

# 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**  
**Jim Vaughn**

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

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

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

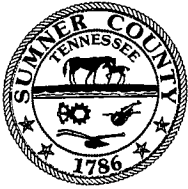
*Tenth District*  
**Paul R. Goode**  
**Jo Skidmore**

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

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

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

<b>Audit Committee.....</b>	<b>May 1</b>
<b>Budget Committee.....</b>	<b>May 13,</b> <b>May 14, May 21, June 10</b>
<b>Committee on Committees.....</b>	<b>June 24</b>
<b>Education Committee.....</b>	<b>June 10</b>
<b>Emergency Services Committee.....</b>	<b>June 3</b>
<b>Employee Benefits.....</b>	<b>May 21</b>
<b>2002 Financial Mgt Committee.....</b>	<b>April 15</b>
<b>2012 Financial Mgt Committee.....</b>	<b>April 15</b>
<b>General Operations Committee.....</b>	<b>June 10</b>
<b>Highway Commission.....</b>	<b>May 7</b>
<b>Investment Committee.....</b>	<b>April 15</b>
<b>Legislative Committee.....</b>	<b>June 10</b>
<b>Purchasing Committee.....</b>	<b>April 15</b>



AUDIT COMMITTEE MINUTES  
May 1, 2013

MEMBERS PRESENT  
Frank Freels, Chairman  
Billy Geminden  
Steve Graves  
Merrol Hyde  
Jerry Stone  
OTHERS PRESENT  
David Lawing  
Leah Dennen  
Jim Young  
Gary Hammock

- I. CALL TO ORDER - Chairman Freels called meeting to order at 9:00am in Room 112 of the County Administration Building in Gallatin, Tennessee.
- A. Approval of Agenda - Motion to approve agenda by Mr. Hyde, seconded by Mr. Geminden; unanimous approval.
- B. Recognition of Public - None
- II. REPORT OF THE COMMITTEE CHAIRMAN - None
- III. REPORT OF THE FINANCE DIRECTOR
- A. Memorandum
- 12:01- Sumner County and Hendersonville claim ownership of Hendersonville Library
- 12:02- Self Insurance Fund - Deficit in unrestricted net assets
- 12:03- Construction and Development Office operating deficiencies
- 12:04- Library operating deficiencies
- 12:05- Employee Leave deficiencies
- B. Audit Findings
- 12:01-** Auditor suggests Sumner County and Hendersonville reconcile differences and determine ownership. Mr. Lawing's recommendation is to send this matter to the Sumner County Legislative committee. Motion to refer to Legislative Committee by Mr. Stone, seconded by Mr. Hyde with comment that either Gallatin or Hendersonville should take over total operation of library; unanimous approval of motion.
- 12:02 - Self Insurance -** Deficit was found in unrestricted net assets of Self Insurance Fund. Auditor recommendations are to liquidate the deficit and closely monitor activity to prevent a reoccurrence. Mr. Lawing reported the Benefits Committee appropriated money in the 2013 budget eliminating a large portion of the deficit. In addition, the county has initiated a wellness program which will curb the escalating health insurance costs over a period of years. Mr. Lawing requested an additional fifteen percent increase for 2014 fiscal year. Motion to confirm Mr. Lawing's recommendation of Self Insurance (included in packet) by Mr. Hyde, seconded by Mr. Stone; unanimous approval.
- 12:03 - Construction and Development -** Audit revealed duties are not segregated among the three employees who operate from two cash drawers. Same employees receive and deposit funds. This failure was noted in the prior-year audit report. With the committee's approval, Mr. Lawing strongly recommends Mr. Hammock segregate job duties for internal controls and no one individual perform more than one function in a process: receipting, preparing deposits and depositing of funds. The department director should count each employee's cash bag and sign off prior to deposit of funds. Motion to affirm all Finance Director's recommendations to make changes in Construction and Development department to reconcile the case on personnel procedures by Mr. Stone, seconded by Mr. Hyde; unanimous approval.

**12:04** - Library department deficiencies -Audit found multiple employees operating from same cash drawer and Library does not have formal policy for waiving fees.

- A. Multiple employees operating from the same cash drawer – Mr. Lawing reported he had spoken to the Comptroller and was informed they would address this issue next year. The feasibility of assigning each employee a separate cash drawer should be explored.
- B. The Library Department does not have a formal policy for waiving fees - Mr. Lawing's recommendation is that since the Sumner County Library is a separate department that remits county revenues and corresponding documentation to the Finance Department, a written policy concerning fee waivers should be approved by the County Commission.

**12:05** - Deficiencies concerning employee leave - Found department heads within the general county government interpreted employee handbook differently. Employees given paid time off that have not earned time off, which is an oversight and failure of management. This failure was noted in the prior-year audit report. Mr. Lawing explained the county is paying the correct amount. Mr. Lawing stated that when the ERP is implemented, there needs to be a better set of operating procedures put in place and the commission needs to approve them. Mr. Lawing went on to state that as soon as he has the budget together and meets with the school board, they will start evaluating the ERP software. Mr. Freels asked Mr. Lawing when did he expect to change over to the automatic payroll system. Mr. Lawing stated he is hoping to purchase the software around August 1<sup>st</sup> and migrate the county into the timekeeping module in September or October. Mr. Lawing stated as of 2012, the Sumner County Personnel Policies and Procedures were amended; the leave (vacation policy) was clarified. As of June 30, 2013, any accrued vacation balance in excess of maximum balances will be converted to sick time as provided in the Sumner County Personnel Policies and Procedures.

- C. Other Documentation – Further detailed information on audit findings included in packet.

IV. REPORT OF THE LAW DIRECTOR - None

V. NEW BUSINESS

- A. Libraries - Mr. Young stated he now has established a system in place, a machine that will give receipts for all cash transactions from all Sumner County libraries for late fees and copies and print out reports for reconciliations.
- B. Construction and Development Office – Mr. Lawing stated that at this time, Hendersonville and Gallatin send the adequate facilities taxes directly to Mr. Hammock's office but have not sent a list of building permits or other documentation. Mr. Lawing requests Cities of Gallatin and Hendersonville to give Mr. Hammock a list of all building permits. Mr. Hammock mentioned he had discovered two permits that were issued without collection of adequate facilities taxes to which Mr. Hammock reported he had corrected this issue when his office discovered it.

VI. ADJOURNMENT at 10:52am, motion by Mr. Stone, seconded by Mr. Graves.



BUDGET COMMITTEE MINUTES  
May 13, 2013

MEMBERS

Jerry Stone, Chairman  
Moe Taylor, Vice-Chairman  
Paul Freels  
Mike Guthrie  
Ben Harris  
Shawn Utley

OTHERS PRESENT

David Lawing  
Anthony Holt  
Leah Dennen  
Frank Freels  
Keith Bean  
Amanda Prichard  
Judy Hardin

- I. CALL TO ORDER at 6:35pm by Chairman Stone in Room 112 at the County Administration Building in Gallatin, Tennessee
  - A. Approval of Agenda – Chairman Stone mentioned there were added changes to agenda. Mr. Weidner has change in line item and Mr. Holt for sealing, paving and striping of Jail and Shooting Range parking lots. Motion by Mr. Utley, seconded by Mr. Taylor; unanimous approval.
  - B. Recognition of Public - none
  - C. Approval of Minutes – Motion to group and approve by Mr. Taylor, seconded by Mr. Harris; unanimous approval.
    1. April 2, 2013
    2. April 8, 2013
    3. April 23, 2013
    4. April 29, 2013
    5. May 7, 2013
- II. REPORT OF THE COMMITTEE CHAIRMAN- Mr. Stone reminded the committee of the special called budget meetings for Tuesday, May 14 and Tuesday, May 21 at 5:30pm.
  - A. Report from the Assessor of Property –included in packet
- III. REPORT OF THE COUNTY EXECUTIVE – none
- IV. OLD BUSINESS
  - A. School Safety Bids (from April) – Mr. Lawing reported he had not received any data at this time. Mr. Stone stated it needed to be moved to June's agenda.
- V. NEW BUSINESS
  - A. EDUCATION
    1. Paving- \$270,548 from Capital Projects Local Funding (Ellis, E B Wilson, Hawkins, Walton Ferry, and Lakeside schools)—Mr. Frank Freels indicated Ms. Hardin from the Highway Department will be doing the work. Mr. Guthrie asked how the schools were selected. Mr. Freels replied by the needs. Mr. Guthrie mentioned the White House school has one thousand students or more and wanted to know if they were on the list to have the bus area patched. Mr. Freels said he would look into it and patch those areas. Ms. Hardin mentioned she would be patching and paving the selected schools in the month of June prior to her new budget taking effect and paving for county roads. Motion to approve by Mr. Utley, seconded by Mr. Freels, motion passed 5-1 with Mr. Guthrie voting no.
    2. General Purpose School Fund Budget Amendments – Ms. Prichard requested \$5,000 from 21<sup>st</sup> Century grant for text books. The schools had removed the remaining money from reserves to cover the extra cost of books. Mr. Taylor asked if all money appropriated last year had been spent on text books. Ms. Prichard stated it has but needed additional funds for text books next year. Motion to approve by Mr. Taylor, seconded by Mr. Freels, unanimous approval.
    3. Federal Projects Fund Budget Amendments (for informational purposes only) -Will be on the full commission agenda.

B. Sheriff's Office—Approval to apply for grants

1. \$25,000 Ballistic Vest Grant (no match required) - Motioned by Mr. Utley, seconded by Mr. Harris; unanimous approval.
2. COPS Grant for SROs (requires minimum 25% match) - Mr. Bean explained this is a match grant through the US Department of Justice. The match will provide a minimum of 25%. The grant will fund \$125,000 per officer for three years, and the county will have to agree to pick up the officers on the fourth year. Ms. Dennen questioned if this was just to make an application. Mr. Bean replied yes. Motion by Mr. Taylor, seconded by Mr. Harris; unanimously approved.

C. Appropriations

1. Sheriff's Office
  - a. \$29,321.81 state inmate medical reimbursement – pass through money reimbursement from state medical expense. Motion to approve by Mr. Utley, seconded by Mr. Freels, unanimous approval.
2. General Sessions II (Juvenile Court)--\$6,150 pass through funds from class fees for Youth Service salaries. Motion by Mr. Harris, seconded by Mr. Taylor; unanimous approval
3. Hendersonville Library--\$6,250 FOALS contribution for various items- Mr. Lawing stated it was from Friends of the Library. Motion to approve by Mr. Taylor, seconded by Mr. Freels; unanimously approved.
4. Portland Library--\$25 donation for library books – Motion to approve by Mr. Utley, seconded by Mr. Taylor; unanimously approved.
5. Westmoreland Library- Motion to group and approve by Mr. Taylor, seconded by Mr. Freels, unanimously approved.
  - a. \$1,065 Erate rebate for data processing equipment
  - b. \$350 LSTA Grant for data processing equipment
  - c. \$952.05 contributions for data processing equipment
  - d. \$50,000 state grant for library addition
6. Highway
  - a. \$6,000 from General Fund unassigned fund balance for traffic light repair – Ms. Hardin stated that the traffic light was damaged during a traffic accident at a section of Old Hwy 109. The county will be seeking restitution for repair of this light. If paid out of county general, the money will be paid back to county general. Motion to approve by Mr. Freels, seconded by Mr. Taylor; unanimously approved.
  - b. \$705,366 from various revenues for asphalt hot mix- Ms. Hardin collected revenues from last May's FEMA flood money of \$138,106.
  - c. \$624,533 – various other transfers or other sources. Motion to group and approve by Mr. Taylor, seconded by Mr. Harris, unanimous approval.
7. New Server for Law Office – Ms. Dennen stated the server is too small for office and several years old. It failed over the weekend and has been temporarily repaired; requesting up to \$10,000 to replace it. Mr. Stone requested that it be paid out of the Capital Fund. Motion to approve by Mr. Taylor, seconded by Mr. Guthrie; unanimously approved.
8. Jail & Shooting Range complex paving (\$72,000)—Mr. Holt requested money to seal and strip the parking lot behind General Sessions Court at \$30,000. Across the street is a parking lot that First Baptist Church has allowed the county to use for years that has two large holes that needs gravel and grading at \$1,000. The parking lot at the Shooting Range will take around \$41,000. Mr. Bean said the building is a multi-functional, training and maintenance facility. Mr. Lawing stated the \$30,000 and \$40,000 would come from local Capital Projects funding. Motion to approve by Mr. Taylor, seconded by Mr. Harris; unanimously approved.

