



# SUMNER COUNTY COMMISSION

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

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## Commissioners

*First District*  
**Mike Akins**  
**Moe Taylor**

*Second District*  
**Billy Geminden**  
**Shawn Uiley**

*Third District*  
**Steve Graves**  
**David Satterfield**

*Fourth District*  
**Frank E. Freels**  
**Joe C. Matthews**

*Fifth District*  
**Ben Harris**  
**Baker Ring**

*Sixth District*  
**Paige Brown**  
**Jim Vaughn**

*Seventh District*  
**Trisha LeMarbre**  
**Kirk Moser**

*Eighth District*  
**Paul Decker**  
**Merrol N. Hyde**

*Ninth District*  
**Chris Hughes**  
**David Kimbrough**

*Tenth District*  
**Paul R. Goode**  
**Jo Skidmore**

*Eleventh District*  
**Paul D. Freels**  
**Jerry F. Stone**

*Twelfth District*  
**Michael Guthrie**  
**Bob Pospisil**

**The following minutes are included in this packet:**

**Budget Committee.....September 10**

**Committee on Committees.....October 15**

**Education Committee..... October 1**

**Emergency Services Committee.....October 1**

**Employee Benefits.....September 18**

**Financial Management Committee.....September 17**

**Investment Committee.....September 17**

**Legislative Committee.....October 9**

**Purchasing Committee.....September 17**

MINUTES  
SUMNER COUNTY BUDGET COMMITTEE  
September 10, 2012

Members Present:

Kirk Moser, Chairman	Shawn Utley	Jim Vaughn
Jerry Stone, Vice Chairman	Moe Taylor	Mike Guthrie

Also:

Anthony Holt	David Lawing	Leah Dennen	Mike Marshall	Amanda Prichard	David Pigna
Sid Hankins	Paul Decker	Frank Freels	Billy Geminden	Tricia LeMarbre	

Chairman Moser called the Budget Committee to order on Monday, September 10, 2012 at 6:34 p.m., in Room 112 at the County Administration Building in Gallatin, Tennessee. Mr. Moser stated last Tuesday at the Education committee he invited all the members of the Education Committee that wanted to attend this meeting tonight. The Education Committee did not have an opportunity to review the changes to the school budget. So we have some members of the Education Committee sitting here with us tonight. The only Education Committee member not present is Joe Matthews. The Education Committee members can enter into discussion on the school budget discussion, however they are not able to vote. Mr. Moser wanted to thank Commissioner Hughes for his service for the past year on this committee. He did not return this year, but I would also like to welcome Mr. Guthrie to this committee.

AGENDA: Motion to approve the agenda made by Mr. Taylor, seconded by Mr. Vaughn; motion passed unanimously.

RECOGNITION OF PUBLIC: None

APPROVAL OF THE MINUTES: Motion to approve the minutes of August 13, 2012 made by Mr. Utley, seconded by Mr. Vaughn; motion passed unanimously.

REPORT OF THE COMMITTEE CHAIRMAN: Mr. Moser stated that for the next two months, the second Monday falls on a holiday. The Legislative Committee has pushed their meetings over to the next Tuesday at 5:30pm. It is my recommendation that this committee meet those following Tuesdays at 6:00 pm. Motion to approve made by Mr. Vaughn, seconded by Mr. Guthrie; motion passed unanimously.

A. Report from the Assessor of Property (migrating to new system; no report) – No report

REPORT OF THE COUNTY EXECUTIVE: No report.

REPORT OF THE DIRECTOR OF SCHOOLS: Dr. Phillips was not able to attend this meeting.

OLD BUSINESS: None

NEW BUSINESS:

A. Education –

1. Ellis Middle School Roof --\$300,200 additional appropriation – Mike Marshall stated he came before the committee last week asking for a roof for Ellis Middle School. He asked the roof consultant, Sid Hankins, to be here tonight to help answer any questions. Mr. Moser asked what the bid came in at. Mr. Marshall stated it was \$815,200. Mr. Moser wanted to make sure everyone understood that they want to do the flat portion and the dome portion. Mr. Marshall stated that if we took the dome part out it would only save \$77,000, so we decided to go ahead and let them do it all. Mr. Moser stated we only had \$500,000 appropriated for this project, so this has come in about \$300,000 more than what we had for it; is that correct Mr. Lawing? Mr. Lawing replied it was budgeted at \$515,000, now it needs \$300,200 more. Mr. Moser asked if they bid it once, twice or how many times. Mr. Marshall stated they only bid it once and the four companies listed on the bid tabulation sheet (included in packet) were the only companies that placed bids. Mr. Moser asked if they were to bid it again, does he think they would get lower bids. Mr. Marshall stated he didn't think

so. Mr. Moser asked Mr. Hankins what does he think if we reject this bid and put it out to bid again. Mr. Hankins replied that in his experience, unless you dramatically change the scope of the project, it's not going to improve the prices a whole lot. Mr. Geminden stated he checked out the Maxwell Roofing & Sheet Metal company and found them to be a very reputable company. Mr. Decker asked with winter coming on, how long they think it will take. Mr. Hankins stated we've given them a contract time of 120 days. The clock starts running as soon as we give them notice and the contract is signed. Mr. Utley asked if there was any type of warranty with this roof. Mr. Hankins replied we are getting a 20 year weather tightness system warranty. So that means any component of the roof will be included in the manufacturer's warranty. The first two years the manufacturer and the contractor are jointly responsible. Then from that point on it's the manufacturer's responsibility. Mr. Freels wanted to verify that it's only a 10 year warranty on the dome. Mr. Hankins replied yes, it's only 10 years on the dome because we are only recoating the dome. Motion to approve made by Mr. Utley, seconded by Mr. Vaughn; motion passed unanimously. Mr. Moser asked Mr. Lawing what was the source of funding. Mr. Lawing stated it will come out of the Capital Projects Fund.

