

# 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:**

**Beer Board.....June 20**

**Budget Committee.....May 5, May 9, May 23**

**Committee on Committees..... June 20**

**Education Committee..... June 6**

**Emergency Services Committee..... June 6**

**Employee Benefits Committee.....May 10**

**1981 Financial Management Committee..... May 2**

**General Operations Committee..... June 13**

**Law Enforcement Subcommittee..... June 6**

**Legislative Committee..... June 13**

**1981 Purchasing Committee..... May 16**

**Redistricting Committee.....June 27**

**Rules and Procedures Committee..... June 6**

**MINUTES**  
**JUNE 20, 2011**  
**BEER BOARD**  
**MIKE AKINS, CHAIRMAN**

**Present:**

Mike Akins, Chairman  
Jo Skidmore, Vice-Chairman  
Michael Guthrie  
David Kimbrough  
David Satterfield  
Baker Ring  
Absent: Paul Freels

**Also Present:**

Leah Dennen, County Attorney  
Vipulkumar Patel, business owner

The regular meeting of the Beer Board was brought to order by Chairman Mike Akins on Monday, June 20, 2011, at 6:15 p.m. in the Sumner County Administration Building in Gallatin.

Agenda. Upon motion of Comm. Skidmore, seconded by Comm. Ring, the Board voted to approve the agenda.

Minutes. Upon motion of Comm. Ring, seconded by Comm. Guthrie, the Board voted to approve the minutes as written for May 16, 2011.

Recognition of the Public. There was none.

Beer Applications. The Beer Board re-considered the following application, which was deferred from the previous month because the new owner had not assumed possession:

Vipulkumar Kantilal Patel  
Penny Savers Market  
3336 Highway 109 North  
Portland, TN 37148

The application stated that the owner assumed possession of the business on June 21, 2011, which was stated to be correct by a spokesperson for Mr. Patel. County Law Director Leah Dennen reported that the Sheriff had checked out the owner and location and saw no cause to deny the application. Upon motion of Comm. Skidmore, seconded by Comm. Ring, the Committee voted to approve the beer permit application, with Comm. Satterfield abstaining.

Comm. Ring moved, and was duly seconded, to adjourn at 6:20 p.m.

Prepared by Maria A. Savage

MINUTES  
SUMNER COUNTY BUDGET COMMITTEE  
HEARINGS  
May 5, 2011

**Members Present:**

Kirk Moser – Chairman  
Jerry Stone – Vice Chairman

Paul Freels  
Moe Taylor

David Satterfield  
Jim Vaughn

**Also:**

David Lawing	Leah Dennen	Beth Browning	Anthony Holt	Keith Douglas	Gary Hammock
John Isbell	Bill Kemp	Mahailiah Hughes	Jim Young	Judy Hardin	Hal Hendricks
Pam Whitaker	Bill McRee	Debbie Rippy	Clint Parker	Ken Weidner	Darlene Daughtry
Carole Ritter	David Pigna	Judge Hunter	Darlean McDougal	Amy Burke-Salyers	

Chairman Moser called the Budget Committee to order on Thursday, May 5, 2011 at 8:30 A.M., in Room 112 at the Sumner County Administration Building in Gallatin, Tennessee. Chairman Moser stated he would have to leave at 9:15 a.m. to return to work, therefore, Vice Chairman Stone will take over at that time.

**AGENDA:** Mr. Moser stated there was no formal agenda; however, the charge to the committee is to review all FY 12 budget requests and then vote on items at a later date.

**Budget Discussions**

**Employee Raises –**

Mr. Kemp asked that the committee please consider the employees for a 3% pay increase. Mr. Freels stated that we need to maintain a conservative approach. Mr. Moser agrees. Mr. Holt stated that we need to be competitive in the job market to keep good employees.

**Circuit Court Clerk –**

Mrs. Hughes stated she has a budget increase of \$9,888 due to 3% pay increases. Mr. Moser asked if the \$18,000 increase for Data Processing Services was an adjustment from another line item. Mrs. Hughes stated it was moved from Data Processing Equipment. Mrs. Hughes also stated that the \$18,000 is restricted revenue that cannot be used for anything other than Data Processing Services.

**EMS –**

Mr. Douglas stated he is requesting a \$978,196 budget increase due to a 3% pay increase for employees along with the Station Camp Fire Hall, Portland 12 hour ambulance and Debt Collection Services. Mr. Satterfield stated he thought they were going to move an ambulance, not purchase an ambulance. Mr. Douglas replied that it was his opinion that they staff a new ambulance. However, it's up to the committee to decide; as of right now, the county is good on response time. Mr. Freels asked how many ambulances they have. Mr. Douglas responded they have 21. Mr. Moser asked about buying chassis for the ambulances. Mr. Douglas responded that he will have to report back with more information.

**Mr. Moser had to leave the meeting.**

**Mr. Stone is taking over at this time.**

**Libraries –**

Mr. Young stated there is going to be about \$15,000 in electric, \$9,000 in gas and \$10,000 for books for the Portland Library. Mr. Young also stated they have some specific salary adjustments: a .7%, a 4.4%, a 2.5%, and a 9% pay increase for Mrs. Elledge to bring her up to \$23,000 since Mrs. Russell is getting ready to retire as well as a 3% pay increase for employees.

**Health Department –**

Mr. Hendricks' budget will increase by \$10,790. Mr. Hendricks did away with the Janitorial Services (\$60,000) and hired a new full time and part time employees for this service. Mr. Lawing stated the DGA is a flow through grant, and the H1N1 was a one-time project that is now gone, so it's a decrease. This will be an offset.

**Assessor of Property/Reappraisal –**

Mr. Isbell stated his changes are due to 3% pay increase and a few line items have been moved around.

Mr. Isbell commented that he moved monies from Other Contracted Services to the Audit Services and then increased his Gasoline line item.

**Register of Deeds –**

Mrs. Whitaker stated her only increase is due to the 3% employee pay increases. Mrs. Whitaker stated she moved money around, instead of increasing anything. Mr. Stone asked Mrs. Whitaker about personnel. Mrs. Whitaker replied she has the same as last year.

**County Clerk –**

Mr. Kemp stated that the only increase is for employee raises; without the salary increase, it's a decrease in the total budget. He has moved some money around to different line items. On the fees side, this includes a \$52,000 increase in fees, which Mr. Kemp feels is a positive impact on the budget even with the salary increases. Mr. Kemp has added one new employee, but has one retiring July 1<sup>st</sup>.

**Veterans Services –**

Mr. McRee stated his budget shows a 3% increase in salary, however he's asking for a 5% increase. Mr. McRee also stated that he needs to add an additional \$1,500 to his budget for a laptop computer. Mr. Stone asked about how many veterans are in Sumner County. Mr. McRee stated that about 5% of the population in Sumner County is veterans.

**Soil Conservation –**

Mrs. Rippey passed out some pictures of areas in Sumner County that were affected by the flood, and showed photos of the area after the erosions were fixed. The only increase they are asking for is the 3% employee increase for the District Secretary. Mrs. Rippey passed out a report that explains what the District Secretary does to provide assistance to the Soil Conservation District.

**Clerk & Master/Chancery Court –**

Mrs. Daughtry stated there really was no increase in her budget, other than the 3% pay increase; she just shifted money around to different line items.

**Agriculture Extension –**

Mr. Parker stated his budget is pretty much the same as last year. The biggest change was for Travel. He has 15 total full time employees.

**Finance –**

Mr. Lawing stated his operational costs have decreased \$750 due to reducing postage by emailing the information. The only increase is for the 3% pay increase.

**Archives –**

Mr. Holt stated he has made Bonnie the Director of this Department (with no pay increase), and he is requesting a part time person to work 20 hours.

**Election Commission –**

Mrs. McDougal stated her budget is \$79,000 less than last year. She moved money to different line items. The large increase in postage is due to redistricting.

**County Attorney/Judicial Commissioners –**

Ms. Dennen stated the only increase she is requesting is a 3% pay increase and added \$7,000 for part time and over time. For the Judicial Commissioners budget, Ms. Dennen had to include about a \$25,000 increase for salaries, which includes a 3% pay increase.