D. Transfers

1. Inter-budgetary

- a. Highway-(discussed under V.C.6.c.)
- b. Between Major Categories—Mr. Lawing explained this is due to people changing insurance coverage and will have to go to County Commission because it's between major categories.
- c. Greater than \$2,500-Mr Lawing explained this item is for anything over \$2500 such as Mr. Weidner's request.
- d. \$2500 or less – various requests
- e. Payroll items
  - (i) Sheriff's Office - \$750 transfer for Sheriff's department Payroll items.
  - (ii) EMS –Mr. Weidner request line item change
  - (iii) DTF- Moving money from clerical to overtime.

Mr. Stone suggested the committee group and approve all transfers. Motion by Mr. Harris, seconded by Mr. Taylor; unanimously approved.

E. Tax Refunds

- 1. First Baptist Church--\$36,886 - Mr. Lawing mentioned since this was such a large amount, Mr. Isbell needed to speak to this. Motion by Mr. Harris, seconded by Mr. Taylor for Mr. Isbell to present to the County Commission.
- 2. Gallatin Shalom Zone--\$877.53
- 3. Thomas & Winnie Grove Trust--\$497.42
- 4. MOB 59 of TENN LLC--\$4,427
- 5. Charles & Ruth Ann Nabors--\$99.68
- 6. Volunteer State Bank--\$56
- 7. Curtis & Lisa Werner--\$127

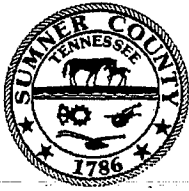
Motion to remove No. 1 from agenda and to group and approve items 2-7 by Mr. Taylor, seconded by Mr. Guthrie; approved 5-1 with Mr. Freels voting no.

- F. Request time change for Budget Meeting – Proposal to change time from 6:30 to 6:00 pm beginning with June meeting. Motion by Mr. Harris, seconded by Mr. Guthrie, approved 5-1 with Mr. Freels voting no.

VI. REPORT OF THE FINANCE DIRECTOR

- A. Financial Reports—April (available at meeting, if requested)-Mr. Lawing reported moderate growth for next year, provided budget plan is followed closely.

VII. ADJOURNMENT- motion to adjourn at 7:15 by Mr. Harris, seconded by Mr. Taylor; unanimous approval.



BUDGET COMMITTEE MINUTES  
May 14, 2013

MEMBERS  
Jerry Stone, Chairman  
Moe Taylor, Vice-Chairman  
Mike Guthrie  
Ben Harris  
OTHERS PRESENT  
David Lawing  
Leah Dennen

- I. CALL TO ORDER at 5:30pm by Mr. Stone in Room 112 at the County Administration Building in Gallatin, Tennessee.
  - A. Approval of Agenda – Motion by Mr. Taylor, seconded by Mr. Guthrie; unanimous approval.
  - B. Recognition of Public – none
- II. REPORT OF COMMITTEE CHAIRMAN–Mr. Stone conveyed the bond will be closed on or around June 7<sup>th</sup>.
- III. OLD BUSINESS – none
- IV. MEMORANDUM - Summary of 2013-2014 Budgets  
Mr. Lawing stated he anticipates the actual ending fund balance for FY13 be \$10.96 million. If the county stays on target with the budget, at the end of the 2014, the estimated ending fund balance should be around \$8.9 million which is still in acceptable range.
  - o The difference between beginning and ending estimated unassigned fund balance in the FY 2014 budget is an approximate decrease of \$4.1 million (difference in unassigned budgeted revenues and appropriations).
  - o The disparity between unassigned estimated budgeted revenues and appropriations has increased by approximately \$1.2 million.
  - o The difference in the budgeted ending unassigned fund balance from FY 2013 to FY 2014 is an approximate \$600,000 decrease.
  - o The difference from the minimum desired unassigned fund balance and the budgeted unassigned fund balance is approximately \$600,000.
  - o The decrease in actual unassigned fund balance for FY 2013 is estimated to be less than \$600,000. This decrease is primarily the result of a decrease in un-spent budgetary line-items.
- V. NEW BUSINESS
  - A. FY2014 Budget Discussions
    1. Mr. Lawing reported the County Highway Department is \$20,000 short due to not meeting the estimated 5-year average (\$2,617,916, compared to \$2,607,355 budgeted) attributed to the mineral severance tax. Mr. Lawing recommended budgeting an additional \$20,000 into the mineral severance taxes.
    2. Other Adjustments –Highway Department is requesting an additional \$2,500 to cover added cost of replacing light Pole on Hwy 109, results from vehicle accident. Error of \$7,298 not detected by Tax assessor. Anticipated move in finance department for half a year cut out \$37,285. Across the board raise in Veteran's Services of (\$526).
    3. Reconciliations of Capital Projects – Appropriations (Draft One) and adjustments that were discussed but have not been approved.
    4. Library Salaries - Mr. Lawing reviewed request for libraries with committee, adding new part time positions, increasing hours, and salary increases. Mr. Stone stated the committee would wait until Mr. Young attends the next meeting to discuss salary increases, but at this time, he wants to keep all raises the same at 1% and not add all part time employees. Agreed by Mr. Harris, Mr. Taylor and Mr. Guthrie. Mr. Lawing discussed that increases for library funding are in data processing equipment and services. In 2008-2009, they received a grant to buy software from Libraries. Springfield and White House share the same server. This grant will run out this coming year, so the actual server and lines will have to be paid for. All of Sumner's libraries share the lines and software through a state grant. Mr. Lawing will request each city to send a letter of intent and sign a written agreement of reimbursement. Mr. Taylor asked about Portland's cleaning services. Mr. Lawing replied Portland's cleaning services clean more often and have more square footage.

5. Civil War Trails – bids will not make it in this year and will be carried over to next year.
6. Ag Extension – Request not submitted
7. Soil Conservation – Request not submitted
8. Employee benefits – Committee agreed to reduce unemployment compensation to \$70,000.
9. Drug Task Force – Flow thru grant to be reimbursed to county by task force .
10. Green Way - Flow thru grant for all Greenways
- A. Courthouse & Jail Maintenance Fund – Mr. Lawing stated that with the addition of \$150,000 requested from General Fund and \$50,000 from Capital Fund, this would help support it to end of year. When repairs to the jail are complete, this fund will be more self-sufficient with money received from litigation tax and telephone commissions from jail.
- B. General Debt Service Fund – Includes the estimated payment for 2013 bond; will know the final amounts in June and will need to be adjusted. Projected to have \$11.5 million in fund at end of FY14.
- C. Capital Projects Fund – Estimated \$2 million in local reserves before the following amounts are taken out. Appropriations not included in original budget.
  1. Parking lots - \$72,000
  2. Server Law Office - \$10,000
  3. School Parking Lots Paving - \$270,000 – will come out of local reserve.
  4. Westmoreland Waterline Project – Matching (if approved) \$300,000 for next year's budget.
  5. Road Connection between HWY 109 and Highway 31- \$17,500

Estimated Revenue – Bond estimated at \$30 million minus the amount spent for architectural work for Gallatin and Hendersonville school projects.

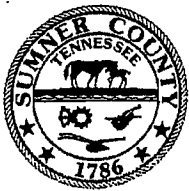
#### Appropriations (Local Funding)

1. \$125,000 – Trustee commission down 25%
2. \$2.2 million for low bid on ERP- Phase one but may need additional funds for phase two
3. \$75,000 – Estimated servers to run school
4. \$22,000 - Tables for Jail
5. \$33,000 – Trailers and lawn mowers County Executive requested
6. \$50,000 – part of original \$200,000 budget.
7. \$377,625 – Sheriff's department vehicles, excluding SROs
8. \$15,000 – EMA swift-water rescue equipment
9. \$403,000 – EMS heart monitors
10. \$398,000 – Vehicles for EMS
11. \$139,950 – Grant matching , appropriated from phase three from Green Way Grant
12. School buses and text books – Still waiting on request from schools
13. \$242,000 – Set aside for Merrol Hyde Magnet School
14. \$800,000 – School Capital – Mentioned they will be requesting same amount as last year.
15. 2013 Bond – All proceeds are in reserves except for cost of architectural work at Gallatin and Hendersonville schools.
16. Remaining amount on the ERC grant
17. Social Cultural & Recreational – Two Green Way Grants, Green Way matching grant, and Civil War Trails money.
18. Self-Insurance Fund – Co-Pays and prescriptions are up.
19. OJI and Liability – Increased

Mr. Pigna requested clarification as to who pays for cost of replacement phone headsets. A process is currently in place to replace the old phone system.

ADJOURNMENT—Meeting adjourned at 6:45pm by Mr. Stone.





