



## 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/Education Committees.....May 29**

**Budget Committee.....June 10**

**Committee on Committees.....June 17**

**General Operations Committee.....June 3**

**Highway Commission.....May 7**

**Investment, purchasing, 2002 Financial Management, and**

**2012 Financial Management Committees....May 20, June 17**

**Legislative Committee.....June 10**

**Library Board.....March 13**



JOINT  
EDUCATION AND BUDGET COMMITTEES' MINUTES  
May 29, 2019

EDUCATION MEMBERS PRESENT  
Paul R. Goode, Chairman  
Baker Ring, Vice-Chairman  
Deanne Dewitt  
Loren S. Echols  
Billy Geminden  
Michael Guthrie  
Danny Sullivan  
BUDGET MEMBERS PRESENT  
Chris Taylor, Chairman  
Jerry Becker  
Paul R. Goode  
Billy Geminden  
Justin Nipper  
Leslie Schell  
OTHERS PRESENT  
Leah Dennen  
Ben Allen  
David Lawing  
Del Phillips  
Moe Taylor  
Kevin Baigert

EDUCATION COMMITTEE

- I. CALL TO ORDER by Chairman Goode at 6:03pm in the Commission Chambers of the Sumner County Administration Building in Gallatin, TN.
  - A. Invocation- Led by Commissioner Langford.
  - B. Approval of Agenda- Motion to approve by Commissioner Ring, second by Commissioner Dewitt, unanimous approval.
  - C. Recognition of Public-The committee agreed to skip this item.
- II. PRESENTATION OF THE PROPOSED FISCAL YEAR 2019-2020 EDUCATION BUDGETS
  - A. Discuss and act upon the 2019-2020 education budgets-Dr. Phillips presented the attached education budgets. He informed the committee all attached budgets have been passed unanimously by the school board. There was brief discussion between commissioners and Dr. Phillips. Motion to send to the budget committee by Commissioner Guthrie, second by Commissioner Geminden, unanimous approval.
- III. ADJOURNMENT- Motion to adjourn at 6:28pm by Commissioner Goode.

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BUDGET COMMITTEE

- I. CALL TO ORDER by Chairman Taylor at 6:28pm in the Commission Chambers of the Sumner County Administration Building in Gallatin, TN.
  - A. Invocation- Led by Commissioner Langford in the Education Committee meeting.
  - B. Approval of Agenda- Chairman Taylor stated item III.B. will be removed from the agenda. Motion to approve amended agenda by Commissioner Schell, second by Commissioner Goode, unanimous approval.
  - C. Recognition of Public-
    1. Commissioner Moe Taylor, 420 Buck Graves Road, expressed his concerns about the waterlines and volunteer fire departments.
    2. Kevin Baigert, 434 AB Wade Road, expressed his concerns about the federal government and the State of Tennessee not helping fund county projects. He stated the county needs to put together a resolution stating they aren't going to do certain projects if they do not help with funding.
- II. PRESENTATION OF THE PROPOSED FISCAL YEAR 2019-2020 EDUCATION BUDGETS
  - A. Discuss and act upon the 2019-2020 education budgets- Commissioner Becker asked Finance Director Lawing, "Did Dr. Phillips revenue numbers include inflation as a factor?" Mr. Lawing stated, "No". Motion to approve by Commissioner Schell, second by Commissioner Goode, unanimous approval.

### III. PRESENTATION OF THE PROPOSED FISCAL YEAR 2019-2020 COUNTY BUDGETS

Chairman Taylor stated the committee is proposing a basic services budget. He stated this includes existing departments and elected officials. Chairman Taylor stated each department was asked to work within a 5% increase over their total budget and choose where to give increases as it benefited their department best. He informed the committee that anything other than the basic services will be voted on by the full commission.

- A. Discuss and act upon the county's 2019-2020 budgets for the County General, Courthouse and Jail Maintenance, Drug Control, Debt Service, Capital Projects, Highway, and Internal Service Funds-Finance Director Lawing provided the attached presentation. He stated the actual tax rate would need to be discussed later because we are currently in the reappraisal process. He directed the committee to page three of the packet to discuss appeals and inflation. He stated the best policy regarding appeals is to wait until September to adopt the tax rate, and let the local appeal process finish at that time. We need to work with our property assessor to see what he believes is at the state board of appeals and what he believes will be a likely range of loss. Finance Director Lawing stated the first day to file an appeal was May 2 and the last day to schedule an appointment is June 14; the appeals can run until completed because Assessor of Property Isbell must schedule them for a reasonable amount of time. At that time, if there is not a resolution, those unsettled appeals will go to the state board. Finance Director Lawing stated citizens generally have the later of forty-five days after the local appeals or August 1st. Finance Director Lawing asked Assessor of Property Isbell, "Am I correct in everything I said?" Assessor of Property Isbell nodded his head, "yes". Finance Director Lawing stated, regarding the reappraisal process, there is a lot of misunderstanding between growth and inflation. He explained growth is new property, which will cover new services for new citizens. He informed the committee the one thing the reappraisal process will not do is capture inflation. He stated, as we look at the loss of purchasing power, it is obvious what will happen if the county sets at a revenue neutral rate for a long period of time. He explained from 1999 to 2018, the average annual inflation was 1.79%. If you take the 2014 tax role and extrapolate loss in purchasing power through 2034, starting with tax revenue in the amount of approximately \$104M that the county had in 2014, it will be equivalent to approximately \$60M in 2034, if everything continues on the current path. Finance Director Lawing stated the budgets presented tonight are based on a revenue neutral rate with inflation built in. He stated the revenues built in this budget are very comparable to other counties, probably on the low end. Finance Director Lawing stated retirement was budgeted at 11.96%, but he has adjusted it down to 11%. He has also placed in revenues to offset a new employee for County Clerk Kemp. He stated Judge Hunter is requesting an additional \$5,000 increase for an employee, but his budget will still be under a 5% increase from current year. The committee agreed to make all above changes. Finance Director Lawing provided the attached "draft b" for the capital projects fund for the committee's consideration. Finance Director Lawing emphasized a tax rate is not known at this time. The amount shown is only an estimate for comparability purposes. He stated the rate and appreciation percentages on existing properties vary inversely. Finance Director strongly recommends waiting until after the state appeals, if possible, because the rate is unknown and unstable. Motion to approve budget as presented, with the previously stated changes including "draft b" for the capital projects fund, by Chairman Taylor, second by Commissioner Goode, unanimous approval.
- B. Discuss and act upon the 2019 Certified Tax Rate- Removed from agenda.
- C. Discuss and act upon publication of the proposed budgets- Motion to approve by Commissioner Goode, second by Commissioner Schell, unanimous approval.