2. FY13 Budgets – Mr. Moser stated we have Ms. Pritchard here tonight to answer any questions. Mr. Moser asked Mr. Lawing if he has looked over the revised budget. Mr. Lawing replied yes. Mr. Moser asked Mr. Lawing if he had any questions. Mr. Lawing stated the changes between draft one and two were minor, but he created a spreadsheet showing the differences between drafts two, three and four. Mr. Lawing passed out the spreadsheet. Mr. Lawing stated that looking at the spreadsheet; the second draft was submitted on July 17, 2012. The only changes between the first and second draft was under Education Debt Services for \$45,625, it was added in. Then there was about \$20,000 taken out of BEP because of the final estimate. Mr. Moser asked if that was because of the legal deficiencies they had. Mr. Lawing said it was a debt payment that was overlooked and there was a more recent adjustment. Next was the August 9, 2012 draft. The changes in it were the \$500,000 additional BEP funds, \$327,749 taken out for Adult Education, and then the projected fund balance was adjusted by around \$1,050,000. The Regular instruction Program was adjusted by \$2,671,586 and the majority of that was the \$2M for the books and some other odds and ends. The next two items are the Adult Ed and the last one was \$205,000 adjusted out of Transportation in the insurance line item. The next one is the draft that is here tonight. The adjustments so far, I've already talked to Amanda about several them. The first is a decrease (to my understanding) in the E-Rate, and talking to Amanda it's actually netted against cost which is now why the revenue is no longer showing up. The other is where they added back in the \$327,749 for the Adult Ed, and talking with Amanda there are several adjustments down through here that she can explain. Some are to do with the insurance settlement; some are to do with the Adult Ed. The final is the total difference between the July 17<sup>th</sup> draft and the September 4<sup>th</sup> draft. Which is the \$150,000 E-Rate, the \$500,000 in BEP funds and the adjustment to the beginning fund balance of slightly less than \$3.3M and about \$4.1M of appropriation adjustments which Amanda can explain. Mr. Moser stated he wants to make sure he is understanding this; so the July 17<sup>th</sup> draft had an ending reserve balance of \$9.2M. Mr. Lawing stated this was an estimated amount but the actual amount they closed the books at was a little over \$12M. Mr. Moser stated so what they actually closed the fund balance at is \$12,428,864. So there's a difference of \$3,228,864 between what they estimated what they were going to close at and what they actually closed at. Mr. Moser asked Ms. Prichard if that is correct. Ms. Prichard replied yes. Mr. Moser asked Ms. Prichard to explain to him why they projected the ending fund balance so low; that's a substantial difference. We had all kinds of people hollering and screaming and concerned about their kids not starting school on time and now we've got over \$3M more monies. Do you know why that figure was projected so low? Ms. Prichard replied that decision was made before she came on board and that was a decision that when we were looking at the final year end amounts, that was the estimate they had at that time. Part of that is unrestricted and part of that increase is in a restricted balance. Mr. Vaughn asked when did they close the books. Ms. Prichard replied they closed the books in late August. Mr. Vaughn asked if she knew a more exact date than just late August. He has been asked several time why the county commission doesn't get a handle on this quicker. My response several times has been that we can't get a handle on it until we know those figure; \$12M is a

lot of money. Mr. Moser stated he is glad to know that we've got a new Finance Director over there at the school board that's going to get a handle on this, but on next year's budget if you could do a little bit better job of accurately projecting the fund balance it might eliminate some of this misinformation that has been presented to the public. Could we work toward that goal next year? Ms. Prichard replied she will work on getting a very accurate balance next year. Mr. Moser stated he would appreciate that. Ms. Prichard stated the new ERP system will have updated software that will be beneficial in this process. Mr. Moser commented there was a lawsuit involving the school system, there was supposed to be \$900,000 to \$1M worth of payout; is that number reflected somewhere in this \$3M figure. Ms. Prichard replied it is in the final budget figures, and that amount is \$1,100,000. Mr. Stone asked what line item it is in. Ms. Prichard replied it is in line 71100-207 Medical Insurance; \$1,060,000 is in this line item and \$40,000 for interest is in line item 72310-599. Mr. Moser asked Ms. Prichard if this budget they have presented is balanced. Ms. Prichard replied yes, and it passes the state test for maintenance of effort and reserve fund balance. Mr. Moser commented to Ms. Prichard: the school system has made reductions to personnel cost in the amount of \$935,000. That amount is in the budget, but that amount has not been assigned a position, is that correct. Ms. Prichard replied that is correct; all of the \$935,000 has been taken out of the Instruction line items. Mr. Stone asked what line item the teachers that have been hired to develop these theme schools are being paid out of. Ms. Prichard replied she does not know 100% on that, she will have to verify that. Mr. Stone commented that if they were going to have to lay off teachers, wouldn't it be better to reassign those people than actually cut them. Ms. Prichard replied that would be up to management. Mr. Stone said he realized that is a management decision, he was just asking a rhetorical question. Mr. Moser asked what the amount of pay was budgeted for the "theme" teachers. Ms. Prichard replied she does not know. Mr. Moser asked Ms. Prichard what line item the bookkeeper's salaries are in. Ms. Prichard replied that is in 72410-161 and the amount is \$987,297. Mr. Moser asked Ms. Dennen if the school system wanted to move money between those two line items, would they have to come back before this committee. Ms. Dennen said Mr. Lawing could answer that question better. Mr. Lawing stated it is between major categories, so yes they would have to come back to the school board and the county commission. Mr. Decker asked Ms. Prichard about the Adult Education; the other night it was at zero and now it has been put back in. Can you explain to us what happened there? Ms. Prichard stated that was an oversight; we have applied for and received the grant funding so we are going to use that to the best of our ability. Mr. Stone asked what the line item was for that. Ms. Prichard replied the revenue line is 47120 and the expense line items are 71600 and 72260. Mr. Moser asked Mr. Decker his understanding about Adult Ed. Mr. Decker stated it was his (and several other's) understanding that Adult Ed was going to be eliminated. But there is federal and state money that is available which would be roughly about half of Adult Ed that could be salvaged. So what we did the other night was we asked the Adult Ed folks to go back and come back at our October meeting and share with us what impact that was going to have on Adult Education. Mr. Decker commented to Ms. Prichard: at this point, there have been no personnel cuts done based on this budget. It's my understanding that the administration in the central office is meeting with individual principals to find what impact it would have and what recommendation they would have on personnel cuts that could be made within each individual school. At this point, none of these cuts have been made. Is that an accurate statement? Ms. Prichard replied from the best of her knowledge, yes. Mr. Decker asked if the retirement incentive has been extended. Ms. Prichard replied it was not an incentive, they extended our current retirement package and it was extended to September 5<sup>th</sup>. Mr. Utley commented to Mr. Decker: there was a quote in the paper that there was a misunderstanding that the Adult Education was not going to be funded. Am I confused, what misunderstanding did we have, did the Education Committee have or the Commission as a whole have? Mr. Decker replied it was his understanding that Adult Ed would be eliminated. Mr. Moser stated he was told in no uncertain terms that there was no more money for Adult Education and that if the county government wanted adult education, then the county government needed to find a way to fund it. That left me with the impression that we don't have money for adult education. Mr. Moser asked if there were any motions. Mr. Stone made a motion to approve the budget, but wants more discussion. Motion seconded by Mr. Guthrie. Mr. Stone stated it was his understanding that the school

