



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 13, August 10

Beer Board..... August 17

Committee on Committees..... August 17

Education Committee.....August 3

Emergency Services Committee..... August 10

Employee Benefits Committee..... May 19 and July 27

General Operations Committee.....August 10

Highway Commission.....May 5

Legislative Committee.....August 10

Waterline Ad Hoc Sub-Committee.....August 17



BUDGET COMMITTEE MINUTES
July 13, 2020

MEMBERS PRESENT
Chris Taylor, Chairman
Jerry Foster, Vice Chairman
Deanne DeWitt
Billy Geminden
Paul Goode
Justin Nipper
OTHERS PRESENT
David Lawing
Leah Dennen
Ben Allen
Anthony Holt
Moe Taylor
Alan Ehmling
Lori Atchley

- I. CALL TO ORDER by Chairman Taylor at 6:03 pm in the Commission Chambers of 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 DeWitt, unanimous approval.
 - C. Recognition of Public- Chairman Taylor stated the public could speak to agenda items as they are discussed.
 - D. Approval of Minutes- Motion to group and approve items I.D.1 through 4 by Commissioner Goode, second by Commissioner Nipper, unanimous approval.
 1. June 2, 2020
 2. June 3, 2020
 3. June 15, 2020
 4. June 29, 2020
- II. REPORT OF THE BUDGET COMMITTEE CHAIRMAN- Chairman Taylor pointed out that anything unanimously approved by the committee automatically waives the second reading. Chairman Taylor spoke to the attached handout regarding the demolition services. Motion to approve and fund from local capital projects by Chairman Taylor, second by Commissioner Foster, unanimous approval.

Chairman Taylor informed the committee that Development Services Director Suddath has been offered employment with a larger salary. Chairman Taylor made a motion to appropriate \$10K plus benefits to Director Suddath's salary, second by Commissioner Geminden. Commissioner Foster made a motion to appropriate \$10K plus benefits to Development Services Director Suddath's salary now, and possibly adjust it again once a salary study is completed. There was lengthy discussion amongst committee members. Chairman Taylor requested that Law Director Dennen speak with Development Services Director Suddath to see if he would be willing to wait until a salary study is completed before his salary is adjusted. County Mayor Holt stated the county needs a human resources director, so county commissioners are not burdened with making these decisions. Chairman Taylor informed the committee that he has spoken with someone that is helping find a solution for human resources for the county. Commissioner Moe Taylor pointed out Development Services Suddath's salary was adjusted last budget cycle. Commissioner DeWitt recommended this be discussed on the commission floor Monday and for some additional data to be provided. Chairman Taylor stated he recommends waiting until a salary study is completed before it is discussed by the full commission.

Chairman Taylor mentioned there are commissioners that cannot wear masks due to medical reasons. Commissioner Moe Taylor requested that plexiglass be placed between all seats in the commission chambers. Chairman Taylor explained, after speaking with County Mayor Holt, the materials will be hard to find, and getting it done before Monday's commission meeting will be impossible. He stated Chairman Langford will be looking at different options for Monday's meeting, and County Mayor Holt will continue to look at the best options to keep everyone safe at all future meetings.

- III. REPORT OF THE COUNTY MAYOR- County Mayor Holt informed the committee that the county had a successful bond rating. He explained Sumner County was rated as AA +, and he extended thanks to all involved.

IV. REPORT OF THE FINANCE DIRECTOR- Finance Director Lawing explained, looking at the market for Wednesday's bond sale, he anticipates one of the lowest rates Sumner County has ever seen on their bonds. He informed the committee that there are at least six large issuers that are interested. He explained the rating agency showed Sumner County as stable and mentioned several good points such as strong budgetary management and strong budgetary flexibility. The only negative point was debt service expenditures were high compared to operational expenditures, because of our structure and having a large component unit that we issue debt for. Finance Director Lawing stated the rating letter would be posted on the county's website after the bond sale Wednesday.

V. OLD BUSINESS

A. Comer Barn (for docketing purposes only; not for discussion)-Included in packet.

VI. NEW BUSINESS

A. Education- Motion to group and approve items VI.A.1.and 2 by Chairman Taylor, second by Commissioner Nipper, unanimous approval.

1. Budget amendments (for approval)
2. Budget amendment (for information only)

B. Appropriations

1. EMS - \$4,000 FY20 carryover of CARES grant for purchasing of shelving to store COVID supplies- Finance Director Lawing pointed out that the CARES grant can also be used for revenue shortfalls. He stated there is approximately \$53K (\$53,397.85) that Chief Miller has asked not to be carried over, which can be used to assist with revenue shortfalls. Motion to approve by Chairman Taylor, second by Commissioner Foster, unanimous approval.
2. Millersville Library - \$3,037 Training Opportunities for the Public state grant- Motion to approve by Chairman Taylor, second by Commissioner Foster, unanimous approval.
3. ADA plan - \$50,000 FY20 carryover and \$20,000 additional appropriation from general fund unassigned fund balance- Motion to approve by Chairman Taylor, second by Commissioner Nipper, unanimous approval.
4. Liberty Creek Park - \$9,000 FY20 carryover of funds- Motion to approve by Commissioner Goode, second by Commissioner DeWitt, unanimous approval.

C. Election Commission – starting pay for new position (requesting \$42,000)- Election Commission Chairman Alan Ehmling and Election Administrator Lori Atchley briefly spoke to this. Motion to approve to come from part time funds by Chairman Taylor, second by Commissioner Goode, unanimous approval.

D. Transfers

1. Inter-budgetary
 - a. Sheriff – payroll adjustments-Motion to approve by Commissioner Goode, second by Commissioner Foster, unanimous approval.