**C & D/Environmental –**

Mr. Hammock stated his budget is about \$16,000 less than last year. The new planner is working out great. He has 9 full time employees (including himself). The \$10,000 Salary Building Commissioner increase was requested by Mr. Holt due to the increase in duties by Mr. Hammock.

**Highway –**

Mrs. Hardin stated everything is pretty much status quo, except for the 3% pay increase requested. This budget is amended by \$6,688,746 due to the flooding last May. For administration, she added a USDA grant person. She has 2 full time employees. The Litter Collection is a grant. On Highway and Bridge Maintenance she has 26 full time employees and 11 seasonal people. For Equipment Operation/Maintenance, Mrs. Hardin has 7 full time employees. Including office staff, she has 37 full time employees and 11 seasonal workers.

**EMA –**

Mr. Weidner has decreased his budget by \$93,674 from last year; this includes a 3% pay increase and \$69,564 for Other Capital Outlay for new truck.

**County Executive –**

Mr. Holt stated the County Commission budget and the County Executive budget increase is mostly for the 3% pay increase. The Commissioners were not aware of a raise for them. Mr. Satterfield did not think it

was a good idea. Mr. Satterfield asked if we could cut any Dues & Memberships. Mr. Holt stated we needed them. Mr. Stone suggested we cut the County Commissioners raises and rejoin the County Commissioners Association and debate it on the floor. Mr. Vaughn asked about the \$5,312 in Retirement. Mr. Lawing stated this is linked to Other Salaries and Wages. It includes the minute takers; which are full time employees getting paid per meeting to take minutes. Moving on to the County Buildings budget, Mr. Holt stated the large increase is for Electricity and also the 3% raise increase. Mr. Satterfield asked how many full time employees are with County Buildings. Mr. Lawing responded there are 3 full time maintenance people, a part time janitor and a vacant janitor position. Mr. Holt stated the vacant position has now been filled. Mr. Vaughn asked about the County Buildings (Animal Control Program); shouldn't we add this to the Sheriff's budget? Mr. Lawing stated that doing it like this we have more control over it and can track it better.

**Ashley's Place/CASA –**

Amy Burke-Salyers stated her and Carole Ritter with CASA, went to the Legislative Committee meeting this past Monday regarding TCA 40-24-109. This is a \$45 fee added to court fees only for convicted, entering a plea of guilty or no contest of a crime that imposes a fine over \$500 and possible imprisonment. Ms. Salyers stated this is pass-through funds and has no effect on the budget. Of the \$45, \$21 would go to Ashley's Place, \$21 would go to Sumner County CASA and \$3 retained by clerk for processing. Mr. Stone asked if they brought a copy of their budget. Ms. Salyers and Ms. Ritter stated no, they did not. Mr. Stone stated he would like to see a copy of their budget before he decides on anything. Mr. Stone asked them to send their budget to Mr. Lawing. Mr. Vaughn also requested their estimated revenue specific to Sumner County.

**Other Budget Items – Presented by Mr. Lawing:**

Mr. Lawing started with the memorandum he included with the budget. Mr. Lawing stated there are a lot of changes in the budget because there are no longer designated and undesignated fund balances. The new components of fund balance are now assigned, unassigned, restricted, non-spendable and committed. Mr. Lawing also stated this budget does not include anything for the Implementation of 1981 Act. Mr. Lawing discussed the Budgeted Local Revenues which was also included in the memorandum.

**Forestry Service –**

Mr. Lawing stated this is a not for profit. This helps cover the cost of fire towers.

**Rural Fire Protection -**

Mr. Lawing stated the \$118,000 for Oak Grove Fire Department is for a new fire truck.

**Tourism, Economic & Community Dev. –**

Mr. Lawing stated the \$324,344 is not what they requested, they actually requested \$350,000. We will be lucky if we collect the \$324,344 in hotel/motel taxes this year. They are not performing well.

**Industrial Development -**

Mr. Lawing stated Mr. Johnston has requested \$100,000 for Forward Sumner and he is willing to come discuss this with the committee. Mr. Holt stated that we need to invest in industrial growth.

**IT –**

Mr. Pigna stated that his administrative personnel moved to the Finance Department, therefore reducing his budget by \$9,414. Mr. Lawing stated the \$24,881 increase in Salary IT Director is due to Mr. Pigna's salary was divided between 2 lines for the past several years. So Mr. Lawing moved it to combine it all under one line item.

**Continued with Other Budget Items – Presented by Mr. Lawing:**

**Other County Expenses –**

Mr. Lawing stated the increase is for Trustee's Commission.

**Contributions –**

Mr. Lawing stated these are all requests for contributions.

**Employee Benefits –**

Mr. Lawing stated the \$2,500 for Retirees Supplement is where the county commission approved in 2004 a resolution if you meet certain requirements through TCRS, they will pay part of your medicare supplement. This is the estimated county's cost. Mr. Lawing stated the \$45,000 reduction on Unemployment Compensation is because he kicked it up a couple of years back because of the restructuring when several employees were laid off. So the \$115,000 is a more actual estimate.

**Appropriations to State –**

Mr. Lawing stated the Vocational Training Center/State has requested an additional \$5,022.

**Child Welfare –**

Mr. Lawing stated the \$1,000 is a not for profit donation. They did not use it last year, and may possibly not use it this year.

**Senior Citizens Assistance –**

Mr. Stone asked Mr. Lawing to change the Westmoreland Senior Citizens Center from \$2,000 to \$2,500.

**ARRA –**

Mr. Lawing stated these are all grants.

**Officers Program –**

Mr. Lawing stated this was used in FY 10-11, but not sure if it will be needed for FY 11-12.

**Judicial District Drug Task Force –**

Mr. Lawing stated that because the way the Drug Task Force is set up, they do not have an EIN, so when they have an employee we run them through the general fund and they reimburse the general fund.

**Courthouse & Jail Maintenance Fund –**

Mr. Lawing stated this shows a balanced budget. This is basically for maintenance for the Administration Building, the courthouse and other county buildings. There are only 2 revenue sources: one is a dedicated litigation tax and the other one is the commissions from the inmates telephones in the jail. This is an estimated balanced budget.

**Drug Control Fund –**

Mr. Lawing stated the Sheriff is not available today, however he will discuss these items at the next Budget meeting. Mr. Lawing stated this is a dedicated funding source.

**Salary & Benefits FY 2011 –**

Mr. Lawing stated the attached printouts include every county employee and their salary.

**BREAK**

**General Sessions –**

Judge Hunter stated he has made some changes to the budget. He added \$800; \$500 to Other Contracted Services/Interpreter and \$300 to Other Capital Outlay for a projector and a chair for Judy. Judge Hunter stated the \$20,000 for Drug Treatment is not taxpayer money. It comes from the excess DUI fund that they use for drug court.

**CASP –**

Judge Hunter stated this budget is exactly the same as last year, except the 3% raise. Judge Hunter stated he has 6 full time employees.

**Drug Court –**

Judge Hunter stated that Drug Court is not funded by any taxpayer money. It survives mostly on grants. This year they will lose some grants; as a result Judge Hunter has to let Luke Wolfe go as of July 1, 2011. Judge Hunter has moved Luke's salary amount to the Drugs & Medical Supplies line. Judge Hunter has 2 full time and 1 part time employees with Drug Court.

**Adjournment –**

Being there was no further business before the committee, Mr. Stone adjourned the meeting at 3:30 p.m.

MINUTES  
SUMNER COUNTY BUDGET COMMITTEE  
May 9, 2011

Members Present:

Kirk Moser, Chairman	Paul Freels	David Satterfield
Jerry Stone, Vice Chairman	Moe Taylor	Jim Vaughn

Also:

Anthony Holt    David Lawing    Leah Dennen    Beth Browning    Maryanne Durski    Mr. Jones

Chairman Moser called the Budget Committee to order on Monday, May 9, 2011 at 7:00 p.m., in Room 112 at the County Administration Building in Gallatin, Tennessee.

**AGENDA:** Chairman Moser stated that there are people here from Ashley's Place and CASA. He wants to add them under New Business, A. Ashley's Place will be #3 and CASA will be #4. Also, Mr. Lawing has passed out a new resolution dealing with the Interfund Loan that we passed last month, which we need to take up again tonight. That will be under Report of the Finance Director, #E. Motion to approve the agenda made by Mr. Satterfield, seconded by Mr. Stone, motion passed unanimously.

