



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.....September 12, October 11

Committee on Committees.....October 17

Education Committee..... October 3

Emergency Services Committee..... October 3

Employee Benefits Committee.....September 20

**Financial Management September 19,
October 17**

Highway Commission.....October 4

**Investment Committee.....September 19,
October 17**

**Purchasing Committee.....September 19,
October 17**

Redistricting Committee.....September 29

Rules and Procedures..... October 3

MINUTES
SUMNER COUNTY BUDGET COMMITTEE
September 12, 2011

Members Present:

Kirk Moser, Chairman	Paul Freels	Shawn Utley	Jim Vaughn
Jerry Stone, Vice Chairman	Chris Hughes		

Also:

Anthony Holt	David Lawing	Leah Dennen	Beth Browning	Frank Freels
Del Phillips	Merrol Hyde	John Isbell	Marty Nelson	Norma Dam

Chairman Moser called the Budget Committee to order on Monday, September 12, 2011 at 7:00 p.m., in the Chambers at the County Administration Building in Gallatin, Tennessee. Mr. Moser stated this will be an orderly meeting, and since we have a large group of people here tonight, he'd like to move some things around. Under New Business, item A, 3 will be moved right after approval of the minutes. After the school budget discussion has taken place and been voted on, we will take a 5 minute recess to allow members of the public to exit the Chamber. Also, under New Business – B, we're going to add item 6 – Courthouse Repairs of \$40,000. Mr. Moser stated that next month's meeting falls on a holiday, so he proposes we meet on Tuesday, October 11 at 6pm. Since there were no objections, next month's meeting will be on Tuesday, October 11th at 6:00 pm. Mr. Hughes asked to be added at the end to discuss an item. Mr. Moser added Mr. Hughes after Report of Finance Director.

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

RECOGNITION OF PUBLIC:

MeriAllen Krueger of 121 Windham Circle, Hendersonville, TN – She is a student of Sumner County and is asking for this committee to save our schools and peoples jobs. MeriAllen and her friends have collected money to help pay for these things.

Andy Spears of 106 Sycamore Trace, Hendersonville, TN – His wife is a Sumner County teacher and asks this committee to reject this budget before us and fully fund the school board budget.

Kelly Hibbs is a bookkeeper at Beech Elementary – She stated they (bookkeepers) are an essential part of the school. This is ridiculous and embarrassing because Hendersonville is one of the richest counties in Tennessee. I pray that you can come together and make things right.

Tracy Parker of 1110 Woodvale Drive, Gallatin, TN – She is the Librarian at Station Camp Middle School and just came here on behalf of her bookkeeper and librarian aide.

APPROVAL OF THE MINUTES: Motion to approve the minutes of August 1, 2011 and August 8, 2011 made by Mr. Vaughn, seconded by Mr. Freels; motion passed unanimously.

FY2012 SCHOOL BUDGET (moved from New Business – A,3): Mr. Phillips gave a slideshow presentation that follows along with the attached Budget for SY 2011-2012 Sumner County Schools.

Discussions after the slideshow presentation:

Mr. Moser wanted to discuss the ending reserve balance of \$9,954,655. He asked Mr. Lawing if he has been provided any financial statements from the school board to support that figure. Mr. Lawing stated not at this time. Mr. Moser asked Mr. Lawing what was the last financial statement you received from the school board. Mr. Lawing replied March, 2011. Mr. Moser wanted to know, how do we know that figure is accurate? This whole budget seems to be based on the ending reserve balance. Have we been able to seek some outside information to verify that information? Mr. Lawing replied the State Department of Education verified that amount. Mr. Moser stated that we had to go out and independently verify that figure for ourselves. Mr. Moser told Mr. Phillips that this committee cannot make informed decisions without accurate financial information. Mr. Moser asked Mr. Phillips how long he's been Director of Schools. Mr. Phillips replied since June 13, 2011. Mr. Moser stated he would like him to provide timely financial information to Mr. Lawing in the future. Mr. Phillips replied that he did not know he was required to provide one to Mr. Lawing.

Mr. Moser stated he has been receiving lots of calls, text messages and emails about the athletic trainers and bookkeepers. Mr. Moser asked why are you providing funding for only 4 trainers. Mr. Phillips replied it was his understanding that we used to not provide any funding for athletic trainers. However, 3 trainers (Scott Swope, Cale Yarbrough and Christopher Yarbrough) are being funded by Sumner Regional. Mr. Moser stated that if we're going to provide trainers, we need to provide trainers at all of our schools. That's \$226,782 you're proposing to save by cutting athletic trainers who are directly responsible for the safety of our children. You also proposing to cut 36 bookkeepers at a cost of \$350,000. Tell me a little about your decision to cut those bookkeepers. Why do you want to centralize the bookkeepers? It's got to be more than just cost savings. Mr. Phillips replied it's an efficiency measure. When you're having to reduce staff you try to find any way you can to still provide the same job function, but when you have 87.63% of the budget is in personnel, it's hard. Mr. Moser asked Mr. Phillips to explain how this centralized bookkeeping is supposed to work. I don't know how you can disrupt a school more, than cutting their bookkeeper. Mr. Phillips commented that he doesn't think it's a good idea to take the employees out, but he's not given that choice right now. I've been given the choice to make the budget work, right? I agree with you, it will be a huge loss, just like losing the athletic trainers. Mr. Moser commented that Mr. Phillips talked about replacing textbooks. You want to spend \$430,700 to replace textbooks, but you want to fire bookkeepers to save \$350,000. Why can't we just not replace those textbooks this year and keep the bookkeepers? Mr. Phillips replied that the school board can certainly choose to do that and he will do exactly as they choose. Mr. Moser asked how many new positions has the school created in the past year? Mr. Phillips replied there are 33 on the list (passed out at meeting, also attached to minutes) and 32 are teachers. Mr. Moser asked if Mr. Phillips has a new secretary. Mr. Phillips stated he has a Chief Administrative Officer. Mr. Moser asked if this was a clerical or upper management position. Mr. Phillips replied upper management. Mr. Moser asked what that person makes. Mr. Phillips confirmed her salary is \$88,000 plus benefits. Mr. Moser asked Mr. Phillips about his bonus. Was that to be paid this year or next fiscal year? Mr. Phillips replied it was budgeted on the line item for this fiscal year. Mr. Moser commented that that's \$31,000 we're going to have to put in next fiscal year. What is that bonus based upon? Mr. Phillips replied he has not even agreed to what it's based on. It was supposed to be done before I arrived on June 13, but I really haven't paid much attention to it. Mr. Moser asked if any members of the school system receive a car allowance. Mr. Phillips stated not that he knows of. Mr. Moser asked Mr. Phillips if he receives a car allowance. Mr. Phillips replied no sir. Mr. Vaughn asked Mr. Phillips about his bonus; he heard the bonus was an incentive for cost cutting. Mr. Phillips replied I wouldn't have any idea because I haven't seen it. If the board's given it to you Mr. Vaughn, then I'd like to see it. Mr. Vaughn told Mr. Phillips to read his contract. Mr. Vaughn asked about Special Ed reductions; it looks like we're spending \$1M more than last year. Mr. Phillips replied the \$227,000 was reduced in line items that are year over year, so the numbers you're reading are \$227,500 less than before I started working on that particular budget. For a better explanation, I would like Ms. Dam to explain. Mr. Vaughn stated that we are spending \$1M more, correct? Mr. Phillips replied yes. Ms. Dam stated that we do need to spend more because we lost ARRA money and now 15 teachers have to be paid out of general fund. Mr. Vaughn stated that's misleading; it looks like we're reducing the budget from previous year opposed to actually putting more money into it - that's just my perception. Mr. Vaughn asked about the \$45,000 Service Manager-Transportation and spending \$282,055 more than what is in Other Salaries/Wages. Mr. Phillips replied we are, but Ms. Dam will explain. Ms. Dam replied that if you look on page 20, line 10 is a corresponding reduction. Mr. Vaughn asked Mr. Phillips to explain the Support Services on page 49. Mr. Phillips replied the increase is money allocated for Maryanne's contract pay at an hourly rate. Mr. Vaughn asked about the \$7,500 in Other Contracted Services. Mr. Phillips said he will have to find an answer for that; he doesn't know what that is for. Mr. Moser asked Mr. Lawing if there is enough flexibility in capital projects fund to offset the school board's expense if this committee or commission wanted to cover that \$500,000 expenditure for them. Mr. Lawing replied there would be adequate proceeds, but there's still 2 large items, which are Station Camp and Rucker Stewart projects. Mr. Moser asked how much of the money received from wheel tax goes to schools. Mr. Lawing replied 70% goes to schools and the remainder goes to highway. Mr. Moser asked how much of sales tax collected goes to schools. Mr. Lawing replied 66.666% is sent to the general purpose school fund. The remaining 33.333% goes into debt service fund for funding of school debt. Mr. Moser stated, so basically 100% of sales tax revenue goes to school funds in one way or another, and is that correct? Mr. Lawing replied yes, that's correct. Mr. Moser asked if the county funded all the cost for the school buses, that would free up \$500,000 worth of money in this budget, can you use that money to fund the trainers and bookkeepers for this fiscal year, Mr. Phillips? Mr. Phillips replied he can't make that commitment; that would be the board. I have no authority. Mr. Moser asked Mr. Phillips if he would personally be supportive of it.

