



SUMNER COUNTY COMMISSION

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

Commissioners

First District
Mike Akins
Moe Taylor

Second District
Billy Geminden
Shawn Utley

Third District
Steve Graves
David Satterfield

Fourth District
Frank E. Freels
Joe C. Matthews

Fifth District
Ben Harris
Baker Ring

Sixth District
Paige Brown Strong
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..... February 14

Committee on Committees..... February 28

Education Committee..... February 14

Emergency Services Committee.....February 14

Employee Benefits Committee.....February 14

Financial Management..... February 28

General Operations Committee..... February 14

Highway Commission..... February 2

Purchasing Committee..... February 28

Legislative Committee..... February 14

MINUTES
SUMNER COUNTY BUDGET COMMITTEE
MEETING
February 14, 2011
7:35 P.M.

Members Present:

Kirk Moser - Chairman	Shawn Utley	Jim Vaughn	David Satterfield
Jerry Stone - Vice Chairman	Moe Taylor	Paul Freels	

Also:

Anthony Holt	David Lawing	Leah Dennen	Beth Browning	Jim Young	John Isbell
Benny Bills	Merrol Hyde	Frank Freels	Ken Broach	Katelynn Pastor	
Maryanne Durski	Kim Derenard				

Chairman Moser called the Budget Committee to order on Monday, February 14, 2011 at 7:35 P.M., in Room 112 at the County Administration Building in, Gallatin, Tennessee.

AGENDA:

Motion to approve the agenda made by Mr. Satterfield, seconded by Mr. Taylor, motion passed 7-0.
There was no public recognition.

MINUTES:

Motion to approve the minutes of December 13, 2010 made by Mr. Taylor, seconded by Mr. Satterfield, motion passed 7-0.

Note: The January meeting was cancelled due to inclement weather.

REPORT OF THE COMMITTEE CHAIR:

Report from the County Trustee - included in packet

Report from the Assessor of Property - included in packet

General Sessions Judge Report - Chairman Moser requested this be added to next month's agenda.

OLD BUSINESS: NONE

NEW BUSINESS:

Libraries - Jim Young

Gallatin -

Memorial donation - Ms. Wendling - Mr. Young stated this was a donation of \$350 made in honor of Ms. Wendling upon her passing. Mr. Young requested this donation be added to the Gallatin Library Book line. Motion made by Mr. Stone to approve the addition in the Gallatin Library Book line, seconded by Mr. Vaughn, motion passed 7-0.

Durham book proceeds - Mr. Young noted this was a lost bank account containing proceeds from Mr. Durham's book sale. The funds are currently in the County General Reserve Fund. Mr. Young requested the donation be transferred into the Gallatin Library Book line. Motion to approve the transfer made by Mr. Stone, seconded by Mr. Satterfield, motion passed 7-0.

Portland -

Utilities appropriation - \$5,000 - Mr. Young stated upon further review of the utilities at the temporary Portland Library location, Portland will be approximately \$5,000 short in the utilities line. Mr. Young requested an appropriation to cover the expense. Motion to approve the appropriation made by Mr. Vaughn, seconded by Mr. Utley, motion passed 7-0.

E-Rate rebate - \$1,131 - Mr. Young stated this is an E-Rate Grant and requested the funds be moved into Portland Library's Data Processing Services line item. Motion to approve made by Mr. Utley, seconded by Mr. Stone, motion passed 7-0.

Assessor of Property - Comcast Business Agreement - Mr. John Isbell stated the Comcast Business Agreement would run the internet service in his office. Mr. Isbell stated by changing to Comcast he would save Sumner County approx. \$50 per month. Motion to approve made by Mr. Taylor, seconded by Mr. Vaughn, motion passed 7-0.

County Administration Building Remodeling (if approved by General Operations Committee; any appropriation would be from 2010 Bond)

Relief air duct work for economizer

Additional repairs to HVAC system

These two items will be put out to bid. This is for information purposes only.

Preliminary Audit Report for Energy Performance Contracting – Schneider Electric - Ms. Katelynn Pastor and Mr. Ken Broach presented to the committee the ways in which Sumner County could become more energy efficient. Ms. Pastor stated Schneider guarantees an annual savings of \$167(K) for Sumner County. Ms. Pastor stated if these savings are not reached, Schneider Electric will match the difference. Ms. Pastor said the next phase would be an investment grade audit. Ms. Pastor said this would identify the spaces in Sumner County that need the most upgrade. Ms. Pastor noted at the end of the audit, if Sumner County is not willing to continue, there will be a \$73,000 walk-away fee. Motion made by Mr. Stone, seconded by Mr. Satterfield to defer for 60 days; in that time an RFQ will be issued to see Sumner County's options, motion passed 7-0.

Board of Education –

Update on 2007 Bond as of 12/31/10 – Mrs. Durski noted the final numbers for Drakes Creek would be available either Wednesday or Thursday. Mrs. Durski stated shortfall has been reduced to \$242,000.

Update on 2010 Bond as of 12/31/10 - Mrs. Durski noted projects are underway in this bond. Mrs. Durski stated as of now the 2010 Bond is showing a positive balance.

