



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 Board.....September 18

Budget Committee.....September 11

Committee on Committees..... September 18

General Operations Committee.....September 5

Highway Commission.....August 1

**Investment, Purchasing, 2002 Financial Management and
2012 Financial Management Committee.....August 28**

Legislative Committee.....September 11

Liability Claims Committee.....July 17

Sumner County Public Library Committee.....July 12

Health Facility Ad HocSeptember 14

**MINUTES
SEPTEMBER 18, 2017
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
Lauren Walker, Staff Attorney
Anthony Holt, County Executive

The regular meeting of the Beer Board was brought to order on Monday, September 18, 2017, at 6:15 p.m. in the Sumner County Administration Building in Gallatin.

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

Minutes. Upon motion of Comm. Pospisil, seconded by Comm. Graves, the Board approved the minutes for February 27, 2017.

Recognition of the Public. There was none.

Beer Applications.

County Law Director Leah Dennen stated that she talked with the Sheriff and both applicants and their respective locations checked out.

The purpose of the meeting is to discuss and vote on the beer applications of the following:

- Blaine Scott Franklin DBA Sideview Country Store and Meat Market, LLC to operate 142 Sideview Road in Gallatin, TN 37066. The application is for OFF PREMISES only.

Upon motion of Comm. Graves, seconded by Comm. Driver, the Board voted to approve the beer permit for Blaine Scott Franklin DBA Sideview Country Store and Meat Market, LLC.

- LAXMI R INC/ Rasiklal J. Patel to operate as Penny Savers Market at 3336 Academy Road in Portland, TN 37148; The application is for OFF PREMISES only.

Upon motion of Comm. Pospisil, seconded by Comm. Driver, the Board voted to approve the beer permit for LAXMI R INC/ Rasiklal J. Patel.

Comm. Graves moved, and was duly seconded by Comm. Pospisil, to adjourn the meeting at 6:17 p.m.

Prepared by Maria Savage



BUDGET COMMITTEE MINUTES
September 11, 2017

MEMBERS PRESENT
Kevin Pomeroy, Chairman
Billy Geminden
Paul Goode
Bill Taylor
Chris Taylor
OTHERS PRESENT
David Lawing
Leah Dennen
Lauren Walker
Del Phillips
Anthony Holt

- I. CALL TO ORDER by Chairman Pomeroy at 6:00pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Invocation- Led by Commissioner Geminden.
 - B. Approval of Agenda- Motion to approve by Commissioner Goode, second by Commissioner Chris Taylor, unanimous approval.
 - C. Recognition of Public- None
 - D. Approval of Minutes—August 14, 2017- Motion to approve by Commissioner Bill Taylor, second by Commissioner Chris Taylor, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN
 - A. October meeting date (October 9 is a holiday) - Law Director Dennen informed the committee that October 10th is available. Motion to meet at 6:00pm on October 10th for the regular monthly budget committee meeting by Commissioner Goode, second by Commissioner Chris Taylor, unanimous approval.
 - B. Discussion of School Capital Projects' funding- Dr. Phillips requested up to \$10M to be appropriated for the upcoming projects. Mr. Lawing recommended that the funds be spent in the order on the page attached. Motion to approve with Mr. Lawing's recommendation by Commissioner Goode, second by Commissioner Chris Taylor, unanimous approval.
- III. REPORT OF THE COUNTY EXECUTIVE- None
- IV. OLD BUSINESS
 - A. Second Reading
 1. IT Director Recruitment—\$25,000 from general fund unassigned fund balance- Commissioner Goode inquired if all department heads were on board with participating in the study. Commissioner Chris Taylor stated he spoke with Mr. Kemp and he is willing to participate; all other department heads are on board. Motion to approve by Commissioner Bill Taylor, second by Commissioner Chris Taylor, unanimous approval.
 2. ECC--\$1,575 rebate for FY17 radio purchase to be used for additional radio purchase- Motion to approve by Commissioner Goode, second by Commissioner Chris Taylor, unanimous approval.
- V. NEW BUSINESS
 - A. Education- Motion to group and approve items V.A.1.and 2. by Commissioner Chris Taylor, second by Commissioner Goode, unanimous approval.
 1. Budget Amendments (for approval)
 2. Budget Amendments (for information only)
 - B. Appropriations
 1. Health Department—DGA adjustment and additional appropriation- Motion to group and approve items V.B.1 through 2.b. by Commissioner Chris Taylor, second by Commissioner Goode, unanimous approval.

