



SUMNER COUNTY COMMISSION

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

Commissioners

First District
Moe Taylor
Terry Wright

Second District
Billy Geminden
Larry Hinton

Third District
Alan Driver
Steve Graves

Fourth District
Jerry Foster
Leslie Schell

Fifth District
Baker Ring
Danny Sullivan

Sixth District
Deanne Dewitt
Luke Tinsley

Seventh District
Loren S. Echols
Gene Rhodes

Eighth District
Merrol N. Hyde
Shellie Young Tucker

Ninth District
Jerry F. Becker
Chris Taylor

Tenth District
Paul R. Goode
Caroline S. Krueger

Eleventh District
Scott Langford
Jeremy Mansfield

Twelfth District
Michael Guthrie
Justin Nipper

The following minutes are included in this packet:

Budget Committee.....	July 8
Committee on Committees.....	July 15
Highway Commission.....	June 4, July 2
Legislative Committee.....	June 10
Comer Barn Ad Hoc Committee.....	July 2
Technology Ad Hoc Committee.....	July 1



BUDGET COMMITTEE MINUTES
July 8, 2019

MEMBERS PRESENT
Chris Taylor, Chairman
Jerry Foster, Vice-Chairman
Jerry Becker
Billy Geminden
Paul Goode
Justin Nipper
Leslie Schell
OTHERS PRESENT
Leah Dennen
Ben Allen
David Lawing
John Isbell
Anthony Holt
Dane Simmons

- I. CALL TO ORDER by Chairman Taylor at 6:02pm in the Commission Chambers in the Sumner County Administration Building in Gallatin, TN.
 - A. Invocation- Led by Commissioner Geminden.
 - B. Approval of Agenda- Motion to approve by Commissioner Foster, second by Commissioner Goode, unanimous approval.
 - C. Recognition of Public-None
 - D. Approval of Minutes- Motion to group and approve items I.D.1. and 2 by Commissioner Geminden, second by Commissioner Nipper, unanimous approval.
 1. May 29, 2019
 2. June 10, 2019

II. REPORT OF THE BUDGET COMMITTEE CHAIRMAN-

Chairman Taylor stated he wants to thank Commissioner Dewitt who will lead a subcommittee that will discuss funding non-profits. He stated this committee will be comprised of Commissioners Dewitt, Becker, Nipper, Driver, Young, and Hyde. Chairman Taylor invited Property Assessor Isbell to discuss some numbers that he has for the committee. Property Assessor Isbell stated he wants to give the committee an update on where his office stands with appeals. With the last day to file an appeal on July 30, it will be late that evening before everything is entered in. He explained he will have the preliminary certified tax rate to the state that day. Property Assessor Isbell stated, "We are hovering at approximately a 37% increase still; the penny is a little over \$600K". As for state appeals, he explained there are nineteen at this time, with eighteen of those being residential and one being commercial. Chairman Taylor stated the full budget has been deferred to the full commission in July. He stated the commission approved one amendment to fund volunteer fire departments at \$450K, with the revenue source to be determined later.

III. REPORT OF THE COUNTY MAYOR-None

IV. REPORT OF THE FINANCE DIRECTOR

- A. Financial statement memo- Included in packet.
- B. Formation of human resources committee- No action taken.

V. OLD BUSINESS

- A. Second Readings
 1. Register of Deeds – appropriating up to \$25,000 from general fund unassigned fund balance for scanning and indexing of records- Finance Director Lawing stated if the budget does not get approved in July, this item will have to come back to the budget committee. Motion to approve by Commissioner Becker, second by Commissioner Goode, unanimous approval.
- B. Previously Discussed Items
 1. Appropriating up to \$15,000 for meeting audio/visual recording equipment (approved in May/returned by commission in June/no action taken in June)- Finance Director Lawing stated there is approximately \$95K in local capital projects. Chairman Taylor suggested to defer this item. Motion to defer by Commissioner Geminden, second by Commissioner Schell, unanimous approval.
 2. EMA – up to \$70,000 for night vision equipment- Commissioner Foster read the attached summary from a detective at the sheriff's department explaining the immediate need for night vision goggles. Motion to defer until August by Commissioner Foster, second by Commissioner Nipper, unanimous approval.
 3. Sheriff's Office – request to change two part time clerical positions to one full time clerical position for animal control; approved in June to start July 1 with budget adjustments to be presented to committee in July (Page 8)- Motion to defer this item until August by Commissioner Foster, second by Commissioner Nipper, unanimous approval.

VI. NEW BUSINESS

A. Education

1. Budget amendments for FY20 (for approval)- Motion to approve by Commissioner Goode, second by Commissioner Foster, unanimous approval.
2. Budget amendments for FY19 (for information only)- Included in packet.