BUDGET COMMITTEE MINUTES  
May 21, 2013

MEMBERS PRESENT  
Jerry Stone, Chairman  
Moe Taylor, Vice-Chairman  
Paul Freels  
Mike Guthrie  
Ben Harris  
Jim Vaughn  
OTHERS PRESENT  
David Lawing  
Leah Dennen  
Jim Young  
Larry Hinton

- I. CALL TO ORDER at 5:30pm by Mr. Stone in Room 112 at the County Administration Building in Gallatin, Tennessee.
  - A. Approval of Agenda – Motion by Mr. Taylor, seconded by Mr. Harris; unanimous approval.
  - B. Recognition of Public – none
- II. REPORT OF COMMITTEE CHAIRMAN–Mr. Stone reminded the committee of two special called meetings for Tuesday, June 11<sup>th</sup> and Thursday, June 13<sup>th</sup> at 5:30 pm.
- III. REPORT OF COUNTY EXECUTIVE – none
- IV. OLD BUSINESS – none
- V. NEW BUSINESS
  - A. Libraries – Mr. Young stated his request to increase Portland Library's seven full-time employees by \$2/hour would be an additional \$15,000/year. Mr. Hinton stated that Mr. Young and he discussed eliminating the assistant library position and using part of that money to pay a librarian with more experience and education and increasing the salary of the other seven employees. Mr. Young said that it was hard to hire employees at \$8 an hour. Mr. Taylor asked about the increase in cleaning service in Portland. Mr. Young replied he had to make a change in the line item adjustment mid-year because he had to dismiss the people from their duties and could not find anyone to replace them at the same price. Mr. Young stated no one has made a bid on the cleaning service to date. Mr. Stone stated after much discussion with the committee and the Finance Director, his recommendation is to cut part-time increases in half and cut hourly increases from \$2 to \$1. Motion to approve by Mr. Harris, seconded by Mr. Vaughn; unanimous approval with Mr. Taylor stating he had an indirect conflict.
- VI. REPORT OF THE FINANCE DIRECTOR
  - General Fund Highlights
    - o The difference between beginning and ending estimated unassigned fund balance in the Fiscal Year 2014 budget is an approximate decrease of \$4 million (difference in unassigned budgeted revenues and appropriations).
    - o The disparity between unassigned budgeted revenues and appropriations has increased by approximately \$1.2 million.
    - o The difference in the budgeted ending unassigned fund balance from Fiscal Year 2013 to Fiscal Year 2014 is an approximate \$500,000 decrease.
    - o The difference from the minimum desired ending unassigned fund balance and the budgeted ending unassigned fund balance is approximately \$430,000.
    - o The decrease in actual unassigned fund balance for Fiscal Year 2013 is estimated to be less than \$500,000.
    - o The drug court program has a (\$44,986) projected deficit, which will be funded by local revenues.

## Budgeted Local Revenues

The local revenue projections are based on the following assumptions.

- Property taxes are based on 96% collectability.
- The property tax levy is the same as the prior fiscal year, except for the capital projects fund and debt service fund, which were re-allocated for the 2013 bond.
- After the \$20,000 increase in the 2014 projection for "mineral severance tax", the estimated 5-year average for the Highway Department's local revenues is \$2,617,916, compared to \$2,628,047 budgeted.

	Budget Year						
	Courthouse						
	General	& Jail ...	Debt	Capital	Highway	Schools	Total
<b>Local Taxes</b>							
Current Property Tax	\$ 17,813,635	\$ -	\$ 8,683,802	\$ 4,720,830	\$ 663,127	\$ 47,883,273	\$ 79,764,668
Trustee Coll.-Prior Years	365,711	-	126,901	148,294	13,614	983,037	1,637,557
Clerk & Master Coll.-Prior Years	255,823	-	88,770	103,735	9,523	687,656	1,145,507
Interest and Penalty	67,153	-	23,302	27,230	2,500	180,508	300,693
Pick Up Taxes	-	-	-	-	-	-	-
Pmt in Lieu Taxes-TVA	151	-	75	41	6	416	688
Pmt in Lieu Taxes-Local Utility	130,677	-	63,703	34,631	4,865	351,261	585,136
Pmt in Lieu Taxes-US Gov	3,305	-	-	-	-	-	3,305
Hotel/Motel Tax	404,512	-	-	-	-	-	404,512
Litigation Tax-Special Purp.	65,000	-	-	-	-	-	65,000
Business Tax	1,605,900	-	-	-	-	-	1,605,900
Bank Excise Tax	224,891	-	-	-	-	-	224,891
Beer Privilege Tax	2,669	-	-	-	-	-	2,669
Beer Tax	580,750	-	-	-	-	-	580,750
<b>Local Option Taxes</b>							
Sales Taxes	-	-	6,739,774	-	-	13,481,571	20,221,345
Litigation Tax-Special Pur.	-	368,753	-	-	-	-	368,753
Litigation Tax-Special Pur.	-	-	143,565	-	-	-	143,565
Wheel Tax	-	-	-	-	1,859,785	4,339,498	6,199,283
Mineral Severance Tax	-	-	-	-	74,628	-	74,628
Adequate Facilities Tax	-	-	1,100,000	-	-	-	1,100,000
Interstate Tele. Tax	-	-	4,815	-	-	9,630	14,445
Total	\$ 21,520,178	\$ 368,753	\$ 16,974,707	\$ 5,034,762	\$ 2,628,047	\$ 67,916,850	\$ 114,443,296
Prior Year	21,027,685	375,000	13,988,747	7,517,622	2,635,142	66,906,374	112,450,571
Difference	\$ 492,493	\$ (6,247)	\$ 2,985,960	\$ (2,482,860)	\$ (7,096)	\$ 1,010,475	\$ 1,992,725
<b>Licenses and Permits</b>							
Marriage Licenses	\$ 5,702	\$ -	\$ -	\$ -	\$ -	\$ 5,702	\$ 11,404
Cable TV Franchise Fees	387,494	-	-	-	-	-	387,494
Beer Permits	950	-	-	-	-	-	950
Building Permits	115,000	-	-	-	-	-	115,000
Rezoning Permits	500	-	-	-	-	-	500
Helping Schools	-	-	-	-	-	3,000	3,000
Total Licenses and Permits	\$ 509,646	\$ -	\$ -	\$ -	\$ -	\$ 8,702	\$ 518,348
Prior Year	477,750	-	-	-	-	6,500	484,250
Difference	\$ 31,896	\$ -	\$ -	\$ -	\$ -	\$ 2,202	\$ 34,098
Total Difference	\$ 524,389	\$ (6,247)	\$ 2,985,960	\$ (2,482,860)	\$ (7,096)	\$ 1,012,677	\$ 2,026,823

### Budgeted Property Tax Rates

<u>Fund</u>	<u>Prior Year Rate</u>	<u>Budget Rate</u>	<u>Change</u>
General	\$ 0.4513	\$ 0.4513	\$ -
General Debt Service	0.1566	0.2200	0.0634
Highway/Public Works	0.0168	0.0168	-
General Purpose School	1.2131	1.2131	-
Capital Projects	0.1830	0.1196	(0.0634)
Total	<u>\$ 2.0208</u>	<u>\$ 2.0208</u>	<u>\$ -</u>

\*Net budgeted penny is approximately \$394,718

### **Appropriations**

Below is a summary of the adjustments from the budget hearings.

	<u>Original FY 13-14</u>	<u>Adjusted FY 13-14</u>	<u>Difference</u>	<u>Totals</u>
<b>General Fund</b>				
Original Appropriations (Draft One)				\$ 51,085,640
<b>April 23, 2013 Changes</b>				
<b>County Commission</b>				
County Commissioners	\$ 148,320	\$ 144,000	\$ (4,320)	
Social Security	11,552	11,284	(268)	
Medicare	2,702	2,639	(63)	
			<u>\$ (4,650)</u>	
<b>County Executive</b>				
Other Equipment	\$ 33,000	\$ -	\$ (33,000)	
			<u>\$ (33,000)</u>	
<b>County Buildings</b>				
Maint and Repairs-Buildings	\$ 200,000	\$ 150,000	\$ (50,000)	
			<u>\$ (50,000)</u>	
<b>Co. Buildings (Animal Control Program)</b>				
Natural Gas	\$ 17,000	\$ 12,000	\$ (5,000)	
Water and Sewer	10,000	7,500	(2,500)	
			<u>\$ (7,500)</u>	
<b>Sub-total April 23, 2013 adjustments</b>				<u>\$ (95,150)</u>

	Original FY 13-14	Adjusted FY 13-14	Difference	Totals
<b>April 29, 2013 Changes</b>				
<b>Election Commission</b>				
Salary Secretaries (& Benefits)			\$ (21,004)	
Benefits			<u>14,630</u>	
			<u>\$ (6,374)</u>	
<b>Building (Construction and Development)</b>				
Salary Building Inspectors	\$ 183,989	\$ 171,869	\$ (12,120)	
Salary Secretaries	114,041	104,951	(9,090)	
Salary Part-Time Personnel	13,578	11,558	(2,020)	
Salary Planner	66,072	63,042	(3,030)	
Social Security	27,056	25,428	(1,628)	
Retirement	63,192	59,774	(3,418)	
Group Life Insurance	797	752	(45)	
Medicare	6,328	5,947	(381)	
			<u>\$ (31,732)</u>	
<b>Other Administration of Justice</b>				
Contract w/Public Agency-Juvenile	\$ 200,000	\$ 150,000	\$ (50,000)	
			<u>\$ (50,000)</u>	
<b>Jail</b>				
Furniture and Fixtures	\$ 22,000	\$ -	\$ (22,000)	
			<u>\$ (22,000)</u>	
<b>Rural Fire Protection</b>				
Cottontown Fire Department	\$ 30,000	\$ 14,000	\$ (16,000)	
Highland Fire Station 1	15,000	14,000	(1,000)	
Highland Fire Station 2	15,000	14,000	(1,000)	
Number One Fire Department	30,000	14,000	(16,000)	
Oak Grove/Mitchellville Fire Department 1	30,000	14,000	(16,000)	
Oak Grove/Mitchellville Fire Department 2	30,000	14,000	(16,000)	
			<u>\$ (66,000)</u>	
<b>Ambulance (Emergency Medical) Service</b>				
Health Equipment	\$ 398,000	\$ -	\$ (398,000)	
			<u>\$ (398,000)</u>	
<b>Senior Citizens Assistance</b>				
Gallatin Senior Citizens Center	\$ 18,000	\$ 13,000	\$ (5,000)	
Portland Senior Citizens Center	10,000	9,000	(1,000)	
Westmoreland Senior Citizens Center	3,600	3,000	(600)	
			<u>\$ (6,600)</u>	
<b>Contributions</b>				
Regional Transportation Authority	\$ -	\$ 14,500	\$ 14,500	
			<u>\$ 14,500</u>	
<b>All Departments</b>				
2% COLA Decrease and Benefits			<u>\$ (571,319)</u>	
			<u>\$ (571,319)</u>	
<b>Sub-total April 29, 2013 adjustments</b>				<u>\$ (1,137,525)</u>

	Original FY 13-14	Adjusted FY 13-14	Difference	Totals
<b>May 7, 2013 Changes</b>				
<b>Emergency Management Agency</b>				
Other Equipment	\$ 32,000	\$ -	\$ (32,000)	
			<u>\$ (32,000)</u>	
<b>Ambulance (Emergency Medical) Service</b>				
Operating Lease Payments	\$ 116,800	\$ 9,800	\$ (107,000)	
Maint and Repair-Equipment	11,800	6,800	(5,000)	
Drugs and Medical Supplies	226,000	214,000	(12,000)	
			<u>\$ (124,000)</u>	
<b>Libraries</b>				
Millersville Library				
Other Charges	\$ -	\$ 50,000	\$ 50,000	
			<u>\$ 50,000</u>	
<b>Industrial Development</b>				
Contributions to Forward Sumner	\$ 60,000	\$ 40,000	\$ (20,000)	
			<u>\$ (20,000)</u>	
<b>Other County Expenses</b>				
Medical Expenses/ME and Autopsy	\$ 60,000	\$ 40,000	\$ (20,000)	
			<u>\$ (20,000)</u>	
<b>Contributions</b>				
Gallatin Shalom Zone	\$ 5,000	\$ -	\$ (5,000)	
Good Neighbor Mission	7,900	-	(7,900)	
H.A.T.S.	1,500	-	(1,500)	
HomeSafe	3,000	2,500	(500)	
Mid-Cumberland CAA	15,000	-	(15,000)	
Mid-Cumberland Elderly Nutrition	10,000	-	(10,000)	
Mid-Cumberland Homemaker Program	2,500	-	(2,500)	
Mid-Cumberland Ombudsman	1,000	-	(1,000)	
Mid-Cumberland Transportation	5,000	-	(5,000)	
			<u>\$ (48,400)</u>	
<b>Sub-total May 7, 2013 adjustments</b>				<u>\$ (194,400)</u>

