



SUMNER COUNTY COMMISSION

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

Commissioners

First District
Mike Akins
Moe Taylor

Second District
Billy Geminden
Larry Hinton

Third District
Steve Graves
Alan Driver

Fourth District
Jerry Foster
Leslie Schell

Fifth District
Ben Harris
Baker Ring

Sixth District
Jim Vaughn
Kevin T. Pomeroy

Seventh District
JoAnne Kemp
Trisha LeMarbre

Eighth District
Paul Decker
Merrol N. Hyde

Ninth District
Jerry F. Becker
Chris Taylor

Tenth District
Paul R. Goode
Caroline S. Krueger

Eleventh District
Scott Langford
Bill Taylor

Twelfth District
Michael Guthrie
Bob Pospisil

The following minutes are included in this packet:

Budget Committee.....November 13

Committee on Committees.....November 20

Emergency Services Committee.....November 6

General Operations Committee.....November 6

Highway Commission.....November 7

Investment, Purchasing, 2002 Financial Management and

2012 Financial Management Committee.....November 20

Legislative Committee.....November 13



BUDGET COMMITTEE MINUTES
November 13, 2017

MEMBERS PRESENT
Kevin Pomeroy, Chairman
Billy Geminden
Paul Goode
JoAnne Kemp
Bill Taylor
Chris Taylor
OTHERS PRESENT
David Lawing
Leah Dennen
Ben Allen
Jane Wright
Ken Weidner
Steve Graves
Kim Ark
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 Chairman Pomeroy.
 - B. Approval of Agenda- Chairman Pomeroy added item II.A. ten-year strategic plan under his report and amended the amount for item V.B.9 to \$7,500. Motion to approve amended agenda by Commissioner Goode, second by Commissioner Chris Taylor, unanimous approval.
 - C. Recognition of Public- Jane Wright from the Bridal House expressed her appreciation of all the furniture that had been donated and would appreciate the committee funding the cost of moving the furniture. Chairman Pomeroy moved item V.B.9. to item V.A.1.
 - D. Approval of Minutes—October 10, 2017-Motion to approve by Commissioner Goode, second by Commissioner Chris Taylor, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN- Chairman Pomeroy informed the committee he would not be at the county commission meeting on November 20, 2017 and requested that Commissioner Chris Taylor give the report on behalf of the budget committee.
 - A. Ten-year strategic plan- Commissioner Pomeroy informed the committee that land has already been purchased for a new school campus and an ad-hoc committee is discussing a plan for the county's judicial system. Chairman Pomeroy stated he has been working with County Executive Holt and Finance Director Lawing about a plan for how to fund these projects over the next ten years. Chairman Pomeroy explained bond money will be used; the goal will be to complete some main county general projects, the new criminal justice center, and a new school campus. He explained a rough cost estimate at this time is between \$350M-\$400M, over ten years. Chairman Pomeroy requested that the budget committee go to the ad-hoc committee, where this is being discussed, and see the shape that the criminal justice center is in. Finance Director Lawing explained \$10M of the tax levy, for one year, was re-allocated from the debt service fund to the capital projects fund. He stated the school projects were tentatively funded last month, which leaves a remaining balance of about \$7.1M in the local capital projects fund. He informed the committee that the county's debt capacity, as it stands right now, if the county issued twenty year general obligation bonds is as follows: from now until 2023, the county could issue somewhere between \$68M to \$70M; for 2024, the county could issue an additional amount of approximately \$84M; between 2025 and 2037, the county could issue an additional amount of approximately \$125M. This makes the capacity conservatively between \$277M and \$280M. Mr. Lawing stated, if you look at what Mr. Pomeroy explained earlier, you can see where the challenges are. Approximately \$5.4M of property taxes are budgeted every year in the local capital projects fund. The hospital fund minus the \$500K to close Capps Gap and the \$800K note that could potentially be written off is approximately \$9.5M. Commissioner Goode commented that Capps Gap is a very rough estimate as we are still waiting on TDEC, and the \$500K could fluctuate within \$100K either direction. Chairman Pomeroy explained county wide revenues' growth is not being projected, as it sets right now, in the available debt capacity. Also, the money that will be available from the TIF payoff could be utilized for debt service. Commissioner Chris Taylor stated that before we decide which should be done first, we should look at student population over the next year based on growth, if feasible. Also, look at the cost over the next five years with the judicial system if nothing was done so we can look at which