VII. ADJOURNMENT-Motion to adjourn at 6:50 pm by Commissioner Foster.



BUDGET COMMITTEE MINUTES
August 10, 2020

MEMBERS PRESENT Chris Taylor, Chairman Jerry Foster, Vice Chairman Deanne Dewitt Billy Geminden Paul Goode Justin Nipper Leslie Schell OTHERS PRESENT David Lawing Leah Dennen Ben Allen Anthony Holt Don Scruggs Kyle Robinson Moe Taylor

- I. CALL TO ORDER by Chairman Taylor at 6:00 pm in the Commission Chambers at the Sumner County Administration Building in Gallatin, TN.
 - A. Invocation- Led by Commissioner Geminden.
 - B. Approval of Agenda- Motion to approve by Commissioner Schell, second by Commissioner Foster, unanimous approval.
 - C. Recognition of Public- Chairman Taylor stated the public can speak to agenda items as they are discussed by the committee. He pointed out that any item unanimously approved will not need a second reading.
 - D. Approval of Minutes – July 13, 2020- Motion to approve by Commissioner Foster, second by Commissioner Schell, unanimous approval.

II. REPORT OF THE BUDGET COMMITTEE CHAIRMAN

- A. IT Director Dennis Cary requesting appropriation of \$3,258 from general fund unassigned fund balance to upgrade computers in assessor's office to windows ten- Chairman Taylor stated rather than approve this now, he is requesting that Finance Director Lawing meet with IT Director Cary and Property Assessor Isbell. Chairman Taylor stated if IT is taking over a department, they need to take over the IT portion of that budget. The committee agreed.

Chairman Taylor stated Chief Miller has provided the emergency services committee with a revenue comparison from April 2019 through July 2020. He stated that under the CARES ACT, there is \$53K that is allowable for lost revenue. Chairman Taylor explained EMS used \$53K in June for lost revenue, and since then, they have had more transports. He informed the committee that they will complete the first four months of the COVID-19 pandemic \$36K over last year's revenues during the same time. Chairman Taylor went on to inform the committee that Chief Miller has hired three full-time employees and ten part-time employees; Chief Miller believes EMS will be fully staffed within the next two months.

Chairman Taylor informed the committee that a judge has been preparing the minutes for the library board's meetings. He is requesting \$600 be appropriated to pay a county employee to complete these moving forward. Motion to approve by Commissioner Goode, second by Commissioner Schell, unanimous approval.

Chairman Taylor mentioned that when a public hearing is held, it is noticed in the newspaper beforehand. He requested the hearings also be noticed on the websites for local news channels 2, 4, and 5. Chairman Taylor made a motion to appropriate up to \$3K to Law Director Dennen's budget for this purpose, second by Commissioner Foster, unanimous approval.

Chairman Taylor stated there is approximately \$12,000 that needs to be carried over from last year's budget for the volunteer fire departments and money for Shackle Island Volunteer Fire Department that the emergency services committee voted on. Law Director Dennen stated there needs to be two resolutions: 1) carry over any unspent funds that were appropriated in fiscal year 2019-2020 budget for the volunteer fire departments into this year's budget and 2) a list showing how 2021's funds will be appropriated. She stated the fire departments have already met, and the emergency services committee has already approved how to distribute. Motion to approve and send to commission by Chairman Taylor, second by Commissioner Nipper, unanimous approval.

- III. REPORT OF THE COUNTY MAYOR- Mayor Holt stated, in his thirty years with the county, this bond sale has been the most successful. He expressed the rate is 1.5% for a 20-year bond which is lower than the last bond issued at a little under 3%. He explained the savings of that interest rate on a \$100M bond is substantial and a huge cost savings for the taxpayers of Sumner County. He stated he wanted to thank the commissioners who made the right decision.

IV. REPORT OF THE FINANCE DIRECTOR

- A. Approval letter from the Tennessee Comptroller of the Treasury for the FY2021 budget-Finance Director Lawing stated this needs to be forwarded to the commission. He informed the committee that the Highway Department has less than 1/12 of the annual appropriations in the estimated ending fund balance. He stated that it is recommended that monthly expenditure reports and cash flows be presented to the county commission, which he already does. Motion to send to the county commission by Commissioner Goode, second by Commissioner Schell, unanimous approval.
- B. Form CT-0253, Report on Debt Obligation (to be forwarded to county commission)- Motion to approve by Commissioner Goode, second by Commissioner Schell, unanimous approval.
- C. Summary of 2020 bond information- Finance Director Lawing stated the interest rate is approximately 1.5% and named off earlier issuances for comparison: 2011 was 2.94% for a 12-year bond; 2013 was 2.23% for a 10-year bond; 2015 was 2.86% for a 20-year bond; and 2019 was 2.99% for a 20-year bond. Based on the current market, when the original estimate was given to the commission in 2019, the total repayment including interest was approximately \$131.3M. He pointed out, because the interest rate changed, the actual repayment over twenty years including interest, is approximately \$119.5M. County Mayor Holt asked Finance Director Lawing, "What is the total county debt as of today?" Finance Director Lawing stated, "The total, after the issuance of the 2020 bond, is approximately \$297,100,000." Commissioner Moe Taylor asked if that was principal only. Finance Director Lawing replied, "Yes, if the interest is added in, it's somewhere between \$385M and \$386M." Motion to send to county commission by Chairman Taylor, second by Commissioner Nipper, unanimous approval.

V. OLD BUSINESS-None

VI. NEW BUSINESS

- A. Education
 1. Budget amendments (for information only)- Included in packet.
- B. Appropriations
 1. EMA - Requested increase in funds for salaries from county general unassigned fund balance- Motion to approve by Chairman Taylor, second by Commissioner Goode, unanimous approval.
 2. FY2020 carryover of funds for school projects- Motion to approve by Commissioner Goode, second by Commissioner Nipper, unanimous approval.
 3. Comer Barn Project- Commissioner DeWitt presented the attached documents. She informed the committee that if anyone is interested in seeing the barn, she would be there August 11, 2020 from noon to 2:00 pm and August 13 from 5:00 pm to 7:00 pm. Chairman Taylor mentioned that a "historical committee" would be formed to make decisions on the Comer Barn, including what it will be used for.
 - Don Scruggs, 141 Bush Lane, Gallatin, TN expressed his concerns regarding preserving the Comer Barn.
 - Kyle Robinson, 414 Upper Station Camp, Gallatin, TN expressed his concerns regarding preserving the Comer Barn.
 - Commissioner Moe Taylor, 420 Buck Graves Road, Westmoreland, TN expressed his concerns regarding preserving the Comer Barn.
 - a. Memorandum of Understanding- Motion to group and approve items VI.B.3a through e. by Commissioner DeWitt, second by Chairman Taylor, unanimous approval.
 - b. Resolution authorizing a plan for Comer Barn preservation
 - c. Letter of Agreement from state for direct appropriation grant
 - d. Request for budget adjustment for state grant funds
 - e. Request for budget adjustment for county matching funds
- C. Transfers- Motion to group and approve items VI.C.1 and 2 by Commissioner Goode, second by Commissioner Nipper, unanimous approval.
 1. Payroll related
 2. Other inter-budgetary
- D. Tax Refunds- Motion to group and approve items VI.D.1 and 2 by Chairman Taylor, second by Commissioner Foster, unanimous approval.
 1. ABB Installation Products Inc - \$2,414
 2. Derek Satterfield - \$510