board has never approved the program for the focus coordinators. Mr. Moser asked Ms. Prichard if she knew anything about this. Ms. Prichard replied no, that was before she came on board. Mr. Stone stated that it bothers him that we are talking about laying off teachers and here we are paying for something that has never been approved. Mr. Moser stated it bothers him. Mr. Vaughn asked how many are there. Ms. Prichard replied there are seven focus coordinators. Ms. LeMarbre commented that it upsets her that these focus coordinators are in the schools with no student-teacher interaction what so ever, when we've got over crowded classrooms and we're cutting other things. Mr. Moser stated he doesn't understand why you would hire people and put them in the schools when you haven't passed a program; that just doesn't seem logical. Mr. Vaughn commented that this room was filled with people that only heard one side of the story. The commission chambers was filled with people that heard how terrible we were, and they're not hearing these kinds of questions tonight about focus schools being developed and unanswered questions on how that money is going to be spent. The fact that we have a teacher and a principal here that have the same type questions we have about how the money is being spent over there; that's my biggest concern. I would love to not be able to vote for this, but at the same time I know we need to and we have to. Mr. Guthrie called for the question. He stated there have been some very good points brought up, such as the focus coordinators - I don't agree with them, but I don't think this is the place to do it since Dr. Phillips isn't here to speak to that. Mr. Utley requested to ask one more question. Mr. Moser allowed his question. Mr. Utley stated he would like to see something presented to the education committee and the budget committee from the schools of exactly what they cut what instructors they cut and at what school. I think it is vital that we know that. Is that asking too much? Mr. Moser stated he would like to see that as well. Mr. Decker stated he has already talked to the Director of Schools about that specific recommendation; that he share with us the cuts that were made at each individual school (we don't want names), and bring that back to us in October or by November. We need to get an overview of what really happened. Mr. Vaughn offered an amendment that the school board take strong consideration in removing the focus coordinators rather than laying personnel off. Mr. Moser stated we will consider that after we vote the budget up or down. Mr. Moser asked for the vote on the original motion; motion passed unanimously. Mr. Moser stated that Mr. Paul Freels was ill tonight and that is why he is not in attendance. Mr. Vaughn asked if the resolution could read something like: in lieu of layoffs, this committee would request that the school board **strongly** consider the elimination of the focus school directors positions rather than layoff. Mr. Moser asked Ms. Dennen if that steps over the line. Ms. Dennen replied not at all, you're just encouraging. Mr. Taylor seconded the motion for the resolution. Ms. LeMarbre stated she would like to take it a step further, not just the cost of the coordinators, but everything in the budget that goes along with that. Because there's training and other items that goes along with that. Mr. Moser stated so the total costs associated with the program. Mr. Vaughn and Mr. Taylor both agreed to add that to the resolution. Mr. Utley wanted to amend the motion to state we don't want them to cut classroom teachers. Mr. Moser asked Ms. Dennen to incorporate what Mr. Utley asked to add to the amendment. Mr. Vaughn and Mr. Taylor both agreed. Motion approved unanimously.

Recess at 8:06pm

Reconvened at 8:10pm

#### B. Appropriations

1. Capital Projects Fund Adjustments from FY12 - Mr. Lawing stated the first one is from the 2010 bond for the Clark House. The next one is for the CDBG waterline grant, and the last one is for miscellaneous refunds. Motion to group and approve made by Mr. Stone, seconded by Mr. Taylor; motion passed unanimously.
2. Assessor of Property--\$1000 state incentive funds for education - Mr. Lawing stated this is for one of his employees that goes to a training class. The state gives them a \$1,000 a year supplement that flows back in as a budget adjustment. Motion to approve made by Mr. Stone, seconded by Mr. Guthrie; motion passed unanimously.
3. EMA-Insurance Recovery from EMA towers lightening damage - Mr. Moser asked Mr. Vaughn if this went through his committee. Mr. Vaughn replied that it did not. Mr. Lawing

stated this was an emergency situation because lightening struck three of their towers and cut off their radio communications so Mr. Weidner had them repaired. Mr. Lawing said \$26,566.65 out of the \$27,516.65 will be coming back as an insurance recovery, there was a \$250 deductible and \$700 was unallowable because it was preventative versus repairs. Motion to approve made by Mr. Vaughn, seconded by Mr. Utley; motion passed unanimously.

4. Hendersonville Library--\$4,500 from unassigned fund balance for office supplies - Mr. Lawing stated somewhere from their original request to the final budget this line item was removed from their budget. They were sent two confirmations for their budget, but they did not catch it in either confirmation. Motion to approve made by Mr. Utley, seconded by Mr. Vaughn; motion passed unanimously.
5. Walk Across Summer program--\$11,787 from restricted balance and additional revenues - Mr. Lawing stated this is the amount of donations left over from last year, the extra and the donations for this year. This is all donated money. It is used to buy items for the program. Motion to approve made by Mr. Taylor, seconded by Mr. Guthrie; motion passed unanimously.