**RECOGNITION OF PUBLIC:** Mr. Bill Jones spoke on behalf of CASA. Mr. Jones stated it's a worthwhile organization. The staff receives embarrassing low salaries for what they do. He requests that the committee please be generous with them.

**APPROVAL OF THE MINUTES:** Motion to approve the minutes of April 11, 2011 made by Mr. Taylor, seconded by Mr. Satterfield; motion passed unanimously.

**REPORT OF THE COUNTY EXECUTIVE:** No report. However, Mr. Holt introduced his new intern: Steve. Steve is attending MTSU, has a 4.0 average and will be working with Mr. Holt this summer.

**REPORT OF THE COMMITTEE CHAIRMAN:**

- A. Report from the County Trustee - None
- B. Report from the Assessor of Property - None. Chairman Moser asked Mr. Isbell about the tax matter (E, #1) regarding James Hamilton for \$352.43. Mr. Isbell replied that this was just correcting an error. Motion to approve by Mr. Stone, seconded by Mr. Taylor; motion passed unanimously.

**OLD BUSINESS:** None

**NEW BUSINESS:**

- A. Budget Hearings (continued from Thursday, May 5)
  - 1. Juvenile Court/Juvenile Services - Judge Brown stated the increase is due to compensations. The \$30,000 is for a new program called Softech. Mr. Freels asked how many were employed. Judge Brown replied 14. Mr. Moser asked Judge Brown if they would be turning any funds back in. Judge Brown replied no, they are pretty well close to it.
  - 2. Trustee - Marty Nelson stated the slight increase is for employee compensation. Mrs. Nelson stated that the \$11,500 increase for Data Processing is for moving funds from Maintenance & Repair-Office Equipment. Mr. Stone asked how many employees Mrs. Nelson had. Mrs. Nelson replied she has 5 full time and 1 part time, but that will probably have to be increased. She stated she didn't ask for any additional funds, she has a little padding in the part time line. This budget will cover that.
  - 3. Ashley's Place - Amy Burksyrs requested nonprofit funding in the amount of \$20,000. Mr. Taylor asked if they only serve Sumner County children. Mrs. Burksyer replied yes, they only serve Sumner County. Mr. Moser stated we will discuss this when considering funding other nonprofits and we will be in contact with them.
  - 4. CASA - Ms. Ritter spoke about CASA. She stated that 2008 was the last year that the county gave CASA a donation; it was for \$800. They are requesting \$20,000 to offset costs to provide help to the children of Sumner County. Mr. Freels asked how long they have been in the county

and how long have they been receiving funds from the county. Ms. Ritter stated CASA has been in the county since 1992. They only started receiving funds from the county in the past 5 years, and the most ever received was \$2000. Mr. Moser stated again, we are just gathering information and will be back in touch with them.

B. Board of Education

1. 6 General Purpose budget amendments – Mrs. Durski stated that 5 are reallocating funds and the 6<sup>th</sup> is new funds. They are a donation from White House High School Baseball Booster Club for a new baseball building. The donations will cover the entire cost of the building. Motion made by Mr. Vaughn to group and approve, seconded by Mr. Satterfield; motion passed unanimously.
2. Capital Investment Plan – Mrs. Durski stated that Mr. Hale should be the one to speak to the Committee on this; however, he is not here. Mrs. Durski stated the board approved this at the last meeting, that this is just an outline of needs that the board has identified over the next 5 years. The board just wanted to make the Committee aware of the needs coming down the pike. Mrs. Durski stated that school buses are needed for the 2011/2012 school year. They will need 28 buses; at an estimated cost of about \$2.7 M. Mr. Stone asked Mrs. Durski when they will have the budget to them. Mrs. Durski stated they will put a draft together sometime in May. The new director arrives June 13<sup>th</sup>, so she doesn't know what he might want to do with it.

C. Appropriations

1. Highway Department - \$3,720 repair traffic signal light @ New Shackle & Long Hollow Pike – Mrs. Hardin is requesting this invoice be paid out of County General fund. Mr. Moser asked Mrs. Hardin if it could be paid from Highway Department. Mrs. Hardin stated that she was under the impression that since Highway paid all the electric bills for these traffic signals that any repairs would come from other sources. Motion to approve made by Mr. Satterfield, seconded by Mr. Freels; motion passed unanimously.
2. Drug Task Force - \$10,000 for overtime expenses – Mr. Lawing stated this is for flow through. Motion to approve made by Mr. Vaughn, seconded by Mr. Satterfield; motion passed unanimously.
3. Vol State Educate & Grow Scholarship - \$91,356.08 from Scholarship Reserve for FY2011 - Mr. Lawing stated this is for the last 2 semesters. Motion to approve made by Mr. Vaughn, seconded by Mr. Freels; motion passed unanimously.
4. Sheriff's Office - \$2,606.95 Insurance Recovery Funds to Vehicle Repair & Maintenance – Mr. Lawing stated this is for pass through money from a wreck. Motion to approve made by Mr. Vaughn, seconded by Mr. Freels; motion passed unanimously.
5. Libraries
  - a. Gallatin - \$3,370.74 Technology Grant and ERate Rebate to Data Processing Equipment
  - b. Hendersonville - \$3,143 Technology Grant and ERate Rebate to Data Processing Equipment
  - c. Portland - \$1,500 Technology Grant to Data Processing Equipment - - - Mr. Lawing stated all the above are flow through funds. Motion to group and approve made by Mr. Stone, seconded by Mr. Freels; motion passed unanimously.
6. Mid-Cumberland Human Resource Agency - \$14,349.60 FY2011 dues – Mr. Lawing stated this was a not for profit that was budgeted in 2007/2008 for \$8,200. In 2008/2009 it was removed from the budget and they came back mid-year and received a \$14,349 appropriation and they were cut out of the 2009/2010 budget and were not funded. They also were not funded in the 2010/2011 budget. Mr. Moser asked why they are requesting \$14,000 if we cut them out. Mr. Lawing replied because they sent a request to the County Executive's office and he wanted Finance to forward it to this committee for consideration. Mr. Holt commented that this company provides transportation for people who are not able to get out, such as seniors and disabled people. Mr. Moser stated he would like to talk to Mrs. Hamrick. Mr. Holt stated that she probably would not come. Mr. Moser asked Mr. Lawing for a breakdown of what we've paid them over the past 5 years. Mr. Lawing provided the following: 2007/2008 \$8,200, 2008/2009 \$14,349, 2009/2010 \$0 & 2010/2011 \$0. Mr. Taylor made a motion to defer to the next called meeting; seconded by Mr. Vaughn; motion passed unanimously.

D. Transfers

1. Between major categories
  - (a) Sheriff's Office – Mr. Lawing stated this is for a contract for inmate medical. Motion to approve made by Mr. Vaughn, seconded by Mr. Taylor; motion passed unanimously.
2. Inter-budgetary transfers – There was a request to add on Mr. Weidner.
  - (a) Greater than \$1.500



(b) Less than \$1,500 – Motion to group and approve both items made by Mr. Vaughn, seconded by Mr. Freels; motion passed unanimously.

E. Tax Matters

1. Hamilton, James - \$352.43 – this was discussed under Report from the Assessor of Property.

F. Report from Digital Transformation Sub-Committee (Jim Vaughn) – Mr. Vaughn stated the committee met and came up with a potential solution. EMS has changed their hardware/software, therefore their current tablets will be available to use. Mr. Moser asked Mr. Vaughn how he would like to proceed. Mr. Vaughn stated they are looking for direction from this committee. Does this committee want to move forward with digitizing everything, or do nothing? Mr. Moser suggests the committee think about this and bring it up at a later date.

**REPORT OF THE FINANCE DIRECTOR:**

- A. Revenue Analysis (to be passed out at meeting) – Mr. Lawing stated this item is not included in the packet. He was waiting on sales tax and then present it with the budget.
- B. Annual Health/Dental Insurance Analyses – Mr. Lawing stated we can discuss this next month.
- C. Salary Changes for April and May 2011 – Mr. Lawing stated there is only request for salary change and it's from the Highway Department.
- D. FY12 Budget – Mr. Lawing stated its 2 resolutions that need to go back to the county commission.
- E. Interfund Loan - Motion to approve made by Mr. Stone, seconded by Mr. Vaughn; motion passed unanimously.

