January 2015. He understands that RX will be 50% of our costs within 10 years. We need to get ahead of that and find out how to control it.

Ms. Tokarz reported that claims went down this year. Last year it was at \$5.9M and this year it is at \$5.28M. Those on the Non-Preferred Plan are picking up a larger percentage now so benefits changes are \$200,000 down. Demographic adjustment is about \$45,000. Their underwriter recommended a slight reduction in funding for next year.

Finance Director: Mr. Lawing reported we had a good claims year of which vision and rebates could be factors. We are looking at a better premium rate than in the past. He is also getting Mr. Thornthwaite to do our actuarial again this year showing the BCBS trend and also the CareHere trend shows a slight decrease.

Old Business: Ms. Dennen recommended we set our new meeting schedule as meeting in the months of February, May, August, and December. If we need anything in between, we can call special-called meetings. Dr. Phillips made a motion to approve this schedule; seconded by Mr. Guthrie; unanimous approval. Mr. Lawing informed the committee we may need a special called meeting in April to approve the new premium rates. Mr. Shupe stated he should have the RX report ready for April.

New Business: None

There was no further business so Mr. Pospisil adjourned the meeting at 10:10 a.m.

**MINUTES
GENERAL OPERATIONS COMMITTEE
JERRY BECKER, CHAIRMAN
May 9, 2016**

Present:

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

Also Present:

Leah Dennen, County Law Director
Anthony Holt, County Executive

The scheduled meeting of the General Operations Committee was brought to order on Monday, May 9, 2016, at 5:00 p.m. in the Sumner County Administration Building. Comm. Pospisil gave the invocation and Chairman Becker declared a quorum present to conduct business.

Agenda. Chairman Becker removed Item 9b. from the agenda. Comm. Pospisil moved to approve the agenda; Comm. Schell seconded the motion, and the Committee voted to approve.

Minutes. Upon motion of Comm. Hinton, seconded by Comm. Ring, the Committee voted to approve the minutes of April 11, 2016 regular meeting.

Report of Chairman. No report

County Executive. County Executive Anthony Holt presented a request from the White House Utility District in the process of demolishing a building for the waiver of \$5,900 in permit fees. Executive Holt said the WHUD recently waived utility fees for the County. Upon motion of Comm. Hinton, seconded by Comm. Schell, the Committee voted to approve an amount up to \$5,900.00

Executive Holt yielded the floor to Kim Ark, County Grant Writer, who presented an additional expense for the Sumner County Courthouse. She said Daikon requested \$9,955 to replace five air units on the fourth floor that were never connected to the rest of the Courthouse. The contractor will remove the existing control panel and replace it with thermostats to make it functional. No action was required at this time.

Recognition of the Public. Kevin Baiggert of 242 A B Wade Road in Portland questioned the competence of the contractor who did not know the problem existed.

9a. Quarterly Updates from the Airport Authority

Ms. Dennen stated that she would contact the Airport Authority Chairman and ask him to report next month.

9c. Surplus Items

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

- Surplus various items from the County Executive's Office

9d. Final Recommendation Engineering & Architectural Fees Ad Hoc Committee (Larry Hinton to address)

Chairman Hinton presented the final summary approved by the Engineering and Architectural Ad Hoc Committee:

1. Prepare written description of project
2. Advertise project for proposals from contractors: including all engineering and architectural requirements
3. Employ private owner advocate. (Will not share in savings, if any)
4. Review proposals. Owner advocate will consult in selection of contractor.
5. Select contractor
6. Owners advocate will monitor project and report to General Operations Committee monthly.
7. Monetary draws will be reviewed by owner advocate and approved by County Executive.

Comm. Hinton moved, seconded by Comm. Krueger, to request Ms. Dennen to fine tune the points of the proposal and bring a resolution back to the Committee next month. The motion carried.

Chairman Becker declared the meeting recessed until 6:30 p.m. when architects were to make presentations for the remodel of the Courthouse.

Chairman Becker reconvened the General Operations Committee whose members listened to presentations from the following architectural firms:

- 6:40 p.m. Kennon Calhoun
- 7:20 p.m. Barge Waggoner Sumner Cannon, Inc.
- 7:50 p.m. Lyle Cook Martin Architects

Comm. Schell moved, seconded by Comm. Ring, to approve a meeting time change of 4 p.m. on June 3.

The Committee adjourned at 8:10 p.m. after a motion by Comm. Hinton, seconded by Comm. Pospisil.