#### C. Transfers

1. Inter-budgetary - Mr. Lawing stated the first one involves the janitorial service at Portland Library. They have decided to cut other line items in order to continue their janitorial service at the level they currently have. Motion to group and approve items a and b made by Mr. Taylor, seconded by Mr. Vaughn; motion passed unanimously.
  - a. Greater than \$2,500
  - b. \$2,500 or less

#### D. Tax Matters

1. GGNCS Gallatin Brandywood--\$63.35 refund - Motion to approve made by Mr. Vaughn, seconded by Mr. Stone; motion passed unanimously.

E. Phone System--\$200,000 - Mr. Lawing stated the Jail, Adult Probation, Criminal Justice, Courthouse and the Administration Building all share two phone systems that are inter-connected. The system is currently twelve years old and you cannot order replacement parts. It will take at least six months to replace it from bid to finish. If these phones go down, no one will have any phone system. So the request from the General Ops is up to \$200,000 from the Capital Projects Fund to replace this phone system. Motion to approve made by Mr. Stone, seconded by Mr. Vaughn. Mr. Moser asked Mr. Pigna if we have put a bid out on this yet. Mr. Pigna stated we haven't done anything; this is year number two on this request. The company that manufactures our system is no longer in business. The system we have here in this building is at capacity. Mr. Vaughn stated he wondered if we need to put the \$200,000 in there. If you put it out for bid and they know we have \$200,000 to spend, then we may get bids for \$199,999. Mr. Moser asked if we have to appropriate the money before we put it out to bid. Ms. Dennen replied no, and stated that this committee can tell him to go ahead and put it out to bid and we'll get back with it. The reasoning behind this is to let the committee know that this is in the ballpark of what it's going to cost. It may come out better, it may come out worse. Also, remember as your handing out what's left of the bond money, this is a big piece that needs to be done. Mr. Lawing stated this is local money we are asking for, but in Financial Management next month, we need to start discussing the bonds because by January of this coming year, we need to have all the cash flow down. Some of these are more long term so we need to be switching local and bond money out to get the cash out of here. Mr. Moser asked Mr. Holt what his thought was on this. Mr. Holt stated he agreed with Mr. Pigna, that our phone system is becoming problematic. But I want you to realize that the eight-hundred pound gorilla in the room is the jail. You agreed to hire these engineers to go in and look at the plumbing problems in the jail and you've got that cloud over your head. You don't know what it's going to cost. I've got a feeling it's not going to be inexpensive. Then you've also adopted a 2012 Financial Management Act that has to be implemented by a certain date. To implement it, you've got to put in this ERP system and that's estimated at \$2M. So you've got some pretty big projects that you're staring in the face and right now you've got approximately \$2.5M; it's not adding up. So this committee needs to start thinking about how you're going to approach that. You may have to slowly implement the ERP system. You may have to do it over two years or something like that, but I can tell you this, you don't have the resources in the Courthouse and Jail Maintenance Fund to address the jail if you have some catastrophic plumbing failures. Mr. Stone

withdrew his original motion and made a new motion that we put it out for bid only, seconded by Mr. Guthrie; motion passed 6-1 with Mr. Moser opposing. Mr. Pigna asked if there was intent to fund. Mr. Moser stated there was not intent to fund, we just asked you to put it out to bid. I'm not going to vote for something unless we have an intent to fund it and I don't think we have that right now. Ms. Dennen stated that before this committee votes to fund it, they need a "body" and I have no idea what this is going to cost. Mr. Pigna stated he has some ballpark figures.

F. Salem Community Center (Frank Freels) - Mr. Lawing stated that before Mrs. McDougal left, there was some money put in her budget for rentals for some of the election commissions that were requesting rental monies. I'm not sure if Salem is one of them or not. Some we pay rental money to use their buildings. Mr. Freels stated that we don't pay a rental fee to Salem. Mr. Lawing stated there may be some money in that line item for Elections that may be used for this. Mr. Freels stated this is the Salem Community Center and it is also a voting precinct. It's off of 109 and Douglas Lane. This 32 x 32 building has got bad water problems and the cinder blocks are breaking and they're pushing out. I've got a guy that can fix it, it will cost \$3,800. I can get the bid and get all that done, but I need some extra money to buy some material to dig a ditch and put drain pipes all around the building to take the water away. The floor of the building is actually broken. So we have to repair that inside. The building actually sits down in a hole so I need to get a load of dirt and sod to build a bank to make the water drain away. The guy that's going to fix it has assured me it will last at least 10-15 years. Mr. Moser commented that this is not a county building, but we run our voting precinct out of there. Mr. Moser asked Ms. Dennen if we can do that. Ms. Dennen stated that we can do that. Mr. Holt stated this building was built years ago by volunteers and was built on a slab. The back part is cracked and falling down. If something is not done very soon, the whole back of the building is going to fall down. The problem is, when you go with these community clubs, most of these buildings are on county property and the community club holds them as long as they're active. Once a community club becomes inactive, they revert back to the county. Mr. Moser asked if the dirt is county dirt. Ms. Dennen replied, not on this one. Mr. Moser stated this is not our dirt, it's not our building. So the question is do we want to spend \$5,000 to fix up somebody else's building so we can hold a voting precinct there? Mr. Freels stated there is no other place out there to have a voting precinct. Mr. Holt stated we are always working on the building anyway. We have repaired the plumbing, but the building has problems. Mr. Stone asked Mr. Freels if he could get the community club to sign an agreement that we can use that building indefinitely for a voting precinct. Mr. Freels stated yes, he can do that. Mr. Stone made a motion to approve, seconded by Mr. Taylor; motion passed unanimously. Mr. Moser asked the source of funding. Mr. Lawing replied the County General Fund.

#### **REPORT OF THE FINANCE DIRECTOR:**

##### **A. Revenue Analysis**

1. Adequate Facilities Tax - 97.61%
2. Sales Tax - 100.31%
3. Wheel Tax - 100.71%
4. EMS Transportation - %
5. Business Tax - 292.18%

Mr. Moser asked Mr. Lawing to email Ms. Prichard tomorrow and ask her when the grant application date is for Adult Education every year. I would like to know when they apply for that grant.