Mr. Moser proposed this Committee meet on May 23, 2011 from 6-8 pm to continue budget discussions.

**ADJOURNMENT:** Mr. Vaughn made a motion to adjourn at 8:10 pm, seconded by Mr. Taylor; motion approved unanimously.

MINUTES  
SUMNER COUNTY BUDGET COMMITTEE  
May 23, 2011

Members Present:

Kirk Moser – Chairman  
Jerry Stone – Vice Chairman

Paul Freels  
Shawn Utley

David Satterfield  
Moe Taylor

Also:

David Lawing   Leah Dennen   Beth Browning   Anthony Holt   Sonny Weatherford  
Jimmy Johnston

Vice Chairman Stone called the Budget Committee to order on Monday, May 23, 2011 at 6:00 P.M., in Room 112 at the Sumner County Administration Building in Gallatin, Tennessee. Vice Chairman Stone stated Chairman Moser would be arriving late to the meeting.

**AGENDA:** Mr. Freels made a motion to approve the agenda, seconded by Mr. Taylor; motion passes unanimously.

**RECOGNITION OF PUBLIC:** None

**REPORT OF THE COMMITTEE CHAIRMAN:** Chairman Moser is not present.

**NEW BUSINESS:**

- A. Sheriff's Office – Sheriff Weatherford stated the only change is to medical for inmates. The only other increase is for the 3% salary increase. Sheriff Weatherford stated he would turn back in roughly \$600,000.
- B. Forward Sumner – Mr. Johnston passed out a memo along with 2 Economic Impact Analysis' and went over this info with the committee. Mr. Johnston stated they are requesting \$100,000. Mr. Satterfield asked how many were on payroll. Mr. Johnston replied there are 2 people on payroll. Mr. Satterfield stated he never felt the county got their money out of it. Mr. Utley commented that he thinks this is a good idea. Mr. Taylor asked what they will spend the majority of this on. Mr. Johnston replied the increase will go toward hired help for marketing and an advocate person in Nashville. Mr. Moser stated this is a worthy organization. Motion made by Mr. Utley to fund \$40,000 instead of \$100,000, seconded by Mr. Stone; motion passed 4-2 with Mr. Satterfield and Mr. Freels voting against.
- C. Non-Profits -
  - a. Rural Fire Protection – Mr. Stone stated they are asking for a total increase of \$120,500. Of that, Oak Grove Fire Department is asking for \$118,000 for a new fire truck. The other \$2,500 is for Mitchellville Fire Department 2. Mr. Stone stated this fire department is inside city limits; therefore we should not fund them. Mr. Stone suggested that the committee set the budget the same as last year. Mr. Freels made the motion to set the budget the same as last year, seconded by Mr. Utley; motion passed unanimously.
  - b. Child Welfare – Mr. Lawing stated this fund is for parents who have children in foster care and don't have the money to go visit them, Child Welfare will pay some of the expense. Motion to approve made by Mr. Taylor, seconded by Mr. Freels; motion passed unanimously.
  - c. Senior Citizens Assistance – Mr. Lawing stated they have requested \$7,500, however in the last budget meeting, the committee was asked to add an additional \$500 to the Westmoreland Senior Citizens Center, but it was never voted on. Mr. Taylor stated he would like to add an additional \$1,000 instead of the \$500. Motion made by Mr. Satterfield to approve the \$1,000 for Westmoreland Senior Citizens Center, but not increase Gallatin or White House – keep them the same as last year; seconded by Mr. Taylor, motion passed unanimously.

- d. Tourism, Economic & Community Development – It was discussed that the county has been losing money on this. Mr. Satterfield suggested that we never give them more than they bring in. Mr. Satterfield made the motion to never give them more than what they bring in; seconded by Mr. Utley for discussion. It was discussed that if they only bring in \$200,000, then they just get \$200,000. If they bring in \$400,000, they get \$350,000. All this is minus 1% for trustee's commission. Motion passed unanimously.
  - e. Contributions – The committee discussed the different groups and what services they offer. Mr. Stone asked if CASA and Ashley's Place is in this budget. Mr. Lawing stated they are not included because there was no formal motion to put them in the budget after the last meeting. Mr. Utley asked about the Westmoreland Expo Center. Mr. Lawing stated they have submitted all their paperwork and met all requirements. Mr. Moser made a formal statement saying that our constitutional office holders have done an excellent job, since he's been on this commission, of holding down expenses and they are a big part of what's made this county successful in our budgeting over the past few years. Mr. Stone made a motion to not fund any of these organizations at this time, with the exception of Westmoreland Expo Center and Vol State Educate and Grow, seconded by Mr. Utley; motion passed 5-1 with Mr. Freels voting against.
  - f. Appropriations to State – Mr. Lawing stated the Vocational Training Center has requested an additional \$5,022. Mr. Taylor made a motion to fund at current year level, seconded by Mr. Utley; motion passed unanimously.
- D. Finance Director – Mr. Lawing went over his memo regarding Capital Projects. Mr. Lawing stated if the committee wishes to utilize any of the available resources in the general debt service fund for capital improvements, reallocation of property taxes would be the appropriate approach. Also, per the IRS, the county cannot accumulate more than thirteen months of interest and principal payments in the debt service fund. Mr. Lawing commented that if no action is taken, this may become an issue early in fiscal year 2013. If property tax is allocated to this fund, this fund would require adoption of an annual budget. Mr. Moser asked how much a penny is worth. Mr. Lawing replied that if we use a 95.5% collectability, a penny is worth \$386,114. If we use a 96% collectability, a penny is worth \$388,185. Mr. Lawing stated the debt service for next year could have potentially up to \$7.2M for capital. Mr. Moser asked what a 3% pay increase would cost us, and how much each ½% will cost. Mr. Lawing calculated that a 3% pay increase will cost the county \$750,000 and for each ½% it will cost \$125,000. Mr. Moser asked Mr. Lawing to go over the Summary of changes from Draft Number 1:
- 1. County Commission – Difference: (\$2,151): this is due to the request to take off the 3% pay increase and add back in the \$2,500 for membership dues.
  - 2. Gen Sessions Judge 1 – Difference: \$800: this is for \$500 for Interpreter Services and \$300 to replace a projector and Judy's office chair.
  - 3. EMA – Difference \$749,322: there is a corresponding revenue line to offset this.
  - 4. Ambulance/EMS – Difference: (\$481,217): this is the difference if we do not fund the Station Camp EMS station.
  - 5. Sr. Citizens Assistance – Difference: \$500 (corrected to be \$1,000): Mr. Taylor had requested adding an additional \$1,000 to the Westmoreland Senior Center.
  - 6. Ag Extension Service – Difference: (\$4,923): Mr. Lawing notices the bonuses were still in there and some other miscalculations.
  - 7. Veterans Services – Difference: \$1,000: this was for a computer/laptop.
- Mr. Moser stated that with a 3% raise, we would be \$4M out of revenue. Mr. Lawing stated that about \$3M will be turned back in. Mr. Holt reminded the committee that the county will be receiving a reimbursement from FEMA for about \$1M. Mr. Moser stated that the end of the fiscal year is a month away and we either need to pass a budget or pass a continuation budget – something we need to think about.

#### **ADJOURNMENT:**

Being there was no further business before the committee; Mr. Satterfield made a motion to adjourn at 8:00 p.m., seconded by Mr. Taylor; motion passed unanimously.

**COMMITTEE ON COMMITTEES  
MINUTES  
JUNE 20, 2011**

**Present:**

Shawn Utley, V. Chairman

Paul Goode

Trisha LeMarbre

Jo Skidmore

**Absent:**

Jerry Stone, Chairman

**Also Present:**

Leah Dennen, Law Director

The meeting of the Committee on Committees was brought to order on Monday, June 20, 2011, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Vice-Chairman Utley was presiding.

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

Minutes. Upon motion of Comm. LeMarbre, seconded by Comm. Goode, the committee voted to approve the minutes of May 16, 2011.

Recognition of the Public. There was none.

Resource Authority. Upon motion of Comm. Goode, seconded by Comm. LeMarbre, the Committee voted to appoint David Satterfield to another term on the Sumner County Resource Authority.

