



SUMNER COUNTY COMMISSION

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

Commissioners

First District
Mike Akins
Moe Taylor

Second District
Billy Geminden
Larry Hinton

Third District
Steve Graves
Alan Driver

Fourth District
Jerry Foster
Leslie Schell

Fifth District
Danny Sullivan
Baker Ring

Sixth District
Jim Vaughn
Kevin T. Pomeroy

Seventh District
Trisha LeMarbre

Eighth District
Paul Decker
Merrol N. Hyde

Ninth District
Jerry F. Becker
Chris Taylor

Tenth District
Paul R. Goode
Caroline S. Krueger

Eleventh District
Scott Langford
Bill Taylor

Twelfth District
Michael Guthrie
Bob Pospisil

The following minutes are included in this packet:

Budget Committee.....March 12 and April 9

Committee on Committees..... April 16

Education Committee.....April 2

Emergency Medical Services Committee..... April 2

Investment, Purchasing, 2002 Financial Management

And 2012.....March 19

General Operations Committee..... April 2

Highway Commission.....March 6

Legislative Committee..... April 9



BUDGET COMMITTEE MINUTES
March 12, 2018

MEMBERS

Kevin Pomeroy, Chairman
Jerry Foster, Vice-Chairman
Billy Geminden
Bill Taylor
Chris Taylor

OTHERS PRESENT

David Lawing
Leah Dennen
Ben Allen
Kevin Baigert
Don Drayton

- I. CALL TO ORDER by Chairman Pomeroy at 6:00pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Invocation- Led by Commissioner Geminden.
 - B. Approval of Agenda- Motion to approve by Commissioner Foster, second by Commissioner Bill Taylor, unanimous approval.
 - C. Recognition of Public- Kevin Baigert, 424 AB Wade Road, Portland TN expressed his concerns regarding funding additional money to the Sumner County Regional Airport Authority and wanted to know how Walk Across Sumner was funded.
 - D. Approval of Minutes—February 12, 2018-Motion to approve by Commissioner Bill Taylor, second by Commissioner Geminden, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN- Chairman Pomeroy informed the committee that County Executive Holt was at the County Mayor conference today. He reminded the committee that in April the budget workshops will begin in April.
- III. REPORT OF THE COUNTY EXECUTIVE -None
- IV. REPORT OF THE FINANCE DIRECTOR- Finance Director Lawing stated his office has received all the requests from the non-profits, departments, and other organizations for fiscal year 2019 and that his office is working on consolidating them and scheduling hearings.
 - A. Financial Statement Memo- Finance Director Lawing stated the financial statement memo on page six informs the commissioners of the location of the February financial statements and that they will be available Monday.
 - B. Highway/Public Works Fund Analysis- Finance Director Lawing directed the committee to page seven and stated this shows the cashflows for the Highway Department and this fund is relatively stable. He stated the numbers for the month of February are actuals; March, April, May and June are projections.
 - C. Board of Education Cash Flow Forecast Schedule- Finance Director Lawing stated this shows actuals through December and estimates for the remaining months.
- V. OLD BUSINESS
 - A. Items for Second Reading
 1. Assessor of Property-up to \$28,000 from Capital Projects fund balance (local) for replacement vehicle- Motion to approve by Commissioner Bill Taylor, second by Commissioner Geminden, unanimous approval.
 2. EMS-\$6,500 increase in EMS revenue for an increase in refund payments- Finance Director Lawing requested this item to come back in April. Finance Director Lawing explained EMS is already over by \$16,014, so this will not cover the refunds. He stated, due to call volume, EMS will no longer do non-emergency calls at the Hendersonville Emergency Room. Chief Douglas is estimating an \$80K-\$100K impact; Finance Director Lawing would like to see what the impact is before he increases revenue projections to cover this. No action taken.
 3. Pauper Burials-\$3,700 additional from general fund unassigned fund balance for increase in number of pauper burials- Finance Director Lawing requested this be amended to \$7K to finish out FY18 and to adjust in FY19 budget. Motion to approve by Chairman Pomeroy, second by Commissioner Bill Taylor, unanimous approval.
 4. ADA Self-Evaluation and ADA Transition Plan Update-Must be completed by Sep; approp up to \$50K- Motion to approve by Commissioner Geminden, second by Commissioner Bill Taylor, unanimous approval.
- VI. NEW BUSINESS
 - A. Education
 1. Budget Amendments (for approval)-Motion to approve by Commissioner Geminden, second by Commissioner Foster, unanimous approval.
 2. Budget Amendments (for information only)

3. Vena Stuart Elementary Addition-\$1,794,638 transfer within Capital Projects Fund- Motion to approve by Commissioner Foster, second by Commissioner Geminden, unanimous approval.