4 General Purpose Budget amendments – Mrs. Durski listed them as follows: (1) moving funds – chart of accounts, (2) Adult Education – Dislocated Workers Grant (ARRA), (3) Insurance Recovery, (4) \$4,100 donation by the Westmoreland High School Softball Boosters. Motion made by Mr. Freels to group and approve the 4 budget amendments, seconded by Mr. Vaughn, motion passed 7-0.

5 Federal Projects budget amendments - Mrs. Durski stated this is Federal Money. Mr. Durski noted this does include the Education Jobs Fund. Mr. Stone questioned Mrs. Durski about the amount the amount the Central Office employees would receive. Mrs. Durski stated this is \$600. Mr. Hyde stated originally these funds were coming from the Textbook line. Mr. Hyde continued by saying then it is discovered there are children that do not have textbooks; how can this happen? Mrs. Durski stated \$500 was being transferred from Capital Outlay and \$100 was from the employee's salary line; no textbook monies were used for bonuses. The committee was irritated that the amount received was \$100 more than originally reported. Motion made by Mr. Vaughn to group and approve, seconded by Mr. Freels, motion passed 6-1, with Mr. Stone opposing due to the method and "play on numbers" in which the bonuses were paid.

Report on bids for HVAC units for Portland East Middle School (funds previously appropriated) - Mrs. Durski reported that the total for the 6 units is \$49,908. Mrs. Durski stated this will be paid from the 2010 Bond. Motion to approve made by Mr. Stone, seconded by Mr. Freels, motion passed 7-0.

Request for \$65,000 appropriation from 2010 Bond for roof replacement on the Hendersonville High School Iron Bunker (balance of funds to come from School General Purpose Fund) - Mrs. Durski reported this expense will be \$89,620. Mrs. Durski stated \$65(K) will be paid from the 2010 Bond. Motion to approve made by Mr. Stone, seconded by Mr. Freels, motion passed 7-0.

Appropriations

Mr. Holt introduced Kim DeRenard, the new Grant Administrator for Sumner County.

1. Station Camp Greenway Grant – Mr. Holt stated this is a new CMAQ grant for Phase II. Motion to approve made by Mr. Vaughn, seconded by Mr. Stone, motion passed 7-0.
2. Douglass-Clark House Grant – Mr. Holt stated this is a request for architect. Motion to approve made by Mr. Utley, seconded by Mr. Taylor, motion passed 7-0.
3. Sheriff's Office - SCAAP Appropriation
4. EMS - \$850 Insurance Recovery to repair damaged ambulance
5. EMA - \$14,559.50 Insurance Recovery to repair damaged tower communications system
6. EMA - \$30,000 EMPG Grant for Deputy Director and Operations Officer Salaries and Equipment
7. DTF - \$26,615 DTF Investigator Salary (to be reimbursed from DTF)

Motion made by Mr. Stone to group and approve above items 3-7, seconded by Mr. Taylor, motion passed 7-0.

Transfers

Various inter-budgetary transfers (see attached) –

Drug court – JAG FY11 Grand Budget Revisions – Motion to group and approve the various transfers and the Drug court JAG FY11 made by Mr. Vaughn, seconded by Mr. Utley, motion passed 7-0.

Highway Department appropriation – This is Federal Funding. Motion to approve made by Mr. Taylor, seconded by Mr. Satterfield, motion passed 7-0.

Tax Matters (Total refunds = \$298,033.20)

Chairman Moser questioned Mr. Isbell on the amount of the refunds being issued. Mr. Isbell responded these amounts are a result of the county reappraisal. Mr. Moser asked Mr. Isbell if it would be a correct statement to say due to the tax rate being set too low, the revenue generated from the reappraisal is now revenue negative. Mr. Isbell concurred. Mr. Isbell stated the tax rate is set by the State Board of Equalization based on the reappraisal. Mr. Lawing stated the Trustee contacted the Finance Department on the Hendersonville Hosp Corp, Hendersonville Hosp. c/o HCA Indirect, and Inland American Hend Indian Lake LLC. Mr. Lawing stated these three were originally submitted under Reason for Refund: trustee accepted payment after certification of payment was submitted. Mr. Lawing informed the committee these have now been changed to say SBOE Official decision. Mr. Isbell stated these were already taken off the tax rolls and then payment was submitted causing a refund to these corporations. Mr. Moser requested Mr. Isbell and Mr. Lawing report back to the committee the total amount of refunds, based upon appeals, since the appraisal took place. Chairman Moser clarified that he is looking for a bottom line figure. Chairman Moser also requested a figure to see how much this has changed the revenue from being revenue neutral to revenue negative.