2. FY17 Carryovers
 - a. EMA grants
 - b. Capital Projects Fund
3. TN Rehab Center Renovation- County Executive Holt provided an estimate to the committee for the renovations needed at the TN Rehab Center. He explained the county currently receives monthly rent in the amount of \$13,628.55 from them. County Executive Holt stated he was requesting the committee to fund up to \$30K from the local capital projects fund and give him direction to go ahead and bid this out. He also informed the committee that the TN Rehabilitation Center has agreed to pay the county \$14K monthly in rent for five years if the renovations are approved to be completed. Motion to approve first reading and allow County Executive Holt to bid this out by Commissioner Goode, second by Commissioner Chris Taylor, unanimous approval.

C. Transfers

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

VI. REPORT OF THE FINANCE DIRECTOR-None

VII. ADJOURNMENT- Motion to adjourn at 6:20pm by Commissioner Geminden.

**COMMITTEE ON COMMITTEES
MINUTES
SEPTEMBER 18, 2017**

Present:

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

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, September 18, 2017, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman LeMarbre declared a quorum to conduct business.

Agenda. Without objection, Chairman LeMarbre removed Civil Service Board and Zoning Board of Appeals under New Business. Upon motion of Comm. Goode, seconded by Comm. Krueger, the Committee approved unanimously the agenda as amended.

Approval of Minutes of August 28, 2017. Upon motion of Comm. Kemp, and duly seconded by Comm. Goode, the Committee approved unanimously the minutes of August 28, 2017.

Health and Safety Standards Board. Chairman LeMarbre brought forth the following appointment to the Health and Safety Standards Board:

- Mindy Moore, 4-year term

Upon motion of Chairman Kemp, and duly seconded by Comm. Goode, the Committee approved unanimously the appointment of Ms. Moore. This appointment replaced Paul Freels on the Board.

Public Recognition. There was none.

Report of the Chairman. Chairman LeMarbre had no report.

Report of the County Executive. No report.

Old Business. None

Next Month. Chairman LeMarbre announced the appointments for September 18, 2017:

Civil Service Board - Sally Wade Brown, two-year term

Health, Education and Housing Facilities Board – Karen See, Tom V. Glass and Sally Meyer, all six-year terms.

Chairman LeMarbre stated that she would read the notice of vacancy in the Fifth Commission District (resignation of Ben Harris) to the full Commission and notify them that the Committee on Committees would review resumes and present the names to the full Commission for the special election.

10. Adjournment. Upon motion of Comm. Ring, and duly seconded by Comm. Krueger, the Committee adjourned at 6:43 p.m.

Prepared by Maria Savage

MINUTES
GENERAL OPERATIONS COMMITTEE
LESLIE SCHELL, CHAIRMAN
September 5, 2017

Present:

Leslie Schell, Chairman
Caroline Krueger, Vice-Chairman
Larry Hinton
Joanne Kemp
Baker Ring
Moe Taylor- Absent
Jerry Becker- Absent

Also Present:

Leah Dennen, County Law Director
Lauren Walker, Law Director's Office
Kim Ark, County Grants Administrator
Anthony Holt, County Executive

The scheduled meeting of the General Operations Committee was brought to order on Tuesday, September 5, 2017, at 6:05 p.m. in the Sumner County Administration Building. Chairman Schell opened the meeting with an invocation and declared a quorum present to conduct business.

Agenda. Comm. Krueger moved, seconded by Comm. Hinton, to approve the agenda. The Committee voted to approve the agenda unanimously.

Minutes. Upon motion of Comm. Krueger, seconded by Comm. Ring, the Committee voted to approve unanimously the minutes of August 7, 2017, regular meeting.

Report of Chairman. Chairman Schell stated that JPA is moving forward in a timely manner and should be presenting to the Committee in November.

County Executive. County Executive deferred to items on the agenda.

Recognition of the Public. None

8. Old Business.

8(1).Bridal House Update.