	Original FY 13-14	Adjusted FY 13-14	Difference	Totals
<b>May 14, 2013 Changes</b>				
<b>Portland Library</b>				
Salary Librarians	\$ 207,344	\$ 180,725	\$ (26,619)	
Social Security	12,485	10,835	(1,650)	
Retirement	23,337	20,883	(2,454)	
Group Life Insurance	293	263	(31)	
Medicare	2,920	2,534	(386)	
			<u>\$ (31,141)</u>	
<b>Veterans Services</b>				
Salary Veterans Officer	\$ 45,885	\$ 45,453	\$ (432)	
Social Security	2,891	2,865	(27)	
Retirement	6,576	6,515	(61)	
Group Life Insurance	83	83	-	
Medicare	676	670	(6)	
			<u>\$ (526)</u>	
<b>Employee Benefits</b>				
Unemployment Compensation	\$ 85,000	\$ 75,000	\$ (10,000)	
			<u>\$ (10,000)</u>	
<b>Sub-total May 14, 2013 adjustments</b>				<u>\$ (41,667)</u>
<b>May 21, 2013 Changes</b>				
<b>Gallatin Library</b>				
Salary Librarians (1/2 Part-time removed)	\$ 315,906	\$ 306,546	\$ (9,360)	
Social Security	18,734	18,153	(580)	
Medicare	4,381	4,246	(136)	
			<u>\$ (10,076)</u>	
<b>Hendersonville Library</b>				
Salary Librarians (1/2 Part-time removed)	\$ 368,642	\$ 358,242	\$ (10,400)	
Social Security	22,175	21,530	(645)	
Medicare	5,186	5,035	(151)	
			<u>\$ (11,196)</u>	
<b>Portland Library</b>				
Salary Librarians (across the board raises)	\$ 180,725	\$ 194,451	\$ 13,726	
Social Security	10,835	11,686	851	
Retirement	20,883	22,169	1,286	
Group Life Insurance	263	279	16	
Medicare	2,534	2,733	199	
Salary Librarians (1/2 Part-time removed)	194,451	187,431	(7,020)	
Social Security	11,686	11,250	(435)	
Medicare	2,733	2,631	(102)	
			<u>\$ 8,521</u>	
<b>Sub-total May 21, 2013 adjustments</b>				<u>\$ (12,751)</u>

	Original FY 13-14	Adjusted FY 13-14	Difference	Totals
<b>Other Adjustments</b>				
<b>County Commission</b>				
Electricity - 109 Bridge	\$ -	\$ 4,000	\$ 4,000	
			<u>\$ 4,000</u>	
<b>Assessor of Property</b>				
Errors not detected by Assessor of Property			\$ 7,298	
			<u>\$ 7,298</u>	
<b>Highways</b>				
Light repairs	\$ -	\$ 2,500	\$ 2,500	
			<u>\$ 2,500</u>	
<b>Finance</b>				
Health Insurance	\$ 188,011	\$ 158,648	\$ (29,364)	
Dental Insurance	8,117	6,831	(1,286)	
Social Security	36,235	36,733	498	
Medicare	8,474	8,591	116	
Postal Charges	9,000	6,750	(2,250)	
Printing, Stationery and Forms	4,000	3,000	(1,000)	
Data Processing Supplies	7,000	4,500	(2,500)	
Office Supplies	10,500	9,000	(1,500)	
			<u>\$ (37,285)</u>	
<b>Social, Cultural and Recreational</b>				
Spent not carried over - Greenway	\$ 72,777	\$ -	\$ (72,777)	
Bldg Imp/Westmoreland Library Grant	-	50,000	50,000	
			<u>\$ (22,777)</u>	
<b>Portland Library</b>				
Salary Librarians (1/2 Part-time removed)	\$ 187,431	\$ 194,451	\$ 7,020	
Social Security	11,250	11,686	435	
Medicare	2,631	2,733	102	
			<u>\$ 7,557</u>	
<b>Sub-total other adjustments</b>				<u>\$ (38,707)</u>
<b>Sub-total all adjusted County General Fund</b>				<u>\$ (1,520,199)</u>
<b>Adjusted Appropriations County General Fund</b>				<u>\$ 49,565,441</u>

	Original FY 13-14	Adjusted FY 13-14	Difference	Totals
<b>Capital Projects Fund</b>				
Original Appropriations (Draft One)				\$ 5,062,867
<b>April 23, 2013 Changes</b>				
Local				
Other General Government Projects				
Other Equipment	\$ -	\$ 33,000	\$ 33,000	
Courthouse and Jail Equipment	-	50,000	50,000	
			<u>\$ 83,000</u>	
Sub-total April 23, 2013 adjustments				<u>\$ 83,000</u>
<b>April 29, 2013 Changes</b>				
Local				
Public Safety Projects				
Jail Furniture and Fixtures	\$ -	\$ 22,000	\$ 22,000	
Motor Vehicles (Sheriff's Dept.)	-	377,625	377,625	
			<u>\$ 399,625</u>	
Public Health and Welfare Projects				
Motor Vehicles (EMS)	-	\$ 398,000	\$ 398,000	
			<u>\$ 398,000</u>	
Sub-total April 29, 2013 adjustments				<u>\$ 797,625</u>
<b>May 7, 2013 Changes</b>				
Local				
Public Safety Projects				
Other Equipment (EMA)	\$ -	\$ 15,000	\$ 15,000	
			<u>\$ 15,000</u>	
Public Health and Welfare Projects				
Health Equipment EMS	\$ -	\$ 403,000	\$ 403,000	
			<u>\$ 403,000</u>	
Sub-total May 7, 2013 adjustments				<u>\$ 418,000</u>
<b>May 14, 2013 Changes</b>				
Local				
Education Projects				
Transportation Equipment (Buses)	\$ -	\$ 2,400,000	\$ 2,400,000	
Text Books	-	250,000	250,000	
School Capital	-	800,000	800,000	
			<u>\$ 3,450,000</u>	
Sub-total May 14, 2013 adjustments				<u>\$ 3,450,000</u>



	Original FY 13-14	Adjusted FY 13-14	Difference	Totals
<b>May 21, 2013 Changes</b>				
<b>Local</b>				
<b>Other General Government Projects</b>				
Building Capital Improvements	\$ 50,000	\$ 8,927	\$ (41,073)	
			<u>\$ (41,073)</u>	
				<u>\$ (41,073)</u>
<b>Other Adjustments</b>				
<b>Other Sources</b>				
Social, Cultural, & Recreational Proj	\$ 1,300	\$ 200	\$ (1,100)	
			<u>\$ (1,100)</u>	
<b>Sub-total other adjustments</b>				<u>\$ (42,173)</u>
<b>Sub-total all adjusted Capital Projects Fund</b>				<u>\$ 4,706,452</u>
<b>Adjusted Appropriations Capital Projects Fund</b>				<u>\$ 9,769,319</u>
<hr/>				
<b>Highway/Public Works Fund</b>				
Original Appropriations (Draft One)				\$ 6,042,750
2% COLA Decrease and Benefits (to 1%)			\$ (38,550)	
			<u>\$ (38,550)</u>	
<b>Sub-total all adjusted Highway/Public Works Fund</b>				<u>\$ (38,550)</u>
<b>Adjusted Appropriations Highway/Public Works Fund</b>				<u>\$ 6,004,200</u>

## Salary and benefit increases requested

- The cost of living adjustments (COLA) are based on 1%, except for the two judges' statutory increases (\$3,214 \* 2 = \$6,428).
- A dental insurance overall funding increase of 1% is included.
- A health insurance overall funding increase of 5% is included.

## Summary by Department

Salary Costs	Total		Add'l Requested		Social		Life		Health		Dental		Total	
	Salary items	2013 FYE	Cost of	FY 2014	Security	Medicare	Longevity	Retirement	Insurance	Insurance	Ins.	Orig. Budget	Salary items	FYE 2014
Departments	Original Budget	Adj.	Living	Adjustments									Orig. Budget	
County Commission	\$ 201,281	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 201,281	
County Executive	247,703	45,773	2,228	2,000	2,977	696	600	7,135	90	9,547	370		319,120	
Law Director	370,174	(0)	2,612	39,667	2,654	621	(1,950)	1,408	16	(8,901)	(448)		405,853	
Election Commission	609,366	(18,735)	2,234	(123,075)	(8,821)	(2,063)	300	357	9	11,638	177		471,385	
Register of Deeds	603,485	0	4,061	-	316	74	825	681	11	(978)	50		608,526	
Construction and Devel.	614,093	(0)	4,197	(0)	236	55	750	681	11	4,450	52		624,526	
County Buildings	319,821	(1,236)	2,178	-	(50)	(12)	375	186	-	7,939	253		329,454	
Archives	57,582	758	438	6,472	571	134	75	3,530	45	266	2		69,872	
Finance	679,586	56,978	5,024	88,404	8,851	2,070	8,550	17,736	220	59,690	2,376		929,484	
Assessor of Property	1,139,749	(0)	7,608	(10,567)	(280)	(65)	1,350	(967)	(25)	11,565	230		1,148,597	
Trustee	432,920	(0)	2,960	-	160	37	450	457	5	3,241	39		440,270	
County Clerk	1,327,394	0	8,935	-	850	199	1,050	1,300	22	(14,168)	(623)		1,324,960	
IT/Purchasing	103,701	(0)	752	-	43	10	75	116	-	542	7		105,246	
Risk Management	203,092	(0)	1,281	-	68	16	225	213	4	1,599	14		206,512	
Circuit Court Clerk	1,493,247	(0)	9,808	-	790	185	1,050	1,465	18	(9,286)	719		1,497,995	
General Sessions I	266,508	(0)	3,805	-	232	54	-	537	-	266	2		271,404	
Drug Court	131,923	(0)	815	-	47	11	150	136	-	808	4		133,895	
Chancery Court	573,558	0	3,731	-	(10)	(2)	900	645	45	19,099	53		598,019	
General Sessions II	471,297	12,982	5,314	-	1,281	300	600	3,681	43	(1,847)	(163)		493,487	
Magistrates	315,712	15,000	2,699	149	1,346	315	375	(605)	(9)	(12,665)	(578)		321,737	
Probation/CASP	372,082	(0)	2,676	254	83	19	(375)	(683)	(13)	4,697	92		378,834	
Sheriff	13,813,331	53	91,372	599,384	43,567	10,190	14,700	99,056	1,322	130,595	5,538		14,809,107	
Sheriff-Animal Control	310,763	(0)	2,057	-	244	57	(525)	216	9	(8,696)	(421)		303,703	
Juvenile Services	525,698	-	3,740	-	(137)	(32)	(75)	516	2	22,214	614		552,540	
Emergency Management	141,679	1	1,079	-	61	15	75	119	2	667	6		143,703	
Health Department	1,257,518	43,701	8,839	(49,809)	345	80	4,075	(3,397)	288	42,482	1,790		1,305,911	
EMS	7,202,164	(5)	49,416	20,803	2,504	586	5,925	5,996	(135)	15,775	210		7,303,239	
Gallatin Library	442,325	(0)	2,895	14,168	1,144	268	(150)	1,184	16	(1,545)	(261)		460,043	
Hendersonville Library	465,367	0	3,444	10,400	630	147	750	(13,760)	(0)	15,791	917		483,685	
Portland Library	252,352	0	1,419	11,159	589	138	375	1,902	9	7,710	272		275,925	
Westmoreland Library	121,681	-	702	12,693	814	191	150	984	11	1,600	15		138,840	
Agricultural Extension	397,301	1	2,531	-	100	23	600	441	13	6,636	(262)		407,384	
Soil Conservation	48,693	(0)	274	-	15	4	150	60	-	667	6		49,868	
Veterans Services	55,696	(0)	450	-	33	8	75	74	-	-	-		56,335	
Employee Benefits	75,500	-	-	-	-	-	-	-	-	-	-		75,500	
DTF	119,969	0	743	0	46	11	75	71	2	266	2		121,185	
Sub-total General Fund	\$ 35,764,313	\$ 155,269	\$ 242,319	\$ 622,102	\$ 61,297	\$ 14,337	\$ 41,575	\$ 131,468	\$ 2,029	\$ 321,662	\$ 11,054		\$ 37,367,425	
Highway Department	2,440,996	5,077	16,284	(107,021)	(33,904)	21,704	(1,125)	(20,631)	(204)	(24,845)	(1,000)		2,295,331	
	<u>\$ 38,205,309</u>	<u>\$ 160,346</u>	<u>\$ 258,603</u>	<u>\$ 515,081</u>	<u>\$ 27,393</u>	<u>\$ 36,041</u>	<u>\$ 40,450</u>	<u>\$ 110,837</u>	<u>\$ 1,825</u>	<u>\$ 296,816</u>	<u>\$ 10,055</u>		<u>\$ 39,662,757</u>	

