



SUMNER COUNTY COMMISSION

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

The following minutes are included in this packet:

Commissioners

Terry Moss – 1st

Terry Wright – 2nd

Mark Harrison – 3rd

Dillon Lamberth – 4th

Darrell Rogers – 5th

David Klein – 6th

Danny Sullivan – 7th

Baker Ring – 8th

Dr. Mary Genung – 9th

Benjamin Harris – 10th

Kevin Pomeroy – 11th

Deborah Holmes – 12th

Terri Boyt – 13th

Dr. Jamie Teachenor – 14th

J. Wes Wynne – 15th

Jeremy Mansfield – 16th

Robert Brown III – 17th

Don Schmit – 18th

Shannon Burgdorf – 19th

Merrol Hyde – 20th

Jerry Becker – 21st

Matthew Shoaf – 22nd

Tim Jones – 23rd

Chrissi Miller – 24th

Budget Committee.....September 12

Committee on Committees.....September 12

Financial Management.....September 12

Highway Commission.....August 2

Legislative.....September 12 & 19



BUDGET COMMITTEE MINUTES
Monday, September 12, 2022

MEMBERS PRESENT Matthew Shoaf, Chairman Jeremy Mansfield, Vice Chairman Jerry Becker Bob Brown Mark Harrison David Klein Don Schmit OTHERS PRESENT David Lawing Ben Allen John Isbell
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- I. CALL TO ORDER by Chairman Shoaf at 7:20pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Invocation- Led by Commissioner Mansfield.
 - B. Approval of Agenda- Chairman Shoaf added items II.D. and E, without objection. Motion to approve amended agenda by Commissioner Harrison, second by Commissioner Becker, unanimous approval.
 - C. Recognition of Public- None
 - D. Approval of Minutes – August 8, 2022- Motion to approve by Commissioner Brown, second by Commissioner Mansfield, unanimous approval.

- II. REPORT OF THE BUDGET COMMITTEE CHAIRMAN
 - A. October meeting date (holiday)- Chairman Shoaf stated October’s budget committee meeting will be held on October 11, 2022, at 7:00pm.
 - B. Reconsider funding for the construction of a new health department building near the New Shackle Island Volunteer Fire Department- The committee agreed to defer this item to October’s agenda.
 - C. Reconsider funding for the construction of a new EMS building hear the New Shackle Island Volunteer Fire Department- The committee agreed to defer this item to October’s agenda.
 - D. After discussion, the committee agreed to name Ben Allen as interim county attorney for ninety days or until filled. The committee agreed to transfer funds from the law director’s pay line to the line that Mr. Allen is currently paid from, for the same amount as the previous law director, to cover the ninety-day period. Motion to approve by Commissioner Becker, second by Commissioner Shoaf, unanimous approval.
 - E. Zoll Medical Corporation-Commissioner Mansfield spoke regarding the attached quote. There was lengthy discussion amongst the committee about how many AEDs should be bid and how many should be available in all county buildings, ambulances, etc. Motion to discuss under old business in October by Commissioner Mansfield, second by Commissioner Becker, unanimous approval.

- III. REPORT OF THE COUNTY MAYOR-None

- IV. REPORT OF THE FINANCE DIRECTOR
 - A. Copy of FY2023 budget (separate attachment)- A copy of the fiscal year 2023 budget was given to all committee members.
 - B. FY2022 salary lines over budget- The committee agreed to defer this item to October.
 - C. Uncollected material receivables- The committee agreed to defer this item to October.
 - D. Finance director transfer policy- Finance Director Lawing explained his current transfer policy to the committee. No action taken.
 - E. Discussion of budget committee agenda deadline- The committee agreed that the budget agenda be posted to the finance department’s website at least seven calendar days before the committee meeting. For any item to be considered by the budget committee, for a regular scheduled budget committee meeting, the request and all supporting documentation must be provided to the finance department by noon on the Thursday preceding the first Monday of the month. For other than regularly scheduled meetings, the finance department will notify of the submission deadline. If there is an emergency, it may be subject to the chairman’s approval and placed on the agenda with a 2/3 vote of the members present.
 - F. Discussion of budget calendar for 2024 budget preparation- The committee agreed to defer this item to October.
 - G. Highway/Public Works Fund analysis (send to county commission)- Included in packet.
 - H. Financial statement memo (send to county commission)- Included in packet

V. NEW BUSINESS

A. Education

1. Budget amendments (for approval)- The committee requested that Dr. Phillips or another representative from the board of education be present at all future meetings to discuss amendments. Motion to approve by Commissioner Becker, second by Commissioner Harrison, unanimous approval.
2. Budget amendments (for information only) Included in packet.