### IV. ADJOURNMENT-Motion to adjourn at 7:02pm by Chairman Taylor.



BUDGET COMMITTEE MINUTES  
June 10, 2019

MEMBERS PRESENT  
Chris Taylor, Chairman  
Jerry Foster, Vice-Chairman  
Jerry Becker  
Billy Geminden  
Justin Nipper  
OTHERS PRESENT  
David Lawing  
Ben Allen  
Cindy Briley  
Judy Hardin  
Kevin Baigert  
Moe Taylor  
Michelle Jouvence  
Penny Wicker  
John Moore

- I. CALL TO ORDER by Chairman Taylor at 6:02pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
  - A. Invocation- Led by Commissioner Geminden.
  - B. Approval of Agenda- Motion to approve by Commissioner Becker, second by Commissioner Nipper, unanimous approval.
  - C. Recognition of Public
    1. Kevin Baigert, 424 AB Wade Road, expressed his concerns about passing the budget with an amount for a greenway included and requested item II.A. be removed from the agenda.
    2. Commissioner Moe Taylor, 420 Buck Graves Road, expressed his concerns regarding the location of the sewer.
    3. Michelle Jouvence, 1335 Long Hollow Pike, expressed her concerns about the location of the sewer.
    4. Penny Wicker, 220 Bug Hollow Road, expressed her concerns about spending money on a sewer located in a floodway.
    5. John Moore, 104 Park Drive, expressed his concerns regarding the access road being needed.
  - D. Approval of Minutes – May 13, 2019- Motion to approve by Commissioner Nipper, second by Commissioner Foster, unanimous approval.
- II. REPORT OF THE BUDGET COMMITTEE CHAIRMAN
  - A. Upper Station Camp Greenway- Motion by Chairman Taylor to remove this portion of the budget and let the full commission vote on this item separately. Finance Director Lawing stated there is \$2,384,450 in the budget labeled “Road Construction (Liberty Creek Elementary)” and \$3M from the bond proceeds labeled “Liberty Schools Off-Campus Utilities”. Finance Director Lawing also informed the committee of the \$500K purchase order in the current budget for White House Utility District for water and sewer. Finance Director Lawing pointed out that there is nothing labeled “greenway” in the 2020 budget. Motion to direct Finance Director Lawing to suspend any future payments for anything termed “greenway” or “access road” until the committee directs otherwise by Commissioner Foster, second by Commissioner Geminden. Finance Director Lawing stated, “if it’s the committee’s wish, we can send this to the financial management committee to provide me a directive not to pay any future invoices until directed otherwise”. There was brief discussion amongst committee members. No action was taken.
- III. REPORT OF THE COUNTY EXECUTIVE- None
- IV. REPORT OF THE FINANCE DIRECTOR
  - A. Financial statement memo- Included in packet.
- V. OLD BUSINESS
  - A. Appropriating up to \$15,000 for meeting audio/visual recording equipment (was approved in May/returned by commission)- Finance Director Lawing pointed out that the 2020 restricted capital projects fund estimated ending fund balance is \$92,639. No action taken.

## VI. NEW BUSINESS

### A. Education

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

### B. Appropriations

1. Election Commission - \$1,837.02 state grant for data processing equipment- Motion to approve by Commissioner Foster, second by Commissioner Becker, unanimous approval.
2. Register of Deeds – appropriation for scanning and indexing of records- Register of Deeds Briley briefly spoke to this. Motion to approve first reading to appropriate \$25K July 1, 2019 by Commissioner Geminden, second by Commissioner Nipper, unanimous approval.
3. EMA – up to \$70,000 for night vision equipment- The committee agreed to defer this until next month.
4. Comer Barn renovation project manager – up to \$20,000- Motion to approve up to \$10K, waive second reading and fund from the existing \$3.8M in the 2020 proposed budget by Commissioner Foster, second by Commissioner Geminden, unanimous approval.
5. Capital projects fund – to adjust to revised budget- Motion to approve by Commissioner Foster, second by Commissioner Geminden, unanimous approval.

### C. Transfers- Motion to group and approve items VI. C.1 and 2 by Commissioner Becker, second by Commissioner Nipper, unanimous approval.