Kim Ark, Grants Administrator, reported that County maintenance personnel and trustees were working on the Bridal house, taking out the parts of the house that are not period correct. Quotes instead of a bid will be taken on the HVAC unit that will cost less than \$10,000.00.

Ms. Ark reported that the Friends of Bridal House, which is an organization to restore and preserve the historic Bridal House, will likely hold an open house and ribbon cutting in December.

8(2). Washer bids for Criminal Justice Center.

Ms. Ark reported that the industrial washing machines at the Criminal Justice Center were ordered with an expected delivery within four to six weeks.

8(3). Roof Project Update Hendersonville Clerk's Office and Jail. Ms. Ark reported that the re-roof project at the Hendersonville County Clerk's Office was completed. The Jail roof will be finished in approximately two weeks.

8(4). Station Camp Greenway- Phase 1 & 3B. Ms. Ark reported that the rains had slowed completion of Phase 1 of the Sumner County Greenway project. She said Phase 3(b) and Phase 1 should be complete by the end of September. Committee members requested a copy of the Greenway map.

9. New Business.

9(1). More Information on dental office space with Smile 180. Executive Holt stated that Hope Clinic and Salvis Clinic have partnered to lease the dental clinic in the basement of the health department in Gallatin. Delta Dental will be adding office space to the existing facility at no cost to the County. Mr. Holt said no Committee action was necessary.

9(2). EMS Vehicle Donation to Westmoreland Police Department. Executive Holt stated that the Westmoreland Police Department requested a surplus ambulance for their SWAT team. Upon motion of Comm. Ring, seconded by Comm. Hinton, the Committee voted to surplus an ambulance to donate to the Westmoreland Police Department.

9(3). Maintenance Checklists. Ms. Ark reviewed a survey to be sent to County building inhabitants, requesting information on the condition of County property. The survey will be circulated in February before budget proceedings begin. County maintenance will assess the needs of County building at the rate of two per month, rotating through properties in a two-year cycle.

9(4). Hendersonville Clerk's Office HVAC unit replacement. Executive Holt stated that the HVAC replacement at the Hendersonville Clerk's Office will cost more than \$10,000.00 and, consequently, will need to go through the bid process. He said one of the two units is operational with the help of maintenance personnel. The bids will be brought before the Committee.

9(5). Tennessee Rehabilitation Center Lease Renewal. Executive Holt stated that the State of Tennessee will renew a five-year lease for \$14,000.00 per month if the following improvements are made to the building:

- Paint throughout the interior
- Some touch up painting on the exterior
- Pressure wash the exterior
- Repair and upgrade lighting
- Replace carpet in the office area

Upon motion of Comm. Ring, seconded by Comm. Hinton, the Committee approved Mr. Holt obtaining bids for the maintenance and repair of the Center. The Committee later voted unanimously upon motion of Comm. Ring, seconded by Comm. Hinton, to approve the project and request Mr. Holt to take the bids directly to Budget Committee.

9(6). August Fire Inspection Deficiencies. Executive Holt stated that the fire suppression equipment in the Sumner County Administration Building is outdated and deficient. He said for an estimated \$15,000.00 to \$30,000.00 the equipment can be brought up to safety standards with a new control panel and strobe lights. He stated he would bid the projects and report to the Committee later.

9(7). Agriculture Extension Office lighting (Old Gallatin Library building). Executive Holt reported that the wiring and lighting in the Agricultural Extension Office needs replacing. He said assessments are underway for the purpose of obtaining a possible TVA grant.

10. Adjournment. The Committee adjourned at 6:40 p.m. after a motion by Comm. Krueger and duly seconded.

Prepared by Maria Savage

SUMNER COUNTY HIGHWAY COMMISSION**August 1, 2017****MINUTES****MEMBERS PRESENT:**

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

MEMBERS ABSENT:

Merroll Hyde, Vice Chairman
Mike Akins, Commissioner

OTHERS PRESENT:

Lauren Walker, Staff Attorney
Kim Ark, Grants Administrator
Sandra Lee Hesson, Assessor of Property Adm. Assistant

CALL TO ORDER

Chairman Graves called the regular monthly meeting of the Sumner County Highway Commission to order, Tuesday, August 1, 2017 at 4:30 P.M. in Conference Room #112 at the Sumner County Administration building.