VII. ADJOURNMENT- Motion to adjourn at 6:50 pm by Commissioner Foster.

MINUTES
August 17, 2020
BEER BOARD
CHAIRMAN JERRY BECKER

Present:

Jerry Becker, Chairman
Shellie Y. Tucker, Vice-Chairman
Deanne DeWitt
Loren S. Echols
Paul R. Goode

Also Present:

Leah Dennen, County Attorney
Ben Allen, Staff Attorney

The regular meeting of the Beer Board was brought to order by Chairman Jerry Becker on Monday, August 17, 2020 at 6:30 p.m. in the Sumner County Administration Building in Gallatin. A quorum was present.

Agenda. Upon motion of Comm. Tucker, seconded by Comm. Goode, the Board voted to approve the agenda unanimously.

Minutes of May 18, 2020. Upon motion of Comm. Tucker, seconded by Comm. DeWitt, the Board approved unanimously the minutes for May 18, 2020.

Recognition of the Public. None

Beer Applications.

The purpose of the meeting was to discuss and vote on the beer application of the following:

Dalia Gergis, doing business as Royal Market
located at 3212 Highway 76, Cottontown, TN 37048.
This permit is for off premises consumption only.

Upon motion of Comm. Goode, seconded by Comm. Tucker, the Board voted unanimously to approve the off premises permit for Dalia Gergis, doing business as Royal Market.

Comm. Echols moved, and was duly seconded, to adjourn the meeting at 6:34 p.m.

Prepared by Maria Savage

**COMMITTEE ON COMMITTEES
MINUTES
PAUL R. GOODE, CHAIRMAN
AUGUST 17, 2020**

Present:

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

Also Present:

Leah Dennen, County Attorney
Ben Allen, Staff Attorney

The regular meeting of the Committee on Committees was brought to order with an invocation by Comm. Tucker on Monday, August 17, 2020, at 6:34 p.m. in the Sumner County Administration Building in Gallatin. Chairman Goode declared a quorum to conduct business.

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

Approval of Minutes of June 29, 2020. Upon motion of Comm. DeWitt, and duly seconded by Comm. Becker, the Committee approved unanimously the minutes of June 29, 2020.

Public Recognition. None

Report of the Chairman. Chairman Goode opened the floor for nominations. Comm. DeWitt nominated Comm. Goode. The nomination was seconded by Comm. Becker. Hearing no other nominations, the Committee voted unanimously to elect Comm. Goode to the chairmanship.

Chairman Goode opened the floor for nominations to elect a vice-chairman. Comm. Echols moved the nomination of Comm. DeWitt. Comm. Tucker seconded the motion. Hearing no other nominations, the Committee voted unanimously to elect Comm. DeWitt as vice-chairman.

Report of the County Mayor. None

8. Old Business. None

9. New Business.

Airport Authority

Chairman Goode announced the following appointment to the Airport Authority:

- Recommendation of Matt Harris to replace Richard R. Crawford who resigned, terms ends November 2023

Upon motion of Comm. DeWitt, seconded by Comm. Becker, the Committee voted unanimously to approve the appointment of Mr. Harris to serve on the Airport Authority.

Civil Service Board.

Chairman Goode announced the re-appointment of the following to the Civil Service Board to a two-year term:

- William Moudy

Upon motion of Comm. Becker, seconded by Comm. Tucker, the Committee voted unanimously to approve the appointment of Mr. Moudy to serve on the Civil Service Board.

All Standing Committees.

Chairman Goode reported the slate of proposed Commission committee members for the 2020-2021 year. The recommendation was that committee assignments stay the same. Upon motion of Comm. Goode, seconded by Comm. Tucker, the Committee voted unanimously to reappoint the same committees for the 2020-2021 year.

Next Month, September 2020

10. Adjournment. Upon motion of Comm. DeWitt, and duly seconded, the Committee adjourned at 6:38 p.m.

Prepared by Maria Savage

**MINUTES
EDUCATION COMMITTEE
AUGUST 3, 2020**

Present:

Danny Sullivan, Chairman
Baker Ring, Vice-Chairman
Alan Driver
Billy Geminden

Absent:

Paul R. Goode
Loren Echols
Caroline Krueger

Also Present:

Leah Dennen, County Law Director
Ben Allen, Staff Attorney
Dr. Del Phillips, Director of Schools

1. Call to order

2. Chairman Danny Sullivan brought the meeting of the Education Committee to order with an invocation on Monday, August 3, 2020, at 5:30 p.m. in the Sumner County Administration building in Gallatin.

3. Adoption of the Agenda. Comm. Ring moved, seconded by Comm. Geminden, to approve the agenda with the addition of discussion on the meeting date for next month's meeting. The motion carried unanimously.

Without objection, Chairman Sullivan declared the September 7 meeting canceled due to the Labor Day holiday.

4. Approval Minutes June 15, 2020. Upon motion of Comm. Geminden, seconded by Comm. Ring, the Committee members approved the minutes of June 15, 2020. Comm. Driver abstained from the vote.