Additional Details	2013 FYE Adjustments	Requested FY 2014 Adjustments	Social Security	Medicare	Longevity	Retirement	Life Insurance	Health Insurance	Dental Insurance	Total Adjustments
County Executive										
Reclassify Grant Administrator	\$ 45,773	\$ -	\$ 2,838	\$ 664	\$ 450	\$ 6,454	\$ 82	\$ 5,577	\$ 213	\$ 62,052
Miscellaneous	-	2,000	124	29	-	282	4	-	-	2,439
County Executive	\$ 45,773	\$ 2,000	\$ 2,962	\$ 693	\$ 450	\$ 6,736	\$ 86	\$ 5,577	\$ 213	\$ 64,490
Law Director										
Staff Attorney	\$ -	\$ 40,000	\$ 2,480	\$ 580	\$ -	\$ 5,640	\$ 72	\$ -	\$ 213	\$ 48,985
Part-time Personnel	-	(333)	(21)	(5)	-	-	-	-	-	(359)
Law Director	\$ -	\$ 39,667	\$ 2,459	\$ 575	\$ -	\$ 5,640	\$ 72	\$ -	\$ 213	\$ 48,627
Election Commission										
Office Personnel	\$ 225	\$ (225)	\$ 0	\$ 0	\$ -	\$ 0	\$ 0	\$ -	\$ -	\$ 0
Part-time Clerical	-	(58,800)	(3,646)	(853)	-	-	-	-	-	(63,298)
Election Commission	(274)	(3,726)	(248)	(58)	-	-	-	-	-	(4,306)
Election Workers	(18,686)	(60,324)	(4,899)	(1,146)	-	-	-	-	-	(85,054)
Election Commission	\$ (18,735)	\$ (123,075)	\$ (8,792)	\$ (2,056)	\$ -	\$ 0	\$ 0	\$ -	\$ -	\$ (152,658)
County Buildings										
Mowing Revenue- Netted	\$ (1,236)	\$ -	\$ (77)	\$ (18)	\$ -	\$ (174)	\$ (2)	\$ -	\$ -	\$ (1,507)
County Buildings	\$ (1,236)	\$ -	\$ (77)	\$ (18)	\$ -	\$ (174)	\$ (2)	\$ -	\$ -	\$ (1,507)
Archives										
Mid-year Adjustment for Director	\$ 758	\$ -	\$ 47	\$ 11	\$ -	\$ 107	\$ 1	\$ -	\$ -	\$ 924
Move current Part-time to Full-time	-	8,006	496	116	-	1,129	14	-	-	9,762
SNAP Grant- expired	-	(1,534)	(95)	(22)	-	-	-	-	-	(1,651)
Archives	\$ 758	\$ 6,472	\$ 448	\$ 105	\$ -	\$ 1,236	\$ 16	\$ -	\$ -	\$ 9,035
Finance										
Changes in Office Staff	\$ (45,773)	\$ -	\$ (2,838)	\$ (664)	\$ (450)	\$ (6,454)	\$ (82)	\$ -	\$ -	\$ (56,261)
School Finance Personnel 1/2 year (reimb)	102,751	-	6,371	1,490	7,575	15,556	185	29,364	1,286	164,577
Reclassification of Salary	2,500	-	155	36	-	353	5	-	-	3,048
Reclassification of Salary	(2,500)	-	(155)	(36)	-	(353)	(5)	-	-	(3,048)
Payout for Over Balance Vacation	-	25,000	1,550	363	-	3,525	45	-	-	30,483
Database Administrator	-	65,000	3,839	898	-	9,165	117	11,379	449	90,846
Miscellaneous Adjustment	-	(1,597)	(99)	(23)	-	(225)	(3)	-	-	(1,947)
Finance	\$ 56,978	\$ 88,404	\$ 8,822	\$ 2,063	\$ 7,125	\$ 21,567	\$ 262	\$ 40,743	\$ 1,734	\$ 227,698
Assessor of Property										
Part-time Adjustment	\$ -	\$ (18,289)	\$ (1,134)	\$ (265)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (19,688)
Reclassification	-	40,850	2,533	592	-	-	-	-	-	43,975
Reclassification	-	(40,850)	(2,533)	(592)	-	-	-	-	-	(43,975)
Reclassification	(12,000)	-	-	-	-	-	-	-	-	(12,000)
Reclassification	12,000	-	-	-	-	-	-	-	-	12,000
Part-time Adjustment	-	6,012	373	87	-	-	-	-	-	6,472
Misc Adjustment	-	(41)	(3)	(1)	-	-	-	-	-	(44)
Salary Supplements	-	750	47	11	-	106	-	-	-	913
Class Reimbursements	-	1,000	62	15	-	141	-	-	-	1,218
Assessor of Property	\$ -	\$ (10,567)	\$ (655)	\$ (153)	\$ -	\$ 247	\$ -	\$ -	\$ -	\$ (11,129)
General Sessions II										
Referee (Full-time mid-year)	\$ 12,982	\$ -	\$ 805	\$ 188	\$ -	\$ 1,831	\$ 23	\$ 1,844	\$ 71	\$ 17,745
General Sessions II	\$ 12,982	\$ -	\$ 805	\$ 188	\$ -	\$ 1,831	\$ 23	\$ 1,844	\$ 71	\$ 17,745
Magistrates										
Salary Adjustments	\$ (5,554)	\$ -	\$ (344)	\$ (81)	\$ -	\$ (783)	\$ (10)	\$ -	\$ -	\$ (6,772)
Part-time Available	20,554	149	1,284	300	-	-	-	-	-	22,287
Magistrates	\$ 15,000	\$ 149	\$ 939	\$ 220	\$ -	\$ (783)	\$ (10)	\$ -	\$ -	\$ 15,515
Probation/CASP										
Part-time Available	\$ -	\$ 254	\$ 16	\$ 4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 274
Probation/CASP	\$ -	\$ 254	\$ 16	\$ 4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 274