Mr. Phillips replied he's going to be supportive of what the board tells him. Mr. Moser stated it's a simple question; would you personally be supportive of it? Mr. Phillips replied I'm going to support what the board says. Mr. Moser told Mr. Phillips to not be evasive; we're trying to have a discussion here. Mr. Moser stated he would absolutely support it. Mr. Stone asked how many students attend RT Fisher. A school board member replied an average of 500 per year. Mr. Moser asked if we allow students from outside the county to attend Sumner County schools. Mr. Phillips replied yes, and we charge them tuition of \$2,500 a year. Mr. Moser asked if anyone has looked at increasing that cost. Mr. Phillips replied I don't know, but since I started on June 13, no. But that's certainly something that should be on the table and looked at.

Mr. Stone made a motion for this budget to be approved with the following amendment: that from our capital projects fund, we fund an additional \$576,782 with the contingency that that money be used to retain the trainers and bookkeepers, seconded by Mr. Vaughn. Mr. Hughes yelled point of order. Mr. Moser told Mr. Hughes he is out of order and we will conduct ourselves in an orderly manner. Mr. Moser told Mr. Stone that we cannot line item the school board's budget; we cannot tell them how they spend their sources of revenue. Mr. Stone replied that's why it's contingent. Mr. Moser stated they are currently paying \$500,000 toward school buses and we are paying the additional cost of the buses out of our capital projects, but Mr. Stone, your saying we should cover those funds for the school buses and then the other \$70,000 you want to fund for other capital projects they have? Mr. Stone replied let them move part of their capital money over to operating budget and we'll replace it. Mr. Moser asked, so your motion is for us to pay for some capital projects for them? Mr. Stone replied exactly. Mr. Moser stated they can choose to do whatever they want with that money – you understand that Mr. Stone? Mr. Stone replied not on a contingency motion they can't. Ms. Dennen stated that you need to make a motion saying it is your goal to move \$576,782 into capital projects, end of discussion. You can make a suggestion that when the budget is returned to you, that that money be used for those 2 items. Recognizing however, that they don't have to do that. But then you can vote not to give them any additional capital money. Mr. Hughes asked, so if they decide to spend the money somewhere else, is everyone going to be ok with that? Mr. Stone commented, bottom line is, if we approve these funds and they don't spend it like we ask them to, then we don't have to vote for the budget, it's real simple. Mr. Moser called for the question. Motion passed 5-1 with Mr. Hughes voting against.

Took recess and reconvened at 8:55 pm.

REPORT OF THE COMMITTEE CHAIRMAN: No report.

- A. Report from the County Trustee – Mrs. Nelson has no report but just wanted to let the committee know that some cd's came through and we got .97.
- B. Report from the Assessor of Property – Mr. Isbell had no report.

REPORT OF THE COUNTY EXECUTIVE: Mr. Holt stated he will discuss it under New Business.

REPORT OF THE DIRECTOR OF SCHOOLS: Mr. Moser stated Mr. Phillips had no more to report.

OLD BUSINESS:

- A. Discussion regarding school capital projects – Mr. Moser stated this was placed on the agenda because we appropriated \$572,000 to school capital projects for Station Camp and Merrol Hyde Magnet Schools. We have not had any discussion of this since the school board presented their resolution for the funding of the bleachers at Beech HS. Mr. Frank Freels commented that on the Maintenance & Facilities Committee, the Merrol Hyde project will be brought up next month due to there being so much they didn't get to it all. But at Beech they approved to replace the bleachers on both sides in the gym. They are in the process of getting bids for the lights and poles at Beech. Mr. Moser stated there is a request from the school board to fund \$209,000 for the bleachers. Mr. Stone made a motion to allocate \$209,000 for this project from the \$300,000 previously appropriated, seconded by Mr. Vaughn; motion passed unanimously. Mr. Utley asked if this replaces both sides of the bleachers. Mr. Frank Freels replied yes.

NEW BUSINESS:

- A. Education:
 - 1. Portland East Middle School Renovation – additional \$640.95 from "Intent to Fund" - Mr. Lawing stated he talked with Mr. Phillips and Mr. Decker and they prefer this to go to

- October. Motion to move to October meeting made by Mr. Utley, seconded by Mr. Vaughn; motion passed unanimously.
2. Gene Brown Elementary Renovation – additional \$551.80 from “Intent to Fund” – This was included in the above motion to move to October.
 3. FY2012 Budget – already discussed.

B. Appropriations:

1. Assessor of Property - \$1,000 pass through funds for professional designations – Mr. Isbell stated this is pass through funds only. Motion to approve made by Mr. Vaughn, seconded by Mr. Stone; motion passed unanimously.
2. Gallatin Library - \$35,000 donation from City of Gallatin for books – Motion to approve made by Mr. Vaughn, seconded by Mr. Stone; motion passed unanimously.
3. County Executive - \$10,000 for “Walk Across Sumner” program – Mr. Holt stated this is pass through money that was donated. Motion to approve made by Mr. Vaughn, seconded by Mr. Utley; motion passed unanimously.
4. Bledsoe Park Maintenance – Mr. Holt stated that Mr. Garrett has been mowing and maintaining the park at his own expense and I would like to give him \$5,000 as a nonprofit to use to buy fuel, herbicides and anything else he needs to maintain the park. Mr. Moser suggested we appropriate this money somewhere in the budget and as expenses are incurred they can be reimbursed out of our budget. Mr. Holt said that would be fine. Mr. Vaughn made a motion for \$2,500 for that line item (to be determined by Mr. Lawing). Seconded by Mr. Freels. Mr. Moser stated that if Mr. Garrett goes over the \$2,500 then the committee would reimburse him for any overage. Mr. Hughes asked if this work could be done by trustees. Mr. Moser replied that if they could get the sheriff up there and talk to him about doing that for the next budgetary fiscal year that would be an option. Mr. Moser called for the question. Motion passed 5-1 with Mr. Hughes voting against.
5. Capital Projects - \$70,000 from 2010 Bond for poles for Beech High School – Motion made by Mr. Stone to defer this to October, seconded by Mr. Vaughn; motion passed unanimously.
6. Courthouse Repairs - \$40,000 – Mr. Holt stated this is for repairs due to HVAC problem at courthouse. We need to replace the carpet and ceiling tiles. Mr. Holt asked that this come out of 2010 bond issuance, if not then we have to use courthouse and jail maintenance funds. Mr. Hughes made a motion to use existing funds in the account and any excess expenses come back to the committee for any additional funds needed. Seconded by Mr. Utley; motion passed unanimously. Mr. Stone offered an amendment to increase the \$33,530 to \$40,000, seconded by Mr. Vaughn, amendment passed unanimously.

C. Transfers

1. Inter-budgetary
 - a. Greater than \$1,500 –
 - b. \$1,500 or less – Motion made by Mr. Stone to group and approve all (including above items), seconded by Mr. Utley; motion passed unanimously.