Next Month. Vice-Chairman Utley stated that the business for next month's meeting would be to fill a vacancy on the Sumner County Airport Authority, expiring term of Tim Adair. Ms. Dennen stated that the committee needs to defer the matter until the after the court action is settled.

Also, a new Committee on Committees will be elected from the floor next month.

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

Prepared by Maria Savage

**MINUTES  
EDUCATION COMMITTEE  
June 6, 2011**

**Present:**

Paul Decker, Chairman  
Paul Goode  
Joe Matthews  
Kirk Moser  
Absent:  
Trisha LeMarbre  
Ben Harris  
Billy Geminden

**Also Present:**

Benny Bills, Director of Schools  
Maryanne Durski, Schools Finance Director  
Bill Kemp, County Clerk  
Leah Dennen, Law Director  
Commission Chairman Merrol Hyde  
Anthony Holt, County Executive

Chairman Decker brought the Education Committee meeting to order with a prayer on Monday, June 6, 2011, at 6:00 p.m. in the Sumner County Administration Building in Gallatin. A quorum was present to do business.

Agenda. Upon motion of Comm. Matthews, seconded by Comm. Goode, the Committee members approved the agenda.

Minutes. Upon motion of Comm. Goode, seconded by Comm. Matthews, the Committee approved the minutes of May 2, 2011.

Recognition of the Public. There was none.

Report of Chairman. Chairman Decker announced a reception for the new Director of Schools, Dr. Dale Phillips on June 16 at 6:00 p.m. at the Event Center in Gallatin.

Chairman Decker suggested that the Committee not meet since the Fourth of July falls on the first Monday. He said a meeting could be called if there is pressing business. Upon motion of Comm. Moser, seconded by Comm. Goode, the Committee voted to cancel the July 4 meeting.

County Executive. County Executive Anthony Holt had no report.

Director of Schools. Benny Bills, Director of Schools, who is retiring, made a report on the school system.

Report on 2007 Bond Issue. Mrs. Maryanne Durski, School Director of Finance, reported that she and David Lawing are working on closing out the bond issue.

Report on 2010 Bond Issue. Mrs. Durski stated that the projects are nearing completion. She stated that the bids for the Indian Lake Elementary School HVAC renovation will be brought to the Committee when it is known what funds are available.

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

Federal School Amendments. Upon motion of Comm. Matthews, seconded by Chairman Decker, the Committee failed to approve (2-0-2) one Federal Project School Fund amendment as submitted. Commissioners Decker and Matthews voted in favor; and Commissioners Goode and Moser abstained. Chairman Decker stated that the amendment would move forward to the Budget Committee. Mrs. Durski reported that the amendment was all Federal money.

Beech High School Bleachers. Comm. Matthews moved, seconded by Chairman Decker, to approve an appropriation from the 2010 Bond Issue in the amount of \$209,998.00 to repair all the bleachers at Beech High School. Mrs. Durski stated that the last resolution allocated \$300,000.00 to Beech High School. The motion failed (2-1-1). Commissioners Matthews and Decker voted in favor; Comm. Goode voted no; and Comm. Moser abstained.

Additional Amendments. Since June is the last month to approve amendments for the Fiscal Year, Mrs. Durski presented additional amendments that would go before the Board on June 21 for approval.

Upon motion of Comm. Goode, seconded by Chairman Matthews, the Committee voted to approve two additional General Purpose School Fund amendments as submitted.

Upon motion of Comm. Matthews, seconded by Comm. Moser, the Committee voted to approve four Federal Project School Fund amendments as submitted.

The meeting was adjourned at 6:18 p.m. after a motion by Comm. Goode, seconded by Comm. Matthews.

Prepared by Maria A. Savage

**MINUTES  
EMERGENCY SERVICES COMMITTEE**

**June 6, 2011**

**Present:**

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

**Absent:**

Ben Harris

**Also Present:**

Keith Douglas, EMS Director  
Bill Kemp, Clerk  
Leah Dennen, Law Director  
Merrol Hyde, Commission Chairman  
Sheriff Sonny Weatherford

Chairman Vaughn called the Emergency Services Committee to order on Monday June 6, 2011 at 5:30 PM in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Comm. Stone made a motion; seconded by Comm. Graves. The agenda was unanimously approved.

Approval of Minutes of May 2, 2011 Comm. Graves made a motion, seconded by Comm. Akins. The minutes of May 2, 2011 were unanimously approved. Comm. Taylor abstained due to his absence from the meeting.

Public Comments None.

Report from the Chairman. None.

Report from the County Executive Mr. Holt advised of damage to the Castalian Springs facility due to an eighteen wheeler truck running into the building. The County Executive stated they were working on estimates.

Report from the Sheriff. Sheriff Weatherford handed out his May 2011 Report which included the May Financial Report, as well as Animal Control Division Statistics. The sheriff went over these figures.

Report from the Director The Director handed out the June 2011 Emergency Services Committee Report.

Referring to Mr. Holt's statement concerning the Castalian Springs facility, Mr. Douglas stated they are using a fifth wheel camper at this time until the building can be repaired.

The Director handed out an Inventory List of Salvage Items. He made a request for the items to be declared surplus, and donated to a not for profit organization. Comm. Graves made a motion, Comm. Taylor seconded. Motion carried.

Also included in the Inventory List of Salvage Items were cardiac and AED batteries. The Director made a request for these to be recycled through Batteries Plus. Comm. Akins made a motion, seconded by Comm. Guthrie. Motion carried.

Net Revenue is about \$175,000 ahead of projected revenues .Mr. Douglas went over the remaining items on the report.

The Director advised medical supplies are going up. He wanted to make the Committee aware of it, but would be taking it to Budget.

Mr. Douglas stated in comparing the last two years, he is seeing improvement in delinquent payment collections using the new collection system. The Director also stated he has been in training for the Intermedix system, and is seeing some positive things that are going to come out of this including revenue and liability.

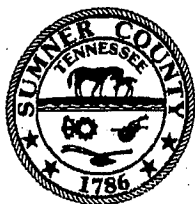
Old Business None

New Business It was agreed that the July EMS meeting would take place Tuesday July12 at 5:30pm.

Comm. Taylor made a motion to adjourn, seconded by Comm. Graves. The committee adjourned at 5:45 pm.

Prepared by Sheila Ashton





## EMPLOYEE BENEFITS COMMITTEE MINUTES

Special Called Meeting

Commission Chambers

May 10, 2011

10:00 a.m.

### MEMBERS PRESENT:

Merrol Hyde, Chairman

Maryanne Durski

Bob Pospisil

### OTHERS PRESENT:

Leah Dennen

Debbie Robertson

Serpil Gilbert

I. CALL TO ORDER – Mr. Hyde called the meeting to order at 9:58 a.m.

### II. NEW BUSINESS –

A. Mr. Hyde opened the meeting. He stated that the insurance trust is interested in working with the BOE supervisors and employees.

Minutes from the previous employee benefits meetings had been passed out to all employees present.

Mr. Hyde stated that they were willing to do what they could to assist the BOE to meet their budget since they are paying 80% of the insurance. The committee did not hear anything from the BOE formally, so this body restated their position in the April meeting.

Mr. Hyde emphatically stated that this body would not be doing anything until they hear a formal request from the BOE. He wanted to reaffirm that the employees' insurance benefits have not been changed and the purpose of the meeting today was to reaffirm to the employees that they have the same benefits that they have always had.

Mr. Hyde noted that this insurance matter was not connected to the 1981 Financial Management Act.

An audience member made several comments and was ruled out of order.

Ms. Dennen said that this is an insurance meeting only.

Mr. Hyde told the employees that since they could not conduct this meeting for their information without interference from the BOE, he was going to adjourn the meeting.

Motion made by Mr. Hyde to reaffirm all benefits in question;

Mr. Pospisil seconded the motion.

Mrs. Durski wanted to make an amendment to the motion and restate the minutes of March 22, 2011 since they were misleading.

Ms. Dennen states the minutes should read "the offer was made because the BOE had not acted yet". Mr. Hyde accepted that as an amendment and stated that they were reaffirming that the employee benefits have not been changed.

There was no further discussion and the motion was passed.

Mr. Ted Wise of the BOE asked if the only way the Committee members would change the insurance is if the BOE presents it to this body.