5. Recognition of the Public. None

6. Report of Committee Chairman. No report

7. Report of County Mayor. No report

8. Report of Director of Schools

Dr. Del Phillips stated that this year is an added anxiety because of Covid-19. He said the first day was very smooth. He said the overwhelming majority wore masks and thanked everyone for their cooperation. He said the entry week was popular with educators.

Comm. Ring stated that he liked the hybrid approach. The full five-day schedule would make it impossible to social distance in a classroom of 35 students. Dr. Phillips stated that he is watching the data, noting that the case numbers are going down. He hopes the trend continues. Dr. Phillips said the outbreak of Covid-19 has excelled the use of virtual schooling, which will be useful in many situations. Approximately 4,100 students and their parents chose virtual learning.

Regarding the sports schedule and policy, Dr. Phillips stated that the Governor sanctioned contact sports with a regular schedule. He said spectators would be allowed in the stands on a limited basis.

9. Old Business

10 New Business

B. Sumner County Board of Education Amendments (for information only) .

Chairman Sullivan forwarded the Board of Education Amendments (for information only) to the full Commission without action by the Committee.

VI. Adjournment.

Chairman Sullivan declared the Committee adjourned at 6:00 p.m. upon motion of Comm. Geminden and duly seconded.

Prepared by Maria Savage

**MINUTES
EMERGENCY SERVICES COMMITTEE
Chairman Caroline Krueger
AUGUST 10, 2020**

Present:

Caroline Krueger, Chairman
Alan Driver, Vice-Chairman
Jerry Foster
Michael Guthrie
Chris Taylor
Luke Tinsley- absent
Merrol N. Hyde- absent

Also Present:

Greg Miller, EMS Chief
Leah Dennen, County Law Director
Ben Allen, Staff Attorney
Aaron Pickard, Sheriff's Office
Ken Weidner, Emergency Management Agency
Marilyn Anderson, ECC Director
Joe McLaughlin, Cottontown Volunteer Fire

Chairman Caroline Krueger called the meeting of the Emergency Services Committee to order to wit:

NOTICE

This Emergency Services Committee meeting scheduled for August 10, 2020 at 4:00 p.m. local time is being held on Zoom pursuant to the executive orders issued by the Governor which allow meetings to be held by electronic means.

The agenda has been posted fully online on the county website and set forth below. Citizens are asked to submit comments by email to ben@sumnercountyttn.gov until noon (local time) on Monday, August 10, 2020. Any comments received are to be forwarded to all committee members prior to the meeting. A recording of this meeting will be posted on the county website within the statutory time frame.

Comm. Chris Taylor gave the invocation on Monday, August 10, 2020, at 4:00 p.m. A quorum was present.

Approval of Agenda. Comm. Guthrie moved, seconded by Comm. Tinsley, to approve the agenda as submitted. The motion carried unanimously.

Approval of Minutes of February 3, 2020.

Comm. Chris Taylor moved, seconded by Comm. Guthrie, to approve the minutes of February 3, 2020. The motion carried unanimously

Public Comments. County Law Director Leah Dennen stated that to her knowledge no public comments were submitted online.

Report from the Chairman. Chairman Krueger discussed the Volunteer Fire Department receiving approved funds with the proper receipts. Chairman Krueger stated she has a meeting to hear the results of the CTAS survey.

7. Report from the County Executive. County Mayor Anthony Holt was not present.

8. Report from the Sheriff. Chief Deputy Aaron Pickard of the Sheriff's Office reported on July financials for the Office. The average jail population for July 2020 was 640 with a high of 654. Mr. Pickard reported on animal control statistics and overall activity in the Sheriff's Office. Calls for service numbered 4,733 for the month of July. He reported on the progress of the new jail expansion construction project.

9. Fire Departments. Joe McLaughlin of the Cottontown Volunteer Fire Department reported for the first six months of 2020 there were 2,492 reported calls, with a steady increase in the call count. He said the representatives of the volunteer fire departments met and agreed on how to allocate the \$138,000.00 in additional funds for each department.

10. Report from the EMS. Greg Miller, Emergency Medical Services Chief, reported that EMS responses in April through July EMS were down. He reported on the factors that boosted revenues, including the receipt of \$53,000 in Cares Act money. Chief Miller addressed employee recruiting and retention.

12. Report of the Emergency Communications Center. Marilyn Anderson, Director of the Emergency Communications Center, reported on the progress at the Center. Ms. Anderson said she has lost five employees and employed five who are in training.

11. Report of the Emergency Management Agency. Ken Weidner, Director of the Emergency Management Agency, updated the committee on the installation and operation of the communications equipment. The 12-tower system has been tested by driving throughout the county and will be implemented soon. He reported that due to the COVID-19 response, his department needed to increase the salary line item. He reported on his department's effort to deliver PPE to all agencies.

13. Old Business. None

14. New Business

- a. Volunteer Fire Department Distribution of 2020-2021 funds.
Upon motion of Comm. Driver, seconded by Comm. Foster, the Committee voted unanimously to approve the transfer of \$138,000.00 of Fiscal Year 2021 funds designated as follows:

- Cottontown Volunteer Fire Department- \$15,330.00
- Gallatin Volunteer Fire Department - \$17,250.00
- Highland Volunteer Fire Department - \$26,000.00
- Number One Volunteer Fire Department- \$30,407.00
- Southeast Volunteer Fire Department - \$16,763.00
- Westmoreland Volunteer Fire Department - \$17,250.00
- White House Community Volunteer Fire Department - \$15,000.00

Shackle Island and Oak Grove Volunteer Fire Departments did not participate in this fiscal year's funding allocation.

- b. Resolution to carry over funds last fiscal year.
Upon motion of Comm. Foster, seconded by Comm. Guthrie, the Committee voted to approve unanimously \$12,171.25 as carryover of Fiscal Year 2020 funds for the Shackle Island Volunteer Fire Department to be spent on turnout gear and \$108.00 for the Gallatin Volunteer Fire Department.
- c. Surplus one item (ambulance) for Emergency Medical Services Department
Upon motion of Comm. Guthrie, seconded by Comm. Foster, the Committee voted to approve unanimously the surplus item of one ambulance.
- d. September meeting date. Without objection, Chairman Krueger changed the September meeting date to Monday, September 14, 2020 at 5:00 p.m. due to the holiday schedule.