D. Tax Matters

1. Roy Womack, representing Sumner County Fair – requesting exemption of \$1,315.95 - Mr. Isbell stated that since inception, the fair has been exempt, however, this is not a nonprofit organization. They reapplied for an exemption and were denied due to their profit status. Mr. Womack came into his office to ask if the county commission would waive their taxes. Mr. Isbell said he told Mr. Womack he would put it on the agenda for discussion. Fails for lack of a motion.
2. Sherri N. Cook - \$306.06 refund – Mr. Isbell stated this was an error made by one of their fieldsmen. Motion to approve made by Mr. Vaughn, seconded by Mr. Stone; motion passed unanimously.

- E. Clerk & Master – Resolution for Unclaimed Funds – Ms. Dennen stated there is \$168,000 in unclaimed funds, we will send it to the state and hopefully in a year from now they’ll send it back. Motion to approve made by Mr. Vaughn, seconded by Mr. Hughes; motion passed unanimously.

F. Westmoreland Expo Center Information/Request – Mr. Lawing stated the original motion was not the same as the final resolution. So he brought it to the budget committee to determine if they want them to come back to the full commission or what they want them to do. Mr. Hughes commented that the resolution stated they get \$50,000 up front and in order to get the second \$50,000 they would have to provide a business plan along with their budget and any contracts and a reason as to why they deserve the extra. Mr. Hughes also stated that he believes this second part is contingent upon this information being presented, and that this committee has the right to either approve or not approve the second installment; is that correct? Ms. Dennen stated she recalls that they were going to present all that information to us. Mr. Vaughn asked what kind of entity are they? Mr. Lawing stated they are part of the City of Westmoreland. Mr. Lawing asked, do we want them to present this to the commission before we make a payment? Mr. Holt stated he recalls the second payment would not be released until they submit a business plan and a financial statement, which they have done. If you want me to ask them for new additional financial statements I will be happy to do that. Mr. Vaughn made a motion to send information only to the commission, seconded by Mr. Hughes; motion passed unanimously.

Mr. Freels left the meeting at 9:36 pm.

REPORT OF THE FINANCE DIRECTOR:

- A. Revenue Analysis
 - 1. Adequate Facilities Tax – 98.357%
 - 2. Sales Tax – 101.229%
 - 3. Wheel Tax – 98.167%
 - 4. EMS Transportation – 85.911%
 - 5. Business Tax – 274.501%
- B. Financial Reports – Mr. Lawing stated these are for information only.
 - 1. June
 - 2. July
 - 3. August
- C. Mr. Hughes – Mr. Hughes asked if it would be ok next month to have an insurance presentation. Mr. Moser directed Mr. Lawing to add this to the agenda for next month.

Mr. Utley just wanted to let everyone know they opened the new library in Portland and he wanted to thank this commission for passing the bond that funded the building.

ADJOURNMENT: Motion to adjourn at 9:40 pm made by Mr. Vaughn, seconded by Mr. Utley; motion passed unanimously.

MINUTES
SUMNER COUNTY BUDGET COMMITTEE
October 11, 2011

Members Present:

Jerry Stone, Vice Chairman Paul Freels Chris Hughes Moe Taylor
Shawn Utley Jim Vaughn

Also:

Anthony Holt David Lawing Leah Dennen Dr. Del Phillips

Vice-Chairman Stone called the Budget Committee to order on Tuesday, October 11, 2011 at 6:00 p.m., in Room 112 at the County Administration Building in Gallatin, Tennessee.

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

RECOGNITION OF PUBLIC: None

APPROVAL OF THE MINUTES: Motion to approve the minutes of September 12, 2011 made by Mr. Vaughn, seconded by Mr. Hughes; motion passed with Mr. Taylor abstaining.

REPORT OF THE COMMITTEE CHAIRMAN: Mr. Stone passed out an article regarding counties that have reappraised since 2008/2009 period, the property values are way down. Mr. Stone also talked to the tax assessor and the finance director of Williamson County today. Williamson County reappraised last year and their property values went down \$52M – that's an assessed value, not an appraised value. They had to raise property taxes seven cents just to maintain their current revenue. Also, 68% of residential properties went down in value in the reappraisal. Mr. Stone stated he wanted to bring it to everyone's attention because it's a train coming down the track for us. We've got reappraisals in 2014. Hopefully we'll have some recovery of property value, but we won't be guaranteed that. Mr. Stone stated it was just something to think about as we go forward.

A. Report from the County Trustee – No report.

B. Report from the Assessor of Property – No report.

REPORT OF THE COUNTY EXECUTIVE: No report.

REPORT OF THE DIRECTOR OF SCHOOLS: No report.

OLD BUSINESS: Motion made by Mr. Vaughn to group and approve items 1 & 2, seconded by Mr. Taylor; motion passed unanimously.

1. Portland East Middle School Renovation – additional \$640.95 from "Intent to Fund"
2. Gene Brown Elementary Renovation – additional \$551.80 from "Intent to Fund"
3. Capital Projects - \$70,000 from 2010 Bond for poles for Beech High School – deferred till next month's meeting.

NEW BUSINESS:

A. Insurance presentation (from September agenda – Chris Hughes) – deferred till next month.

B. Education:

1. Beech High School Bleachers – additional \$998 – Motion to approve made by Mr. Hughes, seconded by Mr. Utley; motion passed unanimously.
2. Station Camp High School Expansion and Rucker Stewart Middle School Roof Replacement – Dr. Phillips stated he included in the packet the same info that was provided to the education committee. Dr. Phillips also stated that he included the bid tab sheets for all bidders. Motion to approve all items below made by Mr. Vaughn, seconded by Mr. Hughes; motion passed unanimously.
 - a. Kaatz, Binkley, Jones and Morris Architects invoices

b. Bids

- (i) Station Camp High School Expansion
- (ii) Rucker-Stewart Middle School Roof Replacement

C. Appropriations

1. Station Camp Greenway - Motion to approve made by Mr. Taylor, seconded by Mr. Vaughn; motion passed unanimously.
2. Portland Public Library - Erate funding - Motion to approve made by Mr. Utley, seconded by Mr. Vaughn; motion passed unanimously.
3. Sheriff's Office - Reimbursement from state for inmate medical bills - Motion to approve made by Mr. Vaughn, seconded by Mr. Hughes; motion passed unanimously.
4. Courthouse & Jail Maintenance Fund - Capital Outlay Note/Vision Air Equipment - Motion to approve made by Mr. Vaughn, seconded by Mr. Freels; motion passed unanimously.
5. Capital Projects -
 - a. Animal Control - Return of contingency funds - Mr. Lawing stated we need to re-budget into the Animal Control budget. Mr. Hughes made a motion to set aside \$10,000 and return \$20,000, seconded by Mr. Utley; motion passed unanimously.
 - b. Station Camp Greenway - HPP Grant - Mr. Lawing stated this was for architectural and construction of greenway; it's a federal grant. Motion to approve made by Mr. Hughes, seconded by Mr. Vaughn; motion passed unanimously.
6. Highway - Monies received from insurance company and from 2010 flood - Mrs. Hardin stated the 2010 flood money needs to be moved to capital outlay so they can purchase some equipment, such as: a paver, a roller, 3 bush hogs and a new loader. Motion to approve made by Mr. Vaughn, seconded by Mr. Utley; motion passed unanimously.
7. Discussion regarding \$623,240 appropriation for Adult Education - Mr. Stone stated he asked Mr. Moser to put this on the agenda because the way this was handled on the floor last month it increased maintenance of effort. If we change the source of funding on this and use capital money to do further offsets in the school budget, it doesn't go to maintenance of effort. With the way things are in a state of uncertainty of what our funding is going to be next year, what the Board of Education has asked for, a tax increase and whatever other actions may be taken before next fiscal year, I think it would be prudent for us to change this source of funding and not just increase the school board budget by \$623,240 till we have time to look at it. Motion made by Mr. Vaughn to approve, seconded by Mr. Taylor. Mr. Lawing stated if the schools took their capital out and we covered it through capital projects then it would not be maintenance of effort. But the thing we may need to look at is because we've already submitted the budget to the state, we may have to do this with approval contingent upon the state agreeing with it. Mr. Hughes asked if we can get a quick answer by the next meeting. Mr. Lawing said we can write them and ask about it. Mr. Hughes asked the turnaround time. Mr. Lawing stated it can be 1 day or it can take 60 days for them to respond, you never know. Mr. Stone suggested making it a contingent motion. Mr. Lawing stated he's not sure if the State Department of Education will agree. Mr. Hughes asked if we are looking at 2 things: where we're getting this fund and where ever we get this fund from, replace this in a different line item and letting the school board come up with the money in a different line item. Mr. Stone said it would have to offset capital money within their budget for it to not be maintenance of effort. Motion is subject to approval; motion passed 5-1 with Mr. Hughes opposing.