one should be handled first. Chairman Pomeroy explained that he has already spoken with Dr. Phillips, and he would be bringing this information to the January meeting. Chairman Pomeroy explained a goal would be that maybe this spring, before we go into budget season, these items be discussed thoroughly. County Executive Holt commented that he believes we are in good shape as far as the debt service fund and he wanted to thank all the commissioners in doing that. He also explained that once the TIF is paid off, that would be about \$2M in today's terms.

III. REPORT OF THE COUNTY EXECUTIVE-None.

IV. OLD BUSINESS

A. Second Readings

1. IT Department – Director's salary- Motion to approve by Commissioner Bill Taylor, second by Commissioner Chris Taylor, unanimous approval.
2. County Executive - \$21,061.67 for payroll needs- Motion to approve by Commissioner Geminden, second by Commissioner Chris Taylor, unanimous approval.
3. Sheriff's Office - \$122,341.56 for computer needs- Finance Director Lawing pointed out that the attached bid could not be utilized unless the full commission approves a resolution accepting the National Cooperative Purchasing Alliance's master agreement. Law Director Dennen stated that Finance Director Lawing would make sure this was bid legally. Motion to approve by Commissioner Kemp, second by Commissioner Chris Taylor, unanimous approval.
4. ECC - \$28,000 for Visual Fire Department Software- The committee was informed that E911 paid for this.

V. NEW BUSINESS

A. Education

1. Bridal House-from auction proceeds-\$7,500-County Executive Holt explained the increase from \$2,400 to \$7,500 will finish up everything needed at the Bridal House. Motion to approve by Commissioner Chris Taylor, second by Commissioner Geminden, unanimous approval.
2. George Whitten Elementary - \$4,112,350 transfer for addition and renovation- Motion to approve by Commissioner Goode, second by Commissioner Kemp, unanimous approval.
3. Budget Amendments (for approval)- Motion to group and approve items V.A.3. and 4 by Commissioner Goode, second by Commissioner Bill Taylor, unanimous approval.
4. Budget Amendments (for information only)

B. Appropriations

1. Juvenile Court - \$100,000 from County General Unassigned Fund Balance for increase in annual expenses (juvenile detention housing)- Motion to approve first reading by Commissioner Goode, second by Commissioner Bill Taylor, unanimous approval.
2. Drug Court - \$60,000 grant (\$40,000 to be appropriated for FY18)- Motion to approve by Commissioner Kemp, second by Commissioner Bill Taylor, unanimous approval.
3. Libraries – TSLA Technology Grants- Motion to group and approve items V.B.3.a. through c. by Commissioner Bill Taylor, second by Commissioner Geminden, unanimous approval.
 - a. Hendersonville - \$1,752
 - b. Portland - \$3,115
 - c. Millersville - \$2,152
4. EMA - \$33,919.15 for communication equipment repairs- Ken Weidner briefly spoke about this to the committee. Motion to approve first reading by Commissioner Goode, second by Commissioner Chris Taylor, unanimous approval.
5. EMAC reimbursement to EMA (\$8,500.60), EMS (\$6,348.78), and Sheriff (\$2,508.18)- Motion to approve by Commissioner Goode, second by Commissioner Chris Taylor, unanimous approval.