B. Appropriations

1. County Executive-\$7,386 from Walk Across Sumner restricted fund balance for t-shirts- Motion to approve by Commissioner Foster, second by Commissioner Bill Taylor, unanimous approval.
2. Information Technology-\$6,752 additional for warranty support bid proposal- Finance Director Lawing requested this item be removed.
3. Sumner County Regional Airport Authority-requesting funds for a grant match of \$259,200 and for sewer relocation of \$939,602- Don Drayton spoke to this item. He stated this could potentially bring in 240 new jobs to Sumner County. He informed the committee this will be connected to the technical school in Portland and to Vol State. If funded, aircraft mechanics and pilots will be able to receive some of their training through Vol State using this airport. Finance Director Lawing explained the hospital fund has approximately \$9.3M, after the \$800K note is removed, and there's approximately \$6.5M in the local capital projects unassigned fund balance. He recommended this be funded from the hospital fund since it is to be used for economic development. Commissioner Geminden recommended that someone try to contact the City of Gallatin to see if they would be willing to help in some way. Motion to approve first reading by Commissioner Bill Taylor, second by Commissioner Foster, unanimous approval.
4. Cumberland River Compact-requesting \$2,000 donation for Sumner-Cumberland River Resilience Project- Chairman Pomeroy deferred this item to non-profits. He requested Ms. Ark to have Cumberland River Compact request as a non-profit for FY19.
5. Civil Court Drug Testing Funds-\$625 from General Fund unassigned fund balance for civil litigation usage-This item only requires one reading. Motion to approve by Commissioner Foster, second by Commissioner Bill Taylor, unanimous approval.
6. County Administration Building roof replacement- Finance Director Lawing provided a document to the committee (attached). Chairman Pomeroy explained this item came to the general operations committee in 2016 with a list of other projects; out of respect for that committee, this item will need to go back in front of it in April. Motion to approve first reading and to go back to general operations by Chairman Pomeroy, second by Commissioner Foster, unanimous approval.
7. Sheriff's Office
 - a. \$600,000 from General Fund unassigned fund balance for additional inmate medical services-. Motion to approve first reading by Commissioner Foster, second by Commissioner Geminden, unanimous approval.
 - b. Litter Grant funding from Highway Department to be used for forensic evidence drying cabinet and SORT team equipment- Motion to group and approve first reading for items VI.B.7.b.i. and ii by Commissioner Foster, second by Commissioner Bill Taylor, unanimous approval.
 - i. \$9,474 from General Fund unassigned balance for FY15-FY17
 - ii. \$1,477 from General Fund revenue for FY18
8. Portland Library-\$2,500 additional funding from the City of Portland for books- This item only requires one reading. Motion to approve by Commissioner Foster, second by Commissioner Geminden, unanimous approval.

C. Transfers- Motion to group and approve items VI.C.1.a and b by Commissioner Foster, second by Commissioner Geminden, unanimous approval.

1. Inter-budgetary
 - a. Greater than \$2,500
 - b. \$2,500 or less

D. Miscellaneous Items

1. Resolution to request to receive refund of unclaimed funds paid over to the state totaling \$98,442.51-Motion to approve by Commissioner Foster, second by Commissioner Geminden, unanimous approval.

E. Tax Refunds- Motion to group and approve items VI. E. 1 and 2 by Commissioner Geminden, second by Commissioner Foster, unanimous approval.

1. Kennesaw Farms Investment Partners-\$5,278
2. Karen Maddox-\$130

VII. ADJOURNMENT-Motion to adjourn at 7:04pm by Chairman Pomeroy.



BUDGET COMMITTEE MINUTES
April 9, 2018

MEMBERS PRESENT
Kevin Pomeroy, Chairman
Jerry Foster, Vice-Chairman
Billy Geminden
Paul Goode
Bill Taylor
Chris Taylor
OTHERS PRESENT
Leah Dennen
Ben Allen
David Lawing
Leslie Schell
Del Phillips