D. Transfers

1. Inter-budgetary
 - (a) Greater than \$1,500
 - (b) \$1,500 or less

Mr. Hughes asked if there was anything out of the ordinary. Mr. Lawing stated no. Committee reviewed and motion was made to group and approve by Mr. Taylor, seconded by Mr. Hughes; motion passed unanimously.

E. Tax Matters

1. Joe Godfrey – refund request – Ms. Dennen stated there was a mistake in the description filed with tax assessor's office, so part of the golf course was taxed the wrong way. The property was later transferred and the new owner caught the mistake and is now asking for a refund in the amount of \$43,000. Mr. Hughes made a motion to approve; motion died for lack of second. Mr. Vaughn made a motion to reject this request for a refund, seconded by Mr. Taylor; motion passed 5-1 with Mr. Hughes opposing.
2. Orica USA, Inc. - \$245.59 personal property tax refund – Motion to approve made by Mr. Vaughn, seconded by Mr. Hughes; motion passed unanimously.

REPORT OF THE FINANCE DIRECTOR

- A. Revenue Analysis (to be passed out at meeting)
 1. Adequate Facilities Tax – 153.082%
 2. Sales Tax – 105.539%
 3. Wheel Tax – 98.605%
 4. EMS Transportation – 85.533%
 5. Business Tax – 136.631%
- B. Financial Reports – September (available at meeting, if requested)
- C. Approval of Notes from Director of State and Local Finance (to be sent to Commission) and supporting documentation

Mr. Stone asked Dr. Phillips about Mr. Moser contacting him about the financial reporting for the school system, where are we on that? Dr. Phillips replied he thinks the day after Mr. Moser asked for that, that he checked with his staff and they have loaded some of them up online.

Mr. Isbell arrived at 6:48pm, Mr. Stone asked him to comment on the report he discussed earlier. Mr. Isbell stated they continue to decline. The reality is that they can appeal every year in between that reappraisal and we set the value as of that reappraisal date that the County Commission sets and we can't revalue it until 2014, unless they appeal it. Mr. Isbell said an example is that Wal-Mart has appealed their value. It was appraised at just over \$30M and they are asking to lower it to \$10M.

ADJOURNMENT – Being there was no more discussion; Mr. Stone adjourned the meeting at 6:52pm.

**COMMITTEE ON COMMITTEES
MINUTES
OCTOBER 17, 2011**

Present:	Anthony Holt, County Executive
Jerry Stone, Chairman	Merrol Hyde, Commission Chairman
Moe Taylor, V. Chairman	Leah May Dennen, County Law Director
Trisha LeMarbre	
Jo Skidmore	
Billy Geminden	

The meeting of the Committee on Committees was brought to order on Monday, October 17, 2011, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman Stone was presiding.

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

Minutes. Upon motion of Comm. Skidmore, seconded by Comm. LeMarbre, the committee voted to approve the minutes of September 19, 2011.

Recognition of the Public. There was none.

Board of Tourism. Comm. Geminden nominated Moe Taylor to serve on the Board of Tourism appointment to replace the County Commission Chairman with a member of the County Commission. Comm. LeMarbre nominated Baker Ring. Comm. Taylor moved, seconded by Comm. Geminden, to cease nominations and vote.

Comm. Taylor – 4-1 with Comm. LeMarbre voting against
Comm. Ring -1-4 with Comm. LeMarbre voting in favor

Chairman Stone declared Comm. Taylor the nominee.

Zoning Board of Appeals. Chairman Stone brought forth the County Executive's recommendation to appoint March Ragland to replace James Cole of the Zoning Board of Appeals. Comm. LeMarbre moved, seconded by Comm. Taylor, to approve the appointment. The motion carried.

Health Education and Housing Facilities Board. Chairman Stone brought forth the County Executive's recommendation to re-appoint Karen See, Tom V. Glass and James Gourley to the Health Education and Housing Facilities Board. Comm. LeMarbre moved, seconded by Comm. Skidmore, to approve the appointment. The motion carried.

Sumner County Regional Planning Commission. Chairman Stone brought forth the County Executive's recommendation to re-appoint Luther Bratton from Portland to the Sumner County Regional Planning Commission. Comm. LeMarbre moved, seconded by Comm. Skidmore, to approve the appointment. The motion carried.

Health and Safety Board. Chairman Stone recognized Leah Dennen who stated that an additional person who was appointed to the Health and Safety Board last month will serve as an alternate.

Next Month. Chairman Stone announced the following business for next month:

- Vacancy on the Liability Claims Committee to replace Paul Goode who resigned
- The expiring, one-year terms of Larry Brown and Ted Williams on the Construction Board of Appeals

Upon of Comm. Geminden, seconded by Comm. Taylor, the Committee adjourned at 6:37 p.m.

Prepared by Maria Savage

MINUTES
EDUCATION COMMITTEE
October 3, 2011

Present:

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

Also Present:

Dr. Del Phillips, Director of Schools
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, October 3, 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. Stone, seconded by Comm. Matthews, the Committee members approved the agenda, with a request from Commissioner Hyde for Board of Education information.

Minutes. By consensus, the Committee approved the minutes of July 11 and September 8, 2011.

Recognition of the Public.

Report of Chairman. Chairman Decker reported that the Financial Management Act of 1981 met.

County Executive. County Executive Anthony Holt had no report.

Director of Schools. Dr. Phillips, Director of Schools, stated he would comment later on agenda items.

Old Business

Gene Brown/Portland East Middle Renovations. Chairman Decker recognized David Lawing, County Finance Director, who stated that the renovations projects at Gene Brow Elementary School and Portland East Middle School had overrun slightly. The Board of Education requested \$1,192.75 to complete the projects, which was available in the 3010 bond funds. Upon motion of Comm. LeMarbre, seconded by Comm. Matthews, the Committee voted to approve the request.

Mr. Lawing stated there were three projects that were not complete in the 2010 bond, with \$243,000.00 in the Intent to Fund line item.

Architectural Costs and Bids for Station Camp/Rucker-Stewart Middle School Roof.

Chairman Decker recognized Dr. Del Phillips, Director of Schools who stated that the bids came in under estimates for 16 classrooms and cafeteria expansion at Station Camp High School (original project budget, \$3,758,660.00.), and a roof at Rucker-Stewart Middle School (original project budget, \$1,078,000.00.). He presented the following low bids:

- Rucker-Stewart Middle School reroof – AAR Roofing with a total bid of \$621,900 for a 60mil membrane with a 20-year warranty. This amount includes alternates and contingencies. Soft costs including design fee and final printing/misc. brought the grand total to \$663,900.00.
- Station Camp High School classrooms and cafeteria – Bomar Construction with a total bid of \$2,134,000.00 including contingency. Total soft costs including design fee, furniture, technology, site survey, geotechnical report, civil engineering, State Fire Marshall Review Fee and final printing/misc. brought the grand total to \$2,495,509.00.

Dr. Phillips discussed the concerns about growth in school population and how to make economical decisions that are in the best interest of the students. The time line for finishing the two projects was given as a range from December to August, 2012.

The questions of school closings was discussed, with Dr. Phillips stated that shuttering a school may be economical but Sumner County is a growing schools system and consolidating campuses is not logical

Upon motion of Comm. LeMarbre, seconded by Comm. Matthews, the Committee voted to approve the request for the Station Camp High School classrooms.