6. Habitat for Humanity - \$1,553.11 donation for fees paid- Finance Director Lawing asked the committee if they want Habitat for Humanity to provide a non-profit request each year or if they only need to provide financial statements. The committee agreed that they need to file statutory requirements only. Motion to approve first reading by Commissioner Bill Taylor, second by Commissioner Kemp, unanimous approval.
7. Judge Carter's hall addition - \$21,064.17- Motion to approve first reading and be funded from local capital projects by Commissioner Kemp, second by Commissioner Chris Taylor, unanimous approval.
8. Justice Planning Associates update – up to \$350,000 for next phase of jail project plans and project consultant- Motion to approve first reading by Commissioner Chris Taylor, second by Commissioner Goode, unanimous approval.
9. Castalian Springs Community Center improvements - \$22,000 for roof and other renovations- Commissioner Graves informed the committee that he is requesting \$5K to \$6K additional for floor repairs. Committee members discussed if items would be bid, quoted, etc. Finance Director Lawing informed the committee the requirements for bidding and quoting. County Executive Holt stated that maintenance staff and jail trustees will be completing the work. Finance Director Lawing inquired if it will need the full non-profit packet or just the statutory requirements. The committee agreed the statutory requirements only. Motion to approve first reading and \$28K by Commissioner Chris Taylor, second by Commissioner Kemp, unanimous approval.

C. Transfers- Motion to group and approve items V.C.1. a. and b. by Commissioner Goode, second by Commissioner Kemp, unanimous approval.

1. Inter-budgetary
 - a. Greater than \$2,500
 - b. \$2,500 or less

D. Tax Refunds- Motion to group and approve items V.D.1. through 5 by Commissioner Goode, second by Commissioner Kemp, unanimous approval.

1. Morgan Electric Company Inc - \$30
2. Sandy and Gary Hughes - \$322
3. Joseph and Sharron O'Grady - \$324
4. Portland Airport Authority - \$944.48
5. Unipress USA Inc - \$12,937

VI. REPORT OF THE FINANCE DIRECTOR-None.

VII. ADJOURNMENT- Motion to adjourn at 7:10pm by Commissioner Pomeroy.

**COMMITTEE ON COMMITTEES
MINUTES
NOVEMBER 20, 2017**

Present:

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

Also Present:

Leah May Dennen, County Law Director
Ben Allen, Staff Attorney
Anthony Holt, County Executive

The regular meeting of the Committee on Committees was brought to order with an invocation by Comm. LeMarbre on Monday, November 20, 2017, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman LeMarbre declared a quorum to conduct business.

Agenda. Comm. Goode moved, seconded by Comm. Ring, to remove items appointing Financial Management and Emergency Medical Services Committee members until the Commission elects a Fifth District commissioner to replace Ben Harris who resigned. The motion carried unanimously. Upon motion of Comm. Ring, seconded by Comm. Goode, the Committee approved unanimously the agenda as amended.

Approval of Minutes of October 16, 2017. Upon motion of Comm. Goode, and duly seconded by Comm. Kemp, the Committee approved unanimously the minutes of October 16, 2017.

Public Recognition. There was none.

Report of the Chairman. Chairman LeMarbre had no report.

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

Old Business. None

New Business.

Sumner County Airport Authority. Chairman LeMarbre brought forth the County Executive's recommendation of Thomas Richey Williams to replace David Pigna on the Sumner County Regional Airport Authority. Upon motion of Comm. Goode, seconded by Comm. Kemp, the Committee voted unanimously to approve the appointment of Mr. Williams.

Construction Board of Appeals. Chairman LeMarbre brought forth the County Executive's recommendation to re-appoint Larry Brown and Shawn Utley as alternates to one-year terms on the Construction Board of Appeals. Upon motion of Comm. Ring, seconded by Comm. Goode, the Committee voted unanimously to approve the re-appointments of Mr. Brown and Mr. Utley.

Tourism Board (United Chamber Member) (New Member for New Committee). Chairman LeMarbre brought forth Mr. Holt's recommendation to appoint Mandy Christenson to serve on the Tourism Board as a United Chamber member through June 2018.

Upon motion of Comm. Goode, seconded by Comm. Kemp, the Committee voted unanimously to approve the appointment of Ms. Christenson to the Tourism Board.