- I. CALL TO ORDER by Chairman Pomeroy at 6:00pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Invocation- Led by Commissioner Chris Taylor.
 - B. Approval of Agenda- Motion to approve by Commissioner Goode, second by Commissioner Foster, unanimous approval.
 - C. Recognition of Public- None.
 - D. Approval of Minutes—March 12, 2018- Motion to approve by Commissioner Chris Taylor, second by Commissioner Geminden, motion passes 5-1 with Commissioner Goode abstaining.
- II. REPORT OF THE COMMITTEE CHAIRMAN- Chairman Pomeroy reminded the committee of the upcoming budget hearings scheduled for April 17th and April 25th. He requested the April 25th hearing begin at 2:30pm so that all members could be present for at least one of the workshops. Chairman Pomeroy informed the committee that due to the commitment of the commission approving five new SRO officers, he has instructed the finance department to email all departments that their budget must be reduced for an overall increase of 2% or less.
- III. REPORT OF THE COUNTY EXECUTIVE-None
- IV. REPORT OF THE FINANCE DIRECTOR
 - A. Financial Statement Memo- Finance Director Lawing explained this shows the financials for March 2018 will be available on the finance website on April 16, 2018.
 - B. Highway/Public Works Fund Analysis- Finance Director Lawing stated this shows actuals through February and projections for March through June 2018.
 - C. Board of Education Cash Flow Forecast Schedule- Finance Director Lawing informed the committee that this is the cash flows provided by the board of education.
- V. OLD BUSINESS
 - A. Items for Second Reading
 1. EMS-\$6,500 increase in EMS revenue for an increase in refund payments-Finance Director Lawing explained this is currently over by \$6,014, and he is unsure if this will cover the remainder of the year. He informed the committee he would prefer to monitor February's and March's revenues as EMS stopped servicing Hendersonville Emergency Room, which has had a significant impact in February and reduced call volume in March. Finance Director Lawing recommended this stay on the agenda through June.
 2. Sumner County Regional Airport Authority-requesting funds for a grant match of \$259,200 and for sewer relocation of \$939,602-Commissioner Geminden stated that the sewers are available on both ends of the airport property. He questioned if running the sewer to the hangers is included in this amount. Commissioner Geminden and Chairman Pomeroy stated that the Gallatin Utility District has helped with this project. Commissioner Geminden questioned if the jobs are not created, as Mr. Drayton had mentioned last month, if it would affect the grant money. Commissioner Bill Taylor and Chairman Pomeroy stated no. Motion to approve and be funded from the hospital funds by Commissioner Foster, second by Commissioner Goode, unanimous approval.
 3. County Administration Building roof replacement- Chairman Pomeroy explained this was sent to the general operations committee last month. Commissioner Leslie Schell stated an architect was needed to redesign the roof, which required \$10K and that was sent to the budget committee. She explained three bids were needed and they would be presented back to the general operations committee. Finance Director Lawing stated this needs an approval for \$10K for design and architectural to continue. Motion to approve \$10K for design and architectural fees to be funded from local capital projects by Commissioner Goode, second by Commissioner Chris Taylor, unanimous approval.

4. Sheriff's Office
 - a. \$600,000 from General Fund unassigned fund balance for additional inmate medical services- Motion to approve by Commissioner Foster, second by Commissioner Bill Taylor, unanimous approval.
 - b. Litter Grant funding from Highway Department to be used for forensic evidence drying cabinet and SORT team equipment-Motion to group and approve items V.4 b. i and ii by Commissioner Chris Taylor, second by Commissioner Geminden, unanimous approval.
 - i. \$9,474 from General Fund unassigned balance for FY15-FY17
 - ii. \$1,477 from General Fund revenue for FY18

VI. NEW BUSINESS

- A. Education- Dr. Phillips briefly spoke to these items. Motion to group and approve by Commissioner Goode, second by Commissioner Foster, unanimous approval.
 1. Budget Amendments (for approval)
 2. Budget Amendments (for information only)
 3. Vena Stuart Elementary Canopy-\$28,800 transfer within Capital Projects Fund
- B. Appropriations
 1. Sheriff's Office - \$43,123.72 reimbursement for state inmate medical- Motion to approve by Chairman Pomeroy, second by Commissioner Foster, unanimous approval.
 2. EMA - \$311.79 reimbursement for conference expenses-Motion to approve by Commissioner Goode, second by Commissioner Chris Taylor, unanimous approval.
 3. Millersville Library - \$3,664 STEM grant for program expenses- Motion to approve by Commissioner Bill Taylor, second by Commissioner Chris Taylor, unanimous approval.
- C. Transfers
 1. Inter-budgetary- Motion to group and approve items VI.C.a. and b. by Commissioner Chris Taylor, second by Commissioner Goode, unanimous approval.
 - a. Greater than \$2,500
 - b. \$2,500 or less
- D. Tax Refunds/Resolutions- Motion to group and approve items VI.D.1 and 2 by Chairman Pomeroy, second by Commissioner Goode, unanimous approval.
 1. Sandra K Webster - \$313
 2. Clarissa L Armstrong - \$420
 3. Drew Maddux (Maddux Investment Partners) - \$10,477.67- Law Director Dennen explained Mr. Maddux had approximately eighty acres of property and deeded his granddaughter approximately seven acres. The entire amount was taken off the greenbelt, but it shouldn't have been. Only the seven acres should have been removed. Mr. Maddux overpaid the greenbelt by this amount of money. Motion to approve by Commissioner Foster, second by Commissioner Chris Taylor, unanimous approval.
 4. Resolution for 2016 Property Tax Roll Pick-Ups Settlement- Motion to group and approve items VI.D.4. and 5 by Commissioner Goode, second by Commissioner Foster, unanimous approval.
 5. Resolution for 2016 Tax Roll Errors and Releases Settlement