Additional Details	Requested		Social	Medicare	Longevity	Retirement	Life	Health	Dental	Total
	2013 FYE	FY 2014								
	Adjustments	Adjustments	Security				Insurance	Insurance	Insurance	Adjustments
<b>Sheriff</b>										
Miscellaneous Adjustments	\$ 52	\$ -	\$ 3	\$ 1	\$ -	\$ 7	\$ 0	\$ -	\$ -	\$ 64
12 School Resource Officers	-	384,000	24,050	5,625	3,900	54,694	691	136,547	5,387	614,893
SRO Sergeant	-	54,275	3,174	742	-	7,653	99	11,379	449	77,770
IT Personnel Adjustments	-	(1,619)	(100)	(23)	-	(228)	(3)	-	-	(1,974)
1 New Court Officer	-	30,709	1,713	401	-	4,330	56	11,379	449	49,036
1 New Maintenance Worker	-	48,336	2,805	656	-	6,815	88	11,379	449	70,529
Additional Training Supplement	-	1,200	74	17	-	169	-	-	-	1,461
1 New Jail Sergeant	-	31,983	1,792	419	-	4,510	58	11,379	449	50,588
2 New Corrections Officers	-	50,500	3,131	732	-	7,121	477	22,758	898	85,617
<b>Sheriff</b>	<b>\$ 52</b>	<b>\$ 599,384</b>	<b>\$ 36,641</b>	<b>\$ 8,569</b>	<b>\$ 3,900</b>	<b>\$ 85,070</b>	<b>\$ 1,466</b>	<b>\$ 204,820</b>	<b>\$ 8,080</b>	<b>\$ 947,984</b>
<b>Health Department</b>										
Mid-year DGA Adjustments	\$ 43,701	\$ -	\$ 2,709	\$ 634	\$ -	\$ 6,162	\$ 79	\$ -	\$ -	\$ 53,284
Position Adjustments	-	(49,593)	(3,075)	(719)	-	(6,993)	(89)	-	-	(60,469)
Custodian Salary Adjustment	-	(216)	(13)	(2)	-	(30)	(0)	-	-	(264)
<b>Health Department</b>	<b>\$ 43,701</b>	<b>\$ (49,809)</b>	<b>\$ (379)</b>	<b>\$ (89)</b>	<b>\$ -</b>	<b>\$ (861)</b>	<b>\$ (11)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (7,448)</b>
<b>EMS</b>										
Miscellaneous Adjustments	\$ (5)	\$ 3	\$ (0)	\$ (0)	\$ -	\$ (0)	\$ (0)	\$ -	\$ -	\$ (2)
1 New Mechanic	-	20,800	1,098	257	-	2,933	38	11,379	449	36,953
<b>EMS</b>	<b>\$ (5)</b>	<b>\$ 20,803</b>	<b>\$ 1,098</b>	<b>\$ 257</b>	<b>\$ -</b>	<b>\$ 2,933</b>	<b>\$ 38</b>	<b>\$ 11,379</b>	<b>\$ 449</b>	<b>\$ 36,951</b>
<b>Gallatin Library</b>										
Library Clerk Adjustment	\$ -	\$ 4,808	\$ 298	\$ 70	\$ -	\$ 678	\$ 9	\$ -	\$ -	\$ 5,862
2 New Part-time Positions	-	9,360	580	136	-	-	-	-	-	10,076
<b>Gallatin Library</b>	<b>\$ -</b>	<b>\$ 14,168</b>	<b>\$ 878</b>	<b>\$ 205</b>	<b>\$ -</b>	<b>\$ 678</b>	<b>\$ 9</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,938</b>
<b>Hendersonville Library</b>										
2 New Part-time Positions	\$ -	\$ 10,400	\$ 645	\$ 151	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,196
<b>Hendersonville Library</b>	<b>\$ -</b>	<b>\$ 10,400</b>	<b>\$ 645</b>	<b>\$ 151</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,196</b>
<b>Portland Library</b>										
All Library Personnel Salary Adjustments	\$ -	\$ 11,159	\$ 692	\$ 162	\$ -	\$ (878)	\$ 256	\$ -	\$ -	\$ 11,390
<b>Portland Library</b>	<b>\$ -</b>	<b>\$ 11,159</b>	<b>\$ 692</b>	<b>\$ 162</b>	<b>\$ -</b>	<b>\$ (878)</b>	<b>\$ 256</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 11,390</b>
<b>Westmoreland Library</b>										
Full-time Personnel Salary Adjustments	\$ -	\$ 12,693	\$ 787	\$ 184	\$ -	\$ 1,790	\$ 23	\$ -	\$ -	\$ 15,477
<b>Westmoreland Library</b>	<b>\$ -</b>	<b>\$ 12,693</b>	<b>\$ 787</b>	<b>\$ 184</b>	<b>\$ -</b>	<b>\$ 1,790</b>	<b>\$ 23</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,477</b>
<b>Veterans Services</b>										
Director Salary Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Veterans Services</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL ADJUSTMENTS</b>	<b>\$ 155,269</b>	<b>\$ 622,102</b>	<b>\$ 47,291</b>	<b>\$ 11,060</b>	<b>\$ 11,475</b>	<b>\$ 125,029</b>	<b>\$ 2,227</b>	<b>\$ 264,363</b>	<b>\$ 10,761</b>	<b>\$ 1,249,577</b>
<b>COLA, LONG, &amp; INS ADJS (NET)</b>		<b>\$ 242,319</b>	<b>\$ 14,006</b>	<b>\$ 3,277.12</b>	<b>\$ 30,100</b>	<b>\$ 6,438</b>	<b>\$ (197.65)</b>	<b>\$ 57,299</b>	<b>\$ 293.04</b>	<b>\$ 353,535</b>
<b>Total General Fund</b>	<b>\$ 155,269</b>	<b>\$ 864,421</b>	<b>\$ 61,297</b>	<b>\$ 14,337</b>	<b>\$ 41,575</b>	<b>\$ 131,468</b>	<b>\$ 2,029</b>	<b>\$ 321,662</b>	<b>\$ 11,054</b>	<b>\$ 1,603,112</b>
<b>Highway Department</b>										
Litter Guard Adjustment	\$ 5,400	\$ (10,224)	\$ (299)	\$ (70)	\$ -	\$ (680)	\$ (9)	\$ -	\$ -	\$ (5,882)
Miscellaneous Adjustments	(323)	325	0	0	(1,200)	(14,700)	(51)	32,271	91	16,414
Seasonal Employees Adjustment	-	(41,025)	(2,544)	(595)	-	-	-	-	-	(44,163)
Mechanic Adjustment	-	(56,097)	(3,478)	(813)	-	(7,910)	-	-	-	(68,298)
<b>COLA, LONG, &amp; INS ADJS (NET SEC 125 ADJ)</b>	<b>-</b>	<b>16,284</b>	<b>(27,583)</b>	<b>23,182</b>	<b>75</b>	<b>2,659</b>	<b>(144)</b>	<b>(57,116)</b>	<b>(1,091)</b>	<b>(43,734)</b>
<b>Highway Department</b>	<b>\$ 5,077</b>	<b>\$ (90,737)</b>	<b>\$ (33,904)</b>	<b>\$ 21,704</b>	<b>\$ (1,125)</b>	<b>\$ (20,631)</b>	<b>\$ (204)</b>	<b>\$ (24,845)</b>	<b>\$ (1,000)</b>	<b>\$ (145,664)</b>
<b>Total All</b>	<b>\$ 160,346</b>	<b>\$ 773,684</b>	<b>\$ 27,393</b>	<b>\$ 36,041</b>	<b>\$ 40,450</b>	<b>\$ 110,837</b>	<b>\$ 1,826</b>	<b>\$ 296,817</b>	<b>\$ 10,054</b>	<b>\$ 1,457,448</b>

VII. ADJOURNMENT - Meeting adjourned at 7:30pm by Mr. Stone.



## BUDGET COMMITTEE MINUTES

June 10, 2013

### MEMBERS PRESENT

Jerry Stone, Chairman  
Moe Taylor, Vice-Chairman  
Paul Freels  
Mike Guthrie  
Ben Harris  
Shawn Utley

### OTHERS PRESENT

David Lawing  
Leah Dennen  
Anthony Holt  
Lori Atchley  
Allan Ehmling

- I. CALL TO ORDER - Chairman Stone called the meeting to order on June 10 at 6:43p.m. in the Commission Chambers of the County Administration Building in Gallatin, TN.
  - A. Approval of Agenda - motion by Mr. Utley, seconded by Mr. Taylor, Unanimous approval.
  - B. Recognition of Public - None
  - C. Approval of Minutes - Motion to group and approve by Mr. Taylor, seconded by Mr. Harris, unanimous approval.
    1. May 13, 2013
    2. May 14, 2013
    3. May 21, 2013
- II. REPORT OF THE COMMITTEE CHAIRMAN - None
  - A. Report from the Assessor of Property - No report this month.
- III. REPORT OF THE COUNTY EXECUTIVE - None
- IV. OLD BUSINESS
  - A. School Safety Upgrades (from April)--\$2,405,885- as covered in Education Committee Meeting, the school budget came in at \$300,000 lower than originally projected. Motion to approve by Mr. Freels, seconded by Mr. Harris, passed with unanimous approval.
- V. NEW BUSINESS
  - A. Education
    1. Bus Purchase--\$2,400,391- Motion to approve by Mr. Taylor, seconded by Mr. Utley, unanimously approved.
    2. Athletic Facilities—from 2013 bond
      - a. Merrol Hyde Magnet School--\$250,000 (with \$242,000 removed from local funding)- motion to approve by Mr. Utley, seconded by Mr. Harris, unanimous approval.
      - b. Westmoreland High School--\$250,000- motion to approve by Mr. Taylor, seconded by Mr. Utley, unanimous approval.
      - c. Station Camp High School--\$250,000 - Motion to approve by Mr. Freels, seconded by Mr. Guthrie, unanimously approved.
    3. General Purpose School Fund Budget Amendments - Motion to approve by Mr. Taylor, seconded by Mr. Freels, unanimous approval.
    4. General Purpose School Fund and Federal Projects Fund budget amendments (for informational purposes only)
    5. FY2014 Budgets
      - a. General Purpose School Fund - Motion to approve by Mr. Harris, seconded by Mr. Utley, unanimous approval. Motion to group and approve items b, c, and d by Mr. Utley, seconded by Mr. Freels, unanimous approval.
      - b. Federal Projects Fund
      - c. School Nutrition Fund
      - d. Endowment Fund
  - B. Appropriations
    1. EMA--\$1,157.80 insurance recovery to repair vehicle - Motion to approve by Mr. Taylor, seconded by Mr. Harris, unanimously approved.
    2. Sheriff's Office--\$1,238.57 reimbursement from DTF for overtime pay - Motion to approve by Mr. Taylor, seconded by Mr. Guthrie, unanimously approved.
    3. Paving Projects (Res #1305-05)—change \$72,000 funding source from local to 2013 bond. Motion approved by Mr. Freels, seconded by Mr. Guthrie, unanimous approval.

C. Transfers

1. Inter-budgetary

- a. Greater than \$2,500 – Motion to approve by Mr. Utley, seconded by Mr. Taylor, unanimously approved.
- b. \$2,500 or less – To include Payroll Items, motion to approve by Mr. Taylor, seconded by Mr. Freels, unanimous approval.
- c. Payroll items
  - (i) Law Director

D. Tax Refunds

1. Tess Company--\$178 – Motion to approve by Mr. Taylor, seconded by Mr. Utley, unanimous approval.

VI. REPORT OF THE FINANCE DIRECTOR

- A. Judge Gray Audio Equipment request –Mr. Lawing stated the request for \$10,846 is to replace existing equipment no longer working. Funding will come out of the unassigned fund balance in the county general fund. Motion to approve by Mr. Utley, seconded by Mr. Taylor, unanimous approval.
- B. FY2014 Consolidated Budget
  1. Precinct Consolidation for 2014 budget –Ms. Atchley mentioned the reasoning behind the consolidation is due to the facilities were not ADA compliant.
  2. Agreement with the City of Portland for Building Codes Inspector and Planning – Per Mr. Lawing, this is projected to bring in an additional \$20,000 in revenue. Motion to approve by Mr. Harris, seconded by Mr. Utley, unanimously approved. Mr. Holt requested an additional \$7,000 to compensate for extra work load added to the planner for the planning and zoning board of appeals for Portland. Motion for budget amendment for additional compensation and related benefits for Planner for fiscal year 2014 only – made by Mr. Taylor, seconded by Mr. Utley, unanimously approved.
  3. Motion to approve tax levy as listed in Mr. Lawing's memorandum by Mr. Taylor, seconded by Mr. Harris. The change in the tax rate is due to the 2013 Bond Issuance. Unanimous approval.
  4. Per Mr. Lawing a few changes need to be made to the consolidated budget document. In the Capital Project Fund, the cost of the buses needs to be increased by \$391 to be taken from building capital improvements line. The \$242,000 allocated to MHMS from local funding needs to be removed, with \$750,000 to be allocated to MHMS, WHS & SCHS from the bond proceeds. The amount for the school security projects of \$2,405,885 needs to be included from the 2013 bond. Mr. Lawing received a \$70k grant approval for Drug Court that needs to be included in the General Fund budget. Mr. Utley motioned to approve the FY14 Consolidated Budget with previous changes included, seconded by Mr. Taylor, unanimous approval.
  5. Mr. Lawing stated that the estimated total appropriations for FY14 is \$336,531,314, although this does not include the additional \$3M plus approved at tonight's meeting.
  6. Motion by Mr. Taylor, seconded by Mr. Harris to cancel the special called budget meetings for Tuesday and Thursday. Unanimous approval.
- C. Report on Debt Issuance form CT-0253 – For Report purposes and to be forwarded to county commission. Motion approved by Mr. Taylor, seconded by Mr. Harris, unanimous approval.
- D. Financial Reports—May (available at meeting, if requested)

VII. ADJOURNMENT at 7:26 pm by Mr. Stone.

**COMMITTEE ON COMMITTEES  
MINUTES  
June 24, 2013**

**Present:**

Kirk Moser, Chairman  
Moe Taylor, V. Chairman  
Trisha LeMarbre  
Jo Skidmore  
Billy Geminden

Anthony Holt, County Executive  
Leah May Dennen, County Law Director  
Merrol Hyde, Commission Chairman  
Joe Matthews, Commissioner

The meeting of the Committee on Committees was brought to order on Monday, June 24, 2013, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman Kirk Moser was presiding.