Next Month. Chairman LeMarbre announced the appointments for December 2017 meeting:

-Emergency 911 Board to fill the expiring, four-year terms of Jerry Stone and Archie P. McKinnis, citizen.

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

Prepared by Maria Savage

MINUTES
EMERGENCY SERVICES COMMITTEE
Chairman Chris Taylor
November 6, 2017

Present:

Chris Taylor, Chairman
Michael Guthrie, V. Chairman
Alan Driver
Jim Vaughn
Absent:
Paul Decker
Jerry Foster

Also Present:

Keith Douglas, E-911 Director
Anthony Holt, County Executive
Leah Dennen, County Law Director
Rhonda Lea, Emergency Communications
Director
Sheriff Sonny Weatherford
Joe Williams, White House CFD

Chairman Chris Taylor called the meeting of the Emergency Services Committee to order with an invocation by Comm. Vaughn on Monday, November 6, 2017, at 5:00 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Upon motion of Comm. Guthrie, seconded by Comm. Driver, the Committee unanimously approved the agenda as amended.

Approval of Minutes of October 2, 2017. Upon motion of Comm. Guthrie, seconded by Comm. Driver, the Committee approved the minutes of October 2, 2017.

Public Comments. None

Report from the Chairman. Chairman Chris Taylor reported the Public Services Ad Hoc Committee will meet as soon as Comm. Foster recovers from his illness.

Report from the County Executive. County Executive Anthony Holt stated that he would reserve comment until discussion of items on the agenda.

Report from the Sheriff. Chief Deputy Sheriff Sonny Weatherford distributed and discussed the October, 2017 financial reports and the Animal Control Division statistics. The jail population was 778 in October.

County Law Director Leah Dennen reported on progress with the Blind Venders who are taking over the Sumner County Jail inmate commissary. Negotiations have resulted in the County receiving 20 percent of the commissary sales but the exact dollar amount is to be determined. Ms. Dennen stated that she has asked for donations of indigent packs.

Fire Departments. Joe Williams of the White House Community Fire Department gave a report, stating the Volunteer Fire Departments responded to 3,214 total calls for the first ten months of 2017. The number of October calls was 371 minus the Westmoreland calls. He said this month marks the beginning of the fire season, which runs through February.

Report from the EMS Director. Emergency Medical Services Director Keith Douglas and Jay Austin, Assistant Director EMS, presented the EMS reports, stating that October activity was slightly down but November will make up for it.

Monthly revenue for October was \$366,102.00. The net transport revenue for October, 2017 was \$1,332,402.00. Responses for the month of September were 2,082 with 1,599 transports.

Annual call volume increase is projected to be around 23,000 for all responses in 2017, with 17,049 emergency and 6,956 non-emergency. He said there were zones unprotected at certain times.

Mr. Douglas stated that emergency calls are skyrocketing creating more need for emergency personnel and equipment. He said a possible remedy would be to phase out the non-emergency transports and roll them to private ambulances. Revenue would decline, but it would free up resources to respond to emergencies.

Mr. Douglas listed current needs as follows:

- Staffing to increase Portland unit from 12 hour to 24 hour
-3 medics/2 EMTs = \$351,000.00

Needed within eight months:

- Additional 24 emergency unit
-5 medics/4 EMTs = \$627,000.00
- Staffing for 24 hour non-emergency unit
-6 EMTs = \$378,000.00
- Total cost \$1,005,000.00

Grand Total = \$1,356,000.00

Non-emergency revenue: \$1,548,000.00

Recommendation:

- Change operations to service "emergency" only
- Utilize current personnel to staff the following:
 - Portland ambulance (24 hours)
 - Three power shift "emergency" units

Benefits:

- Improved response times/availability of “emergency” units
- Addresses “emergency” unit staffing needs for up to three years
- Complete focus on “emergency” preparedness/response
- Reduced demand/stress on ECC (dispatch)
- Eliminate on-going legal burden of facility contracts
- Provide alternative scheduling for staff
- Total improvement of operations
- Reduced mileage – approximately 120,000 fewer miles
- Reduced fuel costs – approximately \$37,000 less

Ms. Dennen said that occupational comp injuries were notably more with non-emergency transports. She said a date certain would need to be set to stop doing non-emergency transports.