Cash Flow Solution. Chairman Decker recognized Mr. Lawing who stated the Board of Education had spent \$60,000 on architectural costs on the Rucker-Stewart roof and they are requesting more funds. He said that there is a cash flow problem that can be handled by an inter-fund loan or to permit the Board of Education to use the Intent to Fund from the 2010 Bond Issue, which has approximately \$243,000.00, meanwhile allowing them to use local funds (slated to be paid from the Intent to Fund) to cover the projects.

Chairman Decker entertained a motion to fund the architectural costs at Rucker Stewart. Upon motion of Comm. Matthews, seconded by Comm. Vaughn, the Committee voted to pass the matter on to Budget Committee.

Documents from Board

- Typical, annual enrollments report
- BEP funding estimate – the ratio of students to teachers and where we stand as a system
- Copy of SAX standards that was changed
- Monthly revenue and expenditure computer report – 8 copies

Upon motion of Comm. Stone, seconded by Comm. Matthews, the Committee voted to request the school system to provide the list of documents to the committee.

The meeting was adjourned at 7:00 p.m. after a motion by Comm. Vaughn, seconded by Comm. Matthews.

Prepared by Maria A. Savage

**MINUTES
EMERGENCY SERVICES COMMITTEE**

October 3, 2011

Present:

Jim Vaughn, Chairman
Paige Brown Strong, Vice-Chairman
Bob Pospisil
Paul Decker
Mike Guthrie
Ben Harris
Absent:
Paul Freels

Also Present:

Anthony Holt, County Executive
Keith Douglas, EMS Director
Leah Dennen, Law Director
Sheriff Sonny Weatherford
Joe Williams, Spokesperson for
Volunteer Fire Departments

Chairman Vaughn called the Emergency Services Committee to order on Monday October 3, 2011 at 5:00 PM in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Chairman Vaughn suggested removing Report of the Chair below Report of the Director. Comm. Decker made a motion, seconded by Comm. Pospisil to approve the agenda as amended. Motion Carried

Approval of Minutes of August 1, 2011 Comm. Pospisil made a motion, seconded by Comm. Guthrie. The minutes of August 1, 2011 were unanimously approved.

Public Comments None.

Report from the Chairman. None.

Report from the County Executive The County Executive stated that he had received numerous phone calls and comments of concern regarding the constables.

Report from the Director. The Director handed out the October 2011 Emergency Services Committee Report. No big changes with Responses or Transports. Net Transport Revenues were about \$100,000 behind due to the change of the billing system, resulting in a lengthy hold of some of the collectables. The Director said it should be caught up by the end of the calendar year. Also he informed the Committee that EMS had moved back into the Castalian Springs location.

Open Discussion About the Constables Leah Dennen, County Law Director said that the law has been adjusted in recent years, allowing the Commission to either remove Constables, or remove law enforcement duties for Constables. Ms. Dennen said there have been some concerns from citizens. The Attorney General's office opined that even though these are constitutional office holders, if they commit a civil rights violation the county can be held financially responsible. Ms. Dennen stated that it was open for discussion.

Chairman Vaughn advised of a three minute time limit.

Those expressing support for the office of Constable are as follows:

- Constable Ernie Dillard, Portland
- Constable Carr, Westmoreland
- Constable Hutcherson, Cottontown
- Police Chief Etheridge, Westmoreland
- Mike Carter, Mayor of Westmoreland.
- Constable Richard Coker, Hendersonville
- Constable Tim Cummins, Gallatin
- Constable Mark Nodini, Hendersonville
- Constable John Dowell, Gallatin

Those expressing concerns of safety, training, professionalism, and liability with the office of Constable are as follows:

- Gerald Herman, Police Chief of White House
- Richard Pope, Police Chief of Goodlettsville
- Don Bandy, Police Chief of Gallatin
- Mickey Miller, Police Chief of Hendersonville
- Ray Whitley, Sumner County District Attorney

Sonny Weatherford, Sheriff of Sumner County stated the Sheriff's office has received several complaints on Constables. Since the Sheriff's office is not connected with the Constables these were forwarded to the County Attorney. The Sheriff also stated his office has offered a training program to the Constables; the same type of training for the reserves. This is to help the county and cut down on some of the complaints.

The Law Director advised she has received numerous complaints, and that she is concerned about a civil rights violation falling back on the county. The options are to take away the law enforcement responsibilities from the Constables, or to take away the Constable program.

The County Executive asked whether a Constable without law enforcement duties could work along with the Police Department, or Sheriff Department in their district where they are commissioned. Ms. Dennen stated they could not as a Constable, but could be made an auxiliary officer. There was some discussion.

The County Executive stated that he was not in favor of eliminating the program of Constable. The Constables are elected officials. He stated there is a lot of room between getting rid of the Constable Program and keeping the Constables. There was further discussion.

Comm. Pospisil made a motion to defer for a month, Comm. Guthrie seconded. Motion carried.

The sheriff handed out his September 2011 Financial Report and Animal Control Report, and went over some of the figures.

Joe Williams, Fire Chief for White House Community Fire Department, handed out the stats for the Volunteer Fire Departments. The July 2011 report reflects the number of calls the Volunteer Fire Departments responded to.

New Business None

Old Business None

Comm. Decker made a motion to adjourn, seconded by Comm. Guthrie. The meeting adjourned at 6:00pm.

Prepared by
Sheila Ashton

MINUTES
EMPLOYEE BENEFITS COMMITTEE

September 20, 2011
9:00 A.M.

Members Present:

Merrol Hyde

Anthony Holt

Dr. Del Phillips

Also:

Leah Dennen

Bob Shupe

David Lawing

Debbie Robertson

Kathy Courtelis

Ernie Clevenger

Serpil Gilbert

Shannon Eubanks

Mr. Hyde called the SIB Employee Benefits Committee meeting to order on Tuesday, September 20, 2011 at 9:00 a.m. in Room 112, County Administration Building, Gallatin, Tennessee.

Agenda: Mr. Lawing asked to add an Actuarial Study to the agenda which Mr. Hyde added under New Business -B. Motion was made by Dr. Phillips to approve the agenda with that request; seconded by Mr. Holt; unanimous approval.

Public Recognition: None

Minutes: Motion was made by Mr. Holt to approve the minutes of August 16, 2011; seconded by Dr. Phillips; unanimous approval.

Report of Committee Chair: None

Report of Consultant: Mr. Shupe noted that there was no change on the dental report. It still looks like we are making a gain so dental is good. On the medical side, if we continue as we are we should gain about \$500,000. We have another \$74,000 put aside on the reinsurance. We are still trending above the 5% where Mr. Shupe would like us to be. He has adjusted the reserve figure down to 9% after talking with one of our actuaries and that puts our reserve at about \$1.6. Mr. Shupe reported that he received notice from BCBS that we have a claim dated for April and May for \$453,000 and total paid was \$217,000. The provider just got that to BCBS in August.

CareHere: Ms. Eubanks handed out a chart for the clinics and pharmacy. She noted that there was an increase in utilization this month because schools are back in session. Ms. Eubanks reported that they have hired a new pharmacist in charge. Mr. Hyde stated we would like to meet her at next month's meeting.

Old Business: Mr. Shupe reported that he had handed out a packet with the EOC changes last month. It includes changes from the Health Care Reform and the changes that the BOE had requested concerning custodians, bus drivers, and cafeteria workers. This would put us in the category of not being grandfathered. He recommends that we go with these changes. Dr. Phillips made a motion to go with the EOC changes; seconded by Mr. Holt; unanimously approved.

Mr. Lawing reported that we are showing a long-term trend in a decrease in cash reserves. It is a combination of the health and casualty funds. Mr. Shupe stated that there has been a 78% increase in employees, 53% increase in vehicles, and a 343% increase in payroll since 1989. There has been no increase in funding in that time.

New Business: Mr. Lawing believes we need to do an actuarial study on CareHere only. Mr. Holt made a motion to approve this action; seconded by Dr. Phillips; unanimous approval.