15. Adjournment. With a motion by Comm. Guthrie, and duly seconded by Comm. Foster, the Committee adjourned at 4:43 p.m.

Prepared by Maria Savage

MINUTES
EMPLOYEE BENEFITS COMMITTEE
May 19, 2020
9:00 A.M.

Members Present:

Justin Nipper
Michael Guthrie
Anthony Holt

Also:

Leah Dennen	Bob Shupe
Ben Allen	Brittney Spradling
David Lawing	Ashley Berry
Debbie Robertson	Christy Freedle

Mr. Nipper called the SIB Employee Benefits Committee meeting to order on Tuesday, May 19, 2020 at 9:00 a.m. in Room 112, County Administration Building, in Gallatin, Tennessee.

Agenda: Mr. Guthrie made a motion to approve the agenda; seconded by Mr. Nipper; unanimous approval.

Public Recognition: A county employee spoke on his behalf requesting a gastric sleeve procedure. He contacted BCBS and was told to go ahead and start process mid-January which he proceeded to do with his doctor. When he contacted Mrs. Robertson in May, he was told there is a certain process to go through with One to One clinic and employee must be employed by Sumner County for 5 years. He stated he was very disheartened after he had been through all these processes with his doctor, plus One to One had been shut down due to Covid-19. Mr. Nipper asked him if he would finish the steps in the Process that he had not completed yet and the employee agreed he would.

Mr. Lawing stated we need to get BCBS to put the Criteria for Waiver in the Medical EOC book. Mr. Nipper stated he was good with changing the 5-year employment period down to 2 years of employment in the Criteria for Waiver process. Mr. Lawing said they could do a one-time waiver on repeating steps with One to One since they were closed due to Covid-19.

Mr. Holt made a motion to amend the plan and change the 5-year down to 2-year continuous service with Sumner County; waive the requirements this one-time with One to One due to Covid-19; make sure BCBS increases the details of Criteria for Waiver in the EOC; seconded by Mr. Guthrie; unanimous approval.

Once the employee finishes the required steps, he will be employed for 2 years and be eligible for the sleeve procedure by September 1, 2020.

A 2nd county employee asked to speak on behalf of herself and other employees concerning the requirements of keeping the county insurance upon retirement. She was told when she transferred from the state to the County in 1998, that she would get to keep all her benefits and time accrued. When she called TCRS, she was told that the County switched from the State plan to self-insured Dec 2015. Ms. Dennen interjected that was the BOE and not County Government. Our plan has not changed since around 1994. The employee only has 22 years in with Sumner County, but the time with the State does not count toward the retiree insurance plan. She does not reach the age requirement for less than 30 years in order to keep the retiree insurance. She is able to get on her spouse's insurance if she retires now, but when he retires and gets the retiree insurance benefit, they will have to pay 100% of the cost for her which will be over \$720 per month. She is asking to be grandfathered in to be covered with the lower individual amount.

Ms. Dennen informed the committee that they needed to decide if they were going to leave requirements as is or decide to count years of service with TCRS as their total years to determine retiree insurance benefits.

Mr. Holt suggested we need to see how many employees would be interested in this benefit and do a cost analysis. Mr. Lawing said we can try to get years of service and total credits from TCRS if they will give it to us and send to Nyhart to do an actuarial. Mr. Guthrie stated he would agree with Mr. Holt if he gets information on the cost of changing the date of dropping the retiree insurance program which was set to be effective January 1, 2018. Mr. Lawing stated he had that information to give them today.

Mr. Holt made a motion to do a cost analysis through Nyhart; see how many employees are interested in signing up for the program; set criteria for the benefit and how to run the program; seconded by Mr. Guthrie; unanimous approval.

Minutes: Motion was made by Mr. Guthrie to approve the minutes of February 25, 2020; seconded by Mr. Holt; unanimous approval.

Report of Committee Chair: None

Report of Consultant: Ms. Spradling presented her report showing that there was 1 more on the large loss making a total of 4 active people. The medical and dental are both in the black. Mr. Lawing noted that the dental report is skewed because of fewer claims due to the Covid-19. Ms. Spradling said the stop loss reserve fund is at \$173,635 since July 2019.

Mr. Shupe reminded the Committee that they need to look at the RX program and Specialty Drugs because the program is exploding. Mr. Holt asked him to bring back options at the next meeting. He said he needed permission from the Committee to go to BCBS and get 6 months of claims data. Mr. Guthrie made a motion to approve BCBS to provide Mr. Shupe access to BCBS reports and claims data; seconded by Mr. Holt; unanimous approval.

One to One: Ms. Berry handed out a report showing the utilization of the clinics. She reported that due to Covid-19, the HRA has been rescheduled from May 2020 to a week in August 2020. The physicals have been rescheduled from May to August 3 through November 1, 2020. They will be introducing the new Wellness Portal to employees beginning June 1, 2020. It has been updated on the website.

Finance Director: Mr. Lawing stated that we are having a great year. The medical and dental reports are somewhat skewed because of Covid-19, but we are in the positive for the year on both plans.

Old Business: Mr. Lawing stated there are 2 parts to adopting the Vision Policy. There is the 5-Point contract to adopt and sign. There is also the BCBS self-funded vision plans for Preferred and Standard plans. Mr. James Smith spoke for 5-Points stating that it made most sense to stick with BCBS for medical, dental, and vision because the plan and costs are really good and self-funded is the way to go. If an employee has Preferred Medical, they will get the Preferred Vision plan. If an employee is on the Standard Medical, they will get the Standard Vision plan. The main difference is the allowance for contacts/frames of \$180 for preferred versus \$135 allowance for standard. 5-Point will act like an HR and help answer employee questions and help on claims if needed. They will keep track of everything on a quarterly basis and see if we need to make any changes next year for better utilization.

Mr. Holt made a motion to approve the 5-Point contract and to adopt the self-funded Vision Plan through BCBS with a Preferred and Standard Plan; seconded by Mr. Guthrie; unanimous approval.