Mr. Holt said that the sooner we can make a change the better off EMS will be.

Chairman Taylor requested additional information as follows:

- Totals for non-emergency dedicated staff – man hours specifically scheduled for non-emergency
- Call volume versus response time, specifically in Portland.
- Overall call volume for non-emergency versus emergency to better evaluate staffing needs
- Projected staffing needs under the scenario presented
- Show how many people are needed to target a specific response time

Mr. Holt said there are talks ongoing with the cities of White House, Millersville and Portland regarding ambulance service in that area. It was suggested that White House service the area within the White House city limits but a full report will be forthcoming.

Emergency Management Agency. Ken Weidner, Director of Emergency Management, reported that regarding the May floods, the County does not qualify for federal assistance. He said FEMA is in the process of approving the Hazardous Mitigation Plan.

New Business.

14a. Bid for the Repairs to Communication Equipment

Mr. Weidner reported that part of the repair for the communications systems was in the Centerpoint area where communication was impossible. He ordered the repairs made in the amount of \$4,995.00 and requested the funds be replaced in his budget under the maintenance line item. Upon motion of Comm. Vaughn, seconded by Comm. Guthrie, the Committee unanimously voted to approve the request and forward it to the Budget Committee.

14b. 2015 South Carolina EMAC swift water rescue deployment reimbursement. Mr. Weidner requested to use the FEMA reimbursement from the South Carolina response to purchase a StrikeTeamTrailer for responding to emergency situations. No action was taken.

Report of the Emergency Communications Center. Rhonda Lea, Emergency Communications Director, said her department is undergoing growing pains primarily in staffing. Five positions are currently open and interviews are underway, with the goal to be fully staffed by January 2018. Support training is scheduled for the CAD users. Backup center is being developed.

13. Old Business.

14. New Business.

The motion carried unanimously.

15. Adjournment.

With a motion by Comm. Vaughn, and duly seconded, the Committee adjourned at 5:45 p.m.

Prepared by Maria Savage

**MINUTES
GENERAL OPERATIONS COMMITTEE
LESLIE SCHELL, CHAIRMAN
November 6, 2017**

Present:

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

Also Present:

Leah Dennen, County Law Director
Kim Ark, County Grants Administrator
Paul Goode, Commissioner
Anthony Holt, County Executive
Ben Allen, Staff Attorney
Hal Hendricks, County Health
Department

The scheduled meeting of the General Operations Committee was brought to order on Monday, November 6, 2017, at 6:00 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. Moe Taylor moved, seconded by Comm. Ring, to approve the agenda. The Committee voted to approve the agenda unanimously.

Minutes. Upon motion of Comm. Hinton, seconded by Comm. Ring, the Committee voted to approve unanimously the minutes of October 2, 2017, regular meeting.

Report of Chairman. None

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

Recognition of the Public. None

8. Old Business.

9. New Business.

1. Surplus 2004 Ford Taurus Car –Building and Codes.

2. Surplus 2006 Chevrolet half-ton truck –Planning and Stormwater.

Upon motion of Comm. Moe Taylor, seconded by Comm. Ring, the Committee voted unanimously to group and approve for surplus property the two items stated above.

3. Judge Carter Hall Addition. County Executive Anthony Holt presented the estimated cost of securing the inmate transport area for Judge Mike Carter's courtroom. The construction of the hallway from the holding area to Judge Carter's Courtroom was itemized at a cost of \$9,754.17. MTS quoted \$11,310.00 as the cost of the installation of security cameras in the hallway. Upon motion of Comm. Hinton, seconded by Comm. Ring, the Committee voted unanimously to approve the project and forward it to the Budget Committee.