B. Appropriations

1. County administration building roof project – additional appropriation- County Executive Holt briefly spoke to this. Dane Simmons, architect, explained the attached handout. Motion by Commissioner Schell to defer this until August to allow all commissioners to do more research, second by Commissioner Goode, unanimous approval.
2. Intersection signalization at I65 exit 117 in Portland - \$24,786.50 (25% share)- Commissioner Geminden briefly spoke to this. Chairman Taylor recommended to defer this item until next month.
3. Electronic Monitoring Indigency Fund – appropriate \$2,500 matching funds if elect to participate in the program- The committee agreed to defer this item until August.
4. Walk Across Sumner – pay out remaining restricted balance of \$14,610.86 to Sumner Health Committee established as 501(c)3- Finance Director Lawing requested a resolution to be sent to the commission to pay out the remaining balance. Motion to approve by Commissioner Goode, second by Commissioner Foster, unanimous approval.
5. School Resource Officer Grant- Dr. Phillips stated this will fund \$35K per eligible officer for two years with the county being responsible for the remaining amount. He stated he will come back to the committee in August with the number of officers they will fund.
6. Juvenile Court Lease- Finance Director Lawing recommended approving this so that the project can continue; this is contingent on the 2020 budget passing. Motion to approve by Commissioner Taylor, second by Commissioner Goode, unanimous approval.
7. Highway Department - \$300,000 for capital expenditures- Motion to defer, until the tax rate is set, by Commissioner Taylor, second by Commissioner Nipper, unanimous approval.
8. Judge Gay – courtroom sound system- The committee agreed to defer this item until August.

C. Transfers- \$2,500 or less (for June 2019)- Motion to approve by Commissioner Foster, second by Commissioner Becker, unanimous approval.

D. Hotel/Motel Tax Audit-Summary-. Finance Director Lawing explained the difference in adverse, qualified, and unmodified opinions. He stated there are two adverse, five qualified, and seven unmodified opinions. He requested to send this to the legislative committee to be billed and recovered. Law Director Dennen stated Finance Director Lawing and her office will handle this.

1. Adverse
2. Qualified
3. Unmodified

E. FY2020 Budgets- No action taken.

VII. ADJOURNMENT Motion to adjourn at 7:12pm by Commissioner Goode.

**COMMITTEE ON COMMITTEES
MINUTES
PAUL R. GOODE, CHAIRMAN
JULY 15, 2019**

Present:

Paul R. Goode, Chairman
Loren S. Echols, Vice-Chairman
Jerry Becker
Shellie Young Tucker

Absent:

Deanne Dewitt

Also Present:

Leah Dennen, County Attorney
Ben Allen, Staff Attorney
Anthony Holt, County Mayor

The regular meeting of the Committee on Committees was brought to order with an invocation by Comm. Tucker on Monday, July 15, 2019, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman Goode declared a quorum to conduct business.

Agenda. Comm. Becker moved, seconded by Comm. Tucker, to approve the agenda. The motion carried unanimously.

Approval of Minutes of June 17, 2019. Upon motion of Comm. Becker, and duly seconded by Comm. Echols, the Committee approved unanimously the minutes of June 17, 2019.

Public Recognition. None

Report of the Chairman. Chairman Goode reported that the proposed Committees on Committees slate for the 2019-2020 year will be the current membership and will be presented at the Commission meeting.

Report of the County Mayor. County Mayor Anthony Holt had no report.

8. Old Business. None

9. New Business.

Sumner County Resource Authority.

Without objection, Chairman Goode announced the deferral of the following appointments to the Sumner County Resource Authority:

- L. K. Lannom, Gallatin, 6-year term – deferred until next month
- Jim Young, Hendersonville

Upon motion of Comm. Becker to approve the appointment of Jim Young to the Sumner County Resource Authority, seconded by Comm. Echols, the Committee voted unanimously to approve the appointment of Mr. Young.

Regional Airport Authority. Chairman Goode announced the following appointments to the Regional Airport Authority:

- Dennis Cavin, five-year term
- Tod Burnham, five-year term

Upon motion of Comm. Echols to approve the appointment of Dennis Cavin to the Regional Airport Authority, seconded by Comm. Tucker, the Committee voted unanimously to approve the appointment of Mr. Cavin.

Upon motion of Comm. Echols to approve the appointment of Tod Burnham to the Regional Airport Authority, seconded by Comm. Tucker, the Committee voted unanimously to approve the appointment of Mr. Burnham.