1. Greater than \$2,500
2. \$2,500 or less

### D. Tax Refunds

1. Tracy and Diana Townsend - \$558- Motion to approve by Commissioner Foster, second by Commissioner Geminden, unanimous approval.

### E. Sheriff's Office – request to change two part time clerical positions to one full time clerical position for animal control- Motion to approve first reading and adjust the budget in July by Chairman Taylor, second by Commissioner Foster, unanimous approval.

### F. Planning commission resolution regarding adopting certain fees related to the establishment of an engineering function for Sumner County Government- Motion to approve by Commissioner Becker, second by Commissioner Geminden, unanimous approval.

### G. FY2020 Budgets

1. Budget document/discussion- Finance Director Lawing stated the only changes to the presented budget is the removal of any raises for commissioners. Motion to group and approve items VI.G.1 and 3a. through H. by Commissioner Becker, second by Commissioner Foster, unanimous approval.
2. Highway department additional needs- Finance Director Lawing and Road Superintendant Hardin briefly spoke to this. The committee agreed this will be voted on by the full commission.
3. Appropriation resolutions
  - a. County, highway, and schools
  - b. Non-profit charitable organizations

### H. Continuation Budget Resolution

County Executive Holt was not present when item IV.B.2 was discussed and asked Chairman Taylor what action was taken. Chairman Taylor stated the motion that was made.

## VII. ADJOURNMENT-Motion to adjourn at 7:15pm by Commissioner Becker.

**COMMITTEE ON COMMITTEES  
MINUTES  
PAUL R. GOODE, CHAIRMAN  
JUNE 17, 2019**

Present:

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

Also Present:

Leah Dennen, County Attorney  
Justin Nipper, Commissioner

The regular meeting of the Committee on Committees was brought to order with an invocation by Comm. Dewitt on Monday, June 17, 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. Dewitt, to approve the agenda. The motion carried unanimously.

Approval of Minutes of May 20, 2019. Upon motion of Comm. Becker, and duly seconded by Comm. Tucker, the Committee approved unanimously the minutes of May 20, 2019.

Public Recognition. None

Report of the Chairman. Chairman Goode had no report.

Report of the County Executive. Not present

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
- Jim Young, Hendersonville

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

- Marilee Tice

Upon motion of Comm. Becker to approve the appointment of Marilee Tice to the Tourism Board, seconded by Comm. Echols, the Committee voted unanimously to approve the appointment of Ms. Tice.

Civil Service Board. Chairman Goode announced the following appointment to the Civil Service Board:

- Terry Mimms, two-year term

Upon motion of Comm. Becker to approve the appointment of Terry Mimms to the Civil Service Board, seconded by Comm. Echols, the Committee voted unanimously to approve the appointment of Mr. Mimms.

Next Month, June 2019

Airport Authority Regional. Two members with five-year terms: Dennis Cavin and Tod Burnham

Library Board. Two members with three-year terms: Jackie Wilber and Ronnie Fox  
Regional Library Board. Two members with three-year terms: Mary Anne Mudd and Shelly Ames

10. Adjournment. Upon motion of Comm. Becker, the Committee adjourned at 6:33 p.m.

Prepared by Maria Savage

**MINUTES**  
**GENERAL OPERATIONS COMMITTEE**  
**LESLIE SCHELL, CHAIRMAN**  
**June 3, 2019**

**Present:**

Leslie Schell, Chairman  
Caroline Krueger, Vice-Chairman  
Larry Hinton  
Gene Rhodes  
Baker Ring  
Moe Taylor  
Shellie Young Tucker

**Also Present:**

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

The scheduled meeting of the General Operations Committee was brought to order with an invocation by Chairman Schell on Monday, June 3, 2019, at 6:00 p.m. in the Sumner County Administration Building. Chairman Schell declared a quorum present to conduct business.

Agenda. Comm. Krueger moved, seconded by Comm. Rhodes, to approve the agenda. The motion carried unanimously.

Minutes of May 6, 2019. Upon motion of Comm. Moe Taylor, seconded by Comm. Ring, the Committee voted to approve unanimously the minutes of May 6, 2019.

Report of Chairman. Chairman Schell reported on the progress of Justice Planning Associates, Inc with the new justice complex. She stated that the construction manager at risk has been narrowed down to two companies – Turner Construction and Bell Construction. JPA made a presentation to the City of Gallatin Council regarding the parking garage for the project.

County Executive. County Mayor Anthony Holt stated that there will be a celebration of the 200<sup>th</sup> anniversary of the Bridal House June 8, 2019.

Recognition of the Public.

Chairman Schell recognized County Law Director Leah Dennen who stated that in February, 2016 the Commission and the Board of Education appropriated funds to engineer the greenway, and sewer and water lines up to the Brown/Dixon property. She said the project is moving forward and the only way to stop it is for the school system to abandon the school sight. She said the bonds have been sold for the school and the infrastructure around the campus. She said the matter is out of the hands of the General Operations Committee.

Chairman Schell recognized the following citizens to speak:

Kyle Robinson of 414 Upper Station Camp Creek Road had questions on the placement of the sewer. He was not opposed to greenways but he was opposed to having his backyard taken by eminent domain. He said the property owners face taxation and increased insurance premiums due to risk of bodily injury on the greenway. He said running a fence on his property would be difficult because of the flood plain area.