4. JPA Update. Chairman Schell presented an Interim Progress Report on the Sumner County Strategic Plan, summarizing the work performed by Justice Planning Associates, Inc (JPA). She reported that the next step is for JPA to program the data collected into a format usable by an architect. This would be the point at which a project consultant would be brought on board. Upon motion of Comm. Hinton, seconded by Comm. Ring, Committee voted (5-1) to advance the project to the Budget Committee. Comm. Moe Taylor voted against the motion.

5. Bridal House update and donation of furniture items (information packet will be provided at meeting). Executive Holt and Kim Ark, County Grant Writer, gave a Bridal House update on construction. A furniture donation appraised at \$28,900 and located in Oklahoma would need to be transported to the Bridal House. Mr. Holt said an independent carrier would be paid to deliver the furniture. He presented the Committee with three bids. Upon motion of Comm. Becker, seconded by Comm. Kemp, the Committee voted unanimously to approve an amount up to \$2,400.00 to move the furniture.

6. Castalian Springs Community Center Improvements (Discussion of request at meeting) Executive Holt stated that repairs were needed at the Castalian Springs Community Center. He said the roof and kitchen and bathroom plumbing were in bad shape. The Committee discussed the ownership at all of the community centers and asked Ms. Dennen to research the matter. Upon motion of Comm. Hinton, seconded by Comm. Kemp, the Committee voted unanimously to approve and forward the matter to the Budget Committee.

Mr. Holt brought up the \$500,000.00 state grant to go toward a new health department facility in Sumner County. The matter was deferred until next month when Commissioner Paul Decker will be present to discuss the results of the Health Facility Ad Hoc Committee.

10. Adjournment. Chairman Schell declared the Committee adjourned at 7:20 p.m. after a motion by Comm. Ring, seconded by Comm. Schell.

SUMNER COUNTY HIGHWAY COMMISSION**November 7, 2017****MINUTES****MEMBERS PRESENT:**

Judy Hardin, Road Superintendent
Larry Hinton, Commissioner
Anthony Holt, County Executive
Merroll Hyde, Vice Chairman
Caroline Krueger, Commissioner
Tom Neal, Citizen Member
Bill Taylor, Commissioner

MEMBERS ABSENT:

Steve Graves, Chairman

OTHERS PRESENT:

Leah Dennen, Law Director
Sandra Lee Hesson, Administrative Assistant

CALL TO ORDER

Vice Chairman Hinton called the regular monthly meeting of the Sumner County Highway Commission to order, Tuesday, November 07, 2017 at 5:30 P.M. in Conference Room #112 at the Sumner County Administration building.

ADDITION TO AGENDA - None**APPROVAL OF AGENDA****Motion to approve:**

Road Superintendent Hardin

Seconded by:

Citizen Member Neal

Motion passed:

Unanimously

APPROVAL OF MINUTES

Motion by Citizen Member Neal to approve the October 2017 minutes. **Seconded** by Commissioner Taylor. **Motion passed** unanimously.

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

SUMNER COUNTY HIGHWAY COMMISSION**11/07/17****PAGE 2****REPORT OF ROAD SUPERINTENDENT: OLD BUSINESS** - None**REPORT OF ROAD SUPERINTENDENT: NEW BUSINESS****A. Brazier Lane Extension**

Road Superintendent Hardin requested the committee approve the extension of Brazier Lane by 44' (see attached) as a County road. County Executive Holt **motioned** to approve this request. **Seconded** by Citizen Member Neal. **Motion passed** unanimously.

Discussion Question: Could we increase the speed limit on Jackson Road?

Answer: No, It is 45MPH now.