1. Dickerson, Patricia E - \$344.56
2. Gap Inc - \$1,158.42
3. Gossett, Vicki Lee & Ronni Lee - \$673.84
4. Hendersonville Hosp Corp - \$202,990.16 (\$61,543.87; \$53,898.77; \$26,003.65; and \$61,543.87)
5. High, Beth B - \$546.43
6. Indian Lake Power Center LLC - \$36,597.70
7. Inland American Hend Indian Lake LLC - \$11,704.48
8. JHR Sumner Place Shopping Center - \$3,769.20
9. Kroger Limited Partnership I - \$12,124.80
10. Lofits, Herman etux Olivia Dale - \$369.46
11. Long, James G etux Sadie B - \$530.96
12. Smith, Early Phillip & Martha Anne T - \$449.53
13. Stoneridge, Farms at the Hunt Club - \$26,674.56
14. Swatzell, David L etux Susan K - \$99.10

Motion to group and approve made by Mr. Stone, seconded by Mr. Utley, motion passed 7-0.

REPORT OF FINANCE DIRECTOR:

Monthly Revenue Analysis –

- Adequate Facilities – 115.444% of budget
- Wheel Tax – 102.048% of budget
- SCEMS Transportation Revenue – 96.551% of budget – trend skew due to receivables
- Sales Tax - 101.761% of budget
- Business Tax – 106.309% of budget – trend skew due to State of TN collections

Salary Changes - This is a report requested by the committee on any salary changes. Mr. Lawing stated the first few are Circuit Court Clerk.

Mr. Lawing stated the first on the list is the Highway Dept. and they are under road law. Therefore, if it is within their budget they can increase this item.

Mr. Lawing requested the committee approve a \$0.75 raise for the Purchasing Coordinator in the Finance Department. Mr. Lawing stated the RFP and RFQ's will now be done by this employee. Motion to approve the salary change for the Purchasing Coordinator made by Mr. Utley, seconded by Mr. Vaughn, motion passed 6-1, Paul Freels voting against it.

Children's Librarian – Mr. Lawing stated this would be an interdepartmental hire. Motion to approve the salary change made by Mr. Stone, seconded by Mr. Vaughn, motion passed 7-0.

Annual Health Insurance Analysis - Mr. Lawing stated this could be reviewed next month.

Chairman Moser informed the committee that he would not be able to attend the March 2011 meeting. Being there were no further items before the committee, motion to adjourn at 8:57 p.m. made by Mr. Taylor, seconded by Mr. Vaughn, motion passed 7-0.

**COMMITTEE ON COMMITTEES
MINUTES
FEBRUARY 28, 2011**

Present:

Jerry Stone, Chairman
Shawn Utley, V. Chairman
Trisha LeMarbre
Jo Skidmore
Paul Goode

Also Present:

Leah Dennen, Law Director
Anthony Holt, County Executive
Merrol Hyde, Commission Chairman

The meeting of the Committee on Committees was brought to order on Monday, January 24, 2011, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman Stone was presiding.

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

Minutes. Upon motion of Comm. LeMarbre, seconded by Comm. Skidmore, the committee voted to approve the minutes of January 24, 2011.

Recognition of the Public. There was none.

Agricultural Extension Service. Chairman Stone reported that Commissioner Steve Graves wished to serve another term on the Agricultural Extension Service. Upon motion of Chairman Stone, seconded by Comm. Goode, the committee voted to re-appoint Commissioner Graves for another term.

Highway Commission. Upon motion of Chairman Stone, seconded by Comm. Utley, the committee voted to re-appoint Thomas Neal to serve a two-year term on the Sumner County Highway Commission.

Planning Commission. Chairman Stone announced the County Executive's recommendation of Shawn Fennell to represent the northern end of the County on the Sumner County Planning Commission. Upon motion of Chairman Stone, seconded by Comm. Goode, the Committee voted (4-1) to appoint Mr. Fennell. Comm. Skidmore voted against the appointment.

Chairman Stone announced the County Executive's recommendation of Commissioner Joe Matthews to serve on the Sumner County Planning Commission. Upon motion of Chairman Stone, seconded by Comm. LeMarbre, the Committee voted to appoint Commissioner Matthews.

Next Month. There were no upcoming appointments.

Upon motion of Comm. Goode, seconded by Comm. LeMarbre, the Committee adjourned at 6:36 p.m.

Prepared by Maria Savage

MINUTES
EDUCATION COMMITTEE
February 14, 2011

Present:

Paul Decker, Chairman
Trisha LeMarbre, Vice-Chairman
Billy Geminden
Paul Goode
Ben Harris
Joe Matthews
Kirk Moser

Also Present:

Benny Bills, Director of Schools
Maryanne Durski, Schools Finance Director
Bill Kemp, County Clerk
Leah Dennen, Law Director
Commission Chairman Merrol Hyde
Board of Education members
Judy Wheeler, Board of Education

Chairman Decker brought the Education Committee meeting to order with a prayer on Monday, February 14, 2011, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. A quorum was present to do business.

Agenda. Chairman Decker requested the addition of "D" under New Business for Judy Wheeler to speak on Race to the Top. Comm. Goode requested discussion on clarifying the committee process as it pertains to Commission rules. The matter was added as "E" under New Business. Upon motion of Comm. LeMarbre, seconded by Comm. Moser, the Committee members approved the agenda.

Minutes. Upon motion of Comm. Matthews, seconded by Comm. LeMarbre, the Committee approved the minutes of December 6, 2010.