B. Appropriations

1. Drug Court – DMHSAS grant correction of budgeted amount and distribution of funds- Motion to approve by Commissioner Becker, second by Commissioner Mansfield, unanimous approval.
2. FY2022 budget carryovers to FY2023- Motion to approve carryover for Ashley's Place for \$40,250, CAB flooring for \$80,000, and a transfer in the amount of \$33,954 from building improvements/EMS station 13 for command vehicles by Commissioner Mansfield, second by Commissioner Harrison, unanimous approval. The remaining items are to be on October's agenda under old business.
3. FY2022 open purchase order carryovers to FY2023- Motion to approve by Commissioner Becker, second by Commissioner Harrison, unanimous approval.

C. Transfers

1. Payroll related

- a. Register of Deeds – transfer from deputies' vacant position to part time personnel to hire a part time employee vs a full-time employee- Motion to approve by Commissioner Becker, second by Commissioner Harrison, unanimous approval.
- b. Building and Codes – transfer from operations for vacation payout of retired employee- Motion to approve by Commissioner Becker, unanimous approval.
- c. County Mayor – transfer from part time personnel to maintenance personnel due to payout of vacation and compensatory time of retired employee- Motion to approve by Commissioner Becker, second by Commissioner Harrison, unanimous approval.
- d. County Clerk – transfer from part time personnel to overtime due to being short staffed- Motion to approve by Commissioner Becker, second by Commissioner Harrison, unanimous approval.
- e. General Sessions II – request to increase salary of employee due to grant not being renewed- Motion to approve by Commissioner Becker, second by Commissioner Harrison, unanimous approval.
- f. Sheriff's Office – transfer from part time personnel to court security officers to increase salaries- Motion to approve by Commissioner Becker, second by Commissioner Mansfield, unanimous approval.

2. Other inter-budgetary-Motion to approve by Commissioner Becker, second by Commissioner Harrison, motion passes 5-2, with Chairman Shoaf and Commissioner Mansfield opposing.
3. Discuss moving ARPA funds budgeted for election machines to other ARPA projects- There was lengthy discussion amongst the committee members. Motion to approve by Commissioner Becker, second by Commissioner Shoaf, motion fails 2-5 with Commissioner Schmit, Commissioner Brown, Chairman Shoaf, Commissioner Klein, and Commissioner Mansfield opposing. The committee agreed to place this item under old business and send to the general operations committee.

D. Tax Refunds- Motion to group and approve items V.D.1.through 4 by Commissioner Mansfield, second by Commissioner Harrison, unanimous approval.

1. Gallatin Work Out Anytime - \$7
2. Kennesaw Farms Development - \$324
3. Jeffrey and/or Monica Leigh - \$365
4. Southeastern Building Corp - \$20,619

VI. ADJOURNMENT- Motion to adjourn at 8:58pm by Commissioner Becker, second by Commissioner Harrison.

**COMMITTEE ON COMMITTEES
MINUTES
JEREMY MANSFIELD, CHAIRMAN
September 12, 2022**

Present:

Jeremy Mansfield, Chairman
Chrissi Miller, Vice-Chairman
Dr. Mary Genung
Deborah Holmes
Dr. Jamie Teachenor

Also Present:

Ben Allen, Staff Attorney
John C. Isbell, County Mayor
Merrol Hyde, Commission Chairman

Chairman Mansfield brought the regular scheduled meeting of Committee on Committees to order with an invocation on Monday, September 12, 2022, at 5:00 p.m. Chairman Mansfield declared a quorum to conduct business.

Agenda. Upon motion of Comm. Teachenor, seconded by Comm. Genung, the Committee voted unanimously to approve the agenda.