Library Board. Chairman Goode announced the following appointments to the Library Board:

- Jackie Wilber, three-year term
- Ronnie Fox, three-year term

Upon motion of Comm. Echols to approve the appointment of Jackie Wilber to the Library Board, seconded by Comm. Tucker, the Committee voted unanimously to approve the appointment of Ms. Wilber.

Upon motion of Comm. Echols to approve the appointment of Ronnie Fox to the Library Board, seconded by Comm. Tucker, the Committee voted unanimously to approve the appointment of Mr. Fox.

Regional Library Board. Chairman Goode announced the following appointment to the Library Board:

- Shelley Ames, three-year term

Upon motion of Comm. Becker to approve the appointment of Shelley Ames to the Regional Library Board, seconded by Comm. Echols, the Committee voted unanimously to approve the appointment of Ms. Ames.

Next Month, August 2019. None

10. Adjournment. Upon motion of Comm. Becker, the Committee adjourned at 6:36 p.m.

SUMNER COUNTY HIGHWAY COMMISSION

JUNE 4, 2019

MINUTES

MEMBERS PRESENT:

Steve Graves, Chairman
Judy Hardin, Road Superintendent
Larry Hinton, Vice Chairman
Jeremy Mansfield, Commissioner
Tom Neal, Citizen Member
Gene Rhodes, Commissioner

MEMBERS ABSENT:

Anthony Holt, County Executive
Terry Wright, Commissioner

OTHERS PRESENT:

Leah Dennen, Law Director
Ben Allen, Staff Attorney
Sandra Lee Hesson, Administrative Assistant
Brock Bermeister, Fleet Manager, Shop Foreman

CALL TO ORDER

Chairman Graves called the regular monthly meeting of the Sumner County Highway Commission to order, Tuesday, June 4, 2019 at 4:30 P.M. in Conference Room #112 at the Sumner County Administration Building.

ADDITION TO AGENDA

Right of Way Mowing
Permit fee for driveway on State roads
Jenkins Lane and Saundersville Road

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Motion by Commissioner Mansfield to approve the May 2019 minutes. **Seconded** by Road Superintendent Hardin. **Motion passed** unanimously.

PUBLIC RECOGNITION

A. Roger Crocker, 1110 Jenkins Lane, Hendersonville

Mr. Crocker is an Electrical Engineer and he is very concerned with the rate of improving the damaged bridge. It is a real safety concern, so much gravel!

REPORT OF CHAIRMAN: OLD BUSINESS**A. Driveway Connection Permit** (see attached)

Chairman Graves has received questions from citizens about the language in the permit for driveways. Road Superintendent Hardin made known to the committee that this is from the EPA. They have come down with stricter guidelines. We have to make sure it is done correctly, because we could be held responsible. Codes and Building and Highway Department are working together on this. Another question was some people do not have the resources to install or afford this. Road Superintendent Hardin noted that if they are building, they have the contractor and or machinery out there. There was discussion. Citizen Member Neal **motioned** to approve the Driveway Connection Permit. **Seconded** by Chairman Graves. **Motion passed** unanimously. Roy Longnecker, Sumner County TDOT guy says we are charging \$300 for driveway fees on State roads. Road Superintendent Hardin maintained that is not true.

REPORT OF CHAIRMAN: NEW BUSINESS**A. Memorial Sign**

Chairman Graves pointed out the David Lee Whiticker Memorial Bridge sign on Gregory Road has been shot (see attached picture) up. Road Superintendent Hardin noted the new sign has been ordered.

REPORT OF ROAD SUPERINTENDENT: OLD BUSINESS - None**REPORT OF ROAD SUPERINTENDENT: NEW BUSINESS****A. Right of Way Mowing**

Road Superintendent Hardin explained when cutting right of ways in the county, we blow off the road the best we can.

B. Jenkins Lane

Road Superintendent Hardin revealed she will be catching Jenkins Lane after she finishes school paving. They will have to move the equipment and cut the traveling surfacing away to pave in a couple of weeks. Then they will be doing the county portion of Saundersville Road.

REPORT OF COUNTY EXECUTIVE - None**COMMISSION BUSINESS** - None**REPORT OF LAW DIRECTOR** - None

MOTION TO ADJOURN: Commissioner Mansfield
SECONDED BY: Vice Chairman Hinton
ADJOURNMENT: 5:30PM

SUMNER COUNTY HIGHWAY COMMISSION

July 2, 2019

MINUTES

MEMBERS PRESENT:

Steve Graves, Chairman
Judy Hardin, Road Superintendent
Larry Hinton, Vice Chairman
Anthony Holt, County Executive
Jeremy Mansfield, Commissioner
Terry Wright, Commissioner

MEMBERS ABSENT:

Tom Neal, Citizen Member
Gene Rhodes, Commissioner

OTHERS PRESENT:

Leah Dennen, Law Director
Ben Allen, Staff Attorney
Sandra Lee Hesson, Administrative Assistant

CALL TO ORDER

Chairman Graves called the regular monthly meeting of the Sumner County Highway Commission to order, Tuesday, July 2, 2019 at 4:30 P.M. in Conference Room #112 at the Sumner County Administration Building.