Mr. Hyde stated that if the BOE sent them a request, then it would be considered.

III. ADJOURNMENT – Mr. Hyde asked for a motion to adjourn the meeting; motion made by Mr. Pospisil; meeting was adjourned at 10:08.

MINUTES  
SUMNER COUNTY 1981 FINANCIAL MANAGEMENT COMMITTEE  
May 2, 2011

Members Present:

Frank Freels - Chairman	Benny Bills	Anthony Holt	
Merrol Hyde- Vice Chairman	Judy Hardin	Paul Goode	David Kimbrough

Also:

David Lawing      Leah Dennen      Maryanne Durski

Chairman Freels called the 1981 Financial Management Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, May 2, 2011 at 7:00 p.m.

AGENDA: Chairman Freels requested that we discuss New Business before discussing Old Business. Motion made by Mr. Hyde to approve the agenda, seconded by Mr. Bills, motion passed unanimously.

RECOGNITION OF PUBLIC: None

APPROVAL OF THE MINUTES: Motion to approve the minutes of April 20, 2011, made by Mr. Hyde, seconded by Mr. Holt, motion passed unanimously.

REPORT OF THE CHAIRMAN: None.

OLD BUSINESS:

A. Review, discuss, consider and potentially amend and possibly vote on the Implementation Plan

NEW BUSINESS:

A. Organizational Chart – Mr. Lawing stated, as requested by the Committee, he has formed an organizational chart with the information he had available. Attached are the two different department's organizational charts, along with a preliminary organizational chart of the combined office. Mr. Lawing stated there are still some questions to be answered; such as, what the committee wants to work out with the school board regarding the school nutrition department and the print shop department. The school board apparently has people in those departments doing purchasing and accounts payable jobs. Mr. Hyde asked Mr. Lawing if other counties have included their nutrition and print shop departments in with the finance department. Mr. Lawing stated he will check into it. Mrs. Durski replied that there is no one person in school nutrition who does only purchasing or accounts payable. However, there is one lady that maybe spends about 75% of her time doing these functions, and some other employees who do bids and help with invoices. Mr. Hyde asked Mrs. Durski if it would equal one person. Mrs. Durski responded probably. Mr. Hyde asked about federal programs. He requested Mr. Lawing contact CTAS to find out if any of the other counties have these people included. Mr. Goode asked Mrs. Durski how many employees were in her department. Mrs. Durski replied there are 11 plus herself – 12 total. Mr. Kimbrough asked about the Highway Department. Mr. Lawing stated the Highway Department currently does their own purchase orders, and the county finance department processes their accounts payables, insurance and payroll. Mr. Lawing stated that the county could possibly absorb the duties from the Highway Department. Mrs. Hardin stated that she is concerned about someone in finance coding their invoices. Currently, Mrs. Hardin's office sends the requisitions to the finance department with their account codes on them. She wonders how someone in finance will know what line item to pay the invoices from. Mrs. Hardin asked how long it takes to get a purchase order. Mr. Lawing replied 30 minutes to an hour. Mrs. Hardin asked what if it is an emergency situation. Mr. Lawing stated it can be processed after the fact. Mrs. Hardin asked if someone would be available at 6:30 in the morning when they are trying to get hot mix, depending on the weather. Mr. Lawing stated her options would be to do a purchase order the day before or get weekly or monthly purchase orders not to exceed certain amounts. Mr. Goode asked if everyone currently on the school board and county organizational charts are moved to the combined organizational chart. Mr. Lawing replied yes, they are all moved. Mr. Goode wanted to know how many employees the county and school board deal with on a monthly basis. Mr. Lawing replied the county pays 700 employees twice a month, for a total of 1,400 checks. Mrs. Durski replied they pay out 4,500 checks per month. Mr. Goode asked why is it that the county finance department has 15 people to deal with 1,400 checks and the school board has

12 people to deal with 4,500 checks. Mr. Lawing replied that the county office also does receipting for the county, grant administration and has a library manager who all fall under county general offices. Mr. Bills asked if there would be a decrease in some positions. Mr. Lawing stated once all the offices are put together, then yes. Mr. Lawing commented that it was his understanding that it would be done by attrition. Mr. Bills asked what CTAS has to say about maintenance of effort. Mr. Lawing stated if we're not replacing local revenue with state money, that's the issue with maintenance of effort. Ms. Dennen commented that CTAS states that as long as you're in a growth system, you're never going to get to that question. Mr. Bills asked where we are saving money for the county by making this change. Mr. Lawing replied in the long run, through attrition. Mr. Goode stated he would like to know Mr. Holt's opinion. Mr. Holt replied that he is not going to answer Mr. Goode's question.

- B. Other Items – Salaries and Job Descriptions – Mr. Lawing stated job descriptions for the combined Finance Department along with a salary listing to compare the two separate offices are attached. Mr. Goode requested for the next meeting, that Mr. Lawing make a list of projected savings. Mr. Lawing stated he has already given that out, and that we won't know actual savings amounts until we combine the offices. Mr. Bills asked about Mrs. Durski's position, will she still be over the school finance people. Mr. Lawing replied that there will be two Assistant Directors and the finance department will be broken into two divisions. Mr. Bills asked how the school board will be paid once they are combined. Mr. Lawing stated that the school will remain on their pay schedule; that's a school board decision. Mr. Hyde commented that this is a bulk of information, and he appreciates all the work Mr. Lawing did. Mr. Goode asked when the next meeting day will be. Mr. Holt suggested we take time to work on the fiscal year 2012 budget. Mr. Freels suggested we cancel the May 18<sup>th</sup> meeting and meet on Monday, June 6<sup>th</sup> at 7:00.

**ADJOURNMENT** – Mr. Freels adjourned the meeting at 8 p.m.

**MINUTES**  
**GENERAL OPERATIONS COMMITTEE**  
**CHRIS HUGHES, CHAIRMAN**  
**June 13, 2011**

**Present:**

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

**Also Present:**

David Pigna, Communications Director  
Leah Dennen, County Law Director  
Merrol Hyde, Commission Chairman  
David Lawing, Director of Finance  
Bill Kemp, County Clerk

The regular meeting of the General Operations Committee was brought to order on Monday, June 13, 2011, at 4:30 p.m. in the Sumner County Administration Building. Chairman Hughes declared a quorum present to conduct business.

Agenda. Chairman Hughes moved the Report of Chair to the heel of the agenda, without objection. David Pigna, Communications Director, added a request to replace the drip pans at the Courthouse. Upon motion of Comm. Taylor, seconded by Comm. Skidmore, the committee approved the agenda as amended.

Minutes. Upon motion of Comm. Taylor, seconded by Comm. Skidmore, the committee approved the minutes of May 9, 2011.

Recognition of the Public. There was none.

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

Surplus Property. David Pigna, Communications Director, introduced the following to be declared surplus property and approved for salvage or sale:

HP Printer-Data Processing  
HP Ink Cartridges –Law Office  
Fax Machines –Register of Deeds  
Misc. Furniture – Finance Department

Upon motion of Comm. Taylor, seconded by Comm. Skidmore, the committee approved the motion to declare the above-mention items as surplus or salvage.

New Business . The committee reviewed the following proposed capital projects:

Request for more cameras in courts to be monitored by SCSO  
dispatch (Cost TBD) – The Committee took no action.

Court wants Projector Replacement in General Sessions Courtrooms. \$3,500.00 estimated. Upon motion of Comm. Taylor, seconded by Comm. Skidmore, the committee deferred the matter.

Courts want Radio Repeaters to broadcast proceedings on Radio  
\$2,500.00 estimate. No action was taken.

Courts want Pocket Recorders for Court Officers (13 x \$89 = \$1,157.00)  
No action was taken.

Reconfigure and Rebuild Security Check Point at General Sessions Court  
(Cost TBD) No action was taken.

Inventory and replace and/or add Security Cameras (Cost TBD) No action  
was taken.

New Sumner County Sportsplex. Chairman Hughes stated that the reason  
he put this on was the possibility was mentioned by the Commission  
Chairman during a Tourism Board meeting. Comm. Hughes discussed the  
costs associated with a sportsplex. He requested that the Committee  
indicate whether they wished to put this on the Capital Projects list for the  
future. Comm. Graves moved, seconded by Comm. Utley, to put it on the  
list. The motion failed (1-4) with Comm. Graves voting in favor.