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

Minutes. Upon motion of Comm. Geminden, seconded by Comm. Taylor, the Committee voted to approve the minutes of April 15, 2013.

Recognition of the Public. There was none.

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

Report of the Chairman. There was none.

Sumner County Resource Authority. Chairman Moser brought forth the name of Commissioner Joe Matthews to serve another term on the Sumner County Resource Authority. Up for approval were the appointments of L. K. Lannom (Gallatin) and Jim Young (Hendersonville). Upon motion of Comm. Skidmore, seconded by Comm. Taylor, the Committee approved the appointments to the Resource Authority.

Next Month. Chairman Moser announced the following appointments for next month:

- Library Board - Johnnie Freedle and John G. Bradley, three-year terms
- Regional Library Board - Shelly Ames and Virginia Duffett, three-year terms
- Sumner County Airport Authority - Charles Moore, five-year term

Upon motion of Comm. LeMarbre, seconded by Comm. Taylor, the Committee adjourned at 6:33 p.m.

Prepared by Maria Savage

**MINUTES  
EDUCATION COMMITTEE  
June 10, 2013**

**Present:**

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

**Also Present:**

Leah Dennen, County Law Director  
Del Phillips, Director of Schools  
Anthony Holt, County Executive  
Amanda Prichard, School Finance Director

\*Prior to Chairman Decker calling the meeting to order, Director of Schools Del Phillips presented the 2013-2014 budgets approved May 21, 2013, by the Board of Education and the school safety bids to a joint session of the Budget and Education Committees.

Chairman Decker called the Education Committee to order on Monday, June 10, 2013, at 6:15 pm, in the Sumner County Administration building in Gallatin. A quorum was present.

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

Approval of Minutes of May 6, 2013. Upon motion of Comm. Matthews, seconded by Comm. LeMarbre, the Committee approved the minutes of May 6, 2013.

Recognition of the Public. There was none.

Report from the Chairman. There was none

Report from the Director of Schools. Director of Schools Del Phillips said he had nothing to add.

Report from the County Executive. County Executive Anthony had no report.

General Purpose School Fund. Upon motion of Comm. LeMarbre, seconded by Comm. Matthews, the Committee members approved the 2013-14 School General Purpose School Fund.

Federal Projects. Upon motion of Comm. Matthews, seconded by Comm. Geminden, the Committee members approved the 2013-14 Federal Projects Fund.



School Nutrition. Upon motion of Comm. Stone, seconded by Comm. LeMarbre, the Committee members approved the 2013-14 School Nutrition Fund.

Endowment Fund. Upon motion of Comm. Matthews, seconded by Comm. Geminden, the Committee members approved the 2013-14 Endowment Fund.

Bus Purchase. Chairman Decker noted the cost for 19 regular schools buses and six special education buses totaled \$2,400,391.00. Upon motion of Comm. LeMarbre, seconded by Comm. Moser, the Committee members approved the purchase of school buses.

Safety Upgrades. A letter to Dr. Phillips stated that the Guaranteed Maximum Price of \$1,264,080.00 for New Safety and Security Upgrades would cover 43 schools as outlined. Additional work in the amount of \$349,013.11 to install video door stations, cell telephone boosters, portable radios and panic devices was included in the package. A new telephone system was also bid. Upon motion of Comm. Matthews, seconded by Comm. Moser, the Committee members approved the safety upgrades.

Athletic Improvements. Upon motion of Comm. Matthews, seconded by Comm. Moser, the Committee members approved the athletic improvement projects for Westmoreland High School baseball facility, Merrol Hyde Magnet School soccer complex and Station Camp High School field house for a total of \$750,000.00 split three ways.

BOE General Purpose Fund School Fund Amendment. Upon motion of Comm. Stone, seconded by Comm. Matthews, the Committee members approved the 2012-13 School General Purpose School Fund amendment.

This amendment pertaining to the Federal Projects Funds was presented for informational purposes only and did not require action.

Comm. LeMarbre motioned to adjourn and was duly seconded by Comm. Geminden. The Committee adjourned at 6:30 p.m.

Prepared by Maria Savage

**MINUTES  
EMERGENCY SERVICES COMMITTEE  
JUNE 3, 2013**

**Present:**

Joe Matthews, Vice-Chairman

Mike Adkins

Paul Decker

Ben Harris

Jerry Stone

**Absent:**

Jim Vaughn, Chairman

Bob Pospisil

**Also Present:**

Sonny Weatherford, Sumner County Sheriff

Leah Dennen, Law Director

Keith Douglas, EMS Director

Fire Chief Erlewine, Volunteer Fire Departments

Vice-Chairman Matthews called the regular meeting of the Emergency Services Committee to order on Monday, June 3, 2013, at 5:00 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of the Agenda Upon motion of Comm.Harris, seconded by Comm. Stone, the agenda was unanimously approved.

Approval of the Minutes of May 6, 2013. Upon motion of Comm. Stone, seconded by Comm. Adkins, the minutes of May 6, 2013 were unanimously approved.

Recognition of the Public None.

Report of the Chairman No Report.

Report of the County Executive Mr. Holt was not present at the meeting.

Report from the Sheriff Sheriff Weatherford handed out the May 2013 Financial Report and Animal Control Statistics. The Sheriff went over the financial figures, and some of the animal statistics.

Report of the Fire Department. Fire Chief Earlewine handed out the 5/1/2013-5/31/2013 Report. Part of the report included a list of the training procedures that the firefighters complete in the first two years. The Volunteer Fire Departments, as stated on the report, protect 81% of the square miles of the county, and 23% of the population. The Chief went over some of the details of the report. There was some discussion with the Commissioners.

Report of the Emergency Services Director. EMS Director Douglas handed out the June 2013 Report. The Director covered some of the details on the report. Also included in the report was a comparison of pay scales, call volume, and population between Sumner and some other counties.

The Director reviewed the Sumner Pay Scale. There was some discussion on time off due to vacation, or sick time. Law Director Dennen stated since sick leave could convert to retirement time, the state has always been limited as to what people could do with their sick time. Director Dennen asked Director Douglas if he could inquire as to how more sick time is awarded.

Comm. Decker commended Director Douglas on what had been done at the new facility.

Emergency Management Agency None.

Old Business. None.

New Business. None.

Comm. Akins made a motion to adjourn, seconded by Comm. Stone the Committee adjourned at 5:17pm.

Prepared by Sheila Ashton

**MINUTES**  
**EMPLOYEE BENEFITS COMMITTEE**  
**May 21, 2013**  
**9:00 A.M.**

**Members Present:**

Joe Matthews                      Bob Pospisil                      Anthony Holt

**Also:**

Leah Dennen                      Shawn Curtis                      Bob Shupe                      Kedree Marsh  
David Lawing                      Debbie Robertson                      Kathy Courtelis                      Ernie Clevenger

Mr. Pospisil called the SIB Employee Benefits Committee meeting to order on Tuesday, May 21, 2013 at 9:03 a.m. in Room 112, County Administration Building, in Gallatin, Tennessee. Mr. Matthews was running a few minutes late.

**Agenda:** Mr. Holt made a motion to approve the agenda; seconded by Mr. Pospisil; unanimous approval.

**Public Recognition:** None

**Minutes:** Motion was made by Mr. Holt to approve the minutes of April 16, 2013; seconded by Mr. Pospisil; unanimous approval.

**Report of Committee Chair:** None

**Report of Consultant:** Mr. Shupe pointed out that there was a 1.69% increase over the previous year on dental which is good. On the medical report, he noted that there were all negative numbers under the trends which means claims continue to go down which is good. There is one large claim which has not hit the large claim report yet. We have saved about \$900,000 in the last 3 years by not paying the reinsurance. We are having a good year on the medical and should be ending the year with \$700,000 cash balance.

Mr. Pospisil said that we need to change next month's meeting. We will be meeting on June 25<sup>th</sup> at 9:00 a.m.

**CareHere:** Mr. Clevenger reported that we have had a tremendous response to the Wellness Program. We only have about 800 left to participate.

Ms. Marsh reported that the utilization of clinics is running about 92%. She also reported on the cost of Chantix which is \$201.62 per month per employee. If they count on 50% of tobacco users taking advantage of this program which they figure on about 71 individuals, it would cost the County \$14,315.02 per month or \$42,945.06 for the 3 month program.

Mr. Matthews made a motion for the County to absorb 75% of the cost of the Chantix and make it a 75-25 split; seconded by Mr. Pospisil; unanimous approval.

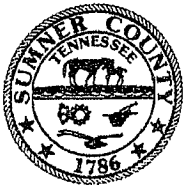
**Report of Finance Director:** Mr. Lawing stated that the financial report is attached.

**Old Business:** Mr. Lawing reported that he went ahead and ordered 69 vials of flu vaccine for this year.

**New Business:** BOE had an employee who missed a CareHere appointment because of a funeral. There were 2 appointments set up for her due to being a physical. She was charged a no-show fee because of that. She is asking for the fee to be waived. Mr. Holt made a motion for her to be exempt on this fee; seconded by Mr. Pospisil; unanimous approval.

BOE employee had a concern about the glucose benchmark; she thought that we should do A1C for everyone. CareHere reported that it was an added expense and not everyone needed it. They do this for the ones who actually need it at follow-up. The Committee members agreed they were doing the right thing.

There was no further business so Mr. Holt made a motion to adjourn; seconded by Mr. Pospisil; the meeting was adjourned at 9:40 a.m.

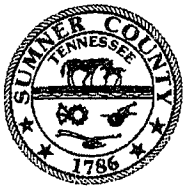


2002 FINANCIAL COMMITTEE MINUTES  
April 15, 2013

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

OTHERS PRESENT  
David Lawing  
Leah Dennen

- I. CALL TO ORDER by Chairman Freels on April 15, 2013 at 5:33 p.m. in Room 112 of the County Administration Building in Gallatin, Tennessee.
  - A. Approval of Agenda – motion to approve by Mr. Phillips, seconded by Mr. Moser; unanimous approval.
  - B. Recognition of Public – None
  - C. Approval of Minutes—April 15, 2013- motion to approve by Ms. Hardin, seconded by Mr. Graves; unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN – None
- III. REPORT OF THE COUNTY EXECUTIVE - None
- IV. REPORT OF THE FINANCE DIRECTOR
  - A. Monthly Revenue Analysis (passed out at meeting) – Mr. Lawing stated this is an itemized overlook at revenues. At this time, we have 101-102% of budgeted revenues with an uptrend in sales tax and facilities tax. This is an improvement over the last two years.
  - B. Capital Projects Fund Report – Per Mr. Lawing, there is no major change.
- V. REPORT OF THE LAW DIRECTOR - None
- VI. REPORT OF THE BUDGET COMMITTEE – Mr. Lawing stated that \$57K was approved by the Budget Committee for the phone system and additional \$28K for the VOL State Educate and Grow Scholarship.
- VII. OLD BUSINESS - None
- VIII. NEW BUSINESS
  - A. Barbara Russell retirement as Portland Library Director - Committee approved payout of four vacation weeks upon retirement and send resolution to county commission. Motion to approve by Mr. Holt, seconded by Mr. Phillips; unanimous approval.
  - B. FY2012 Audit Findings – Finding are included in packet, and will be forwarded to Audit Committee.
  - C. Audit Committee Discussion – Two members to be appointed and committee needs to meet to discuss audit.
- IX. ADJOURNMENT –Motion to adjourn at 5:50 p.m.by Mr. Holt, seconded by Mr. Moser; unanimous approval.