Recognition of the Public. There was none.

Report of Chairman. Chairman Decker had no report.

County Executive. County Executive Anthony Holt gave no report.

Director of Schools. Benny Bills, Director of Schools, had no report.

Report on 2007 Bond Issue. Mrs. Maryanne Durski, School Director of Finance, reported that she is meeting with County Finance Director David Lawing to finalize the cost for the Drakes Creek utility project. She said the deficit is approximately \$242,000, which was lowered due to a reduction in the sewer project.

Report on 2010 Bond Issue. Mrs. Durski stated that the projects are more complete than others. She said the bid process had begun in the White House Annex boiler replacement. Mrs. Durski said what is not on the list handed out was the grading of and paving work at the Merrol Hyde Magnet School for \$30,000- \$35,000.00.

Comm. Goode moved to amend, seconded by Comm. Matthews, to guarantee there are sufficient funds to cover the Indian Lake Elementary School and the White House projects with the funds coming from the 2010 Bond Issue. Comm. Moser moved to defer until such time as those figures come back in, and then look at what funds the

Board of Education has in its Capital Projects fund. The motion died for lack of a second.

Comm. Matthews provided a list of capital projects for County General, including the Courthouse, Administration Building, Emergency Management Agency paving, communication tower and training and towing center. The total cost of these projects was approximately \$691,000.00. He stated that the Board of Education indicated that the Resolution 1101-13 passed on the first reading in January appropriating \$572,000.00 for projects at Beech High School, Station Camp High School and Merrol Hyde Magnet School was not its highest priority.

Comm. Goode's motion was approved by a vote of 6-to-1 with Comm. Moser voting against the measure. The main motion as amended was approved.

Comm. LeMarbre stated her desire to rescind the Resolution 0807-03 setting up an athletic fund for miscellaneous projects requested from the Board of Education. Comm. LeMarbre moved, seconded by Comm. Matthews, to forward a resolution to the full Commission rescinding the resolution providing for an athletic facility fund.

Comm. Moser moved to amend the motion, seconded by Comm. LeMarbre, to forward the matter to the Legislative Committee for disposition. The amendment and the motion carried unanimously.

Portland East Additions. Mrs. Durski reported on bids for HVAC units for Portland East Middle School from previously appropriated funds. Purchased were six units for \$50,000.00.

Iron Bunker in Hendersonville. Mrs. Durski presented an appropriation for \$65,000.00 from the 2010 Bond Issue for replacement of a roof on the Iron Bunker at Hendersonville High Schools, with the balance of funds coming from the School General Purpose Fund Budget. Comm. LeMarbre moved, seconded by Comm. Goode, to approve the request. The motion carried.

Comm. Goode moved for the County to fund the balance owing from the 2010 Bond Issue, if there is any. The motion died for lack of a second.

Clarification of Rules. Chairman Decker yielded the floor to Comm. Goode who voiced concern regarding the Commission rules not being followed as it relates to Resolution 1101-13, whereby funding from the 2010 Bond Issue did not go through the Board of Education nor did it come before the Education Committee first before going to the Budget Committee and then the Commission. County Law Director Leah Dennen stated that there are statutory requirements that the Commission must follow, but matters that are established internally do not have to be followed by the body.

General Purpose School Amendments. Upon motion of Comm. LeMarbre, seconded by Comm. Goode, the Committee voted to approve the General Purpose School Fund amendments as submitted.

Federal Projects School Amendments. Upon motion of Comm. LeMarbre, seconded by Comm. Matthews, the Committee voted to approve the Federal Projects School Fund amendments as submitted. Comm. Goode abstained from the vote.

Education and Grow Scholarship. The Committee discussed the qualifications of a full-time student, enrolled at Volunteer State Community College and an Education and Grow Scholar, specifically one who receives a "wc", which means the student did not pass or fail a class. Chairman Decker stated that he would request Compass make a report on the matter.

Race to the Top. Judy Wheeler spoke regarding the Race to the Top program that is requiring intensified evaluations of teachers and principals. Test results constitute one-half of the teachers' evaluations. Sumner County will receive \$3.3 million in federal funds over the next four years to implement the program. A primary focus will be improving math scores in Sumner County schools. Another emphasis will be in behavior of students toward one another.

The meeting was adjourned at 7:20 p.m. after a motion by Comm. LeMarbre, seconded by Comm. Moser

Prepared by Maria A. Savage

**MINUTES
EMERGENCY SERVICES COMMITTEE**

February 14, 2011

Present:

Jim Vaughn, Chairman
Michael Guthrie, Vice-Chairman
Mike Akins
Ben Harris
Jerry Stone
Moe Taylor
Absent:
Steve Graves

Also Present:

Keith Douglas, EMS Director
Sonny Weatherford, Sheriff
Don Passaro, Intermedix Rep

Chairman Vaughn called the Emergency Services Committee to order on Monday February 14, 2011 at 5:30 PM in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Comm. Akins made a motion, seconded by Comm. Harris. The agenda was unanimously approved.