Approval of Minutes of August 15, 2022. Upon motion of Comm. Teachenor, seconded by Comm. Holmes, the Committee voted unanimously to approve the minutes of August 15, 2022 for form.

Public Recognition. None

Report of the Chairman. Chairman Mansfield spoke to his request to change the format used to show the appointing authority on the tables used.

Report of the County Mayor. No report

8. Old Business. None

9. New Business.

Adjustments to membership of standing committees. Chairman Mansfield noted the following recommended changes.

- Highway Committee. Tim Jones, appointment

Commissioner Genung moved, seconded by Comm. Miller, to approve the appointment of Tim Jones to the Highway Committee. The Committee voted unanimously to approve the appointment of Tim Jones to the Highway Committee.

- Financial Management. Kevin Pomeroy to replace David Klein

Comm. Miller moved, seconded by Comm. Teachenor, to approve Kevin Pomeroy to replace David Klein on the Financial Management Committee. The Committee voted unanimously to approve the appointment of Kevin Pomeroy to Financial Management.

- Education Committee. Terri Boyt to replace Tim Jones

Comm. Genung moved, seconded by Comm. Teachenor, to approve Terri Boyt to replace Tim Jones on the Education Committee. The Committee voted unanimously to approve the appointment of Terri Boyt to the Education Committee.

Discuss alternate meeting time/day: Without objection, Chairman Mansfield recommended keeping the 5:00 p.m. meeting time.

Discuss Committee on Committees Procedures and State Law surrounding Boards and Committee: No action taken

Music City Airport Authority – 5-year term.

- Mike Ryan replacement for Thomas Richie Williams, resigned.

After discussion, Comm. Teachenor moved, seconded by Comm. Genung, to defer to October meeting. The Committee voted unanimously to defer the appointment to next month's meeting.

Audit Committee. Without objection, Chairman Mansfield moved Audit Committee up on the agenda. He explained that the committee is made up of the Commission Chairman, Budget Committee Chairman and two other Commissioners. Comm. Mansfield brought forward the recommendation of Commissioners Harrison and Pomeroy to the Audit Committee.

Comm. Teachenor moved, seconded by Comm. Holmes, to approve the appointments of Commissioners Harrison and Pomeroy, Commission Chairman Hyde and Budget Chairman Shoaf to the Audit Committee.

County Mayor John C. Isbell noted there were five members on the committee. It was determined that the chairman of Financial Management is also a member of the Audit Committee.

Comm. Teachenor restated his motion in agreeance with the seconder to include Financial Management Chairman Colin Zimmerman. The Committee voted unanimously to approve the appointments of Commission Chairman Hyde, Budget Chairman Shoaf, Financial Management Chairman Zimmerman and Commissioners Harrison and Pomeroy to the Audit Committee.

West Fork Creek Reservoir/Dam Authority – 4-year term.

- Billy Geminden expires September 2022

Library Board – 3-year term.

- Judge Jane Wheatcraft, resigned, term expires September 2022
- Donna MacFarland, term expires September 2022
- Dennis Cary, term expired August 2022
- Ronnie Fox, term expired July 2022

Equalization Board – 2-year term.

- Radford Garrott, alternate resigned, term expired April 2022

Solid Waste Board – 6-year term.

- Mark Bristol, resigned/moved away, term expired May 2022
- J. Bruce Rainey, term expired May 2022
- Fred Qualls, term expired May 2022
- Ben Harris, term expired May 2022

Agricultural Extension Service Committee – 2-year term.

- Alan Driver, ex commissioner – expires January 2024
- Luke Tinsley, ex commissioner – expires January 2024
- Caroline Krueger, ex commissioner – expires January 2024

Delinquent Tax Committee.

- Alan Driver, ex commissioner
- Luke Tinsley, ex commissioner
- Brian Stewart, ex commissioner

Employee Benefits Committee.

- Justin Nipper, ex commissioner
- Michael Guthrie, ex commissioner
- County Mayor (Alternate)

Ethics Committee – 1-year term (Appointed in September on a yearly basis).

- Scott Langford, ex commissioner
- Larry Hinton, ex commissioner
- Caroline Krueger, ex commissioner
- Kathryn Strong
- James Ramsey

Liability Claims.