EMS New Facility/EMA/Centralized Dispatch Comm. Utley moved,  
seconded by Comm. Skidmore, not to add the matter until the grant is  
award. If it is not awarded, then the matter would be referred to the  
Emergency 911 Board. The motion carried. County Executive requested  
the Committee reconsider the vote. Being on the prevailing side, Comm.  
Utley moved, seconded by Comm. Taylor, to reconsider the vote. The  
motion carried.

County Executive Holt stated that the County will probably get something  
from the grant. Comm. Utley moved, seconded by Comm. Taylor, to defer  
the matter back to the Emergency 911 Board until the grant is awarded or  
not. The motion carried.

Additional White House Library (Sumner County) Exec. Holt stated that the  
White House Library may be moved to Sumner County from Robertson.  
Chairman Hughes estimated the cost to be \$2 million plus employees and  
expenses. Executive Holt stated that a third of the cost would be shared by  
the City of White House and Robertson County. Comm. Skidmore moved,  
seconded by Comm. Utley, not to include on the capital projects list at this  
time. The motion carried.

Portland Volunteer Fire Department & Community Center – Exec. Holt stated  
that the Memorial Foundation and the City of Portland would be contributing  
to the project with the help of the County. He stated that a garage for an  
ambulance would be part of the center. Comm. Taylor moved, seconded by  
Comm. Skidmore, to defer until next month, requesting the Emergency  
Services Director to appear.

Sumner County Jail Expansion - Sheriff's Captain Cantor presented the average daily population of the Sumner County Jail. He said the population is growing and that there are three inmates per cell. The Committee discussed expansion of the existing facilities or building another facility for those who are serving time on the weekends. Chairman Hughes suggested pulling together preliminary cost. Mr. Holt suggested forming a subcommittee to study the matter and explore the options. Chairman Hughes moved to get an RFI to get preliminary figures and bring it back to the Committee. The motion was seconded by Comm. Taylor. The motion failed (2-3) with Commissioners Hughes and Taylor voting yes; Commissioners Skidmore, Graves and Utley voting no. No further action was taken.

Costs for remodeling Finance Department – Upon motion of Comm. Skidmore, seconded by Comm. Graves, the Committee voted (3-2) to place the Finance Department remodel cost of \$10,000.00 on the list. Commissioners Graves, Skidmore and Utley voted in favor; Commissioner Hughes and Taylor voted no.

Pave Impound Lot & Parking Area – SCSO Range – Chairman Hughes recognized Comm. Matthews who requested the Committee to support a \$47,000.00 funding measure to pave the Sheriff's impound lot and the parking area behind the jail.

Chairman Hughes declared a recess for five minutes. The Committee reconvened at 5:30 p.m.

Upon motion of Comm. Utley, seconded by Comm. Graves, the Committee voted to keep the paving request on the capital projects list.

Resurface/Restripe Parking Lot – Criminal Justice Facility – Upon motion of Comm. Graves, seconded by Comm. Utley, the Committee voted to add the resurfacing of the Criminal Justice System to the list for \$25,000.00.

Upon motion of Comm. Skidmore, seconded by Comm. Graves, the Committee voted to add the resurfacing of the Juvenile Justice System to the list for an amount of \$25,000.00

The total costs for both projects were estimated to be \$50,000.00.

Energy Conservation Project – Chairman Hughes stated that he had met with energy management companies. Comm. Taylor moved, seconded by Comm. Skidmore, to entertain other companies that sell energy performance technologies and keep the item on the project list. The motion carried.

HVAC Maintenance Contract for the Jail - Chairman Hughes recognized Mr. Pigna who stated that the three-year contract is up in September. The current contract cost \$118,000. Upon motion by Comm. Brown Strong, seconded by Comm. Utley, the Committee voted to authorize Mr. Pigna to

pursue RFPs for a maintenance contract. The motion carried with Comm. Skidmore abstaining.

HVAC Maintenance Contract for CAB - Upon motion by Comm. Skidmore, seconded by Comm. Graves, the Committee voted to authorize Mr. Pigna to pursue RFPs for a maintenance contract for the County Administration Building. The motion carried.

Music Mountain Radio Tower – Comm. Matthews stated that this tower and land is the most desirable spot in Middle Tennessee for a repeater tower. Upon motion by Comm. Skidmore, seconded by Comm. Utey, the Committee voted to delete the matter from the list. The motion failed (3-3) Comm. Graves moved, seconded by Comm. Brown Strong, to keep the tower on the list. The motion carried (4-2) with Commissioners Graves, Hughes, Taylor and Brown Strong voting in favor; and Commissioners Utey and Skidmore voted against putting the matter on the list.

EMS Facility Repair – Mr. Pigna stated that a truck crashed into the Ems Facility in Castilian Springs. Mr. Lawing stated that the Budget Committee was waiting on bids before issuing an emergency work order. Ms. Dennen stated that there are structural issues. Comm. Graves moved, seconded by Comm. Skidmore, to forward the matter to the Budget Committee. The motion carried.

Replace Drip Pans at Sumner County Courthouse for the HVAC System. The estimated cost was 20 at \$417.00 each or approximately \$8,500.00. Chairman Hughes moved, seconded by Comm. Utey, the Committee voted to defer the matter for next month while Mr. Pigna bids the project. The motion carried.

Financial Management 1981. Chairman Hughes recognized County Law Director David Lawing who has prepared a 28-page memo showing documentation for the costs of the 1981 Financial Management Act implementation.

New Telephone System. Mr. Pigna stated he found a company that can provide maintenance for the old telephone systems for one to two more years. He will bring more information next month.

Historic Restoration. Exec Holt gave a report on the Clark House renovation.

Surplus Property. Ms. Dennen reported that Emergency Medical Services has medical equipment that needs to be declared surplus or salvage. Upon motion of Comm. Brown Strong, seconded by Comm. Taylor, the committee approved the motion to declare the above-mention items as surplus or salvage.

The meeting adjourned at 6:05 p.m. after a motion by Comm. Ring, seconded by Comm. Taylor.

**MINUTES**  
**LAW ENFORCEMENT SUBCOMMITTEE**  
**June 6, 2011**  
**5:00 p.m.**

**Present:**

Joe Matthews, Chairman  
Michael Guthrie, Vice-Chairman  
Paul Decker  
Paige Brown Strong  
Sonny Weatherford, Sheriff

**Absent:**

Ben Harris  
Baker Ring

**Also Present:**

Leah Dennen, Law Director  
Bill Kemp, County Clerk  
Jim Vaughn, Commissioner  
Merrol Hyde, Comm. Chairman

The meeting of the Law Enforcement Subcommittee was called to order on June 6, 2011, at 5:00 p.m. in the Sumner County Administration Building. Chairman Matthews declared a quorum present.

Agenda. Comm. Decker moved, seconded by Comm. Strong Brown, to approve the agenda.

Minutes. Comm. Decker moved, seconded by Comm. Guthrie, to approve the minutes of May 2, 2011. The motion carried with Chairman Matthews abstaining..

Public Recognition. There was none.

Sheriff's Report. Sheriff Sonny Weatherford presented The Sheriff's Office financial report for the May, 2011 and the Animal Control Division Statistics. The Sheriff stated that the grand opening of the Animal Control Facility will be June 16.

The committee adjourned at 5:08 p.m. after a motion from Comm. Decker, seconded by Comm. Guthrie.

Prepared by Maria Savage



**MINUTES  
LEGISLATIVE COMMITTEE  
BOB POSPISIL, CHAIRMAN**

**June 13, 2011**

**Present:**

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

**Absent:** Bob Pospisil, Chairman

**Also Present:**

Bill Kemp, County Clerk  
Leah Dennen, County Law Director

The regular meeting of the Legislative Committee was called to order on Monday, June 13, 2011, at 6:00 p.m. in the Sumner County Administration Building in Gallatin. Vice-Chairman Goode declared a quorum present.

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

Minutes. Comm. Hughes moved, seconded by Comm. Vaughn, to approve the minutes of May 9, 2011.

Recognition of the Public. There was none.

County Executive's Report. County Executive Anthony Holt was not present.