REPORT OF COUNTY EXECUTIVE

Discussions:

- Significant problems at Drakes Creek and New Shackle Island
- Possible rumble strips
- Significant problems at Creekside and Durham Farms Subdivisions
- Growth problems in the County

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

County Executive Holt
Commissioner Krueger
6PM



INVESTMENT, PURCHASING, 2002 FINANCIAL
MANAGEMENT, AND 2012 FINANCIAL
MANAGEMENT COMMITTEES MINUTES
November 20, 2017

MEMBERS PRESENT
Jerry Becker, Chairman
Chris Taylor, Vice Chairman
Judy Hardin
Anthony Holt
OTHERS PRESENT
David Lawing
Leah Dennen
Ben Allen

- I. CALL TO ORDER by Chairman Becker at 5:33pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Invocation- Led by Commissioner Taylor.
 - B. Approval of Agenda- Chairman Becker added item VIII.B.5. to the agenda. Motion to approve amended agenda by Ms. Hardin, second by Commissioner Taylor, unanimous approval.
 - C. Recognition of Public-None
 - D. Approval of Minutes-October 16, 2017- Motion to approve by Commissioner Taylor, second by County Executive Holt, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN-None
- III. REPORT OF THE COUNTY EXECUTIVE
 - A. Munis Status Report- County Executive Holt informed the committee that the new IT Director is working out well. He stated everything is moving along.
- IV. REPORT OF THE TRUSTEE- None
- V. REPORT OF THE FINANCE DIRECTOR/PURCHASING AGENT
 - A. Local Revenue Analysis- Finance Director Lawing explained the attached sheet. He stated if you look at the last column to the right, at the very bottom, you can see a variance of 100.94%. This means, if he re-estimated the revenues today they would be .94% higher. He stated the county is where it should be with no material surprises.
 - B. Capital Improvement Update- Finance Director Lawing explained the Capital Improvement Sheets attached. He stated the first sheet is the 2015 bond projects to date; next is the 2013 bond projects, which only has local contributions left; and the last sheet is the amount of school funding left in the local capital projects fund, for school projects, not committed to a particular project. If the bold amounts \$151,997 and \$1,136,892 are added to the \$4,112,350 for George Whitten Elementary; the \$56,646 for Station Camp Middle; the \$88,500 for Nannie Berry Elementary; the \$31,700 for Ellis Middle; the \$120,354 for Station Camp Middle furniture and equipment; and the \$4,301,561, this equals \$10M budgeted for school projects in the previous month.
 - C. Financial Statements Memo- Finance Director Lawing informed the committee that the financial statements are available on the county website through October 2017.
- 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. Resolution to participate in master agreement of National Cooperative Purchasing Alliance- Motion to approve by Commissioner Taylor, second by County Executive Holt, unanimous approval.
 2. Purchase Order Exceptions List- Motion to approve by County Executive Holt, second by Commissioner Taylor, unanimous approval.
 3. Sheriff's Office-invoice amount for car repair greater than PO due to hidden damage- Motion to approve by Ms. Hardin, second by Commissioner Taylor, unanimous approval.

4. EMS-no PO requested for door repairs-Motion to approve and for Mr. Douglas to provide a written statement for a corrective action plan by Commissioner Taylor, second by Commissioner Becker, unanimous approval.
5. ATECH Purchase Order- Finance Director Lawing explained that on June 12, 2017, Ms. Muncy requested a purchase order for Atech, Inc. At that time, the finance department requested the bid from Ms. Muncy and informed her it was on the third year of a contract that had been bid for a maximum of three years. Upon discussions with Ms. Muncy and Law Director Dennen, it was determined that the contractor had not been notified within thirty days of the end of the contract and that it was going to be auto renewed pursuant to the contract's requirements. The finance department inquired why this was not bid nor the contractor notified; Ms. Muncy stated it was not on Ms. Ark's white board. At this time, a purchase order has been issued for one quarter in the amount of \$5,457.18. Finance Director Lawing stated this encompasses one quarter of a year. Ms. Muncy has requested a change order for the additional three quarters at the earlier stated cost. Finance Director Lawing stated it appears that we need to go ahead and issue the change order. Finance Director Lawing stated he wanted to inform the committee in case this becomes an audit issue with bid compliance. Chairman Becker asked Law Director Dennen if this falls within legal guidelines; Law Director Dennen stated this would be ok. Motion to approve by Ms. Hardin, second by Commissioner Taylor, unanimous approval.