VII. ADJOURNMENT- Motion to adjourn at 6:18pm by Commissioner Chris Taylor.

**COMMITTEE ON COMMITTEES
MINUTES
APRIL 16, 2018**

Present:

Trisha LeMarbre, Chairman
Caroline Krueger, Vice-Chairman
Paul R. Goode
Baker Ring

Also Present:

Ben Allen, Staff Attorney
Anthony Holt, County Executive
JoAnne Kemp, former Commissioner

The regular meeting of the Committee on Committees was brought to order with an invocation by Chairman LeMarbre on Monday, April 16, 2018, at 6:30 p.m. in the Sumner County Administration Building in Gallatin. Chairman LeMarbre declared a quorum to conduct business.

Agenda. Upon motion of Comm. Ring, seconded by Comm. Krueger, the Committee approved the agenda unanimously.

Approval of Minutes of February 26, 2018. Upon motion of Comm. Goode, and duly seconded by Comm. Ring, the Committee approved unanimously the minutes of February 26, 2018.

Public Recognition. None

Report of the Chairman. Chairman LeMarbre had no report.

Report of the County Executive. County Executive Anthony Holt deferred to items on the agenda.

Old Business. None

New Business.

Sumner County Regional Airport Authority. Chairman LeMarbre brought forth the nomination of the following to fulfill the term of Steve Nelson whose terms expire on November 2018. Mr. Nelson resigned his position (letter of resignation attached).

Colonel Richard Crawford

Upon motion of Comm. Goode, seconded by Comm. Ring, the Committee voted unanimously to approve the appointment of Mr. Crawford to the Airport Authority.

Sumner County Library Board. Chairman LeMarbre brought forth the following information regarding the Sumner County Library Board:

Kenneth Cox (letter of resignation attached)

County Executive stated that retired Criminal Court Judge Jane Wheatcraft had agreed to serve.

Upon motion of Comm. Krueger, seconded by Comm. Goode, the Committee voted unanimously to approve the appointment of Mrs. Wheatcraft to the Library Board.

Board of Equalization. Chairman LeMarbre announced the following expiring terms on the Board of Equalization:

Terry Nichols, two-year term
James Ramsey, two-year term
Michelle Haynes, Gallatin, two-year term
Phillip Bradshaw, two-year term
Jonathan Hayes, Hendersonville, two-year term

Upon motion of Comm. Goode, seconded by Comm. Krueger, the Committee voted to group and approve unanimously the re-appointments of Mr. Ramsey, Mrs. Haynes, Mr. Bradshaw and Mr. Hayes. The County Executive stated that he was searching for a replacement for Terry Nichols.

Next Month- Solid Waste Board- Six-Year Terms.

Chairman LeMarbre announced the following expiring terms on the Solid Waste Board for appointment in May:

- Larry Hinton, County Commission, six-year term
- Elaine Gore, Gallatin six-year term
- Jo Skidmore, six-year term

Executive Holt discussed incorporating the Solid Waste Board into the Resource Authority.

10. Adjournment. Upon motion of Comm. Goode, and duly seconded, the Committee adjourned at 6:40 p.m.

**MINUTES
EDUCATION COMMITTEE
April 2, 2018**

Present:
Paul Decker, Chairman
Trisha LeMarbre, Vice-Chairman
Paul R. Goode
Billy Geminden
Baker Ring
Michael Guthrie
Leslie Schell

Also Present:
Leah Dennen, County Law Director
Ben Allen, Staff Attorney
Dr. Del Phillips, Director of Schools

Chairman Decker brought the meeting of the Education Committee to order with an invocation by Comm. LeMarbre on Monday, April 2, 2018, at 5:30 p.m. in the Sumner County Administration building in Gallatin. A quorum was present.

Adoption of the Agenda. Upon motion of Comm. Guthrie, seconded by Comm. Geminden, the Committee members approved the agenda by unanimous voice vote.

Minutes of March 5, 2018. Upon motion of Comm. LeMarbre, seconded by Comm. Goode, the Committee members approved unanimously the minutes of March 5, 2018.

Recognition of the Public. None

Report of the Chairman. Chairman Decker offered his sympathy to Comm. Goode for the loss of his mother.

Report of County Executive. County Executive Anthony Holt was not present.

Report of Director of Schools. Dr. Phillips expressed his appreciation for Sheriff Sonny Weatherford and County Executive Anthony Holt moving forward on additional School Resource Officers. He said there were 29 SROs with a total of 49 schools. He said about 21 more were needed.