ADDITION TO AGENDA

Under Road Superintendent: School Zone at Beech
Traffic Change at Station Camp

APPROVAL OF AGENDA

Motion to approve: Commissioner Hinton
Seconded by: Commissioner Taylor
Motion passed: Unanimously

APPROVAL OF MINUTES

Motion by County Executive Holt to approve the June 2017 minutes. **Seconded** by Road Superintendent Hardin. **Motion passed** unanimously.

PUBLIC RECOGNITION

A. Hillary Bonham of 393 Maple Street, Gallatin for Goodall Homes under Road Superintendent.

B. Clark Schifflett of 597 White Road, Portland was present to request a 4 way stop at White and Cook Roads due to increase in traffic. He presented pictures (see attached) and mathematical information about the intersection. County Executive Holt **motioned** to add this to the agenda. **Seconded** by Commissioner Hinton. **Motion passed** unanimously. There was discussion. County Executive Holt **motioned** for Road Superintendent Hardin to contact an Engineer and have a traffic study done. **Seconded** by Citizen Member Neal. **Motion passed** unanimously.

REPORT OF CHAIRMAN: OLD & NEW BUSINESS - None**REPORT OF ROAD SUPERINTENDENT: OLD BUSINESS****A. School Zone at Beech**

Road Superintendent Hardin updated the committee on the school zones at Beech.

SUMNER COUNTY HIGHWAY COMMISSION**08/01/17****PAGE 2****REPORT OF ROAD SUPERINTENDENT: OLD BUSINESS** - cont.**B Traffic Flow at Station Camp**

Road Superintendent Hardin let the committee know that the 4-way stop was changed to a 2-way about 4-6 weeks ago to help with traffic flow. This affects Station Camp, Lower Station Camp, Bison Trail, and Saundersville Road. This will take some getting used to, and was open to any ideas? There was discussion. Ideas were: raised cross walk, rumble strips, low-rise speed bumps, message boards, and moving the school zone back to Saundersville Road.

REPORT OF ROAD SUPERINTENDENT: NEW BUSINESS**A. Old Douglas Road - Goodall Builders**

Hillary Bonham, 393 Maple Street, Gallatin was present to represent Goodall Homes' proposal of improvements (see attached) to Old Douglas Road. There was discussion. The agreement came to after much discussion besides the proposal is: Goodall Homes would resurface the road after the subdivision is 75% built out, they will research the current property owners and deed information for R.O.W 's on West side of the road, and make temporary repairs while under construction.

C. Fallen Trees

There are fallen trees on both Denning Ford Road and Fowler Ford Road. Road Superintendent Hardin will meet and check out where they are laying and if the county can work on them.

REPORT OF COUNTY EXECUTIVE**A. Hwy 258 & Drakes Creek Traffic Study**

County Executive Holt has received the final traffic study performed at Hwy 258 and Drakes Creek Road... The light is warranted, but also requires a turning lane and a signal ahead sign with a flashing beacon due to a curve. The Durham Farms Development had contributed money to help with cost for the traffic situation, but upon contacting the Mayor, Holt was told it has already been utilized. County Executive Holt and Grants Administrator Ark made known they have a grant for \$400,000 with a match of \$100,000 so far. They will try to acquire more. They will try to obtain the estimated cost from TDOT for the signal. There was discussion. County Executive Holt expressed how much this signal is needed. Commissioner Hinton **motioned** to move forward with this project. **Seconded** by Road Superintendent Hardin. **Motion passed** unanimously.

B. Hwy 258 & Timber Hills Traffic Concerns

County Executive Holt wanted to share letters (see attached) from constituents concerning traffic in this area also.

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

Citizen Member Neal
Chairman Graves
5:55 PM



INVESTMENT, PURCHASING, 2002 FINANCIAL
MANAGEMENT, AND 2012 FINANCIAL
MANAGEMENT COMMITTEES MINUTES
August 28, 2017

MEMBERS PRESENT
Chris Taylor, Chairman
Jerry Becker, Vice Chairman
Ben Harris
Anthony Holt
Caroline Krueger
Del Phillips
OTHERS PRESENT
David Lawing
Leah Dennen
Leslie Schell