##### **B. Financial Report-June, July and August (available at meeting, if requested)**

**ADJOURNMENT:** Motion to adjourn at 8:39 pm made by Mr. Vaughn, seconded by Mr. Guthrie; motion passed unanimously.

**COMMITTEE ON COMMITTEES  
MINUTES  
OCTOBER 15, 2012**

**Present:**

Jerry Stone, Chairman  
Moe Taylor, V. Chairman  
Trisha LeMarbre  
Jo Skidmore  
Billy Geminden

Anthony Holt, County Executive  
Leah May Dennen, County Law Director  
Kirk Moser, Commissioner  
Merrol Hyde, Commission Chairman

The meeting of the Committee on Committees was brought to order on Monday, October 15, 2012, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman Stone was presiding.

Agenda. Upon motion of Comm. Geminden, seconded by Comm. Skidmore, the Committee voted to approve the agenda.

Minutes. Upon motion of Comm. LeMarbre, seconded by Comm. Geminden, the Committee voted to approve the minutes of September 17, 2012.

Recognition of the Public. There was none.

Zoning Board of Appeals. Chairman Stone announced the expiring term of Mark McKee, Sr., member of the Zoning Board of Appeals. He stated that the Construction and Development Department recommended Mr. McKee's re-appointment. Upon motion of Comm. Skidmore, seconded by Comm. Taylor, the Committee voted to approve the re-appointment of Mr. McKee, Sr.

Next Month. Chairman Stone noted the following appointments for next month: Industrial Development Board Expiring Terms- Jim Hodges and Wayne Whiting; Airport Authority- Five-Year Term Richard Coker; Board of Construction Appeals - Larry Brown and Ted Williams, Alternates; Doug Cowden, Bob Goodall, Jr., Robert Hill and Millard Bridges - Two Year Terms

County Law Director Leah Dennen stated that the Airport Authority appointments have been deferred until the judge renders his decision in the case.

Upon motion of Comm. LeMarbre, seconded by Comm. Geminden, the Committee adjourned at 6:35 p.m.

Prepared by Maria Savage



**MINUTES  
EDUCATION COMMITTEE**

**October 1, 2012**

**Present:**

Paul Decker, Chairman  
Trish LeMarbre, Vice-Chairman  
Jerry Stone  
Joe Matthews  
Billy Geminden  
Jim Vaughn  
Kirk Moser

**Also Present:**

Anthony Holt, County Executive  
Leah Dennen, County Law Director  
David Lawing, Finance Director  
Merrol Hyde, Commission Chairman  
Ted Wise, BOE Chairman  
Commissioners Frank Freels, Baker Ring

Chairman Decker called the Education Committee to order with an invocation on Tuesday October 1, 2012, at 5:30 pm, in the Sumner County Administration Building in Gallatin. A quorum was present.

Adoption of the Agenda. Upon motion of Comm. LeMarbre, seconded by Geminden, the Committee members approved the agenda.

Approval of Minutes of September 4, 2012. Upon motion of Comm. Geminden, seconded by Comm. LeMarbre, the Committee approved the minutes of September 4, 2012.

Recognition of the Public. There was none.

Report from the Chairman. Chairman Decker recognized Ted Wise, the new Chairman of the Board of Education. He stated that he looked forward to working with Mr. Wise.

Report from the County Executive. County Executive Anthony Holt commended Chairman Ted Wise on his appointment.

Report from the Director of Schools. Dr. Phillips distributed the student attendance numbers that were sent to the State. He stated that the monthly attendance report could be made available by e-mail if the Committee wishes. The report showed that Sumner County Schools had a total enrollment of 28,115 after the first 20 days of school this year. This figure represented an increase of 511 students over the district's enrollment at the close of 2011-12 school year and an increase of 280 students from the opening of the 2011-12 school year.

Dr. Phillips stated that he was cautious to add positions until he got closer to the actual enrollment number, but he said three positions were added, which included two at Nannie Berry Elementary School and one at Gene Brown Elementary School.

Commission Chairman Hyde suggested that Dr. Phillips revisit historical means of predicting the growth of the school system used by previous superintendents.

Commission Hyde said he was concerned that the estimate of student population growth was off by 1,000 and the associated budgeted cost. Dr. Phillips stated that the addition of employees to meet the growth numbers were not placed into the budget originally.

Dr. Phillips stated that monthly ledgers will be posted each month electronically.

Adult Education. Dr. Phillips stated that adult education has been reduced by five positions – four certified and one classified. He stated those were given the opportunity to take an open position. He said that the program has been reduced from 111 contact hours to 68 hours. Satellite programs which are done with part-time employees who go to businesses will most likely be discontinued. Dr. Phillips stated that he would get the full list of reduced services to the Committee.

Each year the State puts out an RFP for adult education services. He stated that he did not know whether the Board of Education will respond to that but it is required by law that each County have adult education.

Executive Holt stated that the Department of Labor had already contacted him about the program which receives a small amount of federal grants. He said this is something the Committee is going to need to address in the future. If the Board of Education chooses not to take the grant, then the County may apply for the grant and make other arrangements to carry out the services.

Dr. Phillips stated that a staffing and benefit reports would be forthcoming at the next meeting.

Dr. Phillips reported that the roofing project at Ellis Middle School is underway with Tim Williams and Mike Marshall having had a pre-construction meeting and taking steps to procure the bond. He said that a Lowe's grant has enabled improvements to Ellis Middle School.

The Station Camp addition is being finished up as the final closeout documents will be signed in the next couple of weeks. Dr. Phillips stated that he would get with the principal at Station Camp to set up an open house.

Old Business. There was none.

New Business. There was none.

There was a motion to adjourn. The Committee adjourned at 6:10 pm.

Prepared by  
Maria Savage

MINUTES  
**EMPLOYEE BENEFITS COMMITTEE**  
September 18, 2012  
9:00 A.M.

**Members Present:**

Bob Pospisil

Amanda Prichard

Anthony Holt

**Also:**

Leah Dennen

Bob Shupe

David Lawing

Shannon Eubanks

Kathy Courtelis

Shawn Curtis

Kedree Marsh

Serpil Gilbert

Ernie Clevenger

Mr. Pospisil called the SIB Employee Benefits Committee meeting to order on Tuesday, September 18, 2012 at 9:01 a.m. in Room 112, County Administration Building, in Gallatin, Tennessee.

**Agenda:** Mr. Pospisil added to the agenda a county employee asking for an exception. Mr. Holt made a motion to approve the agenda; seconded by Mr. Pospisil; unanimous approval.