ADDITION TO AGENDA

Road Superintendent Harden under New Business: Branham Road Acceptance

APPROVAL OF AGENDA

Motion to approve:

Commissioner Mansfield

Seconded by:

Commissioner Wright

Motion passed:

Unanimously

APPROVAL OF MINUTES

Motion by Commissioner Mansfield to approve the June 2019 minutes. **Seconded** by Road Superintendent Hardin. **Motion passed** unanimously.

PUBLIC RECOGNITION – None

REPORT OF CHAIRMAN: OLD BUSINESS - None

REPORT OF CHAIRMAN: NEW BUSINESS -None

REPORT OF ROAD SUPERINTENDENT: OLD BUSINESS**A. Tower Hills Roads Acceptance**

Road Superintendent Hardin received an e-mail from Tracy Barrow confirming everything has passed on the inspection of the roads in Tower Hill Subdivision. They are requesting a one year maintenance bond from the developer.

Tower Hill Lane	.54 mile
Del Rey Trail	.16 miles
Thistle Court	.04 miles
Thorn Hill Court	.03 miles
Thomas Drive	.02 miles
Atherton Court	.05 miles

Motion by County Executive Holt to approve the above named roads (see attached) as county roads. **Seconded** by Road Superintendent Hardin. **Motion passed** unanimously.

+Commissioner Mansfield thanked Road Superintendent Hardin for replacing the Memorial sign so quickly.

REPORT OF ROAD SUPERINTENDENT: NEW BUSINESS**A. Request of Additional Budget Funding**

Road Superintendent Hardin made known the Highway Reserve Fund Balance will be depleted in the year 2020. She needs money for capital outlay to replace equipment and have a reserve fund balance. She explained the cost per mile of road and how much it has increased in the last nine years. She noted the cost of asphalt and concrete since 2015. She pointed out the life expectancy of the Highway Equipment. She included a very detailed Road Materials Cost worksheet (see attached) for the last 9-10 years. There was discussion. County Executive Holt recommended adding 2 cents to the certified tax rate. He explained that would bring in \$500,000 for capital outlay and \$500,000 for fund balance. There was more discussion. Vice Chairman Hinton **motioned** to replace her money/equipment with a bond. Commissioner Mansfield **amended the motion** to include three options he recommended: 1) Remove \$1,000,000 funding from School Board for land purchase (without appraisal, contract of sale, or survey) and allocate those funds to the Highway Department. 2) Take \$10. of funding from the Wheel Tax that is currently allocated to the Schools, and move that over to the Highway Department. 3) Put it on the ballot as a referendum for voters to decide on raising the wheel tax for the Highway Department in order to cover the shortfalls in their budget. **Seconded** by Chairman Graves. **Motion passed** unanimously.

B. Branham Road

Road Superintendent Hardin asked the Highway Committee to accept "Branham Road" (contingent upon E-911's approval). This is a new road built by Rogers Group connecting Big Station to Lower Station. Vice Chairman Hinton **motioned** to accept Branham Road as a county road. **Seconded** by Commissioner Mansfield. **Motion passed** unanimously.

REPORT OF COUNTY EXECUTIVE

County Executive Holt mentioned that he is working with TDOT on signalization, and also with Regional Organizations to get grant for funding because it is so expensive.

COMMISSION BUSINESS - None

REPORT OF LAW DIRECTOR - None

MOTION TO ADJOURN: Commissioner Mansfield

SECONDED BY: Vice Chairman Hinton

ADJOURNMENT: 5:18PM

**MINUTES
LEGISLATIVE COMMITTEE
BAKER RING, CHAIRMAN
JULY 8, 2019**

Present:

Baker Ring, Chairman
Leslie Schell, Vice-Chairman
Paul R. Goode
Steve Graves
Chris Taylor
Scott Langford, Commission Chairman

Absent:

Loren S. Echols
Caroline Krueger

Also Present:

Leah Dennen, Law Director
Ben Allen, Staff Attorney
Anthony Holt, County Mayor
Commissioners Luke Tinsley, Moe
Taylor, Jerry Mansfield, Billy Geminden
Justin Nipper, Deanne Dewitt

Chairman Baker Ring brought the Legislative Committee meeting to order with an invocation by Comm. Leslie Schell on Monday, July 8, 2019, at 5:30 p.m. in the Sumner County Administration Building in Gallatin. A quorum was present.