- I. CALL TO ORDER by Chairman Taylor at 5:30pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Invocation- Led by Commissioner Leslie Schell.
 - B. Approval of Agenda- Motion to approve by County Executive Holt, second by Commissioner Harris, unanimous approval.
 - C. Recognition of Public- None
 - D. Approval of Minutes- Motion to group and approve items I.D.1 and 2 by County Executive Holt, second by Commissioner Becker, unanimous approval.
 1. June 19, 2017
 2. July 17, 2017
- II. REPORT OF THE COMMITTEE CHAIRMAN- None
- III. REPORT OF THE COUNTY EXECUTIVE
 - A. Munis Status Report- County Executive Holt explained the process for recruiting an IT Director will begin soon and that he expects to receive a proposal back from Advanced Network Solutions in the near future. Finance Director Lawing stated that the Munis implementation is still slowly moving along. Dr. Phillips stated that the school department is in the process of moving their data to a separate Munis system.
- IV. REPORT OF THE TRUSTEE- County Executive Holt informed the committee that Mrs. Nelson will not be running for trustee in the next election. He also stated Judge Brown will be retiring as of December 31, 2017. He suggested that the commission honor Mrs. Nelson and Judge Brown at an upcoming commission meeting for their hard work for the county over the years.
- V. REPORT OF THE FINANCE DIRECTOR/PURCHASING AGENT
 - A. IT Assessment- Mr. Lawing inquired if the committee had any questions on Mr. Holt's earlier report. There were 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
 1. Purchase Order Exceptions Lists- Finance Director Lawing explained items VIII.B.1.a and b are a set of PO exceptions that he has granted; and this is only for the committee's information.
 - (a) FY2017
 - (b) FY2018
 2. IT Department-PO requested after dates of service- Finance Director Lawing stated there was miscommunication between the employee and the vendor, and a purchase order was not requested before the services were rendered. Mr. Lawing has spoken with the vendor and the employee regarding this matter. Motion to approve by Commissioner Chris Taylor, second by Commissioner Harris, unanimous approval.

C. 2002 Financial Management Committee-None

D. 2012 Financial Management Committee-None

Commissioner Becker requested County Executive Holt to give the committee an overview of what was in the paper regarding the different financial management acts. County Executive Holt stated when the Financial Management Act of 2012 was passed, the comptroller's office wanted all counties in the state to go under the 1981 Act. County Executive Holt explained this does not work well for Sumner County; we have had it before and repealed it. County Executive Holt stated the comptroller's office feels that smaller counties do not have the resources needed, so a consolidated financial system is the best way to go. County Executive Holt went on to say that the auditors, every year, suggest that the county follow the 1981 Act. County Executive Holt stated its no real finding; it's only an opinion. Dr. Phillips stated that Mr. Holt and he had a meeting with the comptroller's office. They told them they understood why Sumner County was adopting its own private act, but they still suggested Sumner County be under the 1981 Act. He stated that it was written in 1981 and needs a lot of updating. Dr. Phillips expressed that he has looked at Sumner County's audits for the last twenty years, and the suggestion for the 1981 Act was included on every audit.

ADJOURNMENT- Motion to adjourn at 5:45pm by Commissioner Krueger.

**MINUTES
LEGISLATIVE COMMITTEE
PAUL R. GOODE, CHAIRMAN
September 11, 2017**

Present:

Paul R. Goode, Chairman
Kevin Pomeroy, Vice-Chairman
Trisha LeMarbre
Steve Graves
Paul Decker
Chris Taylor

Absent:

Leslie Schell
Scott Langford, Commission Chairman

Also Present:

Lauren Walker, Law Office
Leah Dennen, Law Director
Anthony Holt, County Executive
Danny Williams

Chairman Goode brought the Legislative Committee meeting to order with an invocation by Comm. Decker on Monday, September 11, 2017, at 5:30 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. County Law Director Leah Dennen requested the addition of the October, 2017 meeting time. Without objection, Chairman Goode added the matter as 9d under New Business. Upon motion of Comm. Graves, seconded by Comm. Decker, the Committee voted unanimously to approve the agenda as amended.

Minutes of August 14, 2017 for approval. Upon motion of Comm. Decker, seconded by Comm. Chris Taylor, the Committee voted unanimously to approve the minutes of August 14, 2017.

Recognition of the Public. There was none.

Report of Chairman. Chairman Goode had no report.