Mr. Shupe said he could get together a report and bring to next month's meeting on some things we can do to take better advantage of our clinics and attack chronic care issues and have a change of direction. He will bring a report on what other clients have done. We will need to set aside some extra time at the next meeting for this.

Ms. Denning had 2 BOE employees with issues on the dependent audit and wanted their dependents added back on the insurance. One employee had all the information that was required now and the other employee had everything but the billing that was required. Dr. Phillips made a motion to approve the employee's dependents to be added back on the insurance that had all of their information; the other employee's dependents will have to wait until open enrollment and get all required information to us; Dr. Phillips added that it be a policy that anyone else that comes forward will have to wait until open enrollment with no exceptions; seconded by Mr. Holt; unanimous approval.

There was no further business so Dr. Phillips made a motion to adjourn; Mr. Hyde adjourned the meeting at 9:40 a.m.

MINUTES
SUMNER COUNTY 2002 FINANCIAL MANAGEMENT COMMITTEE
September 19, 2011

Members Present:

Frank Freels - Chairman	David Kimbrough	Anthony Holt	Del Phillips
Kirk Moser - Vice Chairman	Judy Hardin	Jim Vaughn	

Also:

David Lawing Leah Dennen Beth Browning Jim Young

Chairman Freels called the 2002 Financial Management Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, September 19, 2011 at 5:40 p.m.

AGENDA: Motion made by Mr. Vaughn to approve the agenda, seconded by Mr. Holt, motion passed 6-1 with Mr. Vaughn abstaining.

RECOGNITION OF PUBLIC: There was no public recognition.

APPROVAL OF THE MINUTES: Minutes were never approved.

REPORT OF THE COMMITTEE CHAIRMAN: There was no report.

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

REPORT OF THE FINANCE DIRECTOR/PURCHASING AGENT:

A. Monthly Revenue Analysis –

- Adequate Facilities Tax – 98.357%
- Sales Tax - 104.559%
- Wheel Tax – 98.167%
- EMS Transportation – 85.911%
- Business Tax – 274.501%

Mr. Freels asked at what point we collect 100% of property taxes. Mr. Lawing replied that we collect anywhere from 95 ½% - 96% each year on current owed. Usually 2.5%-3.5% is collected the following year, and the remaining amount is turned over to the Clerk & Master. At that point it is either collected or sold. Ms. Dennen stated that we usually don't mind that because it's at 18% interest.

REPORT OF THE LAW DIRECTOR: There was no report

REPORT OF THE BUDGET COMMITTEE: There is no report.

OLD BUSINESS: None

NEW BUSINESS:

A. Chamber of Commerce library request – Mr. Young stated that the library board has requested that the library directors become members of the chambers so they can be known by the people in their community. He has succeeded in getting all the membership fees waived. Mr. Young stated he would like to get their meals charged back to the library. Mr. Lawing stated the county policy states that for non-overnight travel you cannot receive meal reimbursement; however, the Finance Director can overrule that. Mr. Lawing said he wanted to bring it to the committee for approval. Mr. Lawing said he talked with Mr. Young and they agreed to get the invoice and attach those into their taxable income. Mr. Vaughn stated that if we let the library go, then are we opening a can of worms; who else would want to go? Mr. Young stated the worst case scenario it would be \$400 annually. Mr. Moser asked if this should go to budget. Ms. Dennen said no, they have money in their budget; they just need to transfer the line item. Mr. Moser made a motion to approve, seconded by Mr. Kimbrough; motion passed unanimously.

B. Adequate facilities refund request/procedures – Mr. Lawing stated we received a request to refund from a prior year (2007). Does the committee want to put a policy in place that after so long you only receive a credit? Mr. Freels asked if we need to set a policy. Ms. Dennen stated you need to decide on this issue and then set a policy to tell Construction & Development. Mr. Vaughn made a motion to give a credit to apply to a future project. Motion died for lack of a second. Mr. Kimbrough wanted a clarification on what Mr. Vaughn's motion was. Mr. Holt stated he wanted to give them a credit instead of reimbursing them. Ms. Dennen stated you need to remember that some of these are individuals that are building a house so they may not want a credit. Mr. Moser made a motion to approve the refund, seconded by Mr. Phillips; motion passed 5-1-1 with Mr. Vaughn voting no and Mr. Kimbrough abstaining. Mr. Freels asked Ms. Dennen if she would get with Construction & Development on a policy. Ms. Dennen replied yes.

C. Memo regarding county and school finance office – this item was not discussed.

ADJOURNMENT: Being that there was no more business; Mr. Freels adjourned the meeting at 5:55 pm.

MINUTES
SUMNER COUNTY 2002 FINANCIAL MANAGEMENT COMMITTEE
October 17, 2011

Members Present:

Frank Freels - Chairman Anthony Holt
Steve Graves - Vice Chairman Judy Hardin Kirk Moser

Also:

David Lawing Leah Dennen Beth Browning

Chairman Freels called the 2002 Financial Management Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, October 17, 2011 at 5:43 p.m.

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

RECOGNITION OF PUBLIC: There was no public recognition.

APPROVAL OF THE MINUTES: Motion made by Mr. Holt to approve the minutes of September 19, 2011; seconded by Mr. Graves; motion passed unanimously.

REPORT OF THE COMMITTEE CHAIRMAN: There was no report.

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

REPORT OF THE FINANCE DIRECTOR/PURCHASING AGENT:

A. Monthly Revenue Analysis –

- Adequate Facilities Tax – 153.082%
- Sales Tax - 105.539%
- Wheel Tax – 98.605%
- EMS Transportation – 85.533%
- Business Tax – 136.631%

B. 2007 Bond arbitrage report – Mr. Lawing stated that we employed a rebate specialist to handle the 2007 A & B Bonds. The rebate specialist stated on the 200y A, we will use an 18 month rebate calculation because it did not use the 75% for construction; but at the 18 month exemption, we still show a slight negative arbitrage which means there will be no rebates due. The original anticipation was that we were going to owe \$20,000, but after talking to the bond council, there was no reason we couldn't use the 18 month, so we proceeded forward. Ms. Dennen stated that all this may sound confusing, but Mr. Lawing and Mrs. Browning have spent over a thousand hours on this in order to save us a lot of money.

Mr. Moser arrived at 5:48.

C. Employee vacation leave balance issues report – Mr. Lawing stated we have a policy that allows for a max of 160 vacation hours. But the policy does not address if an employee goes over – does it roll into sick time or does it continue to add up as vacation overage? Mr. Lawing also stated the policies need to be updated and we need to find a better way to track them. Mr. Freels asked Mr. Holt what he thinks about letting these hours build up, should we let the people take them or what? Mr. Holt replied as far as his employee with the overage, we'd be better off just paying him off. Mr. Holt also stated that people do not need to have negative hours, that needs to stop. Mr. Moser stated he thinks they should only be allowed to have the max hours they can carry over, and any over that they either take them or lose them. Mr. Holt replied not all employees are able to take the time off. Mr. Freels stated he doesn't want it to keep building up. Mr. Freels asked if we need to go back and rework some of this stuff. Ms. Dennen replied that we definitely need to, and we had gotten to a point where we had a kind of rough draft for this. Mr. Freels stated we need to see if we can come up with something this month and present it to the committee next month. Mr. Holt stated we need to get together with the elected officials and discuss the new drafted policy. Mrs. Hardin asked if we could possibly wait till January due to the study act committee. Everyone agreed to wait till January.

D. Employee time sheet problems report – Mr. Lawing stated the attached grid is for all timesheet schedules and who all is paid in arrears.

E. Bank of America electronic payments information – Mr. Lawing stated that attached is the information on the Bank of America comprehensive payables we are implementing which includes phasing out the current purchasing cards. We don't receive any rebates with our current program; with Bank of America, we are looking at anywhere from \$45,000 - \$75,000 of rebates after the first year. Mr. Lawing stated there is a lot of information to review and to contact him with questions.

REPORT OF THE LAW DIRECTOR: There was no report

REPORT OF THE BUDGET COMMITTEE: There is no report.