Approval of Minutes of December 6, 2010. Comm. Harris made a motion, seconded by Comm. Akins. The minutes of December 6, 2010 were unanimously approved.

Public Comments None.

Report from the Chairman. None.

Report from the Sheriff Sheriff Sonny Weatherford went over figures on the January 2011 Financial Report, and the Animal Control Division Statistics. Chairman Vaughn asked about the opening of the new Animal Control Facility. The Sheriff replied that hopefully it would be April.

Report from the Director Director Douglas referred to his current report. Responses were up. Revenues were right on target. The Director gave an update on Portland with a graph indicating the improvement of having the second ambulance.

The Director requested approval of Surplus Items for GovDeals. Comm. Harris made a motion, seconded by Vice-Chairman Guthrie. Motion carried.

The Director stated that the current billing system has a new process, E-Fusion which is not compatible with the tablets used to store and forward data to the billing clerks. The tablets run around \$3500 a piece. Eventually support for the

current billing system will be phased out. If EFusion is implemented the tablets would need to be upgraded.

Director Douglas went over a spread sheet reflecting the costs with our current billing system and comparable figures for Intermedix System. The Director shared an analysis breakdown showing data sources which include 2009 & 2010 EMS Transport Data, 2009-2010 Sumner Actual Collections and Industry Benchmarks & US Census Report. The total revenue impact will be a result of Self Pay Maximization (monies left unpaid by uninsured due to incorrect addresses), Improved Insurance Collections, Enhanced ePCR Field Technology, and Correct Fee Strategy. (The fee adjusted according to the revenue.)

Director Douglas stated that Option 1 without the Coding Services is the billing solution being considered. It would run between \$130,000 and \$150,000 per year. This would be a percentage based on revenue. All hardware, software, and sources would be provided

Comm. Harris questioned as to whether Full Service Billing would affect personnel. Director Douglas replied that the intent was not to outsource billing, and that it would not affect billing personnel.

Chairman Vaughn expressed concern over the switching over from the old billing system to the new. Director Douglas requested to suspend the rules for the representative from Intermedix, Don Passaro to speak. Comm. Akins made a motion, seconded by Vice-Chairman Guthrie. Motion carried.

Mr. Passaro went over several options for the transition phase, and also explained the security and dependability of the Intermedix system.

Comm. Stone made a motion to refer to the March Budget Committee for consideration. Comm. Taylor seconded. Motion carried. Comm. Harris offered to abstain due to his wife working for the billing department of EMS. It was determined that it would not be a conflict of interest.

Old Business

New Business

There was a motion to adjourn. The committee adjourned at 6:30pm

Prepared by Sheila Ashton

EMPLOYEE BENEFITS COMMITTEE MINUTES
Special Called Meeting
Law Director's Conference Room
February 14, 2011
4:30 p.m.

I. CALL TO ORDER—Mr. Hyde called the meeting to order at 4:30 p.m.

II. NEW BUSINESS—

- A. Continuous Health Dependent Audit—Ms. Dennen explained the audit was put out to bid and was awarded to Continuous Health, but there were some questions concerning the audit. Ms. Dennen made some changes to the contract which Continuous Health agreed to. Continuous Health officials thought that if the county sent out an amnesty letter now that that would only inundate the Finance Department with questions and probably not be beneficial. They want to get the audit started by the end of February so they can get as much as possible finished by the end of the school year.

Mr. Shupe passed out some papers concerning some questions he had that he needed clarification on from Continuous Health. Mr. Shupe echoed what Ms. Dennen said about sending out the amnesty letter now (that it would not be beneficial). Continuous Health provided a list of references to Mr. Shupe, and he contacted each of them by phone (except one) and received favorable responses from each. Continuous Health, to prove their willingness to get the job done, has agreed to guarantee a 5:1 return on investment (even if that means reducing the fee). There are two options for fee payment.

1. Flat fee
2. Fixed fee to be paid up front plus a percentage of savings (best option in Mr. Shupe's opinion)

Mr. Shupe asked Continuous Health about continuing service for following years. The cost for this is approximately \$10,000 annually. Ms. Dennen stated she would like to hold off on making this decision to see what is found in the audit. Mr. Hyde agreed. Mrs. Durski stated the new employee enrollment procedures may need to be changed. Ms. Dennen agreed and added that the procedure for employees to change coverage may also need to be amended.

Mrs. Durski motioned, seconded by Mr. Holt, to proceed with the audit with Continuous Health, unanimous approval. Mr. Shupe added that these audits come with negative pushback generally from non-violators of the policies. Mr. Shupe stated he has asked for the audit to be completed within three months.

III. ADJOURNMENT—at 4:47, motion by Mr. Hyde, seconded by Mrs. Durski, unanimous approval

MINUTES
SUMNER COUNTY FINANCIAL MANAGEMENT COMMITTEE

February 28, 2011

5:35 P.M.

Members Present:

Frank Freels - Chairman	Anthony Holt	David Kimbrough
Kirk Moser - Vice Chairman	Benny Bills	Jim Vaughn

Also:

David Lawing Leah Dennen Beth Browning Merrol Hyde Julianne Graham Kenner Billups

Chairman Freels called the Purchasing Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, February 28, 2011 at 5:35 p.m.