**Public Recognition:** None

**Minutes:** Motion was made by Mr. Holt to approve the minutes of August 21, 2012; seconded by Mr. Pospisil; unanimous approval.

**Appeals:** A county employee made an appeal for a diagnostic mammogram to be covered under BCBS. BCBS turned it down since it was not coded preventative. Mr. Holt made a motion to cover the mammogram; seconded by Ms. Prichard; unanimous approval. Mrs. Courtelis will get the claim exception form to Ms. Dennen to sign.

**Report of Committee Chair:** None

**Report of Consultant:** Mr. Shupe pointed out on the dental side that the admin fees for July were doubled in amount but he was not sure why. It reduces our projected reserve at the end of the year. There is a significant decrease in enrollment in the medical and dental on the BOE side. On the medical side, we had a stiff claims month.

Mr. Shupe reported that he met with the BOE on the insurance changes with the tier program. He said he got positive feedback from the committee members. He also needs to meet with the County officials and department heads. Mr. Holt is going to call a meeting of the full county commission on October 9<sup>th</sup> at 6:30 for a discussion of the Insurance Trust. They are going to talk to Mr. Isbell to set up a meeting before October 9th with the elected officials. They will also set up a meeting with the department heads.

**CareHere:** Mr. Clevenger presented the CareHere annual report. He handed out reports for the clinic side and one for the pharmacy side. On the clinic side, we have a 98% utilization of the clinics. We had a 13% increase in the past year on clinic use. Annual trend on claims has been running about 5.7%. Mr. Clevenger stated that we had a potential total projected savings of about \$25M.

Reporting on the Pharmacy, Mr. Clevenger said there was a decline in utilization of the Pharmacy. Some of the factors affecting the utilization include no longer covering PPI drugs, school opening being delayed, and the \$2 per script mailing fee. Mr. Clevenger said there was an average of 300-350 scripts per week being filled. This is not enough to sustain the on-site pharmacy. His recommendation was to shut down the pharmacy to save the county money. He projected a savings of \$238,000. Ms. Dennen commented that it would be better to wait to make a decision on this until Mr. Matthews and Dr. Phillips could be here to review the report.

**Finance Director:** Mr. Lawing stated that the cash flow report was included in the agenda. Mr. Holt asked him about how the budget would hold out. Mr. Lawing stated we should not have any issues until about January or February.

**Old Business:** None

**New Business:** None

There was no further business so Mr. Pospisil adjourned the meeting at 9:58 a.m.

**MINUTES  
EMERGENCY SERVICES COMMITTEE**

**October 1, 2012**

**Present:**

Jim Vaughn, Chairman  
Joe Matthews, Vice-Chairman  
Ben Harris  
Paul Decker  
Bob Pospisil  
Jerry Stone  
Mike Akins

**Also Present:**

Anthony Holt, County Executive  
Keith Douglas, EMS Director  
Leah Dennen, Law Director  
Sheriff Sonny Weatherford  
Fire Chief Earlywine, Volunteer Fire  
Departments  
Merrol Hyde, Commission Chairman

Chairman Vaughn called the Emergency Services Committee to order on Monday October 1, 2012 at 5:00 PM in the Sumner County Administration Building. A quorum was present.

Adoption of the Agenda Comm. Pospisil made a motion to adopt the agenda, seconded by Comm. Decker. The agenda was unanimously adopted.

Approval of Minutes of August 6, 2012 Comm. Pospisil made a motion, seconded by Vice-Chairman Matthews. The minutes of August 6, 2012 were approved. Comm. Akins abstained.

Public Comments None

Report from the Chairman. Chairman Vaughn expressed gratitude for being Chairman of the Emergency Services Committee for another year.

Report from the County Executive No report.

Report from the Sheriff Sheriff Weatherford handed out the Financial and Animal Control Report for the month of September, 2012. The sheriff went over these figures for both the Financial portion, and Animal Control. An additional page was a breakdown for the year showing the In-Take and the Out-take numbers through September 2012. The Sheriff also stated there were four adoption days. 42 dogs were adopted out. County Executive Holt asked about the "livestock at large" portion of the report. Sheriff Weatherford stated it consisted mostly of horses, but some cattle.

Report from the Fire Department Craig Earlywine, Fire Chief for Number One handed out a print out showing a breakdown of the Fire Departments' activity

from July 17, 2012 through September 26, 2012. The Chief thanked the committee, on behalf of the Chiefs and Departments, for the additional funding. The Chief also went over some expenditures, and offered to furnish the Commissioners a breakdown of what is spent.

Report from the Emergency Services Director. Director Douglas handed out the October 2012 Report, and went over some of the figures on the Report. There was some discussion on the net percentage of collections, and Medicare claims.

The Director explained that Charles Hester and his sister Evelyn Eubanks were present at the meeting. They were requesting that a lien be lifted from Mr. Hester's property. This was for an EMS ambulance transport in the amount of \$1800, which had been turned over to Fox Collections. Comm. Pospisil made a motion, seconded by Vice-Chairman Matthews for Mr. Hester and Ms. Eubanks to address the Committee. Motion carried. Chairman Vaughn questioned as to whether EMS had any control over this. Law Director stated this was under Sumner County, but was the normal procedure of bill collecting.

Mr. Hester explained he had had heart surgery, and other medical problems, and was on a limited income. He asked that the lien be removed. Financially, he did not see the situation changing. Comm. Stone asked the Law Director about the lien being executed. Ms. Dennen stated it is not executed until after the property is sold and after 10 years is no longer valid.

Ms Eubanks stated that Mr. Hester has a meager income, and is not in good health. Also the property goes back to their great grandmother.

Chairman Vaughn questioned as to whether this would set a precedence. The Law Director replied that it would and that each one would have to be reviewed. She reiterated that in 10 years it would be removed. No action taken.

Report from the Emergency Management Agency None.

Old Business None.

New Business None.

There was a motion to adjourn. The committee adjourned at 530pm.