Certificates of Recognition. Upon motion of Comm. Hyde, seconded by Comm. Graves, the Committee voted to group and approve the following certificates of recognition for high school valedictorians. The motion included stating that there would be one resolution for all the valedictorians.

Upon motion of Comm. Hughes, seconded by Comm. Moser, the Committee voted to approve certificates of recognition for the Beech High School Girls Softball Team and Kim Kihyon.

9<sup>th</sup> District Constable Bond. Upon motion of Comm. Hughes, seconded by Comm. Vaughn, the Committee voted to forward the 9<sup>th</sup> District Constable vacancy to the full Commission.

7<sup>th</sup> District Constable Bond. Upon motion of Comm. Hughes, seconded by Comm. Vaughn, the Committee voted to approve the bond of Brian Stanley, Constable in the 7<sup>th</sup> District.

Three-Star Strategy. Upon motion of Comm. Graves, seconded by Comm. Vaughn, the Committee voted to approve the Three-Star Strategic Plan for Sumner County and forward the matter to the full Commission.

Highway Litter Grant. Upon motion of Comm. Stone, seconded by Comm. Vaughn, the Committee voted to approve the application for the litter and trash grant.

Veteran's Officer Report. Upon motion of Comm. Goode, seconded by Comm. Hughes, the Committee voted to defer the Veteran's Report.

Upon motion of Comm. Moser, Comm. Hughes, the Committee adjourned at 6:15 p.m.

Prepared by Maria Savage

MINUTES  
SUMNER COUNTY PURCHASING COMMITTEE  
May 16, 2011

Members Present:

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

Also:

David Lawing    Leah Dennen

Chairman Freels called the Purchasing Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, May 16, 2011 at 5:40 p.m.

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

RECOGNITION OF PUBLIC:

There was no public recognition.

APPROVAL OF THE MINUTES: Motion to approve the minutes of April 18, 2011, made by Mr. Moser, seconded by Mr. Vaughn, motion passed unanimously.

REPORT OF THE COMMITTEE CHAIRMAN:

Mr. Freels had no report.

REPORT OF THE COUNTY EXECUTIVE:

Mr. Holt was not present.

REPORT OF THE FINANCE DIRECTOR:

Mr. Lawing stated it is listed under New Business.

REPORT OF THE LAW DIRECTOR:

Ms. Dennen had no report.

OLD BUSINESS:

There is no old business to discuss.

NEW BUSINESS:

- A. Sole Source Purchase – Mr. Lawing stated this is a request to the Purchasing Committee that we consider Local Government Data Processing Corporation as the sole source provider. Motion made by Mr. Vaughn to approve, seconded by Mr. Moser; motion passed unanimously.
- B. EMA end of fiscal year purchases – Mr. Lawing stated that we have a May 31<sup>st</sup> cut off for purchase orders so we can close the fiscal year; Mr. Weidner has requested an exemption to that because he has about 4-5 items on a grant that ends June 30, 2011 and he has to get some specs because it's multi-county. Motion made by Mr. Vaughn to approve, seconded by Mr. Bills; motion passed unanimously.

Being that there was no more business, Mr. Bills made a motion to adjourn the meeting at 5:44 p.m., seconded by Mr. Moser; motion passed unanimously.

**MINUTES  
REDISTRICTING COMMITTEE**

**June 27, 2011**

Present:  
Merrol Hyde  
Jerry Stone  
Paul Decker  
Moe Taylor  
Jim Vaughn  
Absent:  
Ben Harris  
Kirk Moser  
Bob Pospisil  
Shawn Utley

Also Present:  
Anthony Holt, County Executive  
Leah Dennen, Law Director  
Darlene McDougal, Administrator  
Of Elections

Mr. Hyde called the Redistricting Committee to order on Monday, June 27, 2011 at 7:00 PM in the Sumner County Administration Building. A quorum was present.

The Chairman explained this meeting would be an overview of the task of redistricting. The redistricting takes place every ten years.

Chairman Hyde, in the event of his absence, suggested Kirk Moser as Co-Chairman and Jim Vaughn as Vice-Chairman. Comm. Stone made a motion, seconded by Comm. Decker. Motion carried.

In complying with a 10% standard or staying within 5% of the middle number, (\$13,387 is the target number), the districts were reviewed as follows:

- District 1-Westmoreland-Needs to pick up between 678 and 1356 in population.
- District 2-Portland-Needs to reduce between 1374 and 2062.
- District 3- Can remain the same.
- District 4-Also within the 5% range, and can remain the same.
- District 5-Gallatin-Will need to add between 281 and 984.
- District 6-Needs to reduce 510 to 1148.
- District 7-, Station Camp-Reduce 1326 to 1989.
- District 8-Add 1614 to 2087.
- District 9-Stay the same.
- District 10-Reduce by 300.
- District 11-Stay the same

- District 12-Stay the same.

Darlene McDougal handed out a map reflecting the Sumner Voting Precincts and Population Summary. Redistricting lines would need to be drawn first, before any precinct lines are drawn.

Law Director Dennen advised CTAS would provide help. County Executive Holt stated both CTAS and the State Treasury Department would assist. Mr. Holt also advised in redistricting there has to be consideration given for voters and voting patterns before making some changes.

Redistricting is done by population. Precincts are done by voters. There was further discussion.

Chairman Hyde advised another meeting would not be scheduled until census maps are received. The deadline for the redistricting is January 1, 2012. Also the school board would have to be redistricted per Mr. Hyde.

Comm. Stone made a motion, seconded by Comm. Taylor, to adjourn the meeting at 7:40pm.

Prepared by Sheila Ashton

**MINUTES**  
**RULES AND PROCEDURES COMMITTEE**  
**MERROL HYDE, CHAIRMAN**

**June 6, 2011**

**Present:**

Merrol Hyde, Chairman  
Paige Brown Strong, Vice-Chairman  
Chris Hughes  
Joe Matthews  
David Kimbrough  
Jim Vaughn

**Also Present:**

Bill Kemp, County Clerk  
Leah Dennen, County Law Director  
Anthony Holt, County Executive  
Frank E. Freels, Commissioner  
David Lawing, Finance Director  
Don Long, School Board Chairman

The regular meeting of the Rules and Procedures Committee was called to order on Monday, June 6, 2011, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman Hyde declared a quorum present.

There was no approval of the agenda or minutes.

Issuance of Bonds. David Lawing, Director of Finance, explained the document, Bonds Issuance and Corresponding Projects Monitoring Procedures. Discussion ensued regarding the relationship the Education Committee has regarding determination of bond projects. Also, who decides the priority of bond projects was discussed.

Chairman Hyde pointed out that bullet three under Number 1 is inclusive of the Education Committee, but stated that it may need to be spelled out explicitly.

Leah Dennen, County Law Director, stated that bullet 3 could be expanded in outline order to designate which projects went to the Education Committee and which projects would be considered by the General Operations Committee. Comm. Kimbrough moved, seconded by Comm. Hughes, to request Mr. Lawing to work on the suggestion to change bullet three and bring the matter back to the Committee next month. The motion carried.

The Committee discussed Bullet 1 under Item 2. Comm. Hughes stated that he wanted the Board of Education and the staff to have greater input into the order in which school projects are funded. Mr. Lawing said his intention was to fund priorities in such a way that the greatest needs would be funded first and the lesser needs would be eliminated based on available funding. Comm. Kimbrough asked if there a provision to give the Board of Education and Education Committee a choice to revisit priorities based on the availability of funding.

Chairman Hyde asked Mr. Lawing to add something in there before the next Committee meeting.

Determination of Project Costs and Funding. The Committee discussed Item 2 which stated, "the interim financing will be adequate for up to 125 percent of estimated engineering costs of the projects". Mr. Lawing stated that the twenty-five percent would be for engineering and soil costs. He also pointed out that with interim financing the County would have longer to spend the funds according to

arbitrage spin-down requirements. Comm. Hughes expressed concern that the document was not clear when the project bids came in over budget. The Committee discussed contingencies being together or separated by project. Chairman Hyde asked Mr. Lawing to mesh with the document with the discussion and bring it back to the Committee.

Chairman Hyde stated that the next meeting would be Tuesday, July 12 at 6:00 p.m.

Upon motion of Comm. Hughes, seconded by Comm. Vaughn, the Committee adjourned at 7:00 p.m.

Prepared by Maria Savage