- Deanne DeWitt, ex commissioner
- Billy Geminden, ex commissioner
- Anthony Holt

Local Emergency Planning Commission.

- Michael Guthrie, ex commissioner

Regional Planning Commission.

- Billy Geminden, ex commissioner
- Gene Rhodes, ex commissioner
- Chris Taylor, ex commissioner

Resource Authority.

- Paul R. Goode, ex commissioner
- Billy Geminden, ex commissioner

Tourism Board.

- Billy Geminden, ex commissioner, term expired August 2022
- Shellie Young Tucker, ex commissioner, term expired August 2022
- Caroline Krueger, ex commissioner, term expired August 2022
- Baker Ring, County Commissioner, term expired August 2022

Comm. Miller moved, seconded by Comm. Teachenor, to defer all remaining business on the agenda to October meeting. The Committee voted unanimously to approve to defer all remaining business to October meeting.

Next Month October 2022

Library Board.

- Beth Key, present member, 3-year term

10. Adjournment. Upon motion of Comm. Teachenor, seconded by Comm. Miller, the Committee adjourned at 5:18 p.m.



INVESTMENT, PURCHASING, 2002 FINANCIAL
MANAGEMENT, AND 2012 FINANCIAL
MANAGEMENT COMMITTEES' MINUTES
September 12, 2022

MEMBERS PRESENT
Colin Zimmerman, Chairman
David Klein, Vice Chairman
Toby Ellis
Ben Harris
John Isbell
Matthew Shoaf
OTHERS PRESENT
David Lawing
Ben Allen

- I. CALL TO ORDER by Chairman Zimmerman at 9:04pm in Room 112 of the Sumner County Administration Building in Gallatin, TN.
 - A. Invocation-Led by Commissioner Klein.
 - B. Approval of agenda- Motion to approve by Commissioner Harris, second by Commissioner Shoaf, unanimous approval.
 - C. Recognition of public- None
 - D. Approval of minutes – July 18, 2022- Motion to approve by Commissioner Klein, second by Commissioner Shoaf, unanimous approval.
- II. REPORT OF THE COMMITTEE CHAIRMAN- Chairman Zimmerman briefly explained his vision for this committee and the reporting he would like to see.
- III. REPORT OF THE COUNTY MAYOR- None
- IV. REPORT OF THE LAW DIRECTOR-None
- V. REPORT OF THE TRUSTEE – included in packet
- VI. REPORT OF THE FINANCE DIRECTOR
 - A. GASB87 – new leases to be sent to budget committee and to commission- Finance Director Lawing briefly spoke and recommended that this be sent to the policy subcommittee.

Finance Director Lawing stated the county is still in the process of implementing the 2012 ACT, which includes moving the county to a full ERP system. He stated, right now, his estimates for the payroll portion of implementation are to be completed by January 1, 2023. Finance Director Lawing explained sixty to eighty percent of the county is currently using the Kronos timekeeping program already, and he hopes to have the remaining departments completed in approximately six months after completion of payroll. After that, he will discuss the remaining highway department portions, such as purchase orders.
- VII. NEW BUSINESS
 - A. Future debt amortization schedule-Finance Director explained the debt schedule included in the packet. There was lengthy discussion amongst the committee.
 - B. Financial management committee agenda deadline- The committee agreed that the deadline for items to be on the agenda must be submitted the Monday before the meeting by noon. Motion to approve by Commissioner Shoaf, second by Commissioner Klein, unanimous approval. Finance Director Lawing stated he would send out an email to the departments regarding the new deadline.
 - C. Reporting- Finance Director Lawing explained to the committee that any reporting they would like to see in the future they can contact his office and we will provide.
 - D. Future committee projects- Commissioner Klein mentioned the committee would like to see the costs of employees, and equipment that the county owns, such as the highway department's equipment. Road Superintendant Ellis mentioned that he will be working on a new inventory list in the next few weeks.
- VIII. ADJOURNMENT- Motion to adjourn at 9:31pm by Commissioner Shoaf, second by Commissioner Klein, unanimous approval.