Prepared by Sheila Ashton

MINUTES  
SUMNER COUNTY 2002 FINANCIAL MANAGEMENT COMMITTEE  
September 17, 2012

Members Present:

Frank Freels - Chairman	Anthony Holt	Judy Hardin	Dr. Phillips
Steve Graves - Vice Chairman	Kirk Moser	Bob Pospisil	

Also:

David Lawing    Leah Dennen    Beth Browning    Merrol Hyde

Chairman Freels called the 2002 Financial Management Committee to order in the Chambers of the Sumner Co. Administration Building, on Monday, September 17, 2012 at 5:50 p.m.

AGENDA: Motion made by Mr. Pospisil to approve the agenda, seconded by Mrs. Hardin, motion passed unanimously.

RECOGNITION OF PUBLIC: There was no public recognition.

APPROVAL OF THE MINUTES: Motion to approve the minutes of August 20, 2012, made by Mr. Graves, seconded by Mr. Pospisil, motion passed 6-1-0 with Dr. Phillips abstaining.

REPORT OF THE COMMITTEE CHAIRMAN: There was no report.

REPORT OF THE COUNTY EXECUTIVE: Mr. Holt had no report.

REPORT OF THE FINANCE DIRECTOR/PURCHASING AGENT:

A. Monthly Revenue Analysis

- Adequate Facilities Tax – 97.61%
- Sales Tax - 99.57%
- Wheel Tax – 102.10%
- EMS Transportation – 114.41%
- Business Tax – 292.18%

B. Capital Projects Fund Report (passed out at meeting)

REPORT OF THE LAW DIRECTOR: There was no report

REPORT OF THE BUDGET COMMITTEE: Mr. Moser stated the Budget Committee met last week and we have a number of items on the County Commission agenda tonight. First item would be the adoption of the School Board budget. The Education Committee did not have an opportunity to vote on that, but they did attend and was part of the discussion at last week's Budget Committee meeting. All members of the Education Committee were there, except for one member, to discuss the school budget. We've also got carryover resolution of Capital Projects Fund, insurance recovery for Emergency Management and there is a matter regarding Ellis roof. That came in about \$300,000 over budget. That was approved to be passed on for funding. There are four other minor items that are on the consent agenda. Mr. Moser stated he would urge all the members of the Commission to vote to approve these items.

OLD BUSINESS: None

NEW BUSINESS:

- A. 2010 Series \$6,555,000 General Obligation Bond spend down – Mr. Lawing stated the 2010 Bond was a small exemption because it was under \$15M, but we need to have it all spent by three years before the yield restrictions come into play. So my recommendation is we have \$558,044 of cash. We have a payable for \$23,926 that we can pay at any time that's due to Davidson Academy for the Drake's Creek project. Then we have \$57,000 worth of encumbrances. My recommendation at this point is that we take about \$500,000 of the Hendersonville High expansion and we allocate it back to the 2010 Bond and these remaining 2010 bond projects we allocate those into local funding. It will have a zero net effect on your available amount of funding but it will get rid of your 2012 Bond for arbitrage purposes. This was issued January 29, 2010 and we need to have it completed before January 29, 2013.
- B. Moody's report regarding pension reporting – Mr. Lawing stated the attached report is for informational purposes at this time only.
- C. Payroll issues – Mr. Lawing stated the audit will start sometime in the near future. These are basically the same issues I brought up last year. Mr. Lawing stated he's bringing this information to the committee early on before the audit starts.
- D. ERP Project—Plante Moran (consultant) kick-off meeting – Mike Riffel with Plante Moran gave a slideshow presentation.

ADJOURNMENT: Mr. Pospisil made a motion to adjourn the meeting at 6:11 pm, seconded by Mrs. Hardin; motion passed unanimously.

MINUTES  
SUMNER COUNTY INVESTMENT COMMITTEE  
September 17, 2012

Members Present:

Frank Freels - Chairman	Anthony Holt	Kirk Moser	Judy Hardin
Steve Graves - Vice Chairman	Bob Pospisil	Del Phillips	

Also:

David Lawing	Leah Dennen	Marty Nelson	Merrol Hyde	Beth Browning
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Chairman Freels called the Investment Committee to order in the Chambers of the Sumner Co. Administration Building, on Monday, September 17, 2012 at 5:35 p.m.

AGENDA: Motion made by Mr. Pospisil to approve the agenda, seconded by Mrs. Hardin, motion passed unanimously.

RECOGNITION OF PUBLIC: There was no public recognition.

APPROVAL OF THE MINUTES: Motion to approve the minutes of August 20, 2012, made by Mr. Moser, seconded by Mr. Pospisil, motion passed 5-2-0 with Dr. Phillips and Mrs. Hardin abstaining. Mr. Lawing stated the minutes from July 16, 2012 were attached because at last month's meeting Mr. Moser asked to be added as present. Upon further review, we found out that the meeting started at 4:00 pm that evening and Mr. Moser was not in attendance. Mr. Moser replied that was fine, we do not need to add him as present on the July 16<sup>th</sup> meeting.

REPORT OF THE COMMITTEE CHAIR: Chairman Freels had no report.

REPORT OF THE COUNTY EXECUTIVE: There was no report.

REPORT OF THE TRUSTEE: Mrs. Nelson reported that around the end of July, first part of August she had started conversations with First TN Bank. They are the bank that holds our general fund. They brought us a proposal and I was very unhappy with it. I went back and countered them with a higher rate than what they had offered us. They offered us 5 basis points above Fed Funds on the first \$25M and Fed Funds is at .25%. So that would give us .30% as our interest rate; down from 1.5%. Then anything over \$25M they would sweep that out and put it as minus 15 basis points from Fed Funds. They also did not offer to lower any of our fees. I went back at Fed Funds plus 50 basis points up to \$40M and realized that was a pretty high comeback. I figured they would counter some, but I didn't expect them to counter back as low as they did. They did come up with the original interest rate to be 10 basis points above Fed Funds instead of 5. So now I have to give them an answer tomorrow. Really, that's not bad, based on what the market is. So we will be getting, as of October 1, 2012, .35% as long as Fed Funds doesn't change. If this drops, then our interest rate will drop. I have to reevaluate our banking every term, and I have not reevaluated this term basically because of the market and was hoping the market would improve. I plan to accept this bid tomorrow. We had two cd's (a little over \$8M) come due last week and I dumped them into First TN Bank because right now we are still getting 1.5%. I sent out two bid requests and First TN offered us .82% for 365 days. So I plan on moving all of that into the .82%. Both of the cd's were hospital money. Also, on the back page of my report that is attached to the agenda, we have Morgan Stanley Smith Barney. I invested \$4.2M with them. This was some of the cd's that had come due. We are averaging .78% with them. It's all secured under FDIC.