Mr. Lawing prepared a packet for all members outlining 7 scenarios for the OPEB Law Enforcement. He stated that the current liability unfunded based on prior years of service is about

\$5.6M. The first scenario shows if we change the commissioned officers only to eligibility of 25 years versus 30 years, you are probably going to have other departments come in and ask. The State adopted the option which is 25-year early retirement for law enforcement which means if you retire before age 55 with the 25 years, they reduce you based on an actuarially determined much lower benefit. The County has had that on all employees since 1998. If you adopt it for commissioned officers, you will probably have other offices in here very quickly. It will cost approximately \$1.1M over the next 30 years. That is one of the cheapest options.

Scenario 2 opens the insurance to all employees and removing the January 1, 2018 date and doing nothing else. It will cost us approximately \$41M.

Scenario 3 is the most expensive. If you take the commissioned officers back to 25 years and reopen the plan to everyone, it will cost approximately \$43M over a 30-year period.

Scenario 4 will move the cut-off date for retiree insurance to January 2020. That will cost approximately \$3.3M over a 30-year period. This is probably your least expensive.

Scenario 5 reduces the commissioned officers eligibility date to 25 years and changes cut-off date for everybody to January 2020 and will cost approximately \$4.5M over a 30-year period.

Scenario 6 changes commissioned officers' eligibility and remove cut-off date for commissioned officers only, it will cost approximately \$7.2M over a 30-year period. You have to be commissioned officer for the whole 25 years.

Scenario 7 changes commissioned officers from 30 years back to 25 years, cut-off is removed for commissioned officers only, for everyone else the cut-off date is moved from 2018 to 2020 and it will cost approximately \$10.1M over 30-year period.

Mr. Holt stated he was not too sure about segregating commissioned officers only from other personnel. He knows that several of the commissioned officers have worked for other agencies under TCRS. He would like to look at a comprehensive plan and see what we can do and how it affects them. Mr. Lawing stated payroll will try to get the census from TCRS and get an actuarial.

New Business: Ms. Spradling reported that the BCBS Admin renewal will remain the same for dental at \$4.25. The medical will go up from \$42.72 to \$43.79. Mr. Lawing stated there was a rider added onto the medical insurance for vision at 80 cents per employee. Mr. Holt made a motion to accept the renewal; seconded by Mr. Nipper; unanimous approval.

Ms. Spradling let the committee know that the life insurance is up for bid as of September 1, 2020. She is working with Ms. Lyons on getting everything ready for the bids. The bids will include with or without an EAP; also, they will be changing effective date to July 1st effective July 1, 2021. We may have to have a special-called meeting to discuss the bids.

There was no further business, so Mr. Holt made a motion to adjourn; Mr. Nipper adjourned the meeting at 10:25 a.m.

MINUTES
EMPLOYEE BENEFITS COMMITTEE
SPECIAL-CALLED ZOOM MEETING
July 27, 2020
2:00 P.M.

Members Present:

Justin Nipper
Michael Guthrie
Anthony Holt

Also:

Bob Shupe
Brittany Spradling
Leah Dennen
David Lawing

Ben Allen
Ashley Berry
Keith Helton
Debbie Robertson

The Employee Benefits Committee came together on a special-called zoom meeting on July 27, 2020 at 2:00 p.m. After everyone was on-line, Mr. Nipper called the meeting to order at 2:10 p.m.

Approval of Agenda: Mr. Holt approved the agenda, seconded by Mr. Guthrie, unanimous approval.

Recognition of Public: None

Report of the Committee Chair: None

New Business:

A. Covid-19 Testing in Clinics

Ms. Berry reported that they can now get the Covid-19 testing in the clinics at the cost of \$105 per test which includes staffing and courier service. It is a true live test (saliva test) which they will courier to Baylor Lab in Chattanooga each night. They will have results back in 24-48 hours. The BOE has testing available for their employees only. She asked Mr. Holt if the County could get federal funding. Mr. Holt thought it was 75% if it was covid-19 related. Ms. Berry recommended to allow employees to only be tested if they had direct exposure or showed signs of symptoms. They currently have 950 tests available in the clinics.

Mr. Helton stated that the CDC only recommends 1 test now which is ideally 7 days after exposure; if the employee is fever-free for 24 hours and exhibiting no or mild symptoms after 10 days of isolation, they can go back to work.

Mr. Guthrie made a motion for One to One to do the covid-19 testing for employees only at the \$105 rate; they must be symptomatic or have direct exposure to be tested; seconded by Mr. Holt; unanimous approval.

B. HRA/ Wellness Plans

Ms. Berry asked if we wanted to cancel the HRA events due to the Covid-19 since it is a group setting. Mr. Lawing recommended we drop the HRA. If an employee is on the preferred plan at this time, we will leave them on the preferred plan for fiscal year effective 7/1/2021. They do not

have to do anything this year. If the employee is on the Standard/Non-preferred plan this year, they will have the opportunity to switch to the Preferred Plan by taking a physical between August 3, 2020 and November 1, 2020 with One to One clinic only. They must be compliant including nicotine free by following the instructions for the Wellness Plan. If employee and spouse meet all requirements, they can be on the Preferred Plan effective 7/1/2021.

Mr. Holt made a motion to approve Mr. Lawing's recommendation, seconded by Mr. Nipper, unanimous approval.

Mrs. Robertson is to send out a mass email to inform departments of these changes and put it on the County website. One to One is to put on their website also.

There was no further business, so Mr. Nipper adjourned the meeting at 2:25 p.m.

**MINUTES
GENERAL OPERATIONS COMMITTEE
LESLIE SCHELL, CHAIRMAN
AUGUST 10, 2020**

Present:

Leslie Schell, Chairman
Michael Guthrie
Larry Hinton
Baker Ring
Shellie Young Tucker
Absent: Caroline Krueger
Gene Rhodes, Vice-Chairman

Also Present:

Leah Dennen, County Law Director
Ben Allen, Staff Attorney
Legislative Committee members
Commissioners Moe Taylor, Chris
Taylor, Jeremy Mansfield, Billy
Geminden, Steve Graves

The joint meeting of the General Operations Committee and Legislative Committees were brought to order with an invocation on Monday, August 10, 2020, at 5:00 p.m. in the Sumner County Administration Building. Chairman Schell declared a quorum present to conduct business.