Dwight Dixon of 1914 Liberty Lane said his family sold the property to the County. He was not opposed to the sewer or survey. He questioned the need for a concrete drive on the easement and expressed his concerns regarding the greenway's proximity to his farming operation.

Dean Hibbs of 170 Upper Station Camp Creek Road voiced opposition against the taking of his property and the inherent liability that comes with a greenway/sewer easement. He wanted to know who voted to fund taking his land through eminent domain. He stated that future development was a key in the placement of the greenway.

Deborah Holmes of 2134 Long Hollow Pike said the sewer and greenway follows the length of her 33 acres and is in close proximity to her home. She said there was no positive reason to place a greenway at this location.

Lee-Anna Thomas of 902 Wallace Road in Gallatin, expressed support for neighbors and citizens and concern for safety in secluded areas. She requested the Committee follow the citizens' requests.

County Mayor Anthony Holt stated that White House Utility District required a concrete service road. He said the sewer system had to be a gravity flow sewer.

Chairman Schell suggested to Commissioner Moe Taylor that he contact Commission Chairman Scott Langford to put the question of the greenway on the full Commission agenda.

Chairman Schell recognized Commissioner Jerry Mansfield who spoke in regard to the greenway and comments made by Ms. Dennen. He said he cannot find any record of discussion on this portion of the greenway easement. He expressed concern that about an amended General Operations Committee agenda deferring an agenda item on this matter to rework documents. He questioned the need for a concrete access road to the sewer, except to provide a greenway.

## 8. Old Business.

### 8(1.) Capital Projects Reports. Mayor Holt presented the following:

- Purchased three vehicles through Ford in Murfreesboro for codes/planning/maintenance for delivery soon
- Community Development Block Grant Waterline project: Rabe Coats, Harrison, and Absher Branch. The state contract for the \$200,000.00 Community Development Block Grant has been sent back with signatures. Executed contract received from state on October 22, 2018. Technical Assistance Visit held on October 19 with CDBG staff. Currently working on Environmental Review with Engineer and GNRC staff. An archaeological report completed by Midsouth Cultural Resource Consultants in March. Will be finalizing environmental review in April 19. Finding of no significant impact. Notices are being published in paper May

4, 2019 for environmental public comment. Projected budget cost are high due to environmental and higher construction costs. Currently in state public comment period. Finding of No significant impact for environmental review. Easements will need to be acquired next for some property parcels. Project should proceed to bidding for construction later this summer.

- HVAC Unit Computer Room – This item was moved forward on the maintenance list because of equipment sensitivity. Sumner County Administration Building computer room HVAC has been overheating regularly which is not permitted with computer equipment. The County purchased a smaller 5-ton thermal power system with Comfort Group installing the unit. Finalizing project.
- Fire Panel at Administration Building- Koorsen Fire & Security completed review of ground fault in July during site visit. Koorsen Fire & Security completed annual inspection site visit for County Administration building on September 18, 2018. The specifications for the new fire panel have expanded to include replacement of strobes, horns and sirens, which will require the services of an architect. County will be working on advertisement for bid and request for proposal document for the replacement of the fire panel and other equipment. Advertisement for bids will be published May 5, 2019 with bids due June 4, 2019.
- Roof replacement at Administration building & Painting Cupola: The bid was awarded to FTM Contracting. In process of executing contract and obtaining bonds. Construction should begin later in May.
- Water sewer line easements for new school campus with White House Utility District: WHUD will be moving forward with this project in August 2018 for sewer portion. Letters sent by WHUD to property owners in September 2018. Working on securing easements.
- Ocana Park n' Ride: August funding award announcement through Nashville MPO Active Transportation Program - \$125,140.00 Federal grant funding, \$31,285 local funding. Total Estimated Project costs: \$156,425 – going through approval process at Nashville MPO, have not received grant contract yet. Gravel parking area adjacent to Ocana Community Center and connects to Station Camp Greenway, lot to be paved with parking and lighting for TDOT park n' ride project.
- Parking lot for EMS/EMA/ECC 255/253 Airport Road. Coordinating engineering design and geotechnical
- Flood Hazard Mitigation Project in Cottontown: Funding application submitted to State in April, 2018 for acquisition of two properties due to repetitive flooding. Application is under review. Hazard Mitigation/FEMA archaeological report completed. Archaeological report mailed to Division of Archaeology, State Hazard Mitigation, and FEMA for review on March 22<sup>nd</sup>.

Listed were FY2019 Capital Project needs completed and needs for the future.

8(2). Audio Visual Ad Hoc Committee. Chairman Schell stated that the full Commission deferred this matter to Legislative Committee for further discussion.

9. New Business.

9(1). Comer Barn Ad Hoc Committee. Chairman Schell recognized Commissioner Billy Geminden who reported on the progress of the Comer Barn Ad Hoc Committee.

Upon discussion, Comm. Hinton moved, seconded by Comm. Krueger, to initiate a request for proposals to hire an owner representative/project manager and approve up to \$20,000.00 to fund the hiring at an hourly rate and forward the matter to the Budget Committee. The motion carried (6-1) with Comm. Moe Taylor voting no.

9(2). Fire Safety Courthouse. Without objection, Chairman Schell declared the matter deferred 30 days until the Clerk and Master Mark Smith can be present to discuss the matter of fire safety at the Courthouse.

10. Adjournment. Chairman Schell declared the Committee adjourned at 7:02 p.m. after a motion by Comm. Moe Taylor, seconded by Comm. Krueger.