Approval of Agenda. Without objection, Chairman Ring recognized Comm. Graves who moved to add greenway discussion as Item C under New Business discussion. The motion died for lack of a second. County Law Director Leah Dennen clarified that General Operations is responsible for county property. Discussion of citizens' property would fall under the Legislative Committee. Chairman Ring stated that the matter was not an emergency, so next month's agenda may be more appropriate. Ms. Dennen and County Mayor Anthony Holt stated that there is no greenway under consideration at this time.

Chairman Ring recognized Commissioner Moe Taylor who asked for a point of clarification of a statement during the June 17 Commission meeting that the greenway and sewer discussion would continue in General Operations Committee. Ms. Dennen stated that Commissioner Larry Hinton, who made the request for further discussion on the matter, later asked her to remove the matter from the General Operations Committee agenda. Comm. Langford raised a point of order, stating that the discussion has nothing to do with approval of the agenda.

Upon motion of Comm. Goode, seconded by Comm. Schell, the Committee voted to approve the agenda by unanimous voice vote.

Minutes of June 10, 2019, for approval. Upon motion of Comm. Chris Taylor, seconded by Comm. Goode, the Committee voted to approve unanimously the minutes of June 10, 2019.

Recognition of the Public. None

Report of Chairman. Chairman Ring had no report.

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

8. Old Business.

8a. Report from Technology Usage Ad Hoc Committee re: Video/Audio Recording Policy and IT Department Policy. Chairman Ring recognized Luke Tinsley, who reported on the actions of the Ad Hoc Committee as follows:

- Effective August 15, 2019, all County business will be conducted on designated commission email addresses.
- The next meeting is August 5, 2019 at 4:00 p.m.

Comm. Chris Taylor moved, seconded by Comm. Schell, to approve the resolution prepared as follows:

SUMNER COUNTY GOVERNMENT APPROVED DOMAINS AND EMAIL POLICIES

Purpose

Sumner County departments have overlapping, duplicative services that contribute to growing cost, waste and potential breaches in personal information. Consolidation of email, web and other services will cut cost, reduce potential exposure and ensure compliance to state and federal laws.

Scope

The primary way for users to quickly determine if an email or website is an official Sumner County service is to look for the .gov of the domain name "Sumner CountyTN.gov". Requiring Sumner County websites and email addresses to be a part of the .gov domain instills greater confidence in our public websites and emails.

The requirements laid out in this section serve as the minimum criteria for continued operation on official government domains. Non-compliance with these criteria may jeopardize the integrity and reputation of the department.

- a. Each department must use only approved Sumner County .gov domains for its websites and email. County commissioners and all employees will be assigned an IT approved email with a .gov address. Government business shall be conducted with the new county .gov email address.

- b. These emails are for business use and are not to be used for personal or political purposes. Any usage of the email is subject to open records requests.
- c. Effective August 15, 2019, all county commissioners are to conduct any county business using their designated county email to send or respond to official matters; personal emails are not to be used for county business. While a county commissioner cannot control to what email a matter is sent, the response must be made from their official county email address if the inquiry contains any county business.
- d. The requirement to use only approved .gov domains does not apply in circumstances where the agency is a user or customer of a third-party website or service that resides in a non-Sumner County domain. Elected officials or offices which have such approved domains should assess, as necessary, if remaining on such site is in the best interest of the county.
- e. The approved domains list should be limited to as few domains as possible. If any additional domains are used, such should be something that passes through the IT department and has a .gov over any other domain.
 - a. Sumnertn.org (will be in place for the next two years allowing its slow decommission.)
 - b. SumnerCountyTN.gov (This is the new default web and email domain for anything official)

Approved domains

- Sumnertn.org
 - SumnerCountyTN.gov (All official Web/Email.)
-

Chairman Ring declared the resolution approved by unanimous voice vote of the body.

9. New Business.

9a. Veterans Service Report. Veterans Service Officer report was not attached.

9b. County Granting Sewer Easement to WHUD on County Property. Ms. Dennen stated that this easement is an exclusive water/sewer line easement that is part of the sewer project for Liberty Creek school. Upon motion of Comm. Langford, seconded by Comm. Goode, the Committee voted to approve unanimously granting the sewer easement to White House Utility District through county property at the Douglas-Clark house.

9c. Rule Change proposed – not start a meeting until previous meeting is adjourned (Moe Taylor).