2012 FINANCIAL MANAGEMENT COMMITTEE  
MINUTES  
April 15, 2013

MEMBERS

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

OTHERS PRESENT

David Lawing  
Leah Dennen

- I. CALL TO ORDER by Mr. Freels on April 15, 2013 at 5:50 p.m. in Room 112 of the County Administration Building in Gallatin, Tennessee.
  - A. Approval of Agenda- motion to approve by Mr. Holt, seconded by Mr. Graves; unanimous approval.
  - B. Recognition of Public - None
  - C. Approval of Minutes - April 15, 2013 - motion to approve by Ms. Hardin, seconded by Mr. Moser; unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN – None
- III. REPORT OF THE COUNTY EXECUTIVE - None
- IV. REPORT OF THE FINANCE DIRECTOR
  - A. Implementation Plan #3 – Mr. Lawing stated he had met with Dr. Phillips to discuss the relocation of accounting employees from the Sumner School Board to the County. They also discussed the pay plan and the services the County Finance Department will assume after the transition, i.e.; financial reporting, cash management, payroll, accounts payable, and encumbrances (purchase orders). Mr. Holt asked if longevity would accrue the same for all employees because the county cannot have a two tier system. Mr. Holt also questioned if pay would balance out after the transition.
  - B. Memo for Implementation Plan – County to pay longevity and extra vacation. Schools pay out comp balances.
- V. REPORT OF THE LAW DIRECTOR – None
- VI. OLD BUSINESS – None
- VII. NEW BUSINESS - None
- VIII. ADJOURNMENT - motion to adjourn at 6:10 p.m. by Mr. Moser, seconded by Mr. Graves; unanimous approval.

**MINUTES**  
**GENERAL OPERATIONS COMMITTEE**  
**JO SKIDMORE, CHAIRMAN**  
**June 10, 2013**

**Present:**

Jo Skidmore, Chairman  
Paige Brown, Vice-Chairman  
Steve Graves  
Ben Harris  
David Satterfield  
Moe Taylor  
Bob Pospisil

**Also Present:**

David Pigna, Communications Director  
Leah Dennen, County Law Director  
Chairman Merrol Hyde

The regular meeting of the General Operations Committee was brought to order on Monday, May 13, 2013, at 5:00 p.m. in the Sumner County Administration Building. Chairman Skidmore declared a quorum present to conduct business.

Agenda. Upon motion of Comm. Pospisil, seconded by Comm. Satterfield, the Committee approved the agenda as amended.

Minutes. Upon motion of Comm. Graves, seconded by Comm. Pospisil, the Committee voted to approve the minutes of May 13, 2013.

Recognition of the Public. There was none.

Report of Chairman. Chairman Skidmore had no report.

County Executive. County Executive Anthony Holt had no report.

Recognition of the Public. There was none.

**New Business**

Surplus Property. David Pigna reported the following items for surplus property:

- Magistrates – Various Items
- Surplus Sumner County Jail
- Westmoreland Library

Upon motion of Comm. Graves, seconded by Comm. Pospisil, the Committee voted to group and declare surplus property from each of the departments.

The meeting adjourned at 5:10 p.m. after a motion by Comm. Pospisil, seconded by Comm. Taylor.

Prepared by Maria Savage



**SUMNER COUNTY HIGHWAY COMMISSION****May 7, 2013****MINUTES****MEMBERS PRESENT:**

Mike Akins, Commissioner  
Frank Freels, Commissioner  
Billy Geminden, Vice Chairman  
Judy Hardin, Road Superintendent  
Anthony Holt, County Executive  
Joe Matthews, Commissioner  
Tom Neal, Citizen Member  
Paige Brown Strong, Commissioner

**MEMBERS ABSENT:**

Steve Graves, Chairman

**OTHERS PRESENT:**

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

**CALL TO ORDER**

Vice Chairman Geminden called the regular monthly meeting of the Sumner County Highway Commission to order, Tuesday, May 7, 2013 at 4:00 P.M. in Conference Room #112 at the Sumner County Administration building.

**ADDITION TO AGENDA**

Comm. Matthews - under Road Superintendent - New Business: Cragfont Estates Road

**APPROVAL OF MINUTES**

**Motion** by Commissioner Freels to approve the April 2013 minutes. **Seconded** by Commissioner Akins. **Motion passed** unanimously.

**PUBLIC RECOGNITION** - None**REPORT OF CHAIRMAN: OLD BUSINESS**

Vice Chairman Geminden thanked Road Superintendent Hardin for working on Academy Road and the school parking lots so quickly.

**REPORT OF CHAIRMAN: NEW BUSINESS** - None

**SUMNER COUNTY HIGHWAY COMMISSION****05/07/13****PAGE 2****REPORT OF ROAD SUPERINTENDENT: OLD BUSINESS** - None**REPORT OF ROAD SUPERINTENDENT: NEW BUSINESS****A. Cragfont Estates Road**

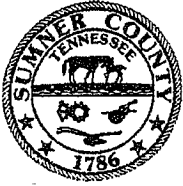
Commissioner Matthews expressed the concerns of the residents on that road. He will leave it up to Road Superintendent Hardin's expertise. There was discussion.

**B. Budget Amendments & Appropriations 2012-13**

Road Superintendent Hardin presented the budget amendments and appropriations (see attached). There was discussion. County Executive Holt **motioned** to approve the attached budget amendments and appropriations. **Seconded** by Commissioner Akins. **Motioned passed** unanimously.

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

**MOTION TO ADJOURN:** Commissioner Matthews  
**SECONDED BY:** Citizen Member Neal  
**ADJOURNMENT:** 4:18 P.M.



INVESTMENT COMMITTEE MINUTES  
APRIL 15, 2013

MEMBERS

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

OTHERS PRESENT

David Lawing  
Leah Dennen

- I. CALL TO ORDER by Chairman Freels on April 15, 2013 at 5:30 p.m. in Room 112 of the County Administration Building in Gallatin, Tennessee.
  - A. Approval of Agenda—motion to approve by Mr. Pospisil, seconded by Mr. Graves; unanimous approval
  - B. Recognition of Public - None
  - C. Approval of Minutes—April 15, 2013 – motion to approve by Mr. Pospisil, seconded by Mr. Moser; unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN - None
- III. REPORT OF THE COUNTY EXECUTIVE – None
- IV. REPORT OF THE TRUSTEE – None
- V. REPORT OF THE FINANCE DIRECTOR - None
- VI. REPORT OF THE LAW DIRECTOR - None
- VII. OLD BUSINESS - None
- VIII. NEW BUSINESS - None
- IX. ADJOURNMENT - motion to adjourn at 5:32 p.m. by Mr. Pospisil, seconded by Mr. Moser; unanimous approval.

**MINUTES  
LEGISLATIVE COMMITTEE  
June 10, 2013**

**Present:**

Bob Pospisil, Chairman  
Kirk Moser, Vice-Chairman  
Jo Skidmore  
Shawn Utley  
Jerry Stone  
Steve Graves  
Paul Decker  
Merrol Hyde  
Jim Vaughn- absent

**Also Present:**

Leah Dennen, County Law Director  
Frank Freels, Commissioner  
County Executive Anthony Holt  
Bill Kemp, County Clerk

Chairman Pospisil brought the Legislative Committee meeting to order on June 10, 2013, at 6:00 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Without objection, Chairman Pospisil added the bond of Del Phillips under Report of Chairman. Comm. Graves made a motion to approve, seconded by Comm. Decker, the agenda as amended. The motion carried.

Approval of Minutes. Upon motion of Comm. Stone, and duly seconded by Comm. Skidmore, the May 13, 2013, minutes were approved as amended by the body.

Public Comments. There was none.

Report of Chairman. Chairman Pospisil stated that the bond of Del Phillips was up for approval. Upon motion of Comm. Graves, seconded by Comm. Stone, the Committee voted to approve the bond of Dr. Phillips.

Report of County Executive. County Executive Anthony Holt stated that he had talked with City of Hendersonville Mayor Scott Foster who stated that the Board of Mayor and Alderman would have to take action to deed the Hendersonville Library property to the County. Chairman Pospisil recognized Alderman Mark Skidmore who stated that the matter would come before the Board after the budget process is complete.

Old Business. There was none.

New Business.

Veterans Service Report. County Law Director Leah Dennen stated that the report was for docketing purposes.

Millersville Library. County Law Director Leah Dennen reported that the attorney for the City of Millersville had requested the County approve an agreement whereby the City of Millersville will deed the library and its property when the building is complete. She said this would avoid a future conflict. No vote was taken.

Reallocating the Qualified Energy Conservation Bonds Authority to the State. Ms. Dennen reported that the award from the Qualified Energy Conservation Grant was too little for the County to use and recommended denying the funds. Upon motion of Comm. Moser, seconded by Comm. Stone, the Committee voted to deny the funds from the Grant.

Certificates of Recognition. Chairman Pospisil introduced the following certificates of recognition:

- Jonathan Caldwell of Merrol Hyde Magnet School
- Lowe's Building Supply for donation to Ellis Middle School
- Larry Hinton, Trustee of the Year by the Tennessee Library Association
- Barbara Russell, Librarian/Portland retiring after 33 years
- Kelly Hunt, National Dairy Month Chairperson
- High School Lacrosse Team State Champions; Addison Hart, Most Valuable Player
- Gallatin High School student Brett Neelly State Discus Throw Title
- Beech High School DECA students

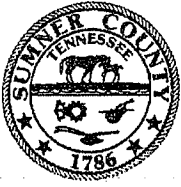
Upon motion of Comm. Hyde, seconded by Comm. Decker, the Committee voted to group and approve the certificates of recognition.

Zoning. Ms Dennen noted that the Castalian Springs Historic Overlay District Design Review Guidelines and Boundary Maps would be considered in the June 2013, County Commission meeting.

Report of the Law Director. There was no report.

Adjournment. Comm. Skidmore made a motion to adjourn, seconded by Comm. Graves. The Committee adjourned at 5:36 p.m.

Prepared by Maria Savage



PURCHASING COMMITTEE MINUTES  
April 15, 2013

MEMBERS

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

OTHERS PRESENT

David Lawing  
Leah Dennen

- I. CALL TO ORDER by Chairman Freels on April 15, 2013 at 5:32 p.m. in Room 112 of the County Administration Building in Gallatin, Tennessee.
  - A. Approval of Agenda - motion to approve by Mr. Pospisil, seconded by Mr. Moser; unanimous approval.
  - B. Recognition of Public - None
  - A. Approval of Minutes—April 15, 2013 - motion to approve by Mr. Holt, seconded by Mr. Moser; unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN – None
- III. REPORT OF THE COUNTY EXECUTIVE – None
- IV. REPORT OF THE FINANCE DIRECTOR/PURCHASING AGENT – None
- V. REPORT OF THE LAW DIRECTOR – None
- VI. OLD BUSINESS - None
- VII. NEW BUSINESS - None
- VIII. ADJOURNMENT - motion to adjourn at 5:33 p.m. by Mr. Pospisil, seconded by Mr. Graves; unanimous approval.