**SUMNER COUNTY HIGHWAY COMMISSION MINUTES
AUGUST 2, 2022**

Members Present: Larry Hinton, Chairman
Steve Graves, Vice-Chairman
Judy Hardin, Road Superintendent
Tom Neal, Citizen Member
Anthony Holt, County Mayor
Terry Wright, County Commissioner

Others Present: Leah May Dennen, Law Director
Ben Allen, Staff Attorney

Members Absent: Jeremy Mansfield, County Commissioner
Gene Rhodes, County Commissioner
Brock Burmeister, Assistant Road Superintendent

1. & 2. Call to Order and Roll Call

Chairman Hinton, after stating that we have a quorum, called the regular monthly meeting of the Sumner County Highway Commission to order, Tuesday, August 2, 2022 at 4:33 p.m. in Room 112 in the Sumner County Administration Building.

3. Approval of Agenda

Vice-Chairman Graves stated he would like to **add an item to the agenda**. He explained that he wanted to discuss that there were two signs with the name Beuna Mai Carter which were located on the Rock Springs Road Bridge. He explained that these two signs had either been torn down or have disappeared. He explained that he would like to see these two signs replaced.

There was discussion about replacing these signs.

Superintendent Hardin advised Vice-Chairman Graves to contact the Sumner County Highway Department regarding these signs.

Chairman Hinton stated that he would entertain a motion to approve the Highway Commission Agenda with this item added:

Motion for approve of the agenda by Superintendent Hardin, seconded by Mr. Neal. Motion passed unanimously.

4. Approval of June 7, 2022 Highway Commission Minutes

Chairman Hinton stated he would entertain a motion to approve the June minutes.

Motion by Superintendent Hardin for approval of the June minutes, seconded by Vice-Chairman Graves. Motion passed unanimously.

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AUGUST 2, 2022
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5. Public Recognition-

Mr. Ricky Tin Nguyum, 101 Saron Lane, Gallatin, Tn. came forward to speak. Mr. Nguyum stated that he was having difficulty obtaining a building permit to add onto his existing home. He has the only house on Saxon Lane, which is a dedicated road bed. He stated that his property is located on Sumner County Tax Map 134J- Group A- Parcel 005.00, and is in Stonegate Subdivision - Section II.

Superintendent Hardin explained that since Mr. Nguyum address was on Saron Lane, this presented issues with setbacks lines in obtaining a permit for an addition to his existing home.

There was discussion.

Superintendent Hardin advised Mr. Nguyum to go to the EMS Building located on Airport Road and speak to Michael Guthrie in the E-911. She suggested that he explain to Mr. Guthrie what the issues are, and then request an address change to Stonegate Drive, instead of his current Saxon Lane address. She also advised him that if his address was on Stonegate Drive, this would give him more road frontage and more building options.

Law Director Dennen stated that the more road frontage Mr. Nguyum, has the more options he would have for building setbacks.

Chairman Hinton closed the floor for public recognition.

6. Report of Chairman

A. Old Business-None

B. New Business-

Chairman Hinton thanked the commission for allowing him to serve.

7. Report of Road Superintendent:

A. Old Business-None

B. New Business- . Superintendent Hardin handed out the Highway Department Revenues Comparison Sheet for FY 2021-22.

New Business- Superintendent Hardin stated that Greenlid Design Engineering Company of Gallatin, had asked if they could take Meadows Lane off of a survey that they are currently working on. Meadows Lane is an old road bed which is not listed on the road map and is not a county road.

There was discussion.

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AUGUST 2, 2022
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Motion by County Mayor Holt that since this road never existed that they remove Meadows Lane from the above mentioned survey, seconded by Mr. Graves. Motion passed unanimously.

Law Director Dennen asked Superintendent Hardin to write a letter stating that Meadows Lane is not a county road, not listed on the road list, and request that the dedicated road bed be released.

8. Report of County Mayor

A. Old Business: None

B. New Business:

County Mayor stated that he enjoyed serving on this commission.

9. Commission Business

A. Old Business: None

B. New Business: None

10. Report of County Attorney

A. Old Business: None

B. New Business: None

11. Motion to Adjourn:

Upon motion by Vice-Chairman Graves, and duly seconded by Mr. Neal, the Highway Commission adjourned at 4:46 P.M. Motion passed unanimously.

Meeting adjourned at 4:46 p.m.