Dr. Phillips stated there were less than 10 portables on school campuses.

Old Business. None.

New Business

10a. Sumner County Board of Education Amendments (for approval). Upon motion of Comm. LeMarbre, seconded by Comm. Goode, the Committee voted unanimously to approve the Board of Education amendments.

10b. Sumner County Board of Education Amendments (for information only).
No action taken.

10c. Vena Stuart Canopy Bid Recommendation.

Dr. Phillips discussed a Board of Education request to fund a canopy at Vena Stuart Elementary School.

The Board of Education declined the original canopy bid in the amount of \$71,576.00. Dr. Phillips brought a new bid by The Thomas Group Contractors in Hartsville for \$24,800.00 for a savings of \$46,776.00.

Upon motion of Comm. Schell, seconded by Comm. Goode, to approve the canopy bid as presented, the Committee approved unanimously the request for funding and moved it forward to the Budget Committee.

11. Adjournment

The Committee adjourned at 5:50 p.m. upon motion of Comm. LeMarbre and duly seconded.

Prepared by Maria Savage

MINUTES
EMERGENCY SERVICES COMMITTEE
Chairman Chris Taylor
APRIL 2, 2018

Present:

Chris Taylor, Chairman
Michael Guthrie, V. Chairman
Paul Decker
Alan Driver
Jerry Foster
Danny Sullivan
Jim Vaughn

Also Present:

Keith Douglas, E-911 Director
Jay Austin, Assistance E-911 Director
Anthony Holt, County Executive
Leah Dennen, County Law Director
Ben Allen, Staff Attorney
Ken Widener, Emergency Management
Agency
Sheriff Sonny Weatherford

Chairman Chris Taylor called the meeting of the Emergency Services Committee to order with an invocation by Comm. Decker on Monday, April 2, 2018, at 5:00 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. Upon motion of Comm. Foster, seconded by Comm. Decker, the Committee unanimously approved the agenda.

Approval of Minutes of December 4, 2017. Upon motion of Comm. Foster, Comm. Guthrie seconded, the Committee approved unanimously the minutes of December 4, 2017.

Public Comments. None

Report from the Chairman. Chairman Chris Taylor addressed the matter of hiring additional School Resource Officers and the special called Budget Committee and County Commission meetings to discuss and possibly vote on additional SROs.

Report from the County Executive. County Executive Anthony Holt stated that he would reserve comment until discussion of New Business.

Report from the Sheriff. Sheriff Sonny Weatherford distributed and discussed the March, 2018 financial reports. The jail population was 689 in March, 2018.

Fire Departments. Joe McGlothlin reported that the Volunteer Fire Departments responded to approximately 819 calls year-to-date. The number of reported March calls was 138 with more facilities to report.

Report from the EMS Director. Emergency Medical Services Director Keith Douglas and Jay Austin, Assistant Director EMS, presented the EMS reports.

Monthly revenue for March was \$482,338.00. The net transport revenue through March, 2018 was \$4,198,305.00. Responses for the month of March were 1,833 with 1,418 transports. Included for review was a payroll summary that showed the expenditures were on target with the projected budget numbers.

Mr. Douglas had suggested in an earlier meeting that the County phase out non-emergency transports to create more emergency personnel and equipment to handle the increasing emergency traffic and to shorten response times.

Mr. Douglas stated that with personnel shortages, non-emergency ambulance employees were moved to emergency transports, resulting in the shutdown of non-emergency transport units. Mr. Douglas stated that he worked with Hendersonville Hospital and a private ambulance service to do the non-emergency transports in that city. Comparing the transports to the same period this past year, Mr. Douglas said non-emergency transports were down roughly 200 with the new protocol.

Emergency Management Agency. Ken Widener, Director of Emergency Management Agency, reported that he will be applying to participate with a study group that will review the paradigm of severe weather warning systems. He spoke of efforts to improve severe weather awareness.

In addition, he stated a simulation of a large-scale school event to bring together all emergency agencies under the direction of a facilitator is in the planning stages. Chairman Taylor requested information on best practices for notifications for severe weather. Mr. Widener stated that in his opinion the best way to notify the public at large of a severe weather event is by cellular telephone - not outdoor warning systems, which are used in places where the public gathers.

Report of the Emergency Communications Center. No report.