OLD BUSINESS: None

NEW BUSINESS:

A. Wiser Company contract for Station Camp Greenway – Mr. Lawing stated that in 2007, there was a contract to do the Greenways for \$7,875 to do a section 106 clearance, which we did. We can claim it with the grant, but since the contract was not with us and it was back in 2007, we are asking the committee to approve for the county to basically take the commitment for the \$7,875 and pay it since we did use it. Mr. Lawing stated he has additional information if anyone wants to look at it. Mr. Moser made a motion to approve, seconded by Mr. Graves; motion passed unanimously.

ADJOURNMENT: Being that there was no more business; Mrs. Hardin made a motion to adjourn the meeting at 6:13 pm, seconded by Mr. Graves; motion passed unanimously.

MINUTES
SUMNER COUNTY INVESTMENT COMMITTEE
September 19, 2011

Members Present:

Frank Freels - Chairman	David Kimbrough	Judy Hardin	Del Phillips
Kirk Moser - Vice Chairman	Jim Vaughn	Anthony Holt	

Also:

David Lawing Leah Dennen Beth Browning Marty Nelson

Chairman Freels called the Investment Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, September 19, 2011 at 5:38 p.m.

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

RECOGNITION OF PUBLIC: There was no public recognition.

APPROVAL OF THE MINUTES: Motion to approve the minutes of July 18, 2011, made by Mrs. Hardin, seconded by Mr. Holt, motion passed 6-1-0 with Mr. Moser abstaining.

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

REPORT OF THE COUNTY EXECUTIVE: There was no report.

REPORT OF THE TRUSTEE: There was no report; information was included in the packet.

REPORT OF THE FINANCE DIRECTOR: Mr. Lawing stated the reason there is a large amount in the Trustee's cash in bank at First TN is because cash in bank pays a better rate than anything else right now and that is the max amount she can leave in there.

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

OLD BUSINESS: There is no old business to discuss.

NEW BUSINESS: There was no new business.

ADJOURNMENT: Being that there was no more business, Mr. Vaughn motioned to adjourn at 5:40 p.m., seconded by Mr. Holt, motion passed unanimously.

MINUTES
SUMNER COUNTY INVESTMENT COMMITTEE
October 17, 2011

Members Present:

Frank Freels - Chairman Judy Hardin
Steve Graves – Vice Chairman Anthony Holt

Also:

David Lawing Leah Dennen Beth Browning

Chairman Freels called the Investment Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, October 17, 2011 at 5:35 p.m.

ELECTION OF CHAIRMAN & VICE-CHAIRMAN: Mr. Graves nominated Mr. Freels as chairman; there being no more nominations, Mr. Freels was elected unanimously as chairman. Mrs. Hardin nominated Mr. Graves as vice chairman; there being no more nominations, Mr. Graves was elected unanimously as vice chairman.

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

RECOGNITION OF PUBLIC: There was no public recognition.

APPROVAL OF THE MINUTES: Motion to approve the minutes of September 19, 2011, made by Mrs. Hardin, seconded by Mr. Holt, motion passed 4-0 with Mr. Graves voting for form, not content.

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

REPORT OF THE COUNTY EXECUTIVE: There was no report.

REPORT OF THE TRUSTEE: There was no report.

REPORT OF THE FINANCE DIRECTOR: No report.

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

OLD BUSINESS: There was no old business to discuss.

NEW BUSINESS: There was no new business.

ADJOURNMENT: Being that there was no more business, Mr. Holt motioned to adjourn at 5:37 p.m., seconded by Mr. Graves, motion passed unanimously.

SUMNER COUNTY HIGHWAY COMMISSION

October 4, 2011

MINUTES

MEMBERS PRESENT:

Paul Decker, Commissioner
Frank Freels, Commissioner
Steve Graves, Chairman
Judy Hardin, Road Superintendent
Anthony Holt, County Executive
Tom Neal, Citizen Member

MEMBERS ABSENT:

Billy Geminden, Vice Chairman
Paul Goode, Commissioner

OTHERS PRESENT:

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

CALL TO ORDER

Chairman Graves called the regular monthly meeting of the Sumner County Highway Commission to order, Tuesday, October 4, 2011 at 4:00 P.M. in Conference Room #112 at the Sumner County Administration building.

ADDITION TO AGENDA - None

APPROVAL OF MINUTES

Motion by Commissioner F. Freels to approve the September 2011 minutes.
Seconded by Road Superintendent Hardin. **Motion passed** unanimously.

PUBLIC RECOGNITION - None

REPORT OF CHAIRMAN: OLD BUSINESS

A. Chairman Graves asked if Commissioner Freels had done anything with the **Hidden Trails** request. Commissioner Freels revealed he has obtained the applications and had contacted the fellow who made the request. Mr. Johnny Johnson has not called Mr. Freels back.

REPORT OF CHAIRMAN: NEW BUSINESS - None

REPORT OF ROAD SUPERINTENDENT: OLD BUSINESS - None**REPORT OF ROAD SUPERINTENDENT: NEW BUSINESS****A. Roads Acceptance Request**

Road Superintendent Hardin recommended and requested the County accept portions of **Gannett and Sugarberry Roads** (see attached). Both roads are in Creekside Subdivision Phase 2A & 2B. She had the roads core drilled resulting in correct depths of binder and topcoats. There was discussion. Commissioner Decker **motioned** to accept the portions of Gannett Road and Sugarberry Road (as described in attachments) as County roads. **Seconded** by Citizen Member Neal. **Motion passed** unanimously.

B. Budget Appropriations Request

Road Superintendent Hardin explained the budget appropriations (see attached) as being money received from FEMA (\$1,081,000) and a sub-contractor (\$13,736) for proposed equipment (see attached list) purchase and Brine solution set-up. There was much discussion (Commissioner Freels and Chairman Graves to take suggestion about paving schools to appropriate committee). The Brine solution is State bid. Commissioner Freels **motioned** to put the equipment (list attached) out for bid. **Seconded** by Commissioner Decker. **Motion passed** unanimously.

C. Surplus Equipment

Road Superintendent Hardin requested attached list of equipment be declared surplus property. The list itemizes each piece of equipment, year built, model, purchase price, life cost of repairs, whether the piece will be replaced or not, and a brief notation or explanation. There was discussion. Commissioner Decker **motioned** to declare the listed equipment as surplus, to be disposed of in the best way she sees fit. **Seconded** by Citizen Member Neal. **Motion passed** unanimously.

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

MOTION TO ADJOURN: Citizen Member Neal
SECONDED BY: County Executive Holt
ADJOURNMENT: 4:35P.M.

MINUTES
SUMNER COUNTY PURCHASING COMMITTEE
September 19, 2011

Members Present:

Frank Freels - Chairman	David Kimbrough	Anthony Holt	Jim Vaughn
Kirk Moser - Vice Chairman	Judy Hardin	Del Phillips	

Also:

David Lawing Leah Dennen Beth Browning Marty Nelson Keith Douglas

Chairman Freels called the Purchasing Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, September 19, 2011 at 5:30 p.m.

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

RECOGNITION OF PUBLIC: There was no public recognition.

APPROVAL OF THE MINUTES: Motion to approve the minutes of August 15, 2011, made by Mrs. Hardin, seconded by Mr. Holt, motion passed 6-1-0 with Mr. Vaughn abstaining.