Prepared by Maria Savage

**SUMNER COUNTY HIGHWAY COMMISSION**

**May 7, 2019**

**MINUTES**

**MEMBERS PRESENT:**

Steve Graves, Chairman  
Judy Hardin, Road Superintendent  
Larry Hinton, Vice Chairman  
Anthony Holt, County Executive  
Jeremy Mansfield, Commissioner  
Tom Neal, Citizen Member  
Gene Rhodes, Commissioner  
Terry Wright, Commissioner

**OTHERS PRESENT:**

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

**CALL TO ORDER**

Chairman Graves called the regular monthly meeting of the Sumner County Highway Commission to order, Tuesday, May 7, 2019 at 4:30 P.M. in Conference Room #112 at the Sumner County Administration Building.

**ADDITION TO AGENDA**

**APPROVAL OF AGENDA**

**Motion to approve:**

Vice Chairman Hinson

**Seconded by:**

Commissioner Mansfield

**Motion passed:**

Unanimously

**APPROVAL OF MINUTES**

**Motion** by Road Superintendent Hardin to approve the April 2019 minutes. **Seconded** by Commissioner Mansfield. **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. Driveway Permit**

Road Superintendent Hardin and Planner Josh Suddath presented the tweaked instructions for obtaining a driveway connection permit. There was discussion. County Executive Holt **motioned** to approve these driveway permit (see attached) instructions. **Seconded** by Commissioner Wright. **Motion passed** unanimously.

**REPORT OF ROAD SUPERINTENDENT: NEW BUSINESS****A. Budget Amendments**

Road Superintendent Hardin submitted housekeeping for the end of the 2018-2019 Budget year. There was discussion. County Executive Holt **motioned** to approve the Budget (see attached) Amendments. **Seconded** by Citizen Member Neal. **Motion passed** unanimously.

**B. School Parking Lots**

Road Superintendent Hardin requested a Resolution to pave several school parking lots this summer. There was discussion. County Executive Holt **motioned** to approve the Resolution. **Seconded** by Citizen Member Neal. **Motion passed** unanimously.

**C. Phone Calls**

Road Superintendent Hardin mentioned she had received several phone calls about a pole on Station Camp. Rogers Group will be removing the pole by the end of the month and they will call Judy for an inspection.

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

**MOTION TO ADJOURN:** Vice Chairman Hinton  
**SECONDED BY:** Commissioner Mansfield  
**ADJOURNMENT:** 5:05P.M.



INVESTMENT, PURCHASING, 2002 FINANCIAL  
MANAGEMENT, AND 2012 FINANCIAL  
MANAGEMENT COMMITTEES MINUTES  
June 17, 2019

MEMBERS PRESENT  
Jerry Becker, Chairman  
Danny Sullivan, Vice Chairman  
Caroline Krueger  
Chris Taylor  
OTHERS PRESENT  
Leah Dennen  
David Lawing

- I. CALL TO ORDER by Chairman Becker at 5:42pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
  - A. Invocation- Led by Commissioner Taylor.
  - B. Approval of Agenda- Motion to approve by Commissioner Taylor, second by Commissioner Sullivan, unanimous approval.
  - C. Recognition of Public- None
  - D. Approval of Minutes – May 20, 2019- Motion to approve by Commissioner Taylor, second by Commissioner Sullivan, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN- None
- III. REPORT OF THE COUNTY MAYOR
  - A. Munis/Network Status Report- None
- IV. REPORT OF THE TRUSTEE
  - A. Trustee's Report- Included in packet.
- V. REPORT OF THE FINANCE DIRECTOR- None
- VI. REPORT OF THE LAW DIRECTOR- None
- VII. NEW BUSINESS
  - A. List of purchase order exceptions for FY2019- Motion to approve by Commissioner Taylor, second by Commissioner Sullivan, unanimous approval.
  - B. EMS – no purchase orders obtained- Motion to approve by Commissioner Taylor, second by Commissioner Sullivan, unanimous approval.
  - C. Assessor of Property – purchase was not bid; no purchase order obtained- Finance Director Lawing informed the committee this was a failure to bid per state statute, but we have received the benefits, so he recommends paying. Motion to approve by Commissioner Sullivan, second by Commissioner Taylor, unanimous approval.
- VIII. ADJOURNMENT- Motion to adjourn at 5:46pm by Commissioner Sullivan.



INVESTMENT, PURCHASING, 2002 FINANCIAL  
MANAGEMENT, AND 2012 FINANCIAL  
MANAGEMENT COMMITTEES MINUTES  
May 20, 2019

MEMBERS PRESENT  
Jerry Becker, Chairman  
Danny Sullivan, Vice Chairman  
Anthony Holt  
Caroline Krueger  
Chris Taylor  
OTHERS PRESENT  
David Lawing  
Leah Dennen  
Ben Allen  
Dennis Cary  
Josh Suddath