13. Old Business.

14. New Business.

a.ESC Report Packet from EMS. Leah Dennen stated that she forwarded information to committee members regarding the ESC report from EMS filed in the March unofficial meeting in which a quorum was not reached.

b. Report on request for 10 additional SRO's. Reported under Report of Chairman

15. Adjournment. With a motion by Comm. Decker, and duly seconded by Comm. Driver, the Committee adjourned at 5:23 p.m.

Prepared by Maria Savage

MINUTES
GENERAL OPERATIONS COMMITTEE
LESLIE SCHELL, CHAIRMAN
April 2, 2018

Present:

Leslie Schell, Chairman
Larry Hinton, Vice-Chairman
Caroline Krueger
Baker Ring
Moe Taylor
Jerry Becker

Also Present:

Leah Dennen, County Law Director
Kim Ark, County Grants Administrator
Ben Allen, Staff Attorney
Anthony Holt, County Executive

The scheduled meeting of the General Operations Committee was brought to order with an invocation by Comm. Ring on Monday, April 2, 2018, at 6:00 p.m. in the Sumner County Administration Building. Chairman Schell declared a quorum present to conduct business.

Agenda. Comm. Becker moved, seconded by Comm. Ring, to approve the agenda. The Committee voted to approve the agenda unanimously.

Minutes of March 5. Upon motion of Comm. Moe Taylor, seconded by Comm. Becker, the Committee voted to approve unanimously the minutes of March 5, 2018, regular meeting.

Report of Chairman. Chairman Schell had no report except to remind commissioners of the May presentation of Justice Planning Associates.

County Executive. County Executive Anthony Holt announced the grand opening of the Bridal House on Saturday, April 7.

Recognition of the Public. None

8. Old Business.

8(1.) Update: Judge Carter's hallway renovations. Chairman Schell recognized Kim Ark, Grants Administrator, who reported that Judge Carter's project has begun but is taking a little longer because of court proceedings.

8(2.) Update: Castalian Springs Community Club. Ms. Ark said Mr. Goodroof is replacing the roof at a cost of \$15,800.00 at the Castalian Springs Community Club. The County is working with the Bethpage Castalian Springs Water District to supply water to the building. County maintenance will begin renovations on the restroom, flooring and kitchen soon.

8(3.) Update: Judicial Planning Advisory. Announced under Report of Chair

8(4.) Hendersonville Health Department. Chairman Schell spoke with Commissioner Paul Decker who stated that the City of Hendersonville Board of Mayor and Alderman are waiting on an appraisal of the old Hawkins School property in Hendersonville.

8(5.) Building Maintenance Report Update. A new HVAC was installed at the Hendersonville Clerk's Office. Ms. Ark reported that the shutters at the Douglas Clark House are getting a new coat of paint.

9. New Business.

9(1). Surplus various items for the Highway Department. Upon motion of Comm. Becker, seconded by Comm. Krueger, the Committee voted to approve the various items for surplus property from the Highway Department.

9(2). General Sessions Court Bullet Resistant Glass Wall. Ms. Dennen stated that the courts have received a grant to install a bulletproof security desk. The Committee discussed security concerns with the glass exterior wall at the General Sessions Court Complex. It was suggested that the wall be reinforced with steel on the bottom panel. The Committee took no action.

9(3). Administration Building Roof discussion. Ms. Dennen stated that because the roof replacement is more than \$50,000.00, an architect has to prepare plans and sign off on the project. Upon motion of Comm. Hinton, seconded by Comm. Ring, the Committee approved the hiring of an architect unanimously and moved the matter to the Budget Committee.

Executive Holt stated that he would bring the roofing bids back to the Committee.

10. Adjournment. Chairman Schell declared the Committee adjourned at 6:22 p.m. after a motion by Comm. Ring, seconded by Comm. Krueger.

Prepared by Maria Savage



INVESTMENT, PURCHASING, 2002 FINANCIAL
MANAGEMENT, AND 2012 FINANCIAL
MANAGEMENT COMMITTEES MINUTES
March 19, 2018

MEMBERS PRESENT
Jerry Becker, Chairman
Chris Taylor, Vice Chairman
Anthony Holt
Caroline Krueger
Danny Sullivan
OTHERS PRESENT
David Lawing
Leah Dennen
Ben Allen
Dennis Cary

- I. CALL TO ORDER by Chairman Becker at 5:30pm in Room 112 of the Sumner County Administration Building.
 - A. Invocation- Led by Commissioner Taylor.
 - B. Approval of Agenda- Motion to approve by Commissioner Taylor, second by County Executive Holt, unanimous approval.
 - C. Recognition of Public- None
 - D. Approval of Minutes-February 26, 2018- Motion to approve by Commissioner Taylor, second by Commissioner Sullivan, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN-None
- III. REPORT OF THE COUNTY EXECUTIVE
 - A. Munis Status Report- IT Director Cary informed the committee that everything is going good with Munis and that he is slowing picking up other services. He explained he will be requesting three new employees for the upcoming fiscal year: a network engineer, administrative assistant, and a network analyst. Commissioner Taylor requested that Mr. Cary bring a five-year plan to his budget hearing and explain why these employees are needed and what benefits they will bring to the county. The committee also requested that he keep track of any savings the best he can. Mr. Holt expressed to the committee what a wonderful job Mr. Cary is doing.
- IV. REPORT OF THE TRUSTEE- None
- V. REPORT OF THE FINANCE DIRECTOR/PURCHASING AGENT-None
- VI. REPORT OF THE LAW DIRECTOR-None
- VII. OLD BUSINESS-None
- VIII. NEW BUSINESS
 - A. Investment Committee
 1. Trustee's Report-Included in packet.
 - B. Purchasing Committee
 1. Purchase Order Exceptions List- Finance Director Lawing explained there is one new exception that has been added to the list. He stated the original estimate was under \$500, but when they received the final invoice it was more.
 - C. 2002 Financial Management Committee-None
 - D. 2012 Financial Management Committee-None
- IX. ADJOURNMENT-Motion to adjourn at 5:37pm by Commissioner Taylor.