Minutes prepared by: Lisa DiOrio

**MINUTES
LEGISLATIVE COMMITTEE
JEREMY MANSFIELD, CHAIRMAN
SEPTEMBER 12, 2022**

Present:

Jeremy Mansfield, Chairman
David Klein, Vice-Chairman
Robert B. Brown III
Merrol N. Hyde, Commission Chairman
Darrell Rogers
Matthew Shoaf
Jamie Teachenor

Also Present:

Ben Allen, Staff Attorney
John C. Isbell, County Mayor

Commission Chairman Hyde brought the Legislative Committee meeting to order with an invocation on September 12, 2022, at 6:00 p.m. Commission Chairman Hyde declared a quorum present to conduct business.

3. Approval of Agenda. Upon motion of Comm. Rogers, seconded by Comm. Klein, the Committee voted unanimously to approve the agenda.

4. Vote on Chairman and Vice Chairman of Committee. Commission Chairman Hyde nominated Comm. Mansfield for Chairman, seconded by Comm. Teachenor. Hearing no other nominations, the Committee voted unanimously to elect Comm. Mansfield as Chairman and Chairman Mansfield took over the meeting.

Comm. Shoaf nominated Comm. Klein for Vice-Chairman, seconded by Comm. Brown. Hearing no other nominations, the Committee voted unanimously to elect Comm. Klein as Vice-Chairman.

5. Minutes of August 8, 2022 for approval. Upon motion of Comm. Shoaf, seconded by Comm. Klein, the Committee voted unanimously to approve the minutes of August 8, 2022 for form.

6. Recognition of the Public. Kevin Baigert, 424 AB Wade Road, Portland spoke to his concerns about the rules and procedures and would like to see more constraints on government. Would like more discussion and more resemblance of a home rule charter.

7. Report of Chairman. No report

8. Report of County Mayor. County Mayor John C. Isbell spoke to a memo that was prepared by Staff Attorney Ben Allen and would like more discussion about the Office of Law Director.

9. Old Business.

10. New Business.

- a. Veterans' service report (attached).
No action taken
- b. October meeting – Holiday. Without objection, Chairman Mansfield moved the October meeting date to October 11, 2022.
- c. Vacancy in the office of Assessor Property. Upon motion of Comm. Shoaf, seconded by Comm. Brown, to post notice of vacancy in the office of Assessor Property. County Mayor Isbell recommended Don Linville be appointed as Assessor of Property. Mr. Isbell spoke of the experience Mr. Linville has in the office and the reappraisal coming in 2024. After discussion, the Committee voted unanimously to approve to post the notice of vacancy in the office of the Assessor of Property.

Upon motion by Comm. Shoaf, seconded by Comm. Hyde, the Committee voted unanimously to appoint Don Linville as interim Assessor of Property and to be compensated appropriately. The motion carried unanimously.

- d. Bond for Paul Fornes (attached). Upon motion of Comm. Rogers, seconded by Comm. Teachenor, the Committee voted unanimously to approve and forward to full Commission.
- e. Office of Law Director selection and election process as defined by Private Acts of 1973 Chapter 95 (attached). Chairman Mansfield spoke to the Private Act of 1973 Chapter 95 and statutes.

Comm. Hyde moved, seconded by Comm. Rogers, to form a Law Director selection ad hoc committee. Commission Chairman to appoint two commissioners and County Mayor to appoint two representatives. A special called Legislative meeting to be held September 19, 2022 to determine qualifications and expectations of law director. Notice of vacancy to be posted for 30 days. After discussion, the motion carried unanimously.

Without objection, Chairman Mansfield moved Commission Recognition forward on the agenda.

11. Commission Recognition.

- a. Honoring Commissioner Moe Taylor
- b. Tennessee United Boys Soccer Team
- c. Gallatin High School Fishing Team
- d. Jamie Teachenor – deferred to October meeting
- e. HolidayFest (September 1 through January 31)

Comm. Hyde moved, seconded by Comm. Rogers, to group and approve items 11a, 11b, 11c and 11e and forward to full Commission. Defer item 11d to October meeting. The motion carried unanimously.

Without objection, Chairman Mansfield moved items 10g and 10h forward on the agenda.