- I. CALL TO ORDER by Chairman Becker at 5:30pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
  - A. Invocation- Led by Commissioner Taylor.
  - B. Approval of Agenda- Chairman Becker added item VII.C. Motion to approve amended agenda by Commissioner Taylor, second by Commissioner Sullivan, unanimous approval.
  - C. Recognition of Public-None
  - D. Approval of Minutes – February 25, 2019- Motion to approve by Commissioner Taylor, second by Commissioner Sullivan, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN-None
- III. REPORT OF THE COUNTY EXECUTIVE
  - A. Munis/Network Status Report- IT Director Cary directed the committee to pages five and six of the packet. (See attached) He explained these pages display the departments that are now on the county's network and the ones that are not. Law Director Dennen stated Road Superintendant Hardin and Register of Deeds Briley are working through some issues, but they are interested in being on the county's network. IT Director Cary stated the sheriff's department and ECC will not be coming onto the county's network. Chairman Taylor stated he has spoken to Chief Deputy Pickard and Commander Harbsmeier and they are slowly working through some issues with IT Director Cary. Chairman Taylor stated IT Director Cary is not assuming the liabilities that come with consolidating the sheriff's department right now because he doesn't have control over the sheriff's IT department. County Executive Holt mentioned there are law enforcement security issues that IT Director Cary doesn't understand how to receive clearance, and until he does, it will be extremely difficult to consolidate them.
- IV. REPORT OF THE TRUSTEE
  - A. Trustee's Report- Included in packet.
- V. REPORT OF THE FINANCE DIRECTOR-None
- VI. REPORT OF THE LAW DIRECTOR-None
- VII. NEW BUSINESS
  - A. List of purchase order exceptions for FY2019- Motion to approve by Commissioner Sullivan, second by Commissioner Taylor, unanimous approval.
  - B. Planning and Stormwater – no purchase order obtained- Planning Director Suddath briefly spoke to this. Motion to approve by Commissioner Taylor, second by County Executive Holt, unanimous approval.
  - C. Sheriff-no purchase order obtained-See attached. Finance Director Lawing briefly spoke to this. Motion to approve by County Executive Holt, second by Commissioner Taylor, unanimous approval.
- VIII. ADJOURNMENT- Motion to adjourn at 5:45pm by Commissioner Krueger.

## Sumner County Library Board | Meeting Minutes

**Date:** March 13, 2019

**Location:** Gallatin Public Library 1:30 PM

*Board Members Present:* J.J. Hunter, Mary Ann Mudd, Dan Toole, Ronnie Fox, Jane Wheatcraft, Jackie Wilbur, Shelley Ames, Shawn Utley, and Amy Eller

*Library Representatives:* Jim Young, Debra Elledge, April Mangrum, Melissa Clark, Lani Sabo, and Cindy Matthews

*Regional Representatives:* Cecilie Maynor

*Guests:*

*Absent:*

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### I. Announcements

- Called to order by J.J. Hunter on March 13, 2019 at 1:30pm.
- Motion to approve agenda for current meeting made by Shawn Utley, seconded by Ron Fox. Motion passed.
- Motion to approve minutes from previous meeting made by Ron Fox, seconded by Dan Toole. Motion passed.

### III. Roundtable

- Library Finance Administrator, Jim Young – Budgets have been submitted to county. They will review them and send them back to the respective library manager. Requested 4% increase originally, increased it to 5%. Budget meetings started in mid-May. Geothermal HVAC system is not working properly and needs to be addressed soon. The school system was contacted, however, the repair is above their expertise. Trinity Geothermal LLC did a revamp, reviewed blueprints, and estimated the job to \$112,000 to repair. Meeting scheduled with the committee on Monday, April 1 (General Ops Committee) and then to Budget Committee. Repair may cause library to be closed a couple of weeks.
- Library Managers, Monthly Report (each manager provided circulation statistics, expenditure report, upcoming programs, etc).
  - i. Westmoreland Public Library - Computer classes in partnership with the police department, two on MS Word, third one on Excel scheduled for Wednesday. Storytime participation has increased – 30 attendees – every Tuesday at 11am (pre-elementary). Art Content – 16 entries – middle of voting for Best in Show, winners to be announced on Friday. Staff attended Summer Reading Workshop in Brentwood – expanding for the entire month of June, adding adult component, MTW and F. Cindy attending Kindergarten registration to promote the library; and summer



reading programs. Receive two grants from the Modern Woodsman (money for craft supplies and backpacks). Teen space, under construction, being utilized already. Statistics – numbers have increased 60% in program attendance (expanding old, but also adding new). Increased communication via Facebook (page views up 89%, post engagements up 56%).

- ii. Portland Public Library – included a copy of budget in packet as well as long term expense expectation. Requested part time to full time position, but no capital expenditures (due to city building). Facility, rest of hanging lights installed/LED, next Monday having tree removed. New chairs in junior library. Technology help sessions going really well – 3 to 5 sessions every Tuesday. Portland Library closed Thursday, April 4 – TEL Coordinator for State Library and Archives – train the trainer TEL session and additional staff training. In the previous week, Goodnight Memorial Library information and any special offerings was in the paper – offered the same to Portland Public Library starting April 10<sup>th</sup>. Fastest growing part of library is museum and genealogy – subscribed to Omica.NET (used by libraries and museum, display collections, digital exhibits, oral exhibits, etc. - \$75 annually – 5 sites/pages, collection is limited to local, surrounding communities, beginning in May, those with a “story to tell” will have an opportunity to record an oral history).
- iii. Millersville Public Library – HVAC issues (building designed, no air returns in all rooms, causes children’s room to be very warm, had county add additional air returns). Received grant from Dollar General Literacy (young adult library association) – goal is to take teenage programs and move to location to them (since many of them cannot drive). Battle of the books, elementary school and high school, electronic quizzing via online program (children can log in, compete with others), sponsored by Baskin Robbins. Included a puppet show, created by Children’s Library Assistant, writes scripts and performs it.
- iv. Hendersonville Public Library – Discussed how the HPL uses the standards? As a checkpoint – example technology, tech training twice per month, 1:1 training. Library Items for staff to learn on first (i.e. Android Tablet) so they can assist library patrons. Sumner County IT is getting someone that can run tech cable for library networks, this will help wifi access and be able to add people counter. Required create meaningful partnerships in the community – library assistant Arts Alive at the Library (high school art clubs showing young children how to draw).
- v. Gallatin Public Library – included proposed budget in packet, includes 5% raise, funds for books/furniture (asking city for \$5000 book money, furniture funds moved from other places). Most of the funds for books