C. 2002 Financial Management Committee-None

D. 2012 Financial Management Committee- None

IX. ADJOURNMENT – Motion to adjourn at 5:49 by Commissioner Becker.

**MINUTES
LEGISLATIVE COMMITTEE
PAUL R. GOODE, CHAIRMAN
November 13, 2017**

Present:

Paul R. Goode, Chairman
Kevin Pomeroy, Vice-Chairman Scott
Steve Graves
Paul Decker
Chris Taylor
Leslie Schell

Absent:

Scott Langford, Commission Chairman
Trisha LeMarbre

Also Present:

Leah Dennen, Law Director
Ben Allen, Staff Attorney
Anthony Holt, County Executive
Bill Kemp, County Clerk
Moe Taylor, Billy Geminden,
Commissioners

Chairman Goode brought the Legislative Committee meeting to order with an invocation by Comm. Chris Taylor on Tuesday, November 13, 2017, at 5:30 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Comm. Graves requested to comment on a matter. Without objection, Chairman Goode added the matter as Item D. under New Business. Upon motion of Comm. Schell, seconded by Comm. Graves, the Committee voted unanimously to approve the agenda as amended.

Minutes of October 3, 2017 for approval. Upon motion of Comm. Chris Taylor, seconded by Comm. Graves, the Committee voted unanimously to approve the minutes of October 3, 2017, with a correction to show Paul Decker as absent from the meeting.

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. Veterans Service Report. Available for docketing

9b. Magistrate Approval Joel Holgerson. Upon motion of Comm. Chris Taylor, seconded by Comm. Schell, the Committee voted to approve unanimously Joel Holgerson as a Sumner County Magistrate.

9c. Circuit Court Clerk Personnel Policy. Upon motion of Comm. Pomeroy, seconded by Comm. Decker, the Committee voted unanimously to approve for docketing the Circuit Court Clerk personnel policies.

Comm. Graves request. Chairman Goode recognized Comm. Graves who inquired about the restrictions upon shipping containers used for storage and/or residential. Chairman Goode recognized Commissioner Billy Geminden who stated that shipping containers are good for storage but not residential. They have been determined to be noncompliant with the County zoning resolution. Comm. Graves requested modification of the codes to include the use of storage containers for multiple uses. Ms. Dennen said she would discuss the matter with the Director of Planning, Rodney Joyner.

10. Certificates of Recognition. Chairman Good introduced the certificates of recognition honoring the following:

- Sumner County Tourism for Eclipse
- Sumner County Regional Airport for Eclipse
- Portland High School Lady Panthers Volleyball Team
- Jerry Kirby, induction into Tennessee Aviation Hall of Fame

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

11. Zoning.

11a. New Highway 109N and Old Highway 109N. Interchange requesting rezoning of 1623 Scotty Parker Road P/O Map 104 Parcel 005.00; 140 Rainear Lane Map 104 Parcel 028.01; 199 Rainear Lane Map 104 Parcel 028.04, rezone from residential 1A to C2 PUD sent back to Planning Commission by County Commission on August 28, 2017. Heard by Planning Commission again on October 24, 2017, voted to send back to County Commission. (First Reading)

11b. Somerset Downs PUD requesting to have property on Long Hollow Pike and an extension of Luxborough Drive rezoned from residential 1A to Planned Unit Development, Low Density, Map 123 Parcel 035.01. Planning Commission voted on October 24, 2017 to move on to County Commission. (First Reading)

11c. Ricky McGuire requesting to have P/O property at 3200 Highway 25 rezoned from residential to C2 PUD, Map 074 Parcel 039.00 Planning Commission voted on October 24, 2017 to move on to County Commission. (First Reading)

Upon motion of Comm. Chris Taylor, seconded by Comm. Pomeroy, the Committee voted to group 11a through 11c and approve for docketing. The motion carried (5-0-1) with Comm. Graves abstained from the vote.

12. Adjournment. Upon motion of Comm. Decker, the Committee adjourned at 5:40 p.m.

Prepared by Maria Savage