REPORT OF THE FINANCE DIRECTOR: Mr. Lawing stated the insurance earnings will only affect about four areas: Self Insurance Fund, Debt Service, the Hospital Sub-Fund and the Cafeteria Fund. The majority comes to the debt service fund. The changes in rates will cost us around \$250,000. Our debt service amortization is flat over the next ten years, then it's zero. The difference between revenue and expenditures is approximately \$250,000, so we should be able to absorb this with no problem.

REPORT OF THE LAW DIRECTOR: Ms. Dennen had no report.

OLD BUSINESS: There was no old business to discuss.

NEW BUSINESS: There is no new business.

ADJOURNMENT: Being that there was no more business, Mr. Pospisil made a motion to adjourn at 5:46p.m., seconded by Dr. Phillips, motion passed unanimously.



MINUTES  
SUMNER COUNTY PURCHASING COMMITTEE  
September 17, 2012

Members Present:

Frank Freels - Chairman	Anthony Holt	Kirk Moser	Del Phillips
Steve Graves – Vice Chairman	Bob Pospisil	Judy Hardin	

Also:

David Lawing   Leah Dennen   Beth Browning   Merrol Hyde

Chairman Freels called the Purchasing Committee to order in the Chambers of the Sumner Co. Administration Building, on Monday, September 17, 2012 at 5:47 p.m.

AGENDA: Motion made by Mr. Graves to approve the agenda, seconded by Mr. Pospisil, motion passed unanimously.

RECOGNITION OF PUBLIC: There was no public recognition.

APPROVAL OF THE MINUTES: Motion to approve the minutes of August 20, 2012, made by Mrs. Hardin, seconded by Mr. Pospisil, motion passed 6-1-0 with Dr. Phillips abstaining.

REPORT OF THE COMMITTEE CHAIRMAN: Mr. Freels had no report.

REPORT OF THE COUNTY EXECUTIVE: Mr. Holt had no report.

REPORT OF THE FINANCE DIRECTOR: No report.

REPORT OF THE LAW DIRECTOR: Ms. Dennen had no report.

OLD BUSINESS: There is no old business to discuss.

NEW BUSINESS:

A. Purchase Order Matters

1. CASP/Probation Office - Motion to approve made by Mr. Graves, seconded by Mr. Pospisil; motion passed unanimously.
2. Emergency Management Agency – Motion to approve made by Mr. Moser, seconded by Mr. Pospisil; motion passed unanimously.

ADJOURNMENT: Being that there was no more business, Mr. Pospisil made a motion to adjourn the meeting at 5:49 p.m., seconded by Dr. Phillips; motion passed unanimously.

**MINUTES  
LEGISLATIVE COMMITTEE  
October 9, 2012**

**Present:**

Kirk Moser, Vice-Chairman  
Paul Decker  
Merrol Hyde  
Jim Vaughn  
Shawn Utley  
Steve Graves  
Jerry Stone

**Absent:**

Bob Pospisil, Chairman  
Jo Skidmore

**Also Present:**

Leah Dennen, County Law Director  
Anthony Holt, County Executive  
Kim Ark, Grant Writer  
Rodney Joyner, County Planner

Vice-Chairman Moser called the Legislative Committee to order on Monday, October 9, 2012, at 5:30 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Comm. Hyde requested the addition of Abby Gregory to the list of certificates of recognition. Comm. Stone requested the addition of TIF discussion. Vice-Chairman Moser stated that the item would be added under New Business. Comm. Decker made a motion to approve, seconded by Comm. Vaughn. The agenda was unanimously approved as amended.

Report of Chairman. Vice-Chairman Moser reported that Chairman Pospisil is out of town.

Approval of Minutes. Upon motion of Comm. Graves, and duly seconded by Comm. Utley, the September 10, 2012, minutes were approved by the body.

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

Public Comments. There was none.

Certificate of Recognition. Vice-Chairman Moser introduced the following certificates of recognition:

- Abby Gregory
- Goodlettsville Little League Boys Baseball Team
- Gene Brown Elementary School Award
- Bethpage Elementary School Award
- Merrol Hyde Magnet School Award

Upon motion of Comm. Graves, seconded by Comm. Decker, the Committee voted to approve the certificates of recognition.

Old Business

New Business.

Veterans Service Report. No comment on the report.

SR 109 Corridor Management Agreement. Rodney Joyner, County Planner, introduced John Houghton of Gresham, Smith and Partners and consultant for the State of Tennessee Department of Transportation. Mr. Houghton presented a plan that included the County entering into a non-binding agreement to approve a study along the SR 109 Corridor that would consider limiting the number of curb cuts along the road with the goal of keeping the flow of traffic open. The Corridor Management Agreement seeks to foster county and city cooperation by forming a committee that would collaborate and promote safety and efficient operations, enhance and sustain economic development and support environmental conservation along the corridor.

County Executive Holt stated that it is in the County's best interest to join in the agreement.

Upon motion of Comm. Vaughn, seconded by Comm. Utley, the Committee voted (6-0-1) to approve the matter, with Comm. Hyde abstaining.

Station Camp Greenway. County Law Director Leah Dennen introduced a resolution that would reject several of the zoning recommends of the City of Gallatin for the Station Camp Greenway Phase 3 PC0023-12. Upon motion of Comm. Utley, seconded by Comm. Graves, the Committee voted to approve and forward to the full Commission.

TIF Ad Hoc Committee. Comm. Stone reported that the TIF Ad Hoc Committee members met with the attorney and asked what it would cost to litigate the matter.

Zoning. There was no report.

Report of the Law Director. There was no report.

Adjournment. Comm. Vaughn made a motion to adjourn, seconded by Comm. Graves. The Committee adjourned at 6:05 p.m.

Prepared by Maria Savage