and furniture is from the Friends of the Library which includes money for renovations – need to increase fundraising. Phase I renovations are complete. Statistics, collection has shrunk by about 2000 items – weeded while renovations were underway. Minimal complaints regarding being closed for a couple days. Over past two months – three major patron issue – per police department, banned two of the three. Minor issues from safety inspector, county maintenance addressed the issues and was able to pass safety inspections. Podcast going well (“Cup of Madness”), Walter Durham Lecture Series ongoing in April 2019.

Motion to approve reports for the Library Managers made by Shelley Ames , seconded by Jackie Wilbur. Motion passed.

- Regional Director Cecilie Maynor – Image Evaluations through region Jerry Smith, spoke very highly of Gallatin. New Standards released prior to Christmas, new ones include trustee certification within first year, TN. Trustee Workshop have at least one trustee attend. Each library should have an emergency plan (include open for the public during national or local disaster); requesting Teen Advisory Board; additional item included Core Competencies for Library Staff; Social Media and Inclement Weather Policies to be added. At the end of fiscal year, will request training documents for staff. State and Federal funds are to be spent prior to April 15. In-service April 3 at Franklin Public Library “learning environment in your library.” April 15, King County Public Library in-service on “How to Support the Aging Population.”

### III. Old Business

- Committee Updates:
  - Personnel Evaluation Committee - meeting on Tuesday, March 26<sup>th</sup> to work on forms at Gallatin Public Library, then modify them for each library manager and then request Cecilie to review.
  - Policy Review Committee – no update, continuing meetings with committee to re-evaluate the Meeting Facilities Use Policy. Also adding Social Media Policy as next step to meet new state standards.

### III. New Business

- Review/ Approve Hendersonville Public Library’s new logo – includes a book in the shape as an “H” with a book mark. Motion to approve new library logo made by Shawn Utley, seconded by Ron Fox. Motion passed.
- Officer Election (effective May 2019):
  - Chairman – nomination of J.J. Hunter as chairman; motion for nomination to cease made by Shelley Ames, seconded Ron Fox. Elected by acclamation.
  - Vice Chairman – nomination of Dan Toole as vice chairman; motion for nomination to cease made by Shawn Utley, seconded Shelley Ames. Elected by acclamation.

- Secretary – nomination of Shawn Utley as Secretary; motion for nomination to cease Dan Toole, seconded by Jackie Wilbur. Elected by acclimation.
- Regional Representative – nomination of Mary Ann Mudd; motion for nomination cease made by Shelley Ames, seconded Jane Wheatcraft. Elected by acclimation.
- Accept officer elections, motion made by Shelley Ames, seconded by Mary Ann Mudd.

#### IV. Adjournment

- Motion to adjourn meeting made by Shelley Ames, seconded by Jackie Wilbur. Motion passed.

Minutes respectfully submitted by Amy G. Eller, Secretary.

**MINUTES  
LEGISLATIVE COMMITTEE  
BAKER RING, CHAIRMAN  
JUNE 10, 2019**

**Present:**

Leslie Schell, Vice-Chairman  
Loren S. Echols  
Paul R. Goode  
Steve Graves  
Caroline Krueger  
Chris Taylor  
Scott Langford, Commission Chairman

**Absent:**

Baker Ring, Chairman

**Also Present:**

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

Vice-Chairman Schell brought the Legislative Committee meeting to order with an invocation by Comm. Scott Langford on Monday, June 10, 2019, at 5:30 p.m. in the Sumner County Administration Building in Gallatin. A quorum was present.

Approval of Agenda. Without objection, Vice-Chairman Schell added as Item C under New Business discussion of the proposed greenway and sewer plan infrastructure for the new campus. Upon motion of Comm. Graves, seconded by Comm. Krueger, the Committee voted unanimously to approve the agenda as amended.

Minutes of May 13, 2019, for approval. Upon motion of Comm. Goode, seconded by Comm. Graves, the Committee voted to approve unanimously the minutes of May 13, 2019.

Recognition of the Public. Vice-Chairman Schell recognized the following persons who were not in favor of taking citizens' properties for construction of a greenway:

Seth Vaughn of 1202 Upper Station Camp Creek Road stated he was in favor of schools but against a greenway in his backyard. Mr. Vaughn submitted a petition.

Michelle Jouvence of 1335 Long Hollow Pike stated on the record she was against Sumner County suing her neighbors to put a public walkway through private property. She said the sewer down the creek was not in the taxpayers' best interest.

Jack Chappell of 1758 Long Hollow Pike stated his parents had problems resulting from a public access walkway on their property in another state. According to his research, White House Utility District (WHUD) is proceeding based on the County's directive.