Chairman Ring recognized Commissioners Moe Taylor and Jeremy Mansfield who spoke in favor of not starting a committee meeting until the previous meeting is adjourned. Staff Attorney Ben Allen said setting all meetings at one time, such that the next Committee would begin when the one previous ends, would create rolling meeting times.

Comm. Langford stated that as Commission Chairman he would suggest that that during the 2019-2020 committee selection process in the August Commission meeting that each Committee chairman leave an hour between committee meetings.

9d. Electronic Monitoring Indigent Fund (new state statute amendment)

Ms. Dennen stated that this is an unfunded mandate regarding ankle bracelets worn by inmates. She said the state will share half of the costs but the County must authorize a fund for such. Upon motion of Comm. Goode, seconded by Comm. Schell, the Committee voted to approve unanimously the authorization of an Electronic Monitoring Indigent Fund.

10. Certificates of Recognition.

- a. Merrol Hyde Academic Team
- b. Alex Ponce, - Valedictorian Merrol Hyde Magnet School
Alex Ponce certificate of recognition
- c. Merrol Hyde Magnet School Boys' Soccer Team
- d. Merrol Hyde Magnet School Boys' Tennis Team
- e. Mason Bradley National Merit Finalist

Upon motion of Comm. Goode, seconded by Comm. Chris Taylor, the Committee voted unanimously to group and approve agenda items 10a. through 10e.

11. Zoning

11a. Adoption of development fees related to the establishment of an engineering function for Sumner County Government (Second Reading) attached

Upon motion of Comm. Chris Taylor, seconded by Comm. Langford, the Committee voted unanimously to approve the second reading of fees related to the establishment of an engineering function for Sumner County Government.

12. Adjournment. Upon motion of Comm. Goode, and duly seconded by Comm. Langford, the Committee adjourned at 5:55 p.m.

**MINUTES
COMER BARN AD HOC COMMITTEE
BILLY GEMINDEN, CHAIRMAN
JULY 2, 2019**

Present:

Billy Geminden, Chairman
Larry Hinton Vice-Chairman
Rachel McAuley, Citizen
Shellie Tucker Young, Commissioner
Absent:
Gene Rhodes, Commissioner

Also Present:

Barry Young, Tourism Director
Jeremy Mansfield, Commissioner
Lori Atchley, Administer of Elections
Anthony Holt, County Mayor

The scheduled meeting of the Comer Barn Ad Hoc Committee was brought to order with an invocation by Comm. Hinton on July 2, 2019 at 5:20 p.m. in the Sumner County Administration Building in Gallatin. Chairman Geminden declared a quorum to do business.

Report of Chairman. Chairman Geminden stated that there is not a current price to renovate the Comer Barn. An appropriation approved by this committee would pay an architect to do a conceptual drawing and partner with a contractor to do an updated cost. He further stated the ad hoc committee is advisory in nature and only makes recommendations to the General Operations Committee.

Agenda. Without objection, Chairman Geminden added Lori Atchley to the agenda to discuss alternative uses for the proposed Comer Barn renovation. Comm. Hinton requested a report from Barry Young, Director of Tourism. Upon motion of Comm. Hinton, seconded by Comm. Tucker, the Ad Hoc Committee voted unanimously to approve the agenda with the additions.

Minutes of May 7, 2019 meeting. Upon motion of Comm. Hinton, seconded by Ms. McAuley, the Ad Hoc Committee voted unanimously to approve the minutes of May 7, 2019.

Recognition of the Public. Chairman Geminden recognized the following persons to speak:

Laura Baigert of 424 A B Wade Road in Portland stated that the Commission is considering a property tax increase to fund capital improvements for the Highway Department. She spoke against spending \$3.5 million for the renovation of the Comer Barn from the Hospital Fund. She said the money could be used for the County instead of the Comer Barn, which is located on property that does not belong to the County.

Kevin Baigert of 424 A B Wade Road in Portland stated the Tourism Board does a great job. He said there is not a business plan for the Comer Barn to justify the renovation, and spoke about the impact a county-owned event center may have on local businesses.

Chris Spencer of 104 Riverchase stated from his research that Rogers Group does not want to be held responsible for damage done to improvements due to blasting.

Administer of Elections. Lori Atchley, Administer of Elections, stated that the new event center could be used as a much-needed voting precinct in Hendersonville. She said the Comer Barn would be a stable place for voters to go. She thought a professional fundraiser could raise the money to renovate the building, and volunteered to help with a business plan. She believed the event center would pay for itself.