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

8. Old Business.

9. New Business.

9a. Magistrate Appointment Kristopher Paulson.

Upon motion of Comm. LeMarbre, seconded by Comm. Chris Taylor, the Committee voted unanimously to approve Kristopher Paulson as a judicial magistrate for the County.

9b. Danny Williams – Application for Family Cemetery. Ms. Dennen stated that a Sumner County Private Act allows for the establishment of family cemeteries. She said this request meets all the requirements. Danny Williams, who was present, made application for the family cemetery. Upon motion of Comm. Graves, seconded by Chris Taylor, the Committee voted unanimously to approve the family cemetery.

9c. Veterans' service report The report was filed for docketing.

9d. October Meeting Date. Without objection, Chairman Goode set the next meeting for Tuesday, October 3, 2017, at 5:00 p.m.

10. Certificates of Recognition. Comm. LeMarbre moved, seconded by Comm. Chris Taylor, to approve the certificate of recognition recognizing National Recovery Month.

11. Zoning.

11a. Special Provision Governing Industrial Zoning Districts (Second Reading). Ms. Dennen stated that the rezoning has to do with limiting industrial uses. She said it is a planned unit design, which gives the Commission more control over types of uses.

Upon motion of Comm. LeMarbre, seconded by Comm. Chris Taylor, the Committee voted to approve docketing for the October, 2017, Commission meeting regarding the special provision governing Industrial Zoning Districts (Second Reading).

Appointment of Judge. Chairman Goode stated that an Ad Hoc Committee has been set up composed of four Commissioners: Paul R. Goode, Chris Taylor, Baker Ring and Leslie Schell. In addition, serving are three attorneys not yet named. Ms. Dennen and Lindsey Ralston will serve as liaisons. The goal is to have two meetings with the application deadline September 15 at 1 p.m. Chairman Goode stated anyone can be nominated from the floor. After meetings and individual interviews, the Ad Hoc Committee will ask for a vote of recommendation.

12. Adjournment. Upon motion of Comm. LeMarbre, seconded by Comm. Graves the Committee adjourned at 5:43 p.m.

**LIABILITY CLAIMS COMMITTEE BOARD MEETING
MINUTES
July 17, 2017**

Anthony Holt
Alice Bachman
Billy Geminden

Leah Dennen
Lauren Walker
Kim White
Michael Sweat

The Liability Claims Committee Board meeting was called to order at approximately 4:00 p.m. in the Law Director's Conference Room on July 17, 2017.

Minutes: A motion was made by Mr. Holt, seconded by Ms. Bachman, to accept the April 2017 minutes. Motion passed

Medical Payments: Motion was made by Mr. Holt, seconded by Ms. Bachman, to accept the medical payments for April, May and June 2017. Motion passed.

Old Business:

None

New Business:

DS – Claim discussed.

Executive Session:

A motion was made by Ms. Bachman, seconded by Mr. Holt, to adjourn the meeting. Motion passed. The meeting was adjourned at approximately 4:35 p.m.

Approved by:

Chairperson

Date

Sumner County Library Board | Meeting Minutes

Date: July 12, 2017

Location: Gallatin Public Library 1:30 PM

Board Members Present: Amy Eller, Larry Hinton, Mary Ann Mudd, Johnnie Freedle, J.J. Hunter, Dan Toole, Ken Cox, and Shelley Ames.

Library Representatives: Debra Elledge, April Mangrum, Lelani Sabo, Willie Ruth Borders, and Jim Young.

Regional Representatives: Cecilie Maynor

Guests: Lori Melching, Leah May Dennen, Lauren E. Walker, and Joe Freedle

Absent: Johnny Bradley and Ginger Graves

I. Announcements

- Called to order by Larry Hinton on July 12, 2017 at 1:30pm.
- Motion to approve minutes from previous meeting made by Shelley Ames, seconded by J.J. Hunter. Motion passed.