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

RECOGNITION OF PUBLIC: There was no public recognition.

APPROVAL OF THE MINUTES: Motion to approve the minutes of January 24, 2010, made by Mr. Bills, seconded by Mr. Holt, motion passed 6-0.

REPORT OF THE COMMITTEE CHAIR:

A. Capital Outlay Needs – Chairman Freels wanted to update the Committee on the following:

1. Combined new facility for EMS/EMA/911 – waiting on grant to see what the funding situation will be.
2. Some upcoming school projects to include remodeling some schools, repairing AC and roofs.
3. Cubicles for the new Finance office – out to bid by David Pigna.

B. Bus Replacement Schedule – school board reported they need to replace 28 buses. Chairman Freels requested more info on these buses (including mileage). Chairman Freels asked school board to provide a bus replacement schedule for the next 5 years. Mr. Bills provided a Bus Replacement Schedule – the total 5 year bus replacement cost is \$13M.

REPORT OF THE COUNTY EXECUTIVE:

Mr. Holt requested to reserve his comments in lieu of the report of the Finance Director.

REPORT OF THE FINANCE DIRECTOR/PURCHASING AGENT:

A. Monthly Revenue Analysis –

- Adequate Facilities Tax – 115.444% of budget
- Sales Tax – 101.796% of budget
- Wheel Tax – 102.048% of budget
- EMS Transportation – 96.551% of budget - trend skewed due to receivables (Mr. Douglas is looking into additional steps to collect on delinquent accounts)
- Business Tax – 106.309% of budget - trend skewed due to receivables

B. Refinancing Debt – Mr. Lawing passed out and went over the 2011 restructuring proposal submitted by Wiley Bros. With a 12 year amortization scenario, it frees up approximately \$5.6M for general government capital improvements. It will create an additional \$60M of debt capacity. Refinance will have to be before May 31, 2011. Mr. Holt requested that everyone vote to move on with this proposal. Motion made by Mr. Vaughn to approve this proposal, seconded by Mr. Moser – all agreed.

REPORT OF THE LAW DIRECTOR:

Ms. Dennen had no report.

OLD BUSINESS: There is no old business to discuss.

NEW BUSINESS: There is no new business to discuss.

Being that there was no more business, Chairman Freels motioned to adjourn at 6:10 p.m., seconded by Mr. Moser, motion passed 6-0.

**MINUTES
GENERAL OPERATIONS COMMITTEE
CHRIS HUGHES, CHAIRMAN
FEBRUARY 14, 2011**

Present:

Chris Hughes, Chairman
Shawn Utley, Vice-Chairman
Steve Graves
Baker Ring
Paige Brown Strong
Moe Taylor
Absent: Jo Skidmore

Also Present:

David Pigna, Communications Director
Leah Dennen, County Law Director
Merrol Hyde, Commission Chairman
David Lawing, Director of Finance
Bill Kemp, County Clerk
Anthony Holt, County Executive
Kim DeRenard, grant writer
Joe Matthews, Commissioner

The regular meeting of the General Operations Committee was brought to order on Monday, February 14, 2011, at 5:00 p.m. in the Sumner County Administration Building. Chairman Hughes declared a quorum present to conduct business.

Agenda. Chairman Hughes announced that the County Executive wished to add the following to the agenda: 1) Selection of the architect for the Douglass-Clark House renovation; 2) Request for space in the Archives for the Register of Deeds; 3) Request from the City of Gallatin for the old School Bus Garage; and 4) an additional item from the County Executive. Comm. Matthews requested the addition of discussion on capital projects as they pertain to the 2010 Bond Issue. Upon motion of Comm. Graves, seconded by Comm. Utley, the committee approved the agenda as amended.

Minutes. Upon motion of Comm. Taylor, seconded by Comm. Utley, the committee approved the minutes of January 10, 2011.

Recognition of the Public. Register of Deeds Pam Whitaker spoke to the Committee in regard to storage on the third floor of the Sumner County Administration Building and the Archives. Her concern was the care needed for the older records and the ease of access for title searches. The third floor location has been economical and efficient. She questioned the appropriateness and adequateness of the Archives as a use of storage. She asked the Committee to help with this matter. Comm. Ring moved, seconded by Comm. Graves, to suspend the rules to allow commissioners to ask Mrs. Whitaker questions. The motion carried. Chairman Hughes stated that he would get together a plan with the County Executive and Mrs. Whitaker and bring the matter back before the committee.

Financial Management of 1981. David Pigna reported that the costs for office furnishings and other items to implement the Financial Management Act of 1981 would be approximately \$87,575 for 14-16 people cubicles; \$3,200 for cabinetry and finishing; \$5,000 for telephone; and \$750 for electrical wiring. Upon motion of Chairman Hughes, seconded by Comm. Graves, the Committee voted to put the items out for bid to be reviewed at the next meeting. Chairman Hughes requested that Mr. Lawing notify the Budget Committee of the impending cost.