SUMNER COUNTY HIGHWAY COMMISSION

March 6, 2018

MINUTES

MEMBERS PRESENT:

Steve Graves, Chairman
Judy Hardin, Road Superintendent
Larry Hinton, Commissioner
Merroll Hyde, Vice Chairman
Caroline Krueger, Commissioner
Tom Neal, Citizen Member
Bill Taylor, Commissioner

MEMBERS ABSENT:

Anthony Holt, County Executive

OTHERS PRESENT:

Leah Dennen, Law Director
Ben Allen, Staff Attorney
Suzie Blankenship, Administrative Assistant

CALL TO ORDER

Chairman Graves called the regular monthly meeting of the Sumner County Highway Commission to order, Tuesday, March 6, 2018 at 5:30 P.M. in Conference Room #112 at the Sumner County Administration building.

ADDITION TO AGENDA

APPROVAL OF AGENDA

Motion to approve: Merroll Hyde, Vice Chairman

Seconded by: Judy Hardin, Road Superintendent

Motion passed: Unanimously

APPROVAL OF MINUTES

Motion by Tom Neal, Citizen Member to approve the December 2017 minutes.

Seconded by Bill Taylor, Commissioner. **Motion passed** unanimously.

PUBLIC RECOGNITION - None

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

1. Discussion of Subdivisions & County Roads

Steve: Not getting enough information. Judy: Hwy. Dept. isn't either. Leah: Getting involved. Redoing Planning Regulations. Addressing situation of subdivisions changing the lots without letting anyone know. Hinton: Oak Drive 20' road bed between farmland. Selling farm. (Judy corrected footage of road bed for Oak Drive.) No fire protection due to 4" water line. Need 6". 27 lots, but brought a plat of 4. Lots of "hear-say". Leah: Judy will stop the plan, will not sign it. Heavy discussion. Motion 1: **Motioned** to change subject from Highway Roads to County Roads; and for Law Director Dennen to re-do the Planning Regulations by Larry Hinton, Vice Chairman. Motion 2: **Seconded** by Caroline Krueger, Commissioner. **Passed: Unanimous**

REPORT OF ROAD SUPERINTENDENT: OLD BUSINESS - None**REPORT OF ROAD SUPERINTENDENT: NEW BUSINESS**

1. Request Equipment & Parts Listed to Be Declared Surplus

Motion 1: **Motioned** to approve the Equipment & Parts List (see attached) as Surplus Property by Larry Hinton, Vice Chairman. Motion 2: **Seconded** by Caroline Krueger, Commissioner. **Passed: Unanimous**

2. Request Approval of 2018-2019 Proposed Budget (See Attached)

Tom Neal, Citizen Member: Why doesn't it balance? Judy Harden: Thought it did. Will double check and resubmit. Motion 1: **Motioned** to approve if corrected and resubmitted revised copy by Merrol Hyde, Commissioner. Motion 2: **Seconded** by Tom Neal, Citizen Member if corrected and resubmitted revised proposed budget. **Passed: Unanimous** (with **REVISED copy attached**)

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

MOTION TO ADJOURN: Citizen Member Neal

SECONDED BY: Commissioner Hinton

ADJOURNMENT: 6:10pm

**MINUTES
LEGISLATIVE COMMITTEE
PAUL R. GOODE, CHAIRMAN
April 9, 2018**

Present:

Paul R. Goode, Chairman
Paul Decker, Vice Chairman
Steve Graves
Kevin Pomeroy
Leslie Schell
Trisha LeMarbre
Chris Taylor
Absent
Scott Langford, Commission Chairman

Also Present:

Leah Dennen, Law Director
Ben Allen, Staff Attorney
Bill Kemp, Clerk
Billy Geminden, Commissioner

Chairman Goode brought the Legislative Committee meeting to order with an invocation by Comm. Chris Taylor on Monday, April 9, 2018, at 5:30 p.m. in the Sumner County Administration Building. A quorum was present.