II. Roundtable

- Library Administrator, Jim Young.
 - Budgets passed with few changes from what was requested. Received leeway with some libraries to do what we'd like to do (i.e. more part time help in Gallatin, Millersville). Everything went through, but did notice that libraries turn back in quite a bit of money – a lot of it involved maintenance, electricity, etc. Book money was spent, however. Libraries spent the money that needed to be spent, and library managers only buy what is needed. County Commissioners have not complained about not spending money, or say you haven't spent it so take it away.
 - Motion to approve reports from Library Administrator made by Mary Ann Mudd, seconded by Ken Cox. Motion passed.
- Library Managers, Monthly Report (each manager provided circulation statistics, expenditure report, upcoming programs, etc).
 - Gallatin Public Library – modifying hours (Tuesday thru Friday, one extra hour, effective August 15, 2017 pending personnel availability)
 - Millersville Public Library – open the day of the eclipse, events all day long
 - Westmoreland Public Library – anniversary celebration moved to August 13th, due to the eclipse festivities
 - Hendersonville Public Library – multiple requests for being able to check out more items (additional copies), unable to accommodate due to limited

resources/funds. Closed the day of the eclipse, having educational events the week prior (how to make glasses, safety information in viewing the eclipse, etc.)

- Portland Public Library – Food for Fines for Portland Cares/PHS Pantry – June 807 non-perishables.
- Motion to approve reports for the Library Managers made by Johnnie Freedle, seconded by Mary Ann Mudd. Motion passed.
- Regional Director Cecilie Maynor –
 - Reviewed new laws with group, some items may need to be updated/changed.
 - Board term limits, no changes planned for the new law. (Ad-hoc members can be appointed, cannot vote).
 - Library service agreement to be signed (provided to chairman, he signed) – included trustee training certification requirement and workshop attendance, standards survey, and four Library Managers attended four training at regional level).
 - Official population has been decided by state, no changes this year.
 - Maintenance of Effort to come out soon.
 - eRate Training on August 2nd.
 - PLMI starts in November (Ginger and Debra).
 - Leadership Academy, for assistant library director positions, coming soon (Library Managers to reach out to Cecilie should they have an interest in sending on of their employee's).

III. Old Business

- Library Card Policy – Motion to release committee made by Shelley Ames, seconded by Mary Ann Mudd. Motion passed.
- Logo (Sumner County Logo)
 - Samples for Sumner County Libraries Logo – four options.
 - Library Managers to get feedback from staff.
 - Trustees to review comments and vote at the next board meeting.
- SCLB Trustee Johnny Bradley's Resignation/Replacement
 - Motion to review list and vote at the next meeting made by Shelley Ames, seconded by J.J. Hunter. Motion Approved (1 vote no, Ken Cox).
 - Nominating Committee to communicate with Gallatin Public Library manager prior to September meeting.

III. New Business

- SCLB Trustee Chairman Larry Hinton's Resignation/Replacement (report from nominating committee).
 - At the conclusion of the November 2017 meeting, J.J. Hunter, will take the role of Chairman. Nomination accepted, with 1 abstaining, Ken Cox.
 - Nominating committee to provide candidates for Vice Chairman.

- SCL Website/Email- HPL pays for website and email addresses.
 - (1) \$129 annually for website builder, \$99 email addresses – request for cost sharing?
 - Secretary to resend email instructions to SCLB Members.
 - Motion made to maintain website and email addresses, cost sharing on a rotation by Mary Anne, seconded by J.J. Hunter. Motion passed.
- Discussion of New State Law regarding Library Board Trustee and Libraries – Leah Dennen provided copies of the new law and discussed with the Trustee. She advised the laws are passed, however, there are questions regarding the new policies (finance). Regarding term limits, everyone is on their 1st term, but concern regarding losing all board members at the same time. Sex offender concerns, library managers are to contact Leah Dennen's office to discuss/review.
- SCLB By-Laws: Request to Modify (Records Storage Location) – 1st Reading: Motion made by Amy Eller, seconded by Mary Ann Mudd to modify SCLB By-Laws to include location for records storage location to the Sumner County Clerk's Office. Motion passed.
 - Amy to follow up with Lauren regarding storage time frames.

IV. Adjournment

- Motion to adjourn meeting made by Johnnie Freedle, seconded by J.J. Hunter. Motion passed.

Minutes respectfully submitted by Amy G. Eller, Secretary.