Overview of Project. Chairman Geminden recognized Board of Tourism Director Barry Young who stated that the interest of the Tourism Board is to bring in events that cannot be hosted in Sumner County due to lack of space. He cited out-of-town conferences several times a year. He stated that ideally the event center would have an area for classroom seating for 200 to 300 people and sufficient video and audio equipment. With 14 acres of land, his plans would be to recruit music festivals and other outdoor events. He said the Comer Barn could serve as an anchor with restrooms and electrical for such events.

Mr. Young pointed out that Wilson County has an expo center at the fairgrounds, stating Sumner County lost a conference to Wilson County because of the lack of facilities. His interest is not to host weddings. He said there are 30 or so event locations in Sumner County that serve this need. He said these event centers are partners, in that the Sumner County Tourism supports them with advertising on its website and referrals. He said the goal of his department is to bring in new tourists.

Mr. Young said there are multiple hotels have opened or slated to open soon, creating a need to fill those hotel rooms. He said out-of-town visitors feed the economy in Sumner County. He said the plan that is three years old needs to be updated. The old plan states that an event center could be profitable, pointing out that tourism is an economic engine that brings in occupancy tax and sales tax revenue to the County. His goal is to bring in more revenue, further stating the Comer Barn and the surrounding 14-acres would help further that goal.

Without objection, Chairman Geminden recognized the following:
Dan and Rachel Weese of Westmoreland were recognized to speak. They raised concerns about funding and expense for the renovation for the Comer Barn. Ms. Weese questioned the money spent for the expo center in Westmoreland.

Chairman Geminden recognized Comm. Hinton who stated that the Committee should spend time on the motif of the Comer Barn. He said the horse motif is strong in Tennessee.

Ms. McAuley stated that she kept her horse in the barn when it was fully operating. She stated Sumner County needs to preserve its beauty and uniqueness for posterity and to help Sumner County prosper.

Chairman Geminden recognized Commissioner Jeremy Mansfield who said the quick-claim deed and lease and rental terms raised concerns with him in regard to spending county funds on property that is not owned by the County. He said the reversionary clause in the deed is troubling and would need to be re-negotiated to make it a better deal for the taxpayers. Ms. Dennen stated that the documents are subject to re-negotiation on matters such as parking, longer lease on the Comer house and a designated driveway. She said that Rogers Group has to maintain an apron around its blasting perimeter.

The Committee discussed fundraising for the project.

10. Adjournment. Chairman Geminden declared the Ad Hoc Committee adjourned at 6:15 p.m. upon motion of Comm. Hinton, seconded by Ms. McAuley.

Prepared by Maria Savage

**MINUTES
TECHNOLOGY USAGE AD HOC COMMITTEE
LUKE TINSLEY, CHAIRMAN
JULY 1, 2019**

Present:

Luke Tinsley, Chairman
Deanne Dewitt
Loren S. Echols
Caroline Krueger
Jeremy Mansfield
Caroline Krueger

Also Present:

Leah Dennen, Law Director
Ben Allen, Staff Attorney
Commissioner Moe Taylor
County Clerk Bill Kemp
Josh Suddath, Planning Director

The Technology Usage Ad Hoc Committee meeting was brought to order with an invocation by Comm. Deanne Dewitt on Monday, July 1, 2019, at 4:00 p.m. in the Sumner County Administration Building in Gallatin. A quorum was present.

Election of Chairman. Comm. Echols nominated Luke Tinsley to serve as chairman of the ad hoc committee. Hearing no other nominations, the Ad Hoc Committee voted to elect Comm. Tinsley as Chairman.

Recognition of the Public. Chairman Tinsley recognized the following person:

Laura Baigert of 424 A B Wade Road in Portland stated her support for the need for more transparency through video recordings of Commission committee meetings.

3a. Discussion of timeline for implementation and usage of new county commissioner emails and county services emails and website as set forth in IT policy (see attached)

Chairman Tinsley recognized County Clerk Bill Kemp who discussed the decisions of the IT Ad Hoc Committee, which included a resolution to appropriate up to \$15,000 to install three microphones and one camera in the committee meeting room. He said the single camera would focus on the person speaking. The table configuration would be modified to a "v" to accommodate the public and the camera.

The Committee discussed the Sumner County Government domains and email policies. County Law Director Leah Dennen stated that there were no penalties associated with this policy, however, using a private email would cause difficulty with public record requests.

Comm. Mansfield moved, seconded by Comm. Echols, to add to the policy in Item "c" that personal emails are not to be used for county business.

Comm. Dewitt suggested adding the following to the policy, Item a.: Government business shall be conducted with the new county .gov email address. Furthermore, she suggested striking from a. the following: "that will eventually take all persons to a .gov address."