Approval of Agenda. County Law Director Leah Dennen requested an addition to the agenda of a notice of vacancy in the Seventh Commission District. Chairman Goode added the matter under reports, without objection. Upon motion of Comm. Schell, seconded by Comm. LeMarbre, the Committee voted unanimously to approve the agenda as amended.

Minutes of March 12, 2018 for approval. Upon motion of Comm. LeMarbre, seconded by Comm. Graves, the Committee voted unanimously to approve the minutes of March 12, 2018.

Recognition of the Public. There was none.

Report of Chairman. Chairman Goode had no report but recognized County Law Director Leah Dennen who stated that County Commissioner JoAnne Kemp resigned her seat as Seventh District commissioner after moving out of the district. Ms. Dennen stated that the matter needs to be noticed and placed on the May Commission meeting. Upon motion of Comm. LeMarbre, seconded by Comm. Schell, the Committee voted unanimously to place the matter on the May Commission meeting.

Report of County Executive. County Executive Anthony Holt was not present.

8. Old Business.

8a. Discussion of professional services and bidding. Chairman Goode recognized Ms. Dennen who stated that she is working, along with Commissioner Larry Hinton, on a policy for professional services and bidding.

9. New Business.

9a. Veterans Service Report. Ms. Dennen stated no vote was required for docketing of the Veterans Service report.

9b. Heathier Tennessee Designation (Hal Hendricks). Ms. Dennen stated that Hal Hendricks, Director of the Sumner County Health Department, requested to make a presentation to the full Commission. No action was taken.

9c. City of Portland Sales Tax Referendum (see attached). Ms. Dennen referenced a letter from the City of Portland stating the Portland City Council had approved a referendum on the November 2018 ballot for a sales tax increase. Ms. Dennen stated that the County has the option of increasing the sales tax, as well. Upon motion of Comm. LeMarbre, seconded by Comm. Pomeroy, the Committee voted to decline an increase in the sales tax by referendum (6-0-1), with Comm. Graves abstaining.

10. Certificates of Recognition. Chairman Goode introduced the certificates of recognition honoring the following:

- David Collins
- Public Safety Telecommunications Week

Comm. Decker moved to group and approve the certificates of recognition. Comm. Schell seconded the motion and the Committee voted unanimously to approve the certificates of recognition.

11. Zoning.

11a. Robert C. Helson requesting to have property located at 178 Flynn Road, Gallatin, TN 37066 rezoned from Residential 1A to Agricultural. A portion of the property is already zoned agricultural. Subject property is on Tax Map 103, Parcel 011.00, contains 150.4 acres and is currently zoned Residential 1A and Agricultural. (Second Reading)

11b. Brayden Madison Broadcasting requesting to have property located at 1625 Scotty Parker Road, Gallatin, TN 37066 rezoned from Residential 1A to C2 PUD. Subject property is on Tax Map 104, Parcel 004.01, contains 1 acre and is currently zoned Residential 1A. (Second Reading)

Upon motion to group and approve 11.a through 11.b by Comm. LeMarbre, seconded by Comm. Chris Taylor, the Committee voted unanimously to docket the two requests for rezoning.

11.c. Canine Command LLC requesting to have property located at 1607 Scotty Parker Road, Gallatin, Tennessee, 37066 rezoned from Residential 1A to C2 PUD. Subject property is on Tax Map 104, Parcel 002.00, contains 1 acre, and is currently zoned Residential 1A. (First Reading)

Upon motion to approve 11.c by Comm. LeMarbre, seconded by Comm. Chris Taylor, the Committee voted unanimously to docket the request for rezoning for Canine Command LLC.

11.d. Robert L. Worsham – Worsham’s Market requesting to have property located at 2030 New Hope Road, Hendersonville, Tennessee, 37075 rezoned from Residential 1A to C1 PUD. Subject property is on Tax Map 123, Parcel 042.00, contains 1.6 acres, and is currently zoned Residential 1A. (First Reading)

Upon motion to approve 11.d. by Comm. Graves, seconded by Comm. LeMarbre, the Committee voted unanimously to docket the request a rezoning for Robert L. Worsham’s property.

11.e. Increase of Stormwater permit fee requesting to increase for Stormwater permits from \$200.00 to \$300.00 in order to recover costs associated with these inspections. (First Reading)

Upon motion to approve 11.e. by Comm. Chris Taylor, seconded by Comm. Pomeroy, the Committee voted unanimously to docket the request for an increase in Stormwater permits from \$200.00 to \$300.00, with a request to have someone from the Planning Department to come to the next meeting to discuss the matter.

12. Adjournment. Upon motion of Comm. LeMarbre, and duly seconded, the Committee adjourned at 5:55 p.m.