SUMNER COUNTY HIGHWAY COMMISSION**March 8, 2016****MINUTES****MEMBERS PRESENT:**

Steve Graves, Chairman
Judy Hardin, Road Superintendent
Larry Hinton, Vice Chairman
Anthony Holt, County Executive
Tom Neal, Citizen Member
Bill Taylor, Commissioner

MEMBERS ABSENT:

Merroll Hyde, Commissioner
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, March 8, 2016 at 4:30 P.M. in Conference Room #112 at the Sumner County Administration building.

ADDITION TO AGENDA - None**APPROVAL OF AGENDA**

Motion to approve: Commissioner Hinton
Seconded by: Road Superintendent Hardin
Motion passed: Unanimously

APPROVAL OF MINUTES

Motion by Road Superintendent Hardin to approve the January 2016 minutes. **Seconded** by Commission Taylor. **Motion passed** unanimously.

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

Chairman Graves asked about the work on Cragfont Road. Road Superintendent Hardin reported they were working on it daily. There have been some rain delays, but Gallatin finally moved the gas line. We hope to finish up the middle of May.

REPORT OF CHAIRMAN: NEW BUSINESS - None

SUMNER COUNTY HIGHWAY COMMISSION**03/08/16****PAGE 2****REPORT OF ROAD SUPERINTENDENT: OLD BUSINESS** – None**REPORT OF ROAD SUPERINTENDENT: NEW BUSINESS****A. Proposed 2016-17 Budget (See attached)**

Road Superintendent Hardin requested approval of the 2016-17 Proposed Budget. There were several discussion and answer questions before Commissioner Hinton **motioned** to approve and forward this proposed budget to the Budget Committee. **Seconded** by Citizen Member Neal. **Motion passed** unanimously.

B. Surplus Property request (See attached)

Road Superintendent Hardin presented a list of items she is requesting to be declared surplus property. There was discussion. County Executive Holt **motioned** to approve this request. **Seconded** by Commissioner Hinton. **Motion passed** unanimously.

C. Purchase Co-op

Road Superintendent Hardin requested approval to join a Purchase Co-op. If they join, they can purchase an upgraded fuel system. There was discussion. Citizen Member Neal **motioned** to approve this request. **Seconded** by Commissioner Hinton. **Motion passed** unanimously.

REPORT OF COUNTY EXECUTIVE – None**COMMISSION BUSINESS** – None**REPORT OF LAW DIRECTOR** – None**MOTION TO ADJOURN:**

Commissioner Hinton

SECONDED BY:

Road Superintendent Hardin

ADJOURNMENT:

5:10 P.M.



INVESTMENT, PURCHASING, 2002 FINANCIAL
MANAGEMENT, AND 2012 FINANCIAL
MANAGEMENT COMMITTEES MINUTES
April 18, 2016

MEMBERS PRESENT
Leslie Schell, Chairman
Judy Hardin
Anthony Holt
JoAnne Kemp
Del Phillips
Chris Taylor
OTHERS PRESENT
David Lawing
Leah Dennen
Erika Porter

- I. CALL TO ORDER by Chairman Schell at 5:30pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Invocation-Led by Chairman Schell.
 - B. Approval of Agenda- Motion to approve by Ms. Hardin, second by Chris Taylor, unanimous approval.
 - C. Recognition of Public- None
 - D. Approval of Minutes—March 21, 2016- Motion to approve by Mr. Taylor, second by Dr. Phillips, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN- None
- III. REPORT OF THE COUNTY EXECUTIVE
 - A. Munis Status Report- Dr. Phillips presented a Tyler update and explained everything is running smoothly and are having less issues.
 - B. Ms. Hardin and Mr. Lawing spoke briefly regarding which vendors need an IRS form. Ms. Hardin inquired why non-compensation (i.e. supply/parts) vendors required a W-9. Ms. Hardin explained the schools are not requesting a W-9 from vendors that are not providing a service, but the county is. Mr. Lawing explained that the county follows best practices. Otherwise, it would be left to the accounts payable clerks' discretion which vendors need a W-9. Also, the same vendor may sell supplies, parts, etc. to one department but have labor in a different department necessitating a 1099 and consequently should have a W-9. Therefore, the county requires all vendors to supply a W-9 before a vendor is setup in Munis and consequently before a payment can be made or purchase order issued. There are multiple reasons to do it this way. First, a W-9 certifies which type of entity (corporation, sole proprietor etc.). Second, it tells that no back up withholdings are due. Also, it tells the entity's official address. Without these items in advance, the county has no guarantee that backup withholdings are not due or that an entity asserting to be a corporation is a corporation. Therefore, the county could potentially have issues on backup withholdings. Mr. Lawing asked the committee if they wish for the office to abandon best practices.
Ms. Hardin said she had an invoice from Tractor Supply that had not been paid for failure to supply the W-9. This is an existing vendor, and she was unsure why it does not have a W-9. Mr. Lawing said this was the first he had heard of the issue. He asked Ms. Hardin to email him the information so he could handle it.
- IV. REPORT OF THE TRUSTEE- None
- V. REPORT OF THE FINANCE DIRECTOR/PURCHASING AGENT-None
- VI. REPORT OF THE LAW DIRECTOR-None
- VII. OLD BUSINESS-None
- VIII. NEW BUSINESS
 - A. Investment Committee
 1. Trustee's Report- Included in packet.