Comm. Mansfield and Comm. Echols agreed to incorporate Comm. Dewitt's changes in to the amendment, further amending the motion to set the deadline of August 15, 2019, for commissioners to obtain a county email.

The motion carried unanimously on the amendment.

Upon motion of Comm. Mansfield, seconded by Comm. Echols, the Ad Hoc Committee approved the policy as amended with Comm. Krueger voting no.

The resulting policy was the following:

SUMNER COUNTY GOVERNMENT APPROVED DOMAINS AND EMAIL POLICIES

PURPOSE

Sumner County departments have overlapping, duplicative services that contribute to growing cost, waste and potential breaches in personal information. Consolidation of email, web and other services will cut cost, reduce potential exposure and ensure compliance to state and federal laws.

SCOPE

The primary way for users to quickly determine if an email or website is an official Sumner County service is to look for the .gov of the domain name "SumnerCountyTN.gov". Requiring Sumner County websites and email addresses to be a part of the .gov domain instills greater confidence in our public websites and emails.

The requirements laid out in this section serve as the minimum criteria for continued operation on official government domains. Non-compliance with these criteria may jeopardize the integrity and reputation of the department.

- a. Each department must use only approved Sumner County .gov domains for its websites and email. County Commissioners and all employees will be assigned an IT approved email with a .gov address. Government business shall be conducted with the new county .gov email address.
- b. These emails are for business use and are not to be used for personal or political purposes. Any usage of the email is subject to open records requests.
- c. Effective August 15, 2019, all county commissioners are to conduct any county business using their designated county email to send or respond to official matters; personal emails are not to be used for county business. While a county Commissioner cannot control to what email a matter is sent, the response must be made from their official county email address if the inquiry contains any county business.
- d. The requirement to use only approved .gov domains does not apply in circumstances where the agency is a user or customer of a third-party website or service that resides on a non-Sumner County domain. Elected officials or offices which have such approved domains should assess, as necessary, if remaining on such site is in the best interest of the county.
- e. The approved domains list should be limited to as few domains as possible. If any additional domains are used, such should be something that passes through the IT department and has a .gov over any other domain.
 - a. SumnerTN.org (This will be in place for the next two years allowing its slow decommission.)
 - b. SumnerCountyTn.gov (This is the new default web and email domain for anything official.)

Approved domains:

- Sumnertn.org
- SumnerCountyTN.gov (All Official Web/Email)

3b. Discussion of audio/visual recordings on Room 112 and strategy to be follow (see attached copy)

The ad hoc committee discussed these different scenarios for videoing committee meetings:

- Having committee meetings in the Commission Chambers
- The issue of committee meeting times overlapping
- Extending the contract of the company providing video service during Commission meetings.
- The acoustics in the main chambers
- Place names for planning commission meetings
- Who would be responsible for operating the video equipment

Chairman Tinsley recognized Commissioner Moe Taylor who said it was a disservice to the citizens to have overlapping committee meetings.

3c. Planning Commission meetings and recording in chambers (brought from floor).

Mr. Kemp said there was the possibility of setting up a separate file in the chambers recording system for the Planning Commission meetings. Mr. Kemp said the Planning Commission would not be livestreamed, but uploaded to Utube or something similar. Mr. Kemp offered to show someone how to operate the system for the Planning Commission meetings.

Chairman Tinsley recognized Planning Director Josh Suddath who said, with training, he could start the video recording in the chambers. Mr. Kemp stated that the speakers in the Chambers date back to 1991.

Ms. Dennen said a paid employee would need to operate the system.

Comm. Echols moved to add the Planning Commission to the list of committees to be recorded. Comm. Mansfield seconded the motion and the Ad Hoc Committee voted unanimously to approve.

The members discussed the meeting conflicts when one goes over the allotted time. Staff Attorney Ben Allen suggested a rolling time, whereby, all meeting begin at the same time. The second meeting would begin when the first one ends. Ms. Dennen said most counties follow that procedure. She asked ad hoc members to consider holding standing committees in the chambers.

Comm. Krueger moved, seconded by Comm. Echols, to defer the matter until after the results of the Legislative Committee decision on Comm. Moe Taylor's suggestion to not have overlapping meetings. In addition, Comm. Krueger moved to determine who will operate the video system and to have time for further research. The motion carried unanimously.

Next Month's Meeting. Without objection, Chairman Tinsley set the next meeting for August 5, 2019 at 4:00 p.m.

4. Adjournment. Upon motion of Comm. Echols, and duly seconded, the Committee adjourned at 5:10 p.m.

Prepared by Maria Savage