Third Floor Space. Executive Holt reported that the renovation of the third-floor space for Congressman Diane Black was going well and the drywall was completed.

Preliminary Audit of Energy Performance. Katlin Pastor and Ken Broach gave a presentation to the Committee regarding the Preliminary Audit Summary of Energy Performance. She stated that the County has a 27 percent energy inefficiency and they would guarantee \$167,000.00 in saving with a 10-year payback. Comm. Utley moved, seconded by Chairman Hughes, to send the matter to the Budget Committee. The motion carried (5-1) with Comm. Graves voting no.

Administration Building. Mr. Pigna stated that there was additional work at the Sumner County Administration Building that needed to be bid. He stated that three air handlers, valves and other small electrical equipment was needed at a cost of approximately \$35,000.00. Upon motion of Comm. Moser, seconded by Comm. Strong, the Committee approved the items to go out for bid.

Surplus Property. Ms. Dennen reported that it is not necessary for the libraries to be listing and reporting every book that is salvaged to the Committee. She said the employees are spending hours making lists. Chairman Hughes suggested that the librarians use their discretion in disposing of salvage. Comm. Ring so moved, seconded by Comm. Utley, to change the policy whereby librarians are not required to list salvage books for the committee's approval. The motion carried.

Upon motion of Comm. Ring, seconded by Comm. Taylor, the Committee voted to declare surplus property from the following departments: Hendersonville, Gallatin and Portland Libraries and Emergency Medical Services.

Selection of Architect. Chairman Hughes recognized Grant Administrator Kim DeRenard who stated that 6 architects provided bids for the renovation of the Douglass-Clark house. The recommendation was to award the bid to Hart Freeland and Roberts. Ms. Dennen reported that Hart Freeland and Roberts sued the County in 1990 regarding the construction of Hendersonville High School. Comm. Utley moved, seconded by Comm. Taylor, to approve Hart Freeland and Roberts. The motion was later withdrawn. Due to a conflict, Chairman Hughes relinquished the Chair and Vice-Chairman Utley conducted this portion of the meeting. Upon motion of Comm. Utley, seconded by Comm. Taylor, the Committee voted to approve Cassetty Architects to draw the plan for the renovations. Chairman Hughes declared a conflict of interest and abstained from the vote. Afterwards, Chairman Hughes resumed the Chair.

Archives Space. The Committee and Exec. Holt discussed whether the Register of Deeds should have space in the Archives and/or the third floor of the Sumner County Administration. He said there were three available spots caged off in the storage area. Chairman Hughes moved, seconded by Comm. Taylor, to request the Executive come back with a plan to present next month after meeting with the Mrs. Whitaker. The motion carried.

School Bus Garage. Executive Holt reported that the Mayor of Gallatin requested the county donate the old school bus garage to the City of Gallatin with the understanding that the site would be cleaned up by the City. Upon motion of Comm. Graves, seconded by Comm. Ring, the Committee voted (6-1) to surplus the property and donate the garage with the City responsible for clean up the property. Comm. Taylor opposed the measure.

2010 Bond Proceeds. Chairman Hughes recognized Comm. Matthews who reported on County General needs that could be funded with the 2010 bond proceeds. The capital items included the following:

- | | |
|----------------------------------|----------------------|
| • County Administration | \$35,000 |
| • County Courthouse | \$35,000 to \$40,000 |
| • 500-foot Tower | \$500,000 |
| • EMS Parking Lot | \$75,000 |
| • Paving Training/Service Center | \$48,000 |

The meeting adjourned at 6:00 p.m. after a motion by Comm. Graves, seconded by Comm. Taylor.

Prepared by Maria Savage

SUMNER COUNTY HIGHWAY COMMISSION**February 2, 2011****MINUTES****MEMBERS PRESENT:**

Frank Freels, Commissioner
Paul Freels, Commissioner
Billy Geminden, Commissioner
Steve Graves, Chairman
Judy Hardin, Road Superintendent
Anthony Holt, County Executive
Tom Neal, Citizen Member
Bob Pospisil, Vice Chairman

MEMBERS ABSENT:**OTHERS PRESENT:**

Leah Dennen, Law Director
Sandra Lee Hesson, Assessor of Property Administrative Assistant

CALL TO ORDER

Chairman Graves called the regular monthly meeting of the Sumner County Highway Commission to order, Tuesday, February 2, 2011 at 4:10 P.M. in Conference Room #112 at the Sumner County Administration building.

ADDITION TO AGENDA

- Commissioner Akin has requested we consider naming a bridge after a veteran.
- Road Supt. Hardin wants to add Brine under her report.
- Commissioner Freels wants to add two roads under Report of the Chair.

APPROVAL OF MINUTES

Motion by Citizen Member Neal to approve the January 4, 2011 minutes.
Seconded by Commissioner Geminden. **Motion passed** with Commissioners Pospisil and P. Freels abstaining due to absences.

PUBLIC RECOGNITION

A. Ronnie Whiticker of Westmoreland, Tennessee along with other family members was present to request a bridge be named after his father - David Whiticker who served in the US Army Rank SP5 in Vietnam from 68-70. His father returned home, only to be killed by a drunk driver in March of 1975. He left a wife, three sons, four brothers, and two sisters. County Executive Holt **motioned** to approve this request. **Seconded** by Commissioner Geminden. **Motion passed** unanimously.