Dean Hibbs of 170 Upper Station Camp Creek Road said he received two contracts: one for the sewer and one for sewer and greenway access. He stated his opposition to the taking of his property. He wanted to question the Committee on this matter, stating that he sent commissioners a flood video of the area. He asked for a cost analysis of cleanup of the greenway and repair of the sewer after recurring floods.

Kyle Robinson of 414 Upper Station Camp Creek Road was critical of the lack of information available regarding the greenway. He said the paved access road for the sewer is not statutory and WHUD should consider putting the sewer along the roadway using a pressure system. He was concerned about the precedent set with this particular use of eminent domain.

Ruth Fennell of 1049 Blue Jay Way stated citizens should never be surprised by government decisions which were made several years ago. She asked the Commission to remove the access road, put the sewer along the road and do away with the greenway.

Randall Pomeroy of 116 Long Hollow Way expressed concern regarding the lack of adequate information coming from county officials about this subject. He asked the Committee to revisit their actions on the type of sewer.

Report of Chairman. Vice-Chairman Schell had no report.

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

## 8. Old Business.

8a. Video/Audio Recording Policy (returned from Commission).

8b. Adopting the Sumner County IT Department Policy (returned from Commission).

Upon motion of Comm. Goode, seconded by Comm. Graves, the Committee voted unanimously to form an ad hoc committee to review and report back next month on policies regarding agenda items 8a. and 8b. Vice-Chairman Schell stated that she would notify Ms. Dennen who offered to send an email and set up a meeting.

8c. Authorizing a reappraisal cycle.

Upon motion of Comm. Langford, seconded by Comm. Echols, the Committee voted to approve unanimously a five-year reappraisal cycle.

9. New Business.

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

9b. Accept the Bond of the Director of Schools. Upon motion of Comm. Goode, seconded by Comm. Graves, the Committee voted to approve unanimously the bond of the Director of Schools and forward the matter to the full Commission.

9c. Greenway/sewer Easements for the Liberty Creek High School. Comm. Langford moved, seconded by Comm. Goode, to remove any consideration of the greenway from the sewer easements.

Vice-Chairman Schell presented typed responses from the WHUD engineer to questions posed about the project.

The Committee discussed gravity-flow sewers versus a pressure system. County Mayor Holt said a gravity sewer is better as far as taking affluent because you don't have to use a pump. He said using a pressure system instead of a gravity-fed sewer would have to be re-engineered, which would take more time and expense. He said the County is required to engineer the sewer to WHUD standards and have certain access to sewer. He said according to White House they have to build an all-weather access road because it does not run beside a public road.

Comm. Echols moved, seconded by Comm. Graves, to reauthorize funds to redo the engineering study on the sewer project to put it along Upper Station Camp Creek Road.

Comm. Langford stated WHUD preferred the gravity system.

Ms. Dennen addressed the question of an easement, stating that the property owners have a choice to sell their property or grant an easement. She stated that eminent domain was exercised in the 1980s by the county and in several instances since then by the State to build roads.

Vice-Chairman Schell stated that WHUD has required hard surface access roads for over a decade.

Vice-Chairman Schell recognized Commissioner Jeremy Mansfield who said the resolution authorizing this action in February 2016 did not mention the greenway, condemnation or access roads and the supporting documentation was incomplete and illegible. He questioned the legality of the process and how commissioners knew nothing about a greenway. He said state statute does not require a paved access road. He spoke in favor of exploring the

use of a pressure system versus a gravity-fed sewer in terms of a cost analysis.

Comm. Goode requested WHUD officials appear before the full Commission Monday, June 17. Vice-Chairman Schell said WHUD officials preferred not to come to the meeting.

Ms. Dennen suggested that commissioners tell WHUD that they want any consideration of the greenway removed and to request WHUD to demonstrate how they would build the least invasive access route to this sewer. Vice-Chairman Schell asked the Commission Chairman, along with Comm. Mansfield and Ms. Dennen, to make that request and include a request from Comm. Echols to hear from the design engineers.

The motion on the amendment failed (3-2-1) with Commissioners Echols, Graves and Krueger voting in favor; Commissioner Goode and Langford voting no and Vice-Chairman Schell abstaining.

Committee members discussed having the process vetted by an independent company to get a second opinion. Mayor Holt stated that the civil design company designed the system that would work properly with a big school system.

Comm. Langford moved, and agreed to by Comm. Goode who seconded the motion, to modify his original motion to remove the greenway from consideration and request WHUD take the least invasive route to access the sewer to the new school campus. The motion carried unanimously.

#### 10. Certificates of Recognition.

- a. Honoring Diane Black
- b. Valedictorians of School Year 2018-2019
- c. Merrol Hyde Magnet School Boys' Soccer Team
- d. Merrol Hyde Magnet School Boys' Tennis Team

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

#### 11. Zoning

11a. Rezoning and Preliminary Master Development Plan of Retreat at Norman Farm Requesting to have property along Anderson Road and Jones Lane rezoned from Residential A(RA) to Low Density Residential Planned Unit Development (LDRPUD)(second reading) attached.

Upon motion of Comm. Goode, seconded by Comm. Krueger, the Committee voted unanimously to approve the second reading of the rezoning and Preliminary Master Development Plan of the Retreat at Norman Farm.

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

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

12. Adjournment. Upon motion of Comm. Krueger, and duly seconded by Comm. Graves, the Committee adjourned at 7:03 p.m.

Prepared by Maria Savage