10g. Adopting personnel policies and procedures for the Sumner County Clerk's Office (attached).

10h. Adopting personnel policies and procedures for the Sumner County Register of Deeds (attached).

Upon motion of Comm. Hyde, seconded by Comm. Rogers, to group and approve items 10g and 10h. The motion carried unanimously.

Without objection, Chairman Mansfield move item 10i forward on the agenda.

- i. Standing Rules & Procedures (attached). Upon motion of Comm. Shoaf, seconded by Comm. Klein, to defer to special called Legislative meeting on September 19, 2022. The motion carried unanimously.
- f. Discuss interim salary and title for Ben Allen in the Law Office. Upon motion of Comm. Shoaf, seconded by Comm. Hyde, to defer to Legislative meeting to be held on September 19, 2022. After discussion, Comm. Shoaf retracted his original motion.

Comm. Shoaf then moved, seconded by Comm. Hyde, to send to Budget Committee. The motion carried unanimously.

12. Zoning.

13. Adjournment. Chairman Mansfield declared the meeting adjourned at 7:15 p.m. upon motion of Comm. Klein, and seconded by Comm. Rogers.

**MINUTES
SPECIAL CALLED
LEGISLATIVE COMMITTEE
JEREMY MANSFIELD, CHAIRMAN
SEPTEMBER 19, 2022**

Present:

Jeremy Mansfield, Chairman
Robert B. Brown III
Merrol N. Hyde, Commission Chairman
Darrell Rogers
Matthew Shoaf

Absent:

David Klein, Vice-Chairman
Jamie Teachenor

Also Present:

Ben Allen, Staff Attorney
John C. Isbell, County Mayor

Chairman Mansfield brought the special called Legislative Committee meeting to order with an invocation by Comm. Brown on September 19, 2022, at 6:00 p.m. Chairman Mansfield declared a quorum present to conduct business.

3. Approval of Agenda. Upon motion of Comm. Rogers, seconded by Comm. Shoaf, the Committee voted unanimously to approve the agenda.

4. Recognition of the Public. Kevin Baigert, 424 AB Wade Road, Portland asked the committee members not to rush approving the rules and procedures.

5. Report of Chairman. No report

6. Report of County Mayor. No report

7. Old Business.

8. New Business.

- a. Discuss, consider, and possibly vote upon the selection process and description of the duties of the Sumner County Law Director.
Chairman Mansfield gave brief overview of last meeting where it was decided to form an ad hoc committee with two members chosen by the Commission Chairman and County Mayor.

Comm. Shoaf moved, seconded by Comm. Brown, to open discussion about the draft of description of duties prepared by staff attorney Ben Allen. The Committee voted unanimously to approve the description of duties, as amended.

County Mayor John C. Isbell requested the addition of “work day to day with County Mayor.”

After discussion, Comm. Shoaf moved, seconded by Comm. Brown, to amend the first bullet point to read “elected officials to include the County Mayor.” The Committee vote to approve (3-2-0). Chairman Mansfield and Comm. Rogers voted against.

Comm. Hyde opened discussion about the ad hoc selection committee. He announced Comm. Mansfield and Comm. Burgdorf as his choice for committee members. County Mayor Isbell announced his choice of Craig Garton and Comm. Harrison for committee members.

- b. Discuss, consider, and possibly vote upon the Standing Rules and Procedures. Chairman Mansfield gave brief overview of last meeting and discussed changes made to date.

After discussion, Comm. Shoaf moved, seconded by Comm. Brown, to set deadline of October 4, 2022 for all change requests to be submitted to staff attorney Ben Allen to go before Legislative Committee on October 11, 2022 and full Commission on October 17, 2022. The Committee approved unanimously to set the October 4, 2022 deadline to receive change requests and send to Legislative Committee and full Commission in October.

9. Commission Recognition.

- a. Honoring Mack Wood Eagle Scout

Comm. Hyde moved, seconded by Comm. Brown, to approve honoring Mack Wood Eagle Scout and forward to full Commission. The motion carried unanimously.

10. Adjournment. Chairman Mansfield declared the meeting adjourned at 6:35 p.m. upon motion of Comm. Shoaf, and seconded by Comm. Brown.