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

Minutes of December 2, 2019. Upon motion of Comm. Hinton, seconded by Comm. Ring, the Committee voted to approve unanimously the minutes of December 2, 2019.

Report of Chairman. Without objection, Chairman Schell cancelled the September General Operations Committee due to a holiday conflict. She stated that a meeting would be called if necessary.

County Executive. No report.

Recognition of the Public. None

8. Old Business.

8(1.) Capital Projects Reports. No report

8.(2) Report from JPA

Mike Thomas of Justice Planning Associates, Inc., reported to the joint meeting on the progress made on the new Criminal Justice Complex. He stated that the parking garage had hit a snag in negotiations and other properties are under consideration at this time. He was hopeful that the alternatives would yield positive results. He said the design phase of the project was just about complete and everything was on schedule.

9. New Business.

9(1.) Surplus various items for Building and Codes Department.

9(2.) Surplus various items for Hendersonville Public Library.

9(3.) Surplus one item (ambulance) for Emergency Medical Services.

Upon motion of Comm. Ring, seconded by Comm. Tucker, the Committee voted unanimously to group and approve the surplus property items in 9.(1) through 9(3.) as stated above.

10. Adjournment. Chairman Schell declared the Committee adjourned at 5:33 p.m. after a motion by Comm. Ring was duly seconded by Comm. Tucker.

Prepared by Maria Savage

SUMNER COUNTY HIGHWAY COMMISSION

MAY 5, 2020

MINUTES

Members PRESENT: Steve Graves, Vice Chairman
Judy Hardin, Road Superintendent
Larry Hinton, Chairman
Anthony Holt, County Executive
Tom Neal, Citizen Member
Gene Rhodes, Commissioner
Luke Tinsley, Commissioner
Terry Wright, Commissioner

MEMBERS ABSENT:

OTHERS PRESENT: Leah Dennen, Law Director
Ben Allen, Staff Attorney
Brock Bermeister, Asst. Rd. Superintendent

CALL TO ORDER

Chairman Hinton called the regular monthly meeting of the Sumner County Highway Commission to order, Tuesday, May 5, 2020 at 4:30 P.M. in Conference Room #112 at the Sumner County Administration Building.

ADDITION TO AGENDA

Under Chairman: James Fenton

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Motion by Road Superintendent Hardin to approve the February 2020 minutes. **Seconded** by Citizen Member Neal. **Motion passed** unanimously.

PUBLIC RECOGNITION – None

REPORT OF CHAIRMAN: OLD BUSINESS - None

REPORT OF CHAIRMAN: NEW BUSINESS**A. James Fenton – Brights Lane Fiber Optic**

Mr. Fenton was present representing a major corporation that is locating to Sumner County. They need fiber optic available to them from all directions to the location. They have everything in place except from Highway 31E. They would need to bury a Fiber Optic line under Brights Lane. They would only tear up half of the road and would repave when finished. Road Superintendent Hardin spoke against burying it under Brights Lane as her Department just paved that road last year and there is a major concrete bridge there. Asst. Road Superintendent Bermeister suggested the whole road would need to be paved, as paving half of a road never matches up. There was discussion. County Executive Holt **motioned** to approve in theory to let them run this fiber optic down this road if they pave the whole road to the specifications of our Road Superintendent. They would need to submit plans. **Seconded** by Commissioner Wright. Road Superintendent Hardin wants them to bring in drawings and come back before this committee. **Motion passed** unanimously.

REPORT OF ROAD SUPERINTENDENT: OLD BUSINESS – None**REPORT OF ROAD SUPERINTENDENT: NEW BUSINESS****A. Briley Road**

Road Superintendent Hardin requested the removal of Briley Road (pictures attached) from the Sumner County Road List. There are no homes to be serviced on this road. Chairman Hinton visited this site and it leads way back in there to a private dumpster business. There was discussion. Vice Chairman Graves **motioned** to abandon Briley Road from the County Road list. **Seconded** by Commissioner Rhodes. There was discussion. Vice Chairman Graves **motioned** to defer this decision for 30 days. **Seconded** by Commissioner Wright. **Motion passed** unanimously.

B. Sherron Cemetery

Road Superintendent Hardin has a request to maintain and gravel entrance and drive to Sherron Cemetery to make it accessible. There was discussion. Law Director Dennen affirmed the County Road Department may maintain an entrance to a cemetery to make it accessible. They cannot maintain a private driveway leading up to it.

C. Request Approval of 2019-20 Budget Amendments & 2020-21 Proposed Budget (See attached) There was discussion. Vice Chairman Graves **motioned** to approve both the amendments and the proposed budget. **Seconded** by Citizen Member Neal. **Motion passed** unanimously.

D. Request for Inter-Gov't Agreement for Paving Projects for BOE

(see attached purchase order) The paving projects are: North Sumner Elementary, Central Office, Millersville Elementary, and Howard Elementary for a total of \$191,900. There was discussion. Citizen Member Neal **motioned** to approve, **seconded** by Commissioner Rhodes. **Motion passed** unanimously.

E. East Robertson Road Extension (185' or .035 miles, see attached)

Left off Agenda by mistake, wanted to send on to Commission Meeting because the bond had been held due to no meetings the previous two months.

REPORT OF COUNTY EXECUTIVE - None

COMMISSION BUSINESS - None

REPORT OF LAW DIRECTOR - None

MOTION TO ADJOURN: Commissioner Tinsley
SECONDED BY: Commissioner Wright
ADJOURNMENT: 5:30PM

Minutes prepared by: Sandra Lee Hesson

**MINUTES
LEGISLATIVE COMMITTEE
BAKER RING, CHAIRMAN
AUGUST 10, 2020**

Present:

Baker Ring, Chairman
Paul Goode, Vice-Chairman
Larry Hinton
Leslie Schell
Danny Sullivan
Chris Taylor
Scott Langford, Commission Chairman
Absent: Caroline Krueger

Also Present:

Leah Dennen, Law Director
Ben Allen, Staff Attorney
Commissioners Moe Taylor,
Jeremy Mansfield
Anthony Holt, County Mayor

Commissioner Leslie Schell brought both the General Operations Committee and the Legislative Committee meeting to order at 5 p.m.