SUMNER COUNTY HIGHWAY COMMISSION**2/2/11****PAGE 2****REPORT OF CHAIRMAN: OLD BUSINESS** - none**REPORT OF CHAIRMAN: NEW BUSINESS**

A. Commissioner P. Freels requested something be done about two trees that have fallen on **Hogans Branch Road**. They are ruining the road. Road Superintendent Hardin pointed out she had trouble getting in touch with the owners and it may not be on the County Right-of-Way.

B. Commissioner P. Freels requested help for **Ward Lane**, which is one of the worst roads in this county. Commissioner F. Freels made known that he had brought this to the attention of the State D.O.T. because of where it intersects with a State road and Mike Brown has it on his list. Commissioner P. Freels expressed his concern that it has been a year since he first brought this up and wondered how long it took. Commissioner F. Freels explained that Mr. Brown has to prioritize his list.

REPORT OF ROAD SUPERINTENDENT: OLD BUSINESS - none**REPORT OF ROAD SUPERINTENDENT: NEW BUSINESS****A. Budget Amendments**

Road Superintendent Hardin interpreted the budget amendments (see attached) for the committee. There was discussion. Commissioner F. Freels **motioned** to approve these budget amendments. **Seconded** by Commissioner Pospisil. **Motion passed** unanimously.

B. Recognition

Road Superintendent Hardin noted employee **Henry Roberson** is retiring after thirty-five years of service with Sumner County. She would like him to receive recognition from the Sumner County Commissioners at the next full meeting. She is having a reception for him on Friday. County Executive Holt will present a proclamation on Friday also. Chairman Graves **motioned** to approve the County Commission recognizing Mr. Roberson at the next full County Commission meeting. **Seconded** by Commissioner Pospisil. **Motion passed** unanimously.

C. Brine

Road Superintendent Hardin explained about the Brine operation works and costs for future consideration.

REPORT OF COUNTY EXECUTIVE - none**COMMISSION BUSINESS** - none**REPORT OF LAW DIRECTOR** - none**MOTION TO ADJOURN:** Neal**SECONDED BY:** Pospisil**ADJOURNMENT:** 4:40 P.M.

**MINUTES
LEGISLATIVE COMMITTEE
BOB POSPISIL, CHAIRMAN
February 14, 2011**

Present:

Paul Goode, Vice-Chairman
Paul Decker
Chris Hughes
Kirk Moser
Steve Graves
Merrol Hyde, Chairman Commission
Absent: Bob Pospisil, Chairman
Jim Vaughn
Jerry Stone

Also Present:

Bill Kemp, County Clerk
Leah Dennen, County Law Director
Baker Ring, Commissioner
Shawn Utley, Commissioner
Anthony Holt, County Executive
Paige Brown Strong, Commissioner
Ben Harris, Commissioner

The regular meeting of the Legislative Committee was called to order on Monday, February 14, 2011, at 6:20 p.m. in the Sumner County Administration Building in Gallatin. Vice-Chairman Goode declared a quorum present.

Agenda Comm. Graves moved, seconded by Comm. Hughes, to approve the agenda. The motion carried.

Minutes. Comm. Graves moved, seconded by Comm. Goode, to approve the minutes of November 8, 2010. The motion carried.

Recognition of the Public. There was none.

County Executive's Report. County Executive Anthony Holt had no report.

Certificates of Recognition. Upon motion of Comm. Hyde, seconded by Comm. Graves, the Committee voted unanimously to group and approve the certificates of recognition for Hendersonville Christian Academy's Varsity Football Team; Henry Roberson who is retiring from the Sumner County Highway Department; and Emergency Medical Services Department for winning an award at the state convention.

State Route 109 Bridge. County Law Director Leah Dennen reported that the state is requiring an agreement with the county, giving them access to County property to work on the Highway 109 bridge and surrounding area. Upon motion of Comm. Hyde, seconded by Comm. Hughes, the Committee approved and forwarded the matter to the full Commission.

Naming of Bridge. Ms. Dennen reported that the Highway Commission voted to name a county bridge on Gregory Road for David Whiticker who served in Vietnam and was subsequently killed in an automobile crash. Upon motion of Comm. Graves, seconded by Comm. Decker, the Committee approved and forwarded the matter to the full Commission.

Home Grant Application. Ms. Dennen stated that this application process allows funding for low-income property owners who need repairs to their homes. Upon motion of Comm. Goode, seconded by Comm. Graves, the Committee approved and forwarded the matter to the full Commission.

School Grant Application. Ms. Dennen reported that this grant provides 100 percent funding to build sidewalks in the Station Camp High School area. Upon motion of Comm. Moser, seconded by Comm. Graves, the Committee approved and forwarded the matter to the full Commission.

Upon motion of Comm. Goode, seconded by Comm. Hughes, the Committee adjourned at 6:30 p.m.

Prepared by Maria Savage