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

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

REPORT OF THE FINANCE DIRECTOR: 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. Purchase Order Matters – Mr. Lawing stated items 1,2,4,5 & 6 were all purchase orders requested after the fact, which defeats the purpose of a purchase order. Motion to group and approve items 1,2,4,5 & 6 made by Mr. Vaughn, seconded by Mr. Moser; motion passed unanimously.
 1. Assessor of Property
 2. Sheriff's Office
 3. EMS – Mr. Lawing stated this is a purchase from March. The lady at Vol State was out until July 3rd and the lady at EMS was out due to the death of her son. Mr. Lawing said he had requested all invoices be sent to finance by July 15th to make payments for last fiscal year. This expense will now have to come out of this year's budget. Mr. Lawing stated he needs to know if we have the approval to pay it outside of the period. Mr. Douglas stated the training coordinator had carried over several months of these before he turned them in to get the cards from Vol State. Vol State then sends us an invoice for those cards. During this time, the Administrative Assistant was out due to the death of her son. The lady at Vol State that handles the account was on vacation for several weeks. So the training coordinator held all of these till they all came back. Mr. Douglas stated he has spoken with all persons involved regarding getting these sent to finance in a timely manner. Motion to approve made by Mr. Vaughn, seconded by Mr. Moser; motion passed unanimously. Mr. Freels asked Mr. Lawing if this doesn't improve, maybe we could send out a letter to these departments. Mr. Vaughn asked if there is anything else we can do besides a letter. Mr. Lawing stated that the private act states that anything outside of the purchasing policy is not a county liability. So that makes the argument, if you don't pay the vendor, then that department is going to have to pay the vendor. Mr. Vaughn asked if this was stated in a letter to the departments. Mr. Lawing commented that at this point we just discuss it with them and let them know it has to go to the committee for approval. Mr. Holt stated that sometimes it's an emergency issue. Mr. Lawing replied that we do have provisions for emergency issues.
 4. Gallatin Library
 5. Hendersonville Library
 6. Courthouse and Jail Maintenance Fund

ADJOURNMENT: Being that there was no more business; Mr. Phillips made a motion to adjourn the meeting at 5:38 pm, seconded by Mr. Vaughn; motion passed unanimously.

MINUTES
SUMNER COUNTY PURCHASING COMMITTEE
October 17, 2011

Members Present:

Frank Freels - Chairman	Anthony Holt
Steve Graves – Vice Chairman	Judy Hardin

Also:

David Lawing Leah Dennen Beth Browning

Chairman Freels called the Purchasing Committee to order in Room 112 of the Sumner Co. Administration Building, on Monday, October 17, 2011 at 5:37 p.m.

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

RECOGNITION OF PUBLIC: There was no public recognition.

APPROVAL OF THE MINUTES: Motion to approve the minutes of September 19, 2011, made by Mr. Holt, seconded by Mrs. Hardin, motion passed unanimously.

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

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

REPORT OF THE FINANCE DIRECTOR: Mr. Lawing stated he has included a revised copy of the purchasing policy to go to the commission in December. Mr. Freels stated he has read this 3 times and thinks Mr. Lawing has done a great job. Mr. Freels also stated that the schools and roads were exempt from this; however, the schools need to get a copy of this. Mr. Freels asked Mr. Lawing to send a copy out to everyone that will be affected by this, along with a letter letting them know that next month this will be reviewed and voted on. If they have any suggestions or if there is something they don't agree with, then they can come to the meeting next month and we will listen to what they have to say.

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

OLD BUSINESS: There is no old business to discuss.

NEW BUSINESS:

A. Purchasing Policy – discussed under Report of Finance Director.

ADJOURNMENT: Being that there was no more business; Mrs. Hardin made a motion to adjourn the meeting at 5:43 pm, seconded by Mr. Graves; motion passed unanimously.

**MINUTES
RULES AND PROCEDURES COMMITTEE
MERROL HYDE, CHAIRMAN
OCTOBER 3, 2011**

Present:
Merrol Hyde, Chairman
Baker Ring, Vice-Chairman
Mike Akins
Paige Brown Strong
Bob Pospisil
David Satterfield

Also Present:
Leah Dennen, County Law Director
Anthony Holt, County Executive

The regular meeting of the Rules and Procedures Committee was called to order on Monday, October 3, 2011, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman Hyde declared a quorum present.

Page 6, Section E. Resolutions. Upon motion of Comm. Satterfield, seconded by Comm. Akins, the Committee approved Section 1(a) was approved as is.

Upon motion of Comm. Akins moved, seconded by Comm. Ring to approve 1(b)(i) with the change that the public notice will be read, striking the need to recognize the Planning Director.

Upon motion of Comm. Pospisil, seconded by Comm. Akins, the Committee approved Section 1(b)(ii) was approved with the change that "the owner or designee shall speak and where appropriate be given an opportunity to answer questions during the hearing...prior to the hearing individuals desiring to be heard shall sign up and speak on the matter to be considered".

Upon motion of Comm. Satterfield, seconded by Comm. Akins, the Committee approved Section 1(b)(iii) was approved as is.

Upon discussion, Comm. Pospisil moved, seconded by Comm. Akins, the Committee voted to defer Section 1(b)(iv) for 30 days to allow time to review the matter. The motion carried.

Upon motion of Comm. Pospisil, seconded by Comm. Ring, the Committee voted to change Section F1, stating that "votes make be taken electronically but the Chairman make call for a voice vote unless an electronic vote is called for by the body."

The Committee discussed the display of votes on the electronic voting board. The discussion was deferred until the next meeting.

Upon motion of Comm. Pospisil, and duly seconded, the Committee adjourned at 7:00 p.m.

Prepared by Maria Savage

**MINUTES
REDISTRICTING COMMITTEE**

September 29, 2011

Present:

Merrol Hyde, Co-Chairman
Jerry Stone
Jim Vaughn
Bob Pospisil
Shawn Utley

Absent:

Paul Decker
Ben Harris
Kirk Moser
Moe Taylor

Also Present:

Beth Cox, Board of Education
Leah Dennen, Law Director
Darlene McDougal, Administrator
Of Elections

Chairman Hyde called the Redistricting Committee to order on Thursday, September 29, 2011 at 6:30 PM in the Sumner County Administration Building. A quorum was present.

Commission District 3. Darlene McDougal, Administer of Elections, handed out a list of redistricting clean up of boundary lines. Upon motion of Comm. Utley, seconded by Comm. Vaughn, the Committee voted to adjust the lines along Highway 31E and Old 31E to move the line back to the old precinct line. She stated that 15 people needed to vote in Bethpage not in Westmoreland. The motion was amended by consensus to include an additional 26 people.

Commission District 4. Upon motion of Comm. Pospisil, seconded by Comm. Vaughn, the Committee voted to straighten the line at Caps Gap and Tyree Springs Road. There were no people affected by the change.

Commission District 5. No changes were needed.

Commission District 10. Ms. McDougal stated that 201 people in census blocks 54, 47 and 100, which includes Twelve Stones Crossing, Caldwell Drive, Calebs Walk and W. Twelve Stones Crossing and Joshua's Run, were all in the City of Goodlettsville limits and needed to be moved from the 10th to the 11th District. She also requested that a line be straightened to follow the creek. Upon motion of Comm. Stone, seconded by Comm. Vaughn, the Committee voted to approve the changes.

Commission District 1 & 2. Ms. McDougal suggested that census blocks 18 and 73 in the city limits of Portland be moved from District 1 to District 2. Comm. Utley stated that he and Commissioner Billy Geminden thought it best to include all city residents in Commission District 2. More adjustments were made.

Comm. Pospisil moved, seconded by Comm. Utley, to approve the changes. The motion carried.

Upon motion of Comm. Pospisil, seconded by Comm. Vaughn, the Committee voted to approve the overall Commission districts.

School Board District 2. Upon motion of Comm. Pospisil, seconded by Comm. Vaughn, the Committee voted to move boundary lines at North Park Road to the railroad to match an old precinct line.

School Board District 5. Ms. McDougal suggested removing the line from Liberty Lane and Upper Station Camp Creek Road in School District 6 and place the line at Shaw Branch Creek. That would represent census blocks 21 & 5 representing 26 people. Upon motion of Comm. Stone, seconded by Comm. Vaughn, the Committee voted to take away from 5 and place more in 4.

Ms. Cox stated that she wanted to put one neighborhood together that had been split by the lines in the Wessington Place area. The Committee added more to District 5 because it was under. Comm. Vaughn moved, seconded by Utley, to make the changed to add to District 5. The motion carried.

School Board District 6. No changes were made.

School Board District 10. No changes were made.

Upon motion of Comm. Pospisil, seconded by Comm. Vaughn, the Committee voted to approve the overall School Board districts.

Comm. Vaughn made a motion, seconded by Comm. Pospisil, to adjourn the meeting at 7:20 pm.

Prepared by Maria Savage