B. Purchasing Committee

EMS- failed to request PO- Mr. Lawing recommended that the committee approve payment of invoice. Motion to approve by Mr. Taylor, second by Ms. Kemp, unanimous approval.

C. 2002 Financial Management Committee

Designated check printing days—Mr. Lawing explained to Ms. Hardin that Munis will not allow multiple users to print checks at the same time. Designated days are set for the county and schools to print; however, the accounts payable clerks will communicate if something crucial arises.

D. 2012 Financial Management Committee-None

IX. ADJOURNMENT- Motion to adjourn at 6:55pm by Dr. Phillips, second by Ms. Kemp, unanimous approval.

**MINUTES
LEGISLATIVE COMMITTEE
CHRIS TAYLOR, CHAIRMAN
MAY 9, 2016**

Present:

Chris Taylor, Chairman
Paul Goode, Vice-Chairman
Jerry Becker
Steve Graves
Jerry Foster
Michael Guthrie

Absent:

Trisha LeMarbre
Scott Langford, Commission Chairman

Also Present:

Leah Dennen, Law Director
Anthony Holt, County Executive
Kim Ark, Grant Writer
Bill Kemp, County Clerk
Moe Taylor, Commissioner

Chairman Chris Taylor brought the Legislative Committee meeting to order with an invocation on Monday, May 9, 2016, at 5:30 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Comm. Goode moved, Comm. Foster seconded, to approve the agenda. The motion carried.

Minutes. Upon motion of Comm. Foster, seconded by Comm. Guthrie, the Committee voted to approve the April 11, 2016, minutes as amended. Comm. Foster requested that his vote on the transportation issue be shown as voting in favor.

Public Comments. None

Report of Chairman. None

Report of County Executive. None

Old Business. None

New Business.

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

10b. Certificates of Recognition. Upon motion of Comm. Goode, seconded by Comm. Foster, the Committee voted to approve the following certificate of recognition:

- Scott Wietecha – Fourth time marathon winner

Upon motion of Comm. Goode, seconded by Comm. Becker, the Committee voted to approve and forward the certificate of recognition.

9b. Resolution of Support for Funding for Transportation needs for the State of Tennessee and for Local Communities.

Upon motion of Comm. Goode, seconded by Comm. Foster, the Committee voted to forward the transportation resolution to the full Commission. Comm. Becker voted against the motion.

11a. Zoning Request. None

Adjournment. Upon motion of Comm. Goode and duly seconded, the Committee adjourned at 5:47 p.m.

Prepared by Maria Savage

**MINUTES
ENGINEERING AND ARCHITECTURAL FEES
AD HOC COMMITTEE
LARRY HINTON, CHAIRMAN
MAY 3, 2016**

Present:

Larry Hinton, Chairman

Paul Decker

Kevin Pomeroy

Chris Taylor

Absent:

Caroline Krueger

Also Present:

Erika Porter, Staff Attorney

The meeting of the Engineering and Architectural Fees Ad Hoc Committee was brought to order with an invocation on Tuesday, May 3, 2016, at 5:15 p.m. in the Sumner County Administration Building. Chairman Hinton declared a quorum present to conduct business.

Minutes. Comm. Pomeroy moved, seconded by Comm. Chris Taylor, to approve the agenda and the minutes of April 5, 2016. The motion carried.

Report of the Chairman.

7a. Old Business. None

8a. New Business.

Summary Discussion. Chairman Hinton proposed the following summary:

1. Prepare written description of project
2. Advertise project for proposals from contractors: including all engineering and architectural requirements
3. Employ private owner advocate. (Will not share in savings, if any)
4. Review proposals. Owner advocate will consult in selection of contractor.
5. Select contractor
6. Owners advocate will monitor project and report to General Operations Committee monthly.
7. Monetary draws will be reviewed by owner advocate and approved by County Executive.

Comm. Chris Taylor said that the ad hoc committee may want to forward these questions to the General Operations Committee, along with a suggestion to implement these changes with future remodeling of the Sumner County Courthouse. Comm. Pomeroy moved, seconded by Comm. Chris Taylor, to forward the matter to the General Operations Committee.

Chairman Hinton declared the final meeting adjourned at 5:25 p.m. after a motion by Comm. Pomeroy.

Prepared by Maria Savage