Justice Planning Associates, Inc. gave a presentation on the new Criminal Justice Complex and the associated parking garage.

After the adjournment of the General Operations Committee, Chairman Ring brought the Legislative Committee to order with an invocation on Monday, August 10, 2020, at 5:34 p.m. in the Sumner County Administration Building in Gallatin. A quorum was present.

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

Minutes of June 8, 2020, for approval. Upon motion of Comm. Hinton, seconded by Comm. Schell, the Committee voted to approve unanimously the minutes of June 8, 2020.

Recognition of the Public. None

Report of Chairman. Chairman Ring had no report.

Report of County Mayor. Mr. Holt had no report.

Old Business.

9. New Business.

a. Veterans' Service report (attached) Veterans Service Officer report was attached. Comm. Chris Taylor moved, seconded by Comm. Schell, to approve and forward the Veterans' service report to full Commission. The motion carried unanimously.

b. Portland Bypass Project Part Two (attached).

Comm. Goode moved, seconded by Comm. Hinton, to approve the Portland bypass project part II and forward the matter to the full Commission. The motion carried unanimously.

10. Certificates of Recognition.

- a. Public Safety Communicators Week – April 12 through April 18 (from March)
- b. Chloe Warren – Fairest of the Fair (from March)
- c. April as National Fair Housing Month (from March)
- d. Station Camp Bison Belles Dance Team (from March)
- e. T. W. Hunter Buccaneers Cheerleaders (from March)
- f. 4-H contest winners and inductees – 4th and 5th grades (list attached) (from March)
- g. 4-H contest winners and inductees – Senior High (list attached) (from March)
- h. Honoring President Donald Trump (from June)
- i. Honoring Governor Bill Lee (from June)
- j. Teachers and the principal of the year (list attached) (from June)
- k. Valedictorians of 2020 graduating class (list attached) (from June)

Comm. Schell moved, seconded by Comm. Sullivan, to approve the certificates of recognition.

Comm. Hinton moved, seconded by Comm. Goode, to amend the motion to add the County Mayor to the list of recognition. Upon discussion, Comm. Hinton and Comm. Goode included in the list the Emergency Communications Center, the Emergency Management Agency, the Emergency Services Department, all municipal mayors and administrators in Sumner County, and the Health Department Director Hal Hendricks. The motion to approve the amendment and the main motion passed unanimously. All certificates will be mailed to recipients.

11.a. Zoning

No report

12. Adjournment. Upon motion of Comm. Schell, and duly seconded by Comm. Hinton, the Committee adjourned at 5:43 p.m.



WATERLINE AD HOC SUB-COMMITTEE MINUTES
August 10, 2020

MEMBERS PRESENT
Moe Taylor, Chairman
Steve Graves, Vice Chairman
Jeremy Mansfield
Chris Taylor
Terry Wright

- I. CALL TO ORDER by Commissioner Chris Taylor at 4:30 pm in the Commission Chambers of the Sumner County Administration Building in Gallatin, TN.
 - A. Invocation- Led by Commissioner Mansfield.
 - B. Approval of Agenda- Motion to approve by Commissioner Graves, second by Commissioner Moe Taylor, unanimous approval.
 - C. Recognition of Public-None

Commissioner Chris Taylor stated from the budget committee standpoint, he wants the county to have everything lined up because if someone else falls through with their grant, as in not having the proper documentation, we are going to grab their grant, too. He pointed out that the state legislators recommended that committee members meet with our local utility districts to see what roads need access and in what order they would like to see them done. Commissioner Chris Taylor stated once that is done, the surveys will be completed ahead of time. He went on to explain that Mrs. Norfleet can finalize what is needed, and once a grant is received, we can work on different roads in all parts of the county.

- D. Election of Chairman- Motion by Commissioner Mansfield to elect Commissioner Moe Taylor, second by Commissioner Graves, unanimous approval.
 - E. Election of Vice Chairman- Motion by Commissioner Mansfield to elect Commissioner Graves, second by Commissioner Moe Taylor, unanimous approval.

II. REPORT OF THE CHAIRMAN- None

III. NEW BUSINESS

Discussion- Chairman Moe Taylor mentioned the roads that are on the Waterline Provisioning Plan from 2007 that have been completed: Gaines Hill Road, Johnny Spears Road, Claypool Road, Gravely Hill Road, Switchboard Road, Hershel Lyles Road, Pleasant Grove Road, Aggie Perry Road, Bob Perry Road, Rabe Coates Road, and Absher Branch Road. He stated these are roads the county had grants for or contributed funds to add access to water.

Chairman Taylor mentioned the following roads in his district (#1) that do not have access to water and have reached out to him numerous times: Dave Beasley Road, Popcorn Holmes Road, West George Durham Road, Highway 31E (adventure tourism district area to the state line).

Chairman Taylor named the following roads that currently does not have access to water that are serviced by the Westmoreland Utility District: Ransom Mandrell Road, West Garretts Creek Road, East Garretts Creek Road, Follis Road, Morris Road, East John Davis Road, West John Davis Road, Floyd Gregory Road, Taylor Road, Bill Henson Road, James Snow Road, East George Durham Road, Williams Road, Robert Simmons Road, Mack Hollow Road, Jesse Gillam Road, John Beasley Road, Ernest Cates Road, and BV Young Road.

The committee made a tentative plan to meet with utility districts in September, decide the roads that will be added to the list in October, and hold a public hearing in November and December.

The committee agreed to meet again September 14, 2020, at 4:45 pm.

IV. ADJOURNMENT- Motion to adjourn at 4:47 pm by Commissioner Chris Taylor.