**MINUTES
HEALTH FACILITY AD HOC COMMITTEE
SEPTEMBER 14, 2017**

Members Present:

Caroline Krueger
Paul R. Goode
Paul Decker
Arlene Cunningham
Peg Petrelli
Mark Skidmore
Absent:
Leslie Schell
Andy Gilley

Also Present:

Leah Dennen, County Law Director
Lauren Walker, Law Director's Office
Hal Hendricks, Director Health Department
Julie White, Senior Citizens Center Director
Bill Taylor, Commissioner

The scheduled meeting of the Health Facility Ad Hoc Committee was brought to order with an invocation by Comm. Decker on Monday, September 14, 2017, at 5:00 p.m. in the Hendersonville Senior Citizens Center at 197 Imperial Boulevard.

Chairman Decker declared a quorum to conduct business. The mission of the Ad Hoc Committee was to discuss alternatives to placing a new health facility in Hendersonville.

Agenda. Without objection, Chairman Decker added public comments to the agenda. Comm. Goode moved, seconded by Comm. Krueger, to approve the agenda as amended. The Ad Hoc Committee voted to approve the agenda unanimously.

Recognition of the Public. There was none.

Old Business.

3a. Report from Hendersonville BOMA. Chairman Decker asked the representatives of the Hendersonville Board of Mayor and Alderman if there was a report regarding the construction of a new health department inside the city limits.

Alderman Cunningham read a statement from Assessor of Property John Isbell in an attempt to establish a market value for the property. Comparing the property with adjoining parcels would establish a price of approximately \$150,000.00 per acre. Mr. Isbell recommended an appraisal of the property.

The new health department would require at the most three acres.

Alderman Cunningham directed a question to Mayor Jamie Clary concerning the intended uses of the property. His response was that there were at least two groups interested in building an indoor athletic facility and working on securing financing.

Julie White, Senior Citizens Center Director, talked with the Mayor about the property suggesting all buildings could be placed on the property with shared parking.

Comm. Goode asked if anyone in the City is doing 10 and 20-year plans, considering the Senior Citizens Center is 75 years old. Alderman Cunningham stated that the new Public Works Director is addressing many long-term issues with proactive planning.

Hal Hendricks, Director of the Health Department, presented data showing the population of unduplicated patients served within a three-mile and five-mile radius of Hendersonville. Within a five-year period from 2012 through 2017, 3,961 patients used the facility within a three-mile radius; 7,784 patients were served within a five-mile radius.

Mr. Hendricks said he could research how many older patients are served in the same area.

Chairman Decker stated that it seemed there was little or no interest from the City to use the Imperial Boulevard location to build a health department. He stated that the County has to meet the impending deadlines and restrictions of a \$500,000.00 grant. Chairman Decker suggested to commissioners that the Ad Hoc Committee recommend the General Operations Committee look at other options more seriously.

Alderman Cunningham said the County has not given the city an official offer for consideration.

In that regard, Comm. Goode said the County's offer includes partnering with the City of Hendersonville to pay roughly \$250,000 for architectural fees and storm water engineering for the new Senior Citizens Center. Other considerations were assistance with a walking trail and a parking lot.

Alderman Skidmore said that the Capital Projects Committee will be considering disposition of this property at its meeting next week.

The Ad Hoc Committee discussed alternatives to the Imperial Boulevard property to include expansion in Gallatin, other property and renting a facility.

The current Hendersonville Health Department, almost 40 years old, is outdated and too small to offer expanded services to a growing population. With 3,600 square feet, the facility is wedged between Merrol Hyde Magnet School and the HCA Hendersonville Hospital. This is no room for expansion at the present site.

Mr. Hendricks stated that a new federal law will mandate vaccinations before students can attend school. He said the health departments will be supplying a big share of the vaccines. Ms. White said the senior center and the health department in the same location would benefit seniors.

The Alderman agreed to go through the City's Capital Projects Committee to explore what the City plans to do with the Imperial Boulevard property. Alderman Skidmore said the City would send a letter to County Executive Anthony Holt and a copy to County Attorney Leah Dennen, detailing the results of the City's meeting.

Chairman Decker stated that it was his desire to have the new health department built on the Imperial Boulevard property. He said it was a golden opportunity to provide health services in the heart of Hendersonville that will benefit its citizens. He said the County needed an offer from the City.

The meeting adjourned at 5:35 p.m. after Comm. Krueger made a motion.

